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Quarterly National Household Survey

Q4 2007

September, October, November

Questionnaire Manual

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Quarterly National Household Survey

Questionnaire Manual

September 2007

This manual is designed as a technical document to accompany the QNHS electronic questionnaire, primarily for the use of CSO field staff.

Most of the questions in the manual reflect the technical specification of the EU Labour Force Survey specified by Eurostat under Council Regulation (EC) No. 577/98. However, the survey also includes questions that are specific to Ireland.

Electronic questionnaire

THE QNHS IS CARRIED OUT ON LAPTOP COMPUTERS USING AN ELECTRONIC QUESTIONNAIRE THAT ALLOWS QUESTIONS TO BE SELECTIVELY ASKED TO FIT THE PROFILE OF THE RESPONDENTS (E.G. WORKING VS NOT WORKING).

The order of the questions in this document roughly mirrors the flow of questions in the electronic questionnaire, but some variation is to be expected.

Notes
The notes that accompany each variable are a combination of on-screen notes that appear on the laptop and supplemental notes for reference purposes. The variable notes are a combination of our own country-specific experiences and scenarios, and also the official EU LFS Explanatory Notes (2007).

The notes are designed to standardise interviewer interpretation of the questionnaire and maximise data quality and reliability. The notes in this manual are presented for the information and use of field interviewers and do not necessarily represent official CSO policy.

Filters
Most of the variables on the questionnaire are accompanied by a *filter*. The filter is a description of the route through the electronic instrument which leads to this particular point on the questionnaire. In the example below, the NATIONAL question is asked if the IRISHNAT question has a value of 2. In other words, if the respondent is not an Irish national (IRISHNAT=2) we ask for his\her nationality (NATIONAL).

29. NATIONAL
If IRISHNAT = 2
If the respondent is not an Irish citizen

While the filter provides a good indication as to how a particular question is activated on the electronic instrument, this does not reflect the entirety of the complex programming and routing that underlies the questionnaire.

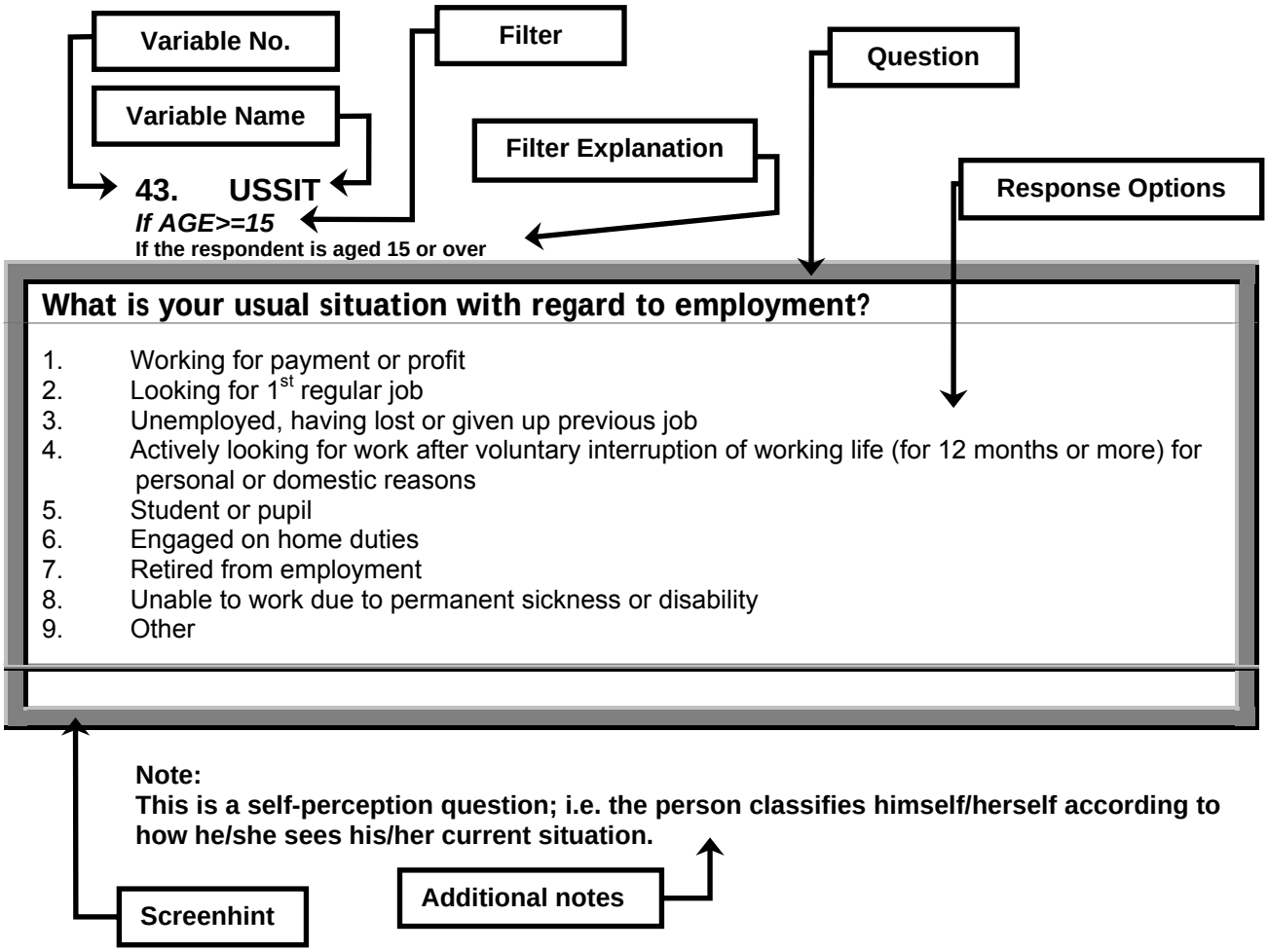
Important

While every effort has been made to ensure that this manual is as accurate as possible, it is important to remember that the QNHS is a constantly changing and evolving instrument and some differences may exist between the manual and the electronic questionnaire. Furthermore, it is impossible to reflect every single nuance of an electronic questionnaire in print, so the filters should be seen as indicative of how the questionnaire operates in the field rather than a definitive overview.

Presentation of Questionnaire

The questions in this manual are presented as outlined below.

This text within the box approximates what the interviewer sees on the laptop computer for each question.



Note: Variables numbers are only presented in the manual for reference purposes, they are not referred to on the laptop and will vary from manual to manual.

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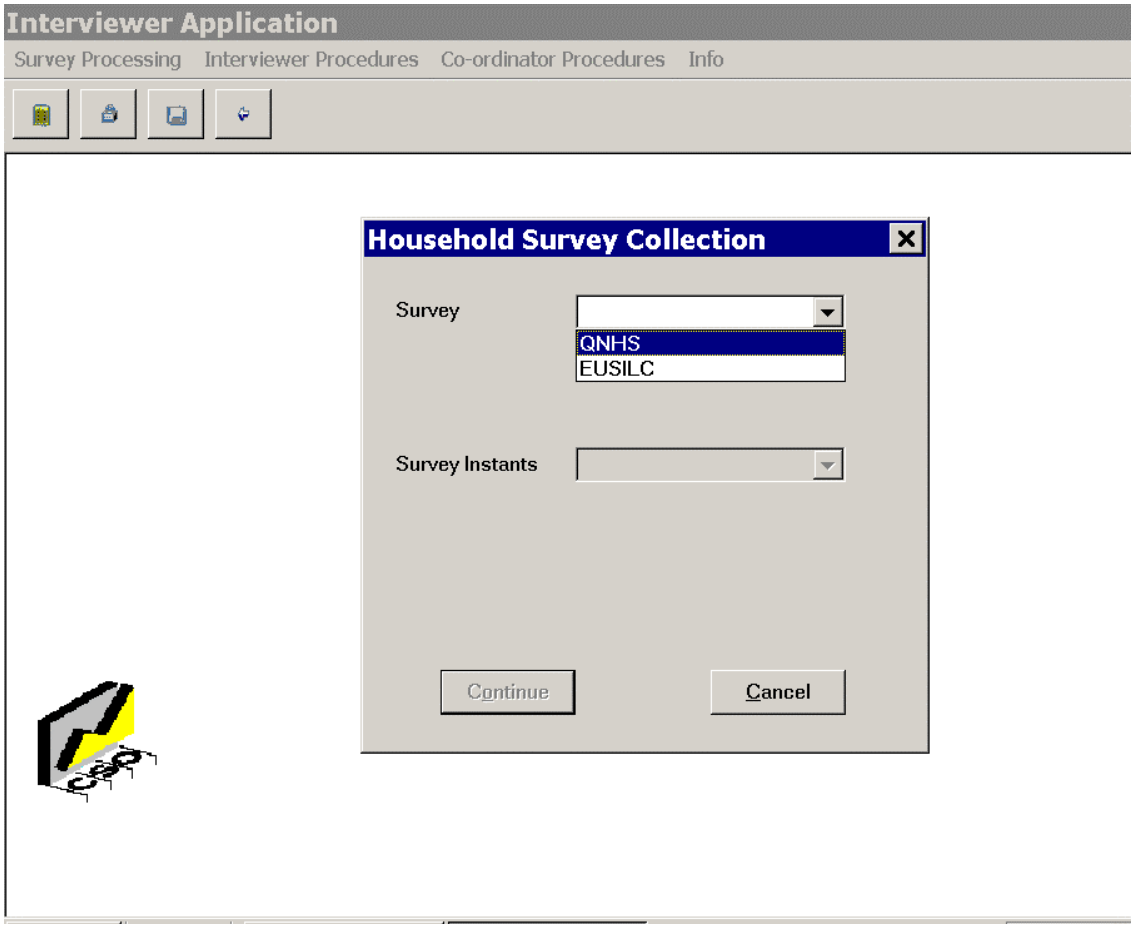


The Central Statistics Office

➢ History of the Organisation

- Government agency responsible for the collection and publication of official Irish statistics

    - Office under the umbrella of the Department of An Taoiseach but is an independent
      agency. The office does not have a Government Minister and is headed by a Director General

    - Cork office decentralised in 1994 and produces statistics on agriculture, industry, building, transport, tourism, services, vital stats, labour market and inflation

    - Dublin office produces figures on national accounts, balance of payments, foreign trade and population (Census).

