



Dipalopalo tsa Aforika Borwa • Statistieke Suid-Afrika • Tistatistiki ta Afrika-Dzonga • Ukuqokelelwa kwamanani eNingizimu Afrika

Survey of Employers and Self-Employed 2009 Meta-data

This document sets out the information that is needed to access Survey of Employers and Self-Employed 2005 (SESE2005) data.

The files essential for accessing the data are provided in text format. This format was chosen to make the data usable with as many software packages as possible, and thus accessible to a wide range of people. Other files with relevant information are provided in Word 2000 format. If you do not have software appropriate for this format, please contact Stats SA and hard copies will be forwarded to you.

Other important information can be found in the:

Questionnaire
Statistical release
Record layouts
Code list
Stats SA's website: www.statssa.gov.za

The data files

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

Business	Data from question 4 to 17
Operations	Data from question 18 to 39
General	Data from question 40 to 47
Costs	Data from question 48 to 54
Expenditure	Data from question 55 to 56
Capital	Data from question 57 to 61
Transport	Data from question 62 to 63

The files also contain some derived variables.

The information in each file contains the following:

- Nature of records in the file and population covered
- Description of variables

Description of variables

The description of the variables comprises of the following information:

Descriptive name: This is a short English description plus the variable name in the original file used by Stats SA to construct the ASCII file.

Position of the variable: The position of the data within the record, recorded in the format (@xxx y.). “@xxx” indicates that the data begins at position (i.e. column) xxx and “y.” indicates that it is y digits wide. All data is numeric. All data is right-justified.

Final code list: The range of valid values for variables. For continuous variables it only reflects the upper and lower limits.

Source: This is either the question in the questionnaire or, for derived variables, the method of derivation. Derived variables are usually found towards the end of a file.

Valid range: The range of valid values for the variable. For continuous variables this reflects the upper and lower limits as found in the data.

Not applicable: The code for not applicable is provided for each variable.

Missing value: A code for “missing”/“unspecified” values is given for each variable.

Notes to users: Specific observations to be noted by users.

Most questions in the Survey of Employers and Self-employed questionnaire are pre-coded, i.e. there is a set number of choices from which one or more must be selected. For open-ended ‘write-in’ questions, the description will note that post-coding occurred and explain how this was done. For most variables the coding is apparent from the questionnaire (available elsewhere in the documentation) and is not repeated in the variable description. Where the coding is not apparent, the description either provides the codes or indicates where code lists are to be found.

Linking files

The data from different files can be linked on the basis of a record identifier. The record identifier is the first field/s in each file. Each record contains a number (*Unqr*) which constitutes a unique identifier. The unique number (*Unqr*) together with the person number (*Personnr*) can be used to link records from different files.

Methodology

See the document on SESE report

DATA FILE: Business

Unique number (<i>Uqno</i>)	(@1	18.)
Unique Business Identifier		
Valid range: 101000340000004301 - 986010350000012701		

Note to users

This is the unique identifier can be used to link data from this file with data from other files.

Person Number (<i>PERSONNO</i>)	(@19	2.)
Person (respondent) number within Household		

Final code list

Valid range: 01 – 06

Note : The two fields above (unique number and person number) can be used to link data from this file with data for the same individuals from other files.

Business number (BUSNSNO)

(@21 1.)

Final code list

Valid range: 1 – 3

Province (Province)

(@22 1.)

South African provinces as at December 2005 released by the Municipal Demarcation Board in January 2006.

Final code list

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

SECTION 1

This section covers particulars of each person in the household.

Question 1.3*Gender (Q13GENDER)*

(@23

1.)

1.3	Is..... a male or a female? 1 = MALE 2 = FEMALE	<input type="checkbox"/> 1 <input type="checkbox"/> 2
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Note to users

This question was asked for all household members, to determine their gender. Enumerators were instructed not to assume the gender of household members by just looking at people's names or physical appearances. In this instance, they had to ask the respondent the gender of each member of the household without any assumptions.

Universe

Every person who had stayed in the households in selected dwelling units at least four nights a week in the four weeks prior to the interview.

Final code list

- 1 = Male
- 2 = Female

Question 1.4*Age (Q14AGE)*

(@24

2.)

1.4	What is.....'s date of birth and age in completed years?	Day of birth: Example of day	<input type="text"/>	<input type="text"/>
		Month of birth: Example of month	<input type="text"/>	<input type="text"/>
		Year of birth: Example of year	<input type="text"/>	<input type="text"/>
		Age (less than 1 year = 000)		

Derived variable

This is a derived variable indicating the age of the household member. Age of the household member was derived from question 1.4 of the questionnaire.

This question was asked for each member of the household. The instruction was to write the age in completed years to the nearest whole numbers and not in words. Thus, if a person was two years and six months, the instruction was to write the two completed years. For children aged less than a year, the instruction was to write 000.

Universe

Every person who had stayed in the households in selected dwelling units at least four nights a week in the four weeks prior to the interview.

Final code list

Valid range: 15 - 85

Question 1.5

Population group (Q15POPULATION)

(@26

1.)

1.5	What population group does..... belong to?	1 = AFRICAN/BLACK	<input type="text"/>
		2 = COLOURED	<input type="text"/>
		3 = INDIAN/ASIAN	<input type="text"/>
		4 = WHITE	<input type="text"/>
		5 = OTHER, specify, in the box at the bottom	<input type="text"/>

Note to users

This question was asked to determine the population group of persons from the selected dwelling units. The respondent had to answer for each member and the enumerator was not to make any assumptions. The enumerator was also instructed not to come to any conclusions, which may be influenced by his observation or using people's names during the interview. This question may seem very sensitive to some respondents especially in this post apartheid era, but it is important to find out the composition of the South African population.

Universe

Every person who had stayed in the households in selected dwelling units at least four nights a week in the four weeks prior to the interview.

Final code list

- 1 = African/Black
- 2 = Coloured
- 3 = Indian/Asian
- 4 = White

Question 1.6

Marital status (Q16MARITALSTATUS) (@27 1.)

1.6	<p>What is’s present marital status?</p> <p>1 = MARRIED</p> <p>2 = LIVING TOGETHER LIKE HUSBAND AND WIFE</p> <p>3 = WIDOW/WIDOWER</p> <p>4 = DIVORCED or SEPARATED</p> <p>5 = NEVER MARRIED</p>	<div><div></div>1</div> <div><div></div>2</div> <div><div></div>3</div> <div><div></div>4</div> <div><div></div>5</div>
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Note to users

This question is about the marital status of the members of the household. Both modern and traditional marriages are considered in this question.

Universe

Every person who had stayed in the households in selected dwelling units at least four nights a week in the four weeks prior to the interview.

