



INTEGRATED HOUSEHOLD SURVEY ON CONSUMPTION EXPENDITURE AND POVERTY LEVEL ASSESSMENT **2015/16**

April 2015 to March 2016

ENUMERATOR'S MANUAL

PART B

HOUSEHOLD CONSUMPTION EXPENDITURE
QUESTIONNAIRE

Gambia Bureau of Statistics
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PART B: HOUSEHOLD CONSUMPTION EXPENDITURE QUESTIONNAIRE

INTRODUCTION

See Enumerators Manual Part A.

IDENTIFICATION PANEL

The identification panel is the most important component of the questionnaire. It enables the easy location of households and settlements and therefore enables tracking of both individuals and households whenever the need arises. It also enables the linking of individuals to households as well as merging data files. It also serves as a check for both the field and the office.

Identification particulars

Part A of this cover page should be filled before going to any household to commence interview. Interviewers must not wait until they are seated with the respondent and start filling this as it both delays you and may lead the respondent to be impatient.

- **Interviewer:** The interviewer should write his/her full name in the space provided and also the code assigned to him/her in the space provided on the right.
- **Local Government Area (LGA):** Record in the space provided, the code of the LGA as provided in which the interview is taking place. This and any other necessary information will be provided before you leave for the field and your supervisor will make sure all these are available to you.
- **Quarter:** There are twelve months in the calendar year and these are divided into four groups. These groups are referred to as “Quarters”. January, February and March form Quarter 1; April, May and June form Quarter 2; July, August and September form Quarter 3 and October, November and December form Quarter 4. These quarters are of great significance to this survey as the seasonal dynamics of socio-economic variables are captured through this. It is therefore important that interviewers pay special attention to details in filling this. Always reflect on the date of interview and fill in this appropriately.
- **District name and code:** write the name of the district and the district code in the spaces provided.
- **Area:** Indicate whether the settlement is urban or rural
- **Enumeration Area (EA):** Record the enumeration area in which the particular household belongs.
- **Selected Household:** In every EA, 20 households are expected to be selected and these will be numbered serially. Ensure consistent numbering of your households for each EA by sticking to the households that are assigned to you by your supervisor after the sample selection.
- **GPS:** The GPS coordinates should also be inserted correctly as provided to you by your supervisor.

NB: All the above information will be provided to you before you leave for the field and they must be recorded before entering the household.

- **Name of Household Head:** Every household must have a head. The head of the household is not determined by the interviewer; instead this is done by the household members. Write down the full name of the head of the household.
- **Address:** An appropriate address that enables the easy location of the household should be inserted in this space. This could be the name of the compound, street, ward/"Kabilo" etc that uniquely identifies the household.
- **Telephone number:** Telephone numbers have played an extensive role in our data collection in recent years. Call backs and other verification have been made easy due to the collection and use of telephone numbers. Although it is not compulsory that respondents should have a telephone number, it is strongly recommended that a certain number is provided that can be used to easily reach the household when the need arises. This number could belong to someone within the household, another household in the compound or another compound. Politely request for such number and record it.
- **Time of interview:** When you get the consent of the respondent to begin interview, record the time that the interview starts.

Part B: This part must not be filled by the interviewer. Under no circumstance can the interviewer fill anything for the supervisor. The space for the supervisor and code are meant to indicate that the supervisor has reviewed the form and that he/she is satisfied with the content to be correct and consistent.

The spaces for coder and operator are to be left blank and will be filled during coding and data entry.

- **Survey Form Number for this HH:** Record the number of questionnaires used for enumerating the household in the space provided. For example if one survey form is used, write in the space provided for "Survey Form Number for this HH" [1] of [1]. If more than one form is used, write [1] of [2], [1] of [3] etc.

THE ENTIRE QUESTIONNAIRE IS EXTREMELY IMPORTANT WHEN COMPLETING THE QUESTIONS.

HOWEVER, GETTING THE FOOD CONSUMPTION EXPENDITURE RIGHT IS FUNDAMENTALLY CRITICAL AS THIS IS THE FIRST STEP TOWARDS DERIVING THE FOOD BASKET (FOR THE POOR POPULATION BASED ON SOME CRITERIA), FOOD POVERTY LINE AND LASTLY THE ABSOLUTE POVERTY LINE.

SECTION 1: FOOD CONSUMPTION EXPENDITURE

This part covers expenditure of the household on various food items.

Note: The dotted broken line implies one/two decimal place for quantities. For example if quantity is 0.25, code “0” on left hand-side of broken line and 25 on the right hand-side of the broken line.

Section 1A: Food consumption expenditure

Recall period: This section aims at obtaining households consumption products of selected food items during the past 7 days preceding the interview day.

Respondent: The respondent for the household should be the female responsible for food preparations and food purchases last 7 days.

Food consumption expenditure sources can be from: -

Own production: Some households have back-yard garden of which they would just harvest for the purpose of adding to their food condiments or a farm produce such as ground nut, millet etc. which they will not spent monetary value but would have been part of what they would purchase if it was not available. These items are own produce and use for household consumption. Such items must be given a value in the monetary term by estimating the market value. On average most respondents have knowledge about the current market price hence they will certainly be able to give you the value when the approach is good.

Barter: Barter is not very common in present generation, however, some household still are doing such without realising it. If found that a household member give another person who is not a household member some salt while the other in returned give firewood, for them it will appear as a gift between them. This should be capture because in absents of any of them was not able fulfilled the other request; he/she would have actually buy it from the market. This is exchange of goods without involving money, and hence, if any households exchange any goods within these selected food items that the household consumed within the past three days should be recorded as purchase in form of barter.

Wage-in-kind: Entails food items that the household consumed within the past seven days that was obtained as a reward for the work done. This involve a pay in kind, meaning that when a worker is given a bag of rice by his employer of which they have all mutually agreed amongst themselves {Employee vs Employer} that at the end of the month, employer will affect this kind of payment, this will be recorded as payment in kind. However, sometime

an employer may give an employee some goods as gift, this is not consider as a pay in kind, for example, during feast employers may give their employees some food items (onion, sugar, rice etc.) all this are consider as gift. Notwithstanding, if an employee is given a uniform to use but he owns it even after termination, this is considered as pay in kind.

Gifts: Entails selected food items that were consumed by the household within the past 7 days but were acquired without compensation; it might be from a relative or non-relative but should not be a member of the household. Meaning you have not paid for it.

Other: The other response is aimed at capturing other responses that might not fit in any of the above responses given in. These are other reasons that Household or respondents may give that do not correspond to the options given above.

QUESTION 1: Item code

This part is divided into broad COICOP food groups namely:

- Grains and flours
- Starchy roots, tubers and plantain
- Pulses, nuts and seeds
- Fats and oils
- Fruits/fruit juices
- Vegetables
- Poultry and poultry products
- Meat
- Fish and seafood
- Milk
- Non-alcoholic beverages and drinks
- Alcoholic beverages and drinks.

Under each broad group a category classified as 'OTHER' is coded. Try as much as possible to probe to classify items in the listed food item before entering the 'OTHER' category.

QUESTION 2: Within the past 7 days, did the members of this household eat/drink any of this [ITEM] within the household?

If the answer is NO, the interviewer moves to the next food item. Ask for all food item before proceeding with the interview (Q3-8). This helps to make sure that no food item is left out. After completing Q2 for all food items, ask QUESTIONS 3-8 for the YES (eligible food items) for any food item.

1	2	3	4	5	6	7	8						
	Within the past 7 days, did the members of this household eat/drink any of this [ITEM] within the household?	How much in total did your household consume of this [ITEM] in the past 7 days?	How much did the household purchase of this [ITEM] during the past 7 days?	How much did your household spend on this [ITEM] during the past 7 days?	How much of consumption of this [ITEM] came from purchases made during the past 7 days?	How much of consumption of this [ITEM] came from own-production during the past 7 days?	How much of consumption of this [ITEM] came from gifts and other sources during the past 7 days?						
	ASK QUESTION FOR ALL ITEMS, BEFORE MOVING ON TO THE NEXT QUESTIONS FOR ITEMS WITH "YES"	UNIT CODE			UNIT CODE								
	YES.....1 NO.....2 (▶ NEXT	Standard KILOGRAMS (kg).....01 GRAMS (g).....02 LITRES (l).....03 MILLITRES (ml).....04 Non-standard PACKET.....05 PIECE.....06 SMALL TOMATO CUP.....07 MEDIUM TOMATO CUP.....08 BIG TOMATO CUP.....09 CUP (standard rice cup).....10 BUNCH/HEAP.....11 TIN.....12 BOTTLE.....13 50 KG BAG.....14 100 KG BAG.....15 OTHER (specify).....99			Standard KILOGRAMS (kg).....01 GRAMS (g).....02 LITRES (l).....03 MILLITRES (ml).....04 Non-standard PACKET.....05 PIECE.....06 SMALL TOMATO CUP.....07 MEDIUM TOMATO CUP.....08 BIG TOMATO CUP.....09 CUP (standard rice cup).....10 BUNCH/HEAP.....11 TIN.....12 BOTTLE.....13 50 KG BAG.....14 100 KG BAG.....15 OTHER (specify).....99								
		QUANTITY	UNIT	QUANTITY	UNIT	DALASIS	QUANTITY	UNIT	QUANTITY	UNIT	QUANTITY	UNIT	
CEREAL AND CEREAL PRODUCTS													
Long-grained rice (imported)	101	1	150	00	1	150	00	1	500	0	00	0	
Paddy rice long grain (local)	102	1	50	00	1	40	00	1	100	20	00	1	0
Medium-grained rice (imported)	103	2											
Small grained rice (imported)	104	2											
Basmati Rice (imported)	105	1	200	00	2	50	00	2	100	50	00	2	0
Uncle Ben's Rice (imported)	106	2											
Maize	107	2											
Millet	108	2											
Sorghum	109	1	0	25		0			0		0	25	0
POULTRY AND POULTRY PRODUCTS													
Chicken	123	1	2	00	6	1	00	6	450	1	00	6	1
Duck	124	2											
Eggs	125	1	18	00	6	6	00	6	30	6	00	6	6
Other poultry & products	126	2											

QUESTION 3: How much in total did your household consume of this [ITEM] in the past 7 days?

The question is split into two. The first column asks quantity consumed and it is qualified by the unit. Refer to the unit codes that have been provided. Avoid using the unit "OTHER" by probing the respondent. Normally the respondent will only give you the units that are found in the market such as bunch, heap, bag, etc. **The emphasis is adding all the seven days, what is the total consumed for this ITEM!!**

Kg and bags cannot give a total quantity. Probe and try to seek the same unit for the different consumption of item made last 7 days.

