Statistics South Africa

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Quarterly Labour Force Survey

A. Particulars of the dwelling

Unique no.

A1. PSU number

A2. Dwelling unit Number

A3. Assignment number

A4. Survey Date 4 2 0 1 0

A5. Physical identification of the dwelling unit

A6. Telephone number for enumerated household (if any)

A7. Total number of persons in the household

A8. Total number of persons aged 15 years and above in the household

A9. Questionnaire no. for this household (for person no. 01-10=1, etc.)

B. Households at selected dwelling unit

B1. Household number for this household

B2. Total number of households at selected dwelling unit

C. Response details

Visit no.	Date (actual) d d m m y y y y	Result code	Next visit (planned) d d m m y y y y
C1.			
C2.			
C3.			
C4.			

C5. FINAL RESULT

C6. Comments and full details for result code 02-11

RESULT CODES

01 Completed
02 Non-contact
03 Refused
04 Partly completed
05 No usable information
06 Vacant/unoccupied dwelling
07 Listing error
08 Demolished
09 Change of status
10 Other non response
11 Ended at question 1.2

} Comment in C6 giving full details for result code 02-11

D. Field staff

					d d m m y y y y
D1. SO		Persal number		Interview date	
D2. DSC		Persal number		Date checked	
D3. PQM		Persal number		Date checked	

SECTION 1 This section covers particulars of each person in the household

The following information must be obtained for every person who has stayed in this household for at least four nights on average per week during the last four weeks.
Do not forget babies. If there are more than 10 persons in the household, use a second questionnaire.

		Person number		
1.0	**Who is the head (or the acting head) of the household?** *(record that person in column 01)*			
1.1	***Record first name and surname*** **First name:** / **Surname:**			
1.2	**Has.....stayed in this household for at least four nights on average per week during the last four weeks?** 1=Yes; 2=No → ***End of question for this person***	1 / 2	1 / 2	1 / 2
1.3	**Is.....a male or a female?** 1=Male; 2=Female	1 / 2	1 / 2	1 / 2
1.4	**What is.....'s date of birth and age in completed years?** **Day of birth:** Example of day 0 1; **Month of birth:** Example of month 0 3; **Year of birth:** Example of year 1 9 8 3; **Age** *(less than 1 year = 000)*			
1.5	**What population group does..... belong to?** 1=African/Black; 2=Coloured; 3= Indian/Asian; 4= White; 5= Other, *specify in the box at the bottom*	1 / 2 / 3 / 4 / 5	1 / 2 / 3 / 4 / 5	1 / 2 / 3 / 4 / 5
1.6	**What is ..... 's present marital status?** 1=Married; 2=Living together like husband and wife; 3= Widow/Widower; 4= Divorced or Separated; 5= Never Married	1 / 2 / 3 / 4 / 5	1 / 2 / 3 / 4 / 5	1 / 2 / 3 / 4 / 5

1B

Person number						
1 2	1 2	1 2	1 2	1 2	1 2	1 2
1 2	1 2	1 2	1 2	1 2	1 2	1 2
1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5

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

1C

Person number						
00	00	00	00	00	00	00
01	01	01	01	01	01	01
02	02	02	02	02	02	02
03	03	03	03	03	03	03
04	04	04	04	04	04	04
05	05	05	05	05	05	05
06	06	06	06	06	06	06
07	07	07	07	07	07	07
08	08	08	08	08	08	08
09	09	09	09	09	09	09
10	10	10	10	10	10	10
11	11	11	11	11	11	11
12	12	12	12	12	12	12
13	13	13	13	13	13	13
14	14	14	14	14	14	14
15	15	15	15	15	15	15
16	16	16	16	16	16	16
17	17	17	17	17	17	17
18	18	18	18	18	18	18
19	19	19	19	19	19	19
20	20	20	20	20	20	20
21	21	21	21	21	21	21
22	22	22	22	22	22	22
23	23	23	23	23	23	23
24	24	24	24	24	24	24
25	25	25	25	25	25	25
26	26	26	26	26	26	26

Person no. Age

INTERVIEW START TIME h h m m

SECTION 2

This section covers economic activities in the last week for persons aged 15 years and above

INDIVIDUAL 1

2.0	*Interviewer to answer* ***Is the person him/herself responding to questions?*** 1=YES → ***Go to Q 2.2*** 2=NO	1 2
2.1	*Give person number for the proxy respondent*	
2.2	**Do you have a landline or cellular telephone where you can be contacted?** 1=YES 2=NO → ***Go to Q 2.4*** 3=DON'T KNOW	1 2 3
2.3	**May I please have a number where I can contact you at a later stage?**	

		YES	NO
2.4	**In the last week....**		
	(a) Did you work for a wage, salary, commission or any payment in kind (including paid domestic work), even if it was for only one hour? *Examples: a regular job, contract, casual or piece work for pay, work in exchange for food or housing, paid domestic work.*	1	2
	(b) Did you run or do any kind of business, big or small, for yourself or with one or more partners, even if it was for only one hour? *Examples: Commercial farming, selling things, making things for sale, construction, repairing things, guarding cars, brewing beer, collecting wood or water for sale, hairdressing, créche businesses, taxi or other transport business, having a legal or medical practice, performing in public, having a public phone shop, etc.*	1	2
	(c) Did you help without being paid in any kind of business run by your household, even if it was for only one hour? *Examples: Commercial farming, help to sell things, make things for sale or exchange, doing the accounts, cleaning up for the business, etc.*	1	2

If yes to any part of Q 2.4 go to Section 4, otherwise go to Q 2.5

		YES	NO
2.5	**In the last week, even though you did not do any work for pay, profit or did not help without pay in a household business, ...**		
	(a) Did you have a paid job that you would definitely return to? → ***If yes, go to Q 2.7, otherwise continue*** *Examples: a regular job, contract, casual or piece work for pay, work in exchange for food or housing, paid domestic work.*	1	2
	(b) Did you have a business that you would definitely return to? → ***If yes, go to Q 2.7, otherwise continue*** *Examples: Commercial farming, selling things, making things for sale, construction, repairing things, guarding cars, brewing beer, collecting wood or water for sale, hairdressing, créche businesses, taxi or other transport business, having a legal or medical practice, performing in public, having a public phone shop, etc.*	1	2
	(c) Did you have an unpaid job in any kind of business run by your household that you would definitely return to? → ***Go to Q 3.1*** *Examples: Commercial farming, help to sell things, make things for sale or exchange, doing the accounts, cleaning up for the business, etc.*	1	2

2.7 **What was the main reason you were absent from your job/business in the last week?**

01 = Health Reasons		01
02 = Vacation Leave		02
03 = Caring For Family Or Other (Except Maternity/Paternity Leave)		03
04 = Maternity or Paternity Leave		04
05 = Other Family/Community Obligations (Funerals, Meetings)		05
06 = Strike/Stay-Away/Lockout		06
07 = Problems With Transport		07
08 = Bad Weather		08
09 = Study Or Training Leave		09
10 = Unrest (Violence)		10
11 = Temporarily Laid Off/Reduction In Economic Activity		11
12 = Seasonal Work	→ ***Go to Q 3.1***	12
13 = Start A New Job/Business At A Definite Date In The Future	→ ***Go to Q 3.1***	13
14 = Other Reason, *specify*		14

1D

For all reasons, except options 12 & 13, go to Section 4

Person no. Age

SECTION 3
This section covers unemployment and economic inactivity for persons aged 15 years and above

3.1 **In the last four weeks,....**

(a) Were you looking for any kind of work?

1=Yes → *Go to Q 3.2* 1

2=No 2

(b) Were you trying to start any kind of business?

1=Yes 1

2=No → *Go to Q 3.3* 2

3.2 **In the last four weeks what have you done to search for work or to start a business?**

Mark all applicable options

01 = Waited/Registered At Employment Agency/Trade Union 01

02 = Enquired At Workplaces, Farms, Factories Or Called On Other Possible Employers 02

03 = Placed/Answered Advertisment(s) 03

04 = Searched Through Job Advertisment(s) / Searched The Internet 04

05 = Sought Assistance From Relatives Or Friends 05

06 = Looked For Land, Building, Equipment Or Applied For Permit To Start Own Business Or Farming 06

07 = Waited At The Street Side Where Casual Workers Are Found 07

08 = Sought Financial Assistance To Look For Work Or Start A Business 08

09 = Other, *specify* 09

10 = Nothing → *Go back to Q 3.1* 10

→ *Go to Q 3.6*

3.3 **Was this because you had already arranged to take up a job or to start a business at some later date?**

1=Yes → *Go to Q 3.6* 1

2=No 2

3.4 **Would you have liked to work last week?**

1=Yes → *Go to Q 3.8* 1

2=No 2

3.5 **What was the main reason you did not want to work last week?**

1 = Scholar Or Student 1

2 = Housewife/Homemaker (Family Considerations/Child Care) 2

3 = Health Reasons 3

4 = Retired Or Too Old For Work 4

5 = No Desire To Work 5

6 = Too Young To Work 6

7 = Other, *specify* 7

→ *Go to Q 3.12*

3.6 **For how long have you been without work and trying to find a job or start a business?**

01 = Less Than 3 Months 01

02 = 3 Months - Less Than 6 Months 02

03 = 6 Months - Less Than 9 Months 03

04 = 9 Months - Less Than 1 Year 04

05 = 1 Year - Less Than 3 Years 05

06 = 3 Years - 5 Years 06

07 = More Than 5 Years 07

08 = Don't Know 08

3.7 **What was your main activity before you started looking for work?**

1 = Working 1

2 = Managing A Home 2

3 = Going To School 3

4 = Other, *specify* 4

→ *Go to Q 3.9*

2A

3.8 What was the main reason why you did not try to find work or start a business in the last four weeks?

01 = Awaiting The Season For Work	01
02 = Waiting To Be Recalled To Former Job	02
03 = Health Reasons	03
04 = Pregnancy	04
05 = Disabled Or Unable To Work (Handicapped)	05
06 = Housewife/Homemaker (Family Considerations/Child Care)	06
07 = Undergoing Training To Help Find Work	07
08 = No Jobs Available In The Area	08
09 = Lack Of Money To Pay For Transport To Look For Work	09
10 = Unable To Find Work Requiring His/Her Skills	10
11 = Lost Hope Of Finding Any Kind Of Work	11
12 = No Transport Available	12
13 = Scholar Or Student	13
14 = Retired	14
15 = Too Old / Young To Work	15
16 = Other Reason, *Specify*	16

3.9 If a suitable job had been offered, would you have been able to start work last week?

1=Yes → ***Go to Q 3.12***	1
2=No	2
3=Don't Know	3

3.10 If circumstances had allowed, would you have started a business last week?

1=Yes → ***Go to Q 3.12***	1
2=No	2
3=Don't Know	3

3.11 What was the main reason why you were not available for work last week?

1 = Scholar Or Student	1
2 = Housewife/Homemaker (Family Considerations/Child Care)	2
3 = Health Reasons	3
4 = Retired Or Too Old For Work	4
5 = No Desire To Work	5
6 = Too Young To Work	6
7 = Other, *specify*	7

3.12 Have you ever worked for pay or profit or helped unpaid in a household business?

Work could be:
Formal work for salary, wage, profit or unpaid work in household business;
informal work such as making things for sale, selling things or providing a service for payment;
work on a farm or land for a wage or as part of the household's farming business

1=Yes	1
2=No → ***Go to Q 3.19***	2

3.13 How long ago was it since you last worked?

01 = Less Than 3 Months	01
02 = 3 Months - Less Than 6 Months	02
03 = 6 Months - Less Than 9 Months	03
04 = 9 Months - Less Than 1 Year	04
05 = 1 Year - Less Than 3 Years	05
06 = 3 Years - 5 Years	06
07 = More Than 5 Years → ***Go to Q 3.19***	07
08 = Don't Know	08

3.14 What was the main reason you stopped working in your last job/business?

01 = Health Reasons	01
02 = Caring For Own Children/Relatives	02
03 = Pregnancy	03
04 = Other Family/Community Responsibilities	04
05 = Going To School	05
06 = Lost Job/Job Ended/Laid Off/ Business Sold/Closed Down	06
07 = Changed Residence	07
08 = Dissatisfied With Job	08
09 = Retired	09
10 = Other, *specify*	10

Person no. Age

3.15.a **What kind of work did you do in your last job/business?**

Work includes all the activities mentioned earlier.