Final code list

- 1 = Married
- 2 = Living together like husband and wife
- 3 = Widow/Widower
- 4 = Divorced or separated
- 5 = Never married

Question 1.7*Highest education level (Q17EDUCATION)*

(@28

2.)

1.7	What is the highest level of education that... has successfully completed?	
	00 = No SCHOOLING	00
	01 = GRADE R/0	01
	02 = GRADE 1/ SUB A	02
	03 = GRADE 2 / SUB B	03
	04 = GRADE 3/STANDARD 1	04
	05 = GRADE 4/ STANDARD 2	05
	06 = GRADE 5/ STANDARD 3	06
	07 = GRADE 6/STANDARD 4	07
	08 = GRADE 7/STANDARD 5	08
	09 = GRADE 8/STANDARD 6/FORM 1	09
	10 = GRADE 9/STANDARD 7/FORM 2	10
	11 = GRADE 10/ STANDARD 8/ FORM 3	11
	12 = GRADE 11/ STANDARD 9/ FORM 4	12
	13 = GRADE 12/STANDARD 10/FORM 5/MATRIC	13
	14 = NTC I	14
	15 = NTC II	15
	16 = NTC III	16
	17 = CERTIFICATE WITH LESS THAN GRADE 12/STD 10	17
	18 = DIPLOMA WITH LESS THAN GRADE 12/STD 10	18
	19 = CERTIFICATE WITH GRADE 12/STD 10	19
	20 = DIPLOMA WITH GRADE 12/STD 10	20
	21 = BACHELORS DEGREE	21
	22 = BACHELORS DEGREE AND DIPLOMA	22
	23 = HONOURS DEGREE	23
	24 = HIGHER DEGREE (MASTERS, DOCTORATE)	24
	25 = OTHER, <i>specify in the box at the bottom</i>	25
	26 = DON'T KNOW	26

Note to users

Enumerators were instructed that it was only those qualifications already obtained which had to be entered. That means the current level of study with which a person was still busy, was not applicable. It was very important to complete each record even if the person had not attended school. Enumerators were instructed to record diplomas and certificates that were of at least six months' duration.

Universe

Every person who had stayed in the households in selected dwelling units at least four nights a week in the four weeks prior to the interview.

Final code list

00 = No schooling
 01 = Grade R/0
 02 = Grade 1/Sub A
 03 = Grade 2/Sub B
 04 = Grade 3/Standard 1
 05 = Grade 4/Standard 2
 06 = Grade 5/Standard 3
 07 = Grade 6/Standard 4
 08 = Grade 7/Standard 5
 09 = Grade 8/Standard 6/Form 1
 10 = Grade 9/Standard 7/Form 2
 11 = Grade 10/Standard 8/Form 3
 12 = Grade 11/Standard 9/Form 4
 13 = Grade 12/Standard 10/Form 5/Matric
 14 = NTC I
 15 = NTC II
 16 = NTC III
 17 = Certificate with less than Grade 12/Std 10
 18 = Diploma with less than Grade 12/Std 10
 19 = Certificate with Grade 12/Std 10
 20 = Diploma with Grade 12/Std 10
 21 = Bachelors Degree
 22 = Bachelors Degree and Diploma
 23 = Honours Degree
 24 = Higher Degree (Masters, Doctorate)
 25 = Other
 26 = Do not know

Registered for VAT (Q4VAT)

(@30

1.)

4	Is your business registered for VAT? (repeat for each business) 1 = YES 2 = No END OF INTERVIEW FOR THIS BUSINESS
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Note to users

The SESE is only interested in businesses not registered for VAT. There is a difference between a business paying VAT for its purchases (which is not meant by this question) and a business that is registered with the receiver of revenue for VAT for its profits. If the response was "Yes" to this question the interviewer was asked to end the interview.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

2 = No

Income tax (Q5incometax)

(@31

1.)

5	Is your business registered for income tax? (repeat for each business) 1 = YES 2 = NO
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Note to users

This question seeks to establish, among businesses not registered for VAT, which ones are registered for income tax and which ones are not.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = Yes

2 = No

Licence (Q6licence)

(@32

1.)

6	Do you have any licenses or permits to operate this business? 1 = YES 2 = NO Go to q8
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Note to users

Licence refers to a legal document, which allows the business to operate. For example private doctors who run surgeries are supposed to register with the South African medical and dental council. Sometimes there are other licences that are less formal, especially in the informal business sector that people need to acquire in order to be able to run their businesses. These are referred to as permits in this survey. If option '2' was chosen, the instruction was to go to Question 8.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = Yes

2 = No

Who issued the license/s or permit/s?

7	Who issued the license/s or permit/s? 1 = Municipality/ Provincial authority 2 = Professional association 3 = Business association 4 = Regional Services Council 5 = Traditional leader 6 = Protection agency/ies 7 = Friend/relative 8 = Other, <i>specify</i>
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Note to users

To run some businesses you need to get permission from more than one organisation. For example a private doctor who runs a surgery is supposed to register with the South African medical and dental council and he/she might also need to register with the municipality where the surgery is located. The enumerator was asked to read all the options to the respondent and record either "Yes" and "No" for each option.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1) *Municipality/Provincial authority (Q71municipality)* (@33 1.)

1 = Yes

2 = No

☐ = Not applicable

2) *Professional association (Q72ProfAssociation)* (@34 1.)

1 = Yes

2 = No

☐ = Not applicable

3) *Business association (Q73Busassociation)* (@35 1.)

1 = Yes

2 = No

☐ = Not applicable

4) *Regional Services Council (Q74Regsercouncil)* (@36 1.)

1 = Yes

2 = No

☐ = Not applicable5) *Traditional leader (Q75Tradleader)*

(@37

1.)

1 = Yes

2 = No

☐ = Not applicable6) *Protection agency/ies (Q76Protagency)*

(@38

1.)

2 = No

☐ = Not applicable7) *Friend/relative (Q77Friend)*

(@39

1.)

1 = Yes

2 = No

☐ = Not applicable8) *Other, specify (Q78Other)*

(@40

1.)

1 = Yes

2 = No

☐ = Not applicable*Registered for UIF (Q8UIFRegister)*

(@41

1.)

8	Is your business registered for Unemployment Insurance Fund, UIF? 1 = Yes 2 = No
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Note to users

The interviewer should ask this question and record the answer in the appropriate box.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = Yes

2 = No

Ownership type (Q9Ownertype)

(@42 1.)

9	In your business are you..... 1 = Own account-worker (without employees) 2 = Employer
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Note to users

It is important to establish whether the person is working alone in his/her business or he/she has employees working for him/her. For this survey self-employed refers to a person who is working for him/herself in a business without any employees and an employers refers to someone who has people working for him/her even if the employer him/herself works in the business as well.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = Self-employed (without employees)

2 = Employer

Industry (Q10Industry)

(@43

3.)