Example: Let us start with long grain rice, which is the first item. If long grain rice was eaten/consumed by the household during the past seven day, how much in total was consumed during this period? Possibly only one bag or 20 cups or even 10 packets were consumed during the seven days. It can also be possible that out the bag only 10 cups was actually consumed, hence the total is 10 cups or 10kg which will be inserted in the first column (Quantity column) and the code for cups or kg (code 10, code 01) will be written in next column (Unit column), however, the

enumerator should try and persuade the respondent if he/she can give the estimated quantify of those unit, such as grams (gr) or kilograms (kg) if possible to be inserted in the first column.

QUESTION 4: How much did the household purchase of this [ITEM] during the past 7 days?

Asks how much did the household purchase of this [ITEM] (example above scenario, long grain rice is the item) during the past 7 days. The question wants to capture the quantity and unit that was purchase. Hence the concentration is only on total food consumed from purchases.

QUESTION 5: How much did your household spend on this [ITEM] during the last 7 days?

The reference point is QUESTION 4 that asked for total purchased, meaning monies spend on the consumed item is required to be entered in this column, e.g. D200.00 or D1000.00. The cost of this purchased [ITEM] in Dalasi.

QUESTIONS 6-8 are related and they are trying to disaggregate purchased food items, consumption of own produced and consumption of food that came from gifts and other source. These three questions implies that you should capture, consumption products that was purchased by the household or consumed items that did not involve any form of cash purchase, but rather food items that were produce by the household and consumed by the household or food items received as gift and consumed by the household or may be some members in the household received food items as wages for the household consumption. Apart from all these mode of receiving food items for consumption, the households themselves may reported receiving some food items that do not conform to those mentioned above but in another manner without purchasing by cash of which needed be reported as “Other” but specify.

QUESTION 6: How much of consumption of this [ITEM] came from purchases made during the last 7 days?

The question concentrates on what was consumed from the purchase. If a household purchase a bag of rice and during the seven days period, they only eat 10 cups out of the bag then you are only required to report the 10 cups of rice and give the actual quantity 10 and unit (cups/grams packets).

QUESTION 7: How much of consumption of this [ITEM] in the last 7 days came from own-production?

The question concentrates on what was consumed from the own production/enterprise. The enumerator is only required to report the 30 cups of rice and give the actual quantity 30 and unit (cups/grams packets).

QUESTION 8: How much of consumption of this [ITEM] in the last 7 days came from gifts and other sources?

If household cannot classify food consumption by Q6 and Q8, record any other consumption here. On the right-hand side, one can specify what the other is. Bear in mind that if household made a purchase outside the 7 days recall and consumed the item in the last 7 days, this will be recorded under Q8 as Q6 specifically asks consumption from the purchase last 7 days.

Section 1B: Meals prepared and consumed outside the home

This section is designed to capture information on the food that household bought that was prepared outside of the household

Recall period: This section aims at obtaining households consumption products of selected food items during the past 7 days preceding the interview day.

Respondent: The respondent for the household should be the female responsible for food preparations and food purchases last 7 days.

If the food was prepared outside the household, whether it was consumed outside the home or inside the home, it is considered as a meal taken outside the home. For example, food bought from a canteen or any other eatery. This will include all that was purchased in the joint, when relaxing e.g. having drinks, pepper soup, etc. Note that it is those food items bought outside and consumed within the last seven (7) days that are to be recorded here. Food consumed during recreation (vacation) is not included here.

QUESTION 2: In the past 7 days, did members of this household consume any of the following meals or drinks away from home?

The question states that “Over the past seven days did you or other members in your household consume any meal away from home. Please record NO if none of the household members has taken such food item away from home, then go to the next item.

However, if the answer is **YES**, meaning that, some members of the household or all the members has taken meal of this item outside home, then you are required to come back to row or line number after asking and listing for meals taken outside home for all the listed items. This column one should be treated for all the items before asking for the value paid in QUESTION 3. What it implies is that, the enumerator is required to ask for all the items listed whether any member have consumed it or paid for during the past 7 days for consumption, e.g. breakfast, lunch, dinner and etc. The enumerator has to ask for all items listed before going to QUESTION 3.

QUESTION 3: How much did you or other household members pay, in total in the last 7 days for [MEAL]?

Asks how much the household members paid, in total in the last 7 days for the MEAL(s) taken outside home. The total amount paid should be recorded here. For example, if one of the member of the household has taken within the 7 days two meals, (Breakfast and Lunch or Dinner and lunch) then the enumerator is required to enter total amount in Dalasi, ($D200.00 + D400.00 = D600.00$), therefore, the amount to be recorded is D600.00 in this column for the two meals taken outside home. It is also required by the enumerator to ask for an estimate of the total amount in monetary value (DALASI) if the meal taken outside was free. How much would it be if you were to pay for that meal? (e.g. D200.00 or D700.00).

SECTION 2: NON-FOOD CONSUMPTION EXPENDITURE

Section 2A: Non-food last seven days

This section aims at obtaining households consumption on selected non-food products during the 7 days preceding the interview day that were cash purchases.

QUESTION 2: Over the last one week, did you purchase any [ITEM]?

The question states that “Over the past seven days did you or other members in your household consume any of the non-food items which you **purchase by cash**. This question implies that you should only capture consumption that the household spent monetary value (CASH) in the form of out of pocket purchase.

The answer should state YES or NO! If the answer is YES record code 1 and then go the next listed item and ask the same question whether it has been purchase by the household during the last seven days.

However, if in case, the answer is NO you are required to record the code 2 and still go to the next listed item until all the item list are completed.

QUESTION 3: How much did household spend in total?

Then move to QUESTION 3 which seeking for the monetary value (DALASI) of all the YES, it was purchase during the last seven days. Please record the total amount in Dalasi in this column (D400.00)

Section 2B: Non-food last one month

This section aims at obtaining households consumption on selected non-foods products during the ONE MONTH preceding the interview day that was acquired by cash purchase.

QUESTION 2: Over the last one month, did you purchase any [.....]?

The question states that “Over the past one month did you or other members in your household consume any of the non-food items which you **purchase by cash**. This question implies that you should only capture consumption that the household spent monetary value (CASH) in the form of out of pocket purchase.

The answer should state YES or NO! If the answer is YES record code 1 and then go the next listed item and ask the same question whether it has been purchase by the household during the last seven days.

However, if in case, the answer is NO you are required to record the code 2 and still go to the next listed item until all the item list are completed.

QUESTION 3: How much did household spend in total?

Then move to QUESTION 3 which seeking for the monetary value (DALASI) of all the YES, it was purchase during the last seven days.

The total amount paid should be recorded here. For example, if one of the member of the household has bought within the one month period three bundles of firewood at D20.00, another member bought two bundles of fire wood D14.00, then the enumerator is required to enter in that row which corresponds to FIREWOOD the total amount in Dalasi, ($D20.00 + D14.00 = D34.00$), therefore, the amount to be recorded is D34.00 in this column for the item purchased twice during period. It is also required by the enumerator to ask for an estimate of the total amount in monetary value (DALASI) if the item was free. How much would it be if you were to pay for that item? For example D150.00 or D200.00.

Section 2C: Non-food last three months

QUESTION 2: Over the last 3 MONTHS, did you purchase any [.....]?

During the past THREE MONTHS, has name item been purchased by the said household in cash? The answer should state YES OR NO! If the answer is YES record code 1 and then go the next row which is another listed item. However, if in case, the answer is NO, the procedure should be the same, hence you are required to still go to the next row and ask for that named item whether it was purchased and cash payment made to get it during the past three months. This procedure should be continued until the COICOP group is completed and then ask the question in the next column which is asking for the monetary value spend on this item.

QUESTION 3: How much did household spend in total?

The total amount paid should be recorded here. For example, if one of the member of the household has bought within the one month period material for men's suit at D200.00, another member bought the kind of material at D400.00, then the enumerator is required to enter in that row which corresponds to material for men's suit the total amount in Dalasi, ($D200.00 + D400.00 = D600.00$), therefore, the amount to be recorded is D600.00 in this column for the item purchased twice during period. It is also required by the enumerator to ask for an estimate of the total amount in monetary value (DALASI) if the item was free. How much would it be if you were to pay for that item? (e.g. D150.00 or D200.00).

Section 2D: Non-food last twelve months

QUESTION 2: Over the last 12 MONTHS, did you purchase any [.....]?

During the past TWELVE MONTH, has named item been purchased by the said household in cash? The answer should state YES or NO! If the answer is YES record code 1 and then go the next row ask for that name item in the list whether a purchase was made during the 12 months period. However, if in case, the answer is NO go to the next row and ask for that named item whether it was purchased and cash payment made to get it during the past TWELVE MONTHS.

QUESTION 3: How much did household spend in total?

This is asking how much the household members paid, in total in the last 12 months for the name item in the list. The total amount paid should be recorded here. For example, if one of the member of the household has bought within the twelve months period a wooden bed at D2000.00, another member also bought two wooden beds at D3800.00, then the enumerator is required to enter in that row which corresponds to wooden bed the total amount in Dalasi, (D2000.00 + D3800.00 = D5800.00), therefore, the amount to be recorded is D5800.00 in this column for the item purchased twice during period. It is also required by the enumerator to ask for an estimated value of the total amount in monetary terms (DALASI) if the item was free. How much would it be if you were to pay for that item? (e.g. D1700.00 or D2000.00).

SECTION 3: AGRICULTURE

The purpose of this section is to collect data on the household's agricultural activities. Agriculture is the system of cultivating soil, producing crops, horticulture, livestock husbandry (includes poultry), fishing, forestry, and hunting and in varying degrees the preparation and marketing of the resulting products. Forestry includes afforestation, harvesting and gathering of forest products. Fishing includes the catching, gathering, breeding and cultivation of marine life from ocean, coastal or inland waters. Hunting includes the catching or taking of all types of animal wildlife on land. Agriculture plays a vital role in many developing countries and therefore it is very important that this section is accurately administered. It covers various aspects of agricultural production and marketing namely (a) agricultural assets land, livestock, poultry and fishing and equipment (b) plot details (c) harvest and disposal of crops (d) seasonality of sales and purchases of key staples (e) other agricultural income (f) agricultural costs and expenses (g) processing of agricultural produce and lastly (h) consumption of own produce.

The interviewer should take time to ask these questions clearly to avoid any inadequate responses from the respondent. S/he should probe where responses are ambiguous and not clear.

Section 3A: Agriculture holding

This section list all the plots owned by household members. Each row implies a plot and all the questions asked should refer to that plot number.

Plot: Piece of land, which is intercropped or planted in one single crop.

Plots rented out/share cropped refer to plots owned by members of the household but which have been rented or given for sharecropping to people outside the household. These are to be excluded from the list of farms/plots. Record the units and the code given by the respondent.

