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**LIVING STANDARDS MEASUREMENT STUDY SURVEY
(PESQUISA SOBRE PADRÕES DE VIDA 1996-1997)**

INTERVIEWER MANUAL

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FOREWORD

This is the manual for Living Standards Measurement Study Survey - PPV field operations. Its objective is to deal with operational aspects of interviews, while orienting interviewers in performing their tasks.

It was designed to be concise and objective without, however, failing to apply the principle of maximum clarity to the concepts presented. The only items left aside are questions considered self-explanatory.

The first part of the manual contains texts with information on the Survey itself, the duties and responsibilities of the interviewer, sampling and dissemination of results, the system of information gathering and a description of PPV questionnaires. This is followed by the basic concepts used in the Survey and the guidance required for correctly filling out questionnaires.

Our purpose in issuing this manual is to provide interviewers with the guidance they need to ensure that their tasks will be performed as effectively as possible.

A MESSAGE TO INTERVIEWERS

Among the tasks involved in producing a survey, we believe that the process of gathering data in the field occupies a position of maximum strategic importance. It is the core process of the

survey since it gives life and form to the planning that preceded the field work and generates the raw material to be processed and analyzed in the final stage of the survey. For this reason, we ascribe enormous importance to the work of our interviewers and consider them deserving of the major share of credit for the reliability and success that is attained by the Living Standards Measurement Study Survey. The fundamental orientation - and, at the same time, request - is that interviewers should see themselves, above all else, as researchers who have taken on the task of constructing their access to information through a patient and focused search that brings all of their sensitivity and imagination into play in their effort to obtain the most reliable and complete information possible.

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INTRODUCTION

The Living Standards Measurement Study Survey is being implemented in Brazil on the basis of an agreement between the Brazilian Institute of Geographics and Statistics (IBGE) and the World Bank.

With the important recent changes in Brazilian society, intensification of economic crises in the past decade and successive economic adjustment plans, new and important questions have been raised regarding the impact and effectiveness of these policies in terms of the living conditions of the population. The major challenge today is to research and monitor the effects of growth and economic adjustment plans on the population's standard of living, particularly the poorer segment of the population. Parallel to the production of topical socioeconomic information, there is a need for research capable of providing a clear vision of the varied dimensions of social life.

Though IBGE has a wide-ranging and varied array of both social and economic research results that have been used as the basis of highly relevant reports aimed at enhancing understanding of the social state of the nation and enriching the planning process, serious gaps still exist in the socioeconomic statistics upon which this information is based. And it seems that new demands arise from the current development stage of the country practically every day.

The Living Standards Measurement Study Survey has already been implemented in other countries and is an integral component of the program elaborated by the World Bank and scheduled for testing in the northeast and southeast regions of the country.

Characteristics of the research project:

- broad socioeconomic topics are studied in an integrated way within a single household sampling;
- field operations scheduled for an entire year so as to perceive the presence of seasonal factors;
- unwavering rigid control over application of the questionnaire, the data inflow process and the system of post-survey critique;
- incorporation of data processing as an essential component of the survey;
- flexibility of the sampling plan, making it possible to issue partial results every four months during the survey period;
- rapid dissemination, resulting in release of the final results almost simultaneously with conclusion of field activities

OBJECTIVES

The objectives of the survey are:

- create an information gathering instrument capable of perceiving the varied socioeconomic dimensions of the population;

- efficient release of research information;
- provide support material for formulation and monitoring of social policies, based on government-defined priorities, principally those cited in programs designed to combat poverty.

To ensure that these objectives will be attained, methodologies were developed with the aim of minimizing problems frequently found in integrated survey projects. For the first time, a single questionnaire will deal with themes that, to a greater or lesser extent, have been targeted in the past by a whole range of IBGE socioeconomic surveys.

Initially, the themes included in the survey were examined in order to define the minimum number of questions that would be required for analysis of specific topics within the context of varied standards of living.

The survey questionnaire will be applied in two visits to each household, separated by a two week interval. The purpose of this procedure is to gain better control over the quality of family spending information, clarify doubts and/or gaps detected in the first part of the questionnaire during the stage of critique and reduce the time spent in each interview.

Finally, teams composed of interviewers, supervisors and persons charged with keying in the data will be formed. This team structure will make it possible to process the data almost

simultaneously with the information gathering task.

DUTIES AND RESPONSIBILITIES OF INTERVIEWERS

Interviewers are representatives of IBGE and, as such, must always utilize their identification badges in any and all contacts with persons providing information. Only in this way will it be possible to provide those interviewed with the certainty that they are dealing exclusively with persons fully qualified to perform the survey.

Interviewers must be constantly aware that all information provided is legally classified as confidential and can only be used for statistical ends.

The interviewer must guarantee the inviolability of all information received, allowing no one not involved in the process to monitor the interviews even if these persons are friends or relatives of those living in the household investigated.

Even though the law requires people to provide the requested information, interviewers are obligated to carry out their tasks in a climate of absolute cordiality and respect.

Once training has been completed, interviewers will be qualified to perform the following tasks:

- prepare material for the interview stage;
- go to the correct address of the households selected for the sampling;

- carry out interviews with strict obedience to instructions;
- review interviews with the aim of detecting errors or omissions that may have occurred;
- inform supervisors of all problems that may have occurred during an interview and that could not be immediately resolved.

DATA GATHERING SYSTEM

The PPV has specific characteristics that are mirrored in the system of data gathering proposed for the survey.

The 554 sectors selected for sampling are distributed through 10 regions defined as geographic strata, as follows: six metropolitan regions, the urban and rural southeast and the urban and rural northeast.

Data gathering will extend over the period from March 1996 to March 1997 and each sector will appear only once in the sampling within that period.

Consequently, the sectors were distributed proportionately over the four quarters of the year so that, in each quarter, there would be an approximately equal minimum number of sectors in the 10 geographic strata. After that, the sectors were distributed into the months in each quarter so as to optimize the itinerary of interviewers and the use of anthropometric equipment.

The listing stage will be developed in the quarter

immediately preceding the date scheduled for starting the interviews.

In each household, the survey will be carried out in two distinct stages, with a period of one week between the first and second stage. In urban and metropolitan regions, data collection in each stage of the survey is programmed to last for one week. In rural sectors, two weeks are allotted to each stage.

More detailed information on the distribution of sectors is available with the survey coordination staff in the document entitled "Escalas de Listagem e Entrevista" (Listing scales and interviews).

SAMPLING AND RELEASE OF RESULTS

PPV sampling is probabilistic and was selected in two stages: first, on the basis of census sectors and, secondly, households.

Selection of the sectors follows the procedures below:

- 10 geographic strata were created, composed of the six metropolitan regions (Recife, Salvador, Fortaleza, Rio de Janeiro, Belo Horizonte and São Paulo) and the urban and rural areas of the northeast and southeast regions;
- the census sectors were allocated into each geographic stratum;
- three statistical strata were created in each geographic stratum based on the income of the household head, as

revealed in the non-sampling questionnaire of the Demographic Census;

- once the sectors had been distributed within the statistical strata, the sectors included in the research survey were selected in each one of these strata, with probability proportional to total households.

Following the listing operation, household selection is carried out with equal probability in each sector.

Results will be released every four months on a partial basis, in the form of percentage indicators selected on the basis of the overall variables included in the questionnaires. When the interviews have been completed, the final results will cover the same indicators and will be released in multithematic analytical texts. At the same time, the information will be made available on diskettes to users interested in working with the research results. The diskettes in question will be protected in such a way that users will be unable to identify sources or individualize information.

THE PPV QUESTIONNAIRE

A two-part questionnaire will be utilized in the interview process, with one part reserved for each of the two visits to the selected households.

The first part of the questionnaire is composed of an

identification and control section (outer cover) and the following sections:

SECTION 01 - CHARACTERISTICS OF DWELLING

Part A - Structure

Part B - Spending

SECTION 02 - CHARACTERISTICS OF HOUSEHOLD MEMBERS

Part A - Demographic characteristics

Part B - Information on parents

Part C - Intra-household relations

SECTION 03 - MIGRATION

SECTION 04 - EDUCATION

Part A - School attendance

Part B - School record

Part C - Vocational courses

SECTION 05 - HEALTH

SECTION 06 - ECONOMIC ACTIVITY

Part A - General information

Part B - Principal work

Part C - Secondary work

Part D - Principal work over last 12 months

Part E - Seeking work

SECTION 07 - FERTILITY

Part A - Fecundity and conception

Part B - Marriage history

Part C - Birth record

The second part of the questionnaire is composed of the following sections:

SECTION 08 - INCOME (EXCLUDING LABOR)

SECTION 09 - INVESTMENTS AND CREDIT

Part A - Investment

Part B - Credit

SECTION 10 - SPENDING AND INVENTORY OF POSSESSIONS

Part A - Spending on goods and services

Part B - Listing of possessions

Part C - Other spending

Part D - Remittances of contributions

SECTION 11 - SPENDING AND FOOD CONSUMPTION

SECTION 12 - SELF-EMPLOYED/EMPLOYER

Part A - Information on business

Part B - Spending

Part C - Capital and inventory

SECTION 13 - FARM ACTIVITIES

Part A - General data

Part B - Farm production

Part C - Processing of farm production or manufacturing of farm product derivatives

Part D - Livestock output (herds)

Part E - Livestock output (other animals and breeding)

Part F - Livestock products and household production of derivatives

Part G - Spending on livestock activities

Part H - Plant extraction

Part I - Reforestation and production of planted forest species timber

Part J - Spending of farm activities, plant extraction and reforestation

Part L - Machines, implements and farm equipment

SECTION 14 - FISHING ACTIVITY

Part A - General data

Part B - Fishery output

Part C - Fishing equipment

Part D - Outlays on fishing equipment

SECTION 15 - EVALUATION OF LIVING CONDITIONS

SECTION 16 - ANTHROPOMETRY

FILLING OUT THE QUESTIONNAIRE

Aside from the listing of questions, the PPV questionnaire contains internal pages with instructions on filling out the responses, conceptual reminders and code listings

The following guidelines should be observed to fill out the forms correctly:

- the questionnaires are to be filled out with a blue or black

ballpoint pen;

- numerical entries will be written in Arabic numerals;
- following the predefined scale, the anthropometric section will be filled out sometimes during the first visit and other times during the second visit to households;
- All questions are to be filled out unless the questionnaire contains instructions to "skip" questions. In this case, follow the instructions, filling out the question indicated therein;
- In precoded questions, record the answers by transcribing the code according to the quantity of digits that appear in the questionnaire.