10	What kinds of goods or services does the business provide? <i>Describe in at least three words. If more than one activity, answer for the one which usually generates the most net income.</i>
11	What is the name of your business? <i>Write 'No name', if relevant.</i>

Note to users

This question is applicable to household members who have been performing certain economic activities in the seven days prior to the interview. It is important that the service or main goods are in English as the industry codes are only in this language. Although a person may have certain roles and responsibilities within the company she/he is working with, the enumerator is instructed to record the main goods or services produced by the company.

Questions 10 and 11 were written-in. The responses to these two questions were used to determine the industry. The industry was coded to three digits on the basis of the International Standard Industrial Classification of all Economic activities (ISIC) 1993 (see elsewhere in documentation for codes).

Universe

All members of the households in selected dwelling units aged 15 years and above who were economically active in the seven days prior to the interview.

Final code list

Valid range 111 – 990

□ = Not applicable

Ownership (Q12Ownership)

(@46

1.)

12	Is the business owned by you as a single owner? 1 = YES 2 = NO GO TO Q18
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Note to users

This question helps to establish whether the business is owned by one person or the owner is in partnership with other people. If "Yes" for this question the respondent is the sole owner of the business. If "Yes" the instruction was to go to Question 18.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = Yes

2 = No

Multiple partners (Q13HsePartners)

(@47

1.)

13	Is the business owned in partnership with other members of your household? 1 = YES 2 = NO GO TO Q15
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Note to users

Partnership with members of the household refers to more than one person in the same household owning the same business. The interviewer was asked to skip to question 15 if the answer was "No".

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

2 = No

☐ = Not applicable

Partners in the household (Q14NoPartners)

(@48

1.)

14	How many household members, including you, are partners in the business?
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Note to users

The interviewer was asked to proceed if the answer was "Yes" to question 13.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

☐ = Not applicable

Other partners (Q15OthrPartners)

(@49

1.)

15	Are there any business partners living in other households? 1 = YES 2 = NO GO TO Q17
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Note to users

If a business has more than one partner and the other partner(s) are not from the same household as the respondent, then the response was "Yes" to this question. If "No" the instruction was to go to Question 17.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = Yes

2 = No

☐ = Not applicable

Partners in neighbourhood (Q16NoPartners)

(@50 2.)

16 How many of those partners live in other households?

Note to users

The interviewer was asked to proceed if the answer was "Yes" to question 15.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

Valid range: 20

☐ = Not applicable

Main owner (Q17MainOwner)

@52 1.)

17 Who is the main owner of this business?

1 = Yourself

2 = Another family or household member

3 = Another person in the partnership or cooperative, not a household member

4 = The ownership is equally shared between two or more owners

5 = Other, *specify*

Note to users

People could be in a partnership equally or with some kind of hierarchy. Ask for the main owner. For this survey the partner who invests more money in the business is regarded as the main owner.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = Yourself

2 = Another family or household member

3 = Another person in the partnership or cooperative, not a household member

4 = The ownership is equally shared between two or more owners

5 = Other

☐ = Not applicable

Location of the business (Q18Location)

(@53 2.)

18	Does this business operate 01 = Within the owner's dwelling/s – with its own space (e.g. a separate room) 02 = Within the owner's dwelling/s – without its own space (e.g. a family room) 03 = In a structure attached to owner's dwelling/s or on the same plot (e.g. a workshop in the back yard) 04 = Within another person's dwelling (e.g. a neighbour's dwelling) 05 = In a non-residential building (e.g. an office block or factory) 06 = From a taxi rank / bus station / train station 07 = On a footpath, street or open space 08 = At a market 09 = No fixed location/mobile → Go to Q22 10 = At customer's homes or offices → Go to Q22 11 = Other, <i>specify</i>
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Note to users

This question helps in establishing the location where the business operates. For example, if a person is selling cold drinks in his/her house without a separate room for this, you will mark 02. There are cases, though, where a person goes from door to door selling goods or from place to place rendering services and the administrative work is done somewhere else in a fixed position, for example, a taxi owner. In such cases the location where the business operates is where an individual actually does his/her work, so you mark "no fixed location/mobile". An interviewer was asked to note a skip instruction for option 09 & 10 "no fixed location/mobile" & "at customer's homes or offices" and then go to question 22.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

- 01 = Within the owner's dwelling/s – with its own space (e.g. a separate room)
- 02 = Within the owner's dwelling/s – without its own space (e.g. a family room)
- 03 = In a structure attached to owner's dwelling/s or on the same plot (e.g. a workshop in the back yard)
- 04 = Within another person's dwelling (e.g. a neighbour's dwelling)
- 05 = In a non-residential building (e.g. an office block or factory)
- 06 = From a taxi rank / bus station / train station
- 07 = On a footpath, street or open space
- 08 = At a market
- 09 = No fixed location/mobile
- 10 = At customer's homes or offices
- 11 = Other

Location arrangement (Q19Tempstructure)

(@55

1.)

19	<p>Is the location of the business a permanent (e.g. over a period of time) or a temporary arrangement, (e.g. can change from day to day)?</p> <p>1 = PERMANENT 2 = TEMPORARY 3 = NOT APPLICABLE</p>
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Note to users

This question is asked to establish whether the business location is permanent or temporary. Permanent location here refers to a place where a business operates or has been operating over a period of time, for example selling vegetables at a street corner, same corner, every day and a person does not have to fight with anybody as it is considered a permanent location. A temporary location refers to a business place that can change from day to day, a temporary arrangement, for example, a person who asks to put a table outside a shop to sell his/her vegetables because there is a sale for that particular day since many people are frequenting the shop. The following day the same person is going to look for another shop with a sale to put his/her table there.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

- 1 = Permanent
- 2 = Temporary
- 3 = Not applicable

Pay for location (Q20PayLocation

@56 1.)

20	<p>Do you pay for use of this location for business purposes?</p> <p>1 = YES 2 = NO 3 = NOT APPLICABLE → Go to Q22</p>
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Note to users

The interviewer should ask whether the respondent pays for the use of the business location. A respondent may be paying for the use of the location for something else other than the business. For example, if a business is attached to a dwelling and a person is paying for the use of the location as a dwelling not as a business, the answer is "NO". If option '2' and '3' are chosen, the instruction was to go to Question22.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

- 1 = Yes
- 2 = No
- 3 = Not applicable

Cost of location (Q21Costlocation)

(@57

6.)

