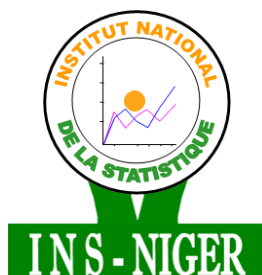


**REPUBLIC OF NIGER**  
**FRATERNITY – LABOR - PROGRESS**  
**MINISTRY OF FINANCE**  
**NATIONAL INSTITUTE OF STATISTICS**



**2011 National Survey on Household Living Conditions and Agriculture**  
**(ECVM/A-2011)**

**SURVEY INTERVIEWERS' MANUAL**

**SECOND VISIT**

October 2011

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## VOLUME 1 : HOUSEHOLD QUESTIONNAIRE

## 1. INTRODUCTION

This manual is designed to provide instructions for completion of the questionnaires for the second visit of the survey on household living conditions and agriculture (ECVM/A). The manual targets interviewers and team leaders with a view to enabling them to perform their functions under optimal conditions. It should be recalled that the main objective of the ECVM/A is to generate the accurate data which would be used to calculate indicators in a number of areas relating to household living conditions in general and that of rural households in particular. The indicators which will be generated from this survey include: the proportion of the population living in poverty; the proportion of children (0-59 months) enduring conditions of food insecurity; the proportion of pregnant women attended by health delivery personnel; the proportion of children aged from 7 to 12 years attending school, disaggregated by gender; the proportion of persons aged above 15 years who are unable to read or write; the proportion of the active population working in the informal sector; average yield of different crops, etc.

The second ECVMA visit is a logical progression from the first. Some of the data collected this time will already have been collected during the first visit. This is designed either to factor in natural population movement and migration, as a result of which some of the individuals presently living in the households would not have been there at the time of the first visit (as in the case of demographic characteristics for new members), or because it is important to collect the same information several times over in order to ensure greater accuracy in the results obtained (as in the case of household food consumption). Data collected will also include information which was not collected during the first visit (data on the practice of livestock farming by households, for example).

The success of any survey depends largely on the **quality of the data collected in the field**. The data collection exercise must therefore be conducted with great accuracy. All the questions contained in the survey must be clearly understood by the interviewers, team leaders and data entry operators.

The manual for the first visit identifies the three questionnaires drawn up for the conduct of the survey, namely: the household questionnaire, the agriculture/livestock questionnaire and the community questionnaire. The three types of questionnaire remain, but with a different content. The household questionnaire covers each household within the sample area, while the agriculture/livestock questionnaire covers households involved in at least one of the two activities, and the community questionnaire covers selected sales points in the villages/district of the sample area. The data from the first two questionnaires will be obtained from the head of the household and/or other household members, while data for the community questionnaire will be obtained from the team leader.

This document is designed as an instruction manual to facilitate and harmonise completion of the household questionnaire used on the first visit. Volumes 2 and 3 will deal with the questionnaire on agriculture and livestock and the community questionnaires respectively. The interviewers are required to possess a clear understanding of the concepts and definitions used in the questionnaires. They must, for instance, know the meaning of such terms as “household”, “farm” etc. Some concepts are relatively simple to understand while others are more difficult. However, in all situations, survey officials must be guided by the manual rather than their personal experience. This is in fact the “raison d’être” of a manual of operations.

The presentation of this manual is as follows: the section below contains a description of the survey, introducing the household questionnaire and the concepts and definitions it involves. Section 3 identifies the duties assigned to field agents, namely, team leaders and interviewers, while Section 4 gives detailed instructions for the completion of the questionnaire. The final Section 5 outlines the controls and checks to be carried out on the completed questionnaires in order to ensure the validity of the data collected.

## **2. CHARACTERISTICS OF THE SURVEY**

### **2.1. BRIEF INTRODUCTION TO THE SURVEY**

#### **2.1.1. Protocol for the second visit interview**

The ECVMA is a sample survey whose target group is households. A survey is distinguishable from a census by virtue of the fact that not all households are covered by the survey; those that are included in the survey constitute a sample. The number of sample households covered by this survey is in the region of 4000. Data collection for the first visit took place from mid-July 2011 to mid-September 2011. During this second visit, interviewers will revisit the households which were interviewed during the first visit. No new households will be interviewed. The teams will return to the field with a list of those households interviewed during the first visit.

It is important to note the following: firstly, those households which were absent or which refused to be interviewed during the first visit will not be contacted again. In other words, the households covered during this second visit are those for which the response to Question 5 under Section 0 of the household questionnaire was one of the three options 1, 2 or 3. Secondly, no new households from the sample area may be included during the second visit. For example, if a household which was interviewed during the first visit is absent, it may not be replaced. The number of possible situations which may occur on the ground, and the reactions expected from the team are listed below.

**Case 1.** The household occupies the same dwelling and agrees to continue the interview begun during the first visit: the team administers the questionnaires for the second visit.

**Case 2.** The household occupies the same dwelling, but is absent (for example, where this is a single-person household and the person is away):

- The household should be revisited daily during the team's stay in the cluster;
- If, by the end of the team's stay the household is still absent, Section 0 of the questionnaire should be filled provisionally, indicating under Question 0.5 that the household was absent;
- The team leader should record all absent households and inform the NIS central survey coordinating unit immediately upon the departure of the team from the cluster;
- The central coordinating unit will take necessary measures to ensure that the absent households are revisited towards the end of the second visit's collection exercise, and will, if necessary redeploy the teams as circumstances permit (progress with the survey, geographical location, etc.).

**Case 3.** The household occupies the same dwelling, is present, but refuses to respond to the questionnaire for the second visit (it is to be hoped that such occurrences will be few) even after the intervention of the team leader:

- An authority figure (the village Chief, for example) should be prevailed upon to intervene;
- If, despite all such efforts the household still refuses to take part in the interview, the record should show, under Section 0 Question 0.5 of the questionnaire that the household refused to respond to the questionnaire for the second visit.

**Case 4.** The household no longer occupies the same residence as during the previous visit (has relocated, is nomadic, transhumant):

- Information gathered during the first visit (telephone number(s) under Section 0 of the household questionnaire) and any information which can be obtained from neighbors, should be used to find out the household's new residence;

- If the relocated household still resides in the same general area (in the same town, for example), or within a fifty-kilometre radius of its former residence, the team should endeavor to locate it and travel to the new location to conduct the interview;
- If the distance to the new residence is too far, and therefore inaccessible, the team should endeavor to identify it, and inform the ECVN/A central coordinating unit at the NIS accordingly and without delay;
- The central coordinating unit will take necessary measures to ensure that wherever possible, the household is interviewed by the survey team closest to its new residence.

**Case 5.** The family has broken up<sup>1</sup>, (in other words either the household head or one of his spouses has left the household) as a result of the head having been posted elsewhere, or having to complete a course lasting more than 6 months (resp. of the spouse), or where the person concerned leaves alone: the survey will be continued with the household headed by the spouse (resp. of the head) remaining on the spot.

**Case 6.** The household has broken up by reason of divorce or separation:

- If the new household to which the head now belongs continues to occupy the same residence, is in the same area or within a fifty-kilometre radius of the former residence, this household will be interviewed;
- Where none of the three conditions above applies to the household of the head, it is rather the household of the spouse which should be interviewed, on the condition that the spouse occupies the same residence, is in the same area, or within a fifty-kilometre radius of the former residence;
- If none of the households deriving from the original household fulfils any of the three conditions, in other words, if the household has broken up and none of the off-shoot households is accessible in the sense defined above, the interviewer should complete Section zero of the questionnaire provisionally, indicating under Question 0.5 that the household is absent;
- The team should endeavor to locate the new household to which the former head now belongs, and inform the ECVN/A central coordinating unit at the NIS accordingly and without delay;
- The central coordinating unit will take necessary measures to ensure that wherever possible, the household is interviewed by the survey team closest to its new residence.

**Case 7.** In the event of the death of the household head: the household should be interviewed notwithstanding.

**Case 8.** Departure of an adult member of the household, particularly in order to set up his/her own household (adult child who has got married and set up his/her own household). There is no follow-up on such individuals leaving the household.

**Case 9.** Missing Households. Some households may have disappeared completely since the first visit. There are different scenarios for such a situation:

- A single-person household where the person is deceased. In such a case, the questionnaire is opened and it is recorded under Section 0 that the single household member is deceased;
- Households comprising several members, where the head is deceased and the other persons have been absorbed into another household. This situation is treated as in the previous case;

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<sup>1</sup> It should be noted that the departure of any other household member is not deemed to constitute a break up of the household. Where the household head and his/her spouse both leave (on posting, for example), and all the other household members remain in residence, the household is deemed to have relocated.

- A household which has been completely absorbed into another household. Where a household has been completely absorbed into another household, the interview is conducted with the new household. An example would be that of a single-person household (comprised of a woman), which, on the marriage of the woman is absorbed into a new household. A household is deemed to have been absorbed by another household if its head is one of the persons having left to join the new household.

### **2.1.2. Demographic Data Update**

The mobility of households as described above, in combination with demographic factors renders certain previously collected data obsolete. In a broken household, for example, the household head may have changed. The case is the same in the event of the death of the household head. An individual classified as single during the first visit (particularly where s/he is the household head), may have got married in the interim, while a monogamous man may have taken a second wife, or a married woman may have lost her spouse, etc.

The principle applicable here is the update of the demographic data collected, primarily on the household head and his/her spouse, during the first visit. Data on other household members may also be updated if additional data obtained during the second visit so dictates. It should be noted that data update is not carried out during the collection exercise, but during the data processing phase of the survey.

### **2.1.3. Update of Data from the First Visit**

There are instances where it was not possible to collect a data item during the first visit, as for example, in the case of GPS measurements of certain plots of land, even when there was access to the plots in question. The explanation given in some such cases is the pressure of the work load. In other cases questionnaires are only partially completed, and some of the information on the household head is missing (education, employment, etc.); or there is no information on specific expenditure items (education, for example). There are also instances on record where the household is engaged in agriculture and the appropriate section of the questionnaire was not completed, and in other similar cases, Section 5 on non-agricultural enterprises was not completed on the first visit. In all such cases, any missing information should be filled in during the second visit.

***During the data reconciliation phase, any incomplete questionnaires must be identified and the teams returned on-site in order to fill them in.***

Questionnaires revealing problems of this nature should be identified by the team leaders. They must return on-site with the questionnaires in order to retrieve the missing information, particularly where the omission was not due to negligence on the part of the survey team, but to reasons beyond their control (travel coinciding with the survey, illness, etc.).

## **2.2. PRESENTATION OF THE HOUSEHOLD QUESTIONNAIRE**

The household questionnaire which is the subject of this manual comprises 8 sections, not including the cover page which covers information of a general nature (identity, name of household head) and Section 0 which covers detailed information on household identification and the opinions on the conduct of the survey. The sections of the questionnaires retained for the second visit are identical to those from the first visit with the same numbers.

- Section 1 focuses on the socio-demographic characteristics of household members (gender, age, relations with household head, survival of relations);
- Sections 2 and 3 focus respectively on the education and health of household members;



- Section 4 focuses on the characteristics of the labor market and seeks to determine whether the subject is inactive (retirees, for example), unemployed or employed; and in the case of those in employment, to identify the characteristics of such employment (socio-professional category, seniority, working hours, income etc.);
- Section 9 focuses on non-food household expenditure items (exclusive of education, health and accommodation which are addressed under the appropriate sections above);
- Section 12 focuses on food security;
- Section 13 focuses on food consumption (expenditure, auto-consumption, presents and donations);
- Section 14 addresses other information on food consumption during the 7 days preceding the survey, with particular reference to food consumption according to group.

Sections 1 through 4 of the questionnaire of the questionnaire are mostly concerned with individual information. It is therefore important that all individuals having attained the age of reason should respond personally to the questions under this section, even if they need to be helped by some other person such as the household head for example (the latter could, for instance, respond to questions relating to expenditure on schooling, health etc.). For these sections, after the preliminary questions in section 1, the survey will only be completed for new members, that is, people who have joined the household since the first visit.

Section 9 is truncated compared with the first visit, containing only the expenditures for the last 7 days and the last 30 days. In section 12 there are some additional questions ; and in sections 13 and 14 are identical to the first visit.

It is important, for the proper conduct of any survey, that a certain number of core concepts and definitions should be clearly understood.

### 2.3. CONCEPTS AND DEFINITIONS

**Enumeration Area (EA).** This is defined as a geographical area comprising 200 households on average. The EA lies entirely within an administrative sub-division (canton or urban center) and in rural areas, covers either an administrative village or, one or more administrative villages; while in urban areas it covers part or all of an urban zone. The EAs of this survey were delimited during the 2001 population census and will be updated during the preparatory ECVI/A mapping exercise. During the course of this exercise, the households within the EA will be enumerated and a number assigned to each one. EA maps and the coordinates of the households targeted for the survey will be transmitted to each survey team.

**Administrative Village.** An administrative village is defined as a locality administered by a village Head recognised as such by the national administrative authorities. In many cases, hamlets, traditional villages or isolated compounds are attached to the administrative village.

**Dwelling.** A dwelling is defined as a type of construction (permanent building, shack, mud hut, tent etc.) used as a habitation. A dwelling is the living unit occupied by a single household.

**Compound.** A compound is defined as the space, fenced or otherwise, within which one or more housing units (house comprising more than one dwelling; semi-detached house; detached modern house; apartment building; traditional huts etc.) may be found. A compound may be inhabited by one or more households.

**Ordinary Household.** An ordinary household is defined as the group of persons, related or otherwise, living habitually in the same dwelling, pooling their resources, sharing their meals, and recognising the authority of the same person known as the household head. An ordinary household may comprise

a single individual (for example a student renting a room on his/her own), or several persons. In the latter case, the household generally comprises the husband and his wife/ves and their child/ren, with or without other dependents (family members, friends, servants, visitors etc.). An ordinary household may also comprise persons living together who have no family links (for example, two single friends renting a self-contained room).

**NB:** *a distinction should be made between the household and the family. Within the context of complex social structures, a family may comprise several households. The following are cases in point:*

- *A close family member (a son who is still a student, for example) who no longer lives in the dwelling of the household head, constitutes a separate household, even if he shares occasional meals with the family;*
- *A son with or without a spouse, living in the paternal compound, constitutes a separate household if he manages his resources independently and consumes his own meals, even where the two households occasionally meet to share a meal. However, if the two groups pool their resources and share meals, they then comprise a single household;*
- *Where, in the same compound, the parents are dependent on one of their sons, they form part of his household. However, where the parents are dependent on more than one of their sons, they belong to the household of the oldest of the sons;*
- *If a single compound is occupied by brothers living together, each with (a) wife(ves), but not pooling their resources in order to provide meals, and/or if meals are provided on a rotational basis by each of the wives, from the resources of their husband, each group forms a separate household despite the fact that meals are shared;*
- *Single persons (with the exception of soldiers in the barracks and school children in school canteens) living in the same dwelling unit, form a single household if they share meals. Talibes living with a marabout in his household, form a single household with his;*
- *A polygamous man whose wives do not all live on the same compound is counted only once as a household head. In his other compounds, the wives are recorded as the household heads.*

**Household Member.** A household member is a person usually resident in the household. An individual is held to be usually resident in a household under two conditions: (i) where s/he has been resident in the household for at least 6 months; (ii) where s/he has been in the household for less than 6 months, but with the intention of remaining at least 6 months. For example:

- Musa arrives in the household in September (the survey interviewer's visit is assumed to be scheduled for November) to pursue his studies. He has been living in the household for only two months, but is expected to remain at least for the rest of the academic year. He is therefore considered a household member;
- Fanta, who used to live in Dosso is now married to Issa who lives in Niamey. She has been married only two weeks, and has only just joined her husband. Fanta is considered a household member.

A person who has lived in a household for less than 6 months is considered a visitor. For example, Fanta's mother has arrived to attend her daughter's wedding. She will remain for three weeks. Fanta's mother is considered a visitor.

*Please Note: members of the diplomatic corps are not included within the scope of this survey. However, other persons working in diplomatic organizations, and particularly those of Nigerian nationality, are included, as are all foreigners who do not have diplomatic status.*

### 3. FIELD WORK

A field team comprises the team leader, three survey interviewers, a data entry operator and a driver. The team is under the responsibility of the team leader.

### **3.1. DUTIES OF THE TEAM LEADER**

The team leader is responsible for the driving and coordination of all the work of the team. S/he supervises the activities of the members of his/her team and ensures that interviewers and the data entry operator comply with the rules handed down during their training.

On the arrival of the team in a village/district, the team leader is responsible for establishing contact with the administrative and customary authorities. S/he is specifically responsible for informing them of the objectives of the survey and briefing them on the manner in which the work would be conducted as well as the duration of the visit. S/he is also responsible for collecting the price information..

In addition, the team leader and all the members of his/her team must identify the households to be surveyed (12 per EA in urban areas and 18 per EA in rural areas). The list of households to be surveyed is given to the teams prior to their departure for the field. The team leader is also responsible for communicating with the central coordinating team of the INS the full identification of households that are not found and any new addresses.

One of the most important duties of the team leader is that of participating in some of the interviews conducted by the interviewer, especially during the initial period. The team leader is required to monitor the conduct of interviews very closely and make such comments to the interviewer (away from the household) as may be necessary to help him/her improve on his/her methods. Where necessary, s/he may correct any concepts which may have been poorly understood.

Another important function of the team leader concerns the regular vetting of completed questionnaires. This function is carried out as the interviews progress. After vetting, the questionnaire is passed on to the data entry operator by the team leader.

In addition to the household questionnaire, the survey involves administration of a price questionnaire. This questionnaire is administered by the team leader.

In addition to his/her technical functions, the team leader is responsible for coordination of the survey subjects. Specifically, s/he organises regular meetings with his/her team, in order to clarify any technical issues which may have been noted during his/her participation in the conduct of interviews and the vetting of the questionnaires. S/he is also responsible for the administration of the resources made available to the team.

### **3.2. DUTIES OF THE INTERVIEWER**

The principal function of the interviewer is to administer the household and agriculture/livestock questionnaire to the households assigned to him/her. During the completion of the questionnaires, the official must refer constantly to this manual and comply with the instructions given to him/her during his/her training sessions.

In order to ensure that the information obtained is of the requisite quality, the interviewer must display a number of attributes, including politeness, courtesy, patience and a logical mind-set. At the outset, the interviewer must introduce him/herself to the household and explain the objectives of the survey. It is important to reassure the subject(s) as to the confidentiality of any information collected, emphasising the fact that it will be used strictly for statistical purposes. More specifically, the interviewer must never refer to previously completed questionnaires or show completed questionnaires to other interviewers, the team leader or supervisor in the presence of a subject or any other person.

The interviewer must create an atmosphere of trust from the first moment of contact. The first impression that the subject has of the interviewer can influence his/her willingness to cooperate. The interviewer must be properly dressed and adopt a friendly attitude when introducing him/herself. S/he must show his/her professional identification attesting to the fact that s/he works for the NIS. S/he must also avoid the subject of political parties and issues.

The successful conduct of an interview is an art which must not be approached as though it were a mechanical procedure. Each interview must be seen as a fresh information source and made as interesting and pleasant as possible. The interview must not come across as a police enquiry, but rather as a conversation between the interviewer and the subject. The interviewer must be skilled enough to be able to revisit a question if necessary, in order to elicit a more specific response. In some cases, questions may need to be explained to the interviewer, due care being taken never to deviate from the concepts and definitions involved, and to always comply with the instructions contained in this manual.

Please take note of the two examples below.

**Example 1.** Under Section 2, Question 2.23 refers to the highest level of education attained by the subject. The question is worded as follows: “What is the highest level of education that (NAME) has attained?” If the question is put directly in just those words, with no further explanation, it is possible that it will not be understood by the subject. The interviewer could go a step further by asking: “When you last went to school, were you in pre-school primary ... etc class?” S/he could then go to ask: “What class were you in?” and then: “From that class, did you move on to a higher class?” By asking the questions successively in this manner, the interviewer will be able to elicit more satisfactory responses.

**Example 2.** Under Section 4, Question 4.34, refers to the income of the subject during the 12 previous months. The question is worded as follows: “What was the income of (NAME) from this job during the last 12 months?” Salary-earners will easily be able to calculate their annual income because monthly income is constant and regular. Non-salary earners, and particularly farmers, will find it more difficult to calculate annual income. The solution is to adopt the more roundabout approach of asking a series of questions using agricultural seasons at the time as a reference point. The subject could be asked: “For this activity, what were the crops that you cultivated in the last 12 months (rainy season and off-season)?” The next question could then be: “Which of these products did you sell?” Further questions could refer to the frequency of sales and income generated at each sale. Annual income from this agricultural activity can then be determined, based on this information.

Before agreeing to an interview, the subject may ask the interviewer questions about the survey or the way in which s/he was selected for interview. The interviewer should be direct and pleasant in his/her response. The subject may also want to know the length of the interview, in which case the interviewer should reassure him/her by indicating his/her willingness to conduct the interview at a more convenient time if necessary.

In addition, the following principles should be used as guidelines in order to improve the quality of the outcome of the interview:

**Confidentiality.** The presence of a person who is not a household member during the interview could prevent the subject from giving frank and honest responses to the questions asked. It is therefore essential that the interview should be conducted strictly in private, and that all questions should be answered by the subject him/herself.

**Neutrality.** Most subjects are polite, and tend to give the responses which they feel the interviewer wants to hear. It is therefore important to remain neutral during the conduct of the interview. The interviewer must never, either by a facial expression or the tone of his/her voice, give the subject the

impression that s/he has given the “right” or “wrong” answer to a question. The interviewer must never give the impression that s/he approves or disapproves of the response given to a question. If the subject’s response strays from the point, the interviewer must refrain from helping him/her by saying something like “I think what you mean to say is ... am I right?” In most cases, the subject will acquiesce with the interviewer’s interpretation of his/her response even if it is inaccurate. What the interviewer should do is repeat the question, with more explanations, and perhaps a wider range of possible options, if options are called for in the response.

**Tact.** In some cases, the subject will simply reply “I don’t know”, give an irrelevant response, appear uncomfortable or uninterested, contradict a previous statement or refuse to respond to the question. In such cases, the interviewer should try to recapture his/her interest in the conversation and restore his/her confidence in the process before proceeding to the next question. A few minutes could be spent discussing subjects outside the scope of the survey (for example, his/her (the interviewer’s) town or village, the weather, his/her (the interviewer’s) daily activities etc.). If the subject gives an inconsistent response, the interviewer must not interrupt him/her abruptly or rudely. S/he must listen politely, and proceed with the interview in an intelligent manner, returning to the question whose response was inconsistent with that of the current question. Under no circumstance may the subject be embarrassed.

**Values.** The interviewer must not approach the task with preconceived ideas as to the capacity or skills of the subject. S/he must always be aware that disagreements between interviewer and subject can influence the interview. If the subject is under the impression that the interviewer disagrees with him/her, s/he could become distrustful. The interviewer must therefore always behave and speak in a manner calculated to put the subject at ease.

**Timing.** The interview must not be rushed – on the contrary – it should be conducted at a conversational rate. Questions should be asked slowly in order to allow the subject time to thoroughly understand what is being asked of him/her. After asking the question, the official should wait and give the subject time to think. If the subject feels rushed, or if s/he is not allowed time to formulate his/her own opinion, s/he may reply: “I don’t know” or give an inaccurate response. If the interviewer is of the view that the subject is replying without thinking simply in order to get through the interview more quickly, s/he could say: “Take your time; your answer is very important to us, so take as much time as you need to answer carefully”.

### **3.3. CONSOLIDATING THE POST-INTERVIEW PROCESS BY VETTING THE QUESTIONNAIRES**

At the end of the interview, the interviewer must absolutely vet each questionnaire. This verification process must be done before leaving the household. The interviewer must first of all check that the questionnaire has been completed in full, and within each questionnaire, that the appropriate sections have also been completed in full. S/he must ensure that all sections and all questions have been put to the subject. The interviewer must, during this vetting process, correct any minor errors that s/he may have made (transcription errors for example). However, all major errors must be corrected together with the subject. The interviewer must apologise, explaining that a mistake has been made, and put the question again.

The vetting done by the interviewer will pay particular attention to any contradictions arising in connection with declarations relating to age. For instance, the question on education can only concern persons of 3 years of age and above; and the question on employment, persons of 5 years of age and above, etc. Problems can also arise in connection with contradictions in statements made within sections - for example, with regard to the fact that reproductive health issues can only concern women of between 12 and 49 years of age. All such details should attract the interviewer’s attention even during the interview, and must be verified again at the end of the interview.

Other checks must be made during the interview and verified thereafter. Further examples of contradiction are the following: if a woman declares her age to be 24, but it transpires later on in the interview that she has a 15-year-old child - a mistake has obviously been made in the age of at least one of the two persons involved, which calls for careful verification. Similarly, if a household lives in rented accommodation, there must be some record of rent expenditure, failing which the household is not renting accommodation. The interviewer must maintain a high level of logical awareness throughout the interview and must keep this logical mindset when vetting the questionnaires at the end. S/he must also be careful to verify coherence between age and employment status; age and level of education; age and marital status etc.

**Codes.** Most of the questions in the questionnaire are pre-coded. In other words, there is a prepared list of codes attached to the questionnaire and all the interviewer is required to do is to choose from this list the code which corresponds to the response given by the subject. However, there are a few exceptions for questions with a very long list of codes (Branch of Activity under Sections 4 and 5; Employment/Professions under Section 4). Nomenclature for such variables is given as an annex to this manual. The interviewer is advised to record the response given by the subject clearly on the questionnaire, and enter the appropriate codes at the end of the interview.

The team leader occupies a vantage point which is external to the survey, and s/he is therefore in a position to check for consistency in the responses at his/her leisure. S/he must take appropriate and timely action in order to create a window for the interviewer to pay a return visit to the household if necessary, in order to give the data entry operator enough time to do his/her work.

***Whatever the case, all questionnaires must be completed and verified at the survey site before the departure of the team, failing which the entire team risks sanctions which could be as severe as to include termination of their contract.***

### **3.4. DUTIES OF THE DATA ENTRY OPERATOR**

Within the framework of the survey, the data entry operator is part of the field team of collection officials. His/her functions entail recording of the data from the different questionnaires immediately upon return from the field trip: household, agriculture and community/price. The operator is given appropriate training on the data entry form used in order to ensure proper execution of his/her duties.

The questionnaires to be entered are given to the data entry operator by the team leader after verification. The work of the data entry operator is carried out on a daily basis. Errors in the entered questionnaires are published and analysed by the entry operator in collaboration with the interviewer responsible for administration of the questionnaires and the team leader. If necessary, the team leader will request the interviewer to return to the relevant household in order to improve on the quality of the completed questionnaires.

In addition to the activities detailed above, the entry operator is involved in the enumeration exercise and could also assist in the collection of community/price data. S/he is also responsible for maintenance of computer hardware. More information on the technical aspect of data entry can be found in the data entry operators' manual.

## **4. COMPLETION OF QUESTIONNAIRES**

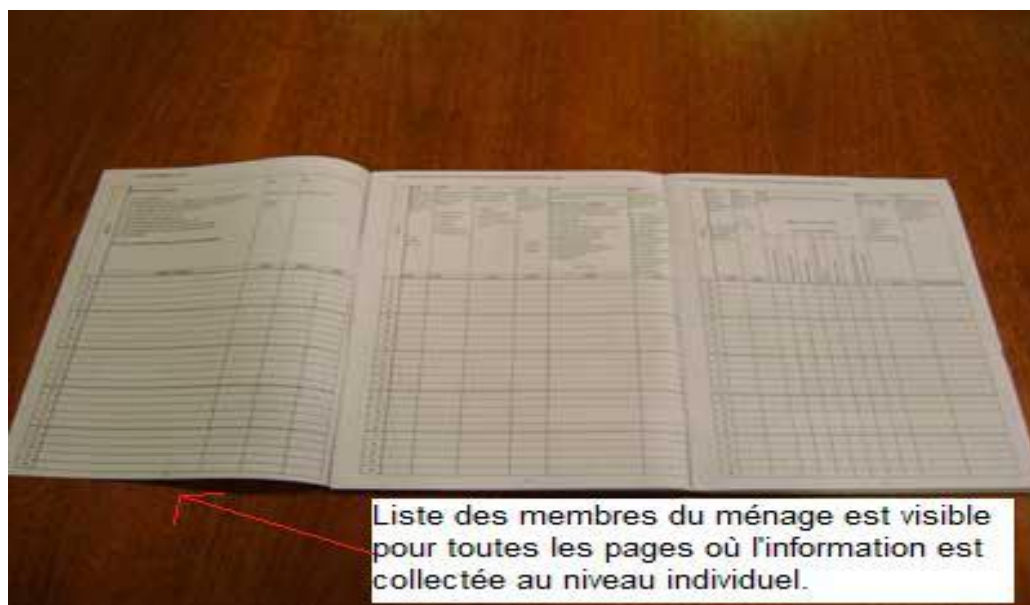
### **4.1. GENERAL INFORMATION**

#### **4.1.1. Introduction to the questionnaire format**

The household questionnaire is designed to be administered as simply as possible. However, despite all efforts, it still presents complications. It is important for the interviewer to familiarise him/herself

with the contents of the questionnaire in order to be able to collect information of the required accuracy. To achieve this, s/he must, in particular, examine the way in which the questionnaire is designed, and try to imagine how a typical subject would respond to the questions. However, since every individual is different, and in view of the number of potential contradictions within any completed questionnaire, s/he should never expect two different individuals to submit identical information.

The first four sections of the questionnaire (on personal information) are presented in portrait format. In order to facilitate the completion of the individual sections, the household questionnaire has a "flap" - half a page on which is recorded the name, age and gender of each member household. The 15 lines on the flap correspond to the 15 lines on each page of sections 1 to 4 of the household questionnaire. Each individual was assigned an ID Code in section 1 of the first visit household questionnaire which is specific to that person. In this way, all information on a particular individual appears on the same line, identified by the same sequential number, in all the individual sections of the questionnaire.



*For the people present in the household during the first visit, the ID numbers attributed to these people stay the same in the second visit, even for those people who left the household. Before returning to the household, the interviewer copies the information on the flap from the first visit onto the questionnaire for the second visit giving all individuals in the same ID code. New people to the household will have ID codes that follow the last ID code from the first visit. Thus before going to the field, interviewers must copy the flap from the first visit (in addition to the page with the composition of the household and the pages from section 0).*

Before filling in the questionnaire section, it is a good idea to align the "flap" with the section on which information will be collected. The "flap" aligns with each corresponding line of the section under consideration, each line corresponding to an individual. In this way, the interviewer will always have in front of him/her, the name, age and gender of each individual, thus facilitating administration of the questionnaire. For example, Section 2 on education is reserved for persons aged 5 and above. In order to complete Section 2, the flap is aligned with the appropriate page under the section, clearly revealing all the individuals aged under 5 years to whom this section does not apply

A number of notes are appended to the questionnaire.

[...] – This sign which appears very often in the questionnaire, particularly under Sections 9 and 13 relating to household consumption, generally indicates that the content of the line should be inserted (the name of a product, for example) at this point in the formulation of the question.

► – This sign simply indicates a skip to another part of the questionnaire, meaning “Go to ...” on condition that the condition that suits the question has been fulfilled.

►► – This sign simply indicates a skip, ie it means "Go to ...", whatever the result of the query.

#### **4.1.2. Administration of the Questionnaire**

In order to avoid problems which could adversely affect the quality of the interview, the interviewer must go prepared. Preparations include physical appearance (appropriate dress code), equipment (his/her kit must include at least two blank questionnaires, two ball point pens and two pencils), identification of the target household (cluster number and number and location of the household to be interviewed), and introductory phrases by which to present the survey on arrival at the household.

In this preparation, it is important to bring all the necessary pieces from the first visit which can help to find the household and facilitate the completion of questionnaires of the second visit. Among these, there are:

- Photocopy of section 0 of the first visit (it contains the geographic location of the household and household telephone contacts).
- Photocopy of flap and one section of the household questionnaire.
- Photocopy of section 1 of the questionnaire agriculture.
- All questionnaires from the first visit with missing important information (especially incomplete questionnaires because of the absence from the household in the first visit), such as the employment section for a household member who had been traveling at the time of the first visit.

In order to ensure the success of this survey, it is advisable for the questionnaire to be administered one individual at a time, in order to save time for the household as a whole. If the questionnaire were to be administered section by section, it would be necessary for all household members to be gathered together until completion of Section 5. However, it is advisable to administer Section 1 of the questionnaire to everybody and then administer Sections 2 to 4 to individual household members. In other words, each member will have Sections 2, 3 and 4 administered individually. In the interests of improved efficiency, it would be preferable, in as far as possible, for adult household members to respond personally to those sections of the questionnaires which concern them. When each individual has completed his/her interview, s/he is free to go about their daily business - which would not be the case if the questionnaire were to be administered in modules.

The questionnaire has been prepared in such a way that the sections requiring the presence of all household members are placed at the beginning. Other sections, especially those from Section 5 onwards, most often concern the household head and individual adult household members. The persons with fewer questions to answer can therefore be released early if the questionnaire is administered individually, as proposed above. The time which interviewers spend on a cluster is relatively short (3 days), and it would be advisable for the team to establish contact with the households on the very first day of the survey in order to make appointments, particularly with those household members with a heavy work schedule.

Individuals of 10 years of age and over are capable of answering by themselves most of the questions asked and this fact should be put to good use. Responses from younger children may be given by the household head, his/her spouse or another adult household member. Whatever the case, at every point during administration of the questionnaire, the interviewer should rely on that household member who has the information required.



The objective of any survey is to obtain accurate information. However, some persons may have difficulty in replying to questions, or may provide inaccurate information if they are questioned in public. This is particularly true of information on health issues (especially reproductive health issues), employment issues (especially with regard to income). The interviewer should not hesitate to suggest that the part of the interview relating to these sections should take place in private. Even if there is no more than an impression that the subject would wish to be interviewed in private, the interviewer must not hesitate to follow up on this impression. As a general rule, outsiders (spectators) should not be allowed to be present during interviews. The only outsiders who may be present are the team leader and ECVMA support staff. Where an ECVMA support staff member other than the interviewer is present, the interviewer must introduce him/her to the household. If persons outside of the survey are present, the interviewer must politely request them to leave, or otherwise move to another room (area of the compound) with the subject.

The interviewer may, during an interview, encounter a problem which s/he is unable to resolve immediately. S/he is advised to use the margins of the questionnaire or the page for remarks and observation to jot down the problem arising in a clearly legible manner. Later, s/he may refer to the manual in order to try and find a solution to the problem. If no solution is found in the manual, s/he should refer the matter to the team leader.

Please note that there is no code for “Not Applicable” in the questionnaire. In any such case, the box may be left blank, and the interviewer may proceed to the next question.

#### **4.1.3. Interaction with the Subject**

The interaction established between interviewer and subject can be a decisive factor for obtaining accurate information. The interviewer must take due account of the obligations imposed by the survey. If, for example, at the beginning of an interview the interviewer realizes that the subject has an appointment in an hour or less, s/he must not rush to complete the questionnaire before that time, but should endeavour, in such a situation, to obtain as much information as possible in the available time, and make another appointment with the subject in order to continue the interview.

While aiming to obtain accurate information, the interviewer must also endeavour to skilfully ensure that the interview is completed within a reasonable timeframe. This is only possible if s/he is thoroughly conversant with the content of the questionnaire, and has made the effort to master it. The exercise begins during training. When the interviewer is familiar with the content of the questionnaire, s/he will be able to put the questions involved effectively and handle any contradictions in the logic of the answers received. This makes for a smooth-running interview which takes up a minimum of time, and does not tax the patience of the subject excessively.

In order to elicit accurate responses, it is important that the questions should be properly formulated, especially since most of the subjects do not speak French, which is the language in which the questionnaire has been prepared. The interviewer must make sure that the subject has understood the question properly. Failing this, s/he must go further and make clarifications to the question, without, however, changing its substance. When the question has been well understood by the subject, s/he will be better able to respond adequately. It is not part of the function of the interviewer to judge the quality of the response given (especially where it involves an issue of opinion). However, the interviewer may ask for clarification if it is clear that the response is inconsistent with a previous question. It may turn out that the subject did not properly understand the previous question and therefore that it is the previous response which is wrong. In such a case, the interviewer should politely revisit the previous question as well. S/he may also put a question to the subject a second time if it is obvious that the subject has made a mistake. For example, if there are animals in the yard and the subject denies raising livestock, it would be advisable to politely ask to whom the animals in the yard belong.

On order to obtain accurate responses, the interviewer must also treat the subject with respect and most importantly, without condescension. If the interviewer were to systematically criticise the responses of the subject, it would indicate disrespect, and render the subject ill at ease. S/he must therefore be convinced that by gaining the trust of the subject s/he will elicit more accurate responses, as long as the question is well understood. The interviewer must however, be careful not to take liberties in reinterpreting the responses given by the subject.

A subject may refuse to respond to a question. If this happens, the interviewer should simply remind him/her that one of the main characteristics of NIS surveys is their confidentiality, and that it is extremely important for all questions to be answered.

If any question is misunderstood or poorly interpreted by the subject, the interviewer should reread the question and clarify any concepts which may have been misunderstood, taking due care to remain true to the spirit of the question.

For some questions, the subject is required to select a response from the list provided. It is the subject who must choose the option which best corresponds to his/her response; the interviewer may not implicitly suggest the response to be chosen. If the subject does not make a choice, the interviewer may reread the options given before asking the subject the one which corresponds to his/her response. S/he must take care to read all and not just some of the possible responses, in order to avoid influencing the outcome.

In some cases, the first response provided by the survey is “I do not know”. The interviewer should not always be satisfied with this response, but should try to clarify the question in order to elicit a more satisfactory response. A number of options are possible.

- The response “I do not know” is one option (especially with regard to issues of opinion), and in such cases there is no problem;
- The subject may give this response in order to gain some time to think up a response. The interviewer must leave him/her the time s/he needs, and encourage him/her to think about it;
- The subject may give this response because he is unsure what should be the correct response; s/he is perhaps responding on behalf of another household member. In this case, the response should be obtained from the interested party.

Responses received during an interview must be recorded directly onto the questionnaire. Each time a response is copied onto a fresh questionnaire, the risk factor for error increases accordingly. Interviewers are therefore instructed not to use rough sheets of paper to record information, but rather to fill it in directly onto the questionnaire. Where calculations are called for, the interviewer may use the margin or back of the questionnaire. Responses must be filled in clearly and legibly, and the questionnaire itself must be clean. If any corrections are made to a response which has already been recorded in the questionnaire, the original information must be crossed out and the new information written in legibly. An example is given below:

Qa	Qb	Qc
1	1	<del>7</del> 6

While the interview is still on-going, the interviewer must take care to explain anything which is out of the ordinary, either in the margin of the question or under “Observations”. These observations will be useful to the team leader when vetting the questionnaires.

Even before the start of the interview, some information regarding the identification of the household may be filled in in advance (team number, cluster number region, date of interview, start time of interview etc.). Other information can be provided by the household head (name, etc.). Still more can be filled in at the conclusion of the interview (conclusion time of interview, completion result etc.).

Completion of the household questionnaire must be inclusive in order to ensure that no one is omitted. To this end, a list of household members must be drawn up, indicating gender and age.

The list must include all household members, including visitors – those who are spending a few days with the household but are usually resident elsewhere (definition given below).