Record at least two words: Car sales person, Office cleaner, Vegetable farmer, Primary School teacher, etc.

3.15.b **What were your main tasks or duties in this work?**

Examples: Selling fruit, repairing watches, keeping accounts feeding and watering cattle, teaching children.

CODE BOXES FOR OFFICE USE

3.16.a **What was the name of your place of work?**

For government or large organisations, give the name of the establishment and branch or division:
e.g. Education Dept - Rapele Primary School; Harmony Gold Mining - Maintenance Div.
Write "Own house" or "No fixed location", if relevant.

3.16.b **What were the main goods or services produced at your place of work or its main functions?**

Examples: Repairing cars, Selling commercial real estate, Sell food wholesale to restaurants, Retail clothing shop, Manufacture electrical appliances, Bar/restaurant, Primary Education, Delivering newspapers to homes. For domestic workers write "private household".

CODE BOXES FOR OFFICE USE

3.17 **In your last job/business, were you.....**

1 = Working for someone else for pay? (Including paid domestic workers, gardeners or security guards) 1

Payment in cash or in kind (e.g. food, accommodation).
Option 1 includes all employees: Full-time, part-time, casual work and piecework.

2 = An employer (employing one or more employees)? 2

3 = Own-account worker (not employing any employees)? 3

4 = Helping without pay in a household business? 4

3.19 **How do you support yourself?** YES NO
Mark all applicable options

a = Did you do odd jobs during the last week? 1 2
→ *If yes, go back to Q 2.4, otherwise continue*

b = Are you supported by persons in the household? 1 2

c = Are you supported by persons not in the household? 1 2

d = Are you supported by charity, church, welfare, etc.? 1 2

e = Do you receive Unemployment Insurance Fund (UIF)? 1 2

f = From savings or money previously earned? 1 2

g = Do you receive old age or disability pension? 1 2

h = Do you receive child support/foster care grants? 1 2

i = Do you receive any other welfare grants? 1 2

j = Do you have any other sources of support, e.g. bursary, study loan? 1 2

→ ***Go to Q 5.9***

SECTION 4
This section covers main work activity in the last week for persons aged 15 years and above

4.1 **In the last week did you have more than one job/business?**

1=YES	1
2=NO	2
3=DON'T KNOW	3

If "yes", read out: The question that follows refer to your main job/business. That is the one where you usually work the most hours per week, even if you were absent from it the last week.

2B

4.2.a **What kind of work do you usually do in the main job/business that you had during the last week?**

Work includes all the activities mentioned earlier.

Record at least two words: Car sales person, Office cleaner, Vegetable farmer, Primary School teacher, etc.

4.2.b **What are your main tasks or duties in this work?**

Examples: Selling fruit, repairing watches, keeping accounts feeding and watering cattle, teaching children.

CODE BOXES FOR OFFICE USE

4.3.a **What is the name of your place of work?**

For government or large organisations, give the name of the establishment and branch or division:
e.g. Education Dept - Rapele Primary School; Harmony Gold Mining - Maintenance Div.
Write "Own house" or "No fixed location", if relevant.

4.3.b **What are the main goods or services produced at your place of work or its main functions?**

Examples: Repairing cars, Selling commercial real estate, Sell food wholesale to restaurants, Retail clothing shop, Manufacture electrical appliances, Bar/restaurant, Primary Education, Delivering newspapers to homes. For domestic workers write "private household".

CODE BOXES FOR OFFICE USE

4.4 **When did you start working for this employer or started running this business? Give year and month.**

*State year in **four** figures, e.g. 2001*

*State month in **two** figures, e.g. 08 for August*

Person no. Age

4.5	**In the job/business, that you had during the last week were you.....**	
	1 = Working for someone else for pay? (Including paid domestic workers, gardeners or security guards) *Payment in cash or in kind (e.g. food, accommodation).* *Option 1 includes all employees: Full-time, part-time, casual work and piecework.* ➔ ***Go to Q 4.6***	1
	2 = An employer (employing one or more employees)? ➔ ***Go to Q 4.13***	2
	3 = Own-account worker (not employing any employees)? ➔ ***Go to Q 4.13***	3
	4 = Helping without pay in a household business? ➔ ***Go to Q 4.13***	4

FOR EMPLOYEES ONLY (option 1 in Q 4.5)

4.6	**Does your employer contribute to any pension/retirement fund for you?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.7	**Are you entitled to any paid leave?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.7. b	**Are you entitled to any ...**	Yes / No
	1=paid sick leave?	1 / 2
	2=maternity / paternity leave?	1 / 2
4.8	**Does your employer pay UIF contributions for you?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.9	**Are you entitled to medical aid benefits from your employer?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3

4.10	**Does your employer deduct income tax (PAYE / SITE) from your salary/wage?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.11	**Are you employed on the basis of.....**	
	1= A written contract?	1
	2= A verbal agreement?	2
4.12	**Is the contract/agreement of a.....**	
	1= Limited duration?	1
	2= Permanent nature?	2
	3= Unspecified duration?	3
4.12. b	**Are you a member of a trade union?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.12. c	**Who determines your annual salary increase?**	
	1=Negotiation between myself and employer at company	1
	2=Negotiation between union and employer	2
	3=Bargaining Council or other sector bargaining arrangement	3
	4 = Employer only	4
	5 = No regular annual salary increase	5
	6 = Other, *specify*	6

FOR EMPLOYERS, OWN ACCOUNT WORKERS AND PERSONS HELPING UNPAID IN HOUSEHOLD BUSINESSES (options 2, 3 and 4 in Q 4.5)

4.13	**Is your business (or household business where you work) registered for VAT?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.14	**Is the business (or household business where you work) registered for income tax?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3

2C

FOR ALL EMPLOYED PERSONS (employees, employers, own account workers and persons helping unpaid in household businesses)

4.15 **Is your place of work.....**

1 = National/Provincial/Local government?	1
2 = Government controlled business (e.g. Eskom/Telkom)?	2
3 = A private enterprise?	3
4 = Non-profit organisation (NGO/CBO)?	4
5 = A private household?	5
6 = DON'T KNOW	6

4.16 **How many employees are there at your place of work?**

01 = 0	01
02 = 1	02
03 = 2 - 4	03
04 = 5 - 9	04
05 = 10 - 19	05
06 = 20 - 49	06
07 = 50 OR MORE	07
08 = DON'T KNOW	08

FOR ALL EMPLOYED PERSONS
Ask for those with one job (Options 2 and 3 in Q 4.1)

4.18 **How many hours do you usually work each week?** ___

4.19 **Thinking of each day last week, how many hours did you actually work.....**

Day	Hours
On Monday?	
On Tuesday?	
On Wednesday?	
On Thursday?	
On Friday?	
On Saturday?	
On Sunday?	
Total hours actually worked	

→ ***Go to Q 4.22***

Ask for those with more than one job (Option 1 in Q 4.1)

4.20 **How many hours do you usually work each week.....**

1. In your first job/business?	
2. In your second job/business?	
3. In all other job/businesses?	
Total hours for all jobs/businesses	

4.21 **Thinking of each day last week, how many hours did you actually work.....**

Day	Hours in ..... First job/ business	Second job/ business	All other jobs/ businesses
On Monday?			
On Tuesday?			
On Wednesday?			
On Thursday?			
On Friday?			
On Saturday?			
On Sunday?			
Total hours			

Person no. Age

4.22	**Last week, would you have liked to work more hours than you actually worked, provided the extra hours had been paid?**	
	1 = YES, in the current job	1
	2 = YES, in taking an additional job	2
	3 = YES, in another job with more hours	3
	4 = No → *Go to Section 5*	4
	5 = DON'T KNOW → *Go to Section 5*	5
4.23	**How many additional hours could you have worked last week?**	

4.24	**Do you want to work more hours at your current rate of pay?**	
	1=YES	1
	2=NO	2
	3=DON'T KNOW	3
4.25	**If extra work became available, would you be able to start such work in the next four weeks?**	
	1=YES	1
	2=NO	2
	3=DON'T KNOW	3

SECTION 5
This section covers earnings in the main job for employees, employers and own-account workers aged 15 years and above

5.1	***Copy response from Q4.5*** 1 = *Working for someone else for pay* → ***Go to Q 5.2*** 2 = *An employer (employing one or more employees)* → ***Go to Q 5.6*** 3 = *Own-account worker (not employing any employees)* → ***Go to Q 5.6*** 4 = *Helping without pay in a household business* → ***Go to Q 5.9***	1 2 3 4

FOR EMPLOYEES

5.2	**In your main job, what is the easiest way for you to tell us your wages or salary before taxes or any other deductions? Would it be.....** 1 = Monthly? 2 = Weekly? 3 = Fortnightly (Every two weeks)? 4 = Daily? 5 = Hourly? 6 = Annually? 7 = REFUSED/DON'T KNOW → ***Go to Q 5.8***	1 2 3 4 5 6 7
5.3	**Do you usually receive any tips or commission?** 1 = YES 2 = NO	1 2
5.4.a	**What is your *(choose one)* annual/monthly/ weekly/daily/hourly wage or salary before deductions?** *(Include tips and commissions)* **R** → ***Go to Q 5.9***	
5.4.b	***If amount not stated*** 1 = DON'T KNOW 2 = REFUSED → ***Go to Q 5.8***	1 2

FOR EMPLOYERS AND OWN-ACCOUNT WORKERS

5.6	**What is the easiest way for you to tell us your earnings after expenses? Would it be.....** 1 = Monthly? 2 = Weekly? 3 = Fortnightly (Every two weeks)? 4 = Daily? 5 = Hourly? 6 = Annually? 7 = REFUSED/DON'T KNOW → ***Go to Q 5.8***	1 2 3 4 5 6 7
5.7.a	**What are your *(choose one)* annual/monthly/ weekly/daily earnings after expenses?** *(Include tips and commissions)* **R** → ***Go to Q 5.9***	
5.7.b	***If amount not stated*** 1 = DON'T KNOW 2 = REFUSED → ***Go to Q 5.8***	1 2

2D

Person no. Age

For those who don't know, refused or prefer to provide ranges, please use the Prompt Card. Indicate earnings using the weekly, monthly or annual figures as indicated on the Prompt Card (do not forget to include tips and commission).