QUESTION 1: Did any member of the household engage in crop farming in the last 12 months?

If YES continue with interview.

If NO skip to SECTION 3C: TRANSFORMATION (PROCESSING) OF AGRICULTURAL PRODUCTS. A household may not have engaged in crop farming but they engaged in agricultural crop processing by purchasing the crops and transforming them.

QUESTION 2A: Please tell me about each parcel of land that HH members farmed during the last 12 months.

List the entire parcels of land owned by the household members before proceeding with the interview.

QUESTION 5: What is the area of the parcel of land?

Ask the land area for each plot listed. Some farmers' measure land as rope and 1 rope is equivalent to an acre. Land area should be to one decimal place.

QUESTION 6: What is the land tenure system of the parcel?

This question interested to capture the basis for operating or using the land on which the household occupy the plot(s) on which a type of crop was grown. The code corresponding to the answer given by the household should be written in the space provided and then move to the next question.

Communal/traditional (family) is land that is family owned and has been passed on from generation to generation.

Leasehold is a form of land tenure where one party buys the right to occupy land or a building for a given period of time.

"Rent free" (i.e. option 5) implies that the household is using the land they don't own without pay

QUESTION 11: What is the current primary use of this parcel?

This asks the most important land use for the plot. This means the importance is ranked by proportion of area occupied by activity.

Annual plants die completely after flowering and seeding, growing again from seed. Annual often refers to a plant grown for only one growing season. Most, but not all, food crops are annuals.

A *perennial plant* or perennial is a plant that lives for more than two years. This term applies specifically to herbaceous plants, even though woody plants like shrubs and trees are also perennial. Perennial plants, especially small flowering plants, grow and bloom during one growing season, then return in the next growing season from their root-stock, rather than by seeding themselves as an annual plant does. Perennial plants can be short-lived (only a few years) or they can be long-lived, as some woody plants, such as trees, have been living for over 300 years. They can vary in size from only a few millimeters to over 100 meters tall. They include a wide assortment of plant groups from ferns and liverworts to the highly diverse flowering plants like orchids and grasses.

Fallow refers to the practice of taking land out of production for a growing season or more, with the intent of returning it to later production.

Indigenous forest refers to original forest (i.e., not planted by farmers).

Woodlot refers to a segment of a woodland or forest capable of small-scale production of forest products such as wood fuel, non-timber products, or even spiritual or recreational uses (In Britain a woodlot is called a wood, woodland or coppice). Many woodlots occur as part of a larger farm or as buffers and undevelopable land between these and other property types such as housing or public properties (community pasture, watersheds, parkland, etc.). One distinguishing characteristic of a woodlot is that the parcel size or quality of wood on the parcel does not generally justify full-scale commercial harvesting, leaving many woodlots as private investments by individuals.

By contrast to a woodlot, a *tree nursery* refers to an area where trees, shrubs, or plants are grown for transplanting, for use as stocks for budding and grafting.

QUESTION 12: During the last 12 months did household practice irrigation in this parcel of land?

This filter question is used to determine if plot is irrigated.

Was the plot irrigated is a YES or NO response.

If NO, skip to NEXT FARM.

Irrigation is the operation of causing water to flow over lands, for nourishing plants, that is, the watering of land by artificial means to foster plant growth. Types of irrigation include: -

- Watering can: Use of a can to water crops.
- Hosepipe: use of pipe to water crops.
- Sprinkler: Mechanized farming practice where water is sprayed on crops.
- Canals: Trenches dug on farm that carries water to crops.
- Furrow: Water is obtained from source through gravity.
- Drip: water is administered to crops in minute quantities through a series of small pipes with the water dissemination points at regular intervals from the pipes

QUESTION 13: What is the main source of water for irrigation?

Ask the source of water used for irrigating plot. Do not lead respondent but probe for responses.

QUESTION 14: What is the main method of water abstraction for irrigation?

Find out what type of method is used for applying water for irrigation. Listen to respondents responses and code appropriately. Do not read options as this tends to bias responses.

Gravity-fed pipeline: The traditional method of pipeline installation, involving the excavation of a trench, laying of the pipe, back-filling and reinstating the surface. The distribution of water by gravity is controlled by the slope from the water source. In which case the higher the slope, the higher the water pressure.

A pump is a machine or device for raising, compressing, or transferring fluids. Treadle pump: This refers to a manually operated machine which pumps water from source to the crops through pipes. This is very popular in tomato growing areas. Motor pump: This is the use of a motor pump whether fuel or electric powered to pump water from source to crops.

Hand carried is to carry or deliver by hand.

QUESTION 16: What fertilizer type did you use in the last 12 months?

Probe to find out type of fertilizer uses by household. Explain to household the meaning of the differences of these two types of fertilizers. A fertilizer is any material of natural (organic) or synthetic (inorganic) origin that is applied to soils or to plant tissues (usually leaves) to supply nutrients essential to the growth of plants. Fertilizers come as solids or liquids.

Inorganic fertilizers comprises of synthetic, artificial ingredients produced industrially (manufactured). This fertilizer supplies the nutrients necessary to grow plants. The use of a chemical fertilizer, which can be bought at most gardening supply stores, offers some conveniences, but it also has some drawbacks.

Organic fertilizers are fertilizers derived from animal matter, human excreta or vegetable matter, such as compost, manure, etc.

QUESTION 17: Where did the household source fertilizer for the parcel?

Ask the main source of the fertilizer used by household.

Private stockists is a shop/retail who sells a particular kind of product (hereby referred as fertilizers and/or other items).

QUESTION 19: During the last 12 months, how many months in the last 12 months did [NAME] spend working on this plot on any task including land preparation and planting, weeding, harvesting, etc.?

List each person in household who worked on the plots listed and the number of months. Household members may work on several plots belonging to household members.

Section 3B: Crop production

This section of the questionnaire is designed to provide information about the households that are engaged in crop cultivation as well as the production practices. The data obtained will help in the formulation of plans and policies for expansion of agriculture in this country in line with Vision 2016. The crop list is already precoded as these are the main crops in Gambia.

QUESTION 1: Does the household grow any crops for their own use or for sale?

Aim at knowing households that are engaged in crop production from the ones that are not. Crops here refer to field crops, tree crops and vegetables. If a household grows crops, record code 1 and move to the next question and if the household does not grow crops NO, record 2 and ***skip to the next section.***

QUESTION 3: Has the household grown [CROP] in the last 12 months?

This question intends to know whether a household has grown any of the listed crops in the last 12 months. If YES, write 1 in the provided space. If NO, write 2 and skip to the next crop.

Ask for each crop listed before moving to the rest of the questions.

QUESTION 4: What was the method of cropping for [CROP]?

Let the respondent give interviewer responses. However if the respondent does not understand explain to them what the question means and code appropriately. Probe and allow the respondent to describe cropping method.

Mono-cropping: is the agricultural practice of growing the same crop year after year on the same land, without crop rotation through other crops which allow specialization in equipment and crop production e.g. a Maize farm.

Inter-cropping: is the practice of sowing a fast growing crop with a slow growing crop so that the fast growing crop is harvested before the slow growing crop starts to mature e.g. Yam and Plantain.

Mixed-cropping: as the name implies is the most basic form in which the component crops are totally mixed in the available space. This pattern can be in form of two or more crops i.e. a PLOT has maize, yam and melon grow together.

Alley cropping: also known as row cropping involves the crops arranged in alternate rows e.g. in a ridge where groundnut is planted in alternate rows with Melon.

Strip cropping: A variation of row cropping is strip cropping. Where multiple rows (or a strip) of one crop are alternated with multiple rows of another crop. This design can

provide shade (reducing water loss from evaporation), ensures retention of soil moisture, and can also produce fruit, fuel wood, fodder, or trimmings to be made into mulch e.g. a Yam farm having tree crops.

QUESTION 5: On how many plots did you grow [CROP] in the last season?

This question is aimed at obtaining the number of plots a type of crop was grown on by a household in the last season 2013/2014. The respondent should be asked the number of plots each of the listed type of crop was grown in by the household in the last season.

QUESTION 6: On how many plots did household grow [CROP] in the previous season?

This refers to the season before the last. This question is meant to make a comparison between the number of plots a type of crop was grown in the last season and the previous season. If the number of plots of a type of crop was grown in last season is same or more than the previous season then skip to Q9 and if less move to Q6.

QUESTION 7: Why did household grow [CROP] on fewer plots in last season?

Administered Q8 to only the respondents whose answers to Q7 is less (i.e. the number of plots a type of crop was grown in last season is less than the previous season.) then ask the main reason and record the right code in the space provided.

N.B. During the process of the interview, the interviewer should not read out the range of options provided in any of the questions. Rather, he/she is expected to be attentive to what is being said to be able to pick the right options from the list.

QUESTION 8: Compared to the previous season what was the size of your harvested plot for [CROP]?

This intends to know the difference between the sizes of the plot(s) harvested last season and that of the previous season for each crop grown by the household. Write the code corresponding to the answer given by the respondent and move to the next question.

QUESTION 9: Was this crop grown mainly by men or by women?

Find out from the household whether each crop was mainly grown by men, women or both. Correctly write the right code in the space provided for each type of grown crop and move to the next question. Do probe carefully to get the correct response.

QUESTION 10: Was the crop grown for sale or subsistence?

Here the respondent is asked the purpose of growing each type of crop; whether for consumption, for sale or for both consumption and sale. The right code should be written in the right space. If the purpose was not for sale then skip to Q13

QUESTION 11: What was the value of these sales?

This intends to find out the amount of money obtain from sales of crops and should only be administered to respondents whose purpose of growing a type of crop is for sale or for both sale and consumption. The amount (to the nearest Dalasi) obtained from the sales should be written in the right space. If part of the produce was sold just record the value of the part that was sold

Section 3C: Transformation (processing) of agricultural products

This refers to both crops and fish processed and interviewer should probe to get adequate responses.

QUESTION 1: Over the course of the last 12 months, are there any agricultural products (own product, purchased or given other household member) that have been processed or fish that has been smoked by the household?

If YES continue with interview. If NO skip to PART 12H: CONSUMPTION OF OWN FOOD PRODUCE.

QUESTION 2: What crop have you processed in the last 12 months?

List all the crops that are processed by household before continuing with interview. The shaded part in Q2 is to be done by the Editor.

QUESTION 3: Over the last 12 months, what products has [HOUSEHOLD] made by processing crops?

For every crop listed, list the product produced by the transformation/processing. For example, groundnuts can have several outputs and therefore list all products produced.