#### **4.2. SECTION 0 : CONTROL INFORMATION**

This section contains information on the collection team, household identification variables and conduct of the survey. The bulk of the information under Parts A and B (excluding variables such as interview dates and times and findings) should be filled in prior to the arrival of the interviewer at the household, and is provided by the team leader. Part C is completed at the end of the interview. Information under Part D is used to locate the household during the second visit which is scheduled to take place three months after the first, and during the second version of this same survey which is scheduled for 2013.

**Q1 : Team Number.** Each team is assigned a number. The number of each team must be recorded in the boxes provided for the purpose.

**Q2 : Interviewer.** The interviewer must write his/her surname and first names in the big rectangle and fill in his/her identification code in the boxes provided for the purpose.

**Q3 : Dates of Commencement and Completion of the Collection Exercise.** The day, month and year of commencement and completion of the collection exercise must be indicated at the beginning and end of the questionnaire. Example: If collection commenced on 15 June 2011, then the date to be indicated in the appropriate box is: 15/06/11.

**Q3 : Commencement and Completion Time of the Collection Exercise.** Repeat Q3, indicating hours and minutes.

**Q5 : Code Household Questionnaire Result.** This corresponds to the findings of the final interview conducted using the household questionnaire. The code corresponding to the findings obtained must be recorded in the box provided.

**Q6 : Code Indicating completeness of Household Questionnaire.** This indicates by the appropriate code whether a questionnaire has been fully or partially completed. A questionnaire is defined as incomplete if an entire section has been omitted, or information on an individual is lacking (for example a subject who is absent, and on whom it has not been possible to obtain any information).

**Q7 : Field Control Date.** The team leader will personally record the day, month and year on which a given questionnaire was submitted to control.

**Q8 : Name and Surname of Control Official.** The team leader will personally record his/her name and surname, followed by his/her code in the appropriate space.

**Q9 : Final Control Date.** The team leader will personally record the day, month and year of the final field control carried out on the questionnaire.

**Q10 : Region.** The name of the region must be recorded in full, with the corresponding regional code. A code is assigned to each of the eight (8) regions of Niger as follows: 1=Agadez; 2=Diffa; 3=Dosso; 4=Maradi; 5=Tahoua; 6=Tillabéri; 7=Zinder; 8= Urban Community of Niamey.

**Q11 : Department.** The name and code for the Department in which the surveyed household resides must be clearly indicated. Each region is divided into Departments identified by a code based on the numbering pattern adopted. It should be noted that some Departments are named after the regional capital as in the case of: Diffa, Dosso, Tahoua and Tillabéri.

**Q12 : Commune/Canton.** The name and code for the Commune in which the surveyed household resides must be clearly indicated. For the purposes of the survey, communes/cantons are urban communes within the departmental and regional capitals. Example: Gaya, Tessaoua, Agadez. Villages are organised into cantons and not into the more recently created rural communes. It should be noted that in most cases, rural communes correspond to the former cantons. The name of a rural commune may therefore be identical to that of the canton.

**Q13 : Village/District.** The name of the village or district must be recorded in full.

**Q14 : Enumeration Area (EA) Code.** The code of the sample enumeration area (EA) drawn, in which the household resides must be legibly recorded in the box provided. The number is assigned by the team leader.

**Q15 : Residential Area.** Code 1 corresponds to households residing in one of the 4 urban Communities of Niamey, Maradi, Tahoua and Zinder. Code 2 corresponds to households residing in an urban center other than one of these 4, while Code 3 corresponds to households residing in rural areas. With regard to clusters, interviewers will be informed as to whether they are located in urban or rural areas.

**Q16 : Household Number for the Enumeration Area (EA) Form.** This is the number assigned to the household during the enumeration exercise.

**Q17 : Household's lifestyle.** The household should be asked its lifestyle which is recorded under Code 1 if it is a sedentary household or under Code 2 if it is nomadic. Please note that the term "nomadic" applies to real nomads (who move around within a restricted geographical area) as well as transhumant peoples (who cover greater distances in their movements).

**Q18 : Surname and Name of Household Head.** The name and surname of the household head must be legibly written on the appropriate line of the questionnaire. The household head is the person who is accepted as such by the other household members. S/he generally exercises authority as the economic provider for the household.

**Q19 : Telephone Number of the Household Head.** The subject should be politely requested to give the cell phone number of the household head if there is one, and the number recorded in the appropriate space.

**Q20 : Household Address.** The residence of the household must be clearly identified by a landmark. In urban areas, the household address should include street name and house number. Where such an address is unavailable, the Post Office box number of the household head or of any other household member may be used. Thus, if the household member whose address is used is Mr. Joe Soumaila at P.O.Box 99995, his address will be recorded as follows: % Mr. Joe Soumaila, P.O.B. 99995, Niamey. Where neither an address nor a Post Office box is available, directions to the household residence are given, including the name of the district, city/town, or nearby landmark etc.

**Q21 : GPS Code.** This part of the questionnaire is to be completed by the team leader using a GPS device which will be provided. S/he will take the geographical coordinates for each household (latitude and longitude). The coordinates must be taken outside the building, and measured in two-digit decimal degrees followed by 5-digit minutes. The GPS coordinates for each household are indicated on the cover page of the questionnaire.

**Example**      **N : 12°12'546''**  
                    **E : 09°35'621''**

**Q22 : Total Number of Persons in the Household.** This number corresponds to the number of the last person interviewed in the household, barring cases of erasure. All persons living in the household must be counted (including visitors) and the number recorded in the appropriate boxes.

**Q24 : ID Code of the Principal Subject Responding to Questions under Section 1.** The ID code of the person responding to the questions under Section 1, which relate to the socio-demographic characteristics of the household members must be identified and recorded. This information is recorded at the end of the survey.

**Q25 : ID Code of the Principal Subject Responding to Questions under Section 9.** The ID code of the person responding to the questions under Section 9, which relate to retrospective household food expenditure must be identified and recorded. This information is recorded at the end of the survey.

**Q26 : ID Code of the Principal Subject Responding to Questions under Section 13.** The ID code of the person responding to the questions under Section 13, which relates to household food expenditure must be identified and recorded. This information is recorded at the end of the survey.

**Q27 : Numbering of Household Questionnaires Used.** In most cases only one questionnaire is used. This is identified by the number 1. However, if the number of persons in the household is more than 15 and fewer than 30, a second questionnaire becomes necessary. This one is identified by the number 2. If 3 questionnaires are used, the third one is identified by the number 3, etc.

**Q28 : Numbering of Questionnaires Used per Household.** If more than one questionnaire is used per household, each questionnaire must be numbered, beginning from number 1.

**Q29 to Q36 : Contact Details of Four Household Members with a Cell Phone.** The subject is requested to give the contact details of four household members other than the household head who may be reached at a later date in order to re-establish contact with the household in the event of its having moved from the house, district, village or city/town. The name, surname and telephone number of each of these persons must be recorded legibly. This information is necessary for two reasons: firstly, it can be used to re-establish contact with the household ahead of the second visit which is scheduled to take place from October to December 2011; secondly, it can be used to re-establish contact with the family when the next survey is conducted in 2013/2014.

**Q37 to Q60 : Details of Three Non-household Member Contact Persons.** The subject is requested to give the contact details of three persons outside of the household, who can be reached at a later date in order to re-establish contact with the household in the event of its having moved from the house, district, or city/town. The name, surname, and family links to the household head of each of these three persons should be requested and recorded appropriately, as well as their cell phone number, region, department, commune/canton and village/district. This information is necessary for two reasons: firstly, it can be used to re-establish contact with the household ahead of the second visit which is scheduled to take place from October to December 2011; secondly, it can be used to re-establish contact with the family when the next survey is conducted in 2013/2014.

**Q61 : Household living in the same dwelling.** If the household lives in the same dwelling as in the first visit, write the code 1, otherwise write 0. As a reminder, the household can change its dwelling because of moving, divorce or separation, transhumance, nomadism, etc.

**Q62 : Household in the same cluster.** For households that have changed dwellings, determine if the household has remained in the same cluster. For yes, write 1 and for no write 0. It is important, before responding to this questions, to completely understand the geographic limits of the cluster.

**Q63 : New household address.** For households that have changed dwellings, give the physical address of the new dwelling, the village, the district, the street, the number of the house. If the last two variables do not exist in the locations, give at least the first two, with other complementary information (for example, next to the bakery, etc.).

**Q64 : Head of household lives in the same dwelling.** For the households who have changed dwellings, give the physical address of the new dwelling, the village, the district, the street, the number of the house. If the last two variables do not exist in the locations, give at least the first two, with other complementary information (for example, next to the bakery, etc.).

**Q65 : Reason for changing dwelling.** For households that have changed dwellings, identify the reason for the change and write the appropriate code.

**Q0.66 : ID Code of the new household.** Using the list of members from the first visit, indicate the ID code of the new head of household for households that have changed dwellings, identify the reason for the change of dwelling and write the appropriate code. If the new head of household was not part of the household in the first visit, write his code from the second visit.

#### **4.3. SECTION 1: SOCIODEMOGRAPHIC CHARACTERISTICS OF THE MEMBERS OF THE HOUSEHOLD**

This section concerns all household members and is aimed at establishing such individual characteristics of household members as their gender, residential status, family relationship with the household head, age, marital status etc. *Given that this information was already collected in the first visit, the first four questions in the introduction (1.00a to 1.00d) are addressed to all the household members. Sections 1, through 4 are only applied to the people who arrived in the household after the first visit and those people present during the second visit that were not interviewed in the first visit.*

The subjects for this section are the household head and the person concerned. In the absence of the household head, the subject may be another resident of the household who is at least 15 years of age, and capable of providing the required information.

Before anything else, it is necessary to copy from the first visit questionnaire the list of people who were present during the visit in the same order, and making sure their ID code is the same. *It is extremely important that the ID Code given to individuals in the first visit are the same in the second visit. Then the interviewer asks if there are other people who arrived in the household after the first visit and who still live there. The interviewer then adds these people to the list by assigning a number from the number following that of the last person in the first visit.*

*N.B. People who arrived after the first visit and left before the second visit should not be included in the list.*

*During the first visit, the following instructions were provided: where the household comprises between 16 and 30 individuals, a second questionnaire will be needed. In general, no more than two questionnaires are necessary. Example, in a household of 18 persons, only 15 can be registered on the first questionnaire. The remaining 3 will have to be registered on a second questionnaire. The*

*sequential numbers on the questionnaire run from 1 to 15. When a second questionnaire is used, number 1 is crossed out and replaced by 16; number 2 is crossed out and replaced by 16, and so on.*

*This instruction remains in force. If during the first visit the household had, for example, 14 people and only two others arrived after the first visit. The interviewer uses the first questionnaire for the 14 individuals who were there during the first visit and for one of the two newly arrived individuals. A second questionnaire must be started for the remaining new individual. The number of questionnaires used in the second visit is 2.*

The list of household members is recorded on the flap. To avoid asking for the same information twice, and also to avoid any discrepancies between stated age and the age on a birth certificate for those who have one, all information relating to the gender and age of every individual can be copied onto the questionnaire only after the subject is asked to state his/her age.

**Q1.00a : Live in the household during the first visit.** Ask the respondent if the person lived in the household during the first visit and write 1 for “Yes” and 2 for “No”. The response must be “Yes” for the individuals who are on your list of household members from the first visit. It is possible that a person who is a household member is not on the list and was not interviewed because s/he was absent (vacation, business trip, etc.). If the person has always been a member of the household and was forgotten and not interviewed, one must record “Yes”. For the rest, among the individual for whom the response is “No” are newborn babies, women who come to the household through marriage to join a new household, youth who come to the household to pursue education, a person newly arrived in the household for an assignment or to look for work, etc.

**Q1.00b : Interviewed in the first visit.** Ask the respondent if the person was interviewed during the first visit and write 1 for “Yes” and 2 for “No”. The response must be “yes” for all individuals on your list of members from the first visit. The response must be “No” for those who are household members, but who were not interviewed.

**Q1.00c : Still lives in the household.** Ask the respondent if the person has always lived in the household and write 1 for “Yes” and 2 for “No”. In order to verify that the person has always lived in the household, it is necessary to ask where he or she is at the time of the interview: is s/he present in the household? If s/he is not present, is s/he at work, at school, at the market or shopping?

*N.B. If you are told that the person is traveling, it is necessary to follow up with information on whether or not s/he will be gone at least 6 months. If the person will not return to the household in the next 6 months, that person is considered to have left the household. This situation is particular to the case of a person who has left to pursue studies and who perhaps will not return during school vacations; it is also the case for the daughter of the head of household who has married; it is also the case of a visitor who was there for several weeks and who has left; it is also the case with a deceased individual, etc.*

**Q1.00d : Reason for leaving the household.** Ask the respondent for the reason that the individual has left the household and write the corresponding code.

**Q1.01 : Gender of Household Members.** The subject must be asked to state the gender of each household member. Male members are represented by the number 1 and females by the number 2. The name of an individual cannot be relied on as an indicator of his/her gender. For example, DARI can be either a woman's or a man's name, depending on the region.

**Q1.02 : Family Relationship with Household Head.** The family relationship between the subject and the household head must be recorded in the box provided using the appropriate code.

**Please Note:** *At the time of the interviewer's visit, the HH of some households may be absent. In this case, the interviewer must verify that the relationship recorded is that of the individual with the household head, and not with the subject.*

**Example.** *The subject is the wife of the absent household head. She informs the interviewer that Moha is her brother. Moha will be registered under Code 11 (brother-in-law/sister-in-law) rather than 07 (brother/sister), because he is the brother-in-law of the household head. The subject (wife of the household head) is registered under Code 2 because she is the spouse of the household head.*

**Q1.03 : Possession of a Birth Certificate.** Each household member must be asked whether or not s/he possesses a birth certificate, and the response recorded under the appropriate code.

**Q1.04 : Sighting of Birth Certificate.** If the answer to the previous question is "Yes", the subject is requested to produce the birth certificate for sighting.

**Q1.05 : Date of Birth.** If the subject is able to produce a birth certificate, the interviewer records his/her date, month and year of birth. If s/he is unable to produce a birth certificate or official family record, the interviewer must ask him/her for his/her date of birth. If s/he does not know his/her date of birth, this is indicated by the number 98 in the box labelled "day". If s/he does not know his/her month of birth, this is indicated by the number 98 in the box labelled "month". If, after every effort it is impossible to ascertain the year of birth, this is indicated by the number 9998 in the box labelled "year".

**Q1.06 : Age at Last Birthday.** The interviewer should ask the age at last birthday of all household members above the age of 5, and the age of all children under the age of 5 in years and months. The age should be recorded in the appropriate box.

**Examples.** *Assuming that the interviewer visited a household on 3 July 2011.*

- *A person born on 8 June 1965 will have attained the age of 46 years at last birthday in the month of July 2011. (2011 - 1965 = 46 yrs, because s/he has already attained his/her 46<sup>th</sup> birthday).*
- *A person born on 15 July 1965 will have attained the age of 45 years at last birthday (2010 - 1965 = 45 yrs, because s/he has not yet attained his/her 46<sup>th</sup> birthday).*
- *A person born around 1992 will have attained the age of 19 years in 2011, i.e. 2011 - 1992 = 19 yrs.*
- *A child born on 3 June 2008 is aged 2 yrs, 11 months.*

**Q1.07 : Membership of the Father of (NAME) in the Household.** The interviewer should ask each household member whether his/her father resides in the household, and record the appropriate code for each response in the box under question Q1.08.

**Q1.09 : Is the Father still Alive?** If the response to question Q1.08 is "No", the interviewer should ask if the father of the individual is still alive and record the number 1 for a "Yes", or 2 for a "No" in the appropriate box.

**Q1.10 : Membership of the Mother of (NAME) in the Household.** The interviewer should ask each household member whether his/her mother resides in the household and record the appropriate code for each response in the box under question Q1.11.

**Q 1.12 Is the Mother still Alive?** If the response to question Q1.10 is "No", the interviewer should ask if the mother of the individual is still alive and record the number 1 for "Yes" or 2 for "No".

**Q1.13 : Department of Birth.** The interviewer should ask the Department of birth of each household member and record the name of the Department under the column "Department". After the interview,



the corresponding code is filled in under the column “Code”. Departmental codes are to be found in the Nomenclature Section. Attention is drawn to the special case of the Tchirozerine, Madarounfa and Mirriah Department which includes the regional capitals of Agadez, Maradi and Zinder. In this specific case, a person born in Agadez Commune will have Tchirozérine recorded as his/her Department of birth, while a person born in Zinder Commune will have Mirriah recorded as his/her Department of birth, and a person born in Maradi Commune, will have Madarounfa recorded as his/her Department of birth. If the person was born outside Niger, s/he is registered under Department of Birth as 88.

**Q1.14 : Is the Individual Still Resident in His/her Place of Birth?** The interviewer should put this question to the subject regarding each household member and record 1 against each “Yes” or 2 against each “No”.

**Q1.15 : Marital Status.** The interviewer should ask the marital status of each individual as at the time of the survey and record the appropriate code against his/her response. Possible responses are as follows:

*Never been married.* A person who has never been married;

*Monogamously Married.* A man or woman legally married (under the law or by Custom) to one person;

*Polygamously Married.* A man married to several wives or a woman married to a man with other legitimate spouses (as defined above);

*Widow(er).* A person who has lost his/her spouse and not remarried;

*Divorcee.* A person who has officially broken of his/her marriage ties (act of divorce or by Customary Authority) and has not remarried;

*Separated.* A person who has broken off marriage ties without a divorce having been officially decreed.

**N.B. Caution is advised, as some divorcees falsely claim to be unmarried.**

**Q1.16 : Membership of Husband/Wife(ves) of (NAME) in the Household.** For each household member whose marital status code is 2 (monogamously married) or 3 (polygamously married), the interviewer must ask if his/her spouse resides in the household and record the response, using the appropriate code, under Q 1.17.

**Q1.17. Co-spouse Code.** Recording of the identification number of co-spouse(s) (ID code) residing in the same household: for the women, the husband’s ID code is recorded under the first column; for the men, the ID code is recorded, beginning with the first wife, and continuing through the others, according to seniority within the marriage, as long as they are resident in the same household.

**Q1.18 : Presence or Absence at the Time of Survey.** A person is deemed to be present in the household if s/he has spent the night prior to the visit of the interviewer in the household. If the person did not spend the night prior to the visit of the interviewer in the household, s/he is deemed absent.

*Present and Sighted.* This is when a person is physically sighted during the visit of the interviewer to the household.

*Present but Not Sighted.* This is when the person has spent the night prior to the visit of the interviewer in the household, but is absent at the time of the interview, as in the case of children away at school, persons at work, in the farm etc.

*Absent.* This is when the person has not spent the night prior to the visit of the interviewer in the household (for example, a person who is away on business outside the village), but is normally resident in the household.

**Q1.19 : Duration of Membership of the Household during the Last 12 Months.** The number of months indicating duration of membership in the household is recorded for each individual (the instructions in the questionnaire must be followed in this regard). This question concerns all individuals residing in the household, whether present or absent at the time of interview. For those who have been permanently resident in the household (without having absented themselves during the previous 12 months) the response is recorded as a 12.

**Q1.20 : Intention to Remain in the Household for at Least 6 Months.** The interviewer should ask each individual who has been resident in the household less than 6 months, whether or not s/he intends to remain for at least 6 months, and record the response under the appropriate code. Example: a newborn, a newly-wed woman, a young person who is there to pursue his/her studies are instances of persons who clearly intend to remain in the household at least 6 months. On the other hand, a child who is in the village on holiday with his/her grandparents is an example of a person who does not intend to remain more than 6 months.

**Q1.21 : Absences during the Previous 12 Months or while the Person has been Resident in the Household.** The interviewer should ask each individual in the household how long (in months or days) s/he has been absent from the household during the previous 12 months and record the number of days of absence. For those individuals who have not been resident in the household for the entire 12-month period (for example persons who have been resident in the household for only 3 months), absences are noted only for the time during which they were members of the household. Thus, duration under 1.21 is necessarily shorter than duration under 1.19. If the person has not been absent during the previous 12 months, the interviewer records 0 against him/her and proceeds to Q1.23. If the person has been absent several times during the year (for example a government official who is frequently away on mission), the interviewer calculates cumulative time spent away during the previous 12 months.

*Example 1.* Musa has always lived in the household, but in the last 12 months, he has gone to spend time with his parents in the village, and stayed away 15 days. 15 is recorded under the left-hand column (number) and 1 (for days) under the unit column.

*Example 2.* Mariam married Musa 4 months ago and has come to live with him. Prior to this, Mariam lived with her parents. Since her marriage, she has not travelled anywhere. Mariam has never been absent from the household, so the interviewer records 0 against her, and proceeds to 1.24.

**Q1.22 : Reason for Longest Period of Absence.** The interviewer should ask each household member who has been absent in the last 12 months, the main reason for his/her absence, and record the response using the appropriate code. A person may have been absent for a number of reasons, therefore it is only the main reason, or the one which is responsible for the longest absence which is recorded.

**Q1.23 : Destination during Longest Period of Absence.** The interviewer should indicate the destination of each household member who has been absent in the last 12 months, for their longest period of absence. For those who have been absent only once, the interviewer records the destination as that for the longest period of absence (as recorded under question 1.22).

**Q1.24 : Ethnic Group.** The interviewer should ask the ethnic group of the household member.

#### **4.4. SECTION 2 : EDUCATION AND ACCESS TO ICTs**

**Part A : Education.** The questions on education concern all individuals aged 4 years of age and above.

This line should be left blank for all persons under the age of 4. In order to fill this section, the interviewer needs to determine eligibility based on the age recorded under Section 1.

**Q2.00 : Subject ID.** The ID code for the subject is recorded with the help of the list of household members in Section 1. Obviously, if the subject is speaking for him/herself, his/her ID code is also recorded. The subject ID code is recorded against each individual, even when it is one person who is responding on behalf of all the other household members.

**Q2.01 : Reading.** Depending on the response received, the interviewer should record Code 1 for “Yes” or Code 2 for “No”. Care must be taken to ensure that the person can actually read and not recite a crammed text by rote.

**Q2.02 : Writing.** Depending on the response received, the interviewer should record Code 1 for “Yes” or Code 2 for “No”.

**Q2.03 : Arithmetic.** Depending on the response received, the interviewer should record Code 1 for “Yes” and Code 2 for “No”.

**Q2.04 : Attendance at School.** Attendance at school covers both past and present attendance. If an individual has attended formal school (pre-school, primary school etc.) at least once in his/her life, or is presently attending formal school, the interviewer should record code number 1 against him/her and skip to 2.06. If the individual only attended Koranic school (without ever having attended formal school), the response is coded 2. If the person is currently taking literacy classes, the response code is 3. For persons who have never been to school, the code number is 4.

**Q2.05 : Main Reason for not Attending Formal School.** If the response to the last question was not 1 (attendance of formal school), the interviewer should ask the main reason why the individual did not attend formal school and record the response using the appropriate code. The reason recorded must be the main reason. After obtaining the answer to question 2.05, the interviewer may proceed to question 2.26.

**Q2.06 : Age of Enrolment in School.** The interviewer should ask each household member who answered “Yes” to question Q2.04, the age at which s/he was first enrolled in formal school.

**Q2.07 : School Attendance in 2009/2010.** The interviewer should ask each household member who answered “Yes” to question Q2.04, whether s/he attended school during the 2009/2010 academic year.

**Q2.08 : Type of School Attended in 2009/2010.** The interviewer should ask each household member who attended school in the 2009/2010 academic year, what kind of administrative body runs the school, and record the response, using the appropriate code. The definitions of different types of school administration are given below:

**Government.** These are State-run public schools;

**Religious Organization.** This category includes private religious schools, which may be Muslim, Christian, or belong to other religious faiths;

**Private.** This category includes so-called lay private school establishments, which are, in other words, run by a private promoter;

**Community.** Community school establishments are set up and administered by community associations, as in the case of residents of a locality who set up a school for the education of local children.

**Q2.09 : School Results for the 2009/2010 Year.** The interviewer asks for the school results obtained by the individual for the 2009/2010 academic year.

**Qualifications/Certificates and Completed Studies.** This concerns individuals who have obtained a qualification/successfully completed the school cycle.

**Graduation to a Higher Class.** This is when the individual has successfully completed the course of study for the year and graduated to a higher class.

**Failure.** This is where the individual has failed to obtain his/her certificate/qualification and has therefore not graduated to a higher class. This means that if the person were to return to school, s/he would have to repeat the class s/he had failed.

**Drop-out during the Academic year.** This is when the individual fails to complete the academic year under consideration.

**Q2.10 : School Attendance in the 2010/2011 Academic year.** The interviewer should ask if the individual has or not attended school during the 2010/2011 academic year, and record the appropriate code for the response received.

**Q2.11 : Reason for not attending School during the 2010/2011 Academic year.** If the response to question Q2.10 was “No”, the interviewer should ask the main reason why the individual did not attend school in the 2010/2011 academic year, and record the appropriate code for the response.

**Q2.12 : Level of Education.** The interviewer should ask the level of education attained by each household member who attended school during the 2010/2011 academic year and record the appropriate code for the response received in the boxes provided.

**Q2.13 : Number of Years in a Cycle of Study.** The interviewer should ask the number of years in the cycle of study pursued by the subject during the 2010/2011 academic year. **Please Note: years in which classes are repeated do not count.** The following examples may be used as a guide:

**Example 1.** The code for any individual in Class 3 of college within the general school system is 3, for questions 2.12 and 2.13, even when s/he is repeating the class;

**Example 2.** The code for any individual in the first year of university who is repeating the year is 7 for question 2.12 and 1 for question 2.13.

**Q2.14 : Satisfaction with the School.** The appropriate code is used to record the response.

**Q2.15 : Problems with the School.** The interviewer should ask each household member who attended the school during the 2010/2011 academic year whether they experienced any of the problems listed. The code for an issue included in the list is 1, and 2 for issues which are not included.

**Q2.16 : Type of School Attended in 2010/2011.** The interviewer should ask each household member who attended school during the 2010/2011 academic year and record the code for the administrative body for the school attended.

**Government.** These are State-run public schools;

**Religious Organization.** This category includes private religious schools, which may be Muslim, Christian, or belong to other religious faiths;

**Private.** This category includes so-called lay private school establishments, which are, in other words, run by a private promoter;

**Community.** Community school establishments are set up and administered by community associations, as in the case of residents of a locality who set up a school for the education of local children.

**Q2.17 : School Fees.** For every household member who attended school during the 2010/2011 academic year, the interviewer asks the amount paid in school fees for that year and records the amount (in thousands of FCFA) in the appropriate boxes. School fees include the actual fees, registration fees, miscellaneous contributions etc. *Please Note: the code for non fee-paying individuals attending school is zero.*

**Q2.18 : Cost of Supplies.** For every household member who attended school during the 2010/2011 academic year, the interviewer should ask the amount paid for supplies during the academic year and record the amount in FCFA. Supplies are defined as text books, exercise books and uniforms. *Please Note: the code for a person attending school who incurs no expenses for supplies, is zero.*

**Q2.19 : Accommodation Fees.** For every household member who attended school during the 2010/2011 academic year and paid accommodation fees (boarding, university hostel etc.) during that period, the interviewer should record the amount in FCFA. *Please Note: the code for a person attending school who does not pay accommodation fees is zero.*

**Q2.20 : Cost of School Canteen or Restaurant Services.** For every household member attending school during the 2010/2011 financial year, who has paid for school meals, the interviewer should record the amount for that academic year in FCFA. Cost of school meals is defined as money spent on meals taken in a school canteen or university restaurant. Pocket money given to children by their parents is not included under this definition; if the child buys anything with his/her pocket money (doughnuts, bread etc.), this should be recorded under Section 13. *Please Note: the code for persons attending school who do not pay for school meals is zero.*

**Q2.21 : School Transportation Costs.** For every household member attending school during the 2010/2011 academic year who paid for school transportation (school bus, university bus etc.), the amount for the academic year should be recorded in FCFA. *Please Note: school transport costs are defined as payment of subscriptions for school bus services. This does not include payments for public transport (taxis, buses etc.) that the child may use to get to school. Such expenses should be recorded under Section 9. The code for persons attending school who do not pay transport costs is zero.*

**Q2.22 : Amounts Received in Respect of Scholarships/Allowances.** For every household member attending school during the 2010/2011 academic year who is the beneficiary of a scholarship or allowance, the interviewer should record the amount received over the previous 12 months in FCFA. *Please Note: the code for persons who are not beneficiaries of scholarships or allowances is zero.*

**Q2.23 : Highest Level of Education Attained.** The question on the highest level of education attained concerns those persons who are no longer attending school and for whom the highest level of education is a factor.

**Q2.24 : Number of Years Successfully Spent within the Academic Cycle.** For those individuals who responded to the last question, the interviewer must record the number of years successfully completed within the corresponding academic cycle. The code for individuals who have only completed the first year of the cycle and not been promoted to a higher level, is zero. The following examples illustrate the point:

***Example 1.** Musa has completed the first academic cycle and been awarded the CFEPD (primary school-leaving certificate) after which he left school. The code for his primary school studies is 4 under Q2.23 and 6 under Q2.24.*

***Example 2.** Musa has completed the primary school cycle, been awarded his CFEPD and completed one year of secondary school, at the end of which he failed his promotional exams to the second year of secondary school, and dropped out. The code for general secondary school education is 5 under Q2.23 and 0 under Q2.24, because Musa has not passed any exams at secondary school level.*

***Example 3.** Musa has been awarded his CFEPD and completed one year of secondary school. He has passed his promotional exams to the second year of secondary school, but dropped out due to lack of funds. The code for his general secondary school education under Q2.23 is 5, and under Q2.24 is 1, because Musa has successfully completed one year of secondary school and passed his exams.*

***Example 4.** Musa has pursued his primary school education up to CM2 (5<sup>th</sup> year) level. Having failed his CFEPD exams, he drops out due to lack of funds. The code for his primary education level is 4 under Q2.23 and 5 under Q2.24, because Musa failed to obtain his CFEPD, and his primary school level is CM1 (4<sup>th</sup> year).*

**Q2.25 : Year in which the Individual Last Attended School.** The interviewer should record the last year in which the individual attended school. The code for the response “I do not know” is 9998.

**Part B : Access to Information and Communication Technologies (ICT).** This section is directed to all household members aged 15 years and above. It is preferable for the individuals concerned to respond personally to the questions.

**Q2.26 : Ownership of a Mobile Phone.** If the individual owns a functioning mobile phone, the code is 1, and if not, 2. Even if, for example, the telephone was bought for him/her by his/her employer(s) as a working tool, the code for “Yes” is still 1.

**Q2.27 : Use of the Mobile Phone in the Previous 30 days.** For those individuals who do not own a personal mobile phone, the interviewer should ask whether s/he has used a mobile phone in the 30 days prior to the survey, and record code 1 for a “Yes” and 2 for a “No” answer. The phone in question may belong to a relation, a friend, a colleague at work, a passer-by, or rented from a telephone kiosk etc.

**Q2.28 : Main Location for Access to a Mobile Phone in the Previous 30 Days.** For those individuals who do not own a personal mobile phone but have access to one, the interviewer should ask where the subject was mostly able to access a mobile phone in the 30 days prior to the survey and record the response using the appropriate code.

**Q2.29 : Use of a Computer during the Previous 12 Months.** If the individual has used a computer (in the office, at home, in a cybercafé etc.) for whatever reason, but particularly for access to the Internet, the code for record purposes is 1 for “Yes” and 2 for “No”.

**Q2.30 : Use of the Internet during the Previous 12 Months.** If the individual has used the Internet in the previous 12 months (in the office, at home, in a cybercafé etc.), the code is 1, or 2 where applicable. The Internet is usually accessed from a computer; however, increasingly, it may be accessed from mobile phones. Whatever the medium of access, the code for “Yes” is 1.

**Q2.31 : Main Reason for Not Using the Internet during the Previous 12 Months.** For those persons who have not used the Internet, the main reason for this omission should be recorded.

**Q2.32 : Location Where Internet is Accessed.** For those persons who used the Internet, the interviewer should record a “Yes” if the Internet was accessed at this location.

**Q2.33 : Frequency of Internet Use.** For those persons who use the Internet, the interviewer should record the frequency with which it is used.

#### **4.5. SECTION 3 : HEALTH OF HOUSEHOLD MEMBERS**

**Part A : General Health.** The section on health concerns all persons living in the household. Its aim is to provide information on the health status of the population, use of health facilities, access, level of user satisfaction with health services and nutritional health of children under the age of 15. The subjects are the individuals concerned. The adults responsible for the welfare of the children provide responses on behalf of their charges. *Please Note: when a response is given on behalf of the interested party, the information collected must always be referred to the person concerned rather than the respondent to the questionnaire.*

**Q3.00 : Respondent ID.** The ID code of the respondent must be recorded with the help of the list of household members provided in Section 1. Obviously, when an individual speaks on his/her own behalf, it is his/her ID code which will be recorded. Respondent ID must be recorded against every individual, even where the same person speaks on behalf of the other household members.

**Q3.01 : Health Issues during the Last 4 Weeks.** The interviewer should ask the subject whether s/he has had health issues, or in other words, an illness or accident in the last 4 weeks. If the response is “No” then the interviewer may proceed to Q3.15.

**Q3.02 : Major Health Issues.** The interviewer should record the code for the major health issues encountered.

**Q3.03 : Constraints Preventing the Pursuit of Normal Daily Activities.** The objective is to establish whether the individual in question has missed work or school days or whether s/he has been unable to carry out household duties due to ill-health. If the response to the question is “No”, the interviewer may proceed to Q3.05.

**Q3.04 : Duration of Constraint.** If the person has been prevented by health problems from pursuing his/her activities, the interviewer should record the fact, using the code for duration.

**Q3.05 : Medical Care.** The interviewer should ask if, in view of his/her health problem s/he has undergone a medical examination (by health delivery staff, healers or a marabout). The code for “Yes” is 1 and for “No” is 2. *Please Note: when a mother brings her child in for medical care it is the child who receives the care; therefore the response must be recorded against the child.*

**Q3.06 : Reason for Failure to Seek Medical Care.** For those persons who have been sick but failed to seek medical care, the interviewer should record the code for the main reason why they failed to receive medical care.

**Q3.07 : Medical Care Facility.** This refers to the health facility at which the individual received medical attention for the first time during this health episode.

**Q3.08 : Medical Staff.** These are the medical staff who examined the individual. If treatment continued over several visits, the interviewer should record the medical staff member who initially treated the patient.

**Q3.09 : Satisfaction with Treatment Received.** The interviewer should endeavour to ascertain whether or not the individual was satisfied with the treatment received. *Please Note: that with regard to the child who is brought in for treatment by his/her mother, the mother's opinion is taken as the response of the child.*

**Q3.10 : Problems Encountered during the Medical Consultation.** The interviewer should endeavour to understand the problems encountered by each individual who received treatment. The same person may have encountered several different problems. If the subject claims that s/he encountered problems, the proper code for each "Yes" response is 1 and where applicable, 2 for each "No".

**Q3.11 : Distance.** The distance from the household to the medical facility is recorded using the appropriate code.

**Q3.12 : Medical Fees Paid for this Health Episode in the Previous 4 Weeks.** The interviewer should make a record of the amount spent by the individual in medical fees as a result of this health episode, in the previous 30 days). If the subject has received treatment over several visits, the total outlay for all treatment received is recorded. The code for treatment received free-of-charge is zero.

*Please Note: There must be a record of the amounts actually disbursed for medical treatment. If, for example, the visit cost FCFA 5,000 and the patient was covered by a health insurance policy worth 80% of medical expenses, the situation presents two possible scenarios. In the first instance, the patient uses his/her insurance policy, and therefore pays only 20% of total cost, or FCFA 1,000. The amount recorded under question 3.12 is therefore FCFA 1,000. In the second instance, the patient does not present his/her insurance policy (S/he will be refunded at a later date) and therefore pays the full cost of the medical treatment received, or FCFA 5,000 FCFA. The amount of FCFA 5 000 is therefore recorded under question 3.12. Both scenarios are equally valid for questions 3.13, 3.15, 3.18 and 3.22.*

**Q3.13 : Health Insurance or Other Forms of Cover including Medical Costs.** The interviewer must ascertain that each individual holds a health insurance policy or some other cover which includes medical expenses, and record his/her findings using Code 1 for "Yes" and 2 for "No". Health insurance is generally contracted by the employer, where big private or government companies are concerned, although an individual may also contract a personal insurance policy directly from an insurance company. Health insurance policies comprise different regimes, each offering a different percentage in reimbursement to the insured, in the event of sickness. The modalities are defined below.

**Cover for Civil Servants.** Beneficiaries under this regime are government employees and their family members (spouses and minor children). In general, the regime covers payment of 20% of medical costs incurred at a government health facility. The same cover is available for medical examinations and hospitalization at public health facilities. However, the beneficiary is responsible for all expenditure on drugs. Cover lapses if the medical services are delivered by a private facility.

**80% Private Regime.** This regime is one which major companies (such as the NIS and other public and private companies) contract for their staff. Under this regime, the staff are reimbursed 80% of most medical services (screenings, examinations, purchase of drugs, and hospitalization).



**100% Private Regime.** This regime is similar to the previous one, except that beneficiaries are reimbursed 100% of most medical services (screenings, examinations, purchase of drugs and hospitalization); it is, however, rare.

**Q3.14 : Cost of Medical Examination Borne by the Patient.** A patient with insurance or other cover has the option to pay the totality of examination costs (pending reimbursement by the insurance company) or to pay only the net amount, leaving the insurance company to make direct payment of the difference. The code for payment of the totality of examination costs by the patient is 1, or 2 if the patient pays the cost, less insurance.

**Q3.15 : Medical Examination Costs Incurred in the Previous 4 Weeks as a Result of this Health Episode.** The interviewer should record the amount paid for medical examinations undertaken as a result of this health episode during the course of the previous 30 days. *Please Note: the remark under question 3.12 remains valid – in other words, the amount recorded must be the amount actually disbursed.*

**Q3.16 : Health Insurance of Other Cover Including Cost of Medical Examinations.** The interviewer must ascertain whether each subject has medical insurance or other cover which includes the cost of medical examinations. The code for this response is 1 for “Yes” and 2 for “No”.

**Q3.17 : Medical Examination Costs Borne by the Patient.** A patient with medical insurance or other cover has the option of either paying the full cost of medical examinations (pending subsequent reimbursement by the insurance company), or of paying only net cost, leaving the insurance company to effect direct payment of the difference. The code for payment in full of the cost of medical examination(s), is 1, and the code for payment, less insurance, is 2.

**Q3.18 : Cost of Drugs for this Health Episode in the Previous 4 Weeks.** The interviewer should record the amount spent on drugs for this health episode in the previous 30 days. *Please Note: The remark under question 3.12 remains valid - in other words, the amount recorded must be the amount actually disbursed.*

**Q3.19 : Medical Insurance or Other Cover which Includes Cost of Drugs.** The interviewer should ascertain whether the subject has medical insurance or other cover which includes the cost of drugs. The code for the response is 1 for “Yes” or 2 for “No”.

**Q3.20 : Cost of Drugs Borne by the Patient.** A patient with insurance or other cover has the option of paying the full cost of drugs (pending subsequent reimbursement by the insurance company), or paying net cost, leaving the insurance company to effect direct payment of the difference. The code for payment in full of the cost of drugs is 1, and the code for payment, less insurance, is 2. The code for insured subjects who are in good health is 3, for “Not applicable”.

**Q3.21 : Hospitalization.** The interviewer should ask each household member whether s/he has been hospitalised for this specific health problem in the previous 4 weeks or for any other illness in the previous 12 months, and record 1 for “Yes”, and 2 for “No”.

**Q3.22 : Hospitalization Costs.** If the response to the previous question was “Yes”, the interviewer should ask each subject who has been hospitalised, the amount paid in hospitalization costs in the previous 12 months. The subject may have been hospitalised more than once during the reference period, in which case, the total amount disbursed must be recorded. Where payment of hospitalization costs is made by a third party, such cost is recorded against the patient and not against the person who made payment. *Please Note: The remark under question 3.12 remains valid - in other words, the amount recorded must be the amount actually disbursed.*

**Q3.23 : Health Insurance or Other Cover Including Hospitalization Costs.** The interviewer should ascertain whether each subject has medical insurance or other cover which includes hospitalization costs, and record 1 for “Yes” and 2 for “No”.

**Q3.24 : Hospitalization Costs Borne by the Patient.** A patient with insurance or other cover has the option of paying hospitalization costs in full (pending subsequent reimbursement by the insurance company), or paying only net cost, leaving the insurance company to effect direct payment of the difference. The code for payment of hospital costs in full is 1, and the code for payment of hospitalization costs, less insurance, is 2,

**Q3.25 : Help from Parents/Relations and Friends to Cover Hospitalization Costs.** The interviewer should ask each subject who has been hospitalised whether s/he received financial assistance from parents/relations or friends to defray hospitalization costs. The code for “Yes” is 1 and the code for “No” is 2. All financial assistance must be included. However, assistance in this context refers only to assistance in the payment of hospitalization bills, and not of other expenses such as food, for example.

**Q3.26 : Amount Received in Assistance from Parents/Relations and Friends.** The interviewer should ask all individuals who have been hospitalised and whose response to the previous question was “Yes”, the amount received from parents/relations and friends to pay for hospitalization bills, and record the amount in FCFA. Assistance may be received from more than one person. In order to ensure accuracy of the response received, it is important to have drawn up a list of those who helped the patient and then ask the amount given by each one of them.

**Q3.27 : Other Health-related Expenditure in the Previous 12 Months.** The question is designed to elicit information on health-related expenditure other than medical screening, examinations, curative drugs and hospitalization in the previous 12 months. This mainly comprises the cost of check-ups, preventive drugs, or in the case of self-medication, circumcision etc. The interviewer should record 1 for household members who have incurred this type of expenditure and 2 for those who have not.

**Q3.28 : Amounts Spent on Other Health-related Expenditure.** For each individual whose response to the previous question was “Yes”, the interviewer should ascertain the amount spent on these other health-related costs and record said amount in FCFA.

**Q3.29 : Expenditure on unconventional Health-related Expenditure in the Previous 12 Months.** The question is designed to elicit information on under-the-table health-related expenditure in the previous 12 months. This is unconventional expenditure borne by the household, and includes extra payments for medical services which are made directly to medical staff in public health institutions; payments made in order to be “well-positioned” to receive attention in State-owned hospitals; payments to show gratitude to medical staff for services rendered etc. The interviewer should record 1 if the household member has made this type of payment and 2 if s/he has not.

**Q3.30 : Amounts Spent on unconventional Health-related Expenditure.** For each individual whose response to the previous question was “Yes” the interviewer should ascertain total amount spent on these “under-the-table” health-related expenses (specifying different categories wherever possible), and record said amount in FCFA.

**Q3.31 : Mosquito Nets.** This question aims to establish whether the subject owns a mosquito net. The interviewer should record 1 against each household member who owns a mosquito net and 2 against each one who does not. It should be noted that several household members sharing a bed may also share a mosquito net; the interviewer should record 1 for “Yes” against each one.

**Q3.32 : Use of a Mosquito Net.** The interviewer should ask if the subject slept under a mosquito net in the night before the interview, and record a 1 for “Yes”, 2 for “No” and 3 for “I do not know”.

**Q3.33 : Type of Mosquito Net Used.** The interviewer should record the code for the type of mosquito used against those individuals whose response to the previous question was “Yes”.

**Q3.34 : Household Members Aged 15 Years and Under.** The interviewer should ascertain that the individual is aged 15 or less, and record 1 for “Yes” and 2 for “No”.

**Q3.35 : Content of Breakfast Eaten on the Previous Day.** The interviewer should record the code corresponding to the breakfast eaten on the day before the interview against every subject aged 15 years or less.

**Part B : Tobacco Consumption.**

**Q3.36 : Cigarette Smoking.** The interviewer should ascertain from each subject whether s/he is presently a cigarette smoker or not, and record the response accordingly.

**Q3.37 : Rate of Cigarette Consumption.** The interviewer should record the code corresponding to the rate of cigarette consumption against the name of each subject.

**Part C : Reproductive Health of Women Aged from 12 to 49 Years.** It is preferable that the subjects respond personally to this question unless they are absent from the interview, in which case the household head or a better-informed person may respond in their place.

**Q3.38 : Live Birth.** The interviewer should record 1 if the response is “Yes”, meaning that the woman has given birth to at least one live child, or 2 if the response is “No”, meaning that the woman has never given birth to a live child - because she has never given birth; because of an aborted pregnancy; because the child was still-born. *Please Note: A birth is deemed live if the child shows signs of life post-partum, as evidenced by crying or movement, even if the child dies immediately thereafter. Since this is a delicate issue, the interviewer must proceed with tact.*

**Q3.39 : Age at First Childbirth.** For those women whose response to the previous question was “Yes”, the interviewer should ascertain their age (on last birthday) at the time of this first childbirth.

**Q3.40 : Pregnancies in the Previous 12 Months.** The interviewer should ask every woman aged from 12 to 49 years, whether she has fallen pregnant at least once in the last 12 months and record 1 if the response is “Yes” and 2 if “No”.

**Q3.41 : Prenatal Care.** For every woman whose response to the previous question was “Yes”, the interviewer should ask whether she received prenatal care during this last pregnancy and record 1 if the response is “Yes” and 2 if “No”.

**Q3.42 : Assistance during Pregnancy.** The interviewer should record the health delivery staff who cared for the woman during pregnancy. A woman may have received assistance from more than one health delivery staff during her pregnancy. The interviewer should indicate the main care giver and other staff from whom the subject most frequently received assistance.

**Q3.43 : Health Establishment where Care was Received during Pregnancy.** The interviewer should ascertain, for those woman who received prenatal care, the health establishment which delivered such care and record the appropriate code accordingly. As previously stated, a woman may have received assistance from more than one health establishment during her pregnancy. The interviewer must identify the main establishment she frequented.

**Q3.44 : Medical Costs Incurred During Pregnancy.** The interviewer should ascertain from every women who has carried a pregnancy during the period under consideration the cost incurred for

medical care during the pregnancy, and record the amount in FCFA. Medical costs in this context include pregnancy-related consultancy fees, the cost of medical screening (ultra-sound and other tests), and drugs. If the subject is unable to remember amounts spent in any detail, the interviewer may help by asking the number of pre-natal visits made and the cost of each visit; examinations carried out on each visit, as well as their cost, and the cost of drugs purchased at each visit.

**Q3.45 : Pregnancy Culminating in a Live Birth.** The interviewer should ascertain, for each woman having carried a pregnancy during the previous 12 months but who is no longer pregnant, that the pregnancy culminated in a birth and record 1 if the response is “Yes”, meaning that the baby was born live, and 2 if the response is “No”, meaning that the woman gave birth to a still-born baby or had an aborted pregnancy. If the woman is still pregnant, the interviewer should record 3 against her. *Please Note: A baby is considered to have been born live if s/he has given post-partum signs of life by crying or movement even if s/he dies immediately thereafter.*

**Q3.46 : Assistance during the Last Childbirth/Aborted Birth.** The interviewer should record the code for the health official who assisted the woman during childbirth. A pregnant woman may require health care even in the event of a still or aborted birth. The health care officer assisting in such instances must also be recorded.

**Q3.47 : Place of Last Childbirth.** The interviewer should ascertain the health establishment where the last childbirth took place and record the code accordingly. The health establishment at which a still or aborted birth took place must also be recorded.

**Q3.48 : Medical Expenses Incurred during Childbirth.** The interviewer should ask all women having undergone a live childbirth, or still or aborted birth, the expenses incurred, and record said amount in FCFA. Medical costs in this regard include the fees of the health staff involved during the childbirth, hospitalization fees, and cost of drugs. If, for example, a woman has undergone a medical procedure (caesarean section) this should be recorded as a related intervention. However, expenditure on babies’ layettes (diapers, blankets, cot etc) is not included here.

**Q3.49 : Contraception.** The interviewer should ask every woman aged from 12 to 49 years who is not pregnant at the time of the interview, whether or not she and her spouse currently use contraception, and record 1 for “Yes” and 2 for “No”. If the answer is “No”, s/he may move on to the next subject.

**Q3.50 : Means of Contraception.** For those women who responded “Yes” to the last question the interviewer should record the code for the main means of contraception used.

**Q3.51 : Reason for Not Using Contraception.** For those women whose response to question Q3.50 was “No”, the interviewer should ask the main reason for her not using contraception and record the code in the appropriate box.

#### **4.6. SECTION 4 : EMPLOYMENT OF HOUSEHOLD MEMBERS**

Questions on employment are directed at subjects of 5 years of age and over. The objective is to elicit information on the economic activity carried out by the subject (type of employment, work schedule, type of contract, income etc.). Since some of this information is not always available to everyone, it is preferable that the questions should be addressed to the person concerned, or failing this, to the most reliable source of information.

##### **Part A : Situation of Subject in Relation to Activity**

**Q4.00 : Respondent ID.** The interviewer must record the ID of the person responding to his/her questions using the household members list in Section 1. If the subject him/herself is responding,

his/her ID will also be recorded. A respondent ID is recorded for each individual even if it is the same respondent speaking on behalf of all the household members.

**Q4.01 : Salaried Employment in the Previous 30 Days.** Questions 4.01, 4.03, 4.05, 4.07 and 4.09 are aimed at establishing a distinction between working household members (those who have been in employment in the last 30 days), the unemployed (those who have not been engaged in employment in the last 30 days, but are seeking employment) and the non-working members (those who not been in any employment in the last 30 days and who are not even seeking employment). With regard to the first group, the questions aim to establish whether the individual has worked in public administration (at the central or local authority levels), for a company (large or even very small-scale), for a private employer (for example an automobile mechanic working for an employer), or for any other non-household member. The interviewer should record 1 for “Yes” and 2 for “No”. A person is deemed to have been in employment if s/he has put in at least one hour of work.

**Q4.02 : Employment in the Last 12 Months.** The same as the last question, except that it is applied to a 12-month period.

**Q4.03 : Agricultural Employment in the Last 30 Days.** This question aims to establish whether the individual has worked on his/her own farm (farm, garden, livestock farm etc.) or on one owned by the household. The interviewer should record 1 for “Yes” and 2 for “No”. A person is deemed to have been in employment if s/he has put in at least one hour of work. *Please note the following two points:*

- *Firstly, persons who work on their own farms often feel that they are not “employed”, which is not true. The interviewer must ensure that this question is clearly understood;*
- *Secondly, there is a tendency to leave out the work done by family members, or in other words, by persons (and especially children who are not yet of school age) who by working, are making their small contribution to the work on the farm. If a child spends an hour a day or a week on the farm, s/he is deemed to have worked, even if s/he is not yet of school age, or is not paid.*

**Q4.04 : Agricultural Employment in the Last 12 Months.** The question is the same as the last one, except that it is applied to a 12-month period.

**Q4.05 : Non-Agricultural Self-Employment in the Last 30 Days.** The question aims to establish whether the individual worked in his/her own enterprise (petty trade, tailoring, carpentry, mechanic work, liberal professions etc.). The interviewer should record 1 for “Yes” and 2 for “No”. A person is deemed to have been in employment if s/he has put in at least one hour of work. As previously remarked, some persons who engage in menial jobs do not consider it to be work, especially if they hold advanced qualifications. The interviewer needs to be persistent. A person who holds a university degree and is seeking employment consonant with his/her qualification, but who in the mean time runs a small shop, is deemed to be actively employed. Furthermore, as previously advised, help from family members (individuals who work without pay in a production unit owned by a member of their household) must also be taken into account and considered as employment.

**Q4.06 : Non-agricultural Self-Employment in the Last 12 Months.** The question is the same as the last one, except that it is applied to a 12-month period.

**Q4.07 : Casual or Part-Time Employment in the Last 30 Days.** Casual employment is work which the individual engages in from time to time. *Example: Musa is a third-year student in an electronics training institution, and has little spare time because of the tight schedule imposed by his studies. However, people bring him their faulty computers at home for repairs. This is casual work.* If he has carried out repairs in the last 30 days he is deemed to have worked. Part-time work is employment engaged in on a regular basis but which occupies only part of the week. The interviewer should record 1 if the person is engaged in this type of work and 2 if otherwise. *To return to the example of Musa, if*

*he has no classes on Wednesdays and Saturdays, and if during those two days he does repair work at a computer maintenance SME, Musa is engaged in part-time work.*

**Q4.08 : Casual or Part-time Work in the Last 12 Months.** The question is the same as the last one, except that it is applied to a 12-month period.

**Q4.09 : Unpaid Apprentice Work in the Last 30 Days.** An apprentice is a person who is in an enterprise to learn the trade. Some apprentices are paid, while others are not. If the subject works as an apprentice, the interviewer should record code 1 for “Yes” and 2 for “No”.

**Q4.10 : Unpaid Apprentice Work in the Last 12 Months.** The question is the same as the last one except that it is applied to a 12-month period.

**Q4.11 : Employment in the Last 30 Days.** If at least one of the responses to questions Q4.01, Q4.03, Q4.05, Q4.07 and Q4.09 was “Yes”, the interviewer should enter 1 for “Yes”, and if the response to all of questions Q4.01, Q4.03, Q4.05, Q4.07 and Q4.09 was “No”, 2 for “No”.

**Q4.12 : Permanent Employment.** Questions 4.12 and 4.13 seek to identify working household members who have not worked for different reasons (vacation, maternity, ill-health etc.). The interviewer should ask each individual whether s/he has permanent employment, even though s/he has not worked in the last 30 days. The code for “Yes” is 1 and 2 for “No”. If the response is “No”, the interviewer may proceed to question Q4.15.

**Q4.13 : Reason for Not Working in the Last 30 Days.** The interviewer should record the code representing the reason for not working against all individuals who are permanently employed. In general, these individuals are sure of resuming their employment at the end of the period relative to the event under consideration. The different options are defined below.

**Leave, Vacation.** This option covers persons in employment but absent from their normal place of work at the time of the survey because they are on annual leave.

**Maternity Leave.** By law, women in employment are entitled to a 14-week maternity leave. This option applies to women enjoying this entitlement at the time of the interviewer’s visit.

**Leave of Absence.** Independent workers (employers or the self-employed) do not, in general benefit from official leave. However, they may take a leave of absence to rest. This option covers this kind of situation.

**Sick Leave.** This option applies to persons in employment who are absent from their normal place of work at the time of the survey as a result of sickness.

**Strike Action.** This option applies to persons who have stopped work as a result of socially motivated strike action.

**Suspension.** A person may be suspended from their employment as a disciplinary measure. This option covers such a situation.

**On Training or Course.** This option covers individuals away for a short period (less than 6 months) on training programmes or courses, but who are sure to resume their work at the conclusion of training.

**Q4.14 : Job Seeking in the Last 30 Days.** The preceding questions are designed to identify individuals in employment; the remaining questions under this section are aimed at establishing a distinction between unemployed and non-employed persons. They seek to establish, for each

individual who has not been in employment in the last 30 days, whether they are searching for work. The interviewer should record 1 if the response is “Yes” and 2 if it is “No”. *Please Note: the individual in question must not only be searching for employment, but must be taking steps demonstrating a desire to obtain employment. For example, s/he could have entered for or be preparing for an examination leading to employment; applied for a job at work sites; sought to borrow money from a relation to set up a business etc.*

**Q4.15 : Availability to Take up the Employment Sought.** This question aims to ascertain whether the individual is available to take up the employment being sought. The interviewer should enter the appropriate code corresponding to the subject’s response.

**Q4.16 : The Main Reason for Not Seeking for Employment in the Last 30 Days.** This question aims to establish the main reason why the individual has not gained employment and does not seek to do so. The interviewer should enter the appropriate code.

**Q4.17 : Duration of Unemployment.** The question aims to determine *the number of consecutive months* during which the individual was unemployed and whether or not s/he searched for employment during this period. The period in question may extend from the time of graduation from school to the present; from the time when the person moved to the town to the present etc. The interviewer may help the subject calculate the number of months based on the dates s/he has given.

**Q4.18 Period Spent in Seeking Employment.** This duration corresponds more closely to duration of unemployment. The number of consecutive months must also be taken into account. Please note the two examples below:

***Example 1.** Musa completed his studies in July 2006. He was job hunting for 6 months, until finally, in January 2007, he began his period of national service which lasted 24 months until December 2009. Since January 2010, Musa has once again been job hunting. By November 2010, he had been job hunting for 10 full months. The code 10 should therefore be entered against him, not counting the previous 6 months of unemployment.*

***Example 2.** Musa worked on his father’s farm in the village up till March 2009, at which time he decided to move to the town and stay with a distant relation. Between March 2009 and August 2009, he was job hunting with no success. He then decided to take up an apprenticeship from August 2009 to May 2010, during which time he learnt to drive and obtained his drivers’ licence. In July 2010, Musa began to look for a job as a driver. By November 2010, he had been job hunting for three full months.*

**Q4.19 : Types of Unemployment.** The persons concerned may be seeking their very first employment or may be job hunting because they have lost previous employment (dismissal, expiry of a contract, resignation etc.). The code for any person who has been previously employed, even in a menial capacity, is 2 and not 1.

**Q4.20 : Job Seeking Channels.** For each job seeking channel under consideration, the interviewer should enter code 1 if it has been used by the subject and 2 if not.

**Q4.21 : Means of Survival.** For all persons without work (unemployed or not-working), the interviewer should record their main means of survival. It should be noted that a person who works for only part of the year, and who has had no work in the last 30 days, may, for instance be living off his/her savings, or through indebtedness.

**Q4.22 : Paid Employment in the Last 12 Months.** Section B focuses on the characteristics of the main employment engaged in by the individual in question in the last 12 months. This question is designed to identify those persons with regular jobs who have not worked at that job in the last 30

days. They include salaried agricultural workers who are affected by seasonal unemployment. The interviewer should enter 1 for “Yes” and 2 for “No”. If the response is “Yes”, the interviewer may proceed to Part B. Please Note: The responses to this question should be consistent with those to questions 4.02, 4.04 and 4.06. In specific terms, if the response to one of the 3 preceding questions is “Yes”, the answer to question 4.22 must also be “Yes”.

**Part B: Main Employment.** This section describes the characteristics of the main employment in which the individual has been engaged in the last 12 months. Main employment is defined as the work on which the individual devotes most of his/her time, or which provides him/her with the highest remuneration. In general, for those persons holding down more than one job at the same time, if one job is in the modern sector (public administration, big companies etc.) and the other in the informal sector, main employment is deemed to be in the modern sector. This employment could be different from the employment held down in the last 30 days (for those persons engaged in seasonal work, for example).

**Q4.23 : Principal Profession, Trade or Employment Engaged in During the Last 12 Months.** The interviewer should indicate the employment, trade or profession engaged in by each working household member, clearly and in detail. The appropriate code should be selected from the nomenclature under “Code of Trades and Professions”. The employment/profession/trade name should be clearly entered in the left-hand column. The corresponding code should be entered in the right-hand column. The nomenclature for employment and professions is attached in annex to this manual. *Please Note: The code should be entered in the questionnaire only after the conclusion of the interview.*

**Q4.24 : Branch of Activity of the Employer During the Last 12 Months.** A branch of activity is defined as the principal activity engaged in by a company, or in other words, the type of product or service it provides. The interviewer should enter “Public Administration” against a person who, for instance, is an official in the Ministry of Finance, and “Beverage Manufacture” against a person who works for Niger Breweries, etc. The interviewer should enter the appropriate code, using the nomenclature for branches of activity. The name of the branch of activity should be clearly entered in the left-hand column; the corresponding code should be entered in the right-hand column. The nomenclature for branches of activity is attached in annex to this manual. *Please Note: The code should be entered in the questionnaire only after the conclusion of the interview.*

Branch of activity should be distinguished from profession. The two examples below illustrate this point:

**Example 1.** *Musa is a driver at the National Institute of Statistics; his profession is entered as driver, under 4.25; the branch of activity is entered as public administration under 4.26.*

**Example 2.** *Musa is a driver with the Niger Urban Transport Company, his profession is entered as driver under 4.25, and the branch of activity as transport under 4.26.*

**Q4.25 : Socio-professional Category (SPC).** The interviewer should ascertain the socio-professional category into which the subject fits within his/her area of employment and enter the appropriate code in the box provided. Workers are classified into two major categories according to SPC. Salaried workers are defined as persons who work for an employer of some description (an individual or a company) under conditions contained in a work contract (explicit or implicit) which lays down the amount payable as daily, weekly or monthly remuneration, or as commission etc. Non-salaried workers are mainly defined as self-employed persons. This category also includes trainees and family help. The different SPC options are defined below:

**Senior Management Staff.** This category is comprised of the senior management executive of a company/public administration office, or the senior staff who carry out planning functions, or fill



positions of responsibility in the capacity of Director, Head of Division, Head of Section, Head of Research, Head of Production, Head of Maintenance, Doctor, University Professor, Secondary School Teacher, College Lecturer etc. The classification for such persons under the public administration Scheme of Service is Category A1 and A2, or Categories 10 to 12 of the collective wage structure.

**Middle Management Staff/Supervising Officer.** This category is comprised of the middle-level staff assisting senior management. They are responsible for monitoring and control of the implementation of the plans formulated at senior management level, and include foremen, senior technicians, project organisers, State-registered nurses, teachers etc. The classification for such persons under the public administration Scheme of Service is Category A3 and B, or Categories 8 and 9 of the collective wage structure.

**Worker/Skilled Worker.** This category is comprised of persons who have received special workplace training, and includes workers whose qualification level is that of the CAP (certificate of professional aptitude). These include, for example, accounts assistants, registered nurses, teaching assistants etc. The classification for such persons under the public administration Scheme of Service is Category C, or Categories 6 and 7 of the collective wage structure.

**Unskilled Worker/Employee.** This category is comprised of persons who have received only limited specialized workplace training, and includes, for example, CAP-level workers. The classification for such persons under the public administration Scheme of Service is Category D, or Categories 4 and 5 of the collective wage structure.

**Laborer.** This category is comprised of salaried workers with no specific qualification, such as dock hands, orderlies (messengers), usherettes, security guards etc. their classification under the collective wage structure is under Categories 1, 2 and 3.

**Employer.** A person is defined as an employer when his/her production unit employs at least one salaried worker (excluding apprentices, trainees and family help.).

**Self-employed Worker.** A person is defined as self-employed if s/he works alone or only with the help of family and apprentices, and without salaried workers. Employers and self-employed workers are described as independent workers.

**Family Help.** This category is comprised of workers employed in micro-enterprises owned by their own household (stall, small shop, small-scale craft etc.), in which they are not the employers. In general, they do not receive a fixed remuneration. The counterpart for their labor is often in kind (accommodation, food etc.). Family help should not be confused with household help, who, because they are salaried, are often classified as laborers in terms of SPC. *Please Note: A family help never works in the household; s/he always works in an enterprise owned by the household. The household help on the other hand, works for a household which is not his/her own.*

**Apprentice.** This is a person who is admitted into an enterprise in order to acquire professional training. An apprentice may or may not receive remuneration.

*Please Note: the SPC is not always linked to a qualification. The SPC classification for a young person holding a Masters Degree in Management, who is searching for employment commensurate with his/her qualification, but is meanwhile working on his/her own as a fruit seller, is "Self-employed worker", not "Senior executive". A person with a CAP in Accountancy who has been working in the same company for 20 years and risen through the ranks to become "Head of Accounts" is a Senior Officer, whereas a woman who has just been awarded her CAP and who is working in the same company as an Accounts Assistant, is classified as a "skilled worker".*

**Q4.26 : Principal Employer.** The interviewer should enter the code for the structure which is employing the person in the given form of employment. It may be useful to make some clarification in this issue.

**State/Local Authority.** This applies to persons working in the central public administration (Ministry etc.) or in a local authority (regional, Departmental) or in communal services.

**Public Enterprise.** Employees of public enterprises are persons working in enterprises in which the Niger Government holds majority shares (ORTN, NIGELEC, SONITEL etc.)

**Large-scale Private Company.** These are private limited companies, limited liability companies, modern establishments etc.

**Individually-owned Enterprise.** These are neither limited companies nor limited liability companies. They are often individually-owned small production or commercial units (small shop, carpentry workshop, tailoring shop, repair shop etc.) which may even be itinerant or home-based.

**Association.** An association may be a group of trade unions, cooperatives, national NGOs etc. However, international NGOs (MSF, Care International) are classified as international organizations.

**Household.** A household may employ what is commonly known as household staff (cook, servant, security guard, gardener, driver ...). These persons should be classified under “Household” if they are employed in a home and not in a household-owned enterprise. To return to the example of a driver, if Mr. Amadou employs Mr. Musa as his personal driver (who takes the children to school, takes Mrs. Amadou to the market etc.), Mr Musa’s profession is classified as “Driver”, under the branch “services rendered to a household”, with “Household” recorded as the employer. Please Note: a family help works in an individually-owned company; a family help does not work in the household. *If a family or household member helps with the household chores, this is not considered to be employment.*

**International Organization.** This applies to a persons working in one of the major international organizations (World Bank, UNDP, FAO, WFP etc.), especially those within the United Nations System, in Embassies and international NGOs.

**Q4.27 : Staff Strength of Companies.** The interviewer should enter the code representing the staff strength of the company against each household member or individual employed by the company. Only the Head of the company and salaried staff are included in this head count. In other words, family help, apprentices and trainees are excluded.

**Q4.28 : Employment Status.** The appropriate code should be entered against the individual’s employment status.

**Contractual.** A job is defined as contractual if the individual engaged in it has worked for at least 6 months, and is party to a contract specifying the date on which the employment lapses.

**Temporary.** A job is defined as temporary if the individual engaged in it works for a very short period of generally less than 6 months.

**Q4.29 : Number of Months Actually Spent in Current Employment.** Some persons may be engaged in seasonal employment, while others may have recently taken up new employment, while still others may have lost their jobs during the course of the year. The question aims to determine the number of months during which the individual has actually worked. For those persons who are on statutory leave (annual, maternity leave etc.), leave time is counted as working time.

**Q4.30 : Length of Working Day in the Last 12 Months.** The interviewer should enter the number of hours spent daily by the individual on his/her job during the last 12 months. Some home-based independently-run activities are carried out by the individual at the same time as his/her domestic duties, and there is a tendency to overvalue the amount of time spent on the job. The interviewer must therefore help the subject to assess the number of hours actually spent in his/her work.

**Q4.31 : Length of Working Week in the Last 12 Months.** The interviewer should ask each working household member the number of days usually spent by him/her on his/her job during the last 12 months.

**Q4.32 : Income Derived from Employment.** The interviewer should ask each working household member the amount of income (in FCFA) s/he derives from his/her employment and record said amount and the appropriate code for amount of time. *Please Note: The income of independent workers is not always easy to determine. For such workers it is advisable to calculate income (on the basis of time spent on the job – day, week, month etc.) by calculating surplus to the worker after deduction of charges from the amount realized from sales. Example 2 under Section 3.2 should be revisited in this regard. For those individuals with zero income (for example family help) the code to be entered is zero.*

**Q4.33 : Benefits Derived from Employment.** Questions 4.33 and 4.34 are designed to determine the benefits accruing to the individual in addition to his/her salary. This question helps to identify such benefits in order to more accurately compute the answer to Question 4.34. For each one of the benefits enumerated, the interviewer should enter 1 for “Yes” and 2 for “No”. There are 8 columns in all, each representing a specific benefit.

**Q4.34 : Monetization of Benefits Derived from Employment.** The interviewer should first of all use the responses to the previous question to eliminate all benefits associated with salary. For many salary earners in public administration, housing allowances, for example, are built into the salary. When all salary-related benefits have been eliminated, evaluation of the monetary value of benefits may proceed. It may be necessary to assess all allowances on an annual basis, since they are payable at different intervals. For example, if a person is paid a family allowance of FCFA10,000 every quarter, and an education allowance of FCFA 50,000 once a year, his/her annual family allowance is FCFA 40,000, and his/her annual education allowance is FCFA 50,000, making a total of FCFA 90,000. The figure 90,000 should be entered under “amount” and 4 under “unit”.

**Q4.35 : Food Received as Counterpart for Employment.** Some employees may receive food as part of the conditions of their employment. This is characteristic of the conditions for unpaid apprenticeship. The question is to evaluate the amount involved. The code for a worker who receives food as part of the conditions of his/her employment is 1, and 2 if s/he does not. *Please Note: Consumption of own farm products is not considered to be a benefit in the form of food.*

**Q4.36 : Monetization of Food Received as Counterpart for Employment.** If an amount is fixed as payment for a given period (for example FCFA 300 per day; FCFA 5,000 per month), monetization is easily achieved. However, if said amount is variable, it is more difficult. Whatever the case, frequency and amount must be factored into monetization on a monthly or annual basis.

**Q4.37 : Employment in the Same Enterprise.** The interviewer should enter the code 1 to indicate that the subject was employed in the same enterprise 12 months earlier. If s/he was employed, but in an enterprise other than the one in which s/he is currently employed, the code is 2. If the subject was not working 12 months earlier (for example if s/he was job hunting; was a student or school boy/girl with no employment etc.), code 3 should be entered for “Not Applicable”.

**Q4.38 : Employment in the Same Capacity within the Same Enterprise.** The question aims to establish, for those persons who have been employed by the same enterprise for at least 12 months,

whether they have worked in the same capacity, or whether they have changed functions. An accountant working in the same enterprise, who was responsible for wages, and moved to billing, is deemed to have changed employment. A person working as Secretary to the Head of Division, who becomes Secretary to the Director, is also deemed to have changed employment.

**Q4.39 : Wage Variations.** The question aims to determine variations in income for persons who were in employment 12 months ago. The appropriate code should be entered against the finding. The income under consideration is income derived from the job and not total income realized by the subject. *The code for “Not Applicable” is reserved for individuals who are working without pay, such as family help.*

**Q4.40 : Taxes.** The question aims to determine whether or not tax is deducted at source from the individual concerned in order to evaluate net income. 1 should be entered to indicate “Yes” and 2 to indicate “No”.

**Q4.41 : Retirement Benefits.** The interviewer should ask whether, in this job, the individual concerned contributes to his/her retirement benefits, and enter the appropriate code.

**Q4.42 : Paid Leave.** The interviewer should ask whether the individual concerned is entitled to a number of annual leave days in this job, during which time his/her remuneration continues to run, and enter the appropriate code.

**Q4.43 : Sick Leave.** The interviewer should ask the subject whether s/he is entitled to a number of days’ sick leave annually in this job, during which time his/her remuneration continues to run, and enter the appropriate code.

**Q4.44 : Health Insurance.** The interviewer should ask the subject whether, under the terms of his/her employment, the enterprise by which s/he is employed has taken out health insurance on him/her and enter the appropriate code.

**Q4.45 : Free or Subsidized Medical Treatment.** The interviewer should ask the subject whether, in this job, s/he is entitled to free or subsidized medical care, and enter the appropriate code.

**Q4.46 : Conclusion of a Work Contract.** The question is designed to ascertain whether the subject has concluded a work contract (written or verbal; time-bound or of indeterminate duration). The interviewer should enter 1 for “Yes” and 2 for “No”.

**Q4.47 : Trade Unionism.** The question is designed to establish whether there is a trade union in the company where the subject works. The interviewer should enter 1 for “Yes” and 2 for “No”.

**Q4.48 : Membership of a Trade Union.** Where there is a trade union, the interviewer should ask whether the subject is a member, and enter 1 for “Yes” and 2 for “No”.

**Q4.49 : Main Employment Over the Last 30 Days.** As previously observed, some persons will have worked at more than one job in the last 12 months. They may work for another individual (for example a woman farmer who weaves mats outside of agricultural seasons); or work at more than one job at the same time (for example a secondary school lecturer who gives private lessons at the weekend). The individual’s main employment in the last 12 months may therefore be different from their work in the last 30 days. If the subject’s main employment remains the same, the interviewer should enter 1 for “Yes” and 2 for “No”, even though they may have been employed over the last 12 months. Code 3 should be entered to signify “Not Applicable”. *Please note: if the response is “No”, meaning that the subject has worked at two different jobs over the last 12 months, the interviewer should proceed to Section 4C.*

**Q4.50 : Other Employment.** If the individual has been engaged in employment other than that which was recorded under the last Section, the interviewer should enter 1 for “Yes” and 2 for “No”. If the response is “No”, the interviewer should proceed to Section 4D. If the response is “Yes”, s/he should proceed to Section 4C. *Please Note: some individuals may hold secondary jobs which they do not consider to be “real” employment. There is therefore a tendency to underestimate the volume of secondary jobs. The interviewer must not be content to simply put the question to the subject; s/he must make sure s/he understands that all income-generating activities (agricultural activities, petty trading, make-up/refresher classes, private consultancy projects executed by public administration officials etc.) are all classified as employment.*

### **Part C : Secondary Employment Over the Last 12 Months.**

**For Questions Q4.51 to Q4.65, the instructions below are similar to those given for the corresponding questions under Section 4B.**

**Q4.51 : Principal Profession, Trade or Employment Engaged in during the Last 12 Months.** The interviewer should indicate the employment, trade or profession engaged in by working household members clearly and in detail, as for Question 4.23. The appropriate code should be selected from the nomenclature under “Codes of Trades and Professions”. The employment/profession name should be clearly entered in the left-hand column. The corresponding code should be entered in the right-hand column. The nomenclature for employment and professions is attached in annex to this manual. *Please Note: The code should be entered in the questionnaire only after the conclusion of the interview.*

**Q4.52 : Branch of Activity of the Employer During the Last 12 Months.** A branch of activity is defined as the principal activity engaged in by a company, or in other words, the type of product or service it provides. The interviewer should enter “Public Administration” against a person who, for instance, is an official in the Ministry of Finance, and “Beverages Manufacture” against a person who works for Niger Breweries etc. The interviewer should enter the appropriate code, using the nomenclature for branches of activity. The name of the branch of activity should be clearly entered in the left-hand column. The nomenclature for branches of activity is attached in annex to this manual. *Please Note: The code should be entered in the questionnaire only after the conclusion of the interview.*

**Example 1.** *Musa is a driver at the National Institute of Statistics; his profession is entered as “driver” under 4.53; the branch of activity is entered as “public administration” under 4.52.*

**Example 2.** *Musa is a driver with the Niger Urban Transport Company, his profession is entered as “driver” under 4.51, and the branch of activity as “transport” under 4.52.*

**Q4.53 : Socio-professional Category (SPC).** The interviewer should ascertain the socio-professional category into which the subject fits within his/her area of employment and enter the appropriate code in the box provided. Workers are classified into two major categories according to SPC. Salaried workers are defined as persons who work for an employer of some description (an individual or a company) under conditions contained in a work contract (explicit or implicit) which lays down the amount payable as daily, weekly or monthly remuneration, or as commission etc. Non-salaried workers are mainly defined as self-employed persons. This category also includes trainees and family help. The different SPC options are defined below:

**Senior Management Staff.** This category is comprised of the senior management executives of a company/public administration office, or senior staff who carry out planning functions, or fill positions of responsibility in the capacity of Director, Head of Division, Head of Unit, Head of Research, Head of Production, Head of Maintenance, Doctor, University Professor, Secondary School

Teacher, College Lecturer etc. The classification for such persons under the public administration Scheme of Service is Category A1 and A2, or Categories 10 to 12 of the collective wage structure.

**Middle Management Staff/Supervising Officer.** This category is comprised of the middle-level staff assisting senior management. They are responsible for monitoring and control of the implementation of the plans formulated at senior management level, and include foremen, senior technicians, project organizers, State-registered nurses, teachers etc. The classification for such persons under the public administration Scheme of Service is Category A3 and B, or Categories 8 and 9 of the collective wage structure.

**Worker/Skilled Worker.** This category is comprised of persons who have received special workplace training, and includes workers whose qualification level is that of the CAP (certificate of professional aptitude). It includes, for example, accounts assistants, registered nurses, teaching assistants etc. The classification for such persons under the public administration Scheme of Service is Category C, or Categories 6 and 7 of the collective wage structure.

**Unskilled Worker/Employee.** This category is comprised of persons who have only received limited specialized workplace training, and includes, for example, CAP-level workers. The classification for such persons under the public administration Scheme of Service is Category D, or Categories 4 and 5 of the collective wage structure.

**Laborer.** This category is comprised of salaried workers with no specific qualification, such as dock hands, orderlies (messengers), usherettes, security guards etc. their classification under the collective wage structure is in Categories 1, 2 and 3.

**Employer.** A person is defined as an employer when his/her production unit employs at least one salaried worker (excluding apprentices, trainees and family help.).

**Self-employed Worker.** A person is defined as self-employed if s/he works alone or only with the help of family and apprentices, and without salaried workers. Employers and self-employed workers are described as independent workers.

**Family Help.** This category is comprised of workers employed in micro-enterprises owned by their own household (stall, small shop, small-scale craft industry etc.), in which they are not the employers. In general, they do not receive a fixed remuneration. Counterpart for their labor is often in kind (accommodation, food etc.). Family help should not be confused with household help, who, because they are salaried, are often classified as laborers in terms of SPC. *Please Note: A family help never works in the household; s/he always works in an enterprise owned by the household. The household help on the other hand, works for a household which is not his/her own.*

**Apprentice.** This is a person who is admitted into an enterprise in order to acquire professional training. An apprentice may or may not receive remuneration.

*Please Note: the SPC is not always linked to a qualification. The SPC classification for a young person holding a Masters Degree in Management, who is searching for employment commensurate with his/her qualification, but is presently working on his/her own as a fruit seller, is "Self-employed worker", not "Senior Management staff". A person with a CAP in Accountancy who has been working in the same company for 20 years and risen through the ranks to become "Head of Accounts" is a Senior Officer, whereas a woman who has just been awarded her CAP and who is working in the same company as an Accounts Assistant, is classified as a "skilled worker".*

**Q4.54 : Principal Employer.** The interviewer should enter the code for the structure which is employing the person in the given form of employment. It may be useful to make some clarification in this issue.

**State/Local Authority.** This applies to persons working in the central public administration (Ministry etc.) or in a local authority (regional, Departmental) or in communal services.

**Public Enterprise.** Employees of public enterprises are persons working in enterprises in which the Niger Government holds majority shares (ORTN, NIGELEC, SONITEL etc.)

**Large-scale Private Company.** These are private limited or limited liability companies, modern establishments etc.

**Individually-owned Enterprise.** These are neither limited companies nor limited liability companies. They are often individually-owned small production or commercial units (small shop, carpentry workshop, tailoring shop, repair shop etc.) which may even be itinerant or home-based.

**Association.** An association may be a group of trade unions, cooperatives, national NGOs etc. However, international NGOs (MSF, Care International) are classified as international organizations.

**Household.** A household may employ what is commonly known as household staff (cook, servant, security guard, gardener, driver). These persons should be classified under “Household” if they are employed in a home and not in a household-owned enterprise. To return to the example of a driver, if Mr. Amadou engages Mr. Musa as his personal driver (who takes the children to school, takes Mrs. Amadou to the market etc.), Mr Musa’s profession is classified as “Driver”, under the branch “services rendered to a household”, with “Household” entered as the employer. Please Note: a family help works in an individually-owned company; a family help does not work in the household. *If a family or household member helps with the household chores, this is not considered to be employment.*

**International Organization.** This applies to a person working in one of the major international organizations (World Bank, UNDP, FAO, WFP etc.), especially those within the United Nations System, in Embassies and international NGOs.

**Q4.55 : Number of Months Actually Spent in Current Employment.** Some persons may be engaged in seasonal employment, while others may have recently taken up new employment, while still others may have lost their jobs during the course of the year. The question aims to determine the number of months during which the individual has actually worked. For those persons who are on statutory leave (annual, maternity leave etc.), leave time should be counted as working time.

**Q4.56 : Length of Working Day in the Last 12 Months.** The interviewer should enter the number of hours spent daily by the individual in his/her job during the last 12 months. Some home-based independently-run activities are carried out by the individual at the same time as their domestic duties, and there is a tendency to overvalue the amount of time spent on the job. The interviewer must therefore help the subject to assess the number of hours actually spent in his/her work.

**Q4.57 : Length of Working Week in the Last 12 Months.** The interviewer should ask each working household member the number of days usually spent by him/her in his/her job during the last 12 months.

**Q4.58 : Income Derived from Employment.** The interviewer should ask each working household member the amount of income (in FCFA) s/he derives from his/her employment and record said amount and the appropriate code for amount of time. *Please Note: The income of independent workers is not always easy to determine.* Example 2 under Section 3.2 should be revisited in this regard.

**Q4.59 : Employment in the Same Enterprise.** The interviewer should enter the code 1 to indicate that the subject was employed in the same enterprise 12 months earlier. If s/he was employed, but in

an enterprise other than the one in which s/he is currently employed, the code is 2. If the subject was not working 12 months earlier (for example if s/he was job hunting; was a student or school boy/girl with no employment etc.), code 3 should be entered for “Not Applicable”.

**Q4.60 : Employment in the Same Capacity in the Same Enterprise.** The question aims to establish, for those persons employed by the same enterprise for at least 12 months, whether they have worked in the same capacity, or whether they have changed functions. An accountant working in the same enterprise, who was responsible for wages, and moved to billing, is deemed to have changed employment. A person working as Secretary to the Head of Division, who becomes Secretary to the Director, is also deemed to have changed employment.

**Q4.61 : Wage Variations.** The question is designed to determine the variations in income for persons who were in employment 12 months ago. The appropriate code should be entered against the finding. *The code for “Not Applicable” is reserved for individuals who are working without pay, such as family help.*

**Q4.62 : Taxes.** The question is designed to determine whether or not tax is deducted at source from the individual concerned in order to evaluate net income. 1 should be entered to indicate “Yes” and 2 to indicate “No”.

**Q4.63 : Bonuses and Incentives.** The interviewer should ask the subject whether, in his/her place of employment s/he is entitled to bonuses and incentives or any form of commission. Bonuses may be granted on a daily, weekly, monthly, quarterly or annual basis. The interviewer should enter 1 for “Yes” and 2 for “No”.

**Q4.64 : Trade Unionism.** The question aims to establish whether there is a trade union in the company where the subject works. The interviewer should enter 1 for “Yes” and 2 for “No”.

**Q4.65 : Membership of a Trade Union.** Where there is a trade union, the interviewer should ask whether the subject is a member, and enter 1 for “Yes” and 2 for “No”.

**Q4.66 : Other Employment.** If the individual has been engaged in employment other than that which was recorded under 4B and 4C, the interviewer should enter 1 for “Yes” and 2 for “No”. If the response is “No” the interviewer may proceed to Section 4D, bearing in mind that all forms of employment must be considered.

**Q4.67 : Total Remuneration for Other Employment.** For those persons who have other employment, the interviewer should evaluate total remuneration deriving from this employment. This is a daunting exercise because some jobs may be salaried, with fixed remuneration, while others are not salaried (independent jobs in particular). In the interests of accuracy, it is advisable for the interviewer to draw up a list of the jobs under consideration (there should not be that many), and for each one, evaluate total remuneration, using the methods advocated for similar questions under Sections 4B and 4C. The grand total should represent total remuneration. In general, where several jobs are involved, it is more practical to calculate total remuneration on an annual basis.

**Part D : Search for Additional Employment.** This part is concerned with persons already in employment who are seeking jobs, either as a change, or in order to hold down more than one job.

**Q4.68 : Search for Additional Employment.** The question is designed to establish whether the subject has taken concrete steps to obtain additional employment in the last 30 days. The interviewer should enter 1 for “Yes” and 2 for “No”. If the response is “No” the interviewer may proceed to Part E. *Please Note: the individual in question must not only be searching for employment, but must be taking steps demonstrating a desire to obtain employment. For example, s/he could have entered for*



*or be preparing for an examination leading to employment; applied for jobs at work sites; sought to borrow money from a relation to set up a business etc.*

**Q4.69 : Job Seeking Channels.** For those individuals who responded “Yes” to the previous question, the interviewer should ask the channels through which s/he conducted his/her additional job search and enter code 1 if it has been used by the subject and 2 if not.

**Q4.70 : Type of Additional Employment Sought.** For those individuals who responded “Yes” to Question Q4.68, the interviewer should ask the type of additional employment sought during the last 30 days, and enter the code for the response in the appropriate box.

**Q4.71 : Main Reason for Seeking Additional Employment.** The interviewer should indicate the main reason for which the individual is seeking additional employment and record it using the appropriate code.

**Part E : Work Schedule for the Last 7 Days.** The focus of this part is household activities. The interviewer should calculate the amount of time spent by the subject on specific activities, avoiding duplication in as far as possible. *Please Note: Some of the activities mentioned here could be carried out for purely commercial reasons, in which case, they should not be taken into account. For example, if a subject gathers firewood mainly for sale, the time spent on this activity is not included here, even if the household uses a little of that wood for cooking. Similarly, if a woman sells cooked food, the time she spends on the preparation of this food is not calculated under this section, even if some of the food is also used to feed the household.*

**Q4.72 : Gathering of Firewood.** The purpose of this question is to determine whether, in the last 7 days, the subject has spent some of his/her time gathering firewood for household use. The interviewer should enter “Yes” if the subject engages in this activity and “No” if s/he does not. *Please Note: If the wood is being gathered mainly for sale, the response to the question is “No”.*

**Q4.73 : Number of Days Spent on Gathering Firewood.** The purpose of the question is to establish, for those subjects who have engaged in this activity in the last 7 days, the number of days actually spent on it.

**Q4.74 : Time Spent on Gathering Firewood.** The purpose of this question is to establish, for those subjects who have engaged in this activity in the last 7 days, the number of hours spent daily on it.

**Q4.75 : Fetching of Water.** The purpose of this question is to establish whether the subject has spent some of his/her time fetching water for household use. The interviewer should enter “Yes” if the subject has engaged in this activity and “No” if s/he has not.

**Q4.76 : Number of Days Spent on Fetching Water.** The purpose of this question is to establish, for those subjects who have engaged in this activity in the last 7 days, the number of days actually spent on it.

**Q4.77 : Time Spent on Fetching Water.** The purpose of this question is to establish, for those subjects who have engaged in this activity in the last 7 days, the number of hours spent daily on it.

**Q4.78 : Household Cooking.** The purpose of this question is to establish whether in the last 7 days, the subject has spent some of his/her time cooking for the household. The interviewer should enter “Yes” if the subject has engaged in this activity and “No” if not.

**Q4.79 : Number of Days Spent on Household Cooking.** The purpose of this question is to establish, for those subjects who have engaged in this activity in the last 7 days, the number of days actually spent on it.

**Q4.80 : Time Spent on Household Cooking.** The purpose of this question is to establish, for those subjects who have engaged in this activity in the last 7 days, the number of hours spent daily on this activity.

**Q4.81 : Household Laundry.** The purpose of this question is to establish whether the subject has spent some of his/her time on the household laundry. The interviewer should enter “Yes” if the person has engaged in this activity and “No” if not.

**Q4.82 : Number of Days Spent on Laundry.** The purpose of this question is to establish, for those subjects who have engaged in this activity in the last 7 days, the number of days actually spent on it.

**Q4.83 : Time Spent on Laundry.** The purpose of this question is to establish, for those subjects who have engaged in this activity in the last 7 days, the number of hours spent on it daily.

**Q4.84 : Household Ironing.** The purpose of this question is to establish whether the subject has spent some of his/her time on household ironing. The interviewer should enter “Yes” if the person has engaged in this activity and “No” if not.

**Q4.85 : Number of Days Spent on Household Ironing.** The purpose of this question is to establish, for those subjects who have engaged in this activity in the last 7 days, the number of days actually spent on it.

**Q4.86 : Time Spent on Household Ironing.** The purpose of this question is to establish, for those subjects who have engaged in this activity in the last 7 days, the number of the number of hours spent on it daily.

**Q4.87 : Household Cleaning.** The purpose of this question is to establish whether the subject has spent some of his/her time on household cleaning. The interviewer should enter “Yes” if the subject has engaged in this activity and “No” if not.

**Q4.88 : Number of Days Spent on Household Cleaning.** The purpose of this question is to establish, for those subjects who have engaged in this activity in the last 7 days, the number of days actually spent on it.

**Q4.89 : Time Spent on Household Cleaning.** The purpose of this question is to establish for those subjects who have engaged in this activity in the last 7 days, the number of hours spent daily on this activity.

**Q4.90 : Household Marketing or Errands.** The purpose of this question is to establish whether the subject has spent some of his/her time on household marketing or errands. The interviewer should enter “Yes” if the subject has engaged in these activities and “No” if not.

**Q4.91 : Number of Days Spent on Household Marketing or Errands.** The purpose of this question is to establish, for those subjects who have engaged in these activities in the last 7 days, the number of days actually spent on it.

**Q4.92 : Time Spent on Household Marketing or Errands.** The purpose of this question is to establish for those subjects who have engaged in these activities in the last 7 days, the number of hours spent daily on this activity.

**Q4.93 : Private Study or Revision.** The purpose of this question is to establish whether the subject has spent some of his/her time on private study or revision. The interviewer should enter “Yes” if the subject has engaged in these activities and “No” if not.

**Q4.94 : Number of Days Spent on Private Study or Revision.** The purpose of this question is to establish, for those subjects who have engaged in these activities in the last 7 days, the number of days actually spent on them.

**Q4.95 : Time Spent on Private Study or Revision.** The purpose of this question is to establish, for those subjects who have engaged in these activities in the last 7 days, the number of hours actually spent on them daily.

#### **4.11. SECTION 9 : RETROSPECTIVE NON-FOOD HOUSEHOLD EXPENDITURE**

The household head, his/her spouse and all persons who transact expenditure may contribute to the completion of this section of the questionnaire.

##### **Part A to D : Non-Food Expenditure.**

**Q9.02 : Product Consumption.** The interviewer should enter “Yes” or “No” depending on whether this product was consumed by the household during the period under consideration. For all the products on the list, the interviewer should first ask this question and only proceed to Question 9.03 for items against which the response under Question 9.02 was “Yes”.

**Q9.03 : Amount of Expenditure.** If the response to Question 9.02 was “Yes”, the interviewer should record the relevant amount in FCFA.

#### **4.14. SECTION 12 : FOOD SECURITY**

The questions on food security should be answered preferably by the household head or his spouse, or any other adult household member with the relevant information on the subject.

**Q12.00 : ID Code (sequence number) of Respondent.** The interviewer should enter the sequence number of the principal respondent for this section.

**Q12.01 : Food Problem.** The interviewer should put the question and enter 1 one for “Yes” or 2 for “No”.

**Q12.02 : Evidence of Food Problems.** The interviewer should try to determine whether, in the last 7 days, any household member has had to face any of the food problems listed, and record the corresponding number of days.

**Q12.03 : Number of Meals Consumed per Day during the Last 7 Days.** The interviewer should try to establish the number of meals normally consumed by the household in the 7 days preceding the visit of the interviewer. *Please Note: The number of collective meals may vary from one day to the next. If such is the case, the interviewer should record the most frequently occurring number.*

**Q12.04: Insufficient Supply of Foodstuffs in the Last 12 Months if Applicable.** The question is designed to determine whether, in the last 12 months, there have been times when foodstuffs have been in insufficient supply in the household. The interviewer should enter 1 if the response is “Yes” or 2 if the response is “No”.

**Q12.05 : Months of Insufficient Food Supply.** If the response to the previous question was “Yes”, the interviewer should ask the subject to state the months in the last 12 months in which there was insufficient food supply, and enter 2 against each month.

**Q12.06 : Cause of Insufficient Food Supply.** If the response to Question Q12.04 was “Yes”, the interviewer should identify the three main causes for this insufficiency of foodstuffs during the last 12 months. The causes should be recorded in order of importance; in other words, the most important should be recorded as 1, and so on.

**Q12.07: Availability of stocks of grains for household consumption.** Ask if the household has stocks of grains for household consumption and write the corresponding code. The source of the stocks does not matter (household production, purchase, gifts, etc.)

**Q12.08: Number of days grain stocks for household consumption would last.** Ask the number of days that the grain stocks would cover in terms of household needs.

**Q12.09: Assessment of household living conditions.** Ask the respondent his/her assessment of the living conditions of the household and write the corresponding code. Write only the response provided and do not influence the respondent.

**Q12.10: Assessment of the living conditions for household in comparison to other households in the area.** Ask the respondent his/her assessment of the living conditions in comparison to other household in the same area or the same district and write the corresponding code. Write only the response provided and do not influence the respondent.

**Q12.11: Assessment of living conditions in comparison to households in Niamey.** Ask the respondent his/her assessment of the living conditions of household in in comparison to households in Niamey and write the corresponding code. Write only the response provided and do not influence the respondent.

**Q12.12: Assessment of standard of living of the household.** Ask the respondent his/her assessment of the household’s standard of living and write the corresponding code. Write only the response provided and do not influence the respondent.

**Q12.13: Poverty in Niger.** Ask the respondent if, according to him/her, Niger is or is not a poor country and write the corresponding code. Write only the response provided and do not influence the respondent.

**Q12.14: Principal causes of poverty.** Ask the respondent the 3 principal causes of poverty and write them in priority order. Write only the response provided and do not influence the respondent.

#### **4.15. SECTION 13 : FOOD CONSUMPTION IN THE LAST SEVEN DAYS**

The household head, his spouse and all persons who transact expenditure may contribute to filling this section of the questionnaire.

**Q13.02 : Consumption of a Product in the Last 7 Days, if Applicable.** For each one of the products listed, the interviewer should enter 1 for “Yes” or 2 for “No”. The products concerned may have been purchased by the household itself; taken from household own production (in the case of a farm) ; received in kind as a donation from some other household or from an institution (the State, an NGO etc.); received as counterpart for a job executed by a household member; or bartered. Consumption covers every eventuality. The interviewer should first put this question with reference to all the products on the list, and then proceed to Questions 13.03 to 13.06, which refer only to goods for which the response under Question 13.02 was “Yes”.

**Q13.03 : Total Quantity and Value of Product Consumed which was Purchased in the Last 7 Days.** For each product for which the response under Question 13.02 was “Yes”, the subject should be asked the total quantity of the product consumed which was purchased by the household. This amount

should be recorded in the left-hand column, in the unit indicated in the center column. The corresponding amount should be recorded in the right-hand column.

*Please Note - 1. For products purchased in the last 7 days which have been totally consumed in this period, there is no problem: the interviewer simply enters the corresponding quantity and amount. If a product was purchased prior to the last 7 days, only the quantities consumed in the last 7 days and the corresponding amounts should be recorded. For example, if the interviewer's visit to the household was on 8 July 2011, the 7-day period runs from 1<sup>st</sup> to 7<sup>th</sup> July 2011. If the household purchased a 50-kilo bag of rice on 2 July for FCFA 25,000, and if, between 3 and 7 July, a period of 5 days, the household consumed 10 kilograms of rice every day, the quantity of rice consumed is 10 kilograms, and the amount, FCFA 5,000. However, if the product is purchased during this period, but not consumed, it is not included in the consumption for the period. For example, if the same household purchases 5 kilograms of sugar cubes on 7 July for FCFA 3,750, and if none of the packets is opened, it is not included in the calculation for sugar consumption.*

*Please Note - 2. When a product is not consumed, in other words, if the response to Question 13.02 is "No", the other spaces for this line are left blank. However, when a product is consumed, in other words, if the response to Question 13.02 is "Yes", the columns under consumption are nil and the interviewer enters a zero.*

**Q13.04 : Total Quantity and Value of Product Consumed in the Last 7 Days which was taken from Household Own Production.** For each product for which the response under Question 13.02 was "Yes", the interviewer should ask the subject for the total of the quantity consumed which was taken from household own production. The quantity taken is entered in the left-hand column, in the unit indicated in the center column. In the right-hand column, the interviewer should indicate estimated market value of the product, even though it was taken from the stockpile produced by the household on its own farm. The product may have been produced several months earlier (in the case of millet, for example) or may have been brought in from the farm on the same day (in the case of fresh vegetables).

**Q13.05 : Total Quantity and Value of Product Consumed in the Last 7 Days which was Received as a donation or Counterpart for Work or by Barter.** For each product for which the response under Question 13.02 was "Yes", the subject should be asked total quantity of the product consumed which was received as a donation, counterpart for work, or through barter. The quantity received should be recorded in the left-hand column, in the unit indicated in the center column. The interviewer should indicate estimated corresponding market value of the product.

*Please Note: As in the case of purchased products, the household may receive stocks of food products from the State of Niger or from an organization, food stocks which could last several weeks. Only the quantities consumed in the last 7 days may be included in the calculation of consumption.*

#### **4.16. SECTION 14 : ADDITIONAL INFORMATION ON FOOD CONSUMPTION IN THE LAST SEVEN DAYS**

This section is linked to the last. It is designed to ascertain, for each group of product, whether at least one item was consumed, and how many times it was consumed. The responses to Section 13 should be referred to in responding to this section.

**Q14.02 : Number of Days on which the Product was Consumed.** For each group of product, the interviewer should indicate the number of days in the last 7, on which the product was consumed. A number of examples are given to clarify the point. If the interviewer visited the household on Thursday 24 February 2011, the 7-day period runs from Thursday 17 February to Wednesday 23 February 2011.

**Example 1.** *The household consumed millet every evening during this period. At midday, it sometimes consumed rice and at other times, sorghum. The response for the group “Cereals and Cereal Products” under Question 14.02 is 7 days because one of the products in the group – millet – was consumed every day.*

**Example 2.** *During the same 7-day period, the household consumed tomatoes and gumbo on Thursday 17<sup>th</sup>, tomatoes on Saturday 19<sup>th</sup> and Wednesday 23<sup>rd</sup>. No vegetables were consumed on any other day. The response for the group “Vegetables”, is 3 days under Question 14.2 because a product from this group – tomatoes – was consumed on 3 days. Gumbo was consumed on the same day as tomatoes therefore no additional day is counted against gumbo consumption.*

**Example 3.** *Still within the same 7-day period, the household consumed beef on Friday 18<sup>th</sup> and smoked fish on Wednesday 23<sup>rd</sup>. No meat or fish was consumed on any other day. The response for the group “Fish and Meat” is 2 days under Question 14.02 because two different products from the group were consumed on 2 different days.*

**Q14.03 : Consumption of the Product by a Non-member of the Household if Applicable.** If the household has shared meals with non-members, and particularly with visitors, during the last 7 days, 1 should be recorded for “Yes”, and 2 for “No” if not. These persons may be visitors staying in temporarily in the household or occasional guests.

**Q14.05 : Number of Days on which Meals were Shared with Non-members of the Household.** If meals were shared with non-members of the household during the last 7 days, the number of days on which any meal was shared should be recorded indicating the age group of the person(s) concerned.

**Example 1.** *If an individual aged 15, a nephew of the household head comes to visit for two weeks, he will have been in the household during the last 7 days, and shared all the meals taken by the household. Assuming that the household eats twice a day, the interviewer should enter the number 7 in the second line.*

**Example 2.** *The household head invites one of his friends to share Sunday lunch with the family. This person is 35 years old. The interviewer should enter 1 in the third line.*

**Q14.06 : Number of Meals Shared with Non-members of the Household.** If meals have been shared with non-members of the household in the last 7 days, the number of shared meals is recorded, indicating the age group of each of the persons concerned. To return to the examples given earlier, the interviewer should enter 14 on the second line for Example 1 and 1 on the third line for Example 2.

## 5. FINAL REMARKS

When the household questionnaire has been completed, the interviewer should continue the interview, using the agriculture/livestock questionnaire. However, before moving on, s/he must again check over the completed household questionnaire. The need to check the completed questionnaires as the interview proceeds cannot be over-emphasized; the end-of-interview check is even more important. It should also be recalled that certain items of information can only be provided at the end of the interview.

As part of the checking procedure, the interviewer must ensure that all sections of the questionnaire are completed and that not a single one has been overlooked (completeness check); s/he must also ensure that the every section of the individual questionnaire has been properly completed for every person. It is possible, for example, that some of the information needed to complete one of the individual sections (1 to 4), or even other sections (such as Section 5), could only be provided by a

particular individual who was absent at the time of interview. The subject may suggest that the interviewer proceed with the interview, pending the arrival of the absentee by the end of the interview. The onus is on the interviewer to ensure that these types of omission are repaired, and the information collected.

The interviewer must look over the questionnaire and check that the information it contains presents a coherent whole. There is a strong link between age and some sections of the questionnaire, and between certain questions and the age of certain individuals. For example, a child may turn out to be too young to have attained a certain level of education. The subject may have made a mistake in his/her statements, or the mistake may have been on the part of the interviewer when recording the subject's responses. The interviewer must carry out a further check on responses with this kind of error in mind. S/he must also check to eliminate inconsistencies between the ages declared for certain persons (parents and children). Other inconsistencies could occur in the links between employment (Section 4) and the individual enterprises (IEs) of the household (Section 5). If there is a head of enterprise and a self-employed worker in the household, there is necessarily an IE in the household, and the interviewer must check again to ensure that this kind of logical coherence is respected.

In addition to checks, some information, such as the date and time of conclusion of the collection exercise, the code for the result of the interview etc. can only be filled in at the end of the interview. Insertion of these items must be left until immediately after the checks referred to above, otherwise, the time for the end of the interview, for example, will be wrong.

## **VOLUME 2: AGRICULTURE QUESTIONNAIRE**



## **1. INTRODUCTION**

This document is an instruction manual for the guidance of interviewers working on the survey on household living conditions and agriculture (ECVM/A). This is the second volume of the series, and focuses on the administration of second visit agriculture/livestock questionnaires. Households visited are those already interviewed during the first visit. All such households will be covered, including those stating during the first visit that they were not engaged in livestock, tree crop etc. farming. For each sample household, the agriculture questionnaire should be completed after the household questionnaire (even where the subject declares that the household is not engaged in agriculture). The questions must be asked exactly as they appear in the questionnaire, making due allowance for any apparent inconsistencies the sequencing may create.

## **2. SPECIFICS OF AGRICULTURE QUESTIONNAIRE**

### **2.1 PRESENTATION**

Like the household questionnaire, the agriculture/livestock questionnaire is divided into sections and sub-sections. The different sections, numbering 8 in all, address the issues of access to land, rainy season agriculture, off-season agriculture (dry season), livestock, forestry, agricultural equipment, access to agricultural extension services, and climate change. The questionnaire is examined in detail in the section which lays down guidelines for its completion. The questionnaire presents a number of specific features which demand focus and vigilance on the part of the interviewer in order to ensure that the requisite information is collected satisfactorily. These specific features are outlined below:

- The survey involves two visits, the second of which is a continuation of the first. It is therefore important, when conducting interviews during the second visit, to examine and bear constantly in mind the data collected from the first visit. With specific regard to the sections on agriculture, data must be collected from the same plots of land. If there is any difference between the plots featured in the first and second visits, reasons must be adduced, and the necessary adjustments effected;
- In some cases agricultural information is collected at the level of the household, while in others, it is collected at that of the plot, and in still others, at that of the crops. Vigilance is necessary in all cases in order to ensure that the data collected is obtained from a statistically adequate unit. Similarly, data on livestock may be based either according to livestock type or according to household;
- Some plots belonging to the household may not be exploited by it; consequently, not all the plots identified in Section 1 (access to land) will necessarily be subject to the questions in the other sections (agricultural inputs, for example). There are many possible explanations for this: a household may have left a field fallow; a household may have lent its field to another household for the season (for example, because it lacks the means to, or may not want to exploit its field during the off-season). Such fields may be lent to other households for the duration; the household may have purchased a field for future use (for example the member(s) may be city dwellers purchasing fields to exploit later, on retirement), etc.
- Like the household questionnaire, and particularly those sections of it relating to food consumption, the agriculture/livestock questionnaire relies heavily on the memory of the subjects interviewed. It is therefore important for the interviewer to exercise patience and build up to his/her questions by asking auxiliary questions designed to help elicit accurate information. The interviewer must be careful in formulating his/her questions if s/he is to obtain the information desired.

In addition to the issues addressed above, agriculture is a technical domain, and it is important for the interviewer to familiarize him/herself with certain concepts in order to ensure that the information collected is good

## 2.2 CONCEPTS AND DEFINITIONS

**Farm.** A farm is defined as a technico-economic unit comprised of all the animals found in it and all the land used for full or partial agricultural production, and exploited by a household member alone, or in association with other persons who may or may not be household members, independently of their title of ownership, legal status, and the size and location of the plot;

The farm, seen as a unit of land, represents a group of cultivated plots and fallow land owned by a given farm manager, regardless of whether such plots constitute a contiguous area held by a single proprietor, or are scattered over different locations. The shared use of production means (Labor, structures, agricultural equipment, land etc.) by the farm is essential if the different plots are to be considered as comprising a single entity;

**Field.** A field is defined as a piece of land held by a single individual and exploited by one or more persons as a single farming unit. A field may be bounded by natural boundaries, and may comprise one or more plots. The natural boundary of a field may be a road, a waterway or a field belonging to another farm;

**Plot.** A plot is defined as a piece of land held by a single individual, which may correspond to a field or part of a field, and carries a single crop or a homogenous combination of crops. The following are a few examples:

- Example 1. Musa grows millet at both ends of his millet field and grows sorghum in the middle. The entire field is held by a single individual. This field is considered to be three plots because it is clearly divided into three parts, with each part carrying its own crop;
- Example 2. Musa grows millet in the first portion of his field, and his wife, Amina, grows millet in the second portion. This field is considered to be two plots, because it has been divided into two parts, each one capable of applying its own agricultural techniques;
- Example 3. Musa grows a combination of millet and maize on a portion of his field, and only millet on the second portion. In this case, the field is considered to be two plots;
- Example 4. During the off-season, Musa plants cabbages in 3 different beds. If the 3 beds are contiguous, they are considered as forming a single plot;
- Example 5. During the off-season, Musa plants cabbage in 3 different beds, two of which are contiguous. Between the two contiguous beds and the third, Musa's wife Amina has planted tomatoes. Musa is considered as having two plots of cabbage.

**Agricultural Household.** A household is defined as agricultural if at least one of its members is engaged in agriculture, in the broad sense of the term, without, however, being solely a salaried agricultural worker. Agriculture in the broad sense of the term covers at least one of the following production areas: rain-fed food crops or major crops, flood plain crops, vegetable crops, fruit crops, floral and ornamental plants, livestock.

**Farm Manager/Farmer.** The farm manager (FM) is the person responsible for the smooth functioning of the farm and for taking the major decisions concerning the use of available resources. S/he may take over direct operation of the farm as either the owner, or as a tenant, or s/he may operate *through the intermediary of an employee who is responsible for the day-to-day management of the farm*. Where two or more persons are jointly responsible for the operation of the farm, and all belong to the same agricultural household, only one of them (generally the household head or another senior member) may be considered as the farm manager. The farm manager may also be a woman.

**Family Help.** A family help is an unpaid individual who participates in the general operation of the farm.

**Permanent Salaried Agricultural Worker/Laborer.** A permanent salaried agricultural worker/Laborer is a paid individual whose services are regularly and continuously used on the farm (over a period of at least 6 months) during the farming season.

**Casual/Temporary or Seasonal Salaried Agricultural Worker/Laborer.** A casual/ temporary or seasonal salaried agricultural worker/Laborer is an individual who is hired to work once or more often during the agricultural year.

**Pure Crops.** A plot is said to be under a pure crop when it is planted with a single crop. This also refers to pure stands of crops or monoculture.

**Associated Crops.** Crop association is a method of cultivation in which farmers plant two or more crops in the same plot. Such crops are said to be associated or intercropped.

**Developed Area.** The concept of developed area may be applied to a plot or a crop.

- ***Developed area of a plot.*** When a plot carries an association/mixture of crops, the entire area of the plot is generally attributed to each of the associated crops, regardless of the area covered by each crop individually. The developed area of a plot is then said to be equal to the product of the physical area of the plot multiplied by the number of crops present in the association;
- ***Developed crop area or area of crop presence.*** Developed crop area or area of crop presence is the sum of the physical area covered by all the plots carrying the crop, regardless of the amount of the crop present in each plot.

**Production Area.** Production area corresponds to the area actually harvested for a given crop.

**Type of Tenure.** This refers to the legal status or right of occupancy or use of land (ownership, loan, rent etc...)

**Fallowing.** The practice of fallowing is that of resting land which has been under cultivation for a certain period in order to allow soil regeneration. A field which is left fallow is known as fallow land or a fallow field.

**Livestock Breeding:** The breeding, care and improvement of livestock or animals for slaughter, for profit;

**Livestock:** All bred animals.

**Stock:** Totality of livestock owned by a breeder or country;

**Large Ruminants:** Cattle and camels;

**Small Ruminants:** Sheep and goats;

**Pasture:** Grass-covered land on which animals are allowed to graze.

### 3. HOW TO COMPLETE THE QUESTIONNAIRE

This part of the manual provides guidelines for the completion of the questionnaire. It must be administered to each sample household. In order to complete this part of the questionnaire, the interviewer must interview the household head, his/her spouse, or a household member capable of

providing the requisite information. In some cases, it may be necessary to have more than one household member present at the interview.

## **SECTION 0: CONTROL INFORMATION**

Some of the variables in this section are simply to be copied from the household questionnaire. For those items of information which are not identical, such as the date and times of start and end of the collection exercise, the interviewer may still refer to the household questionnaire for guidance on how to proceed.

For information which is already contained in the household questionnaire, the interviewer is advised to fill this in at the end of the interview. Other variables such as the findings of the questionnaire can only be recorded at the end of the interview.

## **SECTION 1: AGRICULTURE – ACCESS TO LAND**

**Q1.1: Completion of the agriculture questionnaire for the first visit.** The subject is required to give a “Yes” or “No” answer to the question whether an agriculture questionnaire was completed by him/her during the first visit. The agriculture questionnaire should have been completed by all households during the first visit, including those households which are not engaged in agricultural activity. For these last, the answer to the first two questions (1.1 and 1.2) of this questionnaire will be No, and the interview will conclude at that point. *An agriculture questionnaire is deemed to have been completed only if the interview continues beyond Question 1.2.*

*If an agricultural questionnaire is completed as defined above, the answer is “Yes”, and the information on variables 1.3, 1.4, 1.5, 1.6, 1.7 and 1.9 for the first visit should be copied into the questionnaire. The second visit interview therefore begins from Question 1.10. If the variables 1.6, 1.7 and 1.9 were not recorded during the first visit, the team leader must take necessary measures to ensure that this is done.*

**Q1.2a: Practice of agriculture by at least one household member.** The question seeks to establish whether at least one household member is engaged in agricultural work. The appropriate code should be recorded.

**Q1.2b: Reason for failing to complete an agriculture questionnaire during the first visit.** The question tries to determine why an agriculture questionnaire was not completed, when at least one household member was engaged in agricultural work. If this was an oversight on the part of the interviewer, an agriculture questionnaire for the first visit must first be completed before continuing the interview for the second visit, beginning from Question 1.3. The procedure is the same if the questionnaire was not completed because the person involved in agricultural work was absent. If the questionnaire was not completed because no one in the household was involved in agricultural work at the time of the first visit, and the household member now concerned only joined the household after the first visit, then the interview should begin from Section 4.

*Please note: If, for a given household, certain variables (particularly GPS measurements of plots of land and the calculations of land area based on these measurements), were not recorded, they should now be filled in, with a comment indicating that the variables were recorded during the second visit.*

**Example 1. How to Enter Information on Plots of Land for the Second Visit using the Questionnaire from the First Visit**

**SECTION 1: AGRICULTURE – ACCESS TO LAND**

Did this household complete an agriculture questionnaire during the first visit?  1=Yes ► 1.3 2=No	Does at least one household member practice agriculture, regardless?  1=Yes 2=No ► Section 4	Why was no agriculture questionnaire completed during the first visit?  1=Oversight ► Visit 1 2=Absence of person concerned ► Visit 1 3=New arrival ► Section 4	Copy information under columns 1.3, 1.4, 1.5, 1.6 and 1.9 of the agriculture questionnaire (Section 1) for Visit 1. If no information has been recorded under columns 1.6, 1.7 and 1.9, these columns must first be completed. The interview should commence from column 1.10								
			F I E L D	Name Field (Place-name)  Please complete this column for all fields, enumerating all the plots in each field, before proceeding to the next line.	P L O T	GPS coordinates for the plot	Size of plot	How far is the plot (in km) from the family home?	What means of transportation do you generally use to get there?  1=On foot 2=Bicycle 3=Motorbike 4=Car 5=Cart 6=Donkey-back 7=Other	How long (in minutes) does it take to go from the family home to this plot using the means of transportation recorded under question 1.11?	
1.1.	1.2a	1.2b	1.3.	1.4.	1.5.	1.6.	1.7.	1.9.	1.10.	1.11.	1.12.
			1.	Field 1	1.	7.57863.	17.44384.	2180.			
			1.	Field 1	2.	7.57860.	17.44385.	2100.			
			1.	Field 1	3.	7.57859.	17.44380.	3412.			
			2.	Field 2	1.	7.57778.	17.44317.	2296.			
			3.	Field 3	1.	12.3736.	13.20842.	1443.			
			3.	Field 3	2.	12.37312.	13.20829.	2449.			

## SECTION 1: AGRICULTURE – ACCESS TO LAND

(1) Does the household, or one of its members, own agricultural land, meaning land belonging to him/her? 1=Yes (If “Yes”, proceed to 1.3) 2= No |1|

(2) Did the household, or one of its members, (during the last off-season or during this rainy season) farm agricultural land which s/he does not own? 1=Yes 2= No (If No, the questionnaire ends here) | |

F I E L D  N U M B E R	Name Field (Place-name)  Please complete this column for all fields, then for each individual field, and number all the plots. After completing the list of fields and plots, fill columns 1.6 to 1.50 for each plot before proceeding to the next one.  The list of plots should include those plots owned, farmed or left uncultivated by the household (either because they are being fallowed, or lent out to other households). This list should be followed by a list of all plots farmed, but not owned by the household; all plots used during the rainy and off-seasons should also be included.	P L O T  N U M B E R	GPS coordinates for the plot		Size of plot (in m2)		How far is the plot (in km) from the family home?	What means of transportation do you generally use to get there?  1=On foot 2=Bicycle 3=Motorbike 4=Car 5=Other	How long (in minutes) does it take to go from the family home to this plot using the means of transportation recorded under question 1.11?
			Longitude (E)	Latitude (N)	Farmers' s estimate	GPS			
<b>3.</b>	<b>4.</b>	<b>5.</b>	<b>6.</b>	<b>7.</b>	<b>8.</b>	<b>9.</b>	<b>10.</b>	<b>11.</b>	<b>12.</b>
1.	Field 1	1.	7.57863.	17.44384.	5000.	2180.	0.	1.	5.
1.	Field 1	2.	7.57860.	17.44385.	2500.	2100.	0.	1.	5.
1.	Field 1	3.	7.57859.	17.44380.	2500.	3412.	0.	1.	5.
2.	Field 2	1.	7.57778.	17.44317.	3500.	2296.	1.	1.	15.
3.	Field 3	1.	12.3736.	13.20842.	2000.	1443.	4.	3.	10.
3.	Field 3	2.	12.37312.	13.20829.	3400.	2449.	4.	3.	10.

**Q1.3: Field Number.** As was the case in establishing the composition of households, the interviewer must draw up a list of all the fields owned by the household. those which are owned by the household (which are presently under cultivation; those not being cultivated because they are lying fallow; those which are on loan or rent to other households) and fields which are not owned by the household but are being cultivated by it (fields on loan from other households). It should be recalled that a field is defined as a piece of land held by a single individual and exploited by one or more persons as a single farming unit. Numbering of the fields belonging (collectively or individually) to a household is sequential – in other words, it runs from 1 to n. Since plots are numbered according to field, it is advisable for the interviewer to draw up a list of all the fields and their place name on a separate sheet and transfer this information on to the questionnaire

**Q1.4: Place Name.** Places, locations and areas within a village are generally given local place names (*lieux-dits*). The place name for a field is the area in which it is to be found. For example, Gorou banda, Fondobon, Fakara, Issatché etc. This information helps the survey team to find its way and readily identify the area in which the fields are to be found, especially for measurement purposes. It also enables the household to differentiate between the fields it owns. However, it should be noted that different fields (belonging to the same household) may be located in the same *lieu-dit*.

**Q1.5: Plot Number.** The interviewer must, for each field, identify all the plots it contains and number them from 1 to n. It should be borne in mind that a field may comprise one or more plots.

**Q1.6 and Q1.7: GPS Coordinates of the Plot.** GPS coordinates (geographical) are the latitude (N) and longitude (E) readings shown on a GPS device. GPS coordinates are not taken at the time of the survey. The team leader should organize the recording of GPS readings for the different plots, taking into account their geographical location and the distance between the fields and the household residence.

**Q1.9: Area of the Plot According to GPS Measurements (in square meters,  $m^2$ ).** The area of the plot is calculated automatically by GPS and read from the screen of the device after it has gone round the plot. The interviewer simply records the findings.

**Q1.10: Distance (in km) between the plot and the family home.** The question seeks to establish the distance in km from the plot to the family home. This information should be provided by the respondent. Where the subject is unsure of the distance, the interviewer may be of assistance, using familiar village landmarks. *Please note: The variables for distance and time were not accurately recorded during the first visit; it is therefore important to obtain a more accurate reading of the variable for distance, using familiar village landmarks. The distance, as estimated by the respondent must be verified and corrected, using the team's GPS plot measurements where necessary.*

**Q1.11: Means of transportation.** The interviewer should ask the farmer what means of transportation is routinely used by workers to get to the plot which they are exploiting.

**Q1.12: Length of time spent traveling between the plot and the home.** The interviewer should ask the farmer how long it routinely takes (in minutes) to travel from the household home to the plot, using the means of transportation recorded under Question 1.11.