21	How much did you pay in the last calendar month? (Rands)
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Note to users

Ask if the answer to question 20 is a "YES" and give the total amount in Rands.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

Valid range : 000004 – 010000

□ = Not applicable

Type of record (Q22Typrecord)

(@63

1.)

22	What records do you keep for this business? 1 = Simple informal records of sales and/or expenditures 2 = Some accounts but not full (for example expenditures) 3 = Full annual accounts 4 = No accounts kept → Go to Q24
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Note to users

Some businessmen/women record each and every transaction in a business, others do not. Ask probing questions to establish the appropriate code. Note that professionals do full annual accounts. You will find that in most informal business either no accounts are kept or just simple informal records are kept. Note the skip instruction for option 4 "no accounts kept" then go to question 24.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = Simple informal records of sales and/or expenditures

2 = Some accounts but not full (for example expenditures)

3 = Full annual accounts

4 = No accounts kept

Record (Q23Recseperate)

(@64

1.)

23	Are the expenditures for the business recorded separately from expenditures for the household? 1 = YES, THEY ARE ALL RECORDED SEPARATELY 2 = SOME ARE RECORDED SEPARATELY, SOME TOGETHER 3 = NO, THEY ARE ALL RECORDED TOGETHER 4 = NO, BUSINESS EXPENDITURES ARE NOT RECORDED
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Note to users

In some cases, especially in informal business, business expenditure is not separated from household expenditure. An example is someone who runs a kiosk and gets food items from the kiosk to use at home without recording it, or who does not keep separate records for electricity used for business and household.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = Yes, they are all recorded separately

2 = Some are recorded separately, some together

3 = No, they are all recorded together

4 = No, business expenditures are not recorded

□ = Not applicable

Duration (Q24Duration)

(@65 2.)

24	How many months in the last twelve months did the business operate?
	If 12 months GO TO Q25
	If less than 12 months GO TO Q26

Note to users

Ask the question and write down the figure in the appropriate box. The figure should not be bigger than 12 because the question is asking about the last twelve months. Follow the skip instructions.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

Valid range : 00 – 12

Turnover (Q25Turnover12Mnth)

(@67 6.)

25	In the last 12 months how much money came into the business through sales or services offered, before any deductions (turnover)? (Rands)
	→ Go to Q27

Note to users

Ask the question and write down the figure in the appropriate box. The figure should not be bigger than a million rands. Follow the skip instructions.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

Valid range : 000000 – 726000

□ = Not applicable

Less than 12 months (Q26Rsnless12Mnth)

(@73

2.)

26	<p>Ask if less than 12 months in Q24, otherwise go to Q27</p> <p>What was the main reason that the business had no activity in some months?</p> <p>01 = SEASONAL FACTORS</p> <p>02 = FAMILY REASONS (E.G. SICK CHILD)</p> <p>03 = NON PAYMENT OF GOVERNMENT CHARGES/TAXES</p> <p>04 = NO CUSTOMERS</p> <p>05 = SICKNESS OF YOURSELF OR STAFF</p> <p>06 = OTHER PERSONAL REASONS THAN SICKNESS (PREGNANCY, ETC)</p> <p>07 = LACK OF RAW MATERIALS</p> <p>08 = LACK OF FUNDS TO BUY SUPPLIES</p> <p>09 = NO ONE TO HELP DURING OWNER'S ABSENCE</p> <p>10 = BUSINESS CREATED DURING THE PAST 12 MONTHS</p> <p>11 = DUE TO VIOLENCE OR CRIMINAL INCIDENT/S</p> <p>12 = OTHER, <i>specify</i></p>
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Note to users

Ask the question only if less than 12 months to question 24, otherwise go to question 27.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

01 = Seasonal factors

02 = Family reasons (e.g. sick child)

03 = Non payment of government charges/taxes

04 = No customers

05 = Sickness of yourself or staff

06 = Other personal reasons than sickness (pregnancy, etc)

07 = Lack of raw materials

08 = Lack of funds to buy supplies

09 = No one to help during the past 12 months

10 = Business created during the past 12 months

11 = Due to violence or criminal incident/s

12 = Other

99 = Unspecified

□ = Not applicable

Business started (Q27BusStarted) (@75 1.)

27	When did this business start operating? 1 = LESS THAN A YEAR AGO 2 = 1 BUT LESS THAN 3 YEARS AGO 3 = 3 BUT LESS THAN 5 YEARS AGO 4 = 5 BUT LESS THAN 10 YEARS AGO 5 = 10 OR MORE YEARS AGO 6 = DON'T KNOW
-----------	--

Note to users

The interviewer should ask the respondent the question and mark the appropriate answer.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = Less than a year ago

2 = 1 but less than 3 years ago

3 = 3 but less than 5 years ago

4 = 5 but less than 10 years ago

5 = 10 or more years ago

6 = Don't know

Main reason (Q28MainReason) (@76 2.)

28	What was the main reason you started in this business? 01 = INHERITED/FAMILY TRADITION 02 = UNEMPLOYED/HAVE NO ALTERNATIVE INCOME SOURCE 03 = RETRENCHED 04 = INADEQUATE INCOME FROM THE OTHER SOURCE 05 = I LIKE THE ACTIVITY 06 = I HAVE THE SKILLS FOR THIS BUSINESS 07 = I HAVE THE EQUIPMENT FOR THIS BUSINESS 08 = ACTIVITY BRINGS HIGH INCOME 09 = SMALL INVESTMENT NEEDED 10 = UNHAPPY WITH PREVIOUS WORK 11 = OTHER, <i>specify</i>
-----------	--

Note to users

The interviewer should ask the respondent the question and mark the appropriate answer.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

- 01 = Inherited/family tradition
- 02 = Unemployed/ have no alternative income source
- 03 = Retrenched
- 04 = Inadequate income from the other source
- 05 = I like the activity
- 06 = I have the skills for this business
- 07 = I have equipment for this business
- 08 = Activity brings high income
- 09 = Small investment needed
- 10 = Unhappy with previous work
- 11 = Other

Find any support (Q29FinSupport)

(@78

1.)

29	Did you need any money to start the business? 1 = YES 2 = NO <div style="text-align: right;">→ Go to Q40</div>
-----------	---

Note to users

The interviewer should ask the respondent the question and mark only one box. Note the skip instruction if the answer is "NO" then go to question 40.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

- 1 = Yes
- 2 = No

Usage of own money (Q30OwnMoney)

(@79

1.)

30	Did you use your own money to start the business? 1 = YES 2 = NO → Go to Q33
-----------	--

Note to users

The interviewer should ask the respondent the question and mark only one box. Note that this refers to own savings not loans. Note the skip instruction if the answer is "NO" then go to question 33.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = Yes

2 = No

□ = Not applicable

Main source of money (Q31MainSource)

(@80

2.)