Examples:

Section 01, Part A, Question 3 - Suppose the code to be recorded corresponds to the item **finished wood**. Code 1 would be stated in the appropriate space;

Section 02, Part A, Question 1 - Suppose the code to be recorded corresponds to the item **other relatives**. Code 4 would be stated in the appropriate space.

- Observe the following procedures in recording responses to "open" questions:

a) In questions with numerical spaces, obey the defined limit:

Example:

Section 02, Part A, Question 5 - Suppose that a member of

the household was born in 1949. Fill out the appropriate space with 949.

b) In numerical spaces, record the answer from right to left. Do not complete the remaining available space with zeros:

Example:

Section 01, Part A, Question 5 - Suppose there are 3 bedrooms or dormitories. The following should be recorded in the appropriate space:

	3
--	---

Section 02, Part B, Question 25 - Suppose the month of the most recent payment effected is 9. The following should be recorded in the appropriate space:

	9
--	---

Section 04, Part A, Question 28 - Suppose the monthly value of a household member's scholarship is R\$ 148,00. The following should be recorded in the appropriate space:

		1	4	8	,	0	0
--	--	---	---	---	---	---	---

c) When the response is **doesn't have, doesn't pay, doesn't own**, etc., mark **0** (zero) when there is no precoded response option.

In recording amounts in Real, note that:

- "centavos" should NOT be ignored, except under questions in which sufficient space is not available;
- if a particular expense has not been made, simply place a 0 (zero) in the space provided;
- when stating complete years, months, weeks or days, fill out the unused spaces with 0 (zero).

Example:

Years	Months	Weeks	Days						
<table border="1"><tr><td></td><td>3</td></tr></table>		3	<table border="1"><tr><td>0</td><td>0</td></tr></table>	0	0	<table border="1"><tr><td>0</td></tr></table>	0	<table border="1"><tr><td>0</td></tr></table>	0
	3								
0	0								
0									
0									

LIVING STANDARDS MEASUREMENT STUDY SURVEY

1996-1997

Based on an agreement with the World Bank, IBGE carried out a multithematic pilot project survey with the dual objective of improving the nation's system of socio-economic statistics and meeting demand for data that (a) characterize and specify the determinants of the social well-being of different social groups and (b) make it possible to identify the effects of government policies on household living conditions.

The objective of the survey is to supply the information

required for planning, monitoring and analyzing economic policies and social programs in relation to their impacts on the living conditions prevailing within households, particularly among the more needy population segments.

The survey provides a substantive panorama of the residents of the nation's dwellings and makes it possible to analyze the factors underlying the prevailing conditions. Considering that the fundamental premise of the survey is that it is not enough to identify and quantify a problem, the project seeks to uncover explanations capable of indicating the direction to be followed in creating solutions. For example, knowledge on how many poor people live in a particular area, how and where they live and what they do is just one part of the survey. If one hopes to produce information that goes beyond this level of knowledge and contributes to effective solutions, there will always be a need for gathering detailed information on the causes and consequences of poverty. And this is a principle that applies not only to poverty but to all other areas of the social welfare framework.

Based on this idea, the survey questionnaire has been designed to provide wide-ranging integrated information that:

- measures the distribution of social well-being and poverty levels, principally in those areas in which subsistence agriculture, informal economy and seasonal employment predominate;

- describes the patterns of access and utilization of public services – education, health, basic sanitation services, etc.;
- understands how the residents of dwellings react to economic conditions and to the impacts of government measures; and
- allows one to perform complex analyses of the relations among the different facets of social well-being, such as the impact of health factors on employment, patterns of spending in the context of the nutritional levels of household members, etc.

It should be stressed that the survey does not deal with the various themes in question with the same intensity as in topical surveys. At the same time, one must note that the sampling is limited in scope and, therefore, less precise in terms of its results than the data generated by topical surveys. However, the thematic scope of the survey provides one with a broad multidimensional summary of the state of a specific population's well being, together with an analysis of the interactions among the various underlying factors.

Characteristics of the Survey

The Living Standards Measurement Study Survey – PPV applied in the northeast and southeast regions of Brazil has the following major characteristics:

- broad socioeconomic themes analyzed in an integrated

- manner within a single household sampling;
- an entire year of field operations (March 1996 to March 1997), making it possible to perceive and incorporate seasonal phenomena;
 - rigid control over both application of the questionnaires and the stage of data processing and critique;
 - incorporation of data processing as a fundamental research component.

To achieve these ends, new methodologies were adopted with the objective of minimizing problems commonly encountered in integrated research projects.

Questionnaire

The questionnaire is targeted at a variety of social and economic themes at the level of individual dwellings. In order to achieve its objective of analyzing social well-being and the characteristics and determinants of poverty, the themes included in the survey were examined in such a way as to define the minimum number of questions that would be needed under each topic to perform an effective evaluation of real living conditions.

Emphasis was given to aspects related to household spending due to their importance to an evaluation of social well-being. An analysis is made of spending on housing, education, health, food, outlays on goods and services, together with production costs for

those household members involved in industrial activities, commerce, services, farming and fishery.

The characteristics and determinants of poverty are measured by a series of income indicators. For persons involved in the formal labor market, detailed questions were included regarding wages, bonuses, other forms of payment and benefits, both for the principal and secondary work segments. Investigations within the household structure focused on net earnings generated by the work of household members, financial investments and other sources of income, such as donations, pensions, lottery prizes and so forth.

Since one cannot analyze the quality of life and identify the poverty levels of a population solely through an analysis of economic dimensions, the questionnaire delves into housing conditions, demographic trends (migration, fertility, birth records), access to education and health services, nutrition, anthropometry and evaluation of effective living conditions. Once detailed socioeconomic data are available, the objective of the project will be to generate analyses of the interrelations among these varied dimensions and, in this way, produce a more precise definition of social inequalities, poverty and their determining factors.

The research questionnaire was applied in two separate visits with a two week interval between visits. The objective of this

procedure was to obtain greater control over the quality of information on family spending (the household member interviewed is requested to record expenses during the two week interval prior to the second visit); clarify possible doubts and/or gaps detected in the first stage during the subsequent critique phase; and, finally, reduce the time spent in each interview.

BASIC CONCEPTS -LIVING STANDARDS MEASUREMENT STUDY SURVEY - 1996/1997

Dwelling - construction that has the objective of serving as housing for one or more persons, independently of whether it is or is not occupied on the date of listing. Consequently, locations that, on the date of listing, are being used as housing for one or more persons are also considered as dwellings, even though they may not have been constructed with this purpose in mind.

Attention: a dwelling is duly characterized when it SIMULTANEOUSLY provides conditions for **separation and independence**.

Criteria of separation and independence:

The characteristic of **separation** exists when the dwelling is bounded by walls, fences, etc., and covered by a roof, thus making it possible for the person or group of persons who inhabit the dwelling to isolate themselves from others, bearing part or all of the expenditures on food and/or housing.

The characteristic of **independence** exists when there is direct access to the dwelling in such a way that those who occupy the dwelling are able to enter or leave without going through other people's dwellings. Utilization of kitchens or bathroom facilities by inhabitants of more than one dwelling located on the same plot or property does not DECHARACTERIZE the condition of independence.

Private dwelling - is the dwelling that serves as housing for persons related among themselves by bonds of kinship, domestic subordination or norms of common living.

Permanent private dwelling - is the dwelling constructed to serve as housing for one or more persons related among themselves by bonds of kinship, domestic subordination or norms of common living, independently of whether it is or is not occupied at the time of listing. Examples: isolated house or condominium, apartment, bedroom or room in a house composed of a series of such rooms, etc.

Resident - is the person for whom the dwelling unit is his/her place of habitual residence.

The following are also considered as residents of the dwelling unit:

- the person present on the date of the interview and who does not have another place of habitual residence;
- the person for whom the dwelling is his/her place of

habitual residence but who is temporarily absent on the date of the interview FOR A PERIOD OF NOT MORE THAN 12 MONTHS, as a result of:

- travel for purposes of leisure, business, service or other reasons;
- permanence at the person's place of work for reasons of convenience or due to the nature of that person's tasks;
- boarding at a school, lodging at a hostel or similar locality, period spent at a dwelling of relatives or one shared with friends, with the exclusive purpose of study;
- internment in a hospital, sanatorium or similar institution;
- imprisonment without definitive sentencing;
- maritime workers on-board ship.

Person who occupies two or more dwellings - for purposes of the survey, a single person cannot be considered as a resident of two or more dwellings at the same time. Therefore, in the case of persons who occupy more than one dwelling, it will be necessary to define in which of them that person will be considered a resident. The following criteria should be applied in the order presented to define the dwelling in which a person is to be considered a resident when more than one dwelling is occupied by

that person. The first criterion found to be applicable will determine the dwelling:

1. the person is considered a resident of the dwelling unit in which that person's family resides;
2. the person is considered a resident of the dwelling unit in which that person spends the major part of the year;
3. the person is considered a resident of the dwelling unit in which that person has resided for the longest period of time.

Attention: The following are NOT covered by the survey:

- persons resident in embassies, consulates and other diplomatic facilities;
- persons resident in improvised private dwellings, housing units in collective dwellings and persons resident as institutionalized dwellers of collective housing in such institutions as military facilities or housing provided at military facilities; prisoners in penitentiaries, reformatories, etc., persons boarded at schools, interned in hospitals, old age homes, orphanages, etc. and members of religious communities in convents, monasteries, etc.