5.8	Weekly	Monthly	Annually	
01	None	None	None	01
02	R1 - R46	R1 - R200	R1 - R2 400	02
03	R47 - R115	R201 - R500	R2 401 - R6 000	03
04	R116 - R231	R501 - R1 000	R6 001 - R12 000	04
05	R232 - R346	R1 001 - R1 500	R12 001 - R18 000	05
06	R347 - R577	R1 501 - R2 500	R18 001 - R30 000	06
07	R578 - R808	R2 501 - R3 500	R30 001 - R42 000	07
08	R809 - R1 039	R3 501 - R4 500	R42 001 - R54 000	08
09	R1 040 - R1 386	R4 501 - R6 000	R54 001 - R72 000	09
10	R1 387 - R1 848	R6 001 - R8 000	R72 001 - R96 000	10
11	R1 849 - R2 540	R8 001 - R11 000	R96 001 - R132 000	11
12	R2 541 - R3 695	R11 001 - R16 000	R132 001 - R192 000	12
13	R3 696 - R6 928	R16 001 - R30 000	R192 001 - R360 000	13
14	R6 929 - R8 654	R30 001 - R37 500	R360 001 - R450 000	14
15	R8 655 - R12 500	R37 501 - R54 167	R450 001 - R650 000	15
16	R12 501 - R14 423	R54 168 - R62 500	R650 001 - R750 000	16
17	R14 424 - R16 346	R62 501 - R70 800	R750 001 - R850 000	17
18	R16 347 - R19 231	R70 801 - R83 300	R850 001 - R1 000 000	18
19	R19 232 or more	R83 301 or more	R1 000 001 or more	19
20	Don't know	Don't know	Don't know	20
21	Refuse	Refuse	Refuse	21

Ask for all persons aged 15 years and above

5.9	In the last week....	YES	NO
	(a1) Did you do any work on your own or the household's plot, farm, food garden, cattle post or kraal or help in growing farm produce or in looking after animals for the household's own consumption? *Examples: ploughing, harvesting, looking after livestock.*	1	2
	(a2) If *yes*, for how many hours?		
	(b1) Did you fetch water or collect wood/dung for household use?	1	2
	(b2) If *yes*, for how many hours?		
	(c1) Did you produce any other goods for household use? *Examples: Clothing, furniture, clay pots, etc.*	1	2
	(c2) If *yes*, for how many hours?		
3A	**(d1) Did you do any construction or major repair work on your own home, plot, cattle post or business or those of the household?**	1	2
	(d2) If *yes*, for how many hours?		
	(e1) Did you catch any fish, prawns, shells, wild animals or other food for household consumption?	1	2
	(e2) If *yes*, for how many hours?		

8.0 INTERVIEW END TIME h h m m

End of questions for individual 1

Thank the respondent for his/her co-operation

BARCODE
GRID POSITION

Person no. Age

INTERVIEW START TIME h h m m

INDIVIDUAL 2

SECTION 2

This section covers economic activities in the last week for persons aged 15 years and above

2.0	*Interviewer to answer* ***Is the person him/herself responding to questions?*** 1=YES → ***Go to Q 2.2*** 2=NO	1 2
2.1	*Give person number for the proxy respondent*	
2.2	**Do you have a landline or cellular telephone where you can be contacted?** 1=YES 2=NO → ***Go to Q 2.4*** 3=DON'T KNOW	1 2 3
2.3	**May I please have a number where I can contact you at a later stage?**	

		YES	NO
2.4	**In the last week....**		
	(a) Did you work for a wage, salary, commission or any payment in kind (including paid domestic work), even if it was for only one hour? *Examples: a regular job, contract, casual or piece work for pay, work in exchange for food or housing, paid domestic work.*	1	2
	(b) Did you run or do any kind of business, big or small, for yourself or with one or more partners, even if it was for only one hour? *Examples: Commercial farming, selling things, making things for sale, construction, repairing things, guarding cars, brewing beer, collecting wood or water for sale, hairdressing, créche businesses, taxi or other transport business, having a legal or medical practice, performing in public, having a public phone shop, etc.*	1	2
	(c) Did you help without being paid in any kind of business run by your household, even if it was for only one hour? *Examples: Commercial farming, help to sell things, make things for sale or exchange, doing the accounts, cleaning up for the business, etc.*	1	2

If yes to any part of Q 2.4 go to Section 4, otherwise go to Q 2.5

		YES	NO
2.5	**In the last week, even though you did not do any work for pay, profit or did not help without pay in a household business, ...**		
	(a) Did you have a paid job that you would definitely return to? → ***If yes, go to Q 2.7, otherwise continue*** *Examples: a regular job, contract, casual or piece work for pay, work in exchange for food or housing, paid domestic work.*	1	2
	(b) Did you have a business that you would definitely return to? → ***If yes, go to Q 2.7, otherwise continue*** *Examples: Commercial farming, selling things, making things for sale, construction, repairing things, guarding cars, brewing beer, collecting wood or water for sale, hairdressing, créche businesses, taxi or other transport business, having a legal or medical practice, performing in public, having a public phone shop, etc.*	1	2
	(c) Did you have an unpaid job in any kind of business run by your household that you would definitely return to? → ***Go to Q 3.1*** *Examples: Commercial farming, help to sell things, make things for sale or exchange, doing the accounts, cleaning up for the business, etc.*	1	2

3B

2.7 **What was the main reason you were absent from your job/business in the last week?**

01 = Health Reasons		01
02 = Vacation Leave		02
03 = Caring For Family Or Other (Except Maternity/Paternity Leave)		03
04 = Maternity or Paternity Leave		04
05 = Other Family/Community Obligations (Funerals, Meetings)		05
06 = Strike/Stay-Away/Lockout		06
07 = Problems With Transport		07
08 = Bad Weather		08
09 = Study Or Training Leave		09
10 = Unrest (Violence)		10
11 = Temporarily Laid Off/Reduction In Economic Activity		11
12 = Seasonal Work	→ ***Go to Q 3.1***	12
13 = Start A New Job/Business At A Definite Date In The Future	→ ***Go to Q 3.1***	13
14 = Other Reason, *specify*		14

For all reasons, except options 12 & 13, go to Section 4

Person no. Age

SECTION 3
This section covers unemployment and economic inactivity for persons aged 15 years and above

3.1 **In the last four weeks,....**

(a) Were you looking for any kind of work?

1=Yes → *Go to Q 3.2* 1

2=No 2

(b) Were you trying to start any kind of business?

1=Yes 1

2=No → *Go to Q 3.3* 2

3.2 **In the last four weeks what have you done to search for work or to start a business?**

Mark all applicable options

01 = Waited/Registered At Employment Agency/Trade Union 01

02 = Enquired At Workplaces, Farms, Factories Or Called On Other Possible Employers 02

03 = Placed/Answered Advertisment(s) 03

04 = Searched Through Job Advertisment(s) / Searched The Internet 04

05 = Sought Assistance From Relatives Or Friends 05

06 = Looked For Land, Building, Equipment Or Applied For Permit To Start Own Business Or Farming 06

07 = Waited At The Street Side Where Casual Workers Are Found 07

08 = Sought Financial Assistance To Look For Work Or Start A Business 08

09 = Other, *specify* 09

10 = Nothing → *Go back to Q 3.1* 10

→ *Go to Q 3.6*

3.3 **Was this because you had already arranged to take up a job or to start a business at some later date?**

1=Yes → *Go to Q 3.6* 1

2=No 2

3.4 **Would you have liked to work last week?**

1=Yes → *Go to Q 3.8* 1

2=No 2

3.5 **What was the main reason you did not want to work last week?**

1 = Scholar Or Student 1

2 = Housewife/Homemaker (Family Considerations/Child Care) 2

3 = Health Reasons 3

4 = Retired Or Too Old For Work 4

5 = No Desire To Work 5

6 = Too Young To Work 6

7 = Other, *specify* 7

→ *Go to Q 3.12*

3.6 **For how long have you been without work and trying to find a job or start a business?**

01 = Less Than 3 Months 01

02 = 3 Months - Less Than 6 Months 02

03 = 6 Months - Less Than 9 Months 03

04 = 9 Months - Less Than 1 Year 04

05 = 1 Year - Less Than 3 Years 05

06 = 3 Years - 5 Years 06

07 = More Than 5 Years 07

08 = Don't Know 08

3.7 **What was your main activity before you started looking for work?**

1 = Working 1

2 = Managing A Home 2

3 = Going To School 3

4 = Other, *specify* 4

→ *Go to Q 3.9*

3C

3.8 What was the main reason why you did not try to find work or start a business in the last four weeks?

01 = Awaiting The Season For Work	01
02 = Waiting To Be Recalled To Former Job	02
03 = Health Reasons	03
04 = Pregnancy	04
05 = Disabled Or Unable To Work (Handicapped)	05
06 = Housewife/Homemaker (Family Considerations/Child Care)	06
07 = Undergoing Training To Help Find Work	07
08 = No Jobs Available In The Area	08
09 = Lack Of Money To Pay For Transport To Look For Work	09
10 = Unable To Find Work Requiring His/Her Skills	10
11 = Lost Hope Of Finding Any Kind Of Work	11
12 = No Transport Available	12
13 = Scholar Or Student	13
14 = Retired	14
15 = Too Old / Young To Work	15
16 = Other Reason, *Specify*	16

3.9 If a suitable job had been offered, would you have been able to start work last week?

1=Yes → ***Go to Q 3.12***	1
2=No	2
3=Don't Know	3

3.10 If circumstances had allowed, would you have started a business last week?

1=Yes → ***Go to Q 3.12***	1
2=No	2
3=Don't Know	3

3.11 What was the main reason why you were not available for work last week?

1 = Scholar Or Student	1
2 = Housewife/Homemaker (Family Considerations/Child Care)	2
3 = Health Reasons	3
4 = Retired Or Too Old For Work	4
5 = No Desire To Work	5
6 = Too Young To Work	6
7 = Other, *specify*	7

3.12 Have you ever worked for pay or profit or helped unpaid in a household business?

Work could be:
Formal work for salary, wage, profit or unpaid work in household business;
informal work such as making things for sale, selling things or providing a service for payment;
work on a farm or land for a wage or as part of the household's farming business

1=Yes	1
2=No → ***Go to Q 3.19***	2

3.13 How long ago was it since you last worked?

01 = Less Than 3 Months	01
02 = 3 Months - Less Than 6 Months	02
03 = 6 Months - Less Than 9 Months	03
04 = 9 Months - Less Than 1 Year	04
05 = 1 Year - Less Than 3 Years	05
06 = 3 Years - 5 Years	06
07 = More Than 5 Years → ***Go to Q 3.19***	07
08 = Don't Know	08

3.14 What was the main reason you stopped working in your last job/business?

01 = Health Reasons	01
02 = Caring For Own Children/Relatives	02
03 = Pregnancy	03
04 = Other Family/Community Responsibilities	04
05 = Going To School	05
06 = Lost Job/Job Ended/Laid Off/ Business Sold/Closed Down	06
07 = Changed Residence	07
08 = Dissatisfied With Job	08
09 = Retired	09
10 = Other, *specify*	10

Person no. Age

3.15.a **What kind of work did you do in your last job/business?**

Work includes all the activities mentioned earlier.