31	What was the main source of your own money? 01 = PREVIOUS AND/OR PRESENT WAGE EMPLOYMENT 02 = OTHER BUSINESS 03 = SALE OF LIVESTOCK/CROPS 04 = SALES OF OTHER ASSETS 05 = INHERITANCE 06 = PENSION FROM WORK 07 = RETIREMENT/SEVERANCE PAY 08 = A POLICY THAT MATURED 09 = MONEY PAID OUT FROM A STOKVEL 10 = OTHER SAVINGS, <i>specify.....</i>
-----------	--

Note to users

If a respondent used his/her own money to start a business ask the main source. The term main here is emphasized because it is possible that a person uses money from different sources, for example, a person using his/her bonus money plus inheritance. So in this case, you take the main source, where most of the money came from.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

01 = Previous and/or present wage employment

02 = Other business

03 = Sale of livestock/crops

04 = Sales of other assets

05 = Inheritance

06 = Pension from work

07 = Retirement/severance pay

08 = A policy that matured

09 = Money paid out from a stokvel

10 = Other savings

□ = Not applicable

Your total amount used (Q32Totownmoney) (@82 6.)

32	What was the total amount used from your own money to start the business? (Rands)
-----------	--

Note to users

This question emphasises the respondent's own money. If the respondent used his/her inheritance plus a loan from the bank, the interviewer only records the amount from the inheritance.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

Valid range: 000000 – 200000

Unspecified: 999999

□ = Not applicable

Borrowing of money (Q33BorMoney) (@88 1.)

33	Did you borrow any money to start the business? 1 = YES 2 = No → Go to Q38
-----------	--

Note to users

Sometimes a group of people come together, raise money every month and give to one member a lump sum on a rotational basis. This is called stokvel. The interviewer should ask whether the respondent raised money to start a business through this kind of arrangement or any other similar arrangement. Note the skip instruction if the answer is "NO" then go to question 38.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = Yes

2 = No

□ = Not applicable

From where did you get the loan?

34	From where did you get the loan? 1 = Loans from commercial banks 2 = Loans from friends/relatives 3 = Loans from credit societies 4 = Loans from moneylenders/mashonisas..... 5 = Loans from (business) partners..... 6 = Loans from business association..... 7 = Loans from NGO/CBO..... 8 = Loans from others, specify.....
-----------	---

Note to users

The interviewer was asked to read all the options to the respondent and mark either "Yes" or "No" for each option.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

- | | |
|---|---------------|
| 1) Loans from commercial banks (Q341Combanks)
1 = Yes
2 = No
<input type="checkbox"/> = Not applicable | (@89 1.) |
| 2) Loans from friends/relatives (Q342Friends)
1 = Yes
2 = No
<input type="checkbox"/> = Not applicable | (@90 1.) |
| 3) Loans from credit societies (Q343CrSociety)
1 = Yes
2 = No
<input type="checkbox"/> = Not applicable | (@91 1.) |
| 4) Loans from moneylenders/mashonisas (Q344MnyLender)
1 = Yes
2 = No
<input type="checkbox"/> = Not applicable | (@92 1.) |

5) Loans from (business) partners (Q345Partner) (@93 1.)

2 = No

☐ = Not applicable

6) Loans from business association (Q346Busnsass) (@94 1.)

2 = No

☐ = Not applicable

7) Loans from NGO/CBO (Q347NGO) (@95 1.)

1 = Yes

2 = No

☐ = Not applicable

8) Loans from others, specify (Q348Other) (@96 1.)

1 = Yes

2 = No

☐ = Not applicable

Total amount borrowed (Q35Totbormoney) (@97 6.)

35	What was the total amount of the money that you borrowed to start the business? (Rands)
-----------	--

Note to users

This question includes the money borrowed from all the loans mentioned in question 34. Record the amount in the space provided.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

Valid range: 000020 – 550000

Unspecified: 999999

☐ = Not applicable

Paying off money borrowed (Q36Payoffloan) (@103 1.)

36	Are you presently paying off any money from the loan/s you took to start the business? 1 = YES 2 = NO Go to Q38
-----------	---

Note to users

This question refers to the loans/s discussed in question 34. Note the skip instruction if "NO" then go to question 38.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = Yes

2 = No

☐ = Not applicable

Total amount paid (Q37TotPayoff) (@104 6.)

37	How much did you pay off in the last calendar month? (Rands)
-----------	---

Note to users

The interviewer should record only the numeric values.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

Valid range: 000050 – 010000

☐ = Not applicable

Obtain grant (Q38Grant) (@110 1.)

38	Did you obtain a business grant to start this business? 1 = YES 2 = NO Go to Q40
-----------	--

Note to users

This question refers to the money obtained by the respondent to start a business that he/she is not expected to pay back, for example, a government giving money to unemployed people to start a business as a way of dealing with unemployment. This constitutes a grant since those people are not supposed to pay it back. Note the skip instruction if "No" then got to question 40.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = Yes

2 = No

☐ = Not applicable

From where did you obtain the business grant?

39	From where did you obtain the business grant? 1 = From government..... 2 = From a non-governmental organisation / CBO..... 3 = Other, <i>specify</i>
-----------	--

Note to users

The interviewer was asked to read all the options to the respondent and mark either "Yes" or "No" for each option.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1) From government (Q391Government) (@111 1.)

1 = Yes

2 = No

☐ = Not applicable

2) From a non-governmental organisation (Q392NGO) (@112 1.)

1 = Yes

2 = No

☐ = Not applicable

3) Other, specified (Q393Othr) (@113 1.)

1 = Yes

2 = No

☐ = Not applicable

Usage of raw material (Q40RawMaterial) (@114 1.)

40	<p>Does the business use any raw materials, e.g. wood for furniture or steel for making gates? Raw material is something that you change in some way before selling it.</p> <p>1 = YES</p> <p>2 = No Go to Q42</p>
-----------	---

Note to users

Raw materials refer to something that a person changes before selling, for example, a person who makes and sells jerseys will buy wool to make those jerseys. So wool in this case is a raw material because it is changed to jerseys before selling it. Note the skip instruction if "No" then got to question 42.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = Yes

2 = No

Costs (Q41Costrawmat) (@115 6.)

41	<p>In the last calendar month, how much was spent on these raw materials? (Rands)</p>
-----------	--

Note to users

The interviewer was asked to write the amount in the provided space.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

Valid range: 000000 – 100000

□ = Not applicable

Usage of any supplies (Q42Supplier)

(@121 1.)