Family - is the grouping of persons joined by relations of kinship, domestic dependence or norms of common living and who

live in the same dwelling, as well as persons who live alone in a dwelling unit.

Domestic dependence is understood as the relationship between the person of reference and domestic employees and persons within the same dwelling but not related by bonds of kinship.

Norms of common living are the rules defined for people who live together without being related by bonds of kinship or domestic dependence.

Co-living families - are defined as families composed of at least two members each and that reside in the same dwelling unit.

Co-living families are composed of:

a) relatives with their respective families.

Examples:

- two brothers who live with their respective spouses and offspring in the same dwelling;
- a couple with single children and a married son or daughter with his/her spouse and children, all in the same dwelling.

b) persons not related by kinship, with their respective families.

Example:

- a couple, their maid and the maid's son living in a private dwelling.

Work - Work is understood as:

- economic occupation that is paid in the form of money, merchandise, products or exclusively through benefits (housing, food, clothing, etc.);
- unpaid economic occupation during at least 1 hour per week in order to help the member of the dwelling unit who has an economic activity, or as an apprentice, trainee, etc.

SECTION 01 - CHARACTERISTICS OF THE DWELLING

PART A - STRUCTURE

- **QUESTION 1** - Type of dwelling:

1. House

- dwelling that occupies one or more buildings of one or more floors;
- dwelling that occupies part of a building of one floor with no spaces in common (vestibule, stairs, corridor, reception area and other areas) with another (other) private permanent dwelling(s) located in the same building;
- dwelling located in a two story building or, at most, three story building, in which there are other units that are not private permanent dwellings. For example, a building that has a bakery on the ground floor and a

private permanent dwelling on the upper floor.

2. Apartment

- building with one or more stories, with more than one private permanent dwelling that has areas that are used in common by more than one residence (vestibule, stairs, corridor, reception area and other areas);
- building with two or more stories with more than one private permanent dwelling and independent entries to the different stories;
- building with more than three stories in which the other units are non-residential units.

3. Bedroom/room - Dwelling located in one or more rooms of a multiple room house, tenement or rooming house, etc.

- **QUESTION 2** - What is the predominant material used in the external walls?

1. Brick and mortar - brick or adobe walls with finishing, stone, precast concrete or cement finishing. Covered plaster and lath walls and walls covered in marble, metal, glass or paneling;

2. Finished wood - any type of wood that has been prepared for this purpose;

3. Brick without finishing;

4. Lath and mortar without finishing - walls made of mud

or lime and sand with wooden pickets and laths, partitioning, stucco or wattle and daub;

5. Reutilized wood - walls made with wood from packing crates, construction site fencing, scaffolding, etc.
6. Other.

• **QUESTION 3** - What is the predominant material used in the flooring?

1. Wood flooring - any type of wood prepared for this purpose;
2. Carpeting;
3. Ceramic tiles, clay tiles, slate;
4. Cement;
5. Reutilized wood - flooring made of wood from packing crates, construction site fencing, scaffolding, etc.;
6. Earthen floors;
7. Other

• **QUESTION 4** - What is the predominant material used in the roofing?

1. Roof tiles - roofing in kiln-baked clay tiles, asbestos-cement tiles or aluminum-wood combination. This code includes plastic, acrylic and like tiles;
2. Concrete roof - cast concrete or precast concrete roof.

This code includes apartments that are separated from the upper floor or building roof by a concrete slab covering;

3. Finished wood - any type of wood that has been prepared for this purpose;
4. Zinc - zinc, tin-plate or aluminum roofing;
5. Reutilized wood - roofing made of wood from packing crates, construction site fencing, scaffolding, etc.;
6. Other - roofing made, for instance, of thatched grasses, leaves or husks, etc.

- **QUESTION 5** - How many bedrooms or dormitories are there?

All bedrooms or dormitories are to be included, even if they are not being permanently used as such .

- **QUESTION 6** - What is the total number of rooms?

A room is understood as a compartment that is covered by a roof and bounded by walls and that is an integral part of the dwelling, EXCLUDING the kitchen and bathrooms. Thus, all of the rooms in the dwelling are to be counted even if they are in different buildings.

The following are not considered rooms:

- corridors, porches and open verandas;
- garage, storage room and other compartments that are used exclusively for non-residential purposes.

- **QUESTION 7** - How many rooms are used permanently as bedrooms by the residents?

Bedrooms are considered as those rooms that are part of a dwelling and that are PERMANENTLY serving as bedrooms for the residents, as well as those rooms that are used as such due to a lack of sufficient rooms specifically reserved for this purpose.

Walk-in closets, guest rooms, sewing rooms, offices, etc. that are used only for their specified purposes and OCCASIONALLY as bedrooms are not considered here.

- **QUESTION 10** - How many bathrooms are there?

A bathroom is understood as a room set aside for bathing or a location set off by walls made of any material, independently of whether it is covered by a roof and that has a toilet or hole for purposes of defecation.

- **QUESTION 11** - Is the bathroom reserved for the exclusive use of residents?

The bathroom will NOT be considered as reserved for the exclusive use of residents when it is habitually used by the residents of at least one other dwelling located on the same plot of land or property. Tenements or rooming houses are

cases that exemplify this situation.

- **QUESTION 15** - The street on which the dwelling is located is:

Consider the stretch of the street in which the dwelling is located;

In a condominium composed of houses and/or apartments, the internal street on which the dwelling is located should be considered.

Include the option **Other** code 4. Include dwellings constructed on stilts.

SECTION 01 - CHARACTERISTICS OF THE DWELLING

PART B - SPENDING

- **QUESTION 1** - What are the occupation conditions of the dwelling?
 1. Rented - when the rent is paid by the resident(s), even if payment is only partial;
 2. Proprietorship in acquisition - when the dwelling is the total or partial property of one or more dwellers, though not yet fully paid, independently of the occupation conditions of the land area;
 3. Proprietorship already fully paid - when the dwelling is the total or partial property of one or more of the residents

and has already been fully paid, independently of the occupation conditions of the land area;

4. Provided by employer - when the dwelling is provided by the employer (private or public sector) of any one of the residents, even when an occupation (tax, condominium fee, etc.) or conservation fee is paid. This code includes the dwelling when the full value of the rent is directly or indirectly paid by the employer of one of the residents;

5. Provided in another way - when the dwelling is provided free-of-charge by a person who is not a resident of the dwelling or by an institution that is not the employer of any of the residents, even when an occupation (tax, condominium fee, etc.) or conservation fee is paid. This code includes the dwelling for which full value of the rent is directly or indirectly paid by a person who is not a resident or by an institution that is not the employer of any of the residents;

6. Squatting.

• **QUESTION 2** - What is the value of the installment or rent paid in the last 30 days?

If, aside from the monthly financing installment, any other amount was paid for construction and the land in the last 30 days, state the amount effectively disbursed.

- **QUESTION 4** - What is the estimated value of the rent for the property?

This information should be provided exclusively by the PERSON INTERVIEWED.

- **QUESTION 5** - Is there piped-in water in the dwelling?

The existence of piped-in water will be characterized when at least one room in the dwelling is served, independently of its origin (general distribution network, well, spring, etc.).

- **QUESTION 10** - What type of sanitary runoff exists in the dwelling?

1. Sewage system - when the water and bathroom and sanitary residue systems are connected to a system that leads into a common outflow facility for the area, region or municipality, even when the system is not equipped with a treatment station;
2. Septic tank - when the water and bathroom and sanitary residues are channeled to a tank where they are subjected to a process of treatment or decantation, with the liquid matter being channeled into a common outflow facility for the area, region or municipality;
3. Rudimentary cesspool - when the bathroom or sanitary

residues are channeled into a rustic cesspool (hole, covered ditch, etc.);

4. Ditch - when the bathroom or sanitary residues are channeled directly into an open ditch;
5. Other - when the type of outflow system does not fit into any of the alternatives above such as, for example, when residues are channeled into a river, lake or sea;
6. Has none.

- **QUESTIONS 11 and 13** - What is the primary type of lighting?

Dwellings that utilize **solar energy** as lighting should be included under the option **Generator code 2**.

- **QUESTIONS 15 and 17** - What is the principal type of fuel used for cooking?

Include dwellings that utilize **Alcohol** as fuel for cooking under the option **Kerosene code 3**.

- **QUESTIONS 16 and 18** - How much was spent in the past 30 days on this type of fuel?

Amount spent on electricity for cooking purposes should NOT be considered.

- **QUESTION 19** – Does the dwelling have a telephone?

Include dwellings that have a cell phone under the option **Yes**.

- **QUESTION 21** – What is the final destination of household trash?

1. Collected – when the trash is collected by a public or private trash collection service or when it is placed in a dumpster, tank or other facility of such a public or private company in an area outside the dwelling for later collection;
2. Burned or buried;
3. Thrown on to an empty plot of land;
4. Thrown into a river, lake, etc.
5. Other.

- **QUESTION 22** – There were household expenditures on:

2. **Property/land tax** – Taxes paid on property located in a rural area should be included here, in those cases in which there is **NO** crop or livestock production activities;

When the public lighting fees or other fees are paid in monthly light bills and as components of the **Property and Land Tax**, the value of the latter and that of the aforementioned fees should be added together and recorded under **Question 24**.

8. **Home appliance rentals** - Record outlays under telephone rentals, cable TV subscriptions (TVA, NET, etc.) under this item.

SECTION 02 - CHARACTERISTICS OF HOUSEHOLD MEMBERS

PART A - DEMOGRAPHIC CHARACTERISTICS

Record all residents of the selected dwelling, starting with the head of the household (person - man or woman - responsible for the household) always being the first person listed. With regard to the other residents, list them duly observing the hierarchical order of kinship, norms of common living and domestic subordination to the head of the household.

- **QUESTION 1 and 2** - Conditions in the household/dwelling unit.

