



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](http://www.statssa.gov.za)

### The data files

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

<b>Business</b>	Data from question 4 to 17
<b>Operations</b>	Data from question 18 to 39
<b>General</b>	Data from question 40 to 47
<b>Costs</b>	Data from question 48 to 54
<b>Expenditure</b>	Data from question 55 to 56
<b>Capital</b>	Data from question 57 to 61
<b>Transport</b>	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 (Uqno)* (@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 (PERSONNO)* (@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.)

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

**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.)



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.)

<b>1.6</b>	<b>What is .....’s present marital status?</b>	
	1 = MARRIED	<input type="checkbox"/> 1
	2 = LIVING TOGETHER LIKE HUSBAND AND WIFE	<input type="checkbox"/> 2
	3 = WIDOW/WIDOWER	<input type="checkbox"/> 3
	4 = DIVORCED or SEPARATED	<input type="checkbox"/> 4
	5 = NEVER MARRIED	<input type="checkbox"/> 5

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.)

<b>1.7</b>	<b>What is the highest level of education that... has successfully completed?</b>	
	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
		<input style="width: 100%; height: 20px;" type="text"/>

**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.)

<b>4</b>	<p><b>Is your business registered for VAT? (repeat for each business)</b></p> <p>1 = YES</p> <p>2 = No</p> <p style="text-align: center;"><b>END OF INTERVIEW FOR THIS BUSINESS</b></p>
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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.)

<b>5</b>	<p><b>Is your business registered for income tax? (repeat for each business)</b></p> <p>1 = YES</p> <p>2 = NO</p>
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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.)

<b>6</b>	<p><b>Do you have any licenses or permits to operate this business?</b></p> <p>1 = YES</p> <p>2 = NO</p> <p style="text-align: right;"><b>Go to q8</b></p>
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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?

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

5) *Traditional leader (Q75Tradleader)* (@37 1.)

1 = Yes  
 2 = No  
 = Not applicable

6) *Protection agency/ies (Q76Protagency)* (@38 1.)

2 = No  
 = Not applicable

7) *Friend/relative (Q77Friend)* (@39 1.)

1 = Yes  
 2 = No  
 = Not applicable

8) *Other, specify (Q78Other)* (@40 1.)

1 = Yes  
 2 = No  
 = Not applicable

*Registered for UIF (Q8UIFRegister)* (@41 1.)

<b>8</b>	<b>Is your business registered for Unemployment Insurance Fund, UIF?</b> 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.)

<b>9</b>	<b>In your business are you.....</b> 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.)

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

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.)

<b>12</b>	<p><b>Is the business owned by you as a single owner?</b></p> <p>1 = YES <span style="float: right;"><b>GO TO Q18</b></span></p> <p>2 = NO</p>
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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.)

<b>13</b>	<p><b>Is the business owned in partnership with other members of your household?</b></p> <p>1 = YES</p> <p>2 = NO</p> <p style="text-align: right;"><b>GO TO Q15</b></p>
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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.)

<b>14</b>	<p><b>How many household members, including you, are partners in the business?</b></p>
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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.)

<b>15</b>	<p><b>Are there any business partners living in other households?</b></p> <p>1 = YES</p> <p>2 = NO</p> <p style="text-align: right;"><b>GO TO Q17</b></p>
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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.)

<b>16</b>	<b>How many of those partners live in other households?</b>
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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.)

<b>17</b>	<p><b>Who is the main owner of this business?</b></p> <p>1 = Yourself</p> <p>2 = Another family or household member</p> <p>3 = Another person in the partnership or cooperative, not a household member</p> <p>4 = The ownership is equally shared between two or more owners</p> <p>5 = Other, <i>specify</i></p>
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Note to users

People could be in a partnership equally or with some kind of hierachy. 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.)

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

<b>19</b>	<p><b>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)?</b></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.)*

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

<b>21</b>	<b>How much did you pay in the last calendar month? (Rands)</b>
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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.)

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

<b>23</b>	<p><b>Are the expenditures for the business recorded separately from expenditures for the household?</b></p> <p>1 = YES, THEY ARE ALL RECORDED SEPARATELY</p> <p>2 = SOME ARE RECORDED SEPARATELY, SOME TOGETHER</p> <p>3 = NO, THEY ARE ALL RECORDED TOGETHER</p> <p>4 = NO, BUSINESS EXPENDITURES ARE NOT RECORDED</p>
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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.)

<b>24</b>	<p><b>How many months in the last twelve months did the business operate?</b></p> <p><b>If 12 months GO TO Q25</b>  <b>If less than 12 months GO TO Q26</b></p>
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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.)

<b>25</b>	<p><b>In the last 12 months how much money came into the business through sales or services offered, before any deductions (turnover)? (Rands)</b></p> <p style="text-align: center;"><b>→ Go to Q27</b></p>
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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.)

<b>26</b>	<p><b>Ask if less than 12 months in Q24, otherwise go to Q27</b></p> <p><b>What was the main reason that the business had no activity in some months?</b></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.)

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

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.)