42	Does the business use any supplies eg. Beverage or fruit? Supply is something that you do not change before reselling it. 1 = YES 2 = No Go to Q44
-----------	--

Note to users

“Supplies” refer to something that an individual does not change before reselling it, for example, soft drinks for selling at a profit. The person is not changing anything on these soft drinks, so this is referred to as supplies. Note the skip if “No” then go to question 44.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = Yes

2 = No

Costs (Q43Costsupp)

(@122 6.)

43	In the last calendar month, how much was spent on these supplies? (Rands)
-----------	--

Note to users

The interviewer was asked to write the amount in the provided space.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

Valid range: 000000 – 112000

□ = Not applicable

Gross income from sales (Q44Turnover1stmnth)

(@128 6.)

44	In the last calendar month, how much money came in to the business through sales or services offered, before any deductions (turnover)? (Rands)
-----------	--

Note to users

The question refers to the money obtained through selling. For example, if a person was selling jerseys for R20 each and has sold 10 jerseys in the last calendar month that means R200 was recorded as money received from sales before deductions.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

Valid range: 0 – 192000

Income from other sources (Q45OthrIncome)

(@134

6.)

45	In the last calendar month, how much money came into the business from other sources, e.g. loans?
-----------	--

Note to users

The interviewer was asked to record the figure in the space provided.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

Valid range: 000000 – 300000

Does the business need assistance with any of the following?

46	Does the business need assistance with any of the following? 1 = Provision of an alternative site 2 = Better access to loans 3 = Assistance with marketing 4 = Better access to raw materials/supplies 5 = Easing in government regulations 6 = Access to modern technology 7 = Forming contacts with others in similar businesses for cooperation..... 8 = Other, <i>specify</i>
-----------	---

Note to users

The interviewer was asked to read all the options to the respondent and to record either “Yes” or “No” for each option.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1) <i>Provision of an alternative site (Q461AltLocation)</i>	(@140	1.)
1 = Yes		
2 = No		
2) <i>Better access to loans (Q462Loans)</i>	(@141	1.)
1 = Yes		
2 = No		
3) <i>Assistance with marketing (Q463Marketing)</i>	(@142	1.)
1 = Yes		
2 = No		
4) <i>Better access to raw materials/supplies (Q464Material)</i>	(@143	1.)
1 = Yes		
2 = No		
5) <i>Easing in government regulations (Q465GovRegulation)</i>	(@144	1.)
1 = Yes		
2 = No		
6) <i>Access to modern technology (Q466Technology)</i>	(@145	1.)
1 = Yes		
2 = No		
9 = Unspecified		
7) <i>Forming contacts with others in similar businesses for cooperation (Q467Contracts)</i>	(@146	1.)
1 = Yes		
2 = No		
8) <i>Other, specify (Q468Other)</i>	(@147	1.)
1 = Yes		
2 = No		

Most business assistant (Q47Assistance) (@148 1.)

47	Ask if more than one YES in Q46, otherwise go to Q48
	Which of the above mentioned forms of assistance is the most important?
	<i>Give response category number from Q46</i>

Note to users

This question was only applicable if there was more than one "Yes" to question 46.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

- 1 = Provision of an alternative site
- 2 = Better access to loans

- 3 = Assistance with marketing
 4 = Better access to raw materials/supplies
 5 = Easing in government regulations
 6 = Access to modern technology
 7 = Forming contacts with others in similar businesses for cooperation
 8 = Other
☐ = Not applicable

Business employ any people (Q48Employer)

(@149

1.)

48	Does the business employ any people, paid or unpaid, to work in this business, including household members, but excluding yourself? 1 = YES 2 = No → Go to Q55
-----------	--

Note to users

Paid workers refer to people who are remunerated either in cash or in kind, for example, if a person works in a spaza and the owner gives him boarding and lodging in return for his/her services, that person is considered as paid, even though he/she does not receive any money. Usually unpaid workers are relatives. Note: the interviewer was asked to skip to question 55 if the response was "No".

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = Yes

2 = No

How many paid and unpaid workers

49	How many paid and unpaid workers (anyone working more than 1 hour per week) were there at this business, including other household members:
	1 = At this time last year
	2 = During the last calendar month
	3 = During the last week.....

Note to users

The question consists of two columns (see the questionnaire for the mentioned columns), one for the unpaid and the other for the paid workers. If a business has 5 workers and 2 of those are unpaid the interviewer was asked to record 2 under the unpaid column and 3 under the paid column.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1) At this time last year*Paid (Q491PdLstyear)*

(@150

2.)

Valid range: 00 – 13

☐ = Not applicable*Unpaid (Q491UnpdLstyear)*

(@152

2.)

Valid range: 00 - 15

☐ = Not applicable**2) During the last month of the year***Paid (Q492PdLstmnth)*

(@154

2.)

Valid range: 00 - 32

☐ = Not applicable*Unpaid (Q492UnpdLstmnth)*

(@156

2.)

Valid range: 00 - 15

☐ = Not applicable**3) During the last week***Paid (Q493PdLstweek)*

(@158

2.)

Valid range: 00 – 45

☐ = Not applicable*Unpaid (Q493UnPdLstweek)*

(@160

2.)

Valid range: 00 – 30

☐ = Not applicable*In the past seven days, how many of these workers were*

50	In the last week, how many of these workers were:
	1 = Full time workers (35 hours or more per week)
	2 = Part-time workers (less than 35 hours per week)

Note to users

The interviewer was asked to write down the figures in the spaces provided.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1) Full time workers (35 hours or more per week) (@162 2.)

Paid (Q501PdFulltime)

Valid range: 00 - 45

☐ = Not applicable

Unpaid (Q501UnPdfulltime) (@164 2.)

Valid range: 00 - 15

☐ = Not applicable

2) Part-time workers (less than 35 hours per week) (@166 2.)

Paid (Q502PdParttime)

Valid range: 00 - 32

☐ = Not applicable

Unpaid (Q502UnPdparttime) (@168 2.)

Valid range: 00 - 15

☐ = Not applicable

How many of these workers were

51	In the last week, how many of these workers were:
	1 = Male
	2 = Female

Note to users

The question was a follow-up of the previous question. It referred to the last week.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1) Male

Paid (Q511PdMale) (@170 2.)

Valid range: 00 - 10

☐ = Not applicable

Unpaid (Q511UnPdmale) (@172 2.)

Valid range: 00 - 07

☐ = Not applicable

2) Female

Paid (Q512PdFemale) (@174 2.)

Valid range: 00 - 23

☐ = Not applicable

Unpaid (Q512Unpdfemale) (@176 2.)

Valid range: 00 - 08

☐ = Not applicable

How many of these workers were

52	In the last week, how many of these workers were:
	1 = African/Black
	2 = Coloured
	3 = Indian/Asian
	4 = White
	5 = Other, <i>specify</i>

Note to users

Note the reference period was still “the last week”.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1) Black

Paid (Q521PdBlack)

(@178 2.)