Record at least two words: Car sales person, Office cleaner, Vegetable farmer, Primary School teacher, etc.

3.15.b **What were your main tasks or duties in this work?**

Examples: Selling fruit, repairing watches, keeping accounts feeding and watering cattle, teaching children.

CODE BOXES FOR OFFICE USE

3.16.a **What was the name of your place of work?**

For government or large organisations, give the name of the establishment and branch or division:
e.g. Education Dept - Rapele Primary School; Harmony Gold Mining - Maintenance Div.
Write "Own house" or "No fixed location", if relevant.

3.16.b **What were the main goods or services produced at your place of work or its main functions?**

Examples: Repairing cars, Selling commercial real estate, Sell food wholesale to restaurants, Retail clothing shop, Manufacture electrical appliances, Bar/restaurant, Primary Education, Delivering newspapers to homes. For domestic workers write "private household".

CODE BOXES FOR OFFICE USE

3.17 **In your last job/business, were you.....**

1 = Working for someone else for pay? (Including paid domestic workers, gardeners or security guards) 1

Payment in cash or in kind (e.g. food, accommodation).
Option 1 includes all employees: Full-time, part-time, casual work and piecework.

2 = An employer (employing one or more employees)? 2

3 = Own-account worker (not employing any employees)? 3

4 = Helping without pay in a household business? 4

3.19 **How do you support yourself?** YES NO
Mark all applicable options

a = Did you do odd jobs during the last week? 1 2
→ *If yes, go back to Q 2.4, otherwise continue*

b = Are you supported by persons in the household? 1 2

c = Are you supported by persons not in the household? 1 2

d = Are you supported by charity, church, welfare, etc.? 1 2

e = Do you receive Unemployment Insurance Fund (UIF)? 1 2

f = From savings or money previously earned? 1 2

g = Do you receive old age or disability pension? 1 2

h = Do you receive child support/foster care grants? 1 2

i = Do you receive any other welfare grants? 1 2

j = Do you have any other sources of support, e.g. bursary, study loan? 1 2

→ ***Go to Q 5.9***

SECTION 4
This section covers main work activity in the last week for persons aged 15 years and above

4.1 **In the last week did you have more than one job/business?**

1=YES 1
2=NO 2
3=DON'T KNOW 3

If "yes", read out: The question that follows refer to your main job/business. That is the one where you usually work the most hours per week, even if you were absent from it the last week.

3D

4.2.a **What kind of work do you usually do in the main job/business that you had during the last week?**

Work includes all the activities mentioned earlier.

Record at least two words: Car sales person, Office cleaner, Vegetable farmer, Primary School teacher, etc.

4.2.b **What are your main tasks or duties in this work?**

Examples: Selling fruit, repairing watches, keeping accounts feeding and watering cattle, teaching children.

CODE BOXES FOR OFFICE USE

4.3.a **What is the name of your place of work?**

For government or large organisations, give the name of the establishment and branch or division:
e.g. Education Dept - Rapele Primary School; Harmony Gold Mining - Maintenance Div.
Write "Own house" or "No fixed location", if relevant.

4.3.b **What are the main goods or services produced at your place of work or its main functions?**

Examples: Repairing cars, Selling commercial real estate, Sell food wholesale to restaurants, Retail clothing shop, Manufacture electrical appliances, Bar/restaurant, Primary Education, Delivering newspapers to homes. For domestic workers write "private household".

CODE BOXES FOR OFFICE USE

4.4 **When did you start working for this employer or started running this business? Give year and month.**

*State year in **four** figures, e.g. 2001*

*State month in **two** figures, e.g. 08 for August*

Person no. Age

4.5	**In the job/business, that you had during the last week were you.....**	
	1 = Working for someone else for pay? (Including paid domestic workers, gardeners or security guards) *Payment in cash or in kind (e.g. food, accommodation).* *Option 1 includes all employees: Full-time, part-time, casual work and piecework.* ➔ ***Go to Q 4.6***	1
	2 = An employer (employing one or more employees)? ➔ ***Go to Q 4.13***	2
	3 = Own-account worker (not employing any employees)? ➔ ***Go to Q 4.13***	3
	4 = Helping without pay in a household business? ➔ ***Go to Q 4.13***	4

FOR EMPLOYEES ONLY (option 1 in Q 4.5)

4.6	**Does your employer contribute to any pension/retirement fund for you?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.7	**Are you entitled to any paid leave?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.7. b	**Are you entitled to any ...**	Yes / No
	1=paid sick leave?	1 / 2
	2=maternity / paternity leave?	1 / 2
4.8	**Does your employer pay UIF contributions for you?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.9	**Are you entitled to medical aid benefits from your employer?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3

4.10	**Does your employer deduct income tax (PAY E / SITE) from your salary/wage?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.11	**Are you employed on the basis of.....**	
	1= A written contract?	1
	2= A verbal agreement?	2
4.12	**Is the contract/agreement of a.....**	
	1= Limited duration?	1
	2= Permanent nature?	2
	3= Unspecified duration?	3
4.12. b	**Are you a member of a trade union?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.12. c	**Who determines your annual salary increase?**	
	1=Negotiation between myself and employer at company	1
	2=Negotiation between union and employer	2
	3=Bargaining Council or other sector bargaining arrangement	3
	4 = Employer only	4
	5 = No regular annual salary increase	5
	6 = Other, *specify*	6

FOR EMPLOYERS, OWN ACCOUNT WORKERS AND PERSONS HELPING UNPAID IN HOUSEHOLD BUSINESSES (options 2, 3 and 4 in Q 4.5)

4.13	**Is your business (or household business where you work) registered for VAT?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.14	**Is the business (or household business where you work) registered for income tax?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3

FOR ALL EMPLOYED PERSONS (employees, employers, own account workers and persons helping unpaid in household businesses)

4.15 **Is your place of work.....**

1 = National/Provincial/Local government?	1
2 = Government controlled business (e.g. Eskom/Telkom)?	2
3 = A private enterprise?	3
4 = Non-profit organisation (NGO/CBO)?	4
5 = A private household?	5
6 = DON'T KNOW	6

4.16 **How many employees are there at your place of work?**

01 = 0	01
02 = 1	02
03 = 2 - 4	03
04 = 5 - 9	04
05 = 10 - 19	05
06 = 20 - 49	06
07 = 50 OR MORE	07
08 = DON'T KNOW	08

4A

FOR ALL EMPLOYED PERSONS

Ask for those with one job (Options 2 and 3 in Q 4.1)

4.18 **How many hours do you usually work each week?** ___

4.19 **Thinking of each day last week, how many hours did you actually work.....**

Day	Hours
On Monday?	
On Tuesday?	
On Wednesday?	
On Thursday?	
On Friday?	
On Saturday?	
On Sunday?	
Total hours actually worked	

→ ***Go to Q 4.22***

Ask for those with more than one job (Option 1 in Q 4.1)

4.20 **How many hours do you usually work each week.....**

1. In your first job/business?	
2. In your second job/business?	
3. In all other job/businesses?	
Total hours for all jobs/businesses	

4.21 **Thinking of each day last week, how many hours did you actually work.....**

Day	Hours in ..... First job/ business	Second job/ business	All other jobs/ businesses
On Monday?			
On Tuesday?			
On Wednesday?			
On Thursday?			
On Friday?			
On Saturday?			
On Sunday?			
Total hours			

Person no. Age

4.22	**Last week, would you have liked to work more hours than you actually worked, provided the extra hours had been paid?**	
	1 = YES, in the current job	1
	2 = YES, in taking an additional job	2
	3 = YES, in another job with more hours	3
	4 = No → ***Go to Section 5***	4
	5 = DON'T KNOW → ***Go to Section 5***	5
4.23	**How many additional hours could you have worked last week?**	

4.24	**Do you want to work more hours at your current rate of pay?**	
	1=YES	1
	2=NO	2
	3=DON'T KNOW	3
4.25	**If extra work became available, would you be able to start such work in the next four weeks?**	
	1=YES	1
	2=NO	2
	3=DON'T KNOW	3

SECTION 5
This section covers earnings in the main job for employees, employers and own-account workers aged 15 years and above

5.1	***Copy response from Q4.5*** 1 = *Working for someone else for pay* → ***Go to Q 5.2*** 2 = *An employer (employing one or more employees)* → ***Go to Q 5.6*** 3 = *Own-account worker (not employing any employees)* → ***Go to Q 5.6*** 4 = *Helping without pay in a household business* → ***Go to Q 5.9***	1 2 3 4

FOR EMPLOYEES

5.2	**In your main job, what is the easiest way for you to tell us your wages or salary before taxes or any other deductions? Would it be.....** 1 = Monthly? 2 = Weekly? 3 = Fortnightly (Every two weeks)? 4 = Daily? 5 = Hourly? 6 = Annually? 7 = REFUSED/DON'T KNOW → ***Go to Q 5.8***	1 2 3 4 5 6 7
5.3	**Do you usually receive any tips or commission?** 1 = YES 2 = NO	1 2
5.4.a	**What is your *(choose one)* annual/monthly/weekly/daily/hourly wage or salary before deductions?** *(Include tips and commissions)* **R** → ***Go to Q 5.9***	
5.4.b	***If amount not stated*** 1 = DON'T KNOW 2 = REFUSED → ***Go to Q 5.8***	1 2

FOR EMPLOYERS AND OWN-ACCOUNT WORKERS

5.6	**What is the easiest way for you to tell us your earnings after expenses? Would it be.....** 1 = Monthly? 2 = Weekly? 3 = Fortnightly (Every two weeks)? 4 = Daily? 5 = Hourly? 6 = Annually? 7 = REFUSED/DON'T KNOW → ***Go to Q 5.8***	1 2 3 4 5 6 7
5.7.a	**What are your *(choose one)* annual/monthly/weekly/daily earnings after expenses?** *(Include tips and commissions)* **R** → ***Go to Q 5.9***	
5.7.b	***If amount not stated*** 1 = DON'T KNOW 2 = REFUSED → ***Go to Q 5.8***	1 2

4B

Person no. Age

For those who don't know, refused or prefer to provide ranges, please use the Prompt Card. Indicate earnings using the weekly, monthly or annual figures as indicated on the Prompt Card (do not forget to include tips and commission).