➢ The Statistics Act 1993

The CSO operates under the Statistics Act 1993 and its functions are set out therein:

"the collection, compilation, extraction and dissemination for statistical purposes of information relating to economic, social and general activities and conditions in the state"

- All of the CSO's operations are regulated under the 1993 statistics act and some of the relevant obligations are as follows:

- The Statistics Act set out our legal obligations in relation to confidentiality

- The CSO is a separate Office attached to the Department of the Taoiseach. This underlines the complete independence of the Office in performing its functions

- All individual information collected by the survey is to be treated as **strictly confidential**

- Information collected is to be used **only for statistical purposes**

- Only **Officers of Statistics** may handle or collect data under the Act.

- Individual details may not be disclosed in identifiable form to any third party, person or organisation or Government Department

➢ Confidentiality

- Guarantee of confidentiality underpins all data collected by the CSO
- Information collected from all respondents is strictly confidential
- Data must not be discussed with anyone outside of the organisation
- All interviewers are appointed as Officers of Statistics, and this permits them to collect official statistics and carries strict obligations of confidentiality
- Laptop and associated documentation must be kept in a secure location
- Each laptop has a double-layer of password security to guarantee confidentiality
- Laptop information is kept in a coded format which makes it difficult to read by anyone outside of the organisation
- Data is used only for statistical purposes
- Data not given to any other government departments in identifiable form
- Detailed analysis of the data is not provided if the CSO feels that the parameters requested are too narrow and somebody may be identified from analysed data

➢ The Data Protection Act 1988

- This legislation confers rights on an individual to request a copy of any personal data held
- Statistics Act 1993 excludes data collected for statistical purposes from the Data Protection Act
- Addresses are not collected on the QNHS, and names are taken purely to establish relationships within families, to facilitate checking by the co-ordinator and to make repeat calls easier
- Respondents are free to watch interviewer keying in data
- An individual can request his/her own data in writing from the CSO

➢ The Freedom of Information Act 1997

- Data collected for statistical purposes by the CSO is excluded from the terms of the FOI act 1997
- In practice, we allow respondents to see their own data being keyed in.

  A respondent can make a written request to the CSO for their own data.

The Quarterly National Household Survey (QNHS)

➢ The history of the QNHS

- The Quarterly National Household Survey (QNHS) began in September 1997, replacing the annual Labour Force Survey (LFS).

- The annual LFS was conducted each year in April and involved the completion of a paper (written) questionnaire in each of the sample households.

  ⇒ The LFS was carried out in Ireland by the CSO from 1975 to 1997.
  ⇒ Demand for more frequent and more comprehensive information had been growing.
  ⇒ In particular, there was a strong need for data on employment & unemployment on a quarterly basis rather than an annual one.
  ⇒ In response to these growing demands the CSO replaced the LFS with the QNHS

- The survey meets the requirements of Council Regulation (EC) No. 577/98 which requires the introduction of quarterly labour force surveys in EU Member States.

➢ What is the survey about?

- The main purpose of the survey is to produce reliable quarterly labour force estimates and reports on special social topics.

- The Survey produces figures on those at work and unemployed, economic sectors, male/female differences, participation rates, household composition and level of education by age and economic status and so on.

- The QNHS has also developed a broad and valuable program of questionnaires on social topics. Each quarter as well as the core labour market information, the QNHS includes one or more social questionnaires, the subject of which is decided by the National Statistics Board. Topics covered to date include housing/housing quality, crime and victimisation, recycling, travel to work and health *(see back of latest quarterly publication for more details)*.

- The QNHS is also the main inter-censal source of population flows (emigration and immigration). This is an important function as changing population trends have to be measured regularly in a fast moving society. The census itself is held every five years.

The QNHS provides regular information on… (e.g.)

⇒ …the numbers employed and unemployed. The survey also provides information on working conditions, job satisfaction and job search activities.

⇒ …employment trends by industrial sector (e.g. Construction, Education, Health), and occupation (e.g. Managers and administrators, Clerical and Secretarial).

⇒ … the duration of unemployment – and the age profile of those involved.

⇒ …the increased participation of women in the labour force

⇒ …internal and external migration flows. That is, the number of persons entering and leaving the country, as well as the movement of people from region to region within the country.

⇒ … regional employment trends which are important for measuring the relative economic fortunes of different parts of the country.

Additional Technical Notes

Reference Period

Information is collected continuously throughout the year, with 3,000 households surveyed each week to give a total sample of 39,000 households in each quarter. The reference quarters for survey results are Q1 -December to February, Q2 -March to May, Q3 - June to August and Q4 - September to November.

Data Collection

Information is collected on laptop computers, using computer-assisted personal interview (CAPI) software. Currently (2007) the Central Statistics Office employs 152 full-time and 50 back-up interviewers across the country to cover both the QNHS and EU-Survey of Income and Living Conditions survey.

Sample Design

A two-stage sample design is used. This comprises a first stage sample of 2,600 blocks (or small areas) selected at county level to proportionately represent eight strata reflecting population density. Each block was selected to contain, on average, 75 dwellings and the sample of blocks is fixed for a period of about five years. In the second stage of sampling, 15 households are surveyed in each block to give a total quarterly sample of 39,000 households.

Households are asked to take part in the survey for five consecutive quarters and are then replaced by other households in the same block. Thus, one fifth of the households in the survey are replaced each quarter and the QNHS sample involves an overlap of 80% between consecutive quarters and 20% between the same quarter in consecutive years.

The survey results are weighted to agree with population estimates broken down by age, sex and region. The population estimates for April of each year are published in a separate release.

International Labour Office (ILO) Labour Force Classification

The primary classification used for the QNHS results is the ILO labour force classification. Labour Force Survey data on this basis have been published since 1988. The ILO classification distinguishes the following main subgroups of the population aged 15 or over:

In Employment: Persons who worked in the week before the survey for one hour or more for payment or profit, including work on the family farm or business and all persons who had a job but were not at work because of illness, holidays etc. in the week.

Unemployed: Persons who, in the week before the survey, were **without work** and **available** for work and had taken specific steps, in the preceding four weeks, to find work (i.e. **looking** for work).

Inactive Population (not in labour force): All other persons.

The 'labour force' is made up of all those who are employed plus unemployed.

Definition of Usual Residents - Private households

The QNHS sample targets the usual residents of private households in every county in Ireland.

A person is defined as a "Usual Resident" of a private household if he or she

(i) Lives regularly at the dwelling in question
and
(ii) Shares the main living accommodation (i.e. kitchen, living room or bathroom) with the other members of the household.

"Living regularly" means usually spending 4 nights a week in the dwelling. However, a member of a couple should be regarded as living regularly with the household if he/she regularly returns to his/her partner in the household for at least one night each week. However, if the person has (another) family (de-facto or otherwise) with which he/she spends the rest of the time then that person should not be included. Persons paying for both board (at least one meal a day) and lodging should be regarded as usual residents of the household. As well as those who satisfy the above definitions, the following types of persons should also be regarded as usual residents of the private household :

Persons who usually spend only 2 or 3 nights a week in the dwelling, but do not have a settled residence elsewhere where they spend more of their time. This would apply, for instance, to a person whose work requires him or her to spend most of the week away from home in hotels/guesthouses and who can only come home for some nights of the week.

- Members of the household who are away from home on holidays or on an occasional business trip.

- Children who are away from home at boarding school (this does not apply to students in 3rd level education - universities, technical colleges etc.)

- Members of the Defence Forces stationed abroad, provided the absence has not lasted for more than 6 months at the end of the reference week, who usually spend four nights a week at home, or one night in the case of someone returning to his/her partner.

- Aircraft personnel, Sailors or Fishermen who are away from home on voyages, provided the absence has not lasted for more than six months at the end of the reference week.

- Members of the household away from home in hospital, provided the absence has not lasted for more than six months at the end of the reference week.

Many young people living in rented accommodation tend to change their place of residence frequently. These persons will not fulfil all the requirements to be considered as "usual residents" (i.e. living regularly etc.) If however, you come across a situation such as this at a sample household, you should ask if the person or persons have another settled residence elsewhere *(at the time of the interview).* If the answer is no you should interview them as usual residents of the dwelling in the reference week - even if they moved in between the reference week and the time of the interview.

The following persons should **not** be regarded as usual residents of the private household -

- Members of the family away from home who return home only on holidays and/or weekends.