2		3			4
What crop have you processed in the last 12 months?		Over the last 12 months, what products has [HOUSEHOLD] made by processing crops?			What was the source of supply of the goods [HOUSEHOLD] transformed (processed) last 12
					Own production 1 Purchases 2 Gifts 3 Other (specify) 9
	FOR OFFICE CODING	WRITTEN DESCRIPTION DESCRIPTION	FOR OFFICE CODING		
CROP ITEM NAME		PRODUCT			
Groundnuts		Peanut butter			1
Groundnuts		Groundnut oil			2
Palm tree		Palm oil			2
Mangoes		Mango juice			1

QUESTION 7:

The amount should not include costs reported in QUESTION 6 (labor costs).

Section 3D: Crop input costs

DO NOT INCLUDE PROCESSING COSTS FOR AGRICULTURAL PRODUCE AS THIS IS CAPTURED IN SECTION 3C: PROCESSING OF AGRICULTURAL PRODUCE.

Agricultural Costs are costs associated with processing or transforming of crops or fish caught and other agricultural products.

QUESTION 1: Does the household use any agricultural crop inputs last 12 months?

Is a filter question that asks if household spent on the crop production?

If YES continue interview.

If NO skip to NEXT SECTION.

QUESTION 3: Did household use [INPUT] in the last 12 months?

An affirmative response YES or NO is allowed.

QUESTION 4: Did you spend anything on [ITEM] in the last 12 months?

Ask for each input costs before continuing with interview. After completing for each input if YES continue interview for that ITEM.

QUESTION 5: How much was spent in CASH and IN KIND on [ITEM] in the last 12 months?

Amount spent in kind must be estimated. Unit codes for both cash and in kind are given on the right hand side of the questionnaire. Do probe in order to get correct estimated values for both cash and in kind.

QUESTION 6: What was the source of [ITEM]?

Several options are given and interviewer should probe to get the correct responses.

Ministry of Agriculture, includes the Crop Extension Services, etc. (whether Central or Local)

Donor Agencies: A donor agency is an organization that gives funds for projects of a development nature. Donor agencies can channel their funding through (a) official (government) channels or (b) private channels. These include International Donor Agencies such as Food and Agricultural Organization (FAO), World Bank, ODA, DFID, etc.

Non-Governmental Organization (NGO) is said to include a wide range of local organizations that are recipients of both local and foreign assistance. It is a voluntary non-profit grouping of individuals with a purpose of enhancing the legitimate economic, social and/or cultural development organization e.g. Society for Family Health.

Section 3E: Livestock

QUESTION 1: Did the household own any livestock last 12 months?

This is a filter question that asks if household own any livestock?

If YES continue interview.

If NO skip to NEXT SECTION.

QUESTION 3: Does any member of the household currently own [ITEM]?

Ask for each livestock type before continuing with interview. After completing for each livestock type if YES continue interview for that ITEM.

QUESTION 4: Number of [ITEM] owned by household?

Total and whether female or male. Make sure the $4A=4B+4C$

QUESTION 5-6 ON NUMBER OWNED OF LIVESTOCK BY MALE AND/OR FEMALE HOUSEHOLD MEMBERS CURRENTLY

If none record "00" as this makes sure that the question was asked.

QUESTION 7: In which district is the [LIVESTOCK]?

Ask the name of district where livestock is located.

QUESTION 8-9 ON NUMBER OWNED OF LIVESTOCK BY MALE AND/OR FEMALE HOOUSHEOLD MEMBERS 12 MONTHS AGO.

If none record "00" as this makes sure that the question was asked.

This makes a comparison between current and what was owned 12 months ago.

QUESTION 9: In which district is the [LIVESTOCK]?

Where is the livestock located? If the livestock is outside Gambia, record "00".

Section 3F: Livestock and fishing input costs

Livestock costs are costs associated with livestock keeping (livestock and fishing).

QUESTION 1: Does the household use any agricultural livestock and fishing inputs last 12 months?

Is a filter question that asks if household spent on the crop production?

If YES continue interview.

If NO skip to NEXT SECTION.

QUESTION 3: Did household use [INPUT] in the last 12 months?

An affirmative response YES or NO is allowed.

QUESTION 4: Did you spend anything on [ITEM] in the last 12 months?

Ask for each input costs before continuing with interview. After completing for each input if YES continue interview for that ITEM.

QUESTION 5: How much was spent in CASH and IN KIND on [ITEM] in the last 12 months?

Amount spent in kind must be estimated. Unit codes for both cash and in kind are given on the right hand side of the questionnaire. Do probe in order to get correct estimated values for both cash and in kind.

QUESTION 6: What was the source of [ITEM]?

Several options are given and interviewer should probe to get the correct responses.

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Non-Governmental Organization (NGO) is said to include a wide range of local organizations that are recipients of both local and foreign assistance. It is a voluntary non-profit grouping of individuals with a purpose of enhancing the legitimate economic, social and/or cultural development organization e.g. Society for Family Health.

SECTION 4: INCOME

Section 4A: Household Income

Respondent: The respondent for this section is either the head of household or main respondent identified by the household.

Explain the question carefully to the understanding of the respondent. Ask for each item and the reference period.

Section 4B: Miscellaneous Income

Respondent: The respondent for this section is either the head of household or main respondent identified by the household.

Explain the question carefully to the understanding of the respondent.

QUESTION 1: During the past 12 months, what income in cash and kind, did the household receive from the following sources?

YES – 1 NO - 2 >> *skip to Q2.*

Interview must ask for each question and record accordingly.

QUESTIONS 2-4 deal with incomes from the following sources under Central Government: Social Security, State Pensions and any other which you should specify.

QUESTION 2A and 2B: Social security

Generally, the term social security describes a program that uses public funds to provide a degree of economic security for the public.

The money raised from these taxes primarily goes to providing benefits for those who have reached retirement age or are otherwise currently eligible.

You receive Social Security benefits based on the amount of Social Security taxes you have paid, which, up to a certain maximum amount, is based on your income.

Does not include taxes paid for income but other miscellaneous taxes.

Record code '1' if YES (Q2A) and record amount (Q2B).

If not code 2 (NO) skip to Q3.

QUESTION 3A and 3B: State Pension

This is a regular payment made by the state to people of or above the official retirement age and to some widows and disabled people. A person can draw a pension from the age of sixty-five.

State pension is a regular amount of monies provided for employer for persons who have retired.

Retirement benefits are packages given to person willing to retire who would otherwise not if the lump sum was not provided. This is an incentive for persons to retire especially if the Government wants to reduce its workforce. This does not include pension.

Record code '1', if YES (Q3A), and record amount (Q3B).

If not code 2 skip to Q4.

QUESTION 4A and 4B: Other (Specify)

If a pick-one or check-each question contains an "other" response, you may want the respondent to specify what that other response is.

You've probably seen surveys before with a multiple choice or multiple response questions that has an option for entering your own text if you answer "Other".

Record code '1', if YES (Q4A), and record amount (Q4B).

If not code 2 skip to Q5.

QUESTION 5-9 ASKS ABOUT OTHER INCOME NOT RECORDED ELSEWHERE

QUESTION 5: Private pension/ insurance

Insurance contracts that specify pension plans contributions to an insurance undertaking in exchange for which the pension plan benefits will be paid when the members reach a specified retirement age or on earlier exit of members from the plan. A fixed amount, other than wages, paid at regular intervals.

Record code '1', if YES (Q5A), and record amount (Q5B).

If not code 2 skip to Q6.

QUESTION 6: Osusu

Osusu refers to payments agreed by a group of people monthly in turn for each member until completed. It is managed and controlled by one member. The Osusu credit system is a group saving scheme that enables participants receive substantial amounts of money to meet their plans. A Traditional Way Of Saving In Africa. Osusu is a form of micro financial capital accumulation found in Africa. Free easy way to make/save money with family and

friends. Imagine being able to contribute/save money with family and friends, for your start-up.

Record code '1', if YES (Q6A), and record amount (Q6B).

If not code 2 skip to Q7.

QUESTION 7: Dowry

Dowry refers to payments received on account of bride price etc. (The Value). The mahr (dowry) is something that is paid by the man to his wife. It is paid to the wife and to her only as an honor and a respect given to her and to show that he has a serious desire to marry her and is not simply entering into the marriage contract without any sense of responsibility and obligation or effort on his part.

Record code '1', if YES (Q7A), and record amount (Q7B).

If not code 2 skip to Q8.

QUESTION 8: Sale of Land

The sale contract involving transfer of the possession and ownership (title) of a good or property, or the entitlement to a service in exchange for money.

Contract for sale of land: Agreement containing all the terms to which parties involved have expressly agreed. It must be in writing, and must be authentic.

Record code '1', if YES (Q8A), and record amount (Q8B).

If not code 2 skip to Q9.

QUESTION 9: Other (specify)

Asks about all other miscellaneous income not captured elsewhere. Do specify the source of these incomes, and remember not to include OSUSU.

Record code '1', if YES (Q9A), and record amount (Q9B).

If not code 2 skip to NEXT SECTION.

Section 4C: Miscellaneous expenditure

Respondent: The respondent for this section is either the head of household or main respondent identified by the household.

Explain the question carefully to the understanding of the respondent.

QUESTION 1: During the past 12 months, what income in cash and kind, did the household receive from the following sources?

YES – 1 NO - 2 >> skip to Q2.

Each question has a filter question and Interview must ask for each and record accordingly.

QUESTION 2: Contributions to self-help projects

Record code '1', if YES (Q2A), and record amount (Q2B).

If not code 2 skip to Q3.

QUESTION 3: Weddings, dowry, naming ceremonies

Record code '1', if YES (Q2A), and record amount (Q2B).

If not code 2 skip to Q4.

QUESTION 4: Religious and other ceremonies (Tobaski, Koriteh, etc.)

Record code '1', if YES (Q7A), and record amount (Q7B).

If not code 2 skip to Q5.

QUESTION 5: Contributions to Osusu

Record code '1', if YES (Q5A), and record amount (Q5B).

If not code 2 skip to Q6.

QUESTION 9: Other (specify)

Asks about all other miscellaneous expenditures not captured elsewhere. Do specify the source of these expenditures, and remember not to include OSUSU.

Record code '1', if YES (Q9A), and record amount (Q9B).

If not code 2 skip to NEXT SECTION.

SECTION 5: NON-AGRICULTURAL HOUSEHOLD ENTERPRISES

This section is designed to obtain information on income of the household and in particular from Non-Farm Enterprises (NFE) and collects detailed information on the ownership and operation of any income generating enterprises. It is also aimed at identifying which household members are responsible for each non-farm enterprise in terms of decision making and the allocation of income it generates. It is important to list (and obtain data on) all NFE that are currently operating and those that may be currently non-operational, but were operating sometime in the past 12 months.