5.8	Weekly	Monthly	Annually	
01	None	None	None	01
02	R1 - R46	R1 - R200	R1 - R2 400	02
03	R47 - R115	R201 - R500	R2 401 - R6 000	03
04	R116 - R231	R501 - R1 000	R6 001 - R12 000	04
05	R232 - R346	R1 001 - R1 500	R12 001 - R18 000	05
06	R347 - R577	R1 501 - R2 500	R18 001 - R30 000	06
07	R578 - R808	R2 501 - R3 500	R30 001 - R42 000	07
08	R809 - R1 039	R3 501 - R4 500	R42 001 - R54 000	08
09	R1 040 - R1 386	R4 501 - R6 000	R54 001 - R72 000	09
10	R1 387 - R1 848	R6 001 - R8 000	R72 001 - R96 000	10
11	R1 849 - R2 540	R8 001 - R11 000	R96 001 - R132 000	11
12	R2 541 - R3 695	R11 001 - R16 000	R132 001 - R192 000	12
13	R3 696 - R6 928	R16 001 - R30 000	R192 001 - R360 000	13
14	R6 929 - R8 654	R30 001 - R37 500	R360 001 - R450 000	14
15	R8 655 - R12 500	R37 501 - R54 167	R450 001 - R650 000	15
16	R12 501 - R14 423	R54 168 - R62 500	R650 001 - R750 000	16
17	R14 424 - R16 346	R62 501 - R70 800	R750 001 - R850 000	17
18	R16 347 - R19 231	R70 801 - R83 300	R850 001 - R1 000 000	18
19	R19 232 or more	R83 301 or more	R1 000 001 or more	19
20	Don't know	Don't know	Don't know	20
21	Refuse	Refuse	Refuse	21

Person no. Age

Ask for all persons aged 15 years and above

5.9	In the last week....	YES	NO
	(a1) Did you do any work on your own or the household's plot, farm, food garden, cattle post or kraal or help in growing farm produce or in looking after animals for the household's own consumption? *Examples: ploughing, harvesting, looking after livestock.*	1	2
	(a2) If *yes*, for how many hours?		
	(b1) Did you fetch water or collect wood/dung for household use?	1	2
	(b2) If *yes*, for how many hours?		
	(c1) Did you produce any other goods for household use? *Examples: Clothing, furniture, clay pots, etc.*	1	2
	(c2) If *yes*, for how many hours?		
4C	(d1) Did you do any construction or major repair work on your own home, plot, cattle post or business or those of the household?	1	2
	(d2) If *yes*, for how many hours?		
	(e1) Did you catch any fish, prawns, shells, wild animals or other food for household consumption?	1	2
	(e2) If *yes*, for how many hours?		

8.0 **INTERVIEW END TIME** h h m m

End of questions for individual 2

Thank the respondent for his/her co-operation

BARCODE
GRID POSITION

Person no. Age

INTERVIEW START TIME h h m m

INDIVIDUAL 3

SECTION 2

This section covers economic activities in the last week for persons aged 15 years and above

2.0	*Interviewer to answer* ***Is the person him/herself responding to questions?*** 1=YES → ***Go to Q 2.2*** 2=NO	1 2
2.1	*Give person number for the proxy respondent*	
2.2	**Do you have a landline or cellular telephone where you can be contacted?** 1=YES 2=NO → ***Go to Q 2.4*** 3=DON'T KNOW → ***Go to Q 2.4***	1 2 3
2.3	**May I please have a number where I can contact you at a later stage?**	

		YES	NO
2.4	**In the last week....**		
	(a) Did you work for a wage, salary, commission or any payment in kind (including paid domestic work), even if it was for only one hour? *Examples: a regular job, contract, casual or piece work for pay, work in exchange for food or housing, paid domestic work.*	1	2
	(b) Did you run or do any kind of business, big or small, for yourself or with one or more partners, even if it was for only one hour? *Examples: Commercial farming, selling things, making things for sale, construction, repairing things, guarding cars, brewing beer, collecting wood or water for sale, hairdressing, créche businesses, taxi or other transport business, having a legal or medical practice, performing in public, having a public phone shop, etc.*	1	2
	(c) Did you help without being paid in any kind of business run by your household, even if it was for only one hour? *Examples: Commercial farming, help to sell things, make things for sale or exchange, doing the accounts, cleaning up for the business, etc.*	1	2
	If yes to any part of Q 2.4 go to Section 4, otherwise go to Q 2.5		

		YES	NO
2.5	**In the last week, even though you did not do any work for pay, profit or did not help without pay in a household business, ...**		
	(a) Did you have a paid job that you would definitely return to? → ***If yes, go to Q 2.7, otherwise continue*** *Examples: a regular job, contract, casual or piece work for pay, work in exchange for food or housing, paid domestic work.*	1	2
	(b) Did you have a business that you would definitely return to? → ***If yes, go to Q 2.7, otherwise continue*** *Examples: Commercial farming, selling things, making things for sale, construction, repairing things, guarding cars, brewing beer, collecting wood or water for sale, hairdressing, créche businesses, taxi or other transport business, having a legal or medical practice, performing in public, having a public phone shop, etc.*	1	2
	(c) Did you have an unpaid job in any kind of business run by your household that you would definitely return to? → ***Go to Q 3.1*** *Examples: Commercial farming, help to sell things, make things for sale or exchange, doing the accounts, cleaning up for the business, etc.*	1	2

4D

2.7 **What was the main reason you were absent from your job/business in the last week?**

01 = Health Reasons	01
02 = Vacation Leave	02
03 = Caring For Family Or Other (Except Maternity/Paternity Leave)	03
04 = Maternity or Paternity Leave	04
05 = Other Family/Community Obligations (Funerals, Meetings)	05
06 = Strike/Stay-Away/Lockout	06
07 = Problems With Transport	07
08 = Bad Weather	08
09 = Study Or Training Leave	09
10 = Unrest (Violence)	10
11 = Temporarily Laid Off/Reduction In Economic Activity	11
12 = Seasonal Work → ***Go to Q 3.1***	12
13 = Start A New Job/Business At A Definite Date In The Future → ***Go to Q 3.1***	13
14 = Other Reason, *specify*	14

For all reasons, except options 12 & 13, go to Section 4

Person no. Age

SECTION 3
This section covers unemployment and economic inactivity for persons aged 15 years and above

3.1 **In the last four weeks,....**

(a) Were you looking for any kind of work?

1=Yes → *Go to Q 3.2* 1

2=No 2

(b) Were you trying to start any kind of business?

1=Yes 1

2=No → *Go to Q 3.3* 2

3.2 **In the last four weeks what have you done to search for work or to start a business?**

Mark all applicable options

01 = Waited/Registered At Employment Agency/Trade Union 01

02 = Enquired At Workplaces, Farms, Factories Or Called On Other Possible Employers 02

03 = Placed/Answered Advertisment(s) 03

04 = Searched Through Job Advertisment(s) / Searched The Internet 04

05 = Sought Assistance From Relatives Or Friends 05

06 = Looked For Land, Building, Equipment Or Applied For Permit To Start Own Business Or Farming 06

07 = Waited At The Street Side Where Casual Workers Are Found 07

08 = Sought Financial Assistance To Look For Work Or Start A Business 08

09 = Other, *specify* 09

10 = Nothing → *Go back to Q 3.1* 10

→ *Go to Q 3.6*

3.3 **Was this because you had already arranged to take up a job or to start a business at some later date?**

1=Yes → *Go to Q 3.6* 1

2=No 2

3.4 **Would you have liked to work last week?**

1=Yes → *Go to Q 3.8* 1

2=No 2

3.5 **What was the main reason you did not want to work last week?**

1 = Scholar Or Student 1

2 = Housewife/Homemaker (Family Considerations/Child Care) 2

3 = Health Reasons 3

4 = Retired Or Too Old For Work 4

5 = No Desire To Work 5

6 = Too Young To Work 6

7 = Other, *specify* 7

→ *Go to Q 3.12*

3.6 **For how long have you been without work and trying to find a job or start a business?**

01 = Less Than 3 Months 01

02 = 3 Months - Less Than 6 Months 02

03 = 6 Months - Less Than 9 Months 03

04 = 9 Months - Less Than 1 Year 04

05 = 1 Year - Less Than 3 Years 05

06 = 3 Years - 5 Years 06

07 = More Than 5 Years 07

08 = Don't Know 08

3.7 **What was your main activity before you started looking for work?**

1 = Working 1

2 = Managing A Home 2

3 = Going To School 3

4 = Other, *specify* 4

→ *Go to Q 3.9*

5A

3.8 **What was the main reason why you did not try to find work or start a business in the last four weeks?**

01 = Awaiting The Season For Work	01
02 = Waiting To Be Recalled To Former Job	02
03 = Health Reasons	03
04 = Pregnancy	04
05 = Disabled Or Unable To Work (Handicapped)	05
06 = Housewife/Homemaker (Family Considerations/Child Care)	06
07 = Undergoing Training To Help Find Work	07
08 = No Jobs Available In The Area	08
09 = Lack Of Money To Pay For Transport To Look For Work	09
10 = Unable To Find Work Requiring His/Her Skills	10
11 = Lost Hope Of Finding Any Kind Of Work	11
12 = No Transport Available	12
13 = Scholar Or Student	13
14 = Retired	14
15 = Too Old / Young To Work	15
16 = Other Reason, *Specify*	16

3.9 **If a suitable job had been offered, would you have been able to start work last week?**

1=Yes → ***Go to Q 3.12***	1
2=No	2
3=Don't Know	3

3.10 **If circumstances had allowed, would you have started a business last week?**

1=Yes → ***Go to Q 3.12***	1
2=No	2
3=Don't Know	3

3.11 **What was the main reason why you were not available for work last week?**

1 = Scholar Or Student	1
2 = Housewife/Homemaker (Family Considerations/Child Care)	2
3 = Health Reasons	3
4 = Retired Or Too Old For Work	4
5 = No Desire To Work	5
6 = Too Young To Work	6
7 = Other, *specify*	7

3.12 **Have you ever worked for pay or profit or helped unpaid in a household business?**

Work could be:
Formal work for salary, wage, profit or unpaid work in household business;
informal work such as making things for sale, selling things or providing a service for payment;
work on a farm or land for a wage or as part of the household's farming business

1=Yes	1
2=No → ***Go to Q 3.19***	2

3.13 **How long ago was it since you last worked?**

01 = Less Than 3 Months	01
02 = 3 Months - Less Than 6 Months	02
03 = 6 Months - Less Than 9 Months	03
04 = 9 Months - Less Than 1 Year	04
05 = 1 Year - Less Than 3 Years	05
06 = 3 Years - 5 Years	06
07 = More Than 5 Years → ***Go to Q 3.19***	07
08 = Don't Know	08

3.14 **What was the main reason you stopped working in your last job/business?**

01 = Health Reasons	01
02 = Caring For Own Children/Relatives	02
03 = Pregnancy	03
04 = Other Family/Community Responsibilities	04
05 = Going To School	05
06 = Lost Job/Job Ended/Laid Off/ Business Sold/Closed Down	06
07 = Changed Residence	07
08 = Dissatisfied With Job	08
09 = Retired	09
10 = Other, *specify*	10

Person no. Age

3.15.a **What kind of work did you do in your last job/business?**

Work includes all the activities mentioned earlier.

Record at least two words: Car sales person, Office cleaner, Vegetable farmer, Primary School teacher, etc.

3.15.b **What were your main tasks or duties in this work?**

Examples: Selling fruit, repairing watches, keeping accounts feeding and watering cattle, teaching children.

CODE BOXES FOR OFFICE USE

3.16.a **What was the name of your place of work?**

For government or large organisations, give the name of the establishment and branch or division:
e.g. Education Dept - Rapele Primary School; Harmony Gold Mining - Maintenance Div.
Write "Own house" or "No fixed location", if relevant.

3.16.b **What were the main goods or services produced at your place of work or its main functions?**

Examples: Repairing cars, Selling commercial real estate, Sell food wholesale to restaurants, Retail clothing shop, Manufacture electrical appliances, Bar/restaurant, Primary Education, Delivering newspapers to homes. For domestic workers write "private household".

CODE BOXES FOR OFFICE USE

3.17 **In your last job/business, were you.....**

1 = Working for someone else for pay? (Including paid domestic workers, gardeners or security guards) 1

Payment in cash or in kind (e.g. food, accommodation).
Option 1 includes all employees: Full-time, part-time, casual work and piecework.