- Relatives, friends etc. who do not usually live at the household but happen to be staying there when you call.

- Students away from home attending University or other 3rd level educational establishments if they do not usually spend at least 4 nights in the week at home. Note, however, that children away from home in boarding school should be included with the household.

- Members of the Defence Forces stationed away from home who do not usually spend at least 4 nights in the week at home - or one night in the case of someone returning to his/her partner.

- Members of the family who have been patients/residents in such non-private households as hospitals, county homes, homes for the elderly, hospices etc. for more than 6 months at the end of the reference week.

Reference to MAIN JOB and SECOND JOB

Multiple job holders should decide for themselves which job they consider to be the main job. In doubtful cases the main job should be the one with the greatest number of hours usually worked.

Implementation rules

- **Persons having changed job during the reference week** should regard the job held at the end of the reference week as their main job.

- Persons who are **simultaneously working** in their own professional practice and for a public or private employer (e.g. doctors with their own practice and working in a hospital) should be considered as having **two jobs**.

- A self-employed person exercising wide range of occupational skills in the same business should always be considered having **one job** only as self-employed.

- A self-employed person holding two different businesses (i.e. two separate local units) should be considered as having **two jobs**.

- As an exception to the general rule, when a person is on parental leave from one job, and performed some work in the reference week in another job, then the former one (career break) should be considered the main job and the current one the second job.

Household Details

1. BLOCKNO

Interviewer Record

Please enter the Block number.

Enter a text of at most 4 characters

This is the unique 4-digit number assigned to a block, which identifies an area within the QNHS sample.

A 'Block' is the basic geographic unit of the QNHS sample, and each block contains approx. 15 households each quarter.

2. LDUNO

Interviewer Record

Please enter the household number.

Enter a text of at most 3 characters

This is the 3-digit number within a block, which is unique to the dwelling unit.

This is essentially the number of the household within the Block, numbers typically run from 001 to 075

The BLOCKNO and LDU_NO together form a unique identifier for each household on the QNHS sample.

3. INTVWRNO

Interviewer Record

Please enter your interviewer number.

Full-time interviewer numbers run from 0001 to 0499, while back-up numbers start at 0501

4. HSE_TYPE

Interviewer Record

Please enter the type of residence.
1. Private household 2. Small non-private household

NOTE: The QNHS sample is confined to private households only – institutions are not included.

5. YEAR

This is entered automatically by the system.

6. REFQUART

This is entered automatically by the system.

7. VIEWINFO

Summary information for repeat household

8. CAN_INT

Interviewer Record

^BLOCKNO ^LDU_NO
You are now entering information for WAVE # and REFERENCE WEEK #.
ⓘ May I continue to interview at this household?

1. Yes
2. No

NOTE: It is central to the integrity of the data collected on the QNHS that questions are asked with reference to the correct week. This is particularly the case when interviewing is taking place two weeks after the reference week, and "last week" is not the reference week

It is important to check the BLOCKNO, LDU_NO, WAVE and the REFERENCE WEEK on the screen with the information provided on the grid by the co-ordinator to make sure they correspond.

The current date and time are stamped on the survey when CAN_INT=1. When CAN_INT=2 no date and time are recorded on the questionnaire.

9. REAS_NEW

Interviewer Record

Why is this a new household (Please select and enter a code.)

1. Newly completed dwelling, now occupied
2. Previously vacant dwelling, now occupied
3. Other reason

NOTE: This information is required when the WAVE is greater than 1 and a new household number is being used (i.e. if the household is appearing on the survey for the first time outside of Wave 1).

10. WHY_NOT

If CAN_INT = 2

If the interview cannot be continued in the household

Why was permission not given?

1. No usual residents at this address.
2. Household uncontactable
3. Outright Refusal
4. Still outstanding

NOTE: Code 4 marks households that the interviewer has not yet called to or established contact with. No household should be left outstanding at the end of the quarter.

11. REASWHY

If WHY_NOT = 1

If no usual residents at this address

What is the reason that there are no residents at this address?

1. Reason Unknown
2. Previous sole occupant deceased.
3. This is a holiday home.
4. Occupant(s) gone to hospital/ staying with relatives.
5. House has been sold.
6. Other

12. NO_PERS

Ask all

Please enter the number of persons usually resident in the household

13. NONOTRES

Ask all (repeat calls only)

How many people (not on this list) should now be listed?

NOTE: This question is looking for the number of <u>new persons</u> who have joined the household since the last time it was interviewed.

Entering a number here is effectively creating new lines within the household for new respondents.

If nobody has joined the household since the previous call this variable (NONOTERES) should be set to 0.

Individual Details

14. NAME

Ask all

Please identify the person by keying in their first name.

15. SURNAME

Ask all

Please enter (first name)'s surname.

Note: The first name and surname of the respondent are important for identifying persons within the household on subsequent calls by the interviewer and for possible Audit follow-up by the field co-ordinator.

16. SEX

Ask all

Please enter the gender of (first name).
1. Male 2. Female

Note: The sex of the respondent is important to allow us statistically weight the responses to the survey using male and female population totals. From a labour market perspective, the outcomes of males and females can be very different.

17. LHIST

This is the last "history" code (where relevant) of respondents of previous waves.

18. CHIST, HIST

Interviewer Ask or Record

Please indicate (name)'s usual situation by selecting the appropriate code.

1. Present, the person is resident in the household at the time of the interview or has returned
2. Gone, the person no longer lives here or the person is temporarily unavailable for interview
3. Deceased, the person is now deceased

Note: This variable is used on repeat calls to identify whether a person previously interviewed is currently 'Present', 'Gone' or 'Deceased'. Those marked 'Gone' or 'Deceased' are discontinued and only minimal information for them is brought forward to the repeat questionnaire.

19. SKIP(1)

Interviewer Record

Do you want to skip this person for now?

1. Yes
2. No

NOTE: This question is only available for households being interviewed for the first time. There is no necessity to skip someone for whom information has already been recorded.

20. WHYSKIP

Interviewer Record if SKIP=1

If the interviewer wishes to skip this interview for now

Why have you skipped this interview?

1. Refused (no call back)
2. Unavailable (will call back later)
3. Unavailable (no call back)
4. Other

21. DAY
Ask all

Please enter (name)'s day of birth

22. MONTH
Ask all

Please enter (name)'s month of birth

23. YEAR
Ask all

Please enter (name)'s year of birth

NOTE: On repeat calls interviewers should confirm each person's date of birth to ensure that it is correct and that they are interviewing the correct person.

It is important that we collect the exact date of birth where possible, in order to facilitate identification of the person on repeat and audit calls. In addition, some of the questions on the survey are age-specific and using the date of birth, the questionnaire can age the respondent's profile on the survey and more accurately target questions to him/her.

24. AGREED

If YEAR= blank

Please agree (name)'s current age and enter it here

NOTE: Where an exact date of birth cannot be ascertained, the agreed age in years MUST be entered here.

25. CALC

The age on the Sunday of the REFERENCE WEEK will be automatically entered here by the questionnaire, as calculated from the date of birth (DAY, MTH, and YEAR). Otherwise, this field is filled automatically with what has been entered at AGREED.

26. EVERMARR

If AGE>=16

If the respondent is aged 16 or over

Are you or have you ever been married?

1. Yes
2. No

27. CURRMARR

If EVERMARR = 1

If the respondent has ever been married

What is your current marital status?

1. Widowed
2. Remarried, following widowhood
3. Remarried, following dissolution of previous marriage (by divorce or annulment)
4. Married
5. Divorced
6. Other separated

28. IRISHNAT

Ask all

Are you an Irish citizen?
1. Yes 2. No

NOTE: Some people may have dual nationality. This is not the point of this question. We only need to know if the person is an Irish citizen or not.

ⓘ **Be aware of households where parents may be Irish nationals having returned from abroad but with children who were born elsewhere. It cannot be assumed that Irish-born parents or Irish nationals automatically have Irish and Irish-born children.**

29. NATIONAL

If IRISHNAT = 2

If the respondent is not an Irish citizen

What is your Nationality?
Enter a text of at most 40 characters

NOTE: There is a lookup file for the list of countries that appear on the QNHS.

Enter <u>the first 3 or 4 letters</u> of the country and select the appropriate one from the list. This list appears as soon as the interviewer starts to type in the field and automatically starts the lookup process.

NB: You must enter the proper or formal name of the country to find it on the lookup file

E.g.: United States <u>not</u> USA
Northern Ireland <u>not</u> NI

Nationality should be interpreted as citizenship. Citizenship is defined as the particular <u>legal bond</u> between an individual and his/her State acquired by birth or naturalisation, whether by declaration, option, marriage or other means according to national legislation. It corresponds to the country issuing the passport.

The concept of nationality should <u>not</u> be mixed up with any concept of ethnic origin.

ⓘ **The NATIONAL and IRISHNAT questions are important for categorising the workforce in terms of Irish and non-Irish workers, and this has become an increasingly important lens for analysing the labour market. For example:**

- Employment experiences of non-Irish workers
- Effect of immigration on employment experiences of Irish workers

30. BORN_IRL

If IRISHNAT = 1

If the respondent is an Irish citizen

Were you born in Ireland (Republic)?