Valid range: 00 -32

☐ = Not applicable

Unpaid (Q521UnPdBlack)

(@180 2.)

Valid range: 00 - 60

☐ = Not applicable

2) Coloured

Paid (Q522PdCoulord)

(@182 2.)

Valid range: 00 – 09

Unspecified: 99

☐ = Not applicable

Unpaid (Q522UnPdCoulord)

(@184 2.)

Valid range: 00 – 01

Unspecified: 99

☐ = Not applicable

3) Indian/Indian

Unpaid (Q523PdIndian)

(@186 2.)

Valid range: 00 – 12

Unspecified: 99

☐ = Not applicable

Paid (Q523UnPdIndian) (@188 2.)

Valid range: 00

Unspecified: 99

☐ = Not applicable

4) White

Paid (Q524PdWhite) (@190 2.)

Valid range: 00 – 04

Unspecified: 99

☐ = Not applicable

Unpaid (Q524UnpdWhite) (@192 2.)

Valid range: 00 – 09

Unspecified: 99

☐ = Not applicable

5) Other population group

Paid (Q525PdOther) (@194 2.)

Valid code: 00 - 01

Unspecified: 99

☐ = Not applicable

Unpaid (Q525UnpdOther) (@196 2.)

Valid range: 00

Unspecified: 99

☐ = Not applicable

How many of these workers were

53	How many of these workers were:
	1 = Aged 15 - 65 years
	2 = Aged more than 65 years
	3 = Under 15 years of age

Note to users

Note that the reference period was still “the past seven days”.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1) Aged 15-65 years

Paid (Q531Pd15_64_) (@198 2.)

Valid range: 00 - 32

Unspecified: 99

☐ = Not applicable

Unpaid (Q531Unpd15_64)

(@200 2.)

Valid range: 00 – 15

□ = Not applicable

2) Aged more than 65 years

Paid (Q532PdMore64)

(@202 2.)

Valid range: 0 - 10

Unspecified: 99

□ = Not applicable

Unpaid (Q532UnpdMore64)

(@204 2.)

Valid range: 00 - 01

□ = Not applicable

3) Under 15 years of age

Paid (Q533PdUnder15)

(@206 2.)

Valid range: 00 - 02

Unspecified: 99

□ = Not applicable

Unpaid (Q533UnpdUnder15)

(@208 2.)

Valid range: 00 - 02

□ = Not applicable

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

54	What were the total wages, salaries and other benefits paid to all the employees during the last calendar month?
	1 = Wages and salaries, including overtime, bonuses, etc.
	2 = Payment in kind (food, clothing, drinks, etc). Give an estimated value.
	3 = Refund of transport costs
	4 = Other, <i>specify</i>

Note to users

The interviewer was asked to read out the options to the respondent and to write the figure in the appropriate space.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1) Wages and salaries, including overtime, bonuses, etc

Paid (Q541Empl_Salary) (@210 6.)

Valid range: 000000 – 034000

□ = Not applicable

2) Payment in kind (food, clothing, drinks, etc.)

Paid (Q542Empl_Inkind) (@216 6.)

Valid range: 000000 – 001000

□ = Not applicable

3) Refund of transport costs

Paid (Q543Empl_Transprt) (@222 6.)

Valid range: 000000- 005500

□ = Not applicable

4) Other

Paid (Q544Empl_Other) (@228 6.)

Valid range: 000000 - 000200

□ = Not applicable

Remuneration for employees and own-account workers

55	How much was withdrawn from the business by you during the last calendar month?
	1 = Wages and salaries, including overtime, bonuses, etc.
	2 = Payment in kind (food, clothing, drinks, etc). Give an estimated value.
	3 = Refund of transport costs
	4 = Other, <i>specify</i>

Note to users

The interviewer was asked to read out the options to the respondent and to write the figure in the appropriate space.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list*1) Wages and salaries, including overtime, bonuses, etc*

Paid (Q551Own_Salary) (@234 6.)

Valid range: 000000 – 150000

2) *Payment in kind (food, clothing, drinks, etc.)*

Paid (Q552Own_Inkind)

(@240 6.)

Valid range: 000000 - 070000

3) Refund of transport costs

Paid (Q553Own_Transprt)

(@246 6.)

Valid range: 000000 - 180000

4) Other

(@252 6.)

Paid (Q554Own_Other)

Valid range: 000000 - 008000

How much did the business spend on each of the following items in the last calendar month?

56	How much did the business spend on each of the following items in the last calendar month? State if the amount can not be separated from that of the household and give the full amount.
	01 = Electricity
	02 = Water
	03 = Fuel and lubricants
	04 = Spare parts
	05 = Rental of premises
	06 = Rental of machinery and equipment
	07 = Postage, telephone, printing and stationery
	08 = Transport of raw materials/supplies
	09 = Repairs and maintenance.....
	10 = Business services (accounting, legal, advertisement, etc)
	11 = Licenses, permits
	12 = Interest on loans

56	How much did the business spend on each of the following items in the last calendar month? <i>State if the amount can not be separated from that of the household and give the full amount.</i>		
	13	=	Repayment of loans
	14	=	Insurance premiums, mortgages/bonds
	15 = Income tax/levies		
	16		Protection agencies.....
	17	=	Other, specify

Note to users

For every response category on this question the interviewer was asked to record the amount spent on that item in the space provided. If a respondent could not separate the business expenditure from that of a household then interviewer was asked to write down the combined amount, that is, expenditure for both household and business and mark the box for “not separated”, (see the questionnaire for the categories) to indicate that the figure represents “household” and “business” expenditure.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

01) Electricity costs (Q561CstElec) (@258 4.)
Valid range: 0000– 6200

02) Water costs (Q562cstwater) (@262 4.)
Valid range: 0000– 6000

03) Fuel and lubricants costs (Q563cstfuel) (@266 4.)
Valid range: 0000 – 5500

03) Money spent on spare parts (Q564cstspares) (@270 4.)
Valid range: 0000 – 9000

05) Amount spent on rental of premises (Q565cstrent) (@274 4.)
Valid range: 0000 – 6500