2 = An employer (employing one or more employees)? 2

3 = Own-account worker (not employing any employees)? 3

4 = Helping without pay in a household business? 4

3.19 **How do you support yourself?**
Mark all applicable options

	YES	NO
a = Did you do odd jobs during the last week? → *If yes, go back to Q 2.4, otherwise continue*	1	2
b = Are you supported by persons in the household?	1	2
c = Are you supported by persons not in the household?	1	2
d = Are you supported by charity, church, welfare, etc.?	1	2
e = Do you receive Unemployment Insurance Fund (UIF)?	1	2
f = From savings or money previously earned?	1	2
g = Do you receive old age or disability pension?	1	2
h = Do you receive child support/foster care grants?	1	2
i = Do you receive any other welfare grants?	1	2
j = Do you have any other sources of support, e.g. bursary, study loan?	1	2

→ ***Go to Q 5.9***

SECTION 4
This section covers main work activity in the last week for persons aged 15 years and above

4.1 **In the last week did you have more than one job/business?**

1=YES 1
2=NO 2
3=DON'T KNOW 3

If "yes", read out: The question that follows refer to your main job/business. That is the one where you usually work the most hours per week, even if you were absent from it the last week.

5B

4.2.a **What kind of work do you usually do in the main job/business that you had during the last week?**

Work includes all the activities mentioned earlier.

Record at least two words: Car sales person, Office cleaner, Vegetable farmer, Primary School teacher, etc.

4.2.b **What are your main tasks or duties in this work?**

Examples: Selling fruit, repairing watches, keeping accounts feeding and watering cattle, teaching children.

CODE BOXES FOR OFFICE USE

4.3.a **What is the name of your place of work?**

For government or large organisations, give the name of the establishment and branch or division:
e.g. Education Dept - Rapele Primary School; Harmony Gold Mining - Maintenance Div.
Write "Own house" or "No fixed location", if relevant.

4.3.b **What are the main goods or services produced at your place of work or its main functions?**

Examples: Repairing cars, Selling commercial real estate, Sell food wholesale to restaurants, Retail clothing shop, Manufacture electrical appliances, Bar/restaurant, Primary Education, Delivering newspapers to homes. For domestic workers write "private household".

CODE BOXES FOR OFFICE USE

4.4 **When did you start working for this employer or started running this business? Give year and month.**

*State year in **four** figures, e.g. 2001*

*State month in **two** figures, e.g. 08 for August*

Person no. Age

4.5	**In the job/business, that you had during the last week were you.....**	
	1 = Working for someone else for pay? (Including paid domestic workers, gardeners or security guards) *Payment in cash or in kind (e.g. food, accommodation).* *Option 1 includes all employees: Full-time, part-time, casual work and piecework.* ➔ ***Go to Q 4.6***	1
	2 = An employer (employing one or more employees)? ➔ ***Go to Q 4.13***	2
	3 = Own-account worker (not employing any employees)? ➔ ***Go to Q 4.13***	3
	4 = Helping without pay in a household business? ➔ ***Go to Q 4.13***	4

FOR EMPLOYEES ONLY (option 1 in Q 4.5)

4.6	**Does your employer contribute to any pension/retirement fund for you?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.7	**Are you entitled to any paid leave?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.7. b	**Are you entitled to any ...**	Yes / No
	1=paid sick leave?	1 / 2
	2=maternity / paternity leave?	1 / 2
4.8	**Does your employer pay UIF contributions for you?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.9	**Are you entitled to medical aid benefits from your employer?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3

4.10	**Does your employer deduct income tax (PAYE / SITE) from your salary/wage?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.11	**Are you employed on the basis of.....**	
	1= A written contract?	1
	2= A verbal agreement?	2
4.12	**Is the contract/agreement of a.....**	
	1= Limited duration?	1
	2= Permanent nature?	2
	3= Unspecified duration?	3
4.12. b	**Are you a member of a trade union?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.12. c	**Who determines your annual salary increase?**	
	1=Negotiation between myself and employer at company	1
	2=Negotiation between union and employer	2
	3=Bargaining Council or other sector bargaining arrangement	3
	4 = Employer only	4
	5 = No regular annual salary increase	5
	6 = Other, *specify*	6

FOR EMPLOYERS, OWN ACCOUNT WORKERS AND PERSONS HELPING UNPAID IN HOUSEHOLD BUSINESSES (options 2, 3 and 4 in Q 4.5)

4.13	**Is your business (or household business where you work) registered for VAT?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.14	**Is the business (or household business where you work) registered for income tax?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3

5C

FOR ALL EMPLOYED PERSONS (employees, employers, own account workers and persons helping unpaid in household businesses)

4.15	**Is your place of work.....**	
	1 = National/Provincial/Local government?	1
	2 = Government controlled business (e.g. Eskom/Telkom)?	2
	3 = A private enterprise?	3
	4 = Non-profit organisation (NGO/CBO)?	4
	5 = A private household?	5
	6 = DON'T KNOW	6
4.16	**How many employees are there at your place of work?**	
	01 = 0	01
	02 = 1	02
	03 = 2 - 4	03
	04 = 5 - 9	04
	05 = 10 - 19	05
	06 = 20 - 49	06
	07 = 50 OR MORE	07
	08 = DON'T KNOW	08

FOR ALL EMPLOYED PERSONS

Ask for those with one job (Options 2 and 3 in Q 4.1)

4.18	**How many hours do you usually work each week?**	
4.19	**Thinking of each day last week, how many hours did you actually work.....**	
	Day	Hours
	On Monday?	
	On Tuesday?	
	On Wednesday?	
	On Thursday?	
	On Friday?	
	On Saturday?	
	On Sunday?	
	Total hours actually worked	

→ ***Go to Q 4.22***

Ask for those with more than one job (Option 1 in Q 4.1)

4.20	**How many hours do you usually work each week.....**	
	1. In your first job/business?	
	2. In your second job/business?	
	3. In all other job/businesses?	
	Total hours for all jobs/businesses	
4.21	**Thinking of each day last week, how many hours did you actually work.....**	

Day	**Hours in .....**		
	First job/ business	**Second job/ business**	**All other jobs/ businesses**
On Monday?			
On Tuesday?			
On Wednesday?			
On Thursday?			
On Friday?			
On Saturday?			
On Sunday?			
Total hours			

Person no. Age

4.22	**Last week, would you have liked to work more hours than you actually worked, provided the extra hours had been paid?**	
	1 = YES, in the current job	1
	2 = YES, in taking an additional job	2
	3 = YES, in another job with more hours	3
	4 = No → *Go to Section 5*	4
	5 = DON'T KNOW → *Go to Section 5*	5
4.23	**How many additional hours could you have worked last week?**	

4.24	**Do you want to work more hours at your current rate of pay?**	
	1=YES	1
	2=NO	2
	3=DON'T KNOW	3
4.25	**If extra work became available, would you be able to start such work in the next four weeks?**	
	1=YES	1
	2=NO	2
	3=DON'T KNOW	3

SECTION 5
This section covers earnings in the main job for employees, employers and own-account workers aged 15 years and above

5.1	***Copy response from Q4.5*** 1 = *Working for someone else for pay* → ***Go to Q 5.2*** 2 = *An employer (employing one or more employees)* → ***Go to Q 5.6*** 3 = *Own-account worker (not employing any employees)* → ***Go to Q 5.6*** 4 = *Helping without pay in a household business* → ***Go to Q 5.9***	1 2 3 4

FOR EMPLOYEES

5.2	**In your main job, what is the easiest way for you to tell us your wages or salary before taxes or any other deductions? Would it be.....** 1 = Monthly? 2 = Weekly? 3 = Fortnightly (Every two weeks)? 4 = Daily? 5 = Hourly? 6 = Annually? 7 = REFUSED/DON'T KNOW → ***Go to Q 5.8***	1 2 3 4 5 6 7
5.3	**Do you usually receive any tips or commission?** 1 = YES 2 = NO	1 2
5.4.a	**What is your *(choose one)* annual/monthly/weekly/daily/hourly wage or salary before deductions?** *(Include tips and commissions)* **R** → ***Go to Q 5.9***	
5.4.b	***If amount not stated*** 1 = DON'T KNOW 2 = REFUSED → ***Go to Q 5.8***	1 2

FOR EMPLOYERS AND OWN-ACCOUNT WORKERS

5.6	**What is the easiest way for you to tell us your earnings after expenses? Would it be.....** 1 = Monthly? 2 = Weekly? 3 = Fortnightly (Every two weeks)? 4 = Daily? 5 = Hourly? 6 = Annually? 7 = REFUSED/DON'T KNOW → ***Go to Q 5.8***	1 2 3 4 5 6 7
5.7.a	**What are your *(choose one)* annual/monthly/weekly/daily earnings after expenses?** *(Include tips and commissions)* **R** → ***Go to Q 5.9***	
5.7.b	***If amount not stated*** 1 = DON'T KNOW 2 = REFUSED → ***Go to Q 5.8***	1 2

5D

Person no. Age

For those who don't know, refused or prefer to provide ranges, please use the Prompt Card. Indicate earnings using the weekly, monthly or annual figures as indicated on the Prompt Card (do not forget to include tips and commission).

5.8	Weekly	Monthly	Annually	
01	None	None	None	01
02	R1 - R46	R1 - R200	R1 - R2 400	02
03	R47 - R115	R201 - R500	R2 401 - R6 000	03
04	R116 - R231	R501 - R1 000	R6 001 - R12 000	04
05	R232 - R346	R1 001 - R1 500	R12 001 - R18 000	05
06	R347 - R577	R1 501 - R2 500	R18 001 - R30 000	06
07	R578 - R808	R2 501 - R3 500	R30 001 - R42 000	07
08	R809 - R1 039	R3 501 - R4 500	R42 001 - R54 000	08
09	R1 040 - R1 386	R4 501 - R6 000	R54 001 - R72 000	09
10	R1 387 - R1 848	R6 001 - R8 000	R72 001 - R96 000	10
11	R1 849 - R2 540	R8 001 - R11 000	R96 001 - R132 000	11
12	R2 541 - R3 695	R11 001 - R16 000	R132 001 - R192 000	12
13	R3 696 - R6 928	R16 001 - R30 000	R192 001 - R360 000	13
14	R6 929 - R8 654	R30 001 - R37 500	R360 001 - R450 000	14
15	R8 655 - R12 500	R37 501 - R54 167	R450 001 - R650 000	15
16	R12 501 - R14 423	R54 168 - R62 500	R650 001 - R750 000	16
17	R14 424 - R16 346	R62 501 - R70 800	R750 001 - R850 000	17
18	R16 347 - R19 231	R70 801 - R83 300	R850 001 - R1 000 000	18
19	R19 232 or more	R83 301 or more	R1 000 001 or more	19
20	Don't know	Don't know	Don't know	20
21	Refuse	Refuse	Refuse	21

Person no. Age

Ask for all persons aged 15 years and above

5.9	In the last week....	YES	NO
	(a1) Did you do any work on your own or the household's plot, farm, food garden, cattle post or kraal or help in growing farm produce or in looking after animals for the household's own consumption? *Examples: ploughing, harvesting, looking after livestock.*	1	2
	(a2) If *yes*, for how many hours?		
	(b1) Did you fetch water or collect wood/dung for household use?	1	2
	(b2) If *yes*, for how many hours?		
	(c1) Did you produce any other goods for household use? *Examples: Clothing, furniture, clay pots, etc.*	1	2
	(c2) If *yes*, for how many hours?		
6A	(d1) Did you do any construction or major repair work on your own home, plot, cattle post or business or those of the household?	1	2
	(d2) If *yes*, for how many hours?		
	(e1) Did you catch any fish, prawns, shells, wild animals or other food for household consumption?	1	2
	(e2) If *yes*, for how many hours?		

8.0 **INTERVIEW END TIME** h h m m

End of questions for individual 3

Thank the respondent for his/her co-operation

BARCODE
GRID POSITION

Person no. Age

INTERVIEW START TIME h h m m

SECTION 2

This section covers economic activities in the last week for persons aged 15 years and above

INDIVIDUAL 4

2.0	*Interviewer to answer* ***Is the person him/herself responding to questions?*** 1=YES → ***Go to Q 2.2*** 2=NO	1 2
2.1	*Give person number for the proxy respondent*	
2.2	**Do you have a landline or cellular telephone where you can be contacted?** 1=YES 2=NO → ***Go to Q 2.4*** 3=DON'T KNOW	1 2 3
2.3	**May I please have a number where I can contact you at a later stage?**	

		YES	NO
2.4	**In the last week....**		
	(a) Did you work for a wage, salary, commission or any payment in kind (including paid domestic work), even if it was for only one hour? *Examples: a regular job, contract, casual or piece work for pay, work in exchange for food or housing, paid domestic work.*	1	2
	(b) Did you run or do any kind of business, big or small, for yourself or with one or more partners, even if it was for only one hour? *Examples: Commercial farming, selling things, making things for sale, construction, repairing things, guarding cars, brewing beer, collecting wood or water for sale, hairdressing, créche businesses, taxi or other transport business, having a legal or medical practice, performing in public, having a public phone shop, etc.*	1	2
	(c) Did you help without being paid in any kind of business run by your household, even if it was for only one hour? *Examples: Commercial farming, help to sell things, make things for sale or exchange, doing the accounts, cleaning up for the business, etc.*	1	2

If yes to any part of Q 2.4 go to Section 4, otherwise go to Q 2.5

		YES	NO
2.5	**In the last week, even though you did not do any work for pay, profit or did not help without pay in a household business, ...**		
	(a) Did you have a paid job that you would definitely return to? → ***If yes, go to Q 2.7, otherwise continue*** *Examples: a regular job, contract, casual or piece work for pay, work in exchange for food or housing, paid domestic work.*	1	2
	(b) Did you have a business that you would definitely return to? → ***If yes, go to Q 2.7, otherwise continue*** *Examples: Commercial farming, selling things, making things for sale, construction, repairing things, guarding cars, brewing beer, collecting wood or water for sale, hairdressing, créche businesses, taxi or other transport business, having a legal or medical practice, performing in public, having a public phone shop, etc.*	1	2
	(c) Did you have an unpaid job in any kind of business run by your household that you would definitely return to? → ***Go to Q 3.1*** *Examples: Commercial farming, help to sell things, make things for sale or exchange, doing the accounts, cleaning up for the business, etc.*	1	2

6B

2.7 **What was the main reason you were absent from your job/business in the last week?**

01 = Health Reasons		01
02 = Vacation Leave		02
03 = Caring For Family Or Other (Except Maternity/Paternity Leave)		03
04 = Maternity or Paternity Leave		04
05 = Other Family/Community Obligations (Funerals, Meetings)		05
06 = Strike/Stay-Away/Lockout		06
07 = Problems With Transport		07
08 = Bad Weather		08
09 = Study Or Training Leave		09
10 = Unrest (Violence)		10
11 = Temporarily Laid Off/Reduction In Economic Activity		11
12 = Seasonal Work	→ ***Go to Q 3.1***	12
13 = Start A New Job/Business At A Definite Date In The Future	→ ***Go to Q 3.1***	13
14 = Other Reason, *specify*		14

For all reasons, except options 12 & 13, go to Section 4

Person no. Age

SECTION 3
This section covers unemployment and economic inactivity for persons aged 15 years and above

3.1 **In the last four weeks,....**

(a) Were you looking for any kind of work?

1=Yes → *Go to Q 3.2* 1

2=No 2

(b) Were you trying to start any kind of business?

1=Yes 1

2=No → *Go to Q 3.3* 2

3.2 **In the last four weeks what have you done to search for work or to start a business?**

Mark all applicable options

01 = Waited/Registered At Employment Agency/Trade Union 01

02 = Enquired At Workplaces, Farms, Factories Or Called On Other Possible Employers 02

03 = Placed/Answered Advertisment(s) 03

04 = Searched Through Job Advertisment(s) / Searched The Internet 04

05 = Sought Assistance From Relatives Or Friends 05

06 = Looked For Land, Building, Equipment Or Applied For Permit To Start Own Business Or Farming 06

07 = Waited At The Street Side Where Casual Workers Are Found 07

08 = Sought Financial Assistance To Look For Work Or Start A Business 08

09 = Other, *specify* 09

10 = Nothing → *Go back to Q 3.1* 10

→ *Go to Q 3.6*

3.3 **Was this because you had already arranged to take up a job or to start a business at some later date?**

1=Yes → *Go to Q 3.6* 1

2=No 2

3.4 **Would you have liked to work last week?**

1=Yes → *Go to Q 3.8* 1

2=No 2

3.5 **What was the main reason you did not want to work last week?**

1 = Scholar Or Student 1

2 = Housewife/Homemaker (Family Considerations/Child Care) 2

3 = Health Reasons 3

4 = Retired Or Too Old For Work 4

5 = No Desire To Work 5

6 = Too Young To Work 6

7 = Other, *specify* 7

→ *Go to Q 3.12*

3.6 **For how long have you been without work and trying to find a job or start a business?**

01 = Less Than 3 Months 01

02 = 3 Months - Less Than 6 Months 02

03 = 6 Months - Less Than 9 Months 03

04 = 9 Months - Less Than 1 Year 04

05 = 1 Year - Less Than 3 Years 05

06 = 3 Years - 5 Years 06

07 = More Than 5 Years 07

08 = Don't Know 08

3.7 **What was your main activity before you started looking for work?**

1 = Working 1

2 = Managing A Home 2

3 = Going To School 3

4 = Other, *specify* 4

→ *Go to Q 3.9*

6C

3.8 **What was the main reason why you did not try to find work or start a business in the last four weeks?**

01 = Awaiting The Season For Work	01
02 = Waiting To Be Recalled To Former Job	02
03 = Health Reasons	03
04 = Pregnancy	04
05 = Disabled Or Unable To Work (Handicapped)	05
06 = Housewife/Homemaker (Family Considerations/Child Care)	06
07 = Undergoing Training To Help Find Work	07
08 = No Jobs Available In The Area	08
09 = Lack Of Money To Pay For Transport To Look For Work	09
10 = Unable To Find Work Requiring His/Her Skills	10
11 = Lost Hope Of Finding Any Kind Of Work	11
12 = No Transport Available	12
13 = Scholar Or Student	13
14 = Retired	14
15 = Too Old / Young To Work	15
16 = Other Reason, *Specify*	16

3.9 **If a suitable job had been offered, would you have been able to start work last week?**

1=Yes → ***Go to Q 3.12***	1
2=No	2
3=Don't Know	3

3.10 **If circumstances had allowed, would you have started a business last week?**

1=Yes → ***Go to Q 3.12***	1
2=No	2
3=Don't Know	3

3.11 **What was the main reason why you were not available for work last week?**

1 = Scholar Or Student	1
2 = Housewife/Homemaker (Family Considerations/Child Care)	2
3 = Health Reasons	3
4 = Retired Or Too Old For Work	4
5 = No Desire To Work	5
6 = Too Young To Work	6
7 = Other, *specify*	7

3.12 **Have you ever worked for pay or profit or helped unpaid in a household business?**

Work could be:
Formal work for salary, wage, profit or unpaid work in household business;
informal work such as making things for sale, selling things or providing a service for payment;
work on a farm or land for a wage or as part of the household's farming business

1=Yes	1
2=No → ***Go to Q 3.19***	2

3.13 **How long ago was it since you last worked?**

01 = Less Than 3 Months	01
02 = 3 Months - Less Than 6 Months	02
03 = 6 Months - Less Than 9 Months	03
04 = 9 Months - Less Than 1 Year	04
05 = 1 Year - Less Than 3 Years	05
06 = 3 Years - 5 Years	06
07 = More Than 5 Years → ***Go to Q 3.19***	07
08 = Don't Know	08

3.14 **What was the main reason you stopped working in your last job/business?**

01 = Health Reasons	01
02 = Caring For Own Children/Relatives	02
03 = Pregnancy	03
04 = Other Family/Community Responsibilities	04
05 = Going To School	05
06 = Lost Job/Job Ended/Laid Off/ Business Sold/Closed Down	06
07 = Changed Residence	07
08 = Dissatisfied With Job	08
09 = Retired	09
10 = Other, *specify*	10

Person no. Age

3.15.a **What kind of work did you do in your last job/business?**

Work includes all the activities mentioned earlier.

Record at least two words: Car sales person, Office cleaner, Vegetable farmer, Primary School teacher, etc.

3.15.b **What were your main tasks or duties in this work?**

Examples: Selling fruit, repairing watches, keeping accounts feeding and watering cattle, teaching children.

CODE BOXES FOR OFFICE USE

3.16.a **What was the name of your place of work?**

For government or large organisations, give the name of the establishment and branch or division:
e.g. Education Dept - Rapele Primary School; Harmony Gold Mining - Maintenance Div.
Write "Own house" or "No fixed location", if relevant.

3.16.b **What were the main goods or services produced at your place of work or its main functions?**

Examples: Repairing cars, Selling commercial real estate, Sell food wholesale to restaurants, Retail clothing shop, Manufacture electrical appliances, Bar/restaurant, Primary Education, Delivering newspapers to homes. For domestic workers write "private household".

CODE BOXES FOR OFFICE USE

3.17 **In your last job/business, were you.....**

1 = Working for someone else for pay? (Including paid domestic workers, gardeners or security guards) 1

Payment in cash or in kind (e.g. food, accommodation).
Option 1 includes all employees: Full-time, part-time, casual work and piecework.

2 = An employer (employing one or more employees)? 2

3 = Own-account worker (not employing any employees)? 3

4 = Helping without pay in a household business? 4

3.19 **How do you support yourself?** YES NO
Mark all applicable options

a = Did you do odd jobs during the last week? 1 2
→ ***If yes, go back to Q 2.4, otherwise continue***

b = Are you supported by persons in the household? 1 2

c = Are you supported by persons not in the household? 1 2

d = Are you supported by charity, church, welfare, etc.? 1 2

e = Do you receive Unemployment Insurance Fund (UIF)? 1 2

f = From savings or money previously earned? 1 2

g = Do you receive old age or disability pension? 1 2

h = Do you receive child support/foster care grants? 1 2

i = Do you receive any other welfare grants? 1 2

j = Do you have any other sources of support, e.g. bursary, study loan? 1 2

→ ***Go to Q 5.9***

SECTION 4
This section covers main work activity in the last week for persons aged 15 years and above

4.1 **In the last week did you have more than one job/business?**

1=YES	1
2=NO	2
3=DON'T KNOW	3

If "yes", read out: The question that follows refer to your main job/business. That is the one where you usually work the most hours per week, even if you were absent from it the last week.

6D

4.2.a **What kind of work do you usually do in the main job/business that you had during the last week?**

Work includes all the activities mentioned earlier.

Record at least two words: Car sales person, Office cleaner, Vegetable farmer, Primary School teacher, etc.

4.2.b **What are your main tasks or duties in this work?**

Examples: Selling fruit, repairing watches, keeping accounts feeding and watering cattle, teaching children.

CODE BOXES FOR OFFICE USE

4.3.a **What is the name of your place of work?**

For government or large organisations, give the name of the establishment and branch or division:
e.g. Education Dept - Rapele Primary School; Harmony Gold Mining - Maintenance Div.
Write "Own house" or "No fixed location", if relevant.

4.3.b **What are the main goods or services produced at your place of work or its main functions?**

Examples: Repairing cars, Selling commercial real estate, Sell food wholesale to restaurants, Retail clothing shop, Manufacture electrical appliances, Bar/restaurant, Primary Education, Delivering newspapers to homes. For domestic workers write "private household".

CODE BOXES FOR OFFICE USE

4.4 **When did you start working for this employer or started running this business? Give year and month.**

*State year in **four** figures, e.g. 2001*

*State month in **two** figures, e.g. 08 for August*

Person no. Age

4.5	**In the job/business, that you had during the last week were you.....**	
	1 = Working for someone else for pay? (Including paid domestic workers, gardeners or security guards) *Payment in cash or in kind (e.g. food, accommodation).* *Option 1 includes all employees: Full-time, part-time, casual work and piecework.* ➔ ***Go to Q 4.6***	1
	2 = An employer (employing one or more employees)? ➔ ***Go to Q 4.13***	2
	3 = Own-account worker (not employing any employees)? ➔ ***Go to Q 4.13***	3
	4 = Helping without pay in a household business? ➔ ***Go to Q 4.13***	4

FOR EMPLOYEES ONLY (option 1 in Q 4.5)

4.6	**Does your employer contribute to any pension/retirement fund for you?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.7	**Are you entitled to any paid leave?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.7. b	**Are you entitled to any ...**	Yes / No
	1=paid sick leave?	1 / 2
	2=maternity / paternity leave?	1 / 2
4.8	**Does your employer pay UIF contributions for you?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.9	**Are you entitled to medical aid benefits from your employer?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3

4.10	**Does your employer deduct income tax (PAYE / SITE) from your salary/wage?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.11	**Are you employed on the basis of.....**	
	1= A written contract?	1
	2= A verbal agreement?	2
4.12	**Is the contract/agreement of a.....**	
	1= Limited duration?	1
	2= Permanent nature?	2
	3= Unspecified duration?	3
4.12. b	**Are you a member of a trade union?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.12. c	**Who determines your annual salary increase?**	
	1=Negotiation between myself and employer at company	1
	2=Negotiation between union and employer	2
	3=Bargaining Council or other sector bargaining arrangement	3
	4 = Employer only	4
	5 = No regular annual salary increase	5
	6 = Other, *specify*	6

FOR EMPLOYERS, OWN ACCOUNT WORKERS AND PERSONS HELPING UNPAID IN HOUSEHOLD BUSINESSES (options 2, 3 and 4 in Q 4.5)

4.13	**Is your business (or household business where you work) registered for VAT?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3
4.14	**Is the business (or household business where you work) registered for income tax?**	
	1=Yes	1
	2=No	2
	3=Don't Know	3

FOR ALL EMPLOYED PERSONS (employees, employers, own account workers and persons helping unpaid in household businesses)

4.15	**Is your place of work.....**	
	1 = National/Provincial/Local government?	1
	2 = Government controlled business (e.g. Eskom/Telkom)?	2
	3 = A private enterprise?	3
	4 = Non-profit organisation (NGO/CBO)?	4
	5 = A private household?	5
	6 = DON'T KNOW	6
4.16	**How many employees are there at your place of work?**	
	01 = 0	01
	02 = 1	02
	03 = 2 - 4	03
	04 = 5 - 9	04
	05 = 10 - 19	05
	06 = 20 - 49	06
	07 = 50 OR MORE	07
	08 = DON'T KNOW	08

7A

FOR ALL EMPLOYED PERSONS
Ask for those with one job (Options 2 and 3 in Q 4.1)

4.18	**How many hours do you <u>usually</u> work each week?**	
4.19	**Thinking of each day last week, how many hours did you <u>actually</u> work.....**	
	Day	Hours
	On Monday?	
	On Tuesday?	
	On Wednesday?	
	On Thursday?	
	On Friday?	
	On Saturday?	
	On Sunday?	
	Total hours actually worked	

→ ***Go to Q 4.22***

Ask for those with more than one job (Option 1 in Q 4.1)

4.20	**How many hours do you <u>usually</u> work each week.....**	
	1. In your first job/business?	
	2. In your second job/business?	
	3. In all other job/businesses?	
	Total hours for all jobs/businesses	
4.21	**Thinking of each day last week, how many hours did you <u>actually</u> work.....**	

Day	Hours in		
	First job/ business	**Second job/ business**	**All other jobs/ businesses**
On Monday?			
On Tuesday?			
On Wednesday?			
On Thursday?			
On Friday?			
On Saturday?			
On Sunday?			
Total hours			

Person no. Age

4.22	**Last week, would you have liked to work more hours than you actually worked, provided the extra hours had been paid?**	
	1 = YES, in the current job	1
	2 = YES, in taking an additional job	2
	3 = YES, in another job with more hours	3
	4 = No → ***Go to Section 5***	4
	5 = DON'T KNOW → ***Go to Section 5***	5
4.23	**How many additional hours could you have worked last week?**	

4.24	**Do you want to work more hours at your current rate of pay?**	
	1=YES	1
	2=NO	2
	3=DON'T KNOW	3
4.25	**If extra work became available, would you be able to start such work in the next four weeks?**	
	1=YES	1
	2=NO	2
	3=DON'T KNOW	3

SECTION 5
This section covers earnings in the main job for employees, employers and own-account workers aged 15 years and above

5.1	***Copy response from Q4.5*** 1 = *Working for someone else for pay* → ***Go to Q 5.2*** 2 = *An employer (employing one or more employees)* → ***Go to Q 5.6*** 3 = *Own-account worker (not employing any employees)* → ***Go to Q 5.6*** 4 = *Helping without pay in a household business* → ***Go to Q 5.9***	1 2 3 4

FOR EMPLOYEES

5.2	**In your main job, what is the easiest way for you to tell us your wages or salary before taxes or any other deductions? Would it be.....** 1 = Monthly? 2 = Weekly? 3 = Fortnightly (Every two weeks)? 4 = Daily? 5 = Hourly? 6 = Annually? 7 = REFUSED/DON'T KNOW → ***Go to Q 5.8***	1 2 3 4 5 6 7
5.3	**Do you usually receive any tips or commission?** 1 = YES 2 = NO	1 2
5.4.a	**What is your *(choose one)* annual/monthly/weekly/daily/hourly wage or salary before deductions?** *(Include tips and commissions)* **R** → ***Go to Q 5.9***	
5.4.b	***If amount not stated*** 1 = DON'T KNOW 2 = REFUSED → ***Go to Q 5.8***	1 2

FOR EMPLOYERS AND OWN-ACCOUNT WORKERS

5.6	**What is the easiest way for you to tell us your earnings after expenses? Would it be.....** 1 = Monthly? 2 = Weekly? 3 = Fortnightly (Every two weeks)? 4 = Daily? 5 = Hourly? 6 = Annually? 7 = REFUSED/DON'T KNOW → ***Go to Q 5.8***	1 2 3 4 5 6 7
5.7.a	**What are your *(choose one)* annual/monthly/weekly/daily earnings after expenses?** *(Include tips and commissions)* **R** → ***Go to Q 5.9***	
5.7.b	***If amount not stated*** 1 = DON'T KNOW 2 = REFUSED → ***Go to Q 5.8***	1 2

7B

Person no. Age

For those who don't know, refused or prefer to provide ranges, please use the Prompt Card. Indicate earnings using the weekly, monthly or annual figures as indicated on the Prompt Card (do not forget to include tips and commission).

5.8	Weekly	Monthly	Annually	
01	None	None	None	01
02	R1 - R46	R1 - R200	R1 - R2 400	02
03	R47 - R115	R201 - R500	R2 401 - R6 000	03
04	R116 - R231	R501 - R1 000	R6 001 - R12 000	04
05	R232 - R346	R1 001 - R1 500	R12 001 - R18 000	05
06	R347 - R577	R1 501 - R2 500	R18 001 - R30 000	06
07	R578 - R808	R2 501 - R3 500	R30 001 - R42 000	07
08	R809 - R1 039	R3 501 - R4 500	R42 001 - R54 000	08
09	R1 040 - R1 386	R4 501 - R6 000	R54 001 - R72 000	09
10	R1 387 - R1 848	R6 001 - R8 000	R72 001 - R96 000	10
11	R1 849 - R2 540	R8 001 - R11 000	R96 001 - R132 000	11
12	R2 541 - R3 695	R11 001 - R16 000	R132 001 - R192 000	12
13	R3 696 - R6 928	R16 001 - R30 000	R192 001 - R360 000	13
14	R6 929 - R8 654	R30 001 - R37 500	R360 001 - R450 000	14
15	R8 655 - R12 500	R37 501 - R54 167	R450 001 - R650 000	15
16	R12 501 - R14 423	R54 168 - R62 500	R650 001 - R750 000	16
17	R14 424 - R16 346	R62 501 - R70 800	R750 001 - R850 000	17
18	R16 347 - R19 231	R70 801 - R83 300	R850 001 - R1 000 000	18
19	R19 232 or more	R83 301 or more	R1 000 001 or more	19
20	Don't know	Don't know	Don't know	20
21	Refuse	Refuse	Refuse	21

Person no. Age

Ask for all persons aged 15 years and above

5.9	In the last week....	YES	NO
	(a1) Did you do any work on your own or the household's plot, farm, food garden, cattle post or kraal or help in growing farm produce or in looking after animals for the household's own consumption? *Examples: ploughing, harvesting, looking after livestock.*	1	2
	(a2) If *yes*, for how many hours?		
	(b1) Did you fetch water or collect wood/dung for household use?	1	2
	(b2) If *yes*, for how many hours?		
	(c1) Did you produce any other goods for household use? *Examples: Clothing, furniture, clay pots, etc.*	1	2
	(c2) If *yes*, for how many hours?		
8A	(d1) Did you do any construction or major repair work on your own home, plot, cattle post or business or those of the household?	1	2
	(d2) If *yes*, for how many hours?		
	(e1) Did you catch any fish, prawns, shells, wild animals or other food for household consumption?	1	2
	(e2) If *yes*, for how many hours?		

8.0 **INTERVIEW END TIME** h h m m

End of questions for individual 4

Thank the respondent for his/her co-operation

BARCODE
GRID POSITION

☐ Comment

PERSON NO.	QUESTION NO.	COMMENTS