1. Yes
2. No

31. BORNWHER

If BORN_IRL = 2 or IRISHNAT = 2

If the respondent is an Irish citizen but was not born in Ireland or is not an Irish citizen

In what country were you born?

NOTE: There is a lookup file for the list of countries that appear on the QNHS. Enter the first 3 or 4 letters of the country and select the appropriate one from the list. This list appears as soon as the interviewer starts to type in the field and automatically starts the lookup process.

In case of doubt, the country of birth should be defined as the country of residence of the mother at the time of birth. This definition could help to identify cases where the person was born abroad in exceptional circumstances.

For the purpose of this question, current national boundaries should be considered, rather than any applying at the time of the respondent's birth

32. ALLRESID

If BORN_IRL = 1

If the respondent was born in Ireland

Have you always been resident in Ireland?

1. Yes
2. No

33. YRRESIDE

If BORN_IRL = 2

If the respondent was <u>not</u> born in Ireland

In what year did you take up residence in Ireland?

(Please enter latest year if more than once)

NOTE: The years of residence should be calculated taking as starting point the year in which the person <u>last</u> established his or her usual residence in the country (or, in other words, when the person last moved to the country in order to live here).

In the case of someone who has lived on-and-off in Ireland over a number of years, his\her 'year of residence' should be the original year of arrival unless there has been a break in his\her residence of more than one year. In that case the year of arrival should be after the break of more than one year and <u>not</u> the original date of arrival.

34. WHATMNTH

If YRRESIDE = 2002 or 2001

If the respondent took up residence in Ireland in 2002 or 2001

And may I ask in what month?

1. January	4. April	7. July	10. October
2. February	5. May	8. August	11. November
3. March	6. June	9. September	12. December

35. WHERGONE

If HIST = 2

If the respondent is gone (the person is no longer usually resident)

Does "NAME" live in Ireland (Republic) now?

1. Yes
2. No
3. Don't Know
4. Non contact

36. GONECO

If WHERGONE = 1

If the respondent is no longer usually resident but still lives in Ireland (Republic)

And do you know in which county?

1 Carlow	8 Laois	15 Wicklow	22 North Tipperary	29 Mayo
2 Dublin City	9 Longford	16 Clare	23 South Tipperary	30 Roscommon
3 South Dublin	10 Louth	17 Cork City	24 Waterford City	31 Sligo
4 Fingal	11 Meath	18 Cork County	25 Waterford County	32 Cavan
5 DunLaoghaire / Rathdown	12 Offaly	19 Kerry	26 Galway City	33 Donegal
6 Kildare	13 Westmeath	20 Limerick City	27 Galway County	34 Monaghan
7 Kilkenny	14 Wexford	21 Limerick County	28 Leitrim	

37. GONECTRY

If WHERGONE = 2

If the respondent is no longer usually resident and does not live in the Republic of Ireland

And do you know in which country?

38. RX, RY, etc.

What is "name of person on current line's" relationship to "name of person on line x"?
What is "name of person on current line's" relationship to "name of person on line y"? Etc.
Relationship codes applicable to R1, R2 …etc:

1. Husband/Wife
2. Cohabiting Partner
3. Son/Daughter (own or of spouse/partner or adopted/foster)
4. Mother/Father (including step/adopted/foster)
5. Brother/Sister (including step/adopted/foster)
6. Grandchild (including step/adopted/foster)
7. Grandparent (including step/adopted/foster)
8. Son-in-law/Daughter-in-law (including cohabiting relationships)
9. Mother-in-law/Father-in-law (including cohabiting relationships)
10. Other relative
11. No relation.

39. SKIP

Interviewer Record

Do you want to skip this person for now?
(Press 2 to interview now)

1. Yes
2. No

40. TWHYSKIPF

If SKIP=1

If the interviewer wishes to skip this interview for now

Why have you skipped this interview?

1. Refused (no call back)
2. Unavailable (will call back later)
3. Unavailable (no call back)
4. Other

41. SURE

Interviewer Record

Are you SURE this person is a usual resident of the household?

Press 1 to interview now.

1. Yes
2. No

42. DIR

Interviewer Record
If AGE>=15, SKIP=2, SURE=1
If the respondent is aged 15 or over, will be interviewed now and is a usual resident of the household

Is the information being supplied directly by the person concerned?

1. Yes
2. No

NOTE: Interviewers should endeavour to speak directly with each member of the household who is present at the time of interview.

All interviewers should enter the direct-proxy information accurately on the questionnaire, to reflect who has been spoken top directly and who has not.

Direct (Dir=1) – only those who are directly providing the information to the interviewer
Proxy (Dir=2) – all those who are not present at the time of interview, for whom a direct respondent provides information.

This is to enable the co-ordinator that is calling to households to establish who within the household spoke directly to the interviewer.

In the case of persons living alone where the carer (e.g.) is providing the information, please record the householder as a proxy (dir=2) and make note in the Comment Box that the data was collected from someone who was not a member of the household

43. DIROLD

This is the response to DIR at the last interview (where applicable) and is not for answer.

Employment Details

44. USSIT

If AGE>=15

If the respondent is aged 15 or over

What is your usual situation with regard to employment?

1. Working for payment or profit
2. Looking for 1st regular job
3. Unemployed, having lost or given up previous job
4. Actively looking for work after voluntary interruption of working life (for 12 months or more) for personal or domestic reasons
5. Student or pupil
6. Engaged on home duties
7. Retired from employment
8. Unable to work due to permanent sickness or disability
9. Other

Note: This is a self-perception question, i.e. the people classify themselves according to how they see their situation.

This variable is used to generate the Principal Economic Status (PES) classification.

45. STUD

If USSIT = 5

If the respondent is a student or pupil

Have you always been a full-time student? (Other than summer/vacation work/work experience as part of education)

1. Yes
2. No

46. RET1

If USSIT = 7

If the respondent is retired from employment

How long have you been retired from employment?

1. Less than I year
2. 1 – 3 years
3. More than 3 but less than 10 years
4. 10 years or more

47. WH_LIV

Ask new respondents only

Where did you live on April 30, 2007?

1. Here, at this address
2. In this county, but at a different address
3. In another county (in the Republic)
4. In another country

NOTE: In every quarter, except Q2, we ask the WH_LIV question of wave 1 respondents and those in new households. In Q2 everybody is asked this question. This means that we re-ask the WH_LIV question to a proportion of respondents.

There may be differences between what someone said originally (in Q3, Q4 & Q1) and what they say in Q2. This triggers an error check where the two responses may be different. Interviewers can only change the response to the current quarter if this is wrong – an older mistake is retained.

>>>>> Previously you indicated that you lived 'Here at this address' on the 30th of April 2007, but now you have indicated that you lived 'In another country'.

The purpose of asking this question is to measure movements of individuals and families within the country and to Ireland from abroad. The date used is chosen deliberately, as the CSO starts counting immigration from April 30th in annual cycles. Anyone who entered the country prior to April 30th in a given year would technically be accounted for in the previous year. Thus, it is important that the date be stressed when asking the question.

48. WCTY

If WH_LIV = 3

If the respondent lived in another county in the Irish Republic on April 30th last year

And may I ask in which county?

1 Carlow	8 Laois	15 Wicklow	22 North Tipperary	29 Mayo
2 Dublin City	9 Longford	16 Clare	23 South Tipperary	30 Roscommon
3 South Dublin	10 Louth	17 Cork City	24 Waterford City	31 Sligo
4 Fingal	11 Meath	18 Cork County	25 Waterford County	32 Cavan
5 DunLaoghaire / Rathdown	12 Offaly	19 Kerry	26 Galway City	33 Donegal
6 Kildare	13 Westmeath	20 Limerick City	27 Galway County	34 Monaghan
7 Kilkenny	14 Wexford	21 Limerick County	28 Leitrim	

49. WCTRY

If WH_LIV = 4

If the respondent lived in another country on April 30th last year

And may I ask what country?

NOTE: There is a lookup file for the list of countries that appear on the QNHS. Enter the first 3 or 4 letters of the country and select the appropriate one from the list. This list appears as soon as the interviewer starts to type in the field and automatically starts the lookup process.

Situation with Regard to Paid Work in Reference Week

The following sequence of questions relates to all persons 15 years and over, regardless of what answers were given to questions about usual situation, student status, retirement etc.

The purpose of this question and following questions is to gather information on a respondent's ACTUAL situation with regard to employment in a specific time interval – the reference week.

If it transpires that a person has had more than one job in the reference week and can't decide which is the principal one, the job at which most hours are worked is recorded in this section (see Main job versus second job p. 18).

The sequence of questions that flow from the PAIDWORK and JOBABS questions determine the respondents ILO status on the questionnaire - **this is the most important section of the questionnaire**

50. PAIDWORK

If AGE >= 15

If the respondent is aged 15 or over

In the week ending dd/mm/yyyy, did you do any work for payment or profit, even if it was only for one hour?
1. Yes 2. No

NOTE: The date of the reference week is listed in the PAIDWORK question and all questions about work should refer to this week and no other.

It is central to the integrity of the data collected on the QNHS that questions are asked with reference to the correct week. This is particularly the case when interviewing is taking place two weeks after the reference week, and "last week" is not the reference week

It is important that the threshold of <u>one hour</u> is stressed. – Some people work from time to time for a small duration. If the person did such work in the reference week, then the answer should be Yes. The fact that it was a "minor" job will be picked up later when subsequent questions are asked.

Also, working for payment or profit in this context means ANY work for pay or profit done in the reference week. Even for those still at school, a Saturday/Sunday paper round or baby-sitting for pay/profit should be included if it lasted longer than one hour in the reference week, <u>whether payment was received in the week the work was done or not.</u>

Working for 'Payment or Profit' refers to work which is considered to be of a gainful nature, i.e. working in a job in which payment is received – either in cash or in kind – or from which profit is made.

Also counted as working is anyone who receives wages for on-the-job training (apprenticeship or paid traineeship) which involves the production of goods or services.

However, a person that performed a task for himself/herself, in the sense that he/she receives the end product should not be recorded as working or having a job. Thus, knitting or dressmaking only for oneself or one's own family or as a gift should not be regarded as work for the purpose of this question. Similarly, painting one's own home, or doing so for one's own family should not be recorded as work.

Self-employed persons with a business, farm or professional practice are also considered to be working if one of the following applies:

(i) A person works in his/her own business, professional practice or farm for the purpose of earning a profit, even if the enterprise is failing to make a profit.

(ii) A person spends time on the operation of a business, professional practice or farm even if no sales were made, no professional services were rendered, or nothing was actually produced (for example, a farmer who engages in farm maintenance activities; an architect who spends time waiting for clients in his/her office; a fisherman who repairs his boat or nets for future operations; a person who attends a convention or seminar).

(iii) A person considered as self-employed in the process of setting up a business, farm or professional practice; any initiative has to be done to run the business, as the buying or installing of equipment, renting the office or ordering of supplies in preparation for opening a new business.

Unpaid family workers: Persons working in a family business or on a family farm without pay should be living in the same household as the owner of the business or farm, or in a slightly broader interpretation, in a house located on the same plot of land and with common household interests. Such people frequently receive remuneration in the form of fringe benefits and payments in kind. However, this applies *only* when the business is owned or operated by the individual themselves or by a relative. Thus, unpaid voluntary work done for charity should *not* be included.

The category includes:

- **A son or daughter living inside the household and working in the parents' business or on the parents' farm without pay.**
- **A wife who assists her husband in his business, e.g. a haulage contractor, without receiving any formal pay.**
- **Persons who are obliged to perform some work to keep receiving unemployment benefits**

Persons who work on their own agriculture farm should be considered as employed if at least part of their production is sold. What is relevant here is the usual destination of the production, and not whether a sale took place in the reference week. A person who worked in agricultural production during the reference week, but did not sell anything because harvesting will take place in few weeks or months, should be considered as having worked for pay or profit in the reference week.

Persons who work on their own small agriculture farm, who do not sell their products, and produce only for their own consumption should not be considered as employed.

Persons who are building a house
If a person is building a house in order to earn a future financial profit (renting or selling it), he should be considered as employed (code 1 if he worked during the reference week, otherwise code 2).

Building a house for personal family use is not enough to be considered as employed.

Carers
Persons who are engaged in caring for a sick or disabled relative even though they may be in receipt of carer's allowance\benefit are not considered to be working in the reference week.

51. JOBABS

If PAIDWORK = 2
If the respondent did not do any work for payment or profit in the given week

Even though you did not do paid work in the week ending Sunday dd/mm/yyyy, did you have a job or business from which you were away and to which you expect to return OR a new job which you have not started yet?
1. Yes 2. No

Temporary Absence from work: In general, the notion of temporary absence from work refers to situations in which a period of work is interrupted by a period of absence. If the person has worked in the current activity, and is temporarily absent from work, but will return to work at the end of the absence, then he\she is ultimately considered employed (JOBABS=1).

The purpose of this question is to include those temporarily absent from work (e.g. due ot illness, holidays, temporary lay-off etc.) in the numbers in employment

New job not yet started: Those who have lined up a new job to start at a future date should be included here as JOBABS=1, they are identified under the subsequent question [WHYABS] and excluded from the numbers in employment.

> **However, for ILO purposes, persons without work who had made arrangements to take up paid employment or to engage in some self-employment activity at a date subsequent to the reference period, but who had not yet started work, are not to be considered as temporarily absent from work – this distinction is made using the WHYABS question**

An important point to remember is that it if the respondent has been away from the job for a long period (e.g. long-term illness, career break etc.) there must be a job to return to if the answer to this question is given as yes. The respondent must retain a formal attachment to the job during the period of absence.

In cases of doubt, the following may be useful:

For *employees,* a job exists if there is a definite arrangement between employer and employee for work on a regular basis (regardless of whether it is full-time or part-time). Even if the number of hours is small, a job exists if this arrangement exists. In the case

of employees, a person absent from work should be considered as employed if there is a formal attachment to the job, for example:

- The continued receipt of wage or salary, AND an assurance of a return to work (or an agreement as to the date of return) following the end of the contingency.

***Long term absence due to illness*: If the total absence from work has exceeded 6 months, then the job still exists only if full or partial pay has been received during the absence and if the respondent expects to return to work for the same employer.**

***Career-break*: Some employers allow employees to take an unpaid career-break (usually from 6 months to 5 years), on a basis that there will be a job available to the employee at the end of the period. If this is the case then the answer to this question should be Yes.**

***Seasonal workers*: Some sectors (agriculture, tourism) have levels of employment that vary considerably from season to season. In between seasons, such a seasonal worker should be coded as No at this question. However, in the middle of a working season a respondent should be coded Yes if he/she has missed a week due to illness etc.**

***Casual workers:* If a respondent sometimes works on a casual basis for an employer, but did not work in the reference week, then Code 2 (No) should be answered here.**

Unpaid family workers: The unpaid family worker can be said to have a job but not be at work if there is a definite commitment by the employer (a related household member) to accept his/her return to work and the total absence do not exceed a period of 3 months.

For self-employed persons: If self-employed persons are classified as being absent from work, then they are regarded as in employment only if they can be said to have a business, farm or professional practice to which they intend to return. This can be the case if one or more of the following conditions are met:

(i) Machinery or equipment of significant value, in which the person has invested money, is used by him/her or his/her employees in conducting his business.

(ii) An office, store, farm or other place of business is maintained.

(iii) There has been some advertisement of the business or profession by listing the business in the telephone book, displaying a sign, distributing cards or leaflets, etc.
If none of these conditions is met, then the person is regarded as not being in employment

52. UNPAIDWK

If JOBABS = 2

If the respondent did not do any work for payment or profit in the given week

...Or did you do any work for a business owned by another family member?
1. Yes 2. No

NOTE: This is asked of all those who are coded 2 (No) at JOBABS. The reason it is asked is that some respondents may have answered No to the previous two questions, not regarding unpaid work for a family business as a job. These are people whose work contributes directly to a business, farm or practice owned by another family member. Such people could include a spouse working on the family farm or other business or doing the accounts for the business or practice. Although the individual concerned may receive no direct pay or profit, he/she is directly contributing to the business profit.

<u>This applies only when the business is owned or operated by the family or relative – unpaid work done for a charity is not included.</u>

The following activities in themselves should lead to the answer 2 (No) at the three questions PAIDWORK, JOBABS, UNPAIDWK –

- **Studying**
- **Housework in one's own home (or voluntarily in another's) – the work of domestic staff, housekeepers, cleaners, etc. should, of course, be recorded.**
- **Honorary activities (e.g. president or honorary secretary of a club or society)**
- **Trade union/staff association activities (unless there is payment)**
- **Political activities (unless there is payment)**
- **Sporting activities (unless there is payment)**
- **Caring for an incapacitated realtive (Home Helps should be classified as working (PAIDWORK=1)**

53. CHJOB

If any PAIDWORK, JOBABS, UNPAIDWK = 1 & if any xPAIDWORK, xJOBABS, xUNPAIDWK = 1
If the respondent is considered to be in employment in the given week and was considered to be in employment last quarter in the given week – this question is only asked on repeat interviews

May I just check, have you changed your job since dd/mm/yyyy (prev. refweek)? (I.e. the job/employment at the last interview)

1. Yes
2. No

NOTE: This question is asked of all repeat interviewees who worked in the reference week this quarter and last quarter.

This question is asked of both direct and proxy respondents.

Please be aware of the following special cases:

Promotions
If someone receives a promotion within their employment this should be considered a new job and the subsequent employment questions should be asked with reference to the new post.

This is because the terms and conditions of the new post could be different to the previous post.

New job to start in the future
If someone has lined up a new job to start in the future but has not yet taken it up, this should not be considered a changed job. A 'changed job' should only be recorded if the respondent has commenced working in the new job by the reference week.

54. EMPSC

If CHJOB = 1 & PAIDWORK = 1 or JOBABS = 1
If the respondent is considered to be in paid employment in the given week

Was this job/work part of the Community Employment Scheme?

1. Yes
2. No

55. WHYABS

if JOBABS = 1

If the respondent had a job/business from which they were away from but expected to return

What was the reason for being away (from your job/work) in that week?

1. New job which had not started by that week
2. Bad weather
3. On temporary lay-off
4. Slack work
5. Short-time work (including systematic week-on/week-off)
6. Job sharing
7. Education or training outside the place of work
8. Labour dispute
9. Own illness or injury
10. Maternity Leave
11. Parental Leave
12. Holiday
13. Career Break
14. Other leave for personal or domestic reasons
15. Other reasons.

NOTE: Code 1 is used to categorise persons who have lined up a new job but have not taken it up yet. For ILO purposes these respondents are later categorised as either unemployed or not economically active depending on their job availability status.

Code 4 should be used when a person in slack work has a formal attachment to his/her job

Code 7 refers to all kinds of school education or training, inside or outside the workplace.

Code 8 (labour dispute) should only be used for somebody directly involved in the dispute. Otherwise, code 4 (slack work) or 5 (short-time work, including systematic short-time work) should be used whichever is appropriate (i.e. if person is indirectly affected by an industrial dispute)

Persons on community employment schemes will be coded 5 where they work week-on/week-off arrangements.

Someone who answers 13 (career break) should have an arrangement to return to work for the previous employer after a specified time. The career break should be 3 months or more – otherwise code the person to 12 (holiday).

In some employment, special paid leave is granted for domestic reasons (bereavement, sick child etc.). Code 14 (other leave for personal or domestic reasons) is the correct code here. If a person takes leave out of annual leave entitlement, the correct response is 12 (holiday).

Code 11 (Parental Leave) should be used if the respondent is on leave from work specifically for the purposes of looking after children, with an entitlement to return. This is leave that both mothers and fathers are legally entitled to as a result of the Parental Leave Act, 1998. Parents are entitled to 14 weeks unpaid leave for each child (both natural and adopted) until that child is five years of age. This leave may be paid but is usually unpaid.

56. DURAT

If (WHYABS<>NEWJOB) & (WHYABS<>ILL) & (WHYAB<>MAT) & (WHYABS<>HOLS)

If respondent was absent from work for reasons other than a new job not started yet, illness, maternity leave or holidays in the reference week.

How many weeks had you been absent from work on Sunday (^Refwk date)? (Weeks) **OR** **How long will it be until you start your new job?**
Enter weeks: 0 – 52 Enter 0 if less than one week Enter 53 for any periods longer than one year

NOTE: This is really two questions in one, which varies depending on the nature of the 'absence' from work.

A. Firstly, the question is designed to measure the formal attachment of the respondent to the job by determining how long he\she has been absent from it.

The duration of the absence should be calculated as the elapsed time between the moment the person last worked and the end of the reference week.

B. Secondly, the question aims to discover whether the respondent is likely to start a new job within 3 months of the reference week or not. From an ILO perspective a person who is waiting to start a new job within three months, is not required to be looking for work to be classified as 'unemployed', as it is assumed that he\she may no longer have a requirement to look for work. However, he\she must be available for work within two weeks to be classified as unemployed.

In the case of new jobs, which have not started yet, absences should be measured from the date when the new job was officially obtained to the expected start date.

If the respondent is unsure when he/she will start work, the interviewer should ask them to guess whether this is likely or not to be within the three month threshold.

57. RECEIPT

If DURAT>=12

If respondent was absent from work for 12 weeks (3 months) or more at the end of the reference week.

While you were (are) absent from work did (do) you receive at least half of your wage/salary each week?
1. Yes 2. No

NOTE: This question is also designed to measure the formal attachment of the respondent to the job by determining if he\she is in receipt of at least half of wage or salary, having been absent for more than three months form the job.

The wage/salary to be considered in this variable is the wage/salary from the main job and net wage/salary should be preferred unless gross wage/salary is easier to collect 'Half of the wage/salary' should be considered half of net salary (approx.) and salary must be received from employer – <u>not social welfare</u>.

The main target groups for this variable are the persons in long term absences:
- The parental leave
- The paid or unpaid leave initiated by the employer or the administration
- The educational or training leave
- Other kinds of career break

Employment Status

The following questions refer to work done in the respondent's main job.
If a respondent has more than one job, let them decide which is considered the main one. In cases of uncertainty, the main job should be the one in which most hours are usually worked.
If a respondent changed jobs in the reference week, the one held at the end of the week should be considered the respondent's job.

58. JOBSTAT1

If PAIDWORK, JOBABS = 1 or CHJOB = 1

If the respondent was in paid employment in the given week or has changed jobs since last quarter

In this job/work are (were) you self-employed or an employee?
1. Self-employed 2. Employee 3. Assisting relative/family worker 4. On state-sponsored employment scheme (not Community Employment Scheme)

Code 1 – Self-employed

A person who looks after one or more children that are not his/her own on a private basis and receiving a payment for this service should be considered as self-employed. A freelancer should in general be classified as self-employed. However in situations where a freelancer works for a single employer and receives employment rights from that employer (e.g. holiday pay) he should be classified as an employee (code 2).

A person who gives private lessons (grinds) should be considered as self-employed if he/she is directly paid by his/her students.

Members of producers' co-operatives should be considered as self-employed.

Code 2 - Employee

Employees are defined as persons who work for a public or private employer and who receive compensation in the form of wages, salaries, fees, gratuities, payment by results or payment in kind.

Priests (clergy of any kind of religion) are considered employees

An employee is usually working for an outside employer, but a son or daughter, for example, who is working in a parent's firm and receives a regular monetary wage is classified here as an employee.

A person looking after children in his/her own home is classified as an employee if he/she is paid to do this by the local authority (or any other public administration) and if he/she doesn't take any decision affecting the enterprise (e.g. schedules or number of children)

Code 3 – Family workers

Family workers are persons who help another member of the family to run an agricultural holding or other business, provided they are not considered as employees (code 3).

The category includes:

-A son or daughter living inside the household and working in the parents' business or on the parents' farm without pay.

-A wife who assists her husband in his business, e.g. a haulage contractor, without receiving any formal pay.

The category does not include:

-A relative living elsewhere but coming to help with the business, e.g. during the harvesting season, without pay in money or kind should not be included. If the relative receives any remuneration (including benefits in kind) the professional status should be coded as Employee

59. JOBSTAT2

If JOBSTAT=1

If the respondent is self-employed

Do (did) you have paid employees?
1. Yes 2. No

NOTE: If other persons working in the business, professional practice or farms are not paid then the respondent should be considered as self employed without staff (JOBSTAT2 = 2)

People who engage members of his/her own family or apprentices without payment should also be classified self employed without staff (JOBSTAT2 = 2)

60. JOBSTAT3

If JOBSTAT1 = 1

If the respondent is self-employed

You have indicated that you are (were) self-employed, but I need to check the formal status of your business – specifically,
Is (was) it set up as an incorporated company from which a regular wage or salary is (was) drawn by you as an employee?

1. Yes
2. No

NOTE: The purpose of this question is to identify persons who are technically employees but regard themselves as self-employed. This situation will apply to many small businesses, such as family shops and some farms where the owner is technically an employee of the business and receives a wage/salary (and also possibly dividends) from his/her own company.

61. JOBYREM

If JOBSTAT1 = 2,3,4 or EMPSC = 1

If the respondent is an employee, assisting a relative/family worker, on a state-sponsored scheme or the Community Employment Scheme

In what year did you begin working continuously in this job?

Enter a numeric value between 1920 and 2007

NOTE:
Renewed contracts
If a respondent has a contract that is renewed, for example yearly, without interruption, the year and the month should be those of the first contract. If there is a legal obligation that an interruption for a certain period of time is necessary before the renewal, this should nonetheless be considered as renewal (and not as a separate spell).

Separate spells of employment
For employees, we are interested in continuous employment with their current employer. Any previous separate spells of work with their current employer with an interruption of the contract should be ignored. The year which the person started the most recent spell should be coded (e.g. seasonal workers).

Company changed ownership
If the respondent's company or firm changed ownership, but his or her conditions of employment did not change, it should be treated as one continuous period of employment. However, if the respondent was made redundant and then re-employed by the new owners, enter the date on which they were re-employed.

Employment agencies
People employed by employment agencies should answer when they started working continuously for this employment agency.

Secondment
An employee who has been seconded to another organisation (public or private) should be treated as having no break in employment, IF they have signed a contract that is exactly the same as their existing contract.

62. JOBYREE

If JOBSTAT1 = 1
If the respondent is self-employed

In what year did you begin working continuously as self-employed?

Enter a numeric value between 1920 and 2007

NOTE: If somebody does not remember the exact year, record the year that the respondent thinks is most probably correct.

For the self-employed make it clear that we are interested in the length of time the respondent has been continuously self employed in the occupation of his current main job.

63. JOBMONTH

If JOBYREM >= 2005 or JOBYREE >=2005
Persons in employment, having started working for this employer or as self-employed less than two years ago

...And can you remember what month that was?

1. January
:
12. December
13. Don't know/Can't remember

NOTE: If the respondent remembers to within a month or two, record the month which he/she feels is most probably correct.

64. PERMJOB

If JOBSTAT1 = 2

If the respondent is an employee

Is (was) the job a permanent one (leaving aside your own intentions)?

1. Yes – a permanent job
2. No – a contract job with continuous rollover
3. No – not permanent in some way

NOTE: It is important to remember that permanency refers to the job itself rather than to the individual.

A person about to leave a job due to retirement, maternity leave or taking up another job might not instinctively regard the job as permanent. However, these personal circumstances are not valid reasons in themselves for regarding a job as not permanent. This can also be the case if someone is about to be made redundant - if the job was permanent when it was obtained then it remains a 'permanent' job.

The following should be coded as 3 – Not permanent:

- **Persons with a seasonal job**
- **Persons engaged by a temporary employment agency or business and hired out to a third party for the carrying out of a "work mission" (unless there is a work contract of unlimited duration with the employment agency or business)**
- **Persons with specific training contracts (e.g. Apprentices).**

Respondents who have a contract to do their job, which is expected to be renewed, for example, once a year, should be coded according to whether or not the respondents themselves consider their job to be of an unlimited duration (self-perception).

65. HOWREMP

If PERMJOB = 3

If the respondents job is not permanent in any way

In what way is (was) the job not permanent?

1. Casual work
2. Seasonal work
3. Lasted only until a particular task/tasks are completed
4. Lasted only for a specific duration

NOTE: Casual and Seasonal work are not formally defined here - the respondent can choose if one is applicable.

66. WAYJFOUN

Complex filter involving X variables
If respondent is an employee and started current job within last 12 months

Did you use FÁS to secure this job?
ⓘ The key question is, would you have got this job if FAS did not exist?

1. Yes
2. No

NOTE: The involvement of the public employment office should be effective, i.e. having contributed to the finding of the current job. It should be a role of putting in contact the employer and the employee by informing one of the existence of the other. "Putting in contact" should be interpreted broadly, and could simply involve the respondent seeing a job vacancy on the website of the employment office.

So for example, if a respondent was registered with FÁS and saw a job advertisement in the local office and subsequently secured the job, it should be considered that FÁS played a role in securing the job. If the person had not been registered with FÁS they would not have been in the office and saw the advertisement.

Training courses, which facilitated the person in taking this job, should be excluded.

67. PRETJOB

If CHJOB = 2 and xPERMJOB = 2
If the respondent has not changed jobs since previous quarter and this job was previously stated as not permanent

You previously indicated that the job was not permanent – is this still the case?

1. Yes
2. No.

68. HOWBEP

If PRETJOB = 2

If the respondents' job was not considered permanent in the previous interview but has now status has changed

Is this because...

1. The job has become permanent in the meantime?
2. Your status in the job has not changed, but you now consider it to be permanent?
3. Some other reason?

69. YREND

If PERMJOB = 3 or PRETJOB = 1

If the respondents job is not considered permanent in any way

In what year do you expect the job to end?

Enter a numeric value between 2007 and 2016.

70. MONEND

If YREND = 2002 – 2006

If the respondents' job is not considered permanent and expected to end between 2003 and 2005 inclusive

And do you know in what month?

1. January
:
12. December
13. Don't know/can't remember

NOTE: These two variables are used along with JOBYREM and JOBMONTH, to work out the total (likely) duration of the temporary job.

71. WHYTEMP

If PERMJOB = 3

If the respondents job is not considered permanent in any way

Did you take a temporary job rather than a permanent one because…

1. You had an arrangement/contract, which included a period of training or probation
2. You did not want a permanent job
3. You could not find a permanent job
4. Some other reason

NOTE: Code 1 includes apprentices, trainees, research assistants etc. who have contracts of limited duration - even though the person may go on to work permanently with the same employer.

If more than one category applies to a respondent, the first one on the list that applies should be recorded.

The current reason of having a temporary job should be coded, even if it differs from the starting reason.

72. WHYNWP

If WHYTEMP = 2

If the respondent does not have a permanent job and does not want to have a permanent job

Was this because…

1. You wanted or needed to attend to domestic/family commitments
2. You intended returning to full-time education
3. Some other reason
4. Currently in education (full-time or part-time)

73. FULLPART

If PAIDWORK, JOBABS, UNPAIDWK = 1 and CHJOB = 1

If the respondent is considered to be in employment

Thinking now about the hours of work in the job, would you describe it as full-time or part-time?

1. Full-time
2. Part-time

NOTE: A part-time worker is "an employed person whose normal hours of work are less than those of comparable full-time workers" (International Labour Conference, 81st session, 1994).

This variable refers to the main job.

The distinction between full-time and part-time work should be made on the basis of a spontaneous answer given by the respondent. It is impossible to establish a more exact distinction between part-time and full-time work, due to variations in working hours between Member States and also between branches of industry (self-perception).

❖ The following questions are only asked on repeat calls and are aimed at determining a change in the full-time \ part-time nature of the job

74. PREPTI

If CHJOB = 2 and xFULLPART = 2

If the respondent was considered to be in part-time employment in the previous quarter and has not changed jobs since then

You previously described your job as a part-time one. Is this still the situation?

1. Yes
2. No – it is a full-time job

75. WCFPT

If PREPTI = 2

If the respondent was considered to be in part-time employment in the previous quarter, but the same job is now considered full-time

Is this because...

1. Your hours have increased?
2. You now think of it as full-time?
3. Some other reason?

76. PREFTI

If CHJOB = 2 & xFULLPART = 1

If the respondent was considered to be in full-time employment in the previous quarter and has not changed jobs since then

You previously described your job as a full-time one. Is this still the situation?

1. Yes
2. No – it is a part-time job

77. WCFFT

If PREFTI = 2

If the respondent was considered to be in full-time employment in the previous quarter, but the same job is now considered part-time

Is this because...

1. Your hours have decreased?
2. You now think of it as part-time?
3. Some other reason?

78. WBCPT

If WCFFT = 1

If the respondent was considered to be in full-time employment in the previous quarter, but same job is now considered part-time because hours have decreased

And is this your preference, i.e. that you should work fewer hours?

1. Yes
2. No

79. WHYPT

If FULLPART = 2

If this is the respondents first interview or they have changed jobs since last quarter and the respondent is now in part-time employment

Why did you take a part-time job rather than a full-time one?

1. You could not find a full-time job
2. You were a student/pupil
3. You were ill or disabled
4. Looking after children or incapacitated adults
5. Other personal or family reasons
6. Other

NOTE: Code 2 (student/pupil) applies to a part-time job that is done during term. Post-graduate students often work on projects/theses during the summer and "term" can be taken to include the summer in such cases. However, a student working in a part-time job during holidays only should choose code 1 or 2 above.

Code 4, the care of Children/incapacitated adults, includes all care responsibilities:
For own children or spouse children living inside or outside the household
For other children (up to 14) living inside or outside the household
For adult ill/elderly/incapacitated/disabled relatives/friends (aged 15 or more)

But excludes:
Care as a job (it means that care done in a professional capacity is excluded).
Care as a volunteer work (e.g. for a charity organisation)
In both cases, they should be coded as 6 (Other).

80. WHYNWFT

If WHYPT = 2 or WBCPT = 1

If the respondent does not want a full-time job or that it is their preference to work fewer hours

May I ask the reason you did not want a full-time job? Was it because...

1. You earn enough working part-time
2. You are financially secure, but work because you want to
3. You wanted or needed to attend to family commitments
4. Some other reason

81. USHR

If PAIDWORK, JOBABS, UNPAIDWK = 1

If the respondent was in employment in the given week

How many hours do (did) you usually work at this job, including regular overtime, but excluding meal breaks

Enter hours 01-140

00 = hours vary – can't give usual hours

NOTE: This is the usual number of hours worked on a weekly basis by the respondent (use average over the last four weeks, if necessary). It includes the contractual hours of work plus overtime that the employee is regularly expected to work, irrespective of whether this overtime is paid or unpaid. Any absences during this period should be discounted.

The number of hours worked includes the following:

- **Hours worked during normal working hours**
- **Regular overtime, that is hours worked regularly outside of "normal" working hours, generally but not always paid at higher rates than "normal" hours**
- **Time spent at the workplace on tasks such as preparation of the place of work, maintenance and repair, preparation and cleaning of tools, writing up of receipts, work cards, records or reports.**
- **Time spent at the workplace during slack periods, resulting from, for example, occasional lack of work, machinery stoppages or accidents, or time spent at the workplace during which no work has been done, but for which payment has been made in accordance with a guaranteed work contract.**
- **Time allotted for short rest periods at the workplace, including coffee breaks, tea breaks etc., which are often allowed during a morning, afternoon or evening.**

The following should NOT be included as time worked:

- **Main meal breaks, e.g. the lunch break or, in the case of a person working overtime or - a late shift, a break for an evening meal.**
- **Travelling time between home and place of work (except where travelling is an intrinsic part of the work, e.g. a doctor visiting a patient or a salesperson visiting a customer).**
- **Regular overtime included in the total hours in this question should be recorded as the time actually worked – i.e. an hour paid at double time is still one hour for the purposes of this question.**
- **Absences from work within the working period for personal reasons (such as visits to the doctor).**
- **Education and training hours which are not necessary for carrying out the production or ancillary activities.**

Special cases – working hours

Note, the following examples apply to both the usual hours (USHR) and actual hours (ACHR) variables, and describe how to count working hours.

Working at home
The time spent at home in working activities directly related to the current job has to be taken into account when counting working hours.

- Persons who work at home, as well as another workplace (teachers correcting exercises, a self-employed person doing the books etc.) should include the number of hours they work at home.

Teachers
The teacher's employment contracts refer to weekly hours spent in the classroom. However, all hours worked which directly relate to teaching are to be included in hours worked (USHR and ACHR). This includes teaching in or out the class, preparation and planning the course, marking, attending meetings and conferences related to teaching. Supervision of school trips where attendance is required should be included.

Training time
For employees, training time should be excluded if all the four following statements are true:

- The participation of the employee is voluntary
- The training takes place outside normal working hours
- The training is not directly connected to the current job
- The employee does not produce anything during this time

- Apprentices, trainees, and other persons in vocational training should exclude the time spent in schools or other special training centres outside the workplace.

Farmers
Hours spent in running the farm, preparing the production for selling, supervising employees, as well as hours spent in commercial and administrative tasks linked to the farm should be counted here.

Hours spent in production only designated to own consumption, and hours spent in the farm without doing anything connected to the agricultural business should be excluded.

In the case of persons who help out in a family farm/business, ONLY the hours worked in the farm or in the business should be included. Hours spent on domestic tasks must be excluded.

Seasonal workers
For people who have different working time arrangement depending on seasons, the usual hours worked should refer to the current season.

Treatment of travelling time for business trips
For purely business trips, related to the current job, travelling time is classed as an 'ancillary activity', and this is be included in the hours worked.

Working hours not paid by the employer (including unpaid overtime)
For employees, it is not necessary that the hours worked be paid hours, as long as the employee is required to work additional hours in his/her job. Additional hours that the employee is required to work outside of formally contracted hours should be included in both the usual and actual hours (ACHR) worked.

Additional notes

In dealing with employees, and in particular some employees in the public service, care should be taken to ensure that principal meal breaks are excluded from the total, as some employees may regard these hours as part of the working week.

In the case of certain jobs, such as GP, Parish Priest, Rector, Curate etc., it may be difficult to define the number of hours worked - the number of hours usually spent on call should be added to the usual core hours here.

Variable hours and working patterns
If a person's usual hours of work vary considerably from week to week, or month to month, so that a figure for usual hours cannot be given, you should ask for the person's average weekly hours over the last 4 weeks, unless the person was sick, on holiday or maternity leave etc.

If the person cannot come up with such an average enter 00. Employees who work flexi-time, however, should not generally be given code 00 here as most flexi-time arrangements have accounting periods of 2-4 weeks – so it should be possible to give a 4-week average.

Similarly, when a person works every second week, 40 hours one week and 0 hours the next week, the usual hours should be calculated as 20 hours. The reasons for the differences between this average and the actual hours worked should be "variable hours" (WHYLESS=1).

People absent for a long period:
For people in employment who last worked before the long reference period of at least four weeks, the usual hours worked should refer to the situation immediately before the start of the extended absence from work. Thus the usual hours of work of persons on maternity leave refer to the usual hours, as they would have been identified had the person been asked in the week before starting the maternity leave.

On-call time
The directive 2003/88/EC defines on-call time as the "period during which the worker has the obligation to be available at the workplace in order to intervene, at the employer's request, to carry out his activity or duties"

The active part of on-call activity (i.e. when the worker is actually called on to do something) is obviously included in working hours (both usual and actual). Also the inactive time spent at the workplace while waiting to be called into action is also be included in working hours (e.g. theatre nurse).

However, inactive time outside of the workplace is not included unless the restrictions on the worker while waiting to be called are quite high (e.g. if the worker is required to wear a uniform at home).

82. ACHR

If PAIDWORK = 1 or UNPAIDWK = 1

If the respondent did paid work or did any work for a business owned by another family member in the given week

How many hours did you actually work at this job in the week ending Sunday dd/mm/yyyy including regular overtime, but excluding meal breaks?

Enter hours 01-140

140 = 140 hours or more

NOTE: This variable is used to measure the volume of work that each worker undertakes in the reference week, and is important to get a sense of which workers are putting in long hours and which sectors are using less hours each week, possibly as a result of economic difficulties

On repeat calls the temptation may be to provide the respondent with the previous answer and ask if anything has changed. A better approach is to ask this question again and to probe for any absences during the reference week.

Time paid but not worked in the reference week (e.g. paid annual or public holidays, paid absences for illness) should NOT be included as time actually worked.

See additional notes above (p. 59).

83. PAIDOT

IF JOBSTAT1=2 or Xjobstat1=2

If respondent is an employee

How many hours paid overtime did you work in the reference week?

NOTE: Remember that someone who works less hours than usual in the reference week can still have done some hours overtime.

<u>Overtime hours</u> are the number of hours actually worked by an employee in excess of his or her contractual hours of work.

Contractual hours of work are the hours the employee is expected to work in the reference week as predetermined (by order of preference) by an individual contract between the employer and the employee, by convention at the enterprise level, by collective agreement or by legislation.

Paid overtime hours are the number of hours actually worked by an employee in excess of his or her contractual or normal daily or weekly hours of work for which the employee is entitled to compensation, in pay, kind or compensatory leave

Credit hours within the framework of working time banking system (e.g. flexi time) should not be included as overtime hours. When an employee works on some kind of flexitime system, paid overtime should be registered only if no compensatory time off is taken, and the employee is paid for these additional hours. However, if the employee does not take time-off and is not compensated for the hours worked, unpaid hours overtime should be recorded

Some employees may have the possibility of doing overtime and then being allowed additional hours off instead of overtime payment. The rate of payment is critical to deciding whether these hours are to be considered overtime or not.

If the rate of payment of these hours is:

"One to one" this should be considered as compensatory time off and therefore these hours should NOT be considered overtime (as in a working time banking or flexi system).

Superior to one, these hours should be considered overtime and the number of hours considered should be the real number of hours of overtime worked and not the number of free hours received as payment.

E.g.: A person has worked 5 hours of overtime and receives 10 hours of free time in payment. 5 hours paid overtime should be recorded, because the person effectively receives 'double-time' for the hours worked.

When the person does not know his contractual hours the benchmark should be the general number of hours foreseen by the legislation for full-time workers.

Some respondents may do what is called 'period working', where they work for a monthly (e.g.) cycle. In such a scenario the number of hours of overtime worked may only be calculated when the full period or cycle has come to an end. If someone working this sort of system reports having worked longer hours than usual during the reference week and expects the extra to be treated as overtime, this overtime should be taken into account.

Overtime hours should only be counted if they occur at the employees' place of work. Therefore, persons who take work home with them (e.g. teachers) or who work on the train in the morning on the way to work are not considered, for the purposes of these questions to be doing unpaid overtime.

84. UNPAIDOT

If JOBSTAT1=2 or XJOBSTAT1=2

If respondent is an employee

How many additional hours did you work (in the reference week) without getting paid for them? **How many (if any) hours did you work (in the reference week) without getting paid for them?**

NOTE: Unpaid overtime occurs if someone works hours in excess of his or her usual contracted hours without receiving any payment in kind. Many salaried workers will work additional hours every week without receiving any direct payment. For example, some workers may be contracted to work 9 – 5 but end up staying until 6 most evenings, for no extra payment. See Notes for PAIDOT above.

85. WHYMOR

If ACHR>USHR

If the hours actually worked in a given week is greater than the hours usually worked

What was the reason you worked more hours than usual in that week?
1. Variable weekly hours (e.g. flexi-time) 2. Overtime (whether paid or unpaid) 3. Other reason

86. WHYLESS

If ACHR<USHR

If the hours actually worked in a given week is less than the hours usually worked

What was the reason you worked fewer hours than usual in that week?

1. Variable hours (e.g. flexi-time)
2. Bad weather
3. Slack work/short-time
4. Labour dispute
5. Education or training outside the workplace
6. Own illness or injury
7. Maternity leave
8. Public Holiday
9. Took holidays
10. Other leave for personal or domestic reasons
11. Start/change of job in that week
12. Job ended in that week
13. Finished assigned work
14. Other reason

❖ *The **EVERWORK** and **WORLQ** questions (below) are effectively the same thing, but WORLQ is only asked in repeat calls of a respondent who is directly responding in the current quarter (DIR=1) and who directly responded in the previous quarter (DIROLD=1)*

87. EVERWORK

If PAIDWORK, JOBABS, UNPAIDWK = 2 & STUD = 2

If the respondent was not in employment in the given week, and has not always been a full-time student

Apart from holiday or casual work, have you ever had a job?

1. Yes
2. No

NOTE: For someone with a <u>new job to start after the reference week</u> (coded 1 at both JOBABS and WHYABS), this question should be interpreted as ever having had a job <u>before the reference week</u> (the job may have started between the reference week and the time of the interview).

The previous employment experience should be an employment for pay or profit.

A person who has only previously worked in a non-paid traineeships should be coded 2 here.

88. WORLQ

If PAIDWORK, JOBABS, UNPAIDWK = 2 & DIR = 1 DIROLD = Direct, & STUD = 2

If the respondent is not considered in employment in the given week

Have you had any job in the last 3 months? (I.e. since <REFWEEK>)

1. Yes
2. No

89. YEARLEFT

If EVERWORK = 1

If the respondent was not in employment in the given week, and has not always been a full-time student, but has had a job previously

In what year did you leave this job?
Enter a numeric value between 1930 and 2007

90. MONLEFT

If YEARLEFT >= 2002

If the respondent was not in employment in the given week, and has not always been a full-time student, but has had a job previously which they left in the year 2002 or later

...And can you remember in what month you left?
1. January : : 12. December 13. Don't know/can't remember

NOTE: If the respondent remembers to within a month or two, record the month which he/she feels is most probably correct.

Industry and Occupation

Interactive coding of economic activity (INDUSTRY) and occupation (OCCUP) in the field was introduced to the QNHS in the fourth quarter of 2004. This allows interviewers to assign a numeric code to the occupation (SOC) and industry (NACE) of the respondent during the interview phase.