Enterprise refers to any trade (in food, clothes or various articles) or professional activity (like that of a private lawyer, doctor, a carpenter, mason, etc.) offering services for payment in cash or in kind. This refers to an economic unit producing goods or providing services. Characteristics of defining a household enterprise are: -

- A household enterprise is a segment of the economy typically comprised of small-scale producers and distributors of goods and services, and consisting largely of independent, self-employed producers. It is an informal-sector business and tends to operate with very little capital; to use a low level of technology and skills; and to provide low incomes and unstable employment.
- Household non-agricultural income-generating enterprises include those that produce or trade goods or services, including owning a shop or operated a trading business, no matter how small.
- However, post-harvest processing and trading of agricultural crops should be listed here.
- Enterprises might include, for example, fishing; making mats, bricks, or charcoal; working as a carpenter; firewood selling; shoe shining; metalwork; tailoring; repair work; food processing, fish marketing, petty trading, and so on.

QUESTION 1: Over the past 12 months, has anyone in your household operated any non-agricultural enterprise which produces goods or services (for example, artisan, metalworking, tailoring, repair work; also Include processing and selling your outputs from your own crops if or has anyone in your household owned a shop or operated a trading business or profession done regularly).

QUESTION 2: What is the ID NUMBER (SECTION 1 Q4) of respondent(s) to Section 5?

Enter the Person IDs of the persons responding to this section. Record the ID of the person actually interviewed. However, Interviewer should endeavor to interview the person responsible for each enterprise

QUESTION 3A: LIST ALL ENTERPRISES BEFORE COLLECTING INFORMATION ON EACH

Please tell me about each enterprise operated last 12 months.

RECORD A NAME TO IDENTIFY ENTERPRISE.

QUESTION 4: Description of enterprise

This is the International Standard Industrial Classification of Economic Activities (ISIC) Revision 3.1. See Annex III for the codes. The name is the descriptive nature of business which is linked with the way economic processes are organized in units.

Industry refers to the activity of the establishment in which an individual works at his or her occupation. An industry is usually identified on the basis of the nature of the goods and services produced.

Record a clear written description of the type of industry that the person works for (i.e. type of company). DO NOT WRITE the exact name of the company or institution that the individual works for, unless it is a government ministry or official/public organization. DO NOT WRITE a generic description, such as “workshop,” “factory,” “company,” etc. It should provide enough descriptive information so that the appropriate ISIC code can be filled out.

Further Examples:

Proper explanation

Clothing factory

Ministry of Agriculture

Coal Mining

Unsatisfactory Explanation

Factory

Government

Mining

The part “FOR OFFICE CODING” should never be completed by the enumerator. The supervisor or designated person shall complete the relevant ISIC code for the industry based on the written description.

QUESTION 5: Is this [ENTERPRISE] currently in operation?

Is the enterprise in operation at the time of interview? An affirmative response is expected – YES or NO.

QUESTION 6: Why is the [ENTERPRISE] not been in operation?

Ask only the main reason even if there are several reasons for non-operation.

QUESTION 7: Are you expecting to re-start operation over the next 12 months?

An affirmative response is expected – YES or NO. If not sure whether enterprise will be opened in the next 12 months, code NO.

QUESTION 8: In the last 12 months, how many months did the [ENTERPRISE] operate?

Ask the number of months the enterprise has operated. This can never exceed 12 months as the reference period is 12 months.

QUESTION 9: Who in the household owns/manages this enterprise?

Record the main two household members who manage the enterprise. If it is only one person, record that person ID number from the Section 1 (Roster) Q4.

QUESTION 10: When was this enterprise started?

Both month and year must be recorded. If month unknown record DK.

QUESTION 11: Where was this [ENTERPRISE] operated from?

Asks to ascertain the location of the enterprise. An affirmative response is expected. Probe to get the correct response.

QUESTION 12: What was the main source of money for setting up this [ENTERPRISE]?

Asks the two main sources of the start-up capital of the enterprise. Ask for each enterprise listed.

QUESTION 13: Has [ENTERPRISE] ever received a credit to operate or expand business?

An affirmative response. There is no reference period but asks if [ENTERPRISE] has ever received a credit/loan? **Skip to Q16.**

QUESTION 14: Did this [ENTERPRISE] receive a credit to operate or expand business during the last 12 months?

An affirmative response of YES or NO with the reference period of last 12 months.

QUESTION 15: What was the major source of credit for [ENTERPRISE] last 12 months?

Main source of credit last 12 months even if there were many.

QUESTION 16: What is/was the average monthly gross revenues during the months of operation of [ENTERPRISE] last 12 months?

Asks the average monthly revenue in the last 12 months. This includes for all enterprises even if it is not in operation currently.

QUESTION 17: How many people does [ENTERPRISE] hire during a typical month of operation?

QUESTION 15 asks respondent to list ID number of household members working in the enterprise. Two conditions must be satisfied.

- $Q17 (AA+BB) = Q15$ only if the Q15 listed members are the only ones working in enterprise
- $Q17 > Q15$ only if there are more than the 5 listed members working in the enterprise in Q15.

A=AA+AAA

B=BB+BBB

QUESTION 18, QUESTION 19 and QUESTION 20 operating costs of enterprise

Asks about cost of operating enterprise.

QUESTION 21: Is this [ENTERPRISE] registered for income tax?

This is a tax ID for firms. Probe to get accurate response. If respondent is reluctant, do not push but tactfully rephrase to see if Interviewer gets a response.

QUESTION 22: Is this [ENTERPRISE] officially registered for Value-Added Tax (VAT)?

VAT was introduced in The Gambia 1st January 2013, following the enactment of the Income and Value Added Tax Act 2012. Value Added Tax is an indirect tax that is charged on most goods and services that VAT registered business provide. It is also charged on goods and services that are imported from outside The Gambia. VAT is charged when a VAT registered business provides taxable supplies to customers. These customers include registered and non-registered businesses and the general public. When VAT registered businesses have bought good or services and paid VAT, they are generally able to claim from GRA the VAT they have paid. This is because VAT is not an additional cost to registered businesses.¹ The purpose of VAT is to generate tax revenues for the government.

Value added tax (VAT) is an indirect tax that is imposed on goods and services at each stage of production, starting from raw materials to final product.

¹ Gambia Revenue Authority (GRA) VAT GUIDE 2014

BACK COVER

The back cover displays the number of visits that the enumerator go to the household to complete the interview. Record: -

- day, month, year
- start time and end time for each visit
- Section completed
- Length of interview

At the conclusion of the interview the interview should go through the questionnaire to make sure all responses are completed. Edit the questionnaire thoroughly before giving the Supervisor who will also review the questionnaire before handing it over to the Data Editor. Note the skip rules in all the questions.

Annex I – Industry codes

Major groups, sub-major groups, minor groups and unit groups²

A AGRICULTURE, FORESTRY AND FISHING

01 Crop and animal production, hunting and related service activities

- 011 Growing of non-perennial crops
 - 0111 Growing of cereals (except rice), leguminous crops and oil seeds
 - 0112 Growing of rice
 - 0113 Growing of vegetables and melons, roots and tubers
 - 0114 Growing of sugar cane
 - 0115 Growing of tobacco
 - 0116 Growing of fibre crops
 - 0119 Growing of other non-perennial crops
- 012 Growing of perennial crops
 - 0121 Growing of grapes
 - 0122 Growing of tropical and subtropical fruits
 - 0123 Growing of citrus fruits
 - 0124 Growing of pome fruits and stone fruits
 - 0125 Growing of other tree and bush fruits and nuts
 - 0126 Growing of oleaginous fruits
 - 0127 Growing of beverage crops
 - 0128 Growing of spices, aromatic, drug and pharmaceutical crops
 - 0129 Growing of other perennial crops
- 013 Plant propagation
 - 0130 Plant propagation
- 014 Animal production
 - 0141 Raising of cattle and buffaloes
 - 0142 Raising of horses and other equines
 - 0143 Raising of camels and camelids
 - 0144 Raising of sheep and goats
 - 0145 Raising of swine/pigs
 - 0146 Raising of poultry
 - 0149 Raising of other animals
- 015 Mixed farming
 - 0150 Mixed farming
- 016 Support activities to agriculture and post-harvest crop activities
 - 0161 Support activities for crop production

² <http://unstats.un.org/unsd/cr/registry/regcst.asp?Cl=27&Lg=1>

0162 Support activities for animal production
0163 Post-harvest crop activities
0164 Seed processing for propagation

017 Hunting, trapping and related service activities
0170 Hunting, trapping and related service activities

02 Forestry and logging

021 Silviculture and other forestry activities
0210 Silviculture and other forestry activities

022 Logging
0220 Logging

023 Gathering of non-wood forest products
0230 Gathering of non-wood forest products

024 Support services to forestry
0240 Support services to forestry

03 Fishing and aquaculture
031 Fishing
0311 Marine fishing
0312 Freshwater fishing

032 Aquaculture
0321 Marine aquaculture
0322 Freshwater aquaculture

B MINING AND QUARRYING

05 Mining of coal and lignite

051 Mining of hard coal
0510 Mining of hard coal

052 Mining of lignite
0520 Mining of lignite

06 Extraction of crude petroleum and natural gas

061 Extraction of crude petroleum
0610 Extraction of crude petroleum

062 Extraction of natural gas
0620 Extraction of natural gas

07 *Mining of metal ores*

- 071 Mining of iron ores
 - 0710 Mining of iron ores
- 072 Mining of non-ferrous metal ores
 - 0721 Mining of uranium and thorium ores
 - 0729 Mining of other non-ferrous metal ores

08 *Other mining and quarrying*

- 081 Quarrying of stone, sand and clay
 - 0810 Quarrying of stone, sand and clay
- 089 Mining and quarrying n.e.c.
 - 0891 Mining of chemical and fertilizer minerals
 - 0892 Extraction of peat
 - 0893 Extraction of salt
 - 0899 Other mining and quarrying n.e.c.