06) Amount spent on rental of machinery and equipment (Q566cstmach)	(@278	4.)
Valid range: 0000 – 5400		
07) Amount spent on postage, telephone, printing and stationery (Q567csttele)	(@282	4.)
Valid range: 0000 – 5500		
08) Amount spent on transport of raw materials/supplies (Q568csttrans)	(@286	4.)
Valid range: 0000 – 9000		
09) Amount spent on repairs and maintenance (Q569cstrepair)	(@290	4.)
Valid range: 0000 – 9000		
10) Amount spent on business services (Q5610cstbusserv)	(@294	4.)
Valid range: 0000 – 4200		
11) Amount spent on licences, permits (Q5611cstlicence)	(@298	4.)
Valid range: 0000 – 1660		
12) Amount spend on interest on loans (Q5612cstinterest)	(@302	4.)
Valid range: 0000 – 8000		
13) Amount spent on repayment of loans (Q5613cstpayloan)	(@306	4.)
Valid range: 0000 – 9000		
14) Amount spent on insurance premiums, mortgages (Q5614cstins)	(@310	4.)
Valid range: 0000 – 9000		
15) Amount spent on income tax//levies (Q5615csttax)	(@314	4.)
Valid range: 0000 – 2500		
16) Amount spent on protection agencies (Q5616cstprotect)	(@318	4.)
Valid range: 0000 – 2000		
17) Amount spent other (Q5617cstother)	(@322	4.)
Valid range: 0000 – 9000		

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

57	In the past year, did the business buy any of the following? If YES, what was the cost?
	1 = Machinery
	2 = Equipment and tools
	3 = Vehicles, trailers, etc. for transporting

	4 = Buildings and other structures
	5 = Furniture
	6 = Other capital items, <i>specify</i>

Note to users

This question consists of two columns (see questionnaire) for each option. If the business did not buy the above item, the interviewer should mark the box in the first column and leave the second column blank. If the business did buy that item, the interviewer was asked to leave the first column blank and write the amount in the second column.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

- 1) Amount spent on machinery (Q571cstmachinery) (@326 4.)
Valid range: 0000 – 9000
- 2) Amount spent on equipment and tools (Q572CstTools) (@330 4.)
Valid range: 0000 – 9000
- 3) Amount spent on vehicles, trailers, etc. (Q573cstvehicles) (@334 4.)
Valid range: 0000 – 9000
- 4) Amount of money spent on building and other structures (Q574cstbuildings) (@338 4.)
Valid range: 0000 – 7000
- 5) Amount spent on furniture (Q575cstFurniture) (@342 4.)
Valid range: 0000 – 9200
- 6) Amount spent on other capital items (Q576cstother) (@346 4.)
Valid range: 0000 – 2000
- Net profit (Q58netprofit) (@350 6.)

58	How much money did the business make in the last calendar month after deductions (net profit)?
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Note to users

This question refers to profit that a business made, not the money that came in through sales, the interviewer was asked to write the amount in the space provided.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

Valid range : 000000 – 072000

Average net profits (Q59Avenetprofit)

(@356 6.)

59	On average, how much money does the business make in a month after deductions (net profit)?
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Note to users

This question referred to the average monthly income. The difference between this question and the previous one is that question 58 only referred to the previous month, whereas this question referred to money that a business normally makes in a month. The respondent was asked to give an estimate.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

Valid range : 000000 – 072000

Debts (Q60debts)

(@362 1.)

60	Does the business have any debts at present? 1 = YES 2 = No → Go to Q62
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Note to users

The interviewer was asked to mark "Yes" or "No" and to skip to question 62 if the response was "No".

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = Yes

2 = No

Total debts (Q61Totaldebt) (@363 6.)

61	How much money does the business owe at this point of time?
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Note to users

The interviewer was asked to write the amount in the space provided.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

Valid range : 000050 – 700000

Unspecified: 999999

☐ = Not applicable

Transport services (Q62transservice) (@369 1.)

62	What transport services does the business offer?
	1 = Passenger transport with combis/mini-buses → Go to Q64
	2 = Passenger transport with cabs → Go to Q64
	3 = Transport of goods
	4 = Both passenger transport and transport of goods
	5 = Other, <i>specify</i> → Go to Q64

Note to users

The interviewer was asked to read out the question and mark the appropriate box. Note: The interviewer was asked to skip to question 64 if the answer was 1 or 2 or 5.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = Passenger transport with combis/mini-buses

2 = Passenger transport with cabs

3 = Transport of goods

4 = Both passenger transport and transport of goods

5 = Other

☐ = Not applicable

Type of goods (Q63TypGoods) (@370 1.)

63	What type of goods does the business normally carry?
	1 = Sand and gravel
	2 = Other construction materials
	3 = Groceries
	4 = Other, <i>specify</i>

Note to users

The interviewer was asked to read out the categories and to mark the appropriate box.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

- 1 = Sand and gravel
- 2 = Other construction materials
- 3 = Groceries
- 4 = Other
- ☐ = Not applicable

Not registered for VAT (Q64NotVat)

(@371 1.)

64	<p>You indicated that your business is not registered for VAT, why is it not registered? (Repeat for each business)</p> <p>1 = THE BUSINESS DOES NOT MEET REGISTRATION REQUIREMENTS</p> <p>2 = DIDN'T KNOW THAT THE BUSINESS HAS TO BE REGISTERED</p> <p>3 = OTHER, <i>specify</i></p> <p>.....</p>
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Note to users

The interviewer was asked to read out the categories and mark the appropriate box.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

- 1 = The business does not meet registration requirements
- 2 = Didn't know that the business has to be registered
- 3 = Other
- 9 = Unspecified
- ☐ = Not applicable

Not registered for income tax (Q65NotRegistax)

(@372 1.)

65	<p>Refer to Q5 before asking this question</p> <p>You indicated that your business is not registered for income tax, why is it not registered? (Repeat for each business)</p> <p>1 = THE BUSINESS DOES NOT MEET REGISTRATION REQUIREMENTS</p> <p>2 = DIDN'T KNOW THAT THE BUSINESS HAS TO BE REGISTERED</p> <p>3 = OTHER, <i>specify</i></p> <p>.....</p>
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Note to users

The interviewer was asked to refer to question 5 before asking this question.

Universe

Every person who has stayed in the households in selected dwelling units for at least four nights a week in the four weeks prior to the interview.

Final code list

1 = The business does not meet registration requirements

2 = Didn't know that the business has to be registered

3 = Other

9 = Unspecified

□ = Not applicable

Main industry (Indus)

(@373 2.)

Final code list

01 = Agriculture, hunting, forestry and fishing

03 = Manufacturing

05 = Construction

06 = Wholesale and retail trade

07 = Transport, storage and communication

08 = Financial intermediation, insurance, real estate and business services

09 = Community, social and personal services

11 = Other

Stratum (Stratum)

(@375 6.)

Note to users

6 digits number representing stratum formed during Master Sample 2006 where (digit 1 = Province based on 2005 provincial boundaries, digit 2&3= metro/non-metro, digit4=Geography type)

Final code list

Valid Range 000000 – 999999

Weight(weight)

(@381 14.9)

Valid range: 54.002047171 – 5577.8452316