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

<b>29</b>	<p><b>Did you need any money to start the business?</b></p> <p>1 = YES</p> <p>2 = NO → <b>Go to Q40</b></p>
-----------	---

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.)*

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

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.)

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

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.)*

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

**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.)*

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

**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?*

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

**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)* (@89 1.)  
 1 = Yes  
 2 = No  
 = Not applicable
  
- 2) *Loans from friends/relatives (Q342Friends)* (@90 1.)  
 1 = Yes  
 2 = No  
 = Not applicable
  
- 3) *Loans from credit societies (Q343CrSociety)* (@91 1.)  
 1 = Yes  
 2 = No  
 = Not applicable
  
- 4) *Loans from moneylenders/mashonisas (Q344MnyLender)* (@92 1.)  
 1 = Yes  
 2 = No  
 = Not applicable

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.)

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

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.)

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

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.)

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

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.)

<b>38</b>	<p><b>Did you obtain a business grant to start this business?</b></p> <p>1 = YES</p> <p>2 = NO <b>Go to Q40</b></p>
-----------	---

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?*

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

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.)

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

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

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

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.)*

<b>43</b>	<p><b>In the last calendar month, how much was spent on these supplies? (Rands)</b></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 – 112000

□ = Not applicable

*Gross income from sales (Q44Turnover1stmnth) (@128 6.)*

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

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.)*

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

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?*

<b>46</b>	<p><b>Does the business need assistance with any of the following?</b></p> <p>1 = Provision of an alternative site .....</p> <p>2 = Better access to loans .....</p> <p>3 = Assistance with marketing .....</p> <p>4 = Better access to raw materials/supplies .....</p> <p>5 = Easing in government regulations .....</p> <p>6 = Access to modern technology .....</p> <p>7 = Forming contacts with others in similar businesses for cooperation.....</p> <p>8 = Other, <i>specify</i> .....</p>
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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) *Provision of an alternative site (Q461AltLocation)* (@140 1.)  
 1 = Yes  
 2 = No
- 2) *Better access to loans (Q462Loans)* (@141 1.)  
 1 = Yes  
 2 = No
- 3) *Assistance with marketing (Q463Marketing)* (@142 1.)  
 1 = Yes  
 2 = No
- 4) *Better access to raw materials/supplies (Q464Material)* (@143 1.)  
 1 = Yes  
 2 = No
- 5) *Easing in government regulations (Q465GovRegulation)* (@144 1.)  
 1 = Yes  
 2 = No
- 6) *Access to modern technology (Q466Technology)* (@145 1.)  
 1 = Yes  
 2 = No  
 9 = Unspecified
- 7) *Forming contacts with others in similar businesses for cooperation (Q467Contracts)* (@146 1.)  
 1 = Yes  
 2 = No
- 8) *Other, specify (Q468Other)* (@147 1.)  
 1 = Yes  
 2 = No

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

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

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.)*

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

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

**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*

<b>50</b>	<b>In the last week, how many of these workers were:</b>
	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

<b>51</b>	<b>In the last week, how many of these workers were:</b>
	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 (@170 2.)  
 Paid (Q511PdMale)  
 Valid range: 00 - 10  
 = Not applicable

Unpaid (Q511UnPdmale) (@172 2.)  
 Valid range: 00 - 07  
 = Not applicable

**2) Female (@174 2.)**  
 Paid (Q512PdFemale)  
 Valid range: 00 - 23  
 = Not applicable

Unpaid (Q512Unpdfemale) (@176 2.)  
 Valid range: 00 - 08  
 = Not applicable

*How many of these workers were*

<b>52</b>	<b>In the last week, how many of these workers were:</b>
	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*

<b>53</b>	<b>How many of these workers were:</b>
	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?*

<b>54</b>	<b>What were the total wages, salaries and other benefits paid to all the employees during the last calendar month?</b>
	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*

<b>55</b>	<b>How much was withdrawn from the business by you during the last calendar month?</b>
	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?*

<b>56</b>	<b>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.</b>
	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 .....

<b>56</b>	<b>How much did the business spend on each of the following items in the last calendar month?</b> <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 (Q567csstele) (@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?*

<b>57</b>	<b>In the past year, did the business buy any of the following? If YES, what was the cost?</b>
	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.)

<b>58</b>	<b>How much money did the business make in the last calendar month after deductions (net profit)?</b>
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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.)

<b>59</b>	<b>On average, how much money does the business make in a month after deductions (net profit)?</b>
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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.)

<b>60</b>	<b>Does the business have any debts at present?</b> 1 = YES 2 = NO → <b>Go to Q62</b>
-----------	---

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.)

<b>61</b>	<b>How much money does the business owe at this point of time?</b>
-----------	--

**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.)

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

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

<b>64</b>	<p><b>You indicated that your business is not registered for VAT, why is it not registered? (Repeat for each business)</b></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.)*

<b>65</b>	<p><b>Refer to Q5 before asking this question</b></p> <p><b>You indicated that your business is not registered for income tax, why is it not registered? (Repeat for each business)</b></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