09 *Mining support service activities*

- 091 Support activities for petroleum and natural gas extraction
 - 0910 Support activities for petroleum and natural gas extraction
- 099 Support activities for other mining and quarrying
 - 0990 Support activities for other mining and quarrying

C MANUFACTURING

10 *Manufacture of food products*

- 101 Processing and preserving of meat
 - 1010 Processing and preserving of meat
- 102 Processing and preserving of fish, crustaceans and molluscs
 - 1020 Processing and preserving of fish, crustaceans and molluscs
- 103 Processing and preserving of fruit and vegetables
 - 1030 Processing and preserving of fruit and vegetables
- 104 Manufacture of vegetable and animal oils and fats
 - 1040 Manufacture of vegetable and animal oils and fats
- 105 Manufacture of dairy products
 - 1050 Manufacture of dairy products
- 106 Manufacture of grain mill products, starches and starch products
 - 1061 Manufacture of grain mill products

- 1062 Manufacture of starches and starch products
- 107 Manufacture of other food products
 - 1071 Manufacture of bakery products
 - 1072 Manufacture of sugar
 - 1073 Manufacture of cocoa, chocolate and sugar confectionery
 - 1074 Manufacture of macaroni, noodles, couscous and similar farinaceous products
 - 1075 Manufacture of prepared meals and dishes
 - 1079 Manufacture of other food products n.e.c.
- 108 Manufacture of prepared animal feeds
 - 1080 Manufacture of prepared animal feeds
- 11 *Manufacture of beverages***
 - 110 Manufacture of beverages
 - 1101 Distilling, rectifying and blending of spirits
 - 1102 Manufacture of wines
 - 1103 Manufacture of malt liquors and malt
 - 1104 Manufacture of soft drinks; production of mineral waters and other bottled waters
- 12 *Manufacture of tobacco products***
 - 120 Manufacture of tobacco products
 - 1200 Manufacture of tobacco products
- 13 *Manufacture of textiles***
 - 131 Spinning, weaving and finishing of textiles
 - 1311 Preparation and spinning of textile fibres
 - 1312 Weaving of textiles
 - 1313 Finishing of textiles
 - 139 Manufacture of other textiles
 - 1391 Manufacture of knitted and crocheted fabrics
 - 1392 Manufacture of made-up textile articles, except apparel
 - 1393 Manufacture of carpets and rugs
 - 1394 Manufacture of cordage, rope, twine and netting
 - 1399 Manufacture of other textiles n.e.c.
- 14 *Manufacture of wearing apparel***
 - 141 Manufacture of wearing apparel, except fur apparel
 - 1410 Manufacture of wearing apparel, except fur apparel
 - 142 Manufacture of articles of fur
 - 1420 Manufacture of articles of fur

- 143 Manufacture of knitted and crocheted apparel
 - 1430 Manufacture of knitted and crocheted apparel

- 15 *Manufacture of leather and related products***
 - 151 Tanning and dressing of leather; manufacture of luggage, handbags, saddlery and harness; dressing and dyeing of fur
 - 1511 Tanning and dressing of leather; dressing and dyeing of fur
 - 1512 Manufacture of luggage, handbags and the like, saddlery and harness

 - 152 Manufacture of footwear
 - 1520 Manufacture of footwear

- 16 *Manufacture of wood and of products of wood and cork, except furniture; manufacture of articles of straw and plaiting materials***
 - 161 Sawmilling and planing of wood
 - 1610 Sawmilling and planing of wood

 - 162 Manufacture of products of wood, cork, straw and plaiting materials
 - 1621 Manufacture of veneer sheets and wood-based panels
 - 1622 Manufacture of builders' carpentry and joinery
 - 1623 Manufacture of wooden containers
 - 1629 Manufacture of other products of wood; manufacture of articles of cork, straw and plaiting materials

- 17 *Manufacture of paper and paper products***
 - 170 Manufacture of paper and paper products
 - 1701 Manufacture of pulp, paper and paperboard
 - 1702 Manufacture of corrugated paper and paperboard and of containers of paper and paperboard
 - 1709 Manufacture of other articles of paper and paperboard

- 18 *Printing and reproduction of recorded media***
 - 181 Printing and service activities related to printing
 - 1811 Printing
 - 1812 Service activities related to printing

 - 182 Reproduction of recorded media
 - 1820 Reproduction of recorded media

- 19 *Manufacture of coke and refined petroleum products***
 - 191 Manufacture of coke oven products
 - 1910 Manufacture of coke oven products

 - 192 Manufacture of refined petroleum products

1920 Manufacture of refined petroleum products

20 *Manufacture of chemicals and chemical products*

201 Manufacture of basic chemicals, fertilizers and nitrogen compounds, plastics and synthetic rubber in primary forms

2011 Manufacture of basic chemicals

2012 Manufacture of fertilizers and nitrogen compounds

2013 Manufacture of plastics and synthetic rubber in primary forms

202 Manufacture of other chemical products

2021 Manufacture of pesticides and other agrochemical products

2022 Manufacture of paints, varnishes and similar coatings, printing ink and mastics

2023 Manufacture of soap and detergents, cleaning and polishing preparations, perfumes and toilet preparations

2029 Manufacture of other chemical products n.e.c.

203 Manufacture of man-made fibres

2030 Manufacture of man-made fibres

21 *Manufacture of basic pharmaceutical products and pharmaceutical preparations*

210 Manufacture of pharmaceuticals, medicinal chemical and botanical products

2100 Manufacture of pharmaceuticals, medicinal chemical and botanical products

22 *Manufacture of rubber and plastics products*

221 Manufacture of rubber products

2211 Manufacture of rubber tyres and tubes; retreading and rebuilding of rubber tyres

2219 Manufacture of other rubber products

222 Manufacture of plastics products

2220 Manufacture of plastics products

23 *Manufacture of other non-metallic mineral products*

231 Manufacture of glass and glass products

2310 Manufacture of glass and glass products

239 Manufacture of non-metallic mineral products n.e.c.

2391 Manufacture of refractory products

2392 Manufacture of clay building materials

2393 Manufacture of other porcelain and ceramic products

2394 Manufacture of cement, lime and plaster

2395 Manufacture of articles of concrete, cement and plaster

2396 Cutting, shaping and finishing of stone

2399 Manufacture of other non-metallic mineral products n.e.c.

24 *Manufacture of basic metals*

241 Manufacture of basic iron and steel

2410 Manufacture of basic iron and steel

242 Manufacture of basic precious and other non-ferrous metals

2420 Manufacture of basic precious and other non-ferrous metals

243 Casting of metals

2431 Casting of iron and steel

2432 Casting of non-ferrous metals

25 *Manufacture of fabricated metal products, except machinery and equipment*

251 Manufacture of structural metal products, tanks, reservoirs and steam generators

2511 Manufacture of structural metal products

2512 Manufacture of tanks, reservoirs and containers of metal

2513 Manufacture of steam generators, except central heating hot water boilers

252 Manufacture of weapons and ammunition

2520 Manufacture of weapons and ammunition

259 Manufacture of other fabricated metal products; metalworking service activities

2591 Forging, pressing, stamping and roll-forming of metal; powder metallurgy

2592 Treatment and coating of metals; machining

2593 Manufacture of cutlery, hand tools and general hardware

2599 Manufacture of other fabricated metal products n.e.c.

26 *Manufacture of computer, electronic and optical products*

261 Manufacture of electronic components and boards

2610 Manufacture of electronic components and boards

262 Manufacture of computers and peripheral equipment

2620 Manufacture of computers and peripheral equipment

263 Manufacture of communication equipment

2630 Manufacture of communication equipment

264 Manufacture of consumer electronics

2640 Manufacture of consumer electronics

- 265 Manufacture of measuring, testing, navigating and control equipment;
watches and clocks
 - 2651 Manufacture of measuring, testing, navigating and control
equipment
 - 2652 Manufacture of watches and clocks
- 266 Manufacture of irradiation, electromedical and electrotherapeutic
equipment
 - 2660 Manufacture of irradiation, electromedical and electrotherapeutic
equipment
- 267 Manufacture of optical instruments and photographic equipment
 - 2670 Manufacture of optical instruments and photographic equipment
- 268 Manufacture of magnetic and optical media
 - 2680 Manufacture of magnetic and optical media

27 *Manufacture of electrical equipment*

- 271 Manufacture of electric motors, generators, transformers and electricity
distribution and control apparatus
 - 2710 Manufacture of electric motors, generators, transformers and
electricity distribution and control apparatus
- 272 Manufacture of batteries and accumulators
 - 2720 Manufacture of batteries and accumulators
- 273 Manufacture of wiring and wiring devices
 - 2731 Manufacture of fibre optic cables
 - 2732 Manufacture of other electronic and electric wires and cables
 - 2733 Manufacture of wiring devices
- 274 Manufacture of electric lighting equipment
 - 2740 Manufacture of electric lighting equipment
- 275 Manufacture of domestic appliances
 - 2750 Manufacture of domestic appliances
- 279 Manufacture of other electrical equipment
 - 2790 Manufacture of other electrical equipment

28 *Manufacture of machinery and equipment n.e.c.*

- 281 Manufacture of general-purpose machinery
 - 2811 Manufacture of engines and turbines, except aircraft, vehicle and
cycle engines
 - 2812 Manufacture of fluid power equipment

- 2813 Manufacture of other pumps, compressors, taps and valves
- 2814 Manufacture of bearings, gears, gearing and driving elements
- 2815 Manufacture of ovens, furnaces and furnace burners
- 2816 Manufacture of lifting and handling equipment
- 2817 Manufacture of office machinery and equipment (except computers and peripheral equipment)
- 2818 Manufacture of power-driven hand tools
- 2819 Manufacture of other general-purpose machinery

- 282 Manufacture of special-purpose machinery
 - 2821 Manufacture of agricultural and forestry machinery
 - 2822 Manufacture of metal-forming machinery and machine tools
 - 2823 Manufacture of machinery for metallurgy
 - 2824 Manufacture of machinery for mining, quarrying and construction
 - 2825 Manufacture of machinery for food, beverage and tobacco processing
 - 2826 Manufacture of machinery for textile, apparel and leather production
 - 2829 Manufacture of other special-purpose machinery

- 29 *Manufacture of motor vehicles, trailers and semi-trailers***
 - 291 Manufacture of motor vehicles
 - 2910 Manufacture of motor vehicles

 - 292 Manufacture of bodies (coachwork) for motor vehicles; manufacture of trailers and semi-trailers
 - 2920 Manufacture of bodies (coachwork) for motor vehicles; manufacture of trailers and semi-trailers

 - 293 Manufacture of parts and accessories for motor vehicles
 - 2930 Manufacture of parts and accessories for motor vehicles

- 30 *Manufacture of other transport equipment***
 - 301 Building of ships and boats
 - 3011 Building of ships and floating structures
 - 3012 Building of pleasure and sporting boats

 - 302 Manufacture of railway locomotives and rolling stock
 - 3020 Manufacture of railway locomotives and rolling stock

 - 303 Manufacture of air and spacecraft and related machinery
 - 3030 Manufacture of air and spacecraft and related machinery

 - 304 Manufacture of military fighting vehicles
 - 3040 Manufacture of military fighting vehicles

- 309 Manufacture of transport equipment n.e.c.
- 3091 Manufacture of motorcycles
- 3092 Manufacture of bicycles and invalid carriages
- 3099 Manufacture of other transport equipment n.e.c.