In the following questions, record the code of the resident following the relationship in terms of common living and/or kinship with the head of the household, with particular attention to the following concepts:

1. Head - person (man or woman) responsible for the household;
2. Spouse - person (man or woman) who lives maritally with the head of the household, independently of whether there is or is not a marital bond;

3. Children - person who is a son, daughter, stepson, stepdaughter, adopted son, adopted daughter or foster child of the head of the household or of that person's spouse;
4. Other relative - person who is a relative of the head of the household or spouse and DOES NOT pay for lodging and/or food in the dwelling;
5. Lodger - person who is not a relative of the head of the household or spouse and DOES NOT pay for lodging and/or food in the dwelling;
6. Tenant - person who may or may not be a relative of the head of the household or spouse and who pays for lodging and/or food in the dwelling;
7. Domestic servant(s) - person who provides domestic services to the member(s) of the household and is paid in money or exclusively in benefits;
8. Relative of domestic servant(s) - person who is a relative of (a) domestic servant(s) and DOES NOT provide paid domestic services to the member(s) of the household.

- **QUESTION 3 - Family numbers**

Numerate the families in increasing order starting from 1, as follows:

- members of the single or principal family (family of the head of the household unit) will be number 1;

- members of the first family living in common will be number 2;
- members of the second family living in common will be number 3, successively.

Attention: The name and order number of all persons resident in the household unit must be stated in the chart. In the case of families living in common, it is also necessary to state the number of the family to which each person belongs. Any other records are optional.

Example:

The following residents were listed in a specific household: Antônio (head of the household unit), Neuza (Antônio's spouse), Adalberto, 17 years of age (son of Antônio and Neuza), Pedro (Antônio's father) and Ana (Antônio's mother). After recording the persons above, it was found that Júlio, 23 years of age, (son of Antônio and Neuza) also lives there, though he is temporarily absent. In this case, the records were as follows:

Questionnaire filled out:

Order number	Name	Condition in household unit	Condition in family	Family number
01	Antônio	Head	Head	1
02	Neuza	Spouse	Spouse	1
04	Adalberto	Son	Son	1
05	Pedro	Other relative	Head	2
06	Ana	Other relative	Spouse	2
03	Júlio	Son	Son	1

• **QUESTION 9** - Color or race

Read the options and request that the person providing the information classify himself/herself in that considered most suitable:

1. White;
2. Black;
3. Mulatto - this option also includes half-breed, dark complexion, white/indigenous, indigenous descendant, black/indigenous;
4. Oriental/indigenous.

SECTION 02 – CHARACTERISTICS OF RESIDENTS

PART B – INFORMATION ON PARENTS – FOR ALL RESIDENTS

- **QUESTIONS 4 and 14** – Does (did) your father/mother know how to read and write?

Know how to read and write means that the person is able to read and write a simple message in that person's language.

- **QUESTIONS 6 and 16 – Codes for education level.**

Include option **Does not know code 00.**

- **QUESTION 8 and 18** – What was the occupation of your father/mother when you were 15 years of age?

Occupation is understood as the position, function, profession or office of that person and should not be confused with professional training.

Vague or generic answers that do not correctly characterize the person's occupation should not be recorded.

When recording occupation, the following should be observed:

- for persons whose occupation is teaching, the record should also indicate the school level, or, should the case arise, the type of course taught by that person. In the case of the primary level, the

record should specify if the person taught from the first to the fifth grade or from the fifth to the eighth grade.

Example: university level teacher, secondary level teacher, primary school teacher from the first to fourth grade of the primary level.

- for persons classified as exercising a liberal profession with up to 2 employees, the record should indicate the name of the profession. However, if the professional in question has 3 or more employees, the record should indicate him as the owner of an enterprise.

A liberal professional is understood as a person who exercises an economic activity in an occupation that is recognized as requiring a university degree (for example: medical doctor, dentist, psychologist, engineer, accountant, etc.);

- for the person who did not exercise a liberal profession and had an enterprise that was his/her property with at least one employee, the record should indicate these conditions (for example: owner of poultry farm, owner of barber shop, owner of rooming house, owner of medical clinic, etc.);
- for the person who does not know the name of the

profession, describe the type of work performed so as to make it possible to identify the profession.

The occupation should be recorded in a sufficiently specific form so as to make correct identification possible. Entries like banker, mechanic, industrialist, worker, operator are vague or generic and do not make it possible to identify the person's occupation in a sufficiently suitable manner.

Examples:

Correct Entry	Incorrect Entry
Auto mechanic	Mechanic
Telex operator	Operator
Street vendor	Salesperson
Farm laborer	Farm worker
Office assistant	Assistant
Cashier	Banker
Store Salesperson	Merchant
Office boy	Civil servant

- **QUESTION 9 and 19** - In this occupation, the person in question was:

1. Employee - person who works(ed) for an employer (individual or legal entity) and is(was) normally obligated to comply with a specific work schedule, receiving as

compensation payment in money, merchandise, products or benefits (shelter, food, clothing, etc.).

The concept of employee also includes: persons in obligatory military services and priests, church ministers, pastors, rabbis and other members of the clergy.

2. Self-employed - person who works(ed) in his/her business, along or with a partner, without employees, independently of whether that person receives(ed) the help of unpaid workers;
3. Employer - person who works(ed) in his/her own business with at least one employee;
4. Unpaid person - person who works(ed) without pay during a period of at least one hour per week to help a member of the household.
5. Doesn't know.

SECTION 02 - CHARACTERISTICS OF HOUSEHOLD MEMBERS

PART C - INTRA-HOUSEHOLD RELATIONS - FOR RESIDENTS 12 YEARS OF AGE AND OVER

- **QUESTION 2 - Who lives with spouse?**

Spouses are understood as those persons who live in conjugal union under the same roof, independently of their legal marital state.

• **QUESTION 3** - What is the nature of the union?

1. Civil and religious
2. Only civil
3. Only religious - a ceremony carried out according to any religion or sect should be considered under this item;
4. Consensual union - for the person who lives in conjugal union with another to whom he/she is not married either in a civil ceremony or religious ceremony of any creed whatsoever.

• **QUESTION 6** - What is the reason for the absence?

1. Work - for persons who remain at work by reason of the nature of their tasks, even those who are only participating in seminars, congresses, courses, and so forth;
2. Study
3. Vacation
4. Reformatory/interned
5. Hospitalized
6. Other

SECTION 03 - MIGRATION - FOR ALL HOUSEHOLD MEMBERS

- **QUESTION 1 and 2** - Were you born in an urban or rural area/born in this municipality?

The following should also be considered as having been

born in the area/municipality:

- person who resides in the same territorial area in which that person was born even though the area may have changed its name or have been transformed or incorporated into a new state or municipality;
- person who was born in a maternity hospital, relative's home, etc., that is located outside the area or municipality of the mother's residence, but who returned to that residence soon after birth.

- **QUESTION 4** - In what state were you born?

If the state in question has changed its name, use the current name.

- **QUESTION 5 and 6** - How long have you lived in this state?

Record the period of time that has elapsed in years and/or months since the date on which the person began residing definitively in this state up to the date of the interview.

SECTION 04 - EDUCATION

PART A - SCHOOL ATTENDANCE - FOR ALL HOUSEHOLD MEMBERS

- **QUESTION 1, 2 and 3** - Do you know how to read a newspaper, magazine, message, etc./to write a message or letter/to perform written calculations?

Remember that these 3 questions should be asked in the context of the language spoken by the household members.

- **QUESTION 4** - Do you attend an education institution?

For persons who attend an education institution (nursery, preschool, primary and secondary levels, adult education, college entrance course, university, masters or doctoral course).

Course given over television or radio and correspondence courses should not be considered.

Graduate courses in the strict sense (180 hours) and broad sense (360 hours) should be considered as attendance at an education institution.

Persons who declare that they are temporarily absent from the teaching institution for reasons of vacation, strikes, health, etc. should be considered as in attendance.

- **QUESTION 6** – Why don't you attend?

This question seeks the primary reason. Consequently, if the interviewed person's response is covered by more than one item, request that he/she indicate the primary reason.

- **QUESTION 8** – What grade do you attend?

If the course attended is not organized into an annual grade system but rather follows a credit system, school periods, semesters, modules, etc., such modalities should be converted into the corresponding traditional school grades.

Example:

- the 5th period of university credits would be equivalent to the 3rd grade or 3rd year;
- each one of the stages of an adult education program corresponds to a grade in the regular education system.

In the case of persons who attend different grades within a single education level, consider the highest grade attended by that person.

For persons who attend a course that does not specify grades (masters degree, for example), write 0 (zero) in the space reserved for grade.

When the person interviewed is on end-of-year school vacation, record the grade concluded. From Question 9

onward, the information refers to the education institution in which the person concluded the grade in question.

- **QUESTION 9** - To what education level does the grade in question correspond?

For persons who attend more than one course, the most advanced course is to be considered.

For persons who attend the secondary level and an entrance examination preparatory course, the secondary level course should be considered.

Include the option of masters or doctorate for those persons who attend graduate courses in the strict sense (180 hours) and broad sense (360 hours).

- **QUESTION 17** - The institution has the following for student use:

Since multiple answers can be given to this question, record the sum of the codes in which the person interviewed is classified.

- **QUESTION 27** - Do you have a scholarship?

A scholarship should be understood as any total or partial benefit granted to the student by an education institution or as a result of a labor agreement (for example,

the children of teachers at the institution in question).

In those cases in which the person interviewed does not know whether the discount received in monthly school payments is due to a scholarship provided by the institution or no more than an orally agreed upon discount, the answer is **NO**.

- **QUESTION 28** - What is the monthly value of the scholarship?

Record the value of the discount provided as a result of the scholarship.

- **QUESTION 29** - Who provides the scholarship?

1. Private person
2. Public sector entity - CNPq, CAPES, etc.
3. School
4. Business
5. Other

- **QUESTION 31** - Do you attend private classes?

Private classes are understood as classes given in any period of the school year independently of whether they are paid or not.

- **QUESTION 33** - What means of transportation do you use to go to the education institution?

Record the means of transportation habitually used to go from **home to the education institution**. If this is not a direct trip, then investigate the means of transportation used in the opposite direction from the **education institution to the home**. If this also is not a direct trip, then record the means that would be utilized were the trip to be made directly from the **home to the education institution**.

1. Public transportation - bus, subway, train, etc.;
2. School transportation - school bus used EXCLUSIVELY for transporting students;
3. Motorized transportation belonging to the person in question;
4. Non-motorized transportation belonging to the person in question;
5. Other - utilization of one's own vehicle by a person who may or may not be a relative of the student for purposes of transporting several students who live along the way to school would be one example to be considered here, independently of whether payment is made for this service;
6. None.

- **QUESTIONS 34 and 35** - How long do you take to go to the teaching institution?

If the trip is not made directly, record the estimated time it would take were the trip to be made directly.

In the case of persons who go to more than one education institution, record the average time that would normally be spent on the way to these different localities.

- **QUESTIONS 37 and 38** - In the last 30 days/12 months, how much was spent on enrollments?

Investigation with regard to payment for enrollment should not be restricted only to private schools.

- **QUESTIONS 43 AND 44** - In the last 30 days/12 months, how much was spent (back and forth) on school transportation?

It is important to stress that this question refers to all outlays on any means of transportation used for this purpose.

- **QUESTIONS 47 and 48** - In the last 30 days/12 months, how much was spent on extra-school activities?

This question seeks information on how much was spent on such extra-school activities as visits to museums, parks, theaters, cinemas, excursions to historical cities, and so

forth.

SECTION 04 - EDUCATION

PART B - SCHOOL RECORD - FOR THOSE WHO ATTEND OR HAVE ATTENDED SCHOOL

It is important to note that this part deals with the school record of the person being interviewed and includes terms currently used (primary and secondary levels) as well as those used up to 1971 (elementary or primary, primary middle school or "ginasial" and secondary middle school or scientific education cycle) prior to the education reform act (Law 5692/71). Therefore, the investigation should be made in light of the period in which the person being interviewed attended school. The interviewer is not permitted to convert the terms from the former system to those now utilized.

In cases in which the person has concluded a course and is attending another course at the same or an inferior level, record the information from the first course at the higher level.

- **QUESTIONS 1 and 2** - Final grade successfully concluded and level of that grade:

Observe the following procedures in filling out these questions:

- In those cases in which the course is a secondary

vocational course with 3 years duration, record secondary level;

- In those cases in which the course is a secondary vocational course with duration of more than three years, this will be recorded under Questions 1 and 2 of this Part and Questions 3 to 6 of Part C will also be filled out with the number of years exceeding three.

Example: A person who studies chemistry in a four year secondary course.

The item will be filled out as follows:

Part B - Questions 1 and 2

1. Grade 2. Level

3	0	7
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Part C - Questions 3 to 6

3. Years 4. Months 5. Weeks 6. Days

	1	0	0	0	0
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- **QUESTIONS 3 to 28** - Age at the start/period in/time out of school.

In filling out questions 3 to 28, one should bear the following in mind:

Period - refers to the time during which the person remained

in school. For example, if the person concluded the primary level during which grades were either skipped or repeated, record the number of years during which that person remained in the course, ignoring the number of years during which the course would normally last. When the declared period of time in a nursery or course is less than 1 year, record 00.

Time out of school - refers to the time during which the person has been out of school. For example, if a person interrupted the primary course for any reason whatsoever and has since returned to that course, record the period of the interruption. However, when the period is less than 1 year but did result in the loss of a school year, mark 01.

When the starting age at the nursery is less than 1 year, mark 00.

SECTION 04 - EDUCATION

PART C - VOCATIONAL COURSES - FOR RESIDENTS 14 YEARS OF AGE AND OVER

This Part investigates all vocational courses that the resident has concluded or in which he/she is now enrolled, EXCLUDING those cited in Part A, that result in conclusion of a specific education level (primary, secondary, university, masters or doctoral).

Graduate courses in the strict sense (180 hours) and broad sense (360 hours) are also considered as vocational.

SECTION 05 - HEALTH - FOR ALL RESIDENTS

The information referred to in this Section should be provided by the person being interviewed, except in those cases in which that person is unable to do so. In this case, the person charged with providing the responses should be the one best qualified to supply the required information.

In questions 1, 7 and 8, the interviewer should provide the response options so that the person interviewed can choose the response that best characterizes his/her situation.

- **QUESTION 9** - Do you have any chronic health problem that requires constant monitoring?

This item applies to persons who have long-term health problems that require constant monitoring in order to control acute manifestations of the problem, caused by such illnesses as: asthma, bronchitis, heart disease (angina, coronary insufficiency, etc.), diabetes, cancer, epilepsy, arthrosis, hypertension, etc.

- **QUESTION 10** - What is the major cause of this health problem?

1. Heart - illnesses such as angina, coronary insufficiency and so forth are to be considered under this item;
2. Hypertension - disease caused by constant blood pressure increases;
3. Diabetes
4. Respiratory - this item covers such diseases as asthma, bronchitis, emphysema, and so forth;
5. Digestive - this item includes such diseases as ulcers, gastritis, hepatitis, worms, etc.;
6. Gynecological - this item encompasses such phenomena as menopause, dysmenorrhea, infertility, and so forth;
7. Prostate
8. Allergy
9. Cancer
10. Bone, muscle, joints - this item includes such diseases as arthritis, arthrosis, spinal column problems, osteoporosis, etc.
11. Neuropsychiatric - this item covers such diseases as schizophrenia, epilepsy, arteriosclerosis, psychological problems, deafness, blindness, speech problems, paralysis, etc.
12. Hypercholesterolemia - disease caused by increase in the cholesterol level in the blood;
13. Other.

• **QUESTION 13** - Where is monitoring of the illness done?

1. Public hospital - institution belonging to the federal government (Ministry of Health, Federal Universities, Armed Forces), Social Security System (INSS), states and municipalities;
2. Health clinic or health center - public health network entities that are not equipped to hospitalize patients. This item includes INSS and Secretariat of Health out-patient treatment centers;
3. Private hospitals;
4. Contracted private hospitals - institutions that provide health services based on contracts with the government social security system;
5. Contracted private clinics - institutions that provide health services based on contracts with the government social security system;
6. Private clinic or doctor's office;
7. At home;
8. Other

• **QUESTION 23** - What health problems have you had in the past 30 days?

If the person has had more than one health problem,

record that which the persons considers the major problem.

A virosis is to be considered as an infection.

- **QUESTION 29** - For what reason did you seek medical treatment?
 1. Accident or injury - for cases of accidental, self-inflicted injuries, those caused by third parties or cases of poisoning, intoxication, insect or animal bites, burns, etc.;
 2. Dental problem;
 3. Check-up - this item covers only reasons of a preventive nature, such as preventive gynecological examination, blood pressure control, electrocardiogram for control purposes, examination of level of sugar content in the blood, etc.;
 4. Birth
 5. Health certificate - with the EXCLUSIVE objective of obtaining a health certificate (including revalidation of a certificate) for purposes of labor legislation, school records, social security system and like reasons;
 6. Rehabilitation - this item covers treatment for purposes of physical or mental recovery, such as physiotherapy, hearing and speech therapy, psychological problems, etc.;
 7. Prenatal care;
 8. Vaccination - this item includes vaccination for

purposes of treatment or immunization (tetanus, measles, poliomyelitis, etc.), and as a consequence of accidents (injury, animal bite, etc.);

9. Other.

- **QUESTION 31** - Where was the care provided?

Utilize the concepts presented in Question 13 to respond to this Question.

- **QUESTION 40-42-44-46** - Spending on health

Questions dealing with spending have the objective of obtaining information of the effective expenditures of household members on health care. These questions do NOT include outlays that were reimbursed by a health care system or by one's employer.

When the reimbursement is only partial, record the amount not reimbursed.

SECTION 06 - ECONOMIC ACTIVITY

PART A - GENERAL INFORMATION - FOR RESIDENTS 5 YEARS OF AGE AND OVER

- **QUESTION 1** - Have you ever worked?

A person who has worked previously is understood as someone who:

- has exercised an economic activity paid in money,

merchandise, products or only in benefits (housing, food, clothing, etc.);

- has exercised an economic activity with no payment for at least 1 hour per week for the purpose of helping a member of the household unit who has an economic activity, or as an apprentice, trainee, etc.

- **QUESTION 2** – How old were you when you began working?

If the person does not know the precise age at which he/she began working, try to obtain the best possible estimate.

- **QUESTION 3** – What was your first occupation?

In filling out this Question, observe the concepts defined in Section 02 – Part B – Questions 8 and 18 and verify the List of Occupation Codes.

- **QUESTION 4** – In this occupation, you were:

In filling out this Question, see the concepts defined in Section 02 – Part B – Questions 9 and 19.

- **QUESTION 5** – Have you worked in the last 7 days?

In filling out this Question, note the concept of work defined in Question 1 of this Part.

A person who has worked in the past 7 days is understood as a person who has worked for at least 1 day in that period.

- **QUESTION 6** - Though you may not have actually worked, did you have work in the last 7 days?

This Question covers those persons who had work in the last 7 days but did not work because of:

- vacation, leave, voluntary absence from work, strike, illness;
- poor weather; machinery breakdown, production limitations or any other impediment, independent of the person's own will.

Include also the person who has an employment contract but who did not work in the reference week due to a graduate, training or professional specialization course.

- **QUESTION 8** - Did you work in the last 12 months?

In filling out this Question, utilize the concept of work defined in Question 1 of this Part.

- **QUESTION 11** - In the last 30 days, have you dedicated yourself to any type of unpaid community or assistance work? Under this item, you should consider the unpaid economic occupation that is normally performed during at least 1 hour per week for the purpose of helping a religious, beneficent or cooperative institution.

- **QUESTION 12** - How many hours per week?

The record should show full hours. If the number of hours worked per week is greater than 98, record 98.

- **QUESTION 13** - In the past 7 days, have you dedicated yourself to household chores?

Household chores are understood as tasks performed in the RESIDENTIAL HOUSEHOLD that do not meet the requirements set down in the concept of work.

Full or partial performance of household chores is not related to whether the person is or is not occupied.

The person who has not dedicated himself/herself to household chores due to illness, absence or any other reason for a period of NOT MORE THAN 30 DAYS is also considered as a person dedicated to household chores.

- **QUESTION 14** - How many hours per day?

The criteria for filling out this Question are those defined under Question 12 of this part.

SECTION 06 - ECONOMIC ACTIVITY

**PART B - PRIMARY WORK - FOR PERSONS WHO HAVE WORKED
IN THE LAST 7 DAYS**

- **QUESTION 2** - What has your occupation been in the last 7 days?

In filling out this question, follow the guidance provided under Part A - Question 3 of this Section.

Note that, in the case of a person who has left one job and been admitted to another in the last 7 days, the information provided should refer to the latter of those jobs.

To define the principal job in the case of persons who have more than one job, follow the criteria below in the order of their presentation:

- 1.** paid work will always have priority over unpaid work;
 - 2.** within the framework of paid work, the primary job will be that to which the person normally dedicates the greatest number of hours;
 - 3.** should the number of hours be equal, the primary job will be that which normally generates the highest income.
- **QUESTION 3** - What is the primary activity of the company, institution or firm in which you have worked in the last 7

days?

Include the information that makes it possible to identify correctly the classification of the activity performed by the establishment, institution or other locality in which the person interviewed exercised the occupation declared in Question 2.

In most cases, the class of activity is not directly connected to the occupation.

The activity of the undertaking may or may not have an apparent connection to the occupation performed. For example: a driver may have an occupation in a highway transportation company or in a fabric factory; a nurse may exercise his/her activity in a glass factory or in a private hospital.

Do not include vague or generic information that does not correctly characterize the class of activity of the undertaking or business in which the person interviewed has worked.

Do not use acronyms and, whenever possible, avoid abbreviations.

In the case of persons employed in an establishment, firm, institution and so forth, and who also exercise the occupation in another establishment, record that in which the person is employed.

- Example 1: a security guard worked at the Brazilian Mint but

was also an employee of a security company.

Record: the security company.

- Example 2: a janitor performs his occupation at the Bank of Brazil but is an employee of a company that provides janitorial services.

Record: the company that provides janitorial services.

If a person has worked at a company that, aside from its final product, also manufactured other items with the sole purpose of including them in the final finished product (labels, packaging, caps, corks, etc.), record the information based on the principal product manufactured. However, if the person worked in an industrial complex in which the products manufactured are marketed separately, record the information on the basis of the product manufactured in the establishment in which the person actually worked.

- Example 3: the person worked in the manufacturing of glass receptacles that a pharmaceutical laboratory produced exclusively for its own use.

Record: the pharmaceutical laboratory.

- Example 4: if the person has worked as a cook, washing and ironing clothing, maid, etc., for a specific household.

Record: paid domestic work.

- Example 5: if the person has worked for an establishment, company or entity.

Record: the activity of the establishment, company or entity for which that person worked.

In diversified crop and livestock undertakings, record the principal crop or type of livestock produced.

In the case of agribusiness companies, record information on the activity of the establishment at which the person worked.

- Example 6: for a cane cutter who worked in crop production at a sugar mill undertaking.

Record: sugarcane crop.

- **QUESTION 4** – What is your position in the occupation?

The criteria for filling out this Question are the same as those set down for Part A, Question 4 of this Section.

- **QUESTION 8** – Do you contribute to any pension fund?

Contributors are understood as persons who participate in pension funds that are constituted on the basis of monthly contributions in the name of the participant who, within a predetermined period of time, becomes the beneficiary of a private or public entity, receiving a pension or complementary retirement benefits at the conclusion of the

specified period of time.

- **QUESTION 9** – Are you a member of any union?

A union is understood as an association of one or more categories for purposes of study, defense and coordination of economic and professional interests of all those who exercise identical, similar or related activities or professions and that has a letter of recognition issued by the Ministry of Labor or notary registration to operate as such.

A person who represents a company that is associated with an employer union should not be considered as a member of a union.

Such organizations, councils, confederations, etc., that are representative of persons exercising the liberal professions (OAB, CRECI, CREA, CRM, CRO, CONRE, CORECON, and so forth) are not considered as unions.

- **QUESTION 10** – This is a union of:

For person associated to more than one union, state the code corresponding to that which comes first on the numerated list.

The primary characteristic of a union of self-employed workers is that the union acts as a broker of work or, in other words, the union is contacted by companies that require labor to perform specific tasks and the union

distributes this work among its members.

- **QUESTION 11** - How many people work in the company, firm or business?

When the company, firm or business is composed of more than one establishment or of persons occupied in more than one locality, add together the persons occupied in each of them.

In counting the persons occupied (employers, employees and unpaid workers) in the undertaking, one should include:

- the person being interviewed;
- persons occupied in only part of the reference period;
- employers and other employees who have maintained an contractual employment bond with the undertaking, though they did not work (by reason of vacation, leave, etc.) during the reference period.

- **QUESTION 12** - How many hours per week were dedicated exclusively to this work?

The criteria for filling out this Question are the same as those used for Part A - Question 12 of this Section.

- **QUESTION 13** - In the last 12 months, how many months have you worked at this company, firm or business?

Do not consider months during which the person was absent

due to vacation, illness or any other reason.

- **QUESTION 14** - Is this work performed exclusively in a specific period of the year?

Temporary work is that performed by a person:

- seasonally or intermittently, such as in the case of person who performs agricultural activities, plant or mineral extraction and, as a result of climatic factors, only works in specific periods of the year;
- who works in commercial or service establishments during such periodic events as Christmas festivities, carnival or the tourism high-season, etc.

- **QUESTIONS 15-17** - How long have you worked at this company, firm or business?

In the case of persons who have worked for at least one day, record one week.

- **QUESTION 18** - Where do you perform your current work?

An establishment is considered as an undertaking located in a place:

- that is specifically appropriate for performing the work, administering or managing internal or external tasks;
- that has independent access to enter and leave without going through living quarters or other establishments.

- 1.** Store, office, shed, factory, establishment, etc. – for a person occupied in any type of activity, even though that person may perform a task that is external to the undertaking. One should include under this code the person who works at a newsstand or kiosk that is permanently fixed in the ground;
- 2.** Fixed location on a public street – for persons who work in fixed locations on public streets without exercising a function that is external to an undertaking that has established offices. e.g. person who works in a street market stand, street vendor;
- 3.** In the household itself – this item also covers the person who resides in the household in which he/she works as a domestic worker;
- 4.** In other households – this item covers the residential dwelling of the employer, partner or client as well as the person who does not reside in the dwelling in which he/she is occupied as a domestic employee;
- 5.** No fixed location on public street – for the person who works without a fixed location on a public street without performing any external function of an undertaking that has established offices. For example, popsicle vendor on beach;
- 6.** Transportation of passengers or freight – for the person who works in passenger or cargo transportation with his/her

own vehicle;

7. Farm, country estate, rural area, etc.

8. Sundry.

- **QUESTION 19** - What means of transportation do you use to go to work?

Record the means of transportation that you habitually use to go from **home to work**. If the person does not go directly from home to work, question that person on how he/she travels in the opposite direction, from **work to home**. If this is also not done directly, record the means of transportation that would be utilized were the trip from **home to work** to be made directly.

In the case of persons who utilize more than one means of transportation, record that on which the person spends the most time.

Classify cars or motorcycles belonging to third parties as private (company vehicles, rides, cooperative efforts among acquaintances). Mass transit systems are those used for public transportation, such as taxis, buses, trains, boats, utility vehicles (jitneys, etc.)

- **QUESTIONS 20 AND 21** - How long do you take to get to work? (include only the time going to work)

If this trip is not done directly, record an estimate of the

time that would be spent were it to be made directly.

For persons who go to more than one place of work (example; a domestic worker paid by day), state the average time that it would normally take to cover the distance to the different localities.

- **QUESTION 22** – Did you have net earnings in your company, firm or business in the last 30 days?

Net earnings are understood as gross income less expenditures on the undertaking, such as labor, raw materials, electrical energy, telephone, etc., of the person who operates an undertaking by himself/herself or as an employer.

- **QUESTION 28** – In this work, there is:

In the item **worker without employment bond**, cite those persons who have a specific termination date of their employment period stated in a contract or in a (verbal or written) agreement that may or may not be renewed. Such is the case of the employee who is contracted for a specific period of time or for the purpose of performing a specific task and whose contract was terminated upon conclusion of that period or contract.

- **QUESTION 35** – Do you contribute to a pension fund?

The criteria for filling out this Question are those stated in Question 8 of this Part.

- **QUESTION 36** – Are you a member of a union?

The criteria for filling out this Question are those stated in Question 9 of this Part.

- **QUESTION 37** – This is a union of:

The criteria for filling out this Question are those utilized in Question 10 of this Part.

- **QUESTION 38** – How many people work in the company:

The criteria for filling out this Question are those determined for Part B - Question 11 of this Section.

- **QUESTION 39** – How many hours per week were dedicated exclusively to this work?

The criteria for filling out this Question are those utilized for Part A – Question 12 of this Section.

- **QUESTION 40** – How many months have you worked in this employment or occupation in the last 12 months?

The criteria for filling out this Question are those defined for Question 13 of this Part.

- **QUESTION 41** - Is this work performed only in a specific period of the year?

The criteria for filling out this Question are those defined for Question 14 of this Part.

- **QUESTIONS 42-44** - How long have you worked in this job/occupation?

The criteria for filling out this Question are those defined for Questions 15-17 of this Part.

- **QUESTION 45** - Where do you perform your current work?

The criteria for filling out this Question are those defined for Question 18 of this Part.

- **QUESTION 46** - What means of transportation do you use to go to work?

The criteria for filling out this Question are those defined for Question 19 of this Part.

- **QUESTION 47 AND 48** - How long does it take you to get to work? (state only the time for going to work)

The criteria for filling out this Question are those defined for Questions 20 and 21 of this Part.

- **QUESTION 50** - How is payment made?

Persons who are paid by task or complete undertaking - with payment calculated exclusively on the basis of the contracted task or undertaking - should be registered under **sundry**.

- **QUESTION 51** - How much did you receive in gross earnings in your most recent payment?

This question deals with the gross earnings in cash or in products and/or merchandise that the person received in his/her most recent payment.

Gross wages - payment received by employed person without excluding deductions of INSS, income tax, family wage, etc.

Do NOT include Christmas bonus, 13th monthly wage (bonus), participation in profits and share corresponding to benefits received (housing, food, clothing, food tickets, meals, education assistance, rehabilitation assistance, etc.). In the case of persons on leave, state the gross amount normally received as benefit.

The following should be specified under products or merchandise:

- the real or estimated value (market value) of the products or merchandise normally produced per month;
- the real or estimated (market value) average monthly value that the person normally earns on seasonally produced products or merchandise.

Do NOT include the value of that produced for one's own consumption.

- **QUESTION 53** - In the most recent payment, the person received:

- **QUESTION 57** - Did you receive transportation assistance or free transportation in the last 30 days?

Transportation assistance is understood as:

- total or partial payment of the cost of transportation passes by the employer;
- total or partial payment or reimbursement of outlays on any type of transportation or fuel by the employer;
- providing of a vehicle for work purposes.

- **QUESTION 61** - Did you receive housing or housing assistance in the last 30 days?

Housing assistance is understood as:

- total or partial payment or reimbursement of housing expenditures by the employer;
- direct payment of the person's rent by the employer;
- providing of housing by the employer, even when payment of an occupation or conservation fee is required;
- providing of a room or locality for the person to sleep within the employer's dwelling.

SECTION 06 - ECONOMIC ACTIVITY

PART C - SECONDARY WORK - FOR THOSE PERSONS WHO HAVE PERFORMED MORE THAN ONE TYPE OF WORK IN THE LAST 7 DAYS

NOTE: In filling out the Questions in this Part, utilize the criteria adopted in the Questions indicated in Part B of this Section.

SECTION 06 - ECONOMIC ACTIVITY

PART D - PRINCIPAL WORK IN THE LAST 12 MONTHS - FOR THOSE PERSONS WHO HAVE PERFORMED A TYPE OF WORK DIFFERENT FROM THAT OF THE LAST 7 DAYS

NOTE: In filling out the Questions in this Part, utilize the criteria adopted in the Questions indicated in Part B of this Section.

SECTION 06 - ECONOMIC ACTIVITY

PART E - SEEKING WORK - FOR RESIDENTS 5 YEARS OF AGE AND OVER

This Part investigates the process of job seeking for residents who are 5 years of age and over, independently of their situation on the labor market.

- **QUESTION 5** - What measures have you taken to obtain work?
 1. Contacted employers - for those persons who have made contact with employers by means of registration in the personnel services or departments of companies, sending of résumés at one's own initiative, responding to advertisements and announcements of job openings, personal visits, letter, telephone calls or the use of any other means;
 2. Participated in competitive examinations;
 3. Registered for competitive examinations;
 4. Contacted an employment agency or union;
 5. Placed or responded to an advertisement;
 6. Contacted a relative, friend or colleague;
 7. Taken steps to open a business - for persons who were looking for a place to open a business (office, store, shed, etc.) or have taken any legal steps to do so;
 8. Sundry - for example: the person who has been looking for a place to open a business (office, store, shed, gymnastics academy, etc.), or taken any steps to do so or the person who has submitted himself/herself to medical examinations for purposes of employment, etc.

SECTION 07 - FERTILITY

PART A - FERTILITY AND CONCEPTION - FOR WOMEN FROM 12 TO 49 YEARS OF AGE

- **QUESTION 1** - Have you ever been pregnant?

This item should also cover cases of fetal loss.

- **QUESTION 3** - Have you ever given birth to a live child?

This Question includes babies who, after being expelled or extracted completely from the body of the mother and independently of the length of the gestation, showed some sign of life, such as breathing, crying, voluntary muscle contraction, heart beats, etc., even though the child died soon afterwards.

- **QUESTIONS 10 to 12** - What is the birth date of your most recent child born alive?

NOTE: When the person interviewed does not know the exact date of birth AND DOES NOT HAVE ANY DOCUMENTARY EVIDENCE, request that he/she make the best possible estimate.

- **QUESTION 16** - Have you ever had any children born dead?

This item covers babies born after 7 months or more of pregnancy and who died prior to being completely expelled or extracted from the mother.

- **QUESTION 18** - Have you ever had a pregnancy interrupted after less than 7 months of pregnancy?

This item covers pregnancies that have been interrupted spontaneously or not after less than 7 months of gestation (abortion).

- **QUESTION 21** - What is the method you most commonly utilize to avoid pregnancy?

1. Female sterilization - when the woman submits to sterilization by choice or medical recommendation in order to avoid having any further children. The surgery is most commonly known as tubal ligation;

2. Pill;

3. IUD - consists of the use of a device introduced by a medical doctor into the uterus of the woman capable of impeding the development of the fertilized ovum;

4. Birth control injections;

5. Diaphragm - consists of the use of an intravaginal device composed of a rubber or plastic membrane that obstructs the

cervix and impedes passage of sperm.

6. Foam, gel or other products - vaginal application of products that have the property of exterminating spermatozoid and impeding fertilization;
7. Condom - consists of the use of a rubber device placed on the male organ in order to avoid contact of spermatozoids with the female organ;
8. Rhythm - based on the menstrual cycle to define the woman's fertile period;
9. Interrupted coitus - interruption of the sexual act prior to ejaculation;
10. Other methods - consists of flushing, teas, subcutaneous birth control capsules, etc.;
11. Male sterilization - when the man submits to sterilization (vasectomy) by choice with the objective of not fathering any more children.

SECTION 07 - FERTILITY

PART B - MARRIAGE BACKGROUND - FOR WOMEN FROM 12 TO 49 YEARS OF AGE WHO LIVE WITH THEIR SPOUSES

NOTE: When the person interviewed does not know the exact month, year and/or age AND DOES NOT HAVE ANY DOCUMENTARY EVIDENCE, request that he/she make the best possible estimate.

SECTION 07 - FERTILITY

PART C - BIRTH RECORD - FOR WOMEN WHO HAVE GIVEN BIRTH TO LIVE CHILDREN IN THE LAST 5 YEARS

- **QUESTION 1** - Number of the child in order of birth.

For purposes of this Question, the child's number in the order of births should be stated, without excluding those who have died from the listing.

- **QUESTIONS 5 TO 7** - Date of death.

NOTE: When the person interviewed does not know the exact date of death AND DOES NOT HAVE ANY DOCUMENTARY EVIDENCE, request that he/she make the best possible estimate.

- **QUESTIONS 21 to 23** - Number of months: use of other type of milk / other liquids / solid food.

Should the period be less than 01 months, mark 00.

- **QUESTIONS 24 to 26** – Prenatal accompaniment.

Prenatal accompaniment is understood as the assistance provided to pregnant woman by a medical doctor or nurse for the purpose of preparing her for giving birth.

SECTION 08 – INCOME (EXCLUDING LABOR) – FOR RESIDENTS OF 10 YEARS OF AGE AND OVER

This Section is reserved for income received in the last month, EXCLUDING any income already declared in Section 06 (Economic Activity).

- **QUESTION 1** – Retirement or pension benefits from a public social security institution?

This Question refers to earnings received as a result of retirement, passage to the reserve, or pension from the federal government Social Security Plan or from a federal, state or municipal social security institution, including FUNRURAL. Pensions received from any of the entities cited above as the beneficiary of another person are also to be included.

- **QUESTION 3** – Retirement, supplementary or complementary income from a private institution?

Aside from the pension or benefits received by the person interviewed, this Question also covers those amounts received as beneficiary of another person.

- **QUESTION 5** - Bonus for remaining on active duty.

This is the benefit received by a person who, despite having completed the period required for retirement, continues working. This benefit is automatically suspended once the person effectively retires. This benefit is commonly known by the name "foot-in-the-grave" benefit.

- **QUESTION 9** - Alimony?

Here one should also consider any form of voluntary alimony.

- **QUESTION 17** - Rental or sale of real estate, machines and vehicles?

Expenditures on conservation, charging and condominium maintenance fees, as well as the value of the taxes and fees charged directly on the good through which the income was earned (land taxes, insurance, trash collection fee, etc.) should be deducted. Do NOT consider earnings generated by a business in which the person works, involving vehicle, machine, real estate rentals etc., that have already been cited under Section 06.

- **QUESTION 06** – Donation, allowance, goods or presents sent by persons who do not reside in this dwelling?

This Question concerns itself with amounts received without requiring any services rendered.

The Question also classifies as donations those amounts received from a person who does not reside in the dwelling for purposes of paying rent or home installments, provided that the dwelling is not provided by the employer.

With regard to goods or presents, the person interviewed should estimate their value.

SECTION 09 – INVESTMENTS AND CREDIT

PART B – CREDIT – FOR RESIDENTS OF 18 YEARS OF AGE AND OVER

- **QUESTION 3** – What was the objective of the loan?
 1. Private – the loan was requested for the purpose of paying off installments, supermarket purchases, medicines for the person interviewed or for another member of the household;
 2. To purchase goods for the person's own use;
 3. To purchase or renovate a property for residential purposes;
 4. To purchase goods or equipment for a business undertaking;
 5. To purchase or renovate a property for business purposes.
 6. Sundry.

SECTION 11 – SPENDING AND CONSUMPTION OF FOOD

- **QUESTION 3** – How do you obtain food?
 1. Purchase;
 2. Exchange;
 4. Donation;
 8. Household production;
 16. Sundry.

- **QUESTIONS 5 and 6** – What is the quantity consumed in the last 14 days?

Quantity – state the precise quantity or, if that is impossible, the quantity presumed by the person interviewed;

Unit of Measure – state the unit of measure cited by the person interviewed, no matter what that unit may be: for example, liter, can, jar, 500 gram jar, bottle, bushel, etc.

Attention: Should the person interviewed provide data in measurements such as jar, can, bottle, etc., as the unit of measure, check to see whether it is possible to transform these measurements into grams, liters, dozens, etc.

SECTION 12 – SELF-EMPLOYED / EMPLOYER

PART A – INFORMATION ON THE BUSINESS

Attention: One should exclude from this section informal types of self-employment such as domestic worker paid on a daily basis

with no contractual bond, or someone who works at odd jobs, etc.

- **QUESTION 2** - Type of activity?

In those cases in which an undertaking is involved in more than one activity, state the primary activity.

- **QUESTION 5** - Who provides guidance or technical support?

1. Professional organizations - entities that have the objective of providing assistance to a specific group of professionals (medical doctors, engineers, economists, etc.) as the technical organizations responsible for the activities of these professionals on the labor market should be classified under this item. Example: SEBRAE, SENAC, SENAI, federations of industry, etc;
2. Government organizations - government entities (federal, state or municipal) that have the purpose of providing technical and professional assistance aimed at the development of businesses in any sector of economic activity should be classified under this item. Example: EMBRAPA, EMBRATER, etc.;
3. Cooperatives - associations of persons or businesses of a private nature that have the objective of rendering services

to their members should be classified under this item.
Example: agricultural cooperatives, fishery cooperatives,
etc.;

4. Companies or firms;

5. Sundry.

SECTION 13 - CROP AND LIVESTOCK ACTIVITIES

PART A - GENERAL DATA

Information in this section refers to the confining or non-confining areas that each resident - as a crop and/or livestock farmer - utilizes habitually to carry out one or more crop and/or livestock activities, as follows:

Crop farming - cultivation of temporary crops (rice, beans, sugarcane, cassava, etc.) or perennial crops (coffee, oranges, hemp, etc.) including fruits and vegetables, cultivation of ornamental plants for sale in vases and seedlings and cultivation of grass for sale in blocks or seedlings;

Livestock farming - raise, breed or fatten large, medium and small size animals, birds and other animals.

Plant extraction - gathering or picking of plant products from native or spontaneous growth areas (babassu seeds,

maté, palm heart, copaiba oil, jaborandi leaves, ipecac roots, "oiticica" seeds, etc.);

Reforestation or timber production - cultivation of homogeneous eucalyptus, pine, fir, "quire", "sabiá" forests, among other species, with the objective of producing timber.

When more than one of the residents of the dwelling exercises the same crop and/or livestock activity, each response to a question related to this activity should express the sum of the information provided, as if all the residents were a single producer exercising the said activity.

• **QUESTION 4** - With respect to this area, the person is:

1. Owner - when the land is the property of the resident or when the resident possesses the land in a situation of proprietorship (feoffee, usufructuary, heir, etc.);

Attention: Do NOT consider land that belongs to the resident but is being utilized by third parties on the basis of a lease contract, partnership or assign.

2. Lessee or partner (sharecropper or person who receives a third or a quarter of production) - when the land is the property of third parties and is being worked by the resident based on payment of a quantity agreed upon beforehand (in cash, equivalent volume of products or services rendered) or based on payment of part of the production obtained and agreed upon beforehand between the parties;

4. Squatter or occupant - when the land is the property of third parties (public or private) and the resident pays nothing for its use (occupation, tenure, assign, etc.);
8. Other situation - when the situation of the resident cannot be classified within any of the categories above.

- **QUESTION 9** - Do you receive permanent guidance or technical support in order to develop the agricultural activity?

Technical support is understood as that habitually provided by qualified professionals, such as: agronomists, forestry engineers, agricultural or rural technicians.

The following are NOT considered technical support:

- demonstrations of the use of farm products (insecticide, fungicide, herbicides, fertilizers, machines, etc.) presented by sales personnel or factory demonstrators;
- participation in lectures, meetings, seminars, congresses, etc.

- **QUESTION 10** - Who provides technical orientation or support?

1. Professional associations - when the technical orientation is provided by a union of rural producers or other class entities;
2. Government entities - assistance provided by federal, state

or municipal government entities (secretariats of agriculture, rural extension services, EMATER, CEPLAC, etc.);

3. Cooperatives - when the technical orientation is provided by production, credit and other types of cooperatives to which the resident belongs;
4. Other - assistance provided by autonomous technicians and private companies such as: farm planning companies, cooperatives, unions, private banks, Souza Cruz S.A., Perdigão S.A. or nongovernmental organizations - NGOs.

• **QUESTIONS 13 and 14** - Did you receive any type of financing?

1. Current expenditures - when the resident has received financing for purposes of acquiring immediate consumption goods (seeds, vaccines, fertilizers, etc.) or for payment of services performed by contracted labor (clearing of pastures, manual harvest, etc.);
2. Investment - when the resident has received financing for purposes of acquiring durable goods to be used for a productive purpose (purchase of land, farm machines and equipment), formation of new permanent crops and homogeneous forests, construction of silos, fences, stables, etc.);
4. Marketing - when the resident has obtained financing to guaranty the sale or marketing of his/her production (EGF -

Federal Government Loan).

NOTE: The concepts to be considered for activities in this part are: LIVESTOCK, PLANT EXTRACTION, REFORESTATION OR TIMBER PRODUCTION are the same as defined under AGRICULTURE activity.

SECTION 13 - CROP/LIVESTOCK ACTIVITY

PART B - FARM PRODUCTION

- **QUESTIONS 2 and 3** - What is the total area planted in each crop in the last 12 months?

State the sum of the areas in which the product is planted, independently of the type of planting utilized (simple or single crop, associated or with other crops in the same area, etc.)

If a particular product has been planted more than once in the last 12 months, consider the sum of the areas planted even if the same land has been used several different times.

Example 1: The resident planted 50 hectares of beans in a specific area of his/her rural property. On a different occasion in the same area, the resident planted another 50 hectares of beans. The total area planted in beans will, therefore, be 100 hectares.

Example 2: In a specific area that is leased, the resident planted corn and beans in the same 100 hectares. In another area that is occupied by coffee, he/she planted 50

hectares of corn between the rows of coffee trees. The total area planted in corn will, therefore, be 150 hectares and the total area planted in beans will be 100 hectares.

- **QUESTION 9** – Information on production and its destination. This Question will only be filled in in the case of an affirmative answer to Question 4 .

SECTION 13 – CROP/LIVESTOCK ACTIVITY

PART C – PROCESSING OF AGRICULTURAL PRODUCTION OR ELABORATION OF FARM PRODUCT DERIVATIVES

Fill in this Part if a quantity is channeled into the elaboration of derivatives (Part B – Question 9 – Item 06).

Examples of derivatives or products elaborated on the basis of farm products are: rice in grain, cassava flour, brown sugar, cane brandy, wine, corn flour, etc.

SECTION 13 – CROP/LIVESTOCK ACTIVITY

PART F – LIVESTOCK PRODUCTS AND MANUALLY ELABORATED DERIVATIVES

Fill in this Part if livestock products or products derived from animal species are generated (Part D – Question 2 of this Section)

SECTION 13 - CROP/LIVESTOCK ACTIVITY

PART G - OUTLAYS ON LIVESTOCK ACTIVITY

Fill in this part, if you have filled in Part D of this Section.
In responding, EXCLUDE spending on dogs, cats, birds and fish.

SECTION 13 - CROP/LIVESTOCK ACTIVITY

PART H - PLANT EXTRACTION

Fill in this Part if you have filled in Part A - Question 29 of
this Section.

SECTION 13 - CROP/LIVESTOCK ACTIVITY

**PART I - REFORESTATION AND PRODUCTION OF TIMBER FROM
PLANTED FORESTRY SPECIES**

Fill in this Part if you have filled in Part A - Question 43 of
this Section.

SECTION 13 - CROP/LIVESTOCK ACTIVITIES

**PART J - SPENDING ON FARM ACTIVITIES, PLANT EXTRACTION
AND REFORESTATION**

Fill in this Part if you have filled in Parts B, C, G and H of
this Section.

SECTION 13 - CROP/LIVESTOCK PRODUCTION

PART L - FARM MACHINES, IMPLEMENTS AND EQUIPMENT

Fill in this Part if you have filled in Parts B, D, G and H of this Section.

SECTION 15 - EVALUATION OF LIVING CONDITIONS - FOR ALL HOUSEHOLD MEMBERS

The purpose of this Section is to obtain the interviewed person's overall vision of his/her living conditions. Consequently, the response will consist of an opinion and the interviewer will have to be very careful to allow the person interviewed to feel sufficiently at ease to express an opinion without in any way influencing that opinion or criticizing the responses given.

SECTION 16 - ANTHROPOMETRY - FOR ALL HOUSEHOLD MEMBERS

- **QUESTION 2** - How was the measurement taken?

State:

1. Standing up - if the person is measured in a vertical position, he/she should stand against a wall or other vertical surface;

This type of measurement should be used for persons 2 years of age and over.

2. Lying down – if the person is measured in a horizontal position, the person should be stretched out on his/her back on a flat, hard and smooth surface.

This type of measurement should be used for persons from 0 to 1 year and 11 months of age.

- **QUESTIONS 3 and 4** – What is the height or length?

Height is understood as the distance from the sole of the feet of a person to the top of that person's head with the hair flattened down, with the person in a vertical position against a vertical, smooth and flat surface.

Length is understood as the distance from the sole of the feet of a person without shoes at the level of that person's heels to the top of that person's head with the hair flattened out and the person lying stretched out on his/her back on a flat, hard and smooth surface.