*Please note: As in the case of distance, this variable was unsatisfactorily recorded during the first visit. Where the response given by the subject is obviously inconsistent, the interviewer should raise the issue politely, seeking to elicit the most accurate response possible. The following are examples of some of the inaccurate responses recorded during the first visit:*

- i) The plot is 3 kilometers away, and it takes 651 minutes to get there on foot;*
- ii) The plot is 6 kilometers away, and it takes 10 minutes to get there on foot;*
- iii) The plot is 20 kilometers away, and it takes 1 minute to get there by car.*

Distance, means of transportation and the time taken to get to the plot must be factored together by the interviewer in order to ensure the accuracy of the responses given.

**Q1.51: Conflict arising in connection with the plot.** The interviewer must establish whether or not there is conflict surrounding each of the plots identified. Such conflicts may concern plot boundaries (*conflict with a neighbor*); ownership rights to the plot (*different heirs claiming ownership; a long-running mortgage on the plot to which different parties claim ownership rights, etc.*). The conflict may be recent or of long-standing, but may only be dated from the point of acquisition by the present owner. *in the case of an inherited plot, if the conflict surrounding the plot dates back to the father of the present owner and was resolved before acquisition of the plot by its present owner, this conflict cannot be taken into account.*

**Q1.52: Year (date) of most recent conflict.** For each plot, the interviewer should record the year in which the most recent conflict began. Example: 2001.

**Q1.53: Principal cause of conflict.** The interviewer should record the code for the principal cause of the dispute over the plot. Modalities are detailed below:

*Plot boundaries: Different parties are in dispute over the plot boundaries.*

*Ownership: Inheritance issues. As a result of a legacy, certain parties are in dispute with others over the right to enjoy this inheritance.*

*Ownership: Issues of sharing. The sharing of the plot is in dispute. The problem may arise as a result of a legacy, or of joint acquisition (through purchase, occupation of the plot after clearing the land, etc.).*

*Ownership: Issues arising from a sale. The proceeds of a sale are subsequently in dispute.*

*Ownership: Mortgage issues. A mortgaged plot has created problems between the owner who took out the mortgage and the person working the land, or between the heirs of either party following the death of one or other of them.*

*Problems with herdsmen: Conflict may arise with herdsmen claiming right of passage, grazing, water, etc.*

**Q1.54: Identity of the other party involved in the conflict.** The question identifies and records the code for the individual involved in the dispute with the professed owner or farmer of the plot.

**Q1.55: Impediment of activities on the plot as a result of conflict.** The question seeks to establish whether the conflict has led to a partial or total impediment of work on the plot. If the household has been unable to exploit the totality of the plot as a result of the conflict, this constitutes total impediment, and the answer to the question is “Yes”. The impediment may also be partial. If, for example, part of the plot is the subject of dispute (as in the case of a boundary dispute) and the farmer is unable to work the entire plot, the answer to the question is also “Yes”.

**Q1.56: Number of years during which the farmer has been prevented by the conflict from developing the plot.** If the conflict has prevented development of the plot for some time, the interviewer should establish and record the number of years involved.

**Q1.57: Resolution of the conflict.** The interviewer should ascertain and record whether or not the conflict has been resolved.



**Q1.58: Manner of conflict resolution.** The interviewer should identify and fill in the code which corresponds to the manner in which the conflict was resolved.

## **SECTION 2: AGRICULTURE – RAINY SEASON CROPS**

### **Section 2A. Rainy Season Inputs and workforce**

Section 2A is a continuation from Section 2a of the questionnaire for the first visit (numbering of the questions must therefore be sequential to that of the first visit questionnaire). The interviewer should begin by recopying the content of columns 1 to 4 under Section 2A from the first visit. The information copied must be consistent with Section 1. As previously, the information should be recopied (in the office?) before the interviewers go out into the field. After the information is filled in, the interviewer should then bar the lines which correspond to unused plots.

**Q2A.28a, Q2A.29a, Q2A.30a, Q2A.31a, Q2A.32a, Q2A.33a: Identification Number of household members who planted and tended the plot.** Using the list of household members (household questionnaire) as a reference, the interviewer should record the I.D. number of each household member identified as having worked, planting and tending the plot (ploughing, thinning, use of fertilizer, plant health products, etc.). This question must be asked for each household member. Usually, the person managing the plot also works on it. *Please note: this applies to household members and not the family.*

**Q2A.28b, Q2A.29b, Q2A.30b, Q2A.31b, Q2A.32b, Q2A.33b: Number of days spent planting and tending the plot.** The number of days actually spent working should be recorded against each household member having planted and tended the plot.

**Q2A.34a: Use of non-family Labor (Gayya/Bogou) to plant and tend the plot.** The interviewer should record the appropriate code for the use or otherwise of non-family (Gayya/Bogou) Labor to plant and tend the plot.

**Q2A.34b, Q2A.34c, Q2A.34d: Number of days for which non-family Labor (Gayya/Bogou) was used to plant and tend the plot.** The interviewer should record the total number of days for which each category of persons (men, women and children), worked on each plot of land. This exercise is designed to identify each individual involved in this work and the number of days worked by each.

**Q2A.34e: Cost of non-family Labor (Gayya/Bogou).** The exercise is designed to calculate total household expenditure on this activity. It frequently involves payment in kind (food and drink). The subject is required to calculate the total amount spent for the plot. Where the work involved covers several plots together, a pro rata division of cost may be made, according to the size of the respective plots, rounded off to the nearest whole unit. *Please note that amounts must be recorded in FCFA.*

**Q2A.35a: Use of non-family Labor other than Gayya/Bogou to plant and tend the plot.** This question applies to salaried Labor, or agricultural workers hired by the household to plant and tend the plot. The appropriate code indicating use or otherwise of non-family Labor for soil preparation work on the plot should be recorded against this question.

**Q2A.35b, Q2A.35c, Q2A.35d: Number of days for which non-family Labor other than Gayya/Bogou was employed for soil preparation work on the plot.** The interviewer should record the total number of days for which each category of persons (men, women and children), worked on each plot of land. This exercise is designed to identify each individual involved in this work and the number of days worked by each.

**Q2A.35e: Cost of non-family Labor other than Gayya/Bogou.** The exercise is designed to calculate total household expenditure on this activity. Expenditure on this form of Labor, unlike that for the

Gayya/Bogou, is most often in cash. The subject is required to calculate the total amount spent for the plot. Where the work involved covers several plots together, a pro rata division of cost may be made, according to the size of the respective plots, rounded off to the nearest whole unit.

**Q2A.36a, Q2A.37a, Q2A.38a, Q2A.39a, Q2A.40a, Q2A.41a: Identification number of household members having worked on the plot during harvesting.** Using the list of household members (household questionnaire) as a reference, the interviewer should record the I.D. number of each household member identified as having worked during the harvest season. This question must be asked for each household member. Usually, the person managing the plot also works on it. *Please note: this applies to household members and not the family.*

**Q2A.36b, Q2A.37b, Q2A.38b, Q2A.39b, Q2A.40b, Q2A.41b: Number of days spent working on the plot during the harvest season.** The number of days actually spent working should be recorded against each household member who worked on the plot during the harvest season.

**Q2A.42a: Use of non-family Labor (Gayya/Bogou) during the harvest season.** The appropriate code indicating the use or otherwise of non-family Labor (Gayya/Bogou) for harvesting should be recorded against this question.

**Q2A.42b, Q2A.42c, Q2A.42d: Number of days for which non-family Labor (Gayya/ Bogou) was used for harvesting.** The interviewer should record the total number of days for which each category of persons (men, women and children), worked on each plot of land. This exercise is designed to identify each individual involved in this work and the number of days worked by each.

**Q2A.42e: Cost of non-family Labor (Gayya/Bogou).** The exercise is designed to calculate total household expenditure on this activity. It frequently involves payment in kind (food and drink). The subject is required to calculate the total amount spent for the plot. Where the work involved covers several plots together, a pro rata division of cost may be made, according to the size of the respective plots, rounded off to the nearest whole unit. *Please note that amounts must be recorded in FCFA.*

**Q2A.43a: Use of non-family Labor other than Gayya/Bogou during the harvest season.** This question applies to salaried Labor, or agricultural workers hired by the household to work during the harvest season. The appropriate code indicating use or otherwise of non-family Labor during the harvest season should be recorded against this question.

**Q2A.43b, Q2A.43c, Q2A.43d: Number of days for which non-family Labor other than Gayya/Bogou was employed during the harvest season.** The interviewer should record the total number of days for which each category of persons (men, women and children), worked on each plot of land. This exercise is designed to identify each individual involved in this work and the number of days worked by each.

**Q2A.43e: Cost of non-family Labor other than Gayya/Bogou.** The exercise is designed to calculate total household expenditure on this activity. Expenditure on this form of Labor, unlike that for the Gayya/Bogou, is most often in cash. The subject is required to calculate the total amount spent for the plot. Where the work involved covers several plots together, a pro rata division of cost may be made, according to the size of the respective plots, rounded off to the nearest whole unit.

## **Section 2D: Other Charges Relating to Rainy Season Agricultural Activity**

This section covers other charges (not in terms of raw materials, but rather of intermediate consumer products) incurred in connection with rainy season agricultural activities on all the plots farmed by the household.

**Q2D.3: Charges incurred during the off-season** (June 2011 – November 2011). The appropriate code indicating whether the household has borne this type of charge for its off-season agricultural activities should be recorded against this question.

**Q2D.4: Number of payments made during this period.** The interviewer should ascertain the number of times the household has incurred this type of charge for all off-season agricultural activities.

**Q2D.5: Average amount of each payment.** The interviewer should record the average amount disbursed each time such a payment was incurred by the household. If only one payment was made, the amount involved should be recorded. Amounts must be recorded in FCFA.

**Q2D.6: Financing method adopted for payment of purchases.** The code which corresponds to the financing method adopted for each purchase should be recorded by the interviewer.

## **Section 2E. Quantification of Rainy Season Production According to Crop Type**

This section deals with rainy season agricultural production according to the types of crop cultivated on all the plots farmed by the household. The first step is for the interviewer to recopy columns 1 to 4 of Section 2A.

**Q2E.5: Name of crop.** The names of the different crops are recorded on page 16 of the questionnaire. The name for each crop must be recorded in full. The interviewer will have previously ascertained all the rainy season crops cultivated by the household.

**Q2E.6: Crop code.** The codes for the different crops are listed on page 16 of the questionnaire. The interviewer should record the appropriate code for each crop at the end of the interview. The interviewer will have previously ascertained all the rainy season crops cultivated by the household.

**Q2E.7a, Q2E.7b, Q2E.7c: Quantity harvested.** Quantity harvested should be recorded under Q2E.7a, using the local unit of measurement indicated under Q2E.7b. This quantity should be converted to kilograms and recorded under Q2E.7c. The question is designed to establish the quantity of the harvest from the plot only.

**Q2E.8: Loss of a part of production before the harvest.** Various factors may lead to the loss of a part of production, including flooding, drought, insect infestation, etc. If part of the production is lost for any reason, the interviewer should record 1 for “Yes”, or 2 for “No”.

**Q2E.9: Percentage of production lost before the harvest.** The subject should be asked the percentage of production of this crop which was lost before harvest. The household may be unable to give an estimate of such a percentage. The interviewer may assist by asking, for example, the portion of the field affected by the problem (a tenth, fifth, quarter, third, etc.). If the plot is adjacent to the dwelling, the interviewer may also ask the subject to show him/her the affected portion of the plot.

**Q2E.10: Main reason for the loss in production.** The interviewer must assess the loss and record the appropriate code.

**Q2E.11: Sale of part of the harvest.** The question is designed to establish whether part of the production is sold. The appropriate code should be recorded.

**Q2E.12a, Q2E.12b, Q2E.12c: Quantity sold.** Quantity sold is recorded under Q2E.12a, using the local unit of measurement indicated under Q2E.12b. This quantity must be converted to kilograms and recorded under Q2E.12c.

**Q2E.13: Proceeds from sales of this product.** The interviewer should calculate total proceeds from sales and enter the corresponding amount in FCFA. Proceeds must always be tied to product sales. The interviewer should find out the frequency of sales and proceeds realized from each sale, which should be deducted from total proceeds.

**Q2E.14: Identity of person or institution purchasing the product.** The interviewer should record the code for the person or institution who/which was the principal client for the sale of this product.

**Q2E.15: Number of sales of the product.** The interviewer should record the number of times sales of the product from this plot were made by the household.

**Q2E.16: Charges directly linked to the marketing of the product.** The question calculates charges directly linked to the sale of the product. Such charges include transportation costs (bus, cart, rickshaw, etc.), handling costs (docker, etc.).

**Q2E.17: Person controlling proceeds from sales.** The interviewer should identify the sequence number of the person who decides the use of proceeds realized from sales of the product. The sequence number for this person should be recorded.

**Q2E.18: Processing of production for sale or home consumption.** The household may have processed part of the production for subsequent sale or home consumption. If such is the case, the interviewer should record 1 for “Yes” or 2 for “No”, as applicable. Processing is defined as the transformation of a product to another product, for example from peanuts to oil; maize to meal, etc. This does not include processes such as the pounding of millet to make porridge.

**Q2E.19a, Q2E.19b: Quantity of product processed for sale or consumption.** Where a part of the product is processed, the amount processed is recorded under Q2E.19a, using the appropriate local unit of measurement indicated under Q2E.19b.

**Q2E.19c: Proceeds from sale of the processed product.** Part of the processed product may be earmarked for sale. The interviewer should endeavor to ascertain total sale amount and record the corresponding FCFA value.

**Q2E.20a, Q2E.20b: Quantity of product used for household consumption.** The quantity consumed should be recorded under Q2E.20a, using the corresponding local unit of measurement indicated under Q2E.20b. As in the case of the quantity for sale, it may be difficult to assess the quantity consumed. Auxiliary questions may need to be asked regarding the frequency of consumption, or the quantity consumed each time, in order to calculate total quantity consumed. The question refers to consumption of the raw, unprocessed product.

**Q2E.21a, Q2E.21b: Quantity of product in the form of donation to other households.** The quantity used as a donation to other households should be recorded under Q2E.21a, using the corresponding local unit of measurement indicated under Q2E.20b. 0 should be entered if the quantity is nil. If the quantity is nil, 1 is recorded. The interviewer should also ask whether donations have been made to neighbors, family members outside the household, friends, etc. An effort should be made to total the donations.

**Q2E.22a, Q2E.22b: Quantity of product reserved as seeds.** The quantity reserved as seeds should be recorded under Q2E.22a, using the corresponding local unit of measurement indicated under Q2E.20b. 0 should be entered if the quantity is nil.

**Q2E.23a, Q2E.23b: Quantity of product preserved for animal feed or other purposes.** The quantity preserved for animal feed should be recorded under Q2E.23a, using the corresponding local unit of measurement indicated under Q2E.23b. 0 should be entered if the quantity is nil.

**Q2E.24: Existence of stocks.** The interviewer should record the code indicating availability or otherwise of stocks. It should be noted that stocks relate to a given product and plot.

**Q2E.25: Main storage facilities for the harvest.** The interviewer should record the code which corresponds to the main storage facilities for the harvest of a given product.

**Q2E.26: Existence of protective measures for the stored harvest.** The interviewer must establish whether or not protective measures have been taken for the stored harvest and record the corresponding code.

**Q2E.27: Protective measures for the stored harvest.** The interviewer should record the code which corresponds to the protective measure taken for the stored harvest. *Spraying* is a form of treatment used for the protection of harvests against insect predation.

**Q2E.28: Principal reason for storage of the product.** The interviewer should record the code which corresponds to the reason for the storage of each product.

**Q2E.29a, Q2E.29b: Quantity currently in stock.** The quantity currently in stock is recorded under Q2E.29a, using the corresponding local unit of measurement indicated under Q2E.29b. 0 should be entered if the quantity is nil. If the quantity is nil, 0 is recorded. If stocks of the same product from all the different plots are combined, a pro rata evaluation of the production from each individual plot should be made.

**Q2E.30: Number of months for which product stocks are expected to last.** The interviewer should determine the number of months available stocks are expected to last. If the response is **less than a month**, 00 should be recorded.

## **SECTION 4: LIVESTOCK**

### **Section 4A. Size and Type of Livestock**

**Q4A.1: Ownership of animals.** The survey seeks to establish whether the household is engaged in livestock farming, in other words, if it breeds animals, or owns animals which it may not itself raise, but which it has, for example, given to other households to raise. The animals in question are cattle (oxen and other), sheep and goats (rams, ewes, he-goats, etc.), pigs, and poultry (chickens, ducks, pigeons, etc.). Rabbits and pets (cats and dogs) are not included. It must be emphasized that the household may own these animals and raise them themselves, own them and give them to other households, or raise animals given to them by other households.

***Please note:** The interviewer should not limit his/her enquiry to what is in plain sight or to the present state of affairs. For instance, the animals might not be on the farm at the time of his/her visit. Some animals could be out grazing, while others could have been sent to other households, etc. Nor should the interviewer limit his/her enquiries to the present, since the scope of the question covers the previous 12 months. The household could have owned livestock 6 months earlier, and at the time of the interviewer's visit not have any more animals for various reasons (sale, consumption, death, etc.). An exhaustive approach to the situation should therefore be adopted.*

**4A.2: Ownership of crossbreds or exotic animals.** The subject should be asked if the household owns exotic animals, and **1** recorded for a "Yes" answer and **2** for a "No". If the response is "No", then the next questions should focus exclusively on local breeds.

***NB:** Exotic breeds of animal are breeds which are foreign to and generally ill-adapted to the climatic conditions in Niger. Crossbreds are the result of crossing between local and exotic breeds of animal.*

**Q4A.5: Ownership of a type of animal.** For each type of animal, the interviewer should record a “Yes” or “No” answer for the question as to whether the household has owned or raised one in the last 12 months. The above instruction is applicable to each type of livestock. The different types are defined below:

**Ox.** Mammal of the bovine race, aged at least three years, male and neutered, generally reserved for consumption;

**Bull.** Mammal of the bovine race, aged at three years, male and not neutered, meaning that it is reserved for reproductive purposes;

**Cow.** Mammal of the bovine race, aged at least 4 years, female, having already given birth.

**Young bull.** Small bull aged from one to less than three years;

**Young bullock.** Small ox aged from one to less than three years;

**Heifer.** Female of the bovine race, aged at least 4 years, having never given birth.

**Calf.** Young bovine male aged less than a year.

**Cow calf.** Young female bovine yearling;

**Sheep.** Adult mammal of the ovine race, male and neutered;

**Ram.** Adult mammal of the ovine race, male and not neutered;

**Ewe.** Adult female mammal of the ovine race;

**Lamb/ewe lamb.** Mammal of the ovine race between birth and weaning. (Lambs and ewe lambs are classified as sheep/ram and ewes respectively depending on their gender).

**He-goat.** Male mammal of the caprine race;

**She-goat.** Female mammal of the caprine race;

**Camel.** Adult (aged more than two years) unneutered male or neutered adult;

**Female Camel.** Adult (aged more than two years);

**Young male or female camel.** Aged between 0 and 2 years.

**Q4A.6 and Q4A.7: Reasons for owning or breeding livestock.** For each type of animal, the interviewer should ask and record the codes which correspond to the two main reasons for owning or breeding the animals. The first reason should be recorded under Q4A.6 and the second under Q4A.7.

**Q4A.8: Animals raised by other households.** The interviewer should ask if the household owns animals which have been entrusted to one or more other households to raise, and enter **1** for “Yes” or **2** for “No”. It is important to review the entire list of animals, particularly those over which the household continues to exercise ownership rights. Animals which the household has given away to other households are not deemed to have been entrusted to their care.

**Q4A.9: Number of animals entrusted to other households.** The household may entrust all or some of its livestock to the care of other households. For each type of animal, the interviewer should ask and record in the appropriate column, the number of animals entrusted to other households. N.B. The aim is not to find out the number of animals entrusted by the household to other households several years earlier, but the number of animals it owns at the time of the survey, which have been entrusted to the care of other households. This number may be obtained by adding the number of animals entrusted to other households to those born in the households to which the animals were entrusted, less those withdrawn by the household from these other households.

**Q4A.10: Reason for entrusting livestock to the care of other households.** The aim of the question is to understand the reasons which led the household to entrust its animals to the care of other households. Some of these reasons have been listed, and the interviewer should simply record, against each type of animal, the code which corresponds to the main reason.

**Q4A.11: Number of animals owned by the household.** The interviewer should ask the subject to state, for each type of animal, the number actually owned by the household. The aim is to take a headcount of all the animals owned by the household, including those entrusted to other households.

**Q4A.12 to Q4A.15: Names and ID codes for the main proprietors of the animals.** The interviewer should, for each type of animal, ask and record the names and ID codes for the two principal household members who own animals. If one category of animal belongs to a single individual, the interviewer should record the sequence number for that individual in the first column, leaving the second column blank. It is important to note that a single animal may be owned by more than one individual.

**Q4A.16: Livestock possibly bred by the household during the previous 12 months.** The interviewer should endeavor to establish whether or not the household is breeding livestock at the time of his/her visit. These animals may either be owned by the household, or entrusted to it by other households. *if the household owns livestock, and has entrusted all of them to other households, and therefore does not raise them itself, the answer to this question is "No". However, the household must actually have entrusted its livestock to another household; in other words, the household to which the animals have been entrusted is responsible for all expenditure relating to the animals (feeding, watering, health, etc.). If the household hires a herdsman to care for its animals, then the animals remain under its responsibility, and the animals will not be deemed to have been entrusted to the herdsman.*

**Q4A.17, Q4A.21, Q4A.25, Q4A.29: ID Code for persons tending the livestock.** The interviewer should give ID codes to the individuals tending the animals. The ID code for the primary keeper is given under 4A.17. If there is a second keeper, his/her ID code should be recorded under 4A.21. Otherwise, the variables relating to the second person should be left blank. The procedure is the same for any other keepers.

**Q4A.18, Q4A.22, Q4A.26, Q4A.30: Number of months spent by the livestock keepers on this activity.** The interviewer should record the number of months spent by each individual mentioned under the above variable, on this activity during the previous 12 months. The number of months for the first individual should be recorded under 4A.18. If there is a second person tending the animals, the number of months should be recorded under 4A.22. Otherwise, the variables relating to the second person should be left blank. The procedure is the same for any other keepers.

**Q4A.19, Q4A.23, Q4A.27, Q4A.31: Average number of days per month spent by the livestock keepers on this activity.** The interviewer should record the average number of days per month spent by each individual mentioned in the above variable on this activity during the previous 12 months. The number of days for the first individual should be recorded under 4A.19. If there is a second person tending the animals, the number of days should be recorded under 4A.23. Otherwise, the

variables relating to the second person should be left blank. The procedure is the same for any other keepers.

**Q4A.20, Q4A.24, Q4A.28, Q4A.32: Average number of hours a day spent by the persons tending the animals on this activity.** The interviewer should establish the average number of hours a day spent by each of the individuals mentioned in the variable above on this activity during the previous 12 months. The number of hours a day for the first individual should be recorded under 4A.20. If there is a second person tending the animals, the number of days should be recorded under 4A.24. Otherwise, the variables relating to the second person should be left blank. The procedure is the same for any other keepers. There may be cases where the person works less than an hour a day. For a person who worked for 30 minutes, the number should be recorded as 0.5 hours, while for a person who worked for a quarter of an hour the number is 0.25 hours, etc.

**Q4A.33: Number of animals entrusted by other households.** The subject is expected to state, for each type of animal, the number of animals entrusted to the household by other households at the time of the interviewer's visit.

**Q4A.34 to Q4A.37: Benefits of raising livestock owned by other households.** For each of the benefits listed against each type of animal, the interviewer should record 1 to indicate that the household does indeed enjoy this benefit, or 2 if otherwise. It should be recalled that these questions refer only to households raising livestock which does not belong to them.

**Q4A.38: Number of animals owned 12 months previously.** It may not be possible for the household to determine the number of animals it owned 12 months earlier. In order to help arrive at this number, the interviewer, starting from the number owned by the household at the time of the survey, should ask auxiliary questions such as the number of animals acquired by the household, (births, animals entrusted by other households, gifts received) and the number of animals lost (household consumption, animals entrusted to other households, gifts to other households, deaths from disease or natural disasters). These auxiliary questions also help in obtaining the response to the questions which follow. By factoring in all this information, it is possible to calculate the number of animals owned earlier.

**Q4A.39: Number of animals born in the last 12 months.** For each type of animal, the interviewer should record the number born in the 12 months prior to his/her visit. In order to help the respondent, the interviewer may specify a period, asking, for example, how many animals were born in the household between June 2010 and June 2011. *Please note: the shaded boxes should not be filled in.*

**Q4A.40: Number of animals entrusted to the household during the previous 12 months.** The interviewer should establish, for each type of animal, the number of animals entrusted to the household by other households over the same period.

*Please note: If an animal was entrusted to the household and returned to its owner in the last 12 months, it is not included in the count.*

**Q4A.41: Donations received from other households.** For each type of animal, the interviewer should ask the number of animals received as gifts from other households during the previous 12 months.

**Q4A.42: Donations received from the State and NGOs.** For each type of animal, the interviewer should ask the subject the number of animals received as gifts from the State or from NGOs during the previous 12 months.

**Q4A.43: Number of animals purchased during the previous 12 months.** For each type of animal, the interviewer should record the number purchased during the 12 months prior to his/her visit. All



animals in the household purchased, resold or slaughtered for household consumption, or entrusted to other households etc. should be included in this count.

**Q4A.44: Principal purchase point.** The interviewer should identify and record the code for the principal purchase point for the animals acquired by the household. If the household purchases animals from more than one place, the principal place is where the greatest number of animals of this type were purchased.

**Q4A.45: Purchase value.** The interviewer should ascertain and record total amount (in FCFA) spent by the household for the purchase of animals.

**Q4A.46: Number of animals slaughtered by the household in the previous 12 months.** The interviewer should ascertain, for each type of animal, the number slaughtered in the household over the previous 12 months. The count should include not only the animals present 12 months earlier, but also those acquired in those 12 months (purchase, births, gifts received, etc.) and slaughtered.

**Q4A.47: Number of animals given to other households during the previous 12 months.** For each type of animal, the interviewer should ask the subject the number of animals given to other households during the previous 12 months. The count should include not only the animals present 12 months earlier, but also those acquired during those 12 months (purchase, births, gifts received, etc.) and given to other households.

**Q4A.48: Number of animals lost through theft during the previous 12 months.** For each type of animal, the interviewer should ask the subject the number of animals owned by the household which were stolen during the previous 12 months. The count should include not only the animals present 12 months earlier, but also those acquired during those 12 months (purchase, births, gifts received, etc.) and stolen.

**Q4A.49: Number of animals lost as a result of flooding or other natural disasters during the previous 12 months.** Taking the different types of animal in succession, the interviewer should ask the subject the number of animals which died during the previous 12 months as a result of flooding or other natural disasters. The count should include not only animals present 12 months earlier, but also those acquired during those 12 months (purchase, births, gifts received, etc.) and were victims of flooding or other natural disasters.

**Q4A.50: Number of animals which died of disease in the previous 12 months.** For each type of animal, the interviewer should ask the number of animals which died of disease in the previous 12 months. The count should include not only the animals present 12 months earlier, but also those acquired in those 12 months (purchase, births, gifts received, etc.) and died of disease.

**Q4A.51: Number of live animals sold during the previous 12 months.** The interviewer should ascertain the number of live animals sold by the household during the previous 12 months. The count should include not only the animals present 12 months earlier, but also those acquired during those 12 months (purchase, births, gifts received, etc.) and sold. The household may sell animals periodically; the interviewer should ascertain the number of sales of live animals which took place during the previous 12 months in order to calculate total number for each type of animal.

**Q4A.52: Main sales point.** For each type of animal in turn, the interviewer should identify and record the code which corresponds to the principal sales point for the sale of live animals over the previous 12 months. If the household has sold animals at more than one location, the principal point is where the greatest number of sales were made.

**Q4A.53: Commissions paid on sales of animals.** For each type of animal sold, the interviewer should ascertain the amount paid by the household in commissions on sales of animals,

**Q4A.54: Amount paid in duties and charges on sales of animals.** The duties and charges referred to are presentation and identification charges, or export duty on animals exported out of the country. For each type of animal sold, the interviewer should calculate the total of all duties and taxes paid, and record the result in FCFA.

**Q4A.55: Net value of sales of animals.** For each type of animal sold, the interviewer should calculate net proceeds from sales of animals, net amount being defined as the total obtained from sales, less charges, duties and other commissions disbursed.

**Q4A.56: Primary controller of proceeds from sales of live animals.** The interviewer should ask the name of the household member who controls the proceeds from sales of live animals and record his/her ID code under 4A.56. *The list of household members in the household questionnaire should be consulted to check ID codes.*

**Q4A.57: Second controller of proceeds from sales of live animals.** The interviewer should ask the name of the second household member who controls the proceeds from sales of live animals and record his/her ID code under 4A.57. *The list of household members in the household questionnaire should be consulted to check ID codes.*

#### **Section 4B.: Reproduction and Shelter**

**Q4B.2A: Livestock possibly bred by the household during the previous 12 months.** The interviewer should endeavor to establish whether or not the household is breeding livestock at the time of his/her visit. These animals may either be owned by the household, or entrusted to it by other households. *if the household owns livestock, and has entrusted all of them to other households, and therefore does not raise them itself, the answer to this question is "No". However, the household must actually have entrusted its livestock to another household; in other words, the household to which the animals have been entrusted is responsible for all expenditure relating to the animals (feeding, watering, health, etc.). If the household hires a herdsman to care for its animals, then the animals remain under its responsibility, and the animals will not be deemed to have been entrusted to the herdsman.*

**Q4B.3: Adoption of mating or reproductive techniques.** The interviewer should record **1** against each type of animal owned or bred by the household if, in the previous 12 months, controlled mating or reproductive techniques have been used, and **2** if not.

**Q4B.4 and Q4B.5: Controlled mating or reproductive techniques.** For every household which used controlled mating or reproductive techniques during the previous 12 months (**Q4B.3 = 1**), the interviewer should record the code which corresponds to the primary technique most frequently adopted for each type of animal under **Q4B.4**, and the code for the second most frequently adopted technique under **Q4B.5**.

**Q4B.6: Shelter provided for the livestock.** For every household which owned or bred livestock during the previous 12 months, and for each type of animal concerned, the interviewer should identify the animal and record the code which corresponds to the shelter provided by the household for its animals.

#### **Section 4C: Animal Feed**

The interviewer must complete the table line by line, in other words, each one of the questions from 3 to 9 must be asked for each type of animal.

**Q4C.3: Livestock possibly bred by the household during the previous 12 months.** The interviewer should endeavor to establish whether or not the household is breeding livestock at the time of his/her visit. These animals may either be owned by the household, or entrusted to it by other households. *if the household owns livestock, and has entrusted all of them to other households, and therefore does not raise them itself, the answer to this question is “No”. However, the household must actually have entrusted its livestock to another household; in other words, the household to which the animals have been entrusted is responsible for all expenditure relating to the animals (feeding, watering, health, etc.). If the household hires a herdsman to care for its animals, then the animals remain under its responsibility, and the animals will not be deemed to have been entrusted to the herdsman.*

**Q4C.4 and Q4C.5: Main animal feeds used.** The interviewer should obtain accurate information on the feeds used for each type of animal over the previous 12-month period. The code which corresponds to the primary, most frequently used feed should be recorded under Q4C.4, and the code for the second most frequently used feed under Q4C.5.

*NB: a feed may be obtained from any source (gathering, gift, purchase, etc.).*

**Q4C.6 and Q4C.7: Quantity of primary feed produced.** The interviewer should ascertain the quantity of the primary feed used which is produced by the household itself. The quantity should be recorded under Q4C.6, using the unit indicated under Q4C.7. If the quantity is nil, a zero is recorded.

**Q4C.8 and Q4C.9: Quantity of the second feed produced.** The interviewer should ascertain the quantity of the second feed produced by the household itself. This quantity should be recorded under Q4C.8, using the unit indicated under Q4C.9. If the quantity is nil, a zero is recorded.

*Example: For a household which feeds its local cattle breed mainly on wild hay and bran, code 1 should be recorded against “local cattle breeds” under Q4C.4 and code 4 under Q4C.5. If the household is assumed to have gathered 35 cartloads of straw, and produced 5 100-kg sacks of bran as feed for its cattle, 35 should be recorded against “local cattle breeds” under 4C.6, and 9 under 4C.7; then 5 under 4C.8 and 8 under 4C.9.*

**Q4C.10: Purchase of the primary animal feed.** The interviewer should, for each type of animal, ask the subject if during the previous 12 months the household has had to purchase some of the primary feed recorded under Q4C.4), as being most frequently used to feed its animals. 1 indicates a “Yes” and 2 a “No”.

**Q4C.11 and Q4C.12: Average monthly quantity of the primary feed purchased.** If the answer to the previous question for a given type of animal was “Yes”, the interviewer should ask the average monthly quantity of primary feed purchased, and record the quantity under Q4C.11, using the corresponding unit of measurement indicated under Q4C.12.

*NB: If the subject does not know the average quantity purchased, 99 should be recorded under 4C.11.*

**Q4C.13: Principal purchasing point for primary feed.** The interviewer should ask the principal purchasing point for the primary feed and record the corresponding code. While the feed may be purchased from more than one source, the principal purchasing point is where the household makes the most substantial purchase.

**Q4C.14: Number of months during which primary feed was purchased.** The interviewer should, for each type of animal, ask the subject the number of months in the previous 12, when primary feed had to be purchased by the household for its livestock.

**Q4C.15: Average monthly expenditure on primary feed.** The interviewer should, for each type of animal, ask the average monthly amount spent on primary livestock feed.

**Q4C.16: Purchase of the second feed used for the livestock.** The interviewer should, for each type of animal, ask the subject if it had been necessary in the previous 12 months for the household to purchase the second animal feed (recorded under Q4C.5) most frequently used for its livestock. 1 indicates a “Yes” and 2 a “No”.

**Q4C.17 and Q4C.18: Average monthly quantity of the second feed purchased.** If the answer to the previous question for a given type of animal was “Yes”, the interviewer should ask the average monthly quantity of the second feed purchased, and record the quantity under Q4C.17, using the corresponding unit of measurement indicated under Q4C.18.

*NB: If the subject does not know the average quantity purchased, 99 should be recorded under 4C.17.*

**Q4C.19: Principal purchasing point for the second feed.** The interviewer should ask for the principal purchasing point for the primary feed and record the corresponding code. While the feed may be purchased from more than one source, the principal purchasing point is where the household makes the most substantial purchase.

**Q4C.20: Number of months during which the second feed was purchased.** The interviewer should, for each type of animal, ask the subject the number of months in the previous 12, when primary feed had to be purchased by the household for its livestock.

**Q4C.21: Average monthly expenditure on the second feed.** The interviewer should, for each type of animal, ask the average monthly amount spent on the second livestock feed.

**Q4C.22 and Q4C.23: Quantity of animal feed received as gifts.** The interviewer should, for each type of animal owned or bred by the household, ask the quantity of animal feed received as gifts, taken from common pastureland, or gathered, and record that quantity under Q4C.22, using the corresponding units of measurement indicated under Q4C.23

#### **Section 4D: Water**

**Q4D.2A: Livestock possibly bred by the household during the previous 12 months.** The interviewer should endeavor to establish whether or not the household is breeding livestock at the time of his/her visit. These animals may either be owned by the household, or entrusted to it by other households. *Please note: if the household owns livestock, and has entrusted all of them to other households, and therefore does not raise them itself, the answer to this question is “No”. However, the household must actually have entrusted its livestock to another household; in other words, the household to which the animals have been entrusted is responsible for all expenditure relating to the animals (feeding, watering, health, etc.). If the household hires a herdsman to care for its animals, then the animals remain under its responsibility, and the animals will not be deemed to have been entrusted to the herdsman.*

**Q4D.3 and Q4D.4: Water sources used to water livestock during the rainy season.** The interviewer should ask the subject to name, by order of importance, the two main water sources used to water the livestock owned by the household during the rainy season. The code which corresponds to the first water source should be recorded in column 4D.3, and the code which corresponds to the second water source in column 4D.4. If the household uses only one source, column 4D.4 should be left blank.

**Q4D.5: Frequency with which livestock is watered during the rainy season.** The interviewer should ask the subject how often the household waters its livestock on average during the rainy

season, and record the code which corresponds to this rate in the appropriate space. *Please note: The interviewer may not prompt the subject, but should allow him/her to provide the answer him/herself, simply filling in the corresponding code.*

**Q4D.6 and Q4D.7 Water sources used to water livestock during the dry season.** The interviewer should ask the subject to name, by order of importance, the two main water sources used to water livestock owned or bred by the household during the dry season. The code which corresponds to the first water source should be recorded in column Q4D.6, and that which corresponds to the second source in column Q4D.7. If the household uses only one source, column Q4D.7 should be left blank.

**Q4D.8: Frequency with which livestock is watered during the dry season.** The interviewer should ask the subject how often the household waters its livestock on average during the rainy season, and record the code which corresponds to this rate in the appropriate space.

**Q4D.9: Payments for watering of livestock.** The interviewer should ask if the household had to pay to water its livestock during the previous 12 months, and record 1 for “Yes” and 2 for “No”. If the answer is “No”, the interviewer should proceed to the next line, which deals with the next animal.

**Q4D.10: Number of months during which the household paid to water its livestock.** If the answer to the previous question was “Yes”, the subject should state the number of months when the household had to pay to water its livestock.

**Q4D.11: Amount paid to water the livestock.** The answer to this question should be recorded in the space reserved for average monthly amount spent on watering the livestock

#### **Section 4E. Health**

***Please note:** These questions refer to animal health. The interviewer must be extremely attentive because some of the questions could be misleading. Deworming and immunization are procedures which are carried out while the animal is in good health. In Niger, the State has, for a number of years, carried out a free, simultaneous deworming and immunization exercise. The exercise targets two specific epizootic diseases, namely, CBPP, and rinderpest. Livestock centres also provide paying animal vaccines against four other diseases in addition to these two: (pasteurellosis, anthrax, sheep pox and Newcastle disease). The following diseases are closely monitored and vaccines are readily available: rinderpest (pestovac); contagious bovine pleuropneumonia (périvac), pasteurellosis (pastovac and pastobovac), anthrax (carbovac), sheep pox (clavésec) and Newcastle disease (Ita new).*

**Q4E.2A: Livestock possibly bred by the household during the previous 12 months.** The interviewer should endeavor to establish whether or not the household is breeding livestock at the time of his/her visit. These animals may either be owned by the household, or entrusted to it by other households. *if the household owns livestock, and has entrusted all of them to other households, and therefore does not raise them itself, the answer to this question is “No”. However, the household must actually have entrusted its livestock to another household; in other words, the household to which the animals have been entrusted is responsible for all expenditure relating to the animals (feeding, watering, health, etc.). If the household hires a herdsman to care for its animals, then the animals remain under its responsibility, and the animals will not be deemed to have been entrusted to the herdsman.*

**Q4E.3: Number of animals immunized.** The interviewer should ask, for each type of animal, the number which were vaccinated more than a year earlier, but are still immunized. If none of the animals in a given category is immunized, 0 should be entered against this question. If the household does not own a given animal, the box should be left blank.

**Q4E.4: Number of animals vaccinated in the previous 12 months.** The interviewer should ask, for each type of animal owned or bred by the household, the number vaccinated in the previous 12 months. If none of the animals of the category has been vaccinated, 0 should be entered against this question, and the interviewer should proceed to Q4E.9. If the household does not own a given animal, the box should be left blank.

**Q4E.5 and Q4E.6: Principal vaccination service providers.** The interviewer should ask the subject to name, for each category of animal vaccinated, and by order of importance, the two principal service providers by which the animals were inoculated, and record the code corresponding to the first provider in column Q4E.5, and to the second in column Q4E.6. If only one service provider was used, Q4E.6 should be left blank.

**Q4E.7: Type of vaccine received during the previous 12 months.** This question refers to the group of epizootic diseases targeted by the on-going vaccination campaign in Niger. The interviewer should enter **1** if a vaccine was administered to a given category of animal, and **2** if not. *Please note: the interviewer must be careful to ensure that this question is not asked where inapplicable. The shaded part of the questionnaire should not be filled in. For example, the interviewer may not ask a breeder whether his sheep have been vaccinated against CBPP, as this is a non-sense.*

**Q4E.8: Amounts spent on vaccination.** The interviewer must calculate the total of all vaccination-related expenditure for each type of animal over the previous 12 months.

**Q4E.9: Number of animals given deworming treatment in the previous 12 months.** The interviewer should, for each type of animal owned or bred by the household, establish the number of animals which have received deworming treatment in the previous 12 months. If, for a given category, no animals have received deworming treatment, the interviewer should enter 0 and proceed to question Q4E.13.

**Q4E.10 and Q4E.11: Main deworming service providers.** The interviewer should, for each category of animal having received deparasitation treatment, ask the subject to name, by order of importance, the two principal service providers which deparasited the animals and enter the code which corresponds to the first service provider under Q4E.10, and the code which corresponds to the second provider under Q4E.11. If there was only one service provider, Q4E.11 should be left blank. If only one service provider was used, Q4E.11 should be left blank.

**Q4E.12: Amounts spent on deparasitation treatment for the animals.** The interviewer should calculate, for each category of animal, total deparasitation-related expenditure, and enter the result.

**Q4E.13: Number of animals treated for ticks during the previous 12 months.** The interviewer should, for each type of animal, ask the subject the number of animals owned or bred by the household which were treated for ticks or other external parasites in the previous 12 months.

**NB:** *The tick is an acarian parasite which feeds on blood and lives on the skin of certain mammals.*

**Q4E.14 and Q4E.15: Main anti-tick treatment providers.** The interviewer should, for each type of animal, ask the subject to name, by order of importance, the two principal providers of treatment against ticks and other external parasites, and record the code which corresponds to the first provider under Q4E.14, and the code which corresponds to the second provider under Q4E.15. If there is only one provider, Q4E.15 should be left blank.

**Q4E.16: Amounts spent on anti-tick and similar treatment.** The interviewer should, for each type of animal, calculate the total for all treatment against ticks and other external parasites, and record the result.

**Q4E.17: Number of animals with health problems in the previous 12 months.** The interviewer should establish, for each type of animal, the number of animal which suffered from some disease in the previous 12 months. If, for a given category of animal none had health problems, the interviewer should proceed to the next line which deals with the next animal.

**Q4E.18: Medical care delivered over the previous 12 months.** The interviewer should establish, for each type of animal, what proportion of the animals owned or bred by the household which received medical care over the previous 12 months. The corresponding code should be entered in the appropriate box.

**Q4E.19 and Q4E.20: Principal animal health care delivery services.** . The interviewer should, for each type of animal, ask the subject to name, by order of importance, the two principal health care providers treating their animals, and enter the code which corresponds to the first provider under Q4E.19, and the code which corresponds to the second provider under Q4E.20. If there is only one provider, Q4E.20 should be left blank.

**Q4E.21: Amounts spent on animal health care.** The interviewer should, for each type of animal, calculate the total of all expenditure on medical treatment for the animals (consultations, examinations, drugs, treatment, etc.), and enter the results obtained.

**Q4E.22: Use of traditional medicine for the treatment of animals.** The interviewer should determine if traditional medicine was used to treat animals with health problems during the previous 12 months. The corresponding code should be entered in the appropriate box.

**Q4E.23: Providers of traditional medical care to the animals.** The interviewer should, for each type of animal, ask the subject to name the principal traditional medical care provider for the animals, and record the corresponding code in the appropriate box.

**Q4E.24: Effectiveness of treatment.** The interviewer should determine, from the response given by the subject, whether the treatment was effective, and record the appropriate code. It is reasonable to assume that the treatment was effective if the animal recovered without recourse to any other form of medicine. Conversely, treatment is deemed ineffective if the results on the health of the animal were negative.

**Q4E.25: Amounts spent on animal health care.** The interviewer should calculate, for each type of animal, the total of all expenditure relating to the traditional treatment of animals (consultations, examinations, drugs, care, etc.), and record the result obtained. The amount should be less than that recorded under Q4E.21, which represents the total amount spent for all treatment.

**Q4E.26: Knowledge of the properties of plants and ingredients used in traditional treatment.** The interviewer should record a “Yes” or “No” answer to the question as to whether the farmer is familiar with the plants used in the treatments. It can safely be assumed that if s/he administered the treatment himself, s/he is familiar with the plant properties.

**Q4E.27: Improvement of herbal treatment through research aimed at optimising their effectiveness.** The interviewer should record a “Yes” or “No” answer to the question as to whether the farmer would want the plants used in the treatments to be improved upon by research institutions.

#### **Section 4F. Non-family Labor**

**Q4F.2A: Livestock possibly bred by the household during the previous 12 months.** The interviewer should endeavor to establish whether or not the household is breeding livestock at the time of his/her visit. These animals may either be owned by the household, or entrusted to it by other

households. *Please note: if the household owns livestock, and has entrusted all of them to other households, and therefore does not raise them itself, the answer to this question is “No”. However, the household must actually have entrusted its livestock to another household; in other words, the household to which the animals have been entrusted is responsible for all expenditure relating to the animals (feeding, watering, health, etc.). If the household hires a herdsman to care for its animals, then the animals remain under its responsibility, and the animals will not be deemed to have been entrusted to the herdsman.*

**Q4F.3:** Possible use of non-family workforce. For each type of animal, the interviewer should enter 1 if the household has resorted to the use of non-family Labor to tend its livestock during the previous 12 months, and 2 if it has not.

**Q4F.4: Number of months during which non-family Labor was used.** The interviewer should ask, for each category of animal, the number of months in the previous 12, during which the household resorted to the use of non-family Labor to tend its livestock.

**Q4F.5: Number of male workers.** The question ascertains, for each type of animal, the number of men aged 15 years and above, hired to tend the livestock owned or bred by the householder during the previous 12 months. If, for a given category of animals, this form of Labor was not used, the interviewer should enter 0 and proceed to question 4F.8.

**Q4F.6: Number of days spent caring for the animals by each male non-family employee of the household.** The question establishes the average number of days spent on this activity over this period, by each man aged 15 years of age and above, hired to tend the household’s livestock. The average number of days spent, for each category of animal, is calculated by totalling the number of days worked by each man, and dividing the result by the number of men employed.

**Q4F.7:** Salaries of paid male non-household members. The interviewer should ask the subject the daily rate (in FCFA) paid to each man aged 15 years and above, hired to tend a given category of animal.

**Q4F.8: Number of female workers.** The question ascertains, for each type of animal, the number of women aged 15 years and above, hired to tend the livestock owned or bred by the householder during the previous 12 months. If, for a given category of animals, this form of Labor was not used, the interviewer should enter 0 and proceed to question 4F.11.

**Q4F.9: Number of days spent caring for the animals by each female non-family employee of the household.** The question establishes the average number of days spent on this activity over this period, by each woman aged 15 years of age and above, hired to tend the household’s livestock. The average number of days spent, for each category of animal, is calculated by totalling the number of days worked by each woman, and dividing the result by the number of women employed.

**Q4F.10:** Salaries of paid female non-household members. The interviewer should ask the subject the daily rate (in FCFA) paid to each woman aged 15 years and above, hired to tend a given category of animal.

**Q4F.11: Number of child workers.** The question ascertains, for each type of animal, the number of children aged 15 years and above, hired to tend the livestock owned or bred by the householder during the previous 12 months. If, for a given category of animals, this form of Labor was not used, the interviewer should enter 0 and proceed to the next line which deals with the next type of animal.

**Q4F.12: Number of days spent caring for the animals by each paid child non-family employee of the household.** The question establishes the average number of days spent on this activity over this period, by each child aged 15 years of age and above, hired to tend the household’s livestock. The



average number of days spent, for each category of animal, is calculated by totaling the number of days worked by each child, and dividing the result by the number of child employed.

**Q4F.13:** Salaries of paid child non-household members. The interviewer should ask the subject the daily rate (in FCFA) paid to each child aged 15 years and above, hired to tend a given category of animal.

#### **Section 4G. Meat Production**

**Q4G.2A: Livestock possibly bred by the household during the previous 12 months.** The interviewer should endeavor to establish whether or not the household is breeding livestock at the time of his/her visit. These animals may either be owned by the household, or entrusted to it by other households. *Please note: if the household owns livestock, and has entrusted all of them to other households, and therefore does not raise them itself, the answer to this question is “No”. However, the household must actually have entrusted its livestock to another household; in other words, the household to which the animals have been entrusted is responsible for all expenditure relating to the animals (feeding, watering, health, etc.). If the household hires a herdsman to care for its animals, then the animals remain under its responsibility, and the animals will not be deemed to have been entrusted to the herdsman.*

**Q4G.3: Slaughter of animals.** The interviewer should establish whether the household has slaughtered animals for meat during the previous 12 months. 1 indicates a “Yes” and 2 a “No”. If the household owns a given type of animal, and has slaughtered none, the interviewer should enter 0 and proceed to the next line. If the household does not own a given animal, the box should be left blank.

**Q4G.4: Number of animals slaughtered every month.** The question establishes, for each type of animal, the number of animals slaughtered every month over the previous 12 months. If, for a given month and for a given category of animal, none have been slaughtered, the interviewer should enter 0.

**Q4G.5: Weight of livestock before slaughter.** The interviewer should, for every animal slaughtered, ask the average weight (in kilograms) of the animals on the hoof. If the subject replies that s/he does not know the average weight for a given type of animal, the interviewer should enter 9999 on the questionnaire. *Weights below 5 kilograms are recorded in decimal figures.*

**Q4G.6: Average monthly quantity of meat production.** The interviewer should ask, for each type of animal slaughtered, the average quantity (in kilograms) of meat produced each month. The weight of the slaughtered animal combines the weight of carcass and entrails. If the subject replies that s/he does not know the average weight for a given type of animal, the interviewer should enter 9999 on the questionnaire. *Weights below 5 kilograms are recorded in decimal figures.*

**Q4G.7: Average monthly quantity of meat sold.** The interviewer should, for each type of animal slaughtered, ask the average monthly quantity (in kilograms) of meat sold. If the subject replies that s/he does not know the average weight for a given type of animal, the interviewer should enter 9999 on the questionnaire. If, for a given type of animal the quantity sold is nil, 0 should be entered and the interviewer should proceed to question 4G.12. *Weights below 5 kilograms are recorded in decimal figures.*

**Q4G.8: Proceeds from sales of meat.** The interviewer should record the proceeds (in FCFA) from sales of the meat produced by the household.

**Q4G.9: Sales point for the meat.** For each type of animal whose meat was sold, the interviewer should ask for and record the code which corresponds to the principal sales point. The principal sales point is where the greatest quantity of meat was sold.

**Q4G.10 and Q4G.11: Control of proceeds from sales of meat.** For each type of animal whose meat was sold, the interviewer should ask for and record the name of the household member who controls the proceeds from sales of meat under 4G.10, and his/her ID code under 4G.11. *Please note: the composition of the household should guide the interviewer in filling the two boxes.*

**Q4G.12: Average monthly quantity of meat consumed.** The interviewer should, for each type of animal, ask for and record (in kilograms) the average monthly quantity of meat produced which was consumed by the household. *Weights below 5 kilograms are recorded in decimal figures.*

**Q4G.13a: Identity of the owner of the animals slaughtered for their meat.** The interviewer should, for each type of animal slaughtered, ask if all those animals were owned by the household or by another person, and enter the appropriate code. If all the animals were owned by the household, the interviewer should proceed to 4G.14.

**Q4G.13: Average monthly quantity of meat given to the household which owned the live animal.** The interviewer should, for each type of animal slaughtered, ask the average monthly quantity (in kilograms) of meat given to the household which owned the live animal. If for a given type of animal nothing has been given by the household to the owner, 0 should be entered in the questionnaire. If the animals all belong to the household, leave the box blank. *Weights below 5 kilograms are recorded in decimal figures.*

**Q4G.14: Average quantity of the meat produced given away.** The interviewer should, for each type of animal slaughtered, ask the average monthly quantity (in kilograms) of meat given away by the household to other households. If, for a given type of animal, the household has given nothing away, 0 should be recorded. *Weights below 5 kilograms are recorded in decimal figures.*

**Q4G.15: Charges for meat production.** The interviewer should, for each category of animal slaughtered, enter **1** if the household has incurred charges for meat production or **2** if not. Charges in question may include slaughter fees, transport and equipment costs, etc.

**Q4G.16 and Q4G.17: Amount incurred in charges.** The interviewer should, for each category of animal slaughtered, ask the amount (in FCFA) incurred in charges for meat production, and enter cash amounts under 4G.16, and monetary value (in FCFA) of costs incurred in kind under 4G.17. If, for a given category of animal, the household has incurred only one form of charge, the box which is not applicable is left blank.

**Q4G.18: Production of leather and skins.** The interviewer should ask if the household has produced leather and skins in the previous 12 months and enter **1** for “Yes” or **2** for “No”. If the answer is “No”, the interviewer should proceed to the next animal, if the question is applicable to it (unshaded box).

**Q4G.19 and Q4G.20: Quantity of leather and skins produced.** The interviewer should, for each category of animal concerned (cattle, small ruminants and camels), ask the quantity of leather and skins produced by the household over the previous 12 months and enter this quantity under 4G.19, using the code for the unit of measurement under 4G.20. If the subject does not know the quantity produced, the interviewer should enter 9999 on the questionnaire.

**Q4G.21 and Q4G.22: Quantity of leather and skins sold.** The interviewer should, for the categories of animal concerned (cattle, small ruminants and camels), ask the quantity of leather and skins sold by the household over the previous 12 months and record this quantity under 4G.21, using the code for the unit of measurement indicated under 4G.22. If the household has sold nothing, the interviewer should enter 0, and proceed to the next line. If the subject does not know the quantity produced, 9999 should be entered..

**Q4G.23: Proceeds from sales of leather and skins.** The interviewer should find out and enter the proceeds (in FCFA) from sales of leather and skins produced by the household.

**Q4G.24 and Q4G.25: Principal household member controlling proceeds from sales of leather and skins.** The interviewer should ask the name of the household member who controls the proceeds from sales of leather and skins, and record his/her name under 4G.24, and his/her ID code under 4G.25. *The list of household members in the household questionnaire should be consulted to check ID codes. To avoid wasting survey time, the code may be filled in at the end of the interview.*

## **Section 4H1. Milk Production**

**Q4H1.0: Parity of household sequence numbers.** 1 should be entered in the reserved space if the household sequence number is **odd**, and 2 if it is **even**. If the household sequence number is **even** the interviewer may proceed to sub-section **4H2**. In other words, questions **4H1.1** to **4H1.28** do not concern those households with even sequence numbers. An even number is a number ending with 0, 2, 4, 6 or 8, while an odd number is one ending with 1, 3, 5, 7 or 9.

**Q4H1.2A: Livestock possibly bred by the household during the previous 12 months.** The interviewer should endeavor to establish whether or not the household is breeding livestock at the time of his/her visit. These animals may either be owned by the household, or entrusted to it by other households. *if the household owns livestock, and has entrusted all of them to other households, and therefore does not raise them itself, the answer to this question is “No”. However, the household must actually have entrusted its livestock to another household; in other words, the household to which the animals have been entrusted is responsible for all expenditure relating to the animals (feeding, watering, health, etc.). If the household hires a herdsman to care for its animals, then the animals remain under its responsibility, and the animals will not be deemed to have been entrusted to the herdsman.*

**Q4H1.3: Possible milk Production.** The interviewer should, for each category of animal listed, ask if those owned or bred by the household produced milk for human consumption during the previous 12 months. 1 should be entered for “Yes” and 2 for “No”. *Please note: it is clearly stated that this question refers to milk “for human consumption”. In other words, if the cows in a herd are suckling, and the household does not milk them, there is deemed to have been no milk production.*

**Q4H1.4: Feeding of milk-yielding animals.** The interviewer should find out the principal feeding system used for milk-yielding animals and enter the appropriate code. The principal feeding system is the most frequently used one.

**Q4H1.5: Milk production months.** The interviewer should ask the number of months during which the household produced milk from each type of animal during the previous 12 months. *If a herd includes two cows and the first produced milk for 6 months from January to June, while the second produced milk for 6 months from April to September, the household is deemed to have produced milk for 9 months from January to September.*

**Q4H1.6: Number of animals milked per month.** The question establishes, for each type of animal, the number milked during these milk production months.

**Q4H1.7: Quantity of milk produced.** The question calculates average daily milk production (in litres) for a single animal from each category during the milk production period, according to each of the following 3 sub-periods: the period beginning one week after giving birth; the period from one month after giving birth; and the period from 3 months after giving birth. If several animals are involved, quantities should be averaged out.

**Q4H1.8: Average duration of lactation.** The subject should be asked the average duration of the lactation period (in months) for each type of animal.

**Q4H1.9: Suckling.** The interviewer should simply determine whether or not the household allows the animals which it milks to suckle their young, and enter **1** for “Yes” or **2** for “No”. If the response for a given type of animal is “No”, then the interviewer may proceed to 4H1.11.

**Q4H1.10: Method of suckling practiced.** The interviewer should ask the method of suckling practiced with each type of suckling animal, and enter the corresponding code.

**Q4H1.11: Number of months between births.** The interviewer should ask the number of months between two births, for each type of mammal owned or bred by the household.

**Q4H1.12: Sales of milk.** The interviewer should ask whether the household sold part of its milk production from the different types of animal, and enter 1 for "Yes" or **2** for “No”.

**Q4H1.13: Quantity of milk sold.** The interviewer should ask the average daily quantity (in litres) of each type of milk produced and sold per day by the household.

**Q4H1.14: Proceeds from sales of milk.** The interviewer should ask the average daily proceeds from sales of milk (in FCFA).

**Q4H1.15 and Q4H1.16: Person controlling the proceeds from sales of milk.** The interviewer should ask the name of the household member who controls the proceeds from sales of each type of milk and enter his/her name under 4H2.15, and the corresponding ID code under 4H2.16. *The list of household members in the household questionnaire should be consulted to check ID codes. To avoid wasting survey time, the code may be filled in at the end of the interview.*

**Q4H1.17: Sales point for milk.** The interviewer should, for each type of milk sold by the household, find out the principal sales point and record the corresponding code. The principal sales point is the location where the largest quantity of milk is sold.

**Q4H1.18: Quantity of milk bartered.** The interviewer should find out, for each type of milk produced by the household, the average daily quantity (in litres) bartered against other products. This exercise applies to the months included in the milk production period. *Quantities below 5 litres are recorded in decimal figures..*

**Q4H1.19: Quantity of milk consumed.** The interviewer should find out, for each type of milk produced by the household, the average daily quantity (in litres), consumed by the household. *Quantities below 5 litres are recorded in decimal figures..*

**Q4H1.20: Quantity of milk given to the household which owns the animal.** The interviewer should find out, for each type of milk produced, the average daily quantity of milk (in litres), given to the household which owns the animal. If for a given type of animal nothing has been given by the household to the owner, 0 should be entered in the questionnaire. If the milk producing animals all belong to the household, leave the box blank. *Quantities below 5 litres are recorded in decimal figures..*

**Q4H1.21: Quantity of milk given away.** The interviewer should, for each type of milk produced, find out the average daily quantity (in litres) given away to other households. If, for a given type of animal, the household has given nothing away, 0 should be recorded. *Quantities below 5 litres are recorded in decimal figures..*

**Q4H1.22: Processing of the milk.** The interviewer should find out, for each type of milk produced by the household, if part of the production was processed in the previous 12 months and enter **1** for “Yes” or **2** for “No”.

**Q4H1.23: Quantity of milk processed.** If, for a given type of milk the answer to the previous question was “Yes”, the interviewer should find out the average daily quantity of milk (in litres) processed.

**Q4H1.24: Production of curdled milk and butter.** The interviewer should find out if the household produces curdled milk and butter and enter **1** for “Yes” and **2** for “No”. If, for a given type of milk the answer is “No”, the interviewer should proceed to **4H1.31**.

**Q4H1.25: Proceeds from the production of curdled milk.** The interviewer should find out the proceeds (in FCFA) from curdled milk from each type of milk produced during the previous 12 months.

**Q4H1.26 and Q4H1.27: Principal household member controlling proceeds from sales of curdled milk.** The interviewer should find out the name of the household member who controls the proceeds from sales of curdled milk and record his/her name under 4H1.26, and his/her ID code under 4H1.27; *The list of household members in the household questionnaire should be consulted to check ID codes. To avoid wasting survey time, the code may be filled in at the end of the interview..*

**Q4H1.28: Proceeds from production of butter.** The interviewer should find out the proceeds (in FCFA) from butter from each type of milk produced during the previous 12 months.

**Q4H1.29 and Q4H1.30: Principal household member controlling proceeds from sales of butter.** The interviewer should find out the name of the household member who controls the proceeds from sales of butter and record his/her name under 4H1.29, and his/her ID code under 4H1.30. *The list of household members in the household questionnaire should be consulted to check ID codes. To avoid wasting survey time, the code may be filled in at the end of the interview..*

**Q4H1.31: Cheese Production.** The interviewer should find out if the household produces cheese and enter **1** for “Yes” and **2** for “No”. If, for a given type of milk the answer is “No”, the interviewer should **proceed to the next line**.

**Q4H1.32: Proceeds from cheese production.** The interviewer should find out the proceeds (in FCFA) from cheese from each type of milk produced during the previous 12 months.

**Q4H1.33 and Q4H1.34: Principal household member controlling proceeds from the sale of cheese.** The interviewer should find out the name of the household member who controls the proceeds from sales of cheese and record his/her name under 4H1.33, and his/her ID code under 4H1.34.. *The list of household members in the household questionnaire should be consulted to check ID codes. To avoid wasting survey time, the code may be filled in at the end of the interview..*

## **Section 4H2. Milk Production**

**Q4H2.0: Parity of household sequence numbers.** **1** should be entered if the household sequence number is **odd**, and **2** if it is **even**. If the household sequence number is odd the interviewer may proceed to sub-section **4H3**. In other words, questions **4H2.1** to **4H1.34** do not concern those households with odd sequence numbers.

**Q4H2.2A: Livestock possibly bred by the household during the previous 12 months.** The interviewer should endeavor to establish whether or not the household is breeding livestock at the time of his/her visit. These animals may either be owned by the household, or entrusted to it by other

households. *Please note: if the household owns livestock, and has entrusted all of them to other households, and therefore does not raise them itself, the answer to this question is “No”. However, the household must actually have entrusted its livestock to another household; in other words, the household to which the animals have been entrusted is responsible for all expenditure relating to the animals (feeding, watering, health, etc.). If the household hires a herdsman to care for its animals, then the animals remain under its responsibility, and the animals will not be deemed to have been entrusted to the herdsman.*

**Q4H2.3: Possible milk Production.** The interviewer should, for each category of animal listed, ask if those owned or bred by the household produced milk for human consumption during the previous 12 months. **1** should be entered for “Yes” and **2** for “No”. *Please note: it is clearly stated that this question refers to milk “for human consumption”. In other words, if the cows in a herd are suckling, and the household does not milk them, there is deemed to have been no milk production.*

**Q4H2.4: Feeding of milk-yielding animals.** The interviewer should find out the principal feeding system used for milk-yielding animals and enter the appropriate code. The principal feeding system is the most frequently used one.

**Q4H2.5: Milk production months.** The interviewer should ask the number of months during which the household produced milk from each type of animal during the previous 12 months. *If a herd includes two cows and the first produced milk for 6 months from January to June, while the second produced milk for 6 months from April to September, the household is deemed to have produced milk for 9 months from January to September.*

**Q4H2.6: Number of animals milked per month.** The question establishes, for each type of animal, the number milked during these milk production months.

**Q4H2.7: Quantity of milk produced.** The question calculates average daily milk yield (in litres) for a single animal from each category during the entire milk production period under consideration.

**Q4H2.8: Average duration of lactation.** The subject should be asked the average duration of the lactation period (in months) for each type of animal.

**Q4H2.9: Suckling.** The interviewer should simply determine whether or not the household allows the animals which it milks to suckle their young, and enter **1** for “Yes” or **2** for “No”. If the response for a given type of animal is “No”, then the interviewer may proceed to 4H2.11.

**Q4H2.10: Method of suckling practiced.** The interviewer should ask the method of suckling practiced with each type of suckling animal, and enter the corresponding code.

**Q4H2.11: Number of months between births.** The interviewer should ask the number of months between two births, for each type of mammal owned or bred by the household.

**Q4H2.12: Sales of milk.** The interviewer should ask whether the household sold part of its milk production from the different types of animal, and enter **1** for “Yes” or **2** for “No”.

**Q4H2.13: Quantity of milk sold.** The interviewer should ask the average daily quantity (in litres) of each type of milk produced and sold per day by the household.

**Q4H2.14: Proceeds from sales of milk.** The interviewer should ask the average daily proceeds from sales of milk (in FCFA).

**Q4H2.15 and Q4H2.16: Person controlling the proceeds from sales of milk.** The interviewer should ask the name of the household member who controls the proceeds from sales of each type of milk and enter his/her name under 4H2.15, and the corresponding ID code under 4H2.16.

**Q4H2.17: Sales point for milk.** The interviewer should, for each type of milk sold by the household, find out the principal sales point and record the corresponding code. The principal sales point is the location where the largest quantity of milk is sold.

**Q4H2.18: Quantity of milk bartered.** The interviewer should find out, for each type of milk produced by the household, the average daily quantity (in litres) bartered against other products. This exercise applies to the months included in the milk production period. *Quantities below 5 litres are recorded in decimal figures..*

**Q4H2.19: Quantity of milk consumed.** The interviewer should find out, for each type of milk produced by the household, the average daily quantity (in litres), consumed by the household. *Quantities below 5 litres are recorded in decimal figures..*

**Q4H2.20: Quantity of milk given to the household which owns the animal.** The interviewer should find out, for each type of milk produced, the average daily quantity of milk (in litres), given to the household which owns the animal. If for a given type of animal nothing has been given by the household to the owner, 0 should be entered in the questionnaire. If the milk producing animals all belong to the household, leave the box blank. *Quantities below 5 litres are recorded in decimal figures.*

**Q4H2.21: Quantity of milk given away.** The interviewer should, for each type of milk produced, find out the average daily quantity (in litres) given away to other households. If, for a given type of animal, the household has given nothing away, 0 should be recorded. *Quantities below 5 litres are recorded in decimal figures..*

**Q4H2.22: Processing of the milk.** The interviewer should find out, for each type of milk produced by the household, if part of the production was processed in the previous 12 months and enter **1** for “Yes” or **2** for “No”.

**Q4H2.23: Quantity of milk processed.** If, for a given type of milk the answer to the previous question was “Yes”, the interviewer should find out the average daily quantity of milk (in litres) processed.

**Q4H2.24: Production of curdled milk and butter.** The interviewer should find out if the household produces curdled milk and butter and enter **1** for “Yes” and **2** for “No”. If, for a given type of milk the answer is “No”, the interviewer should proceed to **4H2.31**.

**Q4H2.25: Proceeds from the production of curdled milk.** The interviewer should find out the proceeds (in FCFA) from curdled milk from each type of milk produced during the previous 12 months.

**Q4H2.26 and Q4H2.27: Principal household member controlling proceeds from sales of curdled milk.** The interviewer should find out the name of the household member who controls the proceeds from sales of curdled milk and record his/her name under 4H1.26, and his/her ID code under 4H1.27. *The list of household members in the household questionnaire should be consulted to check ID codes. To avoid wasting survey time, the code may be filled in at the end of the interview.*

**Q4H2.28: Proceeds from production of butter.** The interviewer should find out the proceeds (in FCFA) from butter from each type of milk produced during the previous 12 months.

**Q4H2.29 and Q4H2.30: Principal household member controlling proceeds from sales of butter.** The interviewer should find out the name of the household member who controls the proceeds from sales of butter and record his/her name under 4H1.29, and his/her ID code under 4H1.30. *The list of household members in the household questionnaire should be consulted to check ID codes. To avoid wasting survey time, the code may be filled in at the end of the interview..*

**Q4H2.31: Cheese Production.** The interviewer should find out if the household produces cheese and enter **1** for “Yes” and **2** for “No”. If, for a given type of milk the answer is “No”, the interviewer should **proceed to the next line**.

**Q4H2.32: Proceeds from cheese production.** The interviewer should find out the proceeds (in FCFA) from cheese from each type of milk produced during the previous 12 months.

**Q4H2.33 and Q4H2.34: Principal household member controlling proceeds from the sale of cheese.** The interviewer should find out the name of the household member who controls the proceeds from sales of cheese and record his/her name under 4H1.33, and his/her ID code under 4H1.34.. *The list of household members in the household questionnaire should be consulted to check ID codes. To avoid wasting survey time, the code may be filled in at the end of the interview..*

### **Section 4H3. Proceeds From Sales of Milk In The Previous 12 Months.**

This sub-section is presented in tabular form, with 12 columns which correspond to the last 12 months of the year from November 2010 to October 2011, and should be completed as indicated. Each column, representing the last 12 months of the year, should be filled as follows:

- Line 1: quantity of milk sold by the household during this month;
- Line 2: price per litre (in FC FA) at which the milk was sold during this month. *The price requested is unit sale price per litre of milk, and not total value of milk sales.*
- Line 3: quantity of milk (in litres) bartered by the household.

### **Section 4I. Egg Production**

**Q4I.2A: Livestock possibly bred by the household during the previous 12 months.** The interviewer should endeavor to establish whether or not the household is breeding livestock at the time of his/her visit. These animals may either be owned by the household, or entrusted to it by other households. *Please note: if the household owns animals, and has entrusted all of them to other households, and therefore does not raise them itself, the answer to this question is “No”. However, the household must actually have entrusted its livestock to another household; in other words, the household to which the animals have been entrusted is responsible for all expenditure relating to the animals (feeding, watering, health, etc.). If the household hires a herdsman to care for its animals, then the animals remain under its responsibility, and the animals will not be deemed to have been entrusted to the herdsman.*

**Q4I.3: Egg production.** The interviewer should find out, for every category of animal listed, whether the household has produced eggs and enter **1** for “Yes” and **2** for “No”. If, for a given category of animal the household has not produced eggs, the interviewer should proceed to the next category.

**Q4I.4: Quantity of eggs produced.** The question establishes, for each of the previous 12 months and for each type of animal, the number of eggs produced by the household. If, for a given month and for each type of animal no eggs have been produced, then 0 should be recorded.

**Q4I.5: Quantity of eggs sold.** The question establishes, for each type of egg produced by the household, the average monthly number sold by the household over the previous 12 months. If, for a given type of egg no sale has been made, then 0 is recorded and the interviewer may proceed to 4I.10.



**Q4I.6: Monthly proceeds from sales of eggs.** For each type of egg sold by the household the interviewer should record average monthly proceeds (in FCFA) from sales of eggs.

**Q4I.7: Sales point for eggs.** The interviewer should find out, for each type of egg sold by the household, the principal sales point from which the eggs were sold and enter the corresponding code. The principal sales point is the location at which the greatest number of eggs was sold.

**Q4I.8 and Q4I.9: Household member controlling proceeds from sales of eggs.** The interviewer should, for each type of egg, identify the person who controls the proceeds from sales of eggs and record his/her name under 4I.8, and his/her ID code under 4I.9.

**Q4I.10: Quantity of eggs consumed by the household.** The interviewer should, for each type of egg produced by the household, find out the average monthly egg consumption of the household. If there has been no consumption for a given type of egg, 0 should be entered in the questionnaire.

## **Section 4J. Transportation and Farm Work**

**Q4J.2A: Livestock possibly bred by the household during the previous 12 months.** The interviewer should endeavor to establish whether or not the household is breeding livestock at the time of his/her visit. These animals may either be owned by the household, or entrusted to it by other households. *Please note: if the household owns livestock, and has entrusted all of them to other households, and therefore does not raise them itself, the answer to this question is “No”. However, the household must actually have entrusted its livestock to another household; in other words, the household to which the animals have been entrusted is responsible for all expenditure relating to the animals (feeding, watering, health, etc.). If the household hires a herdsman to care for its animals, then the animals remain under its responsibility, and the animals will not be deemed to have been entrusted to the herdsman.*

**Q4J.3: Use of the animals as a means of private transport.** The interviewer should find out, for each category of animal listed, whether during the previous 12 months, they were used by the household by which they are owned or bred, as a means of private transport; *in other words, for the transportation of household members, merchandise, of grain owned by the household, or for any other of the household’s transport needs, etc.* **1** should be entered for “Yes” and **2** for “No”.

**Q4J.4: Provision of transport services to other households.** The interviewer should ask whether in the previous 12 months the animals owned or bred by the household were used to *provide transport services to other households*, either free of charge, or against payment. **1** should be entered for “Yes” and **2** for “No”. If the answer for a given type of animal is “No”, then the interviewer should proceed to 4J.6.

**Q4J.5: Income from provision of transport services.** If the household has used a category of animals to provide transport services for other households during the previous 12 months, the interviewer should record the income (in FCFA) from the provision of this service.

**Q4J.6: Use of animals to do farm work for the household.** The interviewer should find out, for each of the categories of animal listed, whether, during the previous 12 months any of the animals owned or bred by the household were used *to do its own farm work*. **1** should be entered for “Yes” and **2** for “No”.

**Q4J.7: Use of animals to do farm work for other households.** For each of the categories of animal listed, the interviewer should find out if during the previous 12 months the animals owned or bred by the household were used *to do farm work for other households*. **1** should be entered for “Yes” and **2** for “No”. If a category of animal was not used to do farm work for other households, the interviewer should proceed to the next line.

**Q4J.8: Income from farm work done for other households.** The interviewer should, for every category of animal used to do farm work for other households, ascertain the amount realized by the household over the previous 12 months.

**Q4J.9 and Q4J.10: Principal household member controlling the income from this service.** The interviewer should find out the name of the household member who controls income from this transport service provided by the household, and record his/her name under 4J.9, and his/her ID code under 4J.10. *The list of household members in the household questionnaire should be consulted to check ID codes. To avoid wasting survey time, the code may be filled in at the end of the interview..*

## **Section 4K. Manure**

**Q4K.1A: Livestock possibly bred by the household during the previous 12 months.** The interviewer should endeavor to establish whether or not the household is breeding livestock at the time of his/her visit. These animals may either be owned by the household, or entrusted to it by other households. *Please note: if the household owns livestock, and has entrusted all of them to other households, and therefore does not raise them itself, the answer to this question is “No”. However, the household must actually have entrusted its livestock to another household; in other words, the household to which the animals have been entrusted is responsible for all expenditure relating to the animals (feeding, watering, health, etc.). If the household hires a herdsman to care for its animals, then the animals remain under its responsibility, and the animals will not be deemed to have been entrusted to the herdsman.*

**Q4K.1: Use of the manure produced by the animals.** The interviewer should ask whether the household used the manure produced by the animals it owned or bred during the previous 12 months, 1 indicates a “Yes” and 2 a “No”.

**Q4K.2 to Q4K.4: The three principal uses of manure.** The interviewer should ask the subject to list, by order of importance, the three principal uses to which manure was put by the household during the previous 12 months, and enter the code which corresponds to the first use under **Q4K.2**, the code for the second under **Q4K.3**, and the code for the third under **Q4K.4**.

**Q4K.5: Sales of manure.** The interviewer should find out whether the household sold the manure produced by the animals it owned or bred during the previous 12 months, 1 should be entered for “Yes” and 2 for “No”.

**Q4K.6: Proceeds from sales of manure.** If the response to the last question was “Yes”, the interviewer should ask the subject the proceeds (in FCFA) from the sale of manure. This amount represents the sum of all sales of manure over the previous 12 months.

**Q4K.7 and Q4K.8: Principal household member controlling the proceeds from this service.** The interviewer should find out the name of the household member who controls proceeds from sales of manure and record his/her name under 4J.9, and his/her ID code under 4J.10. *The list of household members in the household questionnaire should be consulted to check ID codes. To avoid wasting survey time, the code may be filled in at the end of the interview..*

## **Section 4L. Transhumance**

**Q4L.1A: Livestock possibly bred by the household during the previous 12 months.** The interviewer should endeavor to establish whether or not the household is breeding livestock at the time of his/her visit. These animals may either be owned by the household, or entrusted to it by other households. *Please note: if the household owns livestock, and has entrusted all of them to other households, and therefore does not raise them itself, the answer to this question is “No”. However,*

*the household must actually have entrusted its livestock to another household; in other words, the household to which the animals have been entrusted is responsible for all expenditure relating to the animals (feeding, watering, health, etc.). If the household hires a herdsman to care for its animals, then the animals remain under its responsibility, and the animals will not be deemed to have been entrusted to the herdsman.*

**Q4L.1: Herd movement.** The interviewer should ask if, during the previous dry season (December 2010 - May 2011) the household's herd was moved elsewhere in search of pasture and water. **1** should be entered for "Yes" and **2** for "No". If the response is "No", the interviewer may proceed to Section 5.

**Q4L.2: Reason for the herd movement.** If the response to the last question was "Yes", the interviewer should ask the reason why the household's herd was moved elsewhere, and enter the code which corresponds to the reason given.

**Q4L.3: Movement of the herd with or without household members.** If the answer to question Q4L.1 was "Yes", the interviewer should ask whether the herd was accompanied by one or more members of the household, or by a non-household member, and enter the code which corresponds to the response given. If the response was **1**, the interviewer should proceed to question **Q4L.17**; if the response given was **2**, then s/he should proceed to question **Q4L.5**.

**Q4L.4: Remuneration of non-family member herdsman.** If the response to the last question was **3= "a non-family member herdsman"**, the interviewer should find out the amount (in FCFA) of the remuneration paid to this person. If the remuneration was in kind, then the corresponding value should be calculated in FCFA.

**Q4L.5 to Q4L.6: First member of the transhumant household to accompany the herd.** This question identifies the first household member to have moved with the herd; his name should be recorded under Q4L.5 and his ID codes filled in under Q4L.6. *The list of household members in the household questionnaire should be consulted to check ID codes.*

**Q4L.7 to Q4L.8: Second member of the transhumant household to accompany the herd.** The question identifies the second household member accompanying the herd; his/her name should be recorded under Q4L.7 and his/her ID codes under Q4L.8. If there is no second person, the two columns are left blank. *The list of household members in the household questionnaire should be consulted to check ID codes.*

**Q4L.9 to Q4L.10: Third member of the transhumant household to accompany the herd.** This question refers to a third household member who may have accompanied the herd; the name of such a person should be recorded under Q4L.9 and his/her ID codes under Q4L.10. If there is no third person, the two columns are left blank. *The list of household members in the household questionnaire should be consulted to check ID codes.*

**Q4L.11 to Q4L.12: Fourth member of the transhumant household to accompany the herd.** The question identifies the fourth household member who may have accompanied the herd; the name of such a person should be recorded under Q4L.11 and his/her ID codes under Q4L.12. If there is no fourth person, the two columns are left blank. *The list of household members in the household questionnaire should be consulted to check ID codes.*

**Q4L.13 to Q4L.14: Fifth member of the transhumant household to accompany the herd.** The question identifies the fourth household member who may have accompanied the herd; the name of such a person should be recorded under Q4L.13 and his/her ID codes under Q4L.14. If there is no fifth person, the two columns are left blank. *The list of household members in the household questionnaire should be consulted to check ID codes.*

**Q4L.15 to Q4L.16: Sixth member of the transhumant household to accompany the herd.** The question identifies the fourth household member who may have accompanied the herd; the name of such a person should be recorded under Q4L.15 and his/her ID codes under Q4L.16. If there is no sixth person, the two columns are left blank. *The list of household members in the household questionnaire should be consulted to check ID codes.*

**Q4L.17 and Q4L.18: Departure date for transhumance.** The question identifies the month of the year when the household leaves on transhumance and records this month under 4L.17 and 4L.18 respectively. For example, for January 2011, the interviewer enters 01 under 4L.17 and 2011 under 4L.18.

**Q4L.19 and Q4L.20: Return date of transhumance.** The question identifies the month and year of the return of the household from transhumance, and records this under 4L.19 and 4L.20 respectively.

**Q4L.21: Destination of household transhumance.** The question identifies the most distant destination reached by the household with its livestock, and records the corresponding code. If the destination is outside Niger, the interviewer should proceed to question 4L.23.

**Q4L.22a and Q4L.22b: Department to which the household has moved.** If the household has moved with its herd to a location within the country, the interviewer should ask the name of the Department to which it has gone, and enter the name under **4L.22a**, and its code under **4L.22b**.

**Q4L.23: Distance of destination from the household's place of residence.** The question measures the distance between the household's usual place of residence and its new destination. The interviewer should use a scale map to calculate this distance, if the subject does not know it.

**Q4L.24 to Q4L.26: Number of animals at point of departure.** The question determines, for each of the three types of animal, the number which left with the household. If the household owns none of a given animal or owned none at the point of departure, the interviewer should enter 0.

**Q4L.27 to Q4L.29: Number of animals returning with the household.** The interviewer should, for each of the three types of animal, determine the number of animals which returned with household. If, for a given type of animal the household returned with none, 0 should be recorded.

**Q4L.30 and Q4L.31: Principal problems encountered by the animals during their transhumance.** The question identifies any problems the animals may have encountered during the transhumance, naming at most two. If the animals encountered no problems, the interviewer should enter the code 9 under Q4L.30 and Q4L.31. If the animals encountered only one problem, the corresponding code should be entered under Q4L.30, while the space under Q4L.31 is left blank.

**Q4L.32: Condition of the grazing land.** The interviewer should find out about the condition of the grazing land at the location where the household took its livestock and enter the appropriate code.

**Q4L.33: Condition of the water sources.** The interviewer should find out the condition of the water sources at the location to which the household took its herds and enter the corresponding code.

**Q4L.34: Use of a regular transhumance route.** The interviewer should establish whether the household plans to use the same transhumance route the following year, and enter the corresponding code.

## SECTION 5: TREE AND PERMANENT CROPS

This section deals with permanent crops (fruit trees, cash crops). The questions do not concern households with a few isolated fruit trees at their residence. A household is deemed to practice fruit farming if it owns a small orchard with a minimum number of fruit trees.

**Q5.4: Practice of this form of crop farming.** The interviewer should enquire whether the household practiced this form of crop farming during the previous 12 months and enter the corresponding code.

**Q5.5: Number of months this crop produced yield during the previous 12 months.** The interviewer should find out the number of months during which the household produced this yield. A mango tree will, for example, yield mangoes during 3 to 4 months of the year.

**Q5.6a, Q5.6b: Quantity produced.** The quantity produced should be recorded under Q5.6a, using the corresponding local unit of measurement indicated under Q5.6b. It may be difficult to determine quantities produced, in which case the interviewer should put auxiliary questions on the quantity produced daily or every week, for the most appropriate period, and calculate the quantity produced on this basis.

**Q5.7: Quantity of product consumed by the household.** The quantity consumed by the household should be recorded under Q5.7 using the same unit of measurement as for Q5.6b. 0 should be entered if the quantity is nil. As before, the quantity consumed by the household may not be easy to estimate. The same approach as described above should be used.

**Q5.8: Quantity given away to other households.** The quantity given away to other households should be recorded under Q5.8, using the same unit of measurement as for Q5.6b. 0 should be entered if the quantity is nil.

**Q5.9: Quantity of product sold.** The quantity sold should be recorded under Q5.9, using the same unit of measurement as for Q5.6b. 0 should be entered if the quantity is nil. As before, the quantity sold may not be easy to estimate. The same approach should be adopted to estimate frequency of sales and quantities sold each time.

**Q5.10: Proceeds from sales of this product.** The interviewer should calculate total proceeds from sales and enter the corresponding amount in FCFA. Proceeds must always be tied to product sales. The interviewer should find out the frequency of sales and proceeds realized from each sale, which should be deducted from total proceeds.

**Q5.11: Person controlling proceeds from sales.** The interviewer should identify the sequence number of the person who decides the use of proceeds realized from sales of the product. The sequence number for this person should be recorded.

**Q5.12: Sales point.** The interviewer should record the principal sales point for the product.

**Q5.13: Expenditure on inputs.** The question calculates expenditure for the purchase of inputs, or more specifically, for the purchase of seeds, fertilizer, pesticides, plant health products, etc. If these costs are cumulative, (i.e. combined with those for other crops), the interviewer should devise a share formula, based, for example on land area.

**Q5.14: Charges directly linked to the marketing of the product.** The question calculates charges directly linked to the sale of the product. Such charges include transportation costs (bus, cart, rickshaw, etc.).

## SECTION 6: AGRICULTURAL AND LIVESTOCK FARMING EQUIPMENT

This section deals with equipment used by the household in the pursuit of its activities. The equipment may be owned by the household or rented from other households, cooperatives, etc. the equipment may be used during the rainy season, the off-season, for livestock farming activities or for tending permanent crops. It may also be used for soil preparation, planting, ploughing or harvesting. All the equipment used in agricultural activities at any given time must be mentioned.

**Q6.3: Ownership of types of equipment.** The interviewer should ask the household head whether or not the household owns the item of equipment concerned and record the corresponding code. Only equipment which is fully functional may be considered. Any equipment which is permanently out of order should be disregarded.

**Q6.4: Number of items owned.** The number of items of equipment owned should be recorded against those households which own more than one of a given item.

**Q6.5: Value of items of equipment and cost of replacement.** The interviewer should record the current sale price of these types of equipment (in FCFA) in the boxes reserved for the purpose.

**Q6.6: Age of the most recent equipment.** The interviewer should record the age (at last anniversary of purchase) of the most recently acquired equipment of the household.

**Q6.7: Purchase price of the most recent equipment.** The interviewer should record the purchase price (in FCFA) for the equipment of this type most recently acquired by the household.

**Q6.8: Number of items of equipment owned 12 months earlier.** The interviewer should ask the subject the number of items of equipment of this type owned by the household 12 months previously. The household may have sold some equipment, while others may be permanently out of order, and yet others have been stolen, etc. The interviewer may help the household by reminding it of all these possibilities.

**Q6.9: Use of a type of equipment during the previous 12 months.** The household head should be asked if s/he used this type of equipment during the previous 12 months, and the response recorded using the appropriate code.

**Q6.10: Rental of equipment from other households.** The corresponding code should be recorded even if the equipment was lent free of charge by another household.

**Q6.11: Income from rentals of equipment.** The interviewer should calculate the amounts realized by the household for rental of this type of equipment to other households during the previous 12 months. The proceeds should be recorded in FCFA. 0 should be recorded if the item was loaned free of charge.

**Q6.12: Loan of items of equipment from other households.** The interviewer should record the corresponding code if equipment was borrowed on a personal basis from other household.

**Q6.13: Charges for the loan of equipment.** The interviewer should determine the amount paid by the household for the loan of this type of equipment during the previous 12 months. The amount paid should be recorded in FCFA. 0 should be recorded if the household was lent the equipment without charge.

## SECTION 7: AGRICULTURAL EXTENSION SERVICES

This section deals with agricultural extension services directed at both the agricultural and livestock production sectors.

**Q7.3: Use of the service.** The interviewer should ask the subject if the household has ever had to use extension services (agricultural, livestock).

**Q7.4: Use of the service during the previous 12 months.** The interviewer should ask the subject whether the household used the extension services during either the dry or the rainy seasons and record the corresponding code.

**Q7.5: Ministry/Organization providing the service.** The interviewer should record the code corresponding to the government ministry or organization which provided the service.

**Q7.6: Number of visits paid by the household.** The interviewer should ask the subject how many visits were paid by different household members seeking to benefit from these extension services.

**Q7.7: Number of visits initiated by the household.** The question determines which of the visits by the household were initiated by the household itself.

**Q7.8: Assessment of the quality of the visits.** The interviewer should record the code corresponding to the assessment of the visit by the household head.

**Q7.9: Reasons for failure to use the service during the previous 12 months.** The interviewer should identify the code for the reason why the household failed to use the extension services.

## SECTION 8: CLIMATE CHANGE

Many of the questions in this section hinge on issues of opinion. As with all issues of opinion, the interviewer should record the response of the subject without attempting to influence it in any manner.

### Section 8A. Long-term Change

**Q8A.2: Change manifesting in the last 5 years.** The interviewer should indicate whether or not, for the subject, the change concerned occurred during the previous 5 years.

**Q8A.4: Temperature change strategy.** For each of the proposed strategies the interviewer should indicate by a simple “Yes” or “No” whether it has been adopted by the household.

**Q8A.5: Rainfall change strategy.** For each of the proposed strategies the interviewer should indicate by a simple “Yes” or “No” whether it has been adopted by the household.

### Section 8B. Recent Changes

**Q8B.1: Opinion on the date of the start of the rainy season.** The interviewer should ask the subject if the last rainy season (June 2011-October 2011) began on time, too early or too late, and record the corresponding code.

**Q8B.2: Month for the start of the rainy season.** The interviewer should ask the subject to indicate the month when the previous rainy season (June 2011-October 2011) began. *Please note: this is a matter of opinion and therefore no correction may be made to the statement recorded in the survey.*

**Q8B.3: Opinion on the volume of rainfall for the 2011 season.** The interviewer should ask the subject's opinion on the volume of rain during the previous rainy season (June 2011-October 2011). The question seeks to establish whether in the opinion of the household rainfall was heavy or light.

**Q8B.4: Rainiest month of the year.** The interviewer should ask the subject to indicate which in his/her view, was the rainiest month of the year (June 2011 - October 2011).



## **VOLUME 3 : COMMUNITY QUESTIONNAIRE**

## 1. INTRODUCTION

The questionnaire is designed to collect data on the area, community, or village. The subjects are taken from a group of persons resident in the area or village. This groups represent a socio-cultural cross-section of the village (men, women, young people, leaders of opinion, religious leaders etc.). Its objective is to collect socio-economic data on the village, on price levels in the area and on the nearest markets.

This manual also provides guidelines which will prove useful during the training of the survey staff as well as during the different stages of their field data collection work. It must be referred to at all times in order to find answers to questions on the concepts used in the questionnaires, and the instructions on how the questionnaires should be completed.

## 2. COVER PAGE : GEOGRAPHIC COORDINATES

In the case where the geographic coordinates were incorrectly measured during the first visit or were simply not take, it is necessary to collect the information. This work will be done by the team leader using the GPS equipment at his/her disposition. S/he will take the geographical coordinates for the village/area (latitude and longitude). These coordinates must be taken from outside, and measured in two-digit decimal degrees followed by 5-digit minutes. The GPS coordinates are indicated on the cover page of the questionnaire.

**Example : N : 12°12'546''  
E : 09°35'621''**

## 3. SECTION 7 : PRICE QUESTIONNAIRE

This section of the questionnaire is designed to take readings of consumer food product prices. The interviewer should take price readings per weight for each product, (the species specified in the questionnaire) at three different sales points. The sales points may be daily markets, periodic markets, specialized markets (for example, livestock and cereal markets), stalls/shops etc. The questionnaire comprises four pre-filled (4) columns and six others to be filled during the interview. The exercise involves visiting the different markets in the area in order to obtain the requisite information. *Please Note: It is important to distinguish between the different species as specified in the questionnaire, and not to make any replacements. The list must be followed exactly as stands. If one of the species cannot be found on the markets, the line corresponding to that species must be left blank. The species of product available on the market should be indicated in the section of the questionnaire reserved for remarks.*

**Q7.03, Q7.06, Q7.09:** The interviewer must record the price reading for the item in question at 3 different sales points..

**Q7.04, Q7.07, Q7.10:** Corresponding weight must be recorded for every product for which a price reading has been taken.

**Q7.05, Q7.08, Q7.11:** For each of the products where the price has been collected, write the corresponding unit for the weight mentioned above. **Attention.** *The weight and the corresponding unit are linked. Let's consider two different examples of millet sold by tia.*

*Example 1. The price for the tia es 550 FCFA and the interviewer weighs the product (best solution) and finds that the tia has 2,250 kilograms.*

*Example 2. The price of the tia is 575 FCFA and the interviewer is not able to weigh the product.*

	(7.01)		(7.02)	(7.03)	(7.04)	(7.05)	(7.06)	(7.07)	(7.08)
Name of the product	Code of the product	Varieties of the produce	Variety code	Price Collection					
				Location 1			Location 2		
				Price	Weight	Unit	Price	Weight	Unit
Millet	702	Millet sold in 100KG sack	7021						
		Millet sold by the tia	7022	550	2250	2	575	1	1

## ANNEXES

## ANNEX 1: DEPARTMENTAL CODES

Regional Code	Name of Region	Dept. Code	Name of Dept.
1	AGADEZ	11	Tchirozérine
1	AGADEZ	12	Arlit
1	AGADEZ	13	Bilma
2	DIFFA	21	Diffa
2	DIFFA	22	Mainé-Soroa
2	DIFFA	23	N'Guigmi
3	DOSSO	31	Dosso
3	DOSSO	32	Boboye
3	DOSSO	33	Dogondoutchi
3	DOSSO	34	Gaya
3	DOSSO	35	Loga
4	MARADI	41	Madarounfa
4	MARADI	42	Aguié
4	MARADI	43	Dakoro
4	MARADI	44	Guidan-Roundji
4	MARADI	45	Mayahi
4	MARADI	46	Tessaoua
5	TAHOUA	51	Tahoua
5	TAHOUA	52	Birni N'Konni
5	TAHOUA	53	Bouza
5	TAHOUA	54	Illéla
5	TAHOUA	55	Keita
5	TAHOUA	56	Madaoua
5	TAHOUA	57	Tchin-Tabaraden
5	TAHOUA	58	Abalak
6	TILLABERI	61	Tillabéri
6	TILLABERI	62	Filingué
6	TILLABERI	63	Kollo
6	TILLABERI	64	Ouallam
6	TILLABERI	65	Say
6	TILLABERI	66	Téra
7	ZINDER	71	Mirriah
7	ZINDER	72	Gouré
7	ZINDER	73	Magaria
7	ZINDER	74	Matameye
7	ZINDER	75	Tanout
8	NIAMEY	81	Niamey

## ANNEX 2: CODES OF COMMUNES

Regional Code	Name of Region	Dept. Code	Name of Dept.	Code for Commune	Name of Commune
1	AGADEZ	11	Tchirozérine	11 90	Commune of AGADEZ
1	AGADEZ	11	Tchirozérine	11 80	Commune of TCHIROZERINE
1	AGADEZ	11	Tchirozérine	11 70	Commune of INGALL
1	AGADEZ	11	Tchirozérine	11 71	Commune of ADERBISSANAT
1	AGADEZ	11	Tchirozérine	11 01	Commune of TABELOT
1	AGADEZ	11	Tchirozérine	11 02	Commune of DAGABA
1	AGADEZ	12	Arlit	12 80	Commune of ARLIT
1	AGADEZ	12	Arlit	12 70	Commune of IFEROUANE
1	AGADEZ	12	Arlit	12 03	Commune of DANNET
1	AGADEZ	12	Arlit	12 04	Commune of GOUGARAM
1	AGADEZ	12	Arlit	12 05	Commune of TIMIA
1	AGADEZ	13	Bilma	13 80	Commune of BILMA
1	AGADEZ	13	Bilma	13 06	Commune of DJADO / CHIRFA
1	AGADEZ	13	Bilma	13 07	Commune of FACHI
1	AGADEZ	13	Bilma	13 08	Commune of KAWAE / DIRKOU
2	DIFFA	21	Diffa	21 90	Commune of DIFFA
2	DIFFA	21	Diffa	21 01	Commune of BOSSO
2	DIFFA	21	Diffa	21 02	Commune of CHETIMARI
2	DIFFA	21	Diffa	21 03	Commune of GUESKEROU/ KOMADOUGOU
2	DIFFA	21	Diffa	21 04	Commune of TOUMOUR
2	DIFFA	22	Mainé-Soroa	22 80	Commune of MAÏNE-SOROA
2	DIFFA	22	Mainé-Soroa	22 05	Commune of GOUDOUMARIA
2	DIFFA	22	Mainé-Soroa	22 06	Commune of FOULATARI
2	DIFFA	22	Mainé-Soroa	22 07	Commune of N'GUELBEYLI
2	DIFFA	23	N'Guigmi	23 80	Commune of N'GUIGMI
2	DIFFA	23	N'Guigmi	23 08	Commune of KABELEWA
2	DIFFA	23	N'Guigmi	23 09	Commune of N'GOURTI
3	DOSSO	31	Dosso	31 90	Commune of DOSSO
3	DOSSO	31	Dosso	31 01	Commune of FARREY
3	DOSSO	31	Dosso	31 02	Commune of GARANKEDEYE
3	DOSSO	31	Dosso	31 03	Commune of GOLLE
3	DOSSO	31	Dosso	31 04	Commune of GOROUBAN KASSAM
3	DOSSO	31	Dosso	31 05	Commune of KARGUI BANGOU
3	DOSSO	31	Dosso	31 06	Commune of MOKKO
3	DOSSO	31	Dosso	31 07	Commune of SAMBERA
3	DOSSO	31	Dosso	31 08	Commune of TESSA
3	DOSSO	31	Dosso	31 09	Commune of TOMBO KOAREY I
3	DOSSO	31	Dosso	31 10	Commune of TOMBO KOAREY II
3	DOSSO	32	Boboye	32 80	Commune of BIRNI N'GAOURE
3	DOSSO	32	Boboye	32 70	Commune of FALMEY
3	DOSSO	32	Boboye	32 11	Commune of FABIRDJI
3	DOSSO	32	Boboye	32 12	Commune of FAKARA
3	DOSSO	32	Boboye	32 13	Commune of GUILLADJE
3	DOSSO	32	Boboye	32 14	Commune of HARIKANASSOU
3	DOSSO	32	Boboye	32 15	Commune of KANKANDI

Regional Code	Name of Region	Dept. Code	Name of Dept.	Code for Commune	Name of Commune
3	DOSSO	32	Boboye	32 16	Commune of KIOTA
3	DOSSO	32	Boboye	32 17	Commune of KOYGOLO
3	DOSSO	32	Boboye	32 18	Commune of N'GONGA
3	DOSSO	33	Dogondoutchi	33 80	Commune of DOGONDOUTCHI
3	DOSSO	33	Dogondoutchi	33 19	Commune of DAN KASSARI
3	DOSSO	33	Dogondoutchi	33 20	Commune of DOGON KIRIA
3	DOSSO	33	Dogondoutchi	33 21	Commune of DOUMEGA
3	DOSSO	33	Dogondoutchi	33 22	Commune of GUECHEME
3	DOSSO	33	Dogondoutchi	33 23	Commune of KIECHE
3	DOSSO	33	Dogondoutchi	33 24	Commune of KORE MAIROUA
3	DOSSO	33	Dogondoutchi	33 25	Commune of MATANKARI
3	DOSSO	33	Dogondoutchi	33 26	Commune of SOUCOUCOUTANE
3	DOSSO	33	Dogondoutchi	33 27	Commune of TIBIRI (DOUTCHI)
3	DOSSO	34	Gaya	34 80	Commune of GAYA
3	DOSSO	34	Gaya	34 28	Commune of BANA
3	DOSSO	34	Gaya	34 29	Commune of BENGOU
3	DOSSO	34	Gaya	34 30	Commune of DIOUNDIOU
3	DOSSO	34	Gaya	34 31	Commune of KARAKARA
3	DOSSO	34	Gaya	34 32	Commune of TANDA
3	DOSSO	34	Gaya	34 33	Commune of TOUNOUGA
3	DOSSO	34	Gaya	34 34	Commune of YELOU
3	DOSSO	34	Gaya	34 35	Commune of ZABORI
3	DOSSO	35	Loga	35 80	Commune of LOGA
3	DOSSO	35	Loga	35 36	Commune of FALWEL
3	DOSSO	35	Loga	35 37	Commune of SOKORBE
4	MARADI	41	Madarounfa	41 91	Commune of MARADI I
4	MARADI	41	Madarounfa	41 92	Commune of MARADI II
4	MARADI	41	Madarounfa	41 93	Commune of MARADI III
4	MARADI	41	Madarounfa	41 80	Commune of MADAROUNFA
4	MARADI	41	Madarounfa	41 01	Commune of DAN ISSA
4	MARADI	41	Madarounfa	41 02	Commune of DJIRATAOUA
4	MARADI	41	Madarounfa	41 03	Commune of GABI
4	MARADI	41	Madarounfa	41 04	Commune of SAFO
4	MARADI	41	Madarounfa	41 05	Commune of SARKIN YAMA
4	MARADI	42	Aguié	42 80	Commune of AGUIE
4	MARADI	42	Aguié	42 70	Commune of GAZAOUA
4	MARADI	42	Aguié	42 06	Commune of GANGARA
4	MARADI	42	Aguié	42 07	Commune of TCHADOUA
4	MARADI	43	Dakoro	43 80	Commune of DAKORO
4	MARADI	43	Dakoro	43 08	Commune of ADJIEKORIA

Regional Code	Name of Region	Dept. Code	Name of Dept.	Code for Commune	Name of Commune
4	MARADI	43	Dakoro	43 09	Commune of AZAGOR
4	MARADI	43	Dakoro	43 10	Commune of BADER GOULA
4	MARADI	43	Dakoro	43 11	Commune of BERMO
4	MARADI	43	Dakoro	43 12	Commune of BIRNI LALLE
4	MARADI	43	Dakoro	43 13	Commune of BIRNI DAN GOULBI
4	MARADI	43	Dakoro	43 14	Commune of GADABEDJI
4	MARADI	43	Dakoro	43 15	Commune of KORAHANE
4	MARADI	43	Dakoro	43 16	Commune of KORNAKA
4	MARADI	43	Dakoro	43 17	Commune of MAIYARA
4	MARADI	43	Dakoro	43 18	Commune of ROUMBOU I
4	MARADI	43	Dakoro	43 19	Commune of SABONMACHI
4	MARADI	43	Dakoro	43 20	Commune of TAGRISS / SOLI
4	MARADI	44	Guidan-Roundji	44 80	Commune of GUIDAN-ROUMDJI
4	MARADI	44	Guidan-Roundji	44 21	Commune of CHADAKORI
4	MARADI	44	Guidan-Roundji	44 22	Commune of GUIDAN SORI
4	MARADI	44	Guidan-Roundji	44 23	Commune of SAE-SABOUA
4	MARADI	44	Guidan-Roundji	44 24	Commune of TIBIRI
4	MARADI	45	Mayahi	45 80	Commune of MAYAHI
4	MARADI	45	Mayahi	45 25	Commune of ALHASSANE MAIREYREY
4	MARADI	45	Mayahi	45 26	Commune of ATTANTANE
4	MARADI	45	Mayahi	45 27	Commune of GUIDAN AMOUMOUNE
4	MARADI	45	Mayahi	45 28	Commune of ISSAWANE
4	MARADI	45	Mayahi	45 29	Commune of KANEMBAKACHE
4	MARADI	45	Mayahi	45 30	Commune of SARKI HAOUSSA
4	MARADI	45	Mayahi	45 31	Commune of TCHAKE
4	MARADI	46	Tessaoua	46 80	Commune of TESSAOUA
4	MARADI	46	Tessaoua	46 32	Commune of BAOUDETA
4	MARADI	46	Tessaoua	46 33	Commune of HAWANDAWAKI
4	MARADI	46	Tessaoua	46 34	Commune of KOONA
4	MARADI	46	Tessaoua	46 35	Commune of KORGOM
4	MARADI	46	Tessaoua	46 36	Commune of MAIJIRGUI
4	MARADI	46	Tessaoua	46 37	Commune of OURAFANE
5	TAHOUA	51	Tahoua	51 91	Commune of TAHOUA I
5	TAHOUA	51	Tahoua	51 92	Commune of TAHOUA II
5	TAHOUA	51	Tahoua	51 01	Commune of AFALA
5	TAHOUA	51	Tahoua	51 02	Commune of BAMBEYE
5	TAHOUA	51	Tahoua	51 03	Commune of BARMOU
5	TAHOUA	51	Tahoua	51 04	Commune of KALFOU
5	TAHOUA	51	Tahoua	51 05	Commune of TAKANAMATT
5	TAHOUA	51	Tahoua	51 06	Commune of TEBARAM
5	TAHOUA	52	Birni N'Konni	52 80	Commune of BIRNI N'KONNI
5	TAHOUA	52	Birni	52 70	Commune of MALBAZA



Regional Code	Name of Region	Dept. Code	Name of Dept.	Code for Commune	Name of Commune
			N'Konni		
5	TAHOUA	52	Birni N'Konni	52 07	Commune of ALLELA
5	TAHOUA	52	Birni N'Konni	52 08	Commune of BAZAGA
5	TAHOUA	52	Birni N'Konni	52 09	Commune of DOGUERAOUA
5	TAHOUA	52	Birni N'Konni	52 10	Commune of TSERNAOUA
5	TAHOUA	53	Bouza	53 80	Commune of BOUZA
5	TAHOUA	53	Bouza	53 11	Commune of ALLAKEYE
5	TAHOUA	53	Bouza	53 12	Commune of BABAN KATAMI
5	TAHOUA	53	Bouza	53 13	Commune of DEOULE
5	TAHOUA	53	Bouza	53 14	Commune of KORAFANE
5	TAHOUA	53	Bouza	53 15	Commune of TABOTAKI
5	TAHOUA	53	Bouza	53 16	Commune of TAMA
5	TAHOUA	54	Illéla	54 80	Commune of ILLELA
5	TAHOUA	54	Illéla	54 70	Commune of BAGAROUA
5	TAHOUA	54	Illéla	54 17	Commune of BADAGUICHIRI
5	TAHOUA	54	Illéla	54 18	Commune of TAJAE
5	TAHOUA	55	Keita	55 80	Commune of KEITA
5	TAHOUA	55	Keita	55 19	Commune of GARHANGA / LABA
5	TAHOUA	55	Keita	55 20	Commune of IBOHAMANE
5	TAHOUA	55	Keita	55 21	Commune of TAMASKE
5	TAHOUA	56	Madaoua	56 80	Commune of MADAOUA
5	TAHOUA	56	Madaoua	56 22	Commune of AZARORI
5	TAHOUA	56	Madaoua	56 23	Commune of BANGUI
5	TAHOUA	56	Madaoua	56 24	Commune of GALMA KOUDAWATCHE
5	TAHOUA	56	Madaoua	56 25	Commune of OURNO
5	TAHOUA	56	Madaoua	56 26	Commune of SABON GUIDA
5	TAHOUA	57	Tchin-Tabaraden	57 80	Commune of TCHINTABARADEN
5	TAHOUA	57	Tchin-Tabaraden	57 70	Commune of TASSARA
5	TAHOUA	57	Tchin-Tabaraden	57 71	Commune of TILLIA
5	TAHOUA	57	Tchin-Tabaraden	57 27	Commune of KAO
5	TAHOUA	58	Abalak	58 80	Commune of ABALACK
5	TAHOUA	58	Abalak	58 28	Commune of AKOUBOUNOU
5	TAHOUA	58	Abalak	58 29	Commune of AZEYE
5	TAHOUA	58	Abalak	58 30	Commune of TABALAK
5	TAHOUA	58	Abalak	58 31	Commune of TAMAYA
6	TILLABERI	61	Tillabéri	61 90	Commune of TILLABERI
6	TILLABERI	61	Tillabéri	61 01	Commune of ANZOUROU
6	TILLABERI	61	Tillabéri	61 02	Commune of AYEROU
6	TILLABERI	61	Tillabéri	61 03	Commune of BIBIYERGOU
6	TILLABERI	61	Tillabéri	61 04	Commune of DESSA
6	TILLABERI	61	Tillabéri	61 05	Commune of INATES

Regional Code	Name of Region	Dept. Code	Name of Dept.	Code for Commune	Name of Commune
6	TILLABERI	61	Tillabéri	61 06	Commune of KOURTEYE (SANSANI HAOUSSA)
6	TILLABERI	61	Tillabéri	61 07	Commune of SAKOIRA
6	TILLABERI	61	Tillabéri	61 08	Commune of SINDER
6	TILLABERI	62	Filingué	62 80	Commune of FILINGUE
6	TILLABERI	62	Filingué	62 09	Commune of ABALA
6	TILLABERI	62	Filingué	62 10	Commune of IMANAN
6	TILLABERI	62	Filingué	62 11	Commune of KOURFEYE CENTER
6	TILLABERI	62	Filingué	62 12	Commune of SANAM
6	TILLABERI	62	Filingué	62 13	Commune of TAGAZAR
6	TILLABERI	62	Filingué	62 14	Commune of TONDIKANDIA
6	TILLABERI	63	Kollo	63 80	Commune of KOLLO
6	TILLABERI	63	Kollo	63 15	Commune of BITINKODJI
6	TILLABERI	63	Kollo	63 16	Commune of DANTCHANDOU
6	TILLABERI	63	Kollo	63 17	Commune of HAMDALLAYE
6	TILLABERI	63	Kollo	63 18	Commune of KARMA
6	TILLABERI	63	Kollo	63 19	Commune of KIRTACHI
6	TILLABERI	63	Kollo	63 20	Commune of KOURE
6	TILLABERI	63	Kollo	63 21	Commune of LIBORE
6	TILLABERI	63	Kollo	63 22	Commune of NAMARO
6	TILLABERI	63	Kollo	63 23	Commune of N'DOUNGA
6	TILLABERI	63	Kollo	63 24	Commune of YOURI
6	TILLABERI	64	Ouallam	64 80	Commune of OUALLAM
6	TILLABERI	64	Ouallam	64 70	Commune of BANIBANGOU
6	TILLABERI	64	Ouallam	64 25	Commune of DINGAZI
6	TILLABERI	64	Ouallam	64 26	Commune of SIMIRI
6	TILLABERI	64	Ouallam	64 27	Commune of TONDIKIWINDI
6	TILLABERI	65	Say	65 80	Commune of SAY
6	TILLABERI	65	Say	65 28	Commune of GUELADJO
6	TILLABERI	65	Say	65 29	Commune of TAMOU
6	TILLABERI	65	Say	65 30	Commune of TORRODI
6	TILLABERI	66	Téra	66 80	Commune of TERA
6	TILLABERI	66	Téra	66 70	Commune of BANKILARE
6	TILLABERI	66	Téra	66 71	Commune of GOTHEYE
6	TILLABERI	66	Téra	66 31	Commune of DARGOL
6	TILLABERI	66	Téra	66 32	Commune of DIAGOUROU
6	TILLABERI	66	Téra	66 33	Commune of GOROUAL
6	TILLABERI	66	Téra	66 34	Commune of KOKOROU
6	TILLABERI	66	Téra	66 35	Commune of MEHANA
7	ZINDER	71	Mirriah	71 91	Commune of ZINDER I
7	ZINDER	71	Mirriah	71 92	Commune of ZINDER II
7	ZINDER	71	Mirriah	71 93	Commune of ZINDER III
7	ZINDER	71	Mirriah	71 94	Commune of ZINDER IV
7	ZINDER	71	Mirriah	71 95	Commune of ZINDER V
7	ZINDER	71	Mirriah	71 80	Commune of MIRRIAH
7	ZINDER	71	Mirriah	71 70	Commune of TAKIÉTA

Regional Code	Name of Region	Dept. Code	Name of Dept.	Code for Commune	Name of Commune
7	ZINDER	71	Mirriah	71 01	Commune of ALBERKARAM
7	ZINDER	71	Mirriah	71 02	Commune of DAKOUSSA
7	ZINDER	71	Mirriah	71 03	Commune of DAMAGARAM TAKAYA
7	ZINDER	71	Mirriah	71 04	Commune of DOGO
7	ZINDER	71	Mirriah	71 05	Commune of DROUM
7	ZINDER	71	Mirriah	71 06	Commune of GAFATI
7	ZINDER	71	Mirriah	71 07	Commune of GARAGOUMSA
7	ZINDER	71	Mirriah	71 08	Commune of GOUNA
7	ZINDER	71	Mirriah	71 09	Commune of GUIDIMOUNI
7	ZINDER	71	Mirriah	71 10	Commune of KISSAMBANA / HAMDARA
7	ZINDER	71	Mirriah	71 11	Commune of KOLERAM
7	ZINDER	71	Mirriah	71 12	Commune of MAZAMNI
7	ZINDER	71	Mirriah	71 13	Commune of MOA
7	ZINDER	71	Mirriah	71 14	Commune of TIRMINI
7	ZINDER	71	Mirriah	71 15	Commune of WAME
7	ZINDER	71	Mirriah	71 16	Commune of ZERMOU
7	ZINDER	72	Gouré	72 80	Commune of GOURE
7	ZINDER	72	Gouré	72 70	Commune of TESKER
7	ZINDER	72	Gouré	72 17	Commune of ALAKOSS
7	ZINDER	72	Gouré	72 18	Commune of BOUNE
7	ZINDER	72	Gouré	72 19	Commune of GAMOU
7	ZINDER	72	Gouré	72 20	Commune of GUIDIGUIR
7	ZINDER	72	Gouré	72 21	Commune of KELLE
7	ZINDER	73	Magaria	73 80	Commune of MAGARIA
7	ZINDER	73	Magaria	73 22	Commune of BANDE
7	ZINDER	73	Magaria	73 23	Commune of DANTCHIO
7	ZINDER	73	Magaria	73 24	Commune of DOGO DOGO
7	ZINDER	73	Magaria	73 25	Commune of DUNGASS
7	ZINDER	73	Magaria	73 26	Commune of GOUCHI
7	ZINDER	73	Magaria	73 27	Commune of KWAYA
7	ZINDER	73	Magaria	73 28	Commune of MALLAOUA
7	ZINDER	73	Magaria	73 29	Commune of SASSOUMBROUM
7	ZINDER	73	Magaria	73 30	Commune of WACHA
	ZINDER	73	Magaria	73 31	Commune of YEKOUA
7	ZINDER	74	Matameye	74 80	Commune of KANTCHE /MATAMEYE
7	ZINDER	74	Matameye	74 32	Commune of DAN BARTO
7	ZINDER	74	Matameye	74 33	Commune of DAOUCHE
7	ZINDER	74	Matameye	74 34	Commune of DOUNGOU
7	ZINDER	74	Matameye	74 35	Commune of ICHIRNAWA
7	ZINDER	74	Matameye	74 36	Commune of KOURNI
7	ZINDER	74	Matameye	74 37	Commune of TSAOUNI
7	ZINDER	74	Matameye	74 38	Commune of YAOURI
7	ZINDER	75	Tanout	75 80	Commune of TANOUT
7	ZINDER	75	Tanout	75 39	Commune of FALANKO
7	ZINDER	75	Tanout	75 40	Commune of GANGANRA
7	ZINDER	75	Tanout	75 41	Commune of OLLELEWA

<b>Regional Code</b>	<b>Name of Region</b>	<b>Dept. Code</b>	<b>Name of Dept.</b>	<b>Code for Commune</b>	<b>Name of Commune</b>
7	ZINDER	75	Tanout	75 42	Commune of TARKA/ BELDEDJI
7	ZINDER	75	Tanout	75 43	Commune of TENHIA
8	NIAMEY	81	Niamey I	81 91	Commune I
8	NIAMEY	81	Niamey II	82 92	Commune II
8	NIAMEY	81	Niamey III	83 93	Commune III
8	NIAMEY	81	Niamey IV	84 94	Commune IV
8	NIAMEY	81	Niamey V	85 95	Commune V

### ANNEX 3: NOMENCLATURE OF TRADES AND PROFESSIONS

The “nomenclature for trades and professions” concerns Section 4 of the household questionnaire on the employment of household members. It constitutes a guide to the codes which correspond to Questions 4.23 in Section 4B and 4.51 in Section 4C. The nomenclature applies to the profession exercised by the individual, or in other words, to what the person does within the structure by which s/he is employed, which may perhaps be different from that expected from the original training undergone by the individual. For example, the employment of an electronics engineer who teaches electronics in a college is that of lecturing and not electronics engineering.

At least two points must be considered in determining the proper code for a trade or profession:

- It is important to distinguish between level of training and function executed within an enterprise. An electrical technician in an enterprise is the person who discharges this function within the enterprise. It should be noted that s/he may or may not hold the qualifications of an electrical technician;
- Persons apparently practising the same trade may have different codes. For example, a Chartered Accountant practicing a liberal profession will be classified in group 31 of the nomenclature. Another Chartered Accountant working as an employee in an enterprise would be classified in group 41.

This nomenclature is organised under 8 main headings with codes for 4 different functions. To identify the code for the 4 functions, the survey official must refer to the table below which will help to identify the appropriate group for the trade or profession. After locating the group in question in the detailed nomenclature, s/he can search for the proper code to enter into the questionnaire.

Table 1. Groups in the Nomenclature for Trades and Professions

<b>Groups (8)</b>	<b>Sub-groups (18)</b>	<b>Nomenclature Page</b>
1. Agriculture, livestock, hunting and fishery	11. Agriculture 12. Livestock, fishery, hunting	<b>3</b>
2. Member of the State Executive and Legislature; Administrative Authorities, Corporate Executive and Management, Clergy	21. Member of the State Executive & Legislature 22. Other Administrative Authorities 23. Corporate Executive and Management 24. Member of the Clergy	<b>3</b>
3. Liberal Intellectual and Scientific Professions	31. Liberal Intellectual and Scientific Professions	<b>4</b>
4. Senior Executive	41. Senior Company Executive 42. Senior Management Officer, Central and Communal Public Service 43. Senior Management Officers (Public Service & Corporations)	<b>5</b>
5. Middle Management and Technical Staff	51. Corporate Middle Management 52. Middle Management & Technical Officers, Central and Communal Public Service 53. Senior Management & Technical Officers (Public Service & Corporate Administration)	<b>7</b>
6. Commercial Worker & Independent Commercial	61. Commercial worker 62. Independent Commercial Worker	<b>9</b>

Worker	63. Non-commercial worker	
7. Craftsman & Laborer	71. Industrial Craftsman and Laborer 72. Service Craftsman and Laborer	<b>11</b>
8. Armed Forces & Police	81. Armed Forces & Police	<b>13</b>

**Grp.1 Grp.2 Grp.3 Work, Professions and Trades**

**1 AGRICULTURE, LIVESTOCK, HUNTING AND FISHERY**

**11 AGRICULTURE**

- 1101 *Large-scale Breeder – Farmer (farm covers 5 hectares or more)*
- 1102 *Small-scale Breeder – Farmer (farm covers less than 5 hectares)*
- 1103 *Marker Farmer-Gardener-Horticulturist*
- 1104 *Fruit Farmer – Plant Nurseryman*
- 1105 *Woodcutter, Charcoal Burner, Forestry Worker*
- 1106 *Agricultural Laborer*
- 1107 *Other Work within this group not elsewhere classified*

**12 LIVESTOCK, FISHERY, HUNTING**

- 1201 *Livestock Breeding, Poultry Farming etc.*
- 1202 *Shepherd/Herdsman*
- 1203 *Fisherman/woman, Sea Fisherman*
- 1204 *Hunter*
- 1205 *Other Work within this Group not elsewhere classified*

**2 MEMBERS OF THE STATE EXECUTIVE AND LEGISLATURE ;  
ADMINISTRATIVE AUTHORITIES, CORPORATE EXECUTIVES AND  
MANAGEMENT; CLERGY**

**21 MEMBERS OF THE STATE EXECUTIVE AND LEGISLATURE**

- 2101 *Members of the State Executive*  
Head of State; Member of Government (Minister, Permanent Secretary & officials of comparable rank)  
Other appointments within this group not elsewhere classified
- 2102 *Members of the Legislature*  
Member of Parliament, Mayor (Deputy Mayor), Municipal Councillor  
Other appointments within this group not elsewhere classified

**22 OTHER ADMINISTRATIVE AUTHORITIES**

- 2201 *Central Public Administrative Authority*  
Permanent Secretary (Ministry), Director (in the Office of the Minister), State Inspector-General, Director-General Director-National, Director, Head of Division
- 2202 *Senior-Level Embassy Staff*  
Ambassador, Chargé d'Affaires, Consul-General, First Secretary
- 2203 *Local Administrative Authorities*  
Governor, Regional Secretary to Government  
Prefect, Regional Member of Parliament

**Grp.1 Grp.2 Grp.3 Work, Professions and Trades**

Secretary to the Commune  
Other unelected administrative and communal authorities

2204 *Traditional Rulers and Village Chiefs*

Customary Chief, Village Chief, Area Chief  
Other traditional authority figures not elsewhere classified

2205 *Leaders and Senior Officials of Specialized Organizations (political parties, trade unions, NGOs etc.)*

Political party leader, Senior Official in a political party  
Trade union leader, Senior Official of a trade union  
Head of an employers' organization, Senior Official in an employers' organization  
Head of a humanitarian organization, NGO and association/Senior Official in a humanitarian organization, NGO and association  
Head and Senior Official of specialized institutions not elsewhere classified

23 CORPORATE EXECUTIVES AND SENIOR MANAGEMENT

2301 *Senior company management (more than 5 employees)*

Executive Chairman, General Manager, Administrative Manager, Company Director  
Other Directors (Administration, Finance, Marketing or Sales, Communication, Social Affairs, Human Resources or Staff ...)  
Other Heads of major enterprises (regardless of activity sector)

2302 *Head of small company (less than 5 persons)*

Company Head, Manager

24 MEMBERS OF THE CLERGY

2401 *Member of the Clergy*

Officiating Muslim clergy (Imam, marabout etc.)  
Officiating clergy of the Christian faith  
Other clergy not elsewhere classified

**3 LIBERAL INTELLECTUAL AND SCIENTIFIC PROFESSIONS**

3101 *Doctors and similar professionals*

General practitioner, Specialist (surgeon, gynecologist, pediatrician, ophthalmologist, orthopedist etc.), dentist, Pharmacist  
Doctors and similar professionals not elsewhere classified

3102 *Legal Officers*

Lawyer, bailiff, notary  
Legal officers not elsewhere classified

3103 *Administrative and commercial specialists*

Accounting adviser or specialist: Chartered Accountant, Auditor  
Economic, management, tax, legal (Legal Adviser, etc.), marketing specialist or adviser etc.  
Human resources, communications, organizations specialist or adviser etc.  
Other administrative and commercial specialists and advisers not elsewhere classified

3104 *Architects, Engineers and similar professionals*

architect, town planner, surveyor, cartographer  
engineer, civil engineer/public works

**Grp.1 Grp.2 Grp.3 Work, Professions and Trades**

Engineer, rural engineering (rural development, water supply ...)

Electrical engineer, electronics engineer, mechanical engineer

Telecommunications engineer, computer engineer

Naval engineer

Agronomist, agricultural engineer, veterinary

Other engineers and similar professionals not elsewhere classified

**3105 *Other Independent Consultants***

Specialist or Adviser in the Human Sciences, Psychology etc.

Specialist or Adviser in Communications: translator, interpreter, journalist, photographer, correspondent (press, newspaper etc.), etc.

Other work within this group which is not elsewhere classified

**3106 *Artists (painter, sculptor, designer, musician ...)***

Poet, novelist, playwright, author and other writers (critics ...)

Musician (guitarist, pianist, saxophonist), singer, classical singer

Composer, choreographer, dancer

Producer/director (cinema, television, radio), actor, comedian

Artist painter/sculptor/designer (publicity, cartoons etc.)

Other work within this group which is not elsewhere classified

**4**

**SENIOR EXECUTIVES**

**41 SENIOR EXECUTIVES IN PUBLIC OR PRIVATE ENTERPRISES**

**4101 *Corporate Senior Executive, Administration and Finance***

Senior Executive Officer, Finance and Accounts: Head of Finance and Accounting Services, Senior Executive Officer Management, Management Controller, Chief Accountant, Chartered Accountant etc.)

Senior Executive Officer, Economic Services and Planning: Head of Studies, Head of Service, Statistician, Actuary, Planner etc.

Senior Executive Officer, Marketing and Publicity Services: Buyer, Head of Products, Head of Marketing, Senior Officer Sales Promotion, Publicity Officer, Publicist, Head of Publicity etc.

Senior Executive Officer Legal and Tax Services: Tax specialist, Fiscal Adviser, Head of Legal Affairs, Head of Litigation, Notary Clerk etc.

Senior Executive Officer Recruitment, Human Resources and Training: Head of Service, Human Resources Adviser, Recruitment Officer, Personnel Officer etc

Other functions within this group which are not elsewhere classified

**4102 *Engineers and Technical Staff***

Specialist Engineer in electrical, electronic, electro-mechanical, air conditioning, water supply etc. studies

Works Supervisor, manufacturing, production or production chain

Computer scientist: computer analyst, analyst/designer, computer developer, database architect, database or network administrator, Head of Computer Services, Head of Computer Maintenance

designer, layout designer

Other functions within this group which are not elsewhere classified.

**42 SENIOR EXECUTIVE OFFICIALS IN THE CENTRAL AND COMMUNAL PUBLIC**



**Grp.1 Grp.2 Grp.3 Work, Professions and Trades  
SERVICE**

- 4201 *Senior Judicial Officers*  
President of the Court of Appeal, Judge, Magistrate, Surrogate, Public Prosecutor, Public Prosecutor  
Other functions within this group which are not elsewhere classified
- 4202 *Category A Classified Tax, Customs, Treasury, Budget and Planning Officials*  
Tax, Customs and Treasury Inspector  
Collector, Administrator/Auditor  
Senior Executive Officer, Economic Affairs and the Budget: Financial Controller, Head of Center etc  
Senior Executive Officer, Planning, Statistician and Demographer  
Price Controller, Quality Controller  
Other functions within this group which are not elsewhere classified
- 4203 *Other Category A Administrative Officials in the Central Public Service*  
Civil Administrator, Administrative Attaché  
Inspector, Administrative Affairs  
Inspector, Labor and Social Law  
Senior Executive Officer, Social Security Services  
Senior Executive Officer, Foreign Affairs  
Other functions within this group which are not elsewhere classified
- 4204 *Senior Executive Officials in the Communes*  
Communal Tax Collector, Civil Records Officer  
Other functions within this group which are not elsewhere classified

**43 SENIOR EXECUTIVES (PUBLIC ADMINISTRATION AND COMPANIES)**

- 4301 *Senior Executive Officers, Health and Social Services*  
Senior Executive Officer, Health System Administration: Head of Service, Head of District, General Overseer etc.)  
Senior Executive Officer, Social Services  
Senior Executive Officer, Dental Services, Medical-Health Services  
Senior Executive Officer, Pharmacy Services  
General Practitioner, Specialist Doctor, Dentist, Pharmacist  
Nutritionist/Dietician  
Other functions within this group which are not elsewhere classified
- 4302 *Senior Executive Officers, Education and Research*  
University Bursary Attaché  
Vice-Chancellor, other Heads of University or prestige public colleges  
Principal, Director of Institution  
Vice-Principal, Overall Supervisor  
Other functions within this group which are not elsewhere classified
- 4303 *Professors in Universities and Other Institutions of Higher Learning*  
University Lecturer: Assistant Lecturer, Senior Lecturer, Lecturer, Professor  
Senior Research Staff: Director of Research, Senior Research Fellow, Director of Research  
Other functions within this group which are not elsewhere classified
- 4304 *Secondary School Teachers*  
Secondary school Teacher and Tutor

**Grp.1 Grp.2 Grp.3 Work, Professions and Trades**

- Continuing and Physical Education Teachers  
Other functions within this group which are not elsewhere classified
- 4305 *Other Specialized Educational Officials*  
Inspector of Education (primary or secondary)  
Teaching Counselor, Guidance Counselor  
Other specialized functions in the educational sector which are not elsewhere classified
- 4306 *Senior Executives, Posts and Telecommunications Sector*  
Senior P & T Executives (P & T Administrator and Inspector)  
Other functions within this group which are not elsewhere classified
- 4307 *Senior Executives, Transport Sector*  
Ship/Airplane Pilot  
Mechanic, Navigator (plane/ship)  
Operations Manager, Head of Operations, Engineer  
Air Traffic Controller  
Ship Broker, Forwarding Agents  
Other senior executives in the transport sector.
- 4308 *Senior Executives in the Public Works and Equipment Sectors*  
Public Works Inspector  
Engineer  
Architect Surveyor, Town Planner,  
Senior Executive Officer, Public Works  
Senior Executive Officer, Rural Development and Water Supply  
Other functions within this group which are not elsewhere classified
- 4309 *Senior Executives, Agriculture, Livestock and Forestry Sectors*  
Agricultural Advisor, Forestry Adviser, Agricultural Extension Officer  
Engineer  
Senior Executive Officer, Agriculture, Forestry, Fishery and Livestock  
Senior Executive Officer, Veterinary Services  
Other functions within this group which are not elsewhere classified
- 4310 *Senior Executives, Power, Geology and Mines*  
Senior Executive Officer, Geology and Mines  
Other functions within this group which are not elsewhere classified
- 4311 *Senior Executives, Information, Communication, External Relations and Documentation*  
Senior Executive Officer Information and the Press: Journalist, Cameraperson, Photographer, Public Relations Officer etc.  
Senior Executive Officer, Communication  
Senior Executive Officer, Documentation: Archivist, Curator, Librarian, Documentalist  
Interpreter, Translator  
Other functions within this group which are not elsewhere classified
- 4312 *Senior Executive Officers, Cultural Affairs, Sport, Tourism and Leisure*  
Decorator, Model Designer  
Senior Executive Officer Cultural Affairs  
Senior Executive Officer, Mentoring, Youth and Sports: Inspector, Youth and Sports/Counselor, Youth and Mentoring  
Senior Executive Officer Tourism and Hotels  
Senior Executive Officer Leisure Activities

**Grp.1 Grp.2 Grp.3 Work, Professions and Trades**

Other functions within this group which are not elsewhere classified

**5**

**MIDDLE MANAGEMENT AND TECHNICAL STAFF**

**51 CORPORATE MIDDLE MANAGEMENT AND TECHNICAL STAFF**

**5101 *Corporate Middle Level Management and Technical Staff, Administration and Financial Services***

Financial and Accounting Service Officers: Personal Assistant/Accounts Secretary etc.)

Economic Affairs and Planning Officer: Actuarial Assistant etc.

Accounts Officer

Commercial Services Officer, Commercial Services Assistant

Marketing and Publicity Officer

Legal and Fiscal Services Officers: Legal Assistant etc.

Recruitment, Human Resources and Training Officers: Personnel Management Assistant, Human Resources Assistant etc.

**5102 *Company Technical Staff***

Technician/Chemical, Electronics, Cold Systems, Mechanics, Metallurgy etc.

Works Supervisor, Operations Officer

Computer Technician: Computer Assistant, Maintenance Technician, Network Technician

**52 MIDDLE MANAGEMENT LEVEL CENTRAL AND COMMUNAL PUBLIC SERVICE TECHNICIANS**

**5201 *Judicial Officers***

Middle level judicial officers within positive law jurisdiction (Clerk of the Court – Judicial Representative etc.)

Other functions within this group which are not elsewhere classified

**5202 *Category A3 and B Classified Tax, Customs, Treasury, Budget and Planning Personnel***

Comptroller of Tax, Customs and Treasury

Material Accountant, Accountant,

Economic Affairs and Budget Assistant: Economist/Bursar (of secondary school, hospital etc.)

Assistant Statistician: Deputy Technical and Statistical Assistant, Statistical Technician

Budget and Financial Resources Officer

Other functions within this group which are not elsewhere classified

**5203 *Other Category A3 and B Administrative Personnel in the Central Public Service***

Administrative Secretary

Work Controller

Foreign Affairs Secretary

Social Security Officer

Other functions within this group which are not elsewhere classified

**5204 *Communal Officials***

Public Registry Secretary

Other functions within this group which are not elsewhere classified

**53 MIDDLE-MANAGEMENT LEVEL OFFICERS AND TECHNICIANS (PUBLIC SERVICE AND CORPORATIONS)**

**5301 *Health and Social Affairs Officers and Technicians***

State-registered Specialist Nurse

State-registered or Specialist Midwife

**Grp.1 Grp.2 Grp.3 Work, Professions and Trades**

Medical Assistant, Dental Assistant  
Dental Prosthetist  
kinesiologist, Masseur, Optician, Child Care Officers  
Laboratory Assistant, Laboratory Technician, Medical Radiology Technician  
Assistant Pharmacist, Pharmaceutical Assistant  
Sanitary Technician and Assistant  
Social Assistant, Social Educator  
Other functions within this group which are not elsewhere classified

**5302 *Education and Research***

Primary School Teacher, Primary School Director, Primary School Tutor  
Physical Education and Sports Teacher, Sports Educator  
Specialist Educator (for the blind, deaf, handicapped etc.)  
Other educational specialists who are not elsewhere classified

**5303 *Officers and Technicians, Posts and Telecommunications Sector***

Communications Technician  
Comptroller – Collector, P & T  
Other functions within the group which are not elsewhere classified

**5304 *Officers and Technicians, Transport***

Meteorology and Air Navigation Assistant  
Air Security Technician  
Customs Clearance Officer  
Train Conductor  
Other functions within this group which are not elsewhere classified

**5305 *Officers and Technicians, Public Works***

Works Foreman, Works Supervisor  
Assistant Technical Officer, P W  
Rural Engineering Technician  
Civil Engineering Technician/Assistant  
Land Register Officer  
Other functions within this group which are not elsewhere classified

**5306 *Officers and Technicians, Agriculture, Livestock and Forestry***

Agronomy Technician, Specialized Agricultural Technical Officer  
Agricultural Works Supervisor  
Forestry Controller  
Assistant FJA (Agricultural Youth Trainers)  
Specialized Livestock Assistant and Officer  
Forestry Technician  
Veterinary Assistant  
Other functions within this group which are not elsewhere classified

**5307 *Officers and Technicians, Power, Geology and Mines***

Technician, Geology and Mines  
Other functions within this group which are not elsewhere classified

**5308 *Officers and Technicians, Information, Communication and Documentation***

Information and Press Officer and Technician: Non-journalist reporter, Announcer, Anchor (radio and television)  
Communications Officer and Technician  
Documentation Officer  
Other functions within this group which are not elsewhere classified

**Grp.1 Grp.2 Grp.3 Work, Professions and Trades**

- 5309 *Officers and Technicians, Cultural Affairs, Sports, Tourism and Leisure*  
Cultural Affairs Officers and Technicians: Cultural events facilitator  
Youth and Sports Organization Officers and Technicians: Referee, Trainer, Sports Monitor,  
Professional Athlete (Runner, football player, boxer, wrestler etc.)  
Tourism Services Officers and Technicians: Tour Guide, Maître d'hôtel  
Leisure Services Officers and Technicians  
Other functions within this group which are not elsewhere classified

**6 EMPLOYEES AND INDEPENDENT WORKERS IN THE TRADE SECTOR**

**61 BUSINESS EMPLOYEE**

- 6101 *Business Employee (shop, market)*  
Storekeeper, Checker  
Shop Assistant  
Cashier  
Sales Person or Assistant Sales Person in a shop, Pump Attendant  
Other functions within this group n.c.e.

**62 INDEPENDANT BUSINESS PERSON**

- 6201 Shopkeeper  
6202 Fruit, Vegetable, Grain, Root, Oils, Condiments, Plantain Seller  
6203 Meat, Fish, Sea Food Seller  
6204 Seller of other food products (including beverages and cigarettes)  
6205 Seller of new clothing/footwear/leather goods, fabrics, underclothing (men and women's underwear, singlets, vests etc.)  
6206 Seller of second-hand items (clothing, shoes etc.)  
6207 Seller of perfumes/cosmetics and toiletries  
6208 Seller of domestic fuel (kerosine, wood, cooking gas, charcoal, wood shavings etc.)  
6209 Seller of fuels (petrol, diesel)  
6210 Seller of pharmaceutical products  
6211 Sellers of hardware  
6212 Other retailers of products who are not elsewhere classified

**63 EMPLOYEES OUTSIDE THE TRADE SECTOR**

- 6301 *Employees in Administration and Finance Services*  
Administration Services employee, Administrative Assistant, Administrative Officer  
Accounts Assistant  
Cashier, Counter Clerk  
Employee in Budget and Financial Resource Departments  
Official (tax recovery services, tax base records)  
Customs Official, Customs Agent  
Economic Control Official  
Employee, Economic Affairs, Economic Affairs Official  
Secretary, Typist, Telephone Operator - Receptionist – Telephone Operator, Input Operator,  
Machine Operator

**Grp.1 Grp.2 Grp.3 Work, Professions and Trades**

Messenger, Dispatcher (Courier), Administration Clerk, Delivery Person  
Insurance Agent, Insurer, Broker  
Real Estate Agent, Travel Agent  
Commercial Agent, Salesperson  
Supplier  
Other employment within this group which is not elsewhere classified

6302 *Health and Social Affairs Employees*

Waiter or Waitress, Nursing Assistant, Nursing Aid  
Travelling Health Worker  
Tablet Distributor  
Assistant Midwife  
Laboratory Assistant  
Health Worker; Sanitation Worker  
Other junior health and social affairs personnel

6303 *Posts, Telecommunications, Equipment and Public Works*

Junior P & T Employees, postman, telephone and telegraph operator  
Telecommunications Inspector  
Railwayman, Train Conductor  
Topography Equipment Operator, Rural Engineering Operator  
Meteorological Transmission Assistant, Meteorological Assistant  
Other functions within this group which are not elsewhere classified

6304 *Transport Service Employees*

Bus Ticket Collector etc.  
Taxi Driver, Motorbike Driver  
Bus and Coach Conductor  
Lorry Driver (tanker, trailer)  
Agricultural and forestry machinery operator  
Construction Machinery Operator  
Other drivers/conductors: company driver, personal driver etc.  
Motorbike boy  
Ferryman, sailor  
Other transport services staff

6305 *Agriculture, Fisheries, Forestry, Geology and Mines Employees and Agents*

Rural facilitator  
Agricultural Officer (Rural Development Agency)  
Forestry Official  
Technical Officer, Agriculture and Livestock  
Veterinary Nurse  
Geology and Mines Officer  
Other jobs within this group which are not elsewhere classified

6306 *Restaurant and Hotel Employees*

Bartender  
Hotel Waiter, hostess  
Cleaner, Dishwasher  
Other jobs within this group which are not elsewhere classified

6307 *Restaurant, Cafeteria or Bar Waiters, Servants*

6308 *House Help*

**Grp.1 Grp.2 Grp.3 Work, Professions and Trades**

Houseboy/housemaid, Baby-sitter, Nanny  
Cook, Housekeeper  
Other household staff, excluding personal driver and security guard

**6309 Other Employees**

Library Assistant, Archive Assistant  
Bodyguard, Security Guard, Night Watchman, Concierge  
Leisure Service Employees (PMUC (bookmaking), Lottery, Casino etc.)  
Other employment within this group which is not elsewhere classified

**7**

**CRAFTSMEN AND WORKERS**

**71 INDUSTRY CRAFTSMEN AND WORKERS**

**7101 Construction and Public Works Craftsman and Workers**

Mason, Plasterer, Tiler, Floor Covering Layer  
Scaffolding Builder, Carpenter, Ceiling Builder  
Plumber, Locksmith, Building Painter  
Construction Worker, Handyman, Sealing Worker  
Other trades within this group which are not elsewhere classified

**7102 Well Borer, Well Sinker**

**7103 Quarryman, Stone-cutter, Monumental Mason**

**7104 Glazier**

**7105 Electrician**

**7106 Mechanical, Electronic, Cold and Heat Systems Craftsmen and Workers**

Scrap Merchant, Panel Beater, Blacksmith  
Car Body Painter  
Auto Mechanic, Garage Mechanic, Machinery Repair Mechanic  
Electro-mechanical Engineer, Breakdown Mechanic (radio, television, refrigerator, etc.)  
Other trades within this group which are not elsewhere classified

**7107 Machine Operator, Cuviste (pot-man)**

**7108 Blacksmith, Welder**

**7110 Leather and Textile Craftsman and Worker**

Weaver, Thread Spinner, Dyer, Textile Craftsman  
Tailor, Embroiderer, Knitter  
Cobbler, Leather Craftsman, Shoe Repairer, Tanner  
Mattress Maker, Upholsterer  
Other crafts within this group which are not elsewhere classified

**7111 Wood Craftsmen and Workers**

Carpenters, Cabinet Makers, Wood Craftsmen  
Basket Maker/Basket Weaver  
Other crafts within this group which are not elsewhere classified

**7112 Agro-food Craftsmen and Workers**

Pastry Maker, Baker, Doughnut Maker  
Toffee, Jam Maker  
Delicatessen Keeper, Fishmonger, Butcher  
Natural Juice and Milk Product Maker, Ice-maker  
Local Brewer (millet beer etc.)

**Grp.1 Grp.2 Grp.3 Work, Professions and Trades**

Other trades within this group which are not elsewhere classified

7113 *Craftsmen and Workers in Other Industries*

Potter

Other crafts within this group which are not elsewhere classified

7114 *Miner, Gold and Precious Stones Prospector*

**72 SERVICE CRAFTSMEN AND WORKERS**

7201 *Telecommunications Services Craftsmen and Workers*

Telephone Booth Operator, Callbox Operator

Cyber Cafe Operator and Monitor

Cable-Operator

Other service in this group which is not elsewhere classified

7202 *Restaurant Services Craftsmen and Workers*

Grilled Fish/Meat/Doughnut Vendor

Cafeteria Manager (bar, local eatery), Cook

Other trade within this group which is not elsewhere classified

7203 *Personal Services Craftsmen and Workers*

Hairdresser Men/Women (including rinsing and tattooing), Barber

Manicurist, Pedicurist, Beauty Care Worker

Laundryman/woman/Itinerant Carwash (windshields)

Shoe shiner

Other trade within this group which is not elsewhere classified

7204 *Cleaning and Sanitation Craftsmen and Workers*

Cleaner/Washer, Garbage Man, Street Sweep

Other work within this group not elsewhere classified

7205 *Craftsmen and Workers in Other Services*

Traditional Medicine man, Healer

Printer, Photographer

Jeweller, Goldsmith

Watch Repairer – Watchmaker

Astrologer, Fortune-teller

Pedlar, Errand boy

Oil Extractor

Money-lender

Other trades within this group not elsewhere classified

7206 *Reprographer/Photocopier*

7207 *Cart man*

7208 *Miller*

7209 *Cart pusher*

7210 *Motorized Porter*

7211 *Docker*

**8**

**ARMED FORCES AND POLICE**

**81 ARMED FORCES AND POLICE**

8101 *Armed Forces and Police Officers*



**Grp.1 Grp.2 Grp.3 Work, Professions and Trades**

Army Officer, Gendarmerie Officer, Police Commissioner and Officer, Fire Officer  
Other Officers of the armed forces and law enforcement services not elsewhere classified

8102 *Non-Commissioned Officers in the Armed Forces and Police (from Sergeant to Chief Warrant Officer grades)*

Non-commissioned Army Officer, Non-commissioned Gendarmerie Officer, Police Inspector, Sub-Officer Fire Brigade

Other sub-Officers of the armed forces and law enforcement services not elsewhere classified

8103 *Other Armed Forces and Police Personnel (from 2<sup>nd</sup> Class Soldier to Corporal)*

Soldier, Gendarme, Policeman/woman, Firefighter

Other rank and file armed forces and police personnel not elsewhere classified

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## ANNEX 4: NOMENCLATURE FOR BRANCHES OF ACTIVITY

The nomenclature for branches of activity also relates to Section 4 of the household questionnaire on the employment of household members. It is used to determine the code which corresponds to Questions 4.24 under Section 4B and 4.52 under Section 4C. This nomenclature is also used for Section 5B, Question 5.12 in order to identify the branches of activity in which the household enterprises are involved. A branch of activity is defined as the activity in which the structure (public administration, company etc.) which employs the person is engaged, independently of the trade profession of the person under consideration. For example, for a driver who works in a transport company, the appropriate branch of activity is “Transport of persons”. For another driver working for the NIS, the appropriate branch of activity is “Public Administration” which is the activity in which the driver’s employer, the NIS, is engaged.

<b>Branch of Activity</b>	<b>DESCRIPTION</b>
01	SUBSISTENCE AGRICULTURE
011	Millet and Sorghum Crops
012	Rice Crop
013	Other Cereals
014	Root Crops (yam, taro, cassava, banana-plantain etc.)
015	Oil-yielding Crops (groundnuts, oil palm etc.)
016	Fruit and Vegetable Crops
02	INDUSTRIAL AND EXPORT AGRICULTURE
021	Cotton Crop
022	Cocoa, coffee, tea crops
026	Other industrial and export products
03	LIVESTOCK AND HUNTING
031	Cattle Farming
032	Goat Farming
033	Sheep Farming
034	Other Mammals
035	Poultry
036	Farming of Other Animals
037	Rearing of Breeds of Different Types of Animal
038	Production of Products of Animal Origin and Livestock-allied Activities
039	Hunting and Trapping
04	FORESTRY AND FOREST EXPLOITATION
040	Forestry and Forest Exploitation
05	FISHING AND FISH FARMING
051	Maritime and Continental Fishing
052	Fish Farming
06	EXTRACTION OF HYDROCARBONS AND ENERGY-PRODUCING PRODUCTS
060	Extraction of Hydrocarbons (excluding prospection which are classified under 383) and Energy-producing Products
07	OTHER EXTRACTIVE ACTIVITIES
071	Extraction of metal minerals
072	Extraction of non-metallic minerals
08	MEAT AND FISH INDUSTRIES

<b>Branch of Activity</b>	<b>DESCRIPTION</b>
	081 Production, processing & conservation of meat and raw meat-based products
	082 Processing & conservation of fish and fish products
09	PROCESSING OF GRAINS AND PRODUCTION OF STARCHY END-PRODUCTS
	091 Production of cereal flour (including dry milling, dry milling of cereals etc.)
	092 Hulling of rice
	093 Manufacture of millet-based products
10	COCOA, COFFEE, TEA AND SUGAR INDUSTRIES
	Shelling of coffee beans and processing of coffee, tea, production of cocoa, chocolate and confectionary
	101
	104 Sugar manufacture
11	OILS AND ANIMAL FEED INDUSTRIES
	111 Manufacture of unrefined oils
	112 Manufacture of refined oils, margarine and fats
	113 Production of animal feed
12	MANUFACTURE OF GRAIN-BASED PRODUCTS
	121 Bread, pastry, biscuit-making
	122 Manufacture of food dough
13	PRODUCTION OF MILK, FRUITS, VEGETABLES AND OTHER FOOD ITEMS
	131 Manufacture of milk products
	132 Processing and conservation of fruits, vegetables and other food items
14	BEVERAGE INDUSTRY
	141 Brewing of beer and malt
	142 Manufacture of other alcoholic beverages (excluding beer and malt)
	143 Manufacture of non-alcoholic beverages and mineral water
15	TOBACCO INDUSTRY
	151 Manufacture of tobacco
	152 Manufacture of tobacco-based products
16	TEXTILE AND CLOTHING INDUSTRIES
	161 Ginning of cotton
	162 Manufacture of textile yarns and threads
	163 Manufacture of fabrics and nets
	164 Other textile industries
	165 Manufacture of articles of clothing (excluding footwear)
17	LEATHER AND FOOTWEAR INDUSTRIES
	171 Production of leather and leather articles
	172 Manufacture of footwear, including rubber and plastic footwear
18	WOOD INDUSTRIES EXCLUDING FURNITURE MANUFACTURE
	181 Sawing and treatment of wood: drying, impregnation, chemical treatment
	182 Manufacture of sheets of veneer, plywood and panels
	183 Manufacture of knockdown wood products
19	MANUFACTURE OF PAPER AND PAPER ARTICLES, PRINTING AND EDITING
	191 Manufacture of pulp paper, paper, cardboard and paper items
	192 Printing and printing-related activities, editing
20	PETROLEUM REFINERY, COKING AND PROCESSING OF OTHER ENERGY-PRODUCING PRODUCTS
	200 Petroleum refining: coking and nuclear industry

<b>Branch of Activity</b>	<b>DESCRIPTION</b>
21	CHEMICAL AND CHEMICAL PRODUCT MANUFACTURING INDUSTRIES
211	Manufacture of base chemicals
212	Manufacture of soap, perfumes, detergents and cleaning products
213	Manufacture of other chemical products
22	PRODUCTION OF RUBBER AND MANUFACTURE OF RUBBER AND PLASTIC ARTICLES
221	Rubber production
222	Manufacture of rubber articles
223	Manufacture of plastic articles (excluding footwear)
23	MANUFACTURE OF OTHER NON-METALLIC MINERAL CONSTRUCTION MATERIALS
231	Manufacture of cement
232	Manufacture of other non-metallic products
24	MANUFACTURE OF BASE METALLURGICAL PRODUCTS AND METAL STRUCTURES (EXCLUDING MACHINERY AND EQUIPMENT)
240	Manufacture of metallurgical products and metal structures
25	MANUFACTURE OF MACHINERY, ELECTRICAL APPLIANCES AND N.C.A MATERIALS
250	Manufacture of machinery, electrical appliances and n.c.a. materials
26	MANUFACTURE OF AUDIOVISUAL AND COMMUNICATIONS EQUIPMENT AND APPLIANCES, MANUFACTURE OF MEDICAL, OPTICAL AND CLOCK-MAKING INSTRUMENTS
260	Manufacture of audiovisual and communications equipment and appliances, manufacture of medical, optical and clock-making instruments
27	FABRICATION DE MATERIEL DE TRANSPORT
271	Manufacture of road vehicles
272	Manufacture of other transport materials
28	FURNITURE MANUFACTURE; MANUFACTURING ACTIVITIES NOT ELSEWHERE CLASSIFIED AND REHABILITATION
281	Furniture manufacture
282	Miscellaneous manufacturing and rehabilitation activities
29	POWER, GAS AND WATER GENERATION AND DISTRIBUTION
291	Electrical Power Generation, Collection, Transportation and Distribution
292	Water Capture, Treatment and Distribution
30	CONSTRUCTION
301	Site preparation and civil engineering and building works construction
302	Fitting and finishing works
31	WHOLESALE AND RETAIL SALES
311	Vehicle Sales
312	Motorcycle Sales
313	Sales of accessories and fuel
314	Wholesale trade in unprocessed agricultural products and live animals
315	Other wholesale trade (including middlemanship in wholesale trade)
316	General retail trading (food store, shop, grocery store ...)
317	Retail fruit and vegetable sales
318	Retail trading of other food products
319	Retail trading in clothing, footwear and fabrics (including second-hand clothing)

<b>Branch of Activity</b>	<b>DESCRIPTION</b>
	310 Retail trade in other products (including middlemanship in retailing)
32	REPAIR WORK
	321 Vehicle repairs
	322 Other repair work on personal items
33	RESTAURANTS AND HOTELS
	331 Hotels and camping sites
	332 Restaurants and bars
34	TRANSPORT, WAREHOUSING AND COMMUNICATION
	341 Rail Transport
	342 Transport by taxi/motorbike
	343 Other forms of passenger road transport
	344 Road transport of goods
	345 Other means of transportation (air, water)
	346 Allied and auxiliary transport activities
35	POSTS AND TELECOMMUNICATIONS
	350 Posts and Telecommunications
36	FINANCIAL ACTIVITIES
	361 Monetary and Financial Intermediation
	362 Insurance (excluding social security)
37	REAL ESTATE TRANSACTIONS
	371 Leasing of accommodation and other real estate
	372 Other real estate transactions
38	SERVICE PROVISION TO COMPANIES
	381 Direct leasing
	382 Computer and research-development activities
	383 Services provided mainly to companies
39	PUBLIC ADMINISTRATION AND SOCIAL SECURITY
	General public administration and provision of services to the community (including
	391 communes) as a whole
	392 Mandatory social security cover
40	EDUCATION
	400 Education
41	HEALTH AND SOCIAL ACTION
	411 Measures in favor of human health
	412 Veterinary activities
	413 Social action measures
42	OTHER SERVICES PROVIDED TO THE COMMUNITY, SOCIAL AND PERSONAL SERVICES
	421 Sanitation and waste disposal
	422 Association (economic organizations, religious and political organizations etc.)
	423 Artistic, leisure, cultural and sports activities
	424 Personal services (hair dressing and beauty care services, laundry, dying, funeral services, public letter writers, shoe-shiners etc.)
	425 Domestic services
43	EXTERNAL ORGANIZATIONS AND INSTITUTIONS
	430 External Organizations and Institutions



# ANNEX 5: USEFUL CONCEPTS IN THE INDIGENOUS LANGUAGES

English	Zarma	Hausa
Overstaffing	Jama kaà ba gumo	Yawan da ya zarce
Female/Male Sterilization	Fondey kaà i ga gana ga wayboro wala alboro te gunu	Juya mahaifa/dada*a
Implant	Jandi daà yaà hayyaàey nda care game safari kaà I ga daà waybora ga-ham kuuro cire	Karan maganin da ake tutsawa macce cikin fata don sakin sarari cikin haifuwa
Intra-uterine Device	Jandi ùaà hayyaàey nda care game ra safari kaà i ga daà haytu ra	Abubuwan da ake sawa cikin ma'aifar macce don sakin sarari cikin haifuwa
Rent	Fari albarka	Albarkar noma
Bonus	Banandi	Biya
Commission	Alaada	La'ada
Gratuity	Goy nooru	Lada, tukwuici
Bankruptcy	Kaàyaà	Faùuwa/fatara
Installments	Garaw kaà i ga pati kayna-kayna	Abinda aka kayyade a yanke bayan an ùauki bashi
Biomass	Goy jinay kaà ga fun almaney wala tuurey kaà I ga nafa nda	Wani sinadari da ake samu cikin itace ko bisasshe masu rai don samun makamashi
Share Dividends	Riiba	Kashi da aka samu cikin jari
Mosquito coil	Soboro safari	Iggiyar leko, lepa
Fallow	Fari fulanzam	Hutun gona (shema)
Drainage	Day kooguyaà	Jan ruwa
Gabion	Giryaz fune beeri koy	Dangarama ta duwatsu
Half-moon	Handu jare	Rabin wata
Zai	Guusiizo	Tassa
Low Wall	Koray kayna kaà I ga te haro ma si tuurey àwa se	Dangarama mai hana ruwa fitowa daga cikin fangale
Dykes	Koray kayna kaà i ga te haro ma si tuurey àwa se	Marhin kofar fangale
Stone bund	Tondi koray kaà i ga te ga dumariizey hallasi	Kariya ta duwatsu
Irrigation	Ntaasey haàando	Ban ruwa
Slash and burn	Fari zooru ga tonyaà	Toyì
Manure	Birji	Takin bisasshe
Compost	Birji fumbanta	Rubaççen taki
Clearing	Fari zooryaà	Sassabe
Agricultural Production	Farimi albarka	Amfanin gona

English	Zarma	Hausa
Agricultural Charges	Daliili kaà alfaro wi farimo fondo ra	Kashe-kashen *udin kayan noma
Erosion	Laabu buuko (gangani)	Zaizayyar *asa /fa*o
Gravity	Guusu-izey kaà ra haro ga bisa ga furo ntaasey ra	Dokin ban ruwa
Return pumping	Yeeti bandayaa – gaaray yaà tutayyaa	Turewa/dungujewa
Mortgage	Tolme	Jingina
Forage	Subu	Abincin bissashe
Urea	Birji kwaaray	Takin zamani
Organic Fertilizer	Kwaara birji	Takin galgajiya
Inorganic Fertilizer	Zaamani birji	Takin zamani
Plant Health Product	Fari ntaasey aàwaara safari	Maganin gidan gona
Insecticide	Aàwaara safari	Maganin kashe *wari/heshe
Fungicide	Paazo cira	Jan pazo/ dan barbaùo
Herbicide	Paazo kaà ga subu laaley wi	Pazo na kashe hakukuwa
Pesticide	Paazo kaà ga aàwaaray wi	Pazo na kashe *wari
Spinach	Finaari	Ganye mai kama da halshen saniya
Leek	Annasaara albasan	Albasar nasara
Bambara groundnut	Damsi kudurku	Ta*uruga/gujiya
Eggplant	Yaalo	Yalo
Amarante leaf	Cappaata	Allayyahu
Radish	Raadi	Radi
Turnip	Kaarot kwaaray	Nabe
Beetroot	Beterap	Beterap
Peas	Annasaara dunguri	Waken nasara
Input	Dumiizey, birjey, mooto pomo	Kayan noma
Crop Waste	Ntaasu hamni hamney kaà cindi	Tattakar amfanin noma
Yield	Fari albarka	Amfanin gona
Reimbursement	Nooro kaà alfarey ga bana jiiri kulu koppa se	Diyya
Interest	Riiba / nooru nda hari	Ruwa (Kuùì da ruwa)
Replanting	Tilam	Dashe
Production Cycle	Fari goy alwaatey	Juyawar lokacin aikin gona
Traditional Mutual Assistance	Boogu	Gayya
Sharecropping	Fara-farayze	



<b>English</b>	<b>Zarma</b>	<b>Hausa</b>
Exodus	Jaway	Fita biùar kuùì *etaren *asa (diga)
Pastoralism	Kuray	Kiyo