31 *Manufacture of furniture*

- 310 Manufacture of furniture
- 3100 Manufacture of furniture

32 *Other manufacturing*

- 321 Manufacture of jewellery, bijouterie and related articles
 - 3211 Manufacture of jewellery and related articles
 - 3212 Manufacture of imitation jewellery and related articles
- 322 Manufacture of musical instruments
 - 3220 Manufacture of musical instruments
- 323 Manufacture of sports goods
 - 3230 Manufacture of sports goods
- 324 Manufacture of games and toys
 - 3240 Manufacture of games and toys
- 325 Manufacture of medical and dental instruments and supplies
 - 3250 Manufacture of medical and dental instruments and supplies
- 329 Other manufacturing n.e.c.
 - 3290 Other manufacturing n.e.c.

33 *Repair and installation of machinery and equipment*

- 331 Repair of fabricated metal products, machinery and equipment
 - 3311 Repair of fabricated metal products
 - 3312 Repair of machinery
 - 3313 Repair of electronic and optical equipment
 - 3314 Repair of electrical equipment
 - 3315 Repair of transport equipment, except motor vehicles
 - 3319 Repair of other equipment
- 332 Installation of industrial machinery and equipment
 - 3320 Installation of industrial machinery and equipment

D ELECTRICITY, GAS, STEAM AND AIR CONDITIONING SUPPLY

35 *Electricity, gas, steam and air conditioning supply*

- 351 Electric power generation, transmission and distribution
 - 3510 Electric power generation, transmission and distribution

- 352 Manufacture of gas; distribution of gaseous fuels through mains
 - 3520 Manufacture of gas; distribution of gaseous fuels through mains
- 353 Steam and air conditioning supply
 - 3530 Steam and air conditioning supply

E Water supply; sewerage, waste management and remediation activities

36 Water collection, treatment and supply

- 360 Water collection, treatment and supply
 - 3600 Water collection, treatment and supply

37 Sewerage

- 370 Sewerage
 - 3700 Sewerage

38 Waste collection, treatment and disposal activities; materials recovery

- 381 Waste collection
 - 3811 Collection of non-hazardous waste
 - 3812 Collection of hazardous waste
- 382 Waste treatment and disposal
 - 3821 Treatment and disposal of non-hazardous waste
 - 3822 Treatment and disposal of hazardous waste
- 383 Materials recovery
 - 3830 Materials recovery

39 Remediation activities and other waste management services

- 390 Remediation activities and other waste management services
 - 3900 Remediation activities and other waste management services

F CONSTRUCTION

41 Construction of buildings

- 410 Construction of buildings
 - 4100 Construction of buildings

42 Civil engineering

- 421 Construction of roads and railways
 - 4210 Construction of roads and railways
- 422 Construction of utility projects
 - 4220 Construction of utility projects
- 429 Construction of other civil engineering projects

4290 Construction of other civil engineering projects

43 Specialized construction activities

431 Demolition and site preparation

4311 Demolition

4312 Site preparation

432 Electrical, plumbing and other construction installation activities

4321 Electrical installation

4322 Plumbing, heat and air-conditioning installation

4329 Other construction installation

433 Building completion and finishing

4330 Building completion and finishing

439 Other specialized construction activities

4390 Other specialized construction activities

G WHOLESALE AND RETAIL TRADE, REPAIR OF MOTOR VEHICLES AND MOTORCYCLES

45 Wholesale and retail trade and repair of motor vehicles and motorcycles

451 Sale of motor vehicles

4510 Sale of motor vehicles

452 Maintenance and repair of motor vehicles

4520 Maintenance and repair of motor vehicles

453 Sale of motor vehicle parts and accessories

4530 Sale of motor vehicle parts and accessories

454 Sale, maintenance and repair of motorcycles and related parts and accessories

4540 Sale, maintenance and repair of motorcycles and related parts and accessories

46 Wholesale trade, except of motor vehicles and motorcycles

461 Wholesale on a fee or contract basis

4610 Wholesale on a fee or contract basis

462 Wholesale of agricultural raw materials and live animals

4620 Wholesale of agricultural raw materials and live animals

463 Wholesale of food, beverages and tobacco

4630 Wholesale of food, beverages and tobacco

464 Wholesale of household goods

- 4641 Wholesale of textiles, clothing and footwear
- 4649 Wholesale of other household goods
- 465 Wholesale of machinery, equipment and supplies
 - 4651 Wholesale of computers, computer peripheral equipment and software
 - 4652 Wholesale of electronic and telecommunications equipment and parts
 - 4653 Wholesale of agricultural machinery, equipment and supplies
 - 4659 Wholesale of other machinery and equipment
- 466 Other specialized wholesale
 - 4661 Wholesale of solid, liquid and gaseous fuels and related products
 - 4662 Wholesale of metals and metal ores
 - 4663 Wholesale of construction materials, hardware, plumbing and heating equipment and supplies
 - 4669 Wholesale of waste and scrap and other products n.e.c.
- 469 Non-specialized wholesale trade
 - 4690 Non-specialized wholesale trade
- 47 *Retail trade, except of motor vehicles and motorcycles***
 - 471 Retail sale in non-specialized stores
 - 4711 Retail sale in non-specialized stores with food, beverages or tobacco predominating
 - 4719 Other retail sale in non-specialized stores
 - 472 Retail sale of food, beverages and tobacco in specialized stores
 - 4721 Retail sale of food in specialized stores
 - 4722 Retail sale of beverages in specialized stores
 - 4723 Retail sale of tobacco products in specialized stores
 - 473 Retail sale of automotive fuel in specialized stores
 - 4730 Retail sale of automotive fuel in specialized stores
 - 474 Retail sale of information and communications equipment in specialized stores
 - 4741 Retail sale of computers, peripheral units, software and telecommunications equipment in specialized stores
 - 4742 Retail sale of audio and video equipment in specialized stores
 - 475 Retail sale of other household equipment in specialized stores
 - 4751 Retail sale of textiles in specialized stores
 - 4752 Retail sale of hardware, paints and glass in specialized stores

- 4753 Retail sale of carpets, rugs, wall and floor coverings in specialized stores
- 4759 Retail sale of electrical household appliances, furniture, lighting equipment and other household articles in specialized stores
- 476 Retail sale of cultural and recreation goods in specialized stores
 - 4761 Retail sale of books, newspapers and stationary in specialized stores
 - 4762 Retail sale of music and video recordings in specialized stores
 - 4763 Retail sale of sporting equipment in specialized stores
 - 4764 Retail sale of games and toys in specialized stores
- 477 Retail sale of other goods in specialized stores
 - 4771 Retail sale of clothing, footwear and leather articles in specialized stores
 - 4772 Retail sale of pharmaceutical and medical goods, cosmetic and toilet articles in specialized stores
 - 4773 Other retail sale of new goods in specialized stores
 - 4774 Retail sale of second-hand goods
- 478 Retail sale via stalls and markets
 - 4781 Retail sale via stalls and markets of food, beverages and tobacco products
 - 4782 Retail sale via stalls and markets of textiles, clothing and footwear
 - 4789 Retail sale via stalls and markets of other goods
- 479 Retail trade not in stores, stalls or markets
 - 4791 Retail sale via mail order houses or via Internet
 - 4799 Other retail sale not in stores, stalls or markets

H TRANSPORTATION AND STORAGE

49 *Land transport and transport via pipelines*

- 491 Transport via railways
 - 4911 Passenger rail transport, interurban
 - 4912 Freight rail transport
- 492 Other land transport
 - 4921 Urban and suburban passenger land transport
 - 4922 Other passenger land transport
 - 4923 Freight transport by road
- 493 Transport via pipeline
 - 4930 Transport via pipeline

50 *Water transport*

- 501 Sea and coastal water transport
 - 5011 Sea and coastal passenger water transport
 - 5012 Sea and coastal freight water transport
- 502 Inland water transport
 - 5021 Inland passenger water transport
 - 5022 Inland freight water transport

51 *Air transport*

- 511 Passenger air transport
 - 5110 Passenger air transport
- 512 Freight air transport
 - 5120 Freight air transport

52 *Warehousing and support activities for transportation*

- 521 Warehousing and storage
 - 5210 Warehousing and storage
- 522 Support activities for transportation
 - 5221 Service activities incidental to land transportation
 - 5222 Service activities incidental to water transportation
 - 5223 Service activities incidental to air transportation
 - 5224 Cargo handling
 - 5229 Other transportation support activities

53 *Postal and courier activities*

- 531 Postal activities
 - 5310 Postal activities
- 532 Courier activities
 - 5320 Courier activities

I *ACCOMODATION AND FOOD SERVICE ACTIVITIES*

55 *Accommodation*

- 551 Short term accommodation activities
 - 5510 Short term accommodation activities
- 552 Camping grounds, recreational vehicle parks and trailer parks
 - 5520 Camping grounds, recreational vehicle parks and trailer parks
- 559 Other accommodation
 - 5590 Other accommodation

56 *Food and beverage service activities*

- 561 Restaurants and mobile food service activities
 - 5610 Restaurants and mobile food service activities
- 562 Event catering and other food service activities
 - 5621 Event catering
- 5629 Other food service activities
- 563 Beverage serving activities
 - 5630 Beverage serving activities

J INFORMATION AND COMMUNICATION

58 *Publishing activities*

- 581 Publishing of books, periodicals and other publishing activities
 - 5811 Book publishing
 - 5812 Publishing of directories and mailing lists
 - 5813 Publishing of newspapers, journals and periodicals
 - 5819 Other publishing activities
- 582 Software publishing
 - 5820 Software publishing

59 *Motion picture, video and television programme production, sound recording and music publishing activities*

- 591 Motion picture, video and television programme activities
 - 5911 Motion picture, video and television programme production activities
 - 5912 Motion picture, video and television programme post-production activities
 - 5913 Motion picture, video and television programme distribution activities
 - 5914 Motion picture projection activities
- 592 Sound recording and music publishing activities
 - 5920 Sound recording and music publishing activities

60 *Programming and broadcasting activities*

- 601 Radio broadcasting
 - 6010 Radio broadcasting
- 602 Television programming and broadcasting activities
 - 6020 Television programming and broadcasting activities

61 *Telecommunications*

- 611 Wired telecommunications activities
 - 6110 Wired telecommunications activities
- 612 Wireless telecommunications activities
 - 6120 Wireless telecommunications activities
- 613 Satellite telecommunications activities
 - 6130 Satellite telecommunications activities
- 619 Other telecommunications activities
 - 6190 Other telecommunications activities

62 *Computer programming, consultancy and related activities*

- 620 Computer programming, consultancy and related activities
 - 6201 Computer programming activities
 - 6202 Computer consultancy and computer facilities management activities
 - 6209 Other information technology and computer service activities

63 *Information service activities*

- 631 Data processing, hosting and related activities; web portals
 - 6311 Data processing, hosting and related activities
 - 6312 Web portals
- 639 Other information service activities
 - 6391 News agency activities
 - 6399 Other information service activities n.e.c.

K FINANCIAL AND INSURANCE ACTIVITIES

64 *Financial service activities, except insurance and pension funding*

- 641 Monetary intermediation
 - 6411 Central banking
 - 6419 Other monetary intermediation
- 642 Activities of holding companies
 - 6420 Activities of holding companies
- 643 Trusts, funds and similar financial entities
 - 6430 Trusts, funds and similar financial entities
- 649 Other financial service activities, except insurance and pension funding activities
 - 6491 Financial leasing
 - 6492 Other credit granting

6499 Other financial service activities, except insurance and pension funding activities, n.e.c.

65 Insurance, reinsurance and pension funding, except compulsory social security

- 651 Insurance
 - 6511 Life insurance
 - 6512 Non-life insurance
- 652 Reinsurance
 - 6520 Reinsurance
- 653 Pension funding
 - 6530 Pension funding

66 Activities auxiliary to financial service and insurance activities

- 661 Activities auxiliary to financial service activities, except insurance and pension funding
 - 6611 Administration of financial markets
 - 6612 Security and commodity contracts brokerage
 - 6619 Other activities auxiliary to financial service activities
- 662 Activities auxiliary to insurance and pension funding
 - 6621 Risk and damage evaluation
 - 6622 Activities of insurance agents and brokers
 - 6629 Other activities auxiliary to insurance and pension funding
- 663 Fund management activities
 - 6630 Fund management activities

L REAL ESTATE ACTIVITIES

68 Real estate activities

- 681 Real estate activities with own or leased property
 - 6810 Real estate activities with own or leased property
- 682 Real estate activities on a fee or contract basis
 - 6820 Real estate activities on a fee or contract basis

M PROFESSIONAL, SCIENTIFIC AND TECHNICAL ACTIVITIES

69 Legal and accounting activities

- 691 Legal activities
 - 6910 Legal activities
- 692 Accounting, bookkeeping and auditing activities; tax consultancy
 - 6920 Accounting, bookkeeping and auditing activities; tax consultancy

- 70 *Activities of head offices; management consultancy activities***
 - 701 Activities of head offices
 - 7010 Activities of head offices
 - 702 Management consultancy activities
 - 7020 Management consultancy activities
- 71 *Architectural and engineering activities; technical testing and analysis***
 - 711 Architectural and engineering activities and related technical consultancy
 - 7110 Architectural and engineering activities and related technical consultancy
 - 712 Technical testing and analysis
 - 7120 Technical testing and analysis
- 72 *Scientific research and development***
 - 721 Research and experimental development on natural sciences and engineering
 - 7210 Research and experimental development on natural sciences and engineering
 - 722 Research and experimental development on social sciences and humanities
 - 7220 Research and experimental development on social sciences and humanities
- 73 *Advertising and market research***
 - 731 Advertising
 - 7310 Advertising
 - 732 Market research and public opinion polling
 - 7320 Market research and public opinion polling
- 74 *Other professional, scientific and technical activities***
 - 741 Specialized design activities
 - 7410 Specialized design activities
 - 742 Photographic activities
 - 7420 Photographic activities
 - 749 Other professional, scientific and technical activities n.e.c.
 - 7490 Other professional, scientific and technical activities n.e.c.

- 75 *Veterinary activities***
 - 750 Veterinary activities
 - 7500 Veterinary activities

N ADMINISTRATIVE AND SUPPORT SERVICE ACTIVITIES

77 *Rental and leasing activities*

- 771 Renting and leasing of motor vehicles
 - 7710 Renting and leasing of motor vehicles
- 772 Renting and leasing of personal and household goods
 - 7721 Renting and leasing of recreational and sports goods
 - 7722 Renting of video tapes and disks
 - 7729 Renting and leasing of other personal and household goods
- 773 Renting and leasing of other machinery, equipment and tangible goods
 - 7730 Renting and leasing of other machinery, equipment and tangible goods
- 774 Leasing of intellectual property and similar products, except copyrighted works
 - 7740 Leasing of intellectual property and similar products, except copyrighted works

78 *Employment activities*

- 781 Activities of employment placement agencies
 - 7810 Activities of employment placement agencies
- 782 Temporary employment agency activities
 - 7820 Temporary employment agency activities
- 783 Other human resources provision
 - 7830 Other human resources provision

79 *Travel agency, tour operator, reservation service and related activities*

- 791 Travel agency and tour operator activities
 - 7911 Travel agency activities
 - 7912 Tour operator activities
- 799 Other reservation service and related activities
 - 7990 Other reservation service and related activities

80 *Security and investigation activities*

- 801 Private security activities
 - 8010 Private security activities

802 Security systems service activities
8020 Security systems service activities

803 Investigation activities
8030 Investigation activities

81 Services to buildings and landscape activities

811 Combined facilities support activities
8110 Combined facilities support activities

812 Cleaning activities
8121 General cleaning of buildings
8129 Other building and industrial cleaning activities

813 Landscape care and maintenance service activities
8130 Landscape care and maintenance service activities

82 Office administrative, office support and other business support activities

821 Office administrative and support activities
8211 Combined office administrative service activities
8219 Photocopying, document preparation and other specialized office support activities

822 Activities of call centres
8220 Activities of call centres

823 Organization of conventions and trade shows
8230 Organization of conventions and trade shows

829 Business support service activities n.e.c.
8291 Activities of collection agencies and credit bureaus
8292 Packaging activities
8299 Other business support service activities n.e.c.

O PUBLIC ADMINISTRATION AND DEFENCE; COMPULSORY SOCIAL SECURITY

84 Public administration and defence; compulsory social security

841 Administration of the State and the economic and social policy of the community
8411 General public administration activities
8412 Regulation of the activities of providing health care, education, cultural services and other social services, excluding social security
8413 Regulation of and contribution to more efficient operation of businesses

842 Provision of services to the community as a whole

- 8421 Foreign affairs
- 8422 Defence activities
- 8423 Public order and safety activities
- 843 Compulsory social security activities
- 8430 Compulsory social security activities

P EDUCATION

85 Education

- 851 Pre-primary and primary education
 - 8510 Pre-primary and primary education
- 852 Secondary education
 - 8521 General secondary education
 - 8522 Technical and vocational secondary education
- 853 Higher education
 - 8530 Higher education
- 854 Other education
 - 8541 Sports and recreation education
 - 8542 Cultural education
 - 8549 Other education n.e.c.
- 855 Educational support activities
 - 8550 Educational support activities

Q HUMAN HEALTH AND SOCIAL WORK ACTIVITIES

86 Human health activities

- 861 Hospital activities
 - 8610 Hospital activities
- 862 Medical and dental practice activities
 - 8620 Medical and dental practice activities
- 869 Other human health activities
 - 8690 Other human health activities

87 Residential care activities

- 871 Residential nursing care facilities
 - 8710 Residential nursing care facilities
- 872 Residential care activities for mental retardation, mental health and substance abuse

- 8720 Residential care activities for mental retardation, mental health and substance abuse
- 873 Residential care activities for the elderly and disabled
 - 8730 Residential care activities for the elderly and disabled
- 879 Other residential care activities
 - 8790 Other residential care activities
- 88 *Social work activities without accommodation***
 - 881 Social work activities without accommodation for the elderly and disabled
 - 8810 Social work activities without accommodation for the elderly and disabled
 - 889 Other social work activities without accommodation
 - 8890 Other social work activities without accommodation
- R ARTS, ENTERTAINMENT AND RECREATION**
 - 90 *Creative, arts and entertainment activities***
 - 900 Creative, arts and entertainment activities
 - 9000 Creative, arts and entertainment activities
 - 91 *Libraries, archives, museums and other cultural activities***
 - 910 Libraries, archives, museums and other cultural activities
 - 9101 Library and archives activities
 - 9102 Museums activities and operation of historical sites and buildings
 - 9103 Botanical and zoological gardens and nature reserves activities
 - 92 *Gambling and betting activities***
 - 920 Gambling and betting activities
 - 9200 Gambling and betting activities
 - 93 *Sports activities and amusement and recreation activities***
 - 931 Sports activities
 - 9311 Operation of sports facilities
 - 9312 Activities of sports clubs
 - 9319 Other sports activities
 - 932 Other amusement and recreation activities
 - 9321 Activities of amusement parks and theme parks
 - 9329 Other amusement and recreation activities n.e.c.

S OTHER SERVICE ACTIVITIES

94 *Activities of membership organizations*

- 941 Activities of business, employers and professional membership organizations
 - 9411 Activities of business and employers membership organizations
 - 9412 Activities of professional membership organizations
- 942 Activities of trade unions
 - 9420 Activities of trade unions
- 949 Activities of other membership organizations
 - 9491 Activities of religious organizations
 - 9492 Activities of political organizations
 - 9499 Activities of other membership organizations n.e.c.

95 *Repair of computers and personal and household goods*

- 951 Repair of computers and communication equipment
 - 9511 Repair of computers and peripheral equipment
 - 9512 Repair of communication equipment
- 952 Repair of personal and household goods
 - 9521 Repair of consumer electronics
 - 9522 Repair of household appliances and home and garden equipment
 - 9523 Repair of footwear and leather goods
 - 9524 Repair of furniture and home furnishings
 - 9529 Repair of other personal and household goods

96 *Other personal service activities*

- 960 Other personal service activities
 - 9601 Washing and (dry-) cleaning of textile and fur products
 - 9602 Hairdressing and other beauty treatment
 - 9603 Funeral and related activities
 - 9609 Other personal service activities n.e.c.

T ACTIVITIES OF HOUSEHOLDS AS EMPLOYERS; UNDIFFERENTIATED GOODS- AND SERVICES-PRODUCING ACTIVITIES OF HOUSEHOLDS FOR OWN USE

97 *Activities of households as employers of domestic personnel*

- 970 Activities of households as employers of domestic personnel
 - 9700 Activities of households as employers of domestic personnel

98 *Undifferentiated goods- and services-producing activities of private households for own use*

- 981 Undifferentiated goods-producing activities of private households for own use
 - 9810 Undifferentiated goods-producing activities of private households for own use

- 982 Undifferentiated service-producing activities of private households for own use
- 9820 Undifferentiated service-producing activities of private households for own use

U ACTIVITIES OF EXTRATERRITORIAL ORGANIZATIONS AND BODIES

99 *Activities of extraterritorial organizations and bodies*

- 990 Activities of extraterritorial organizations and bodies
- 9900 Activities of extraterritorial organizations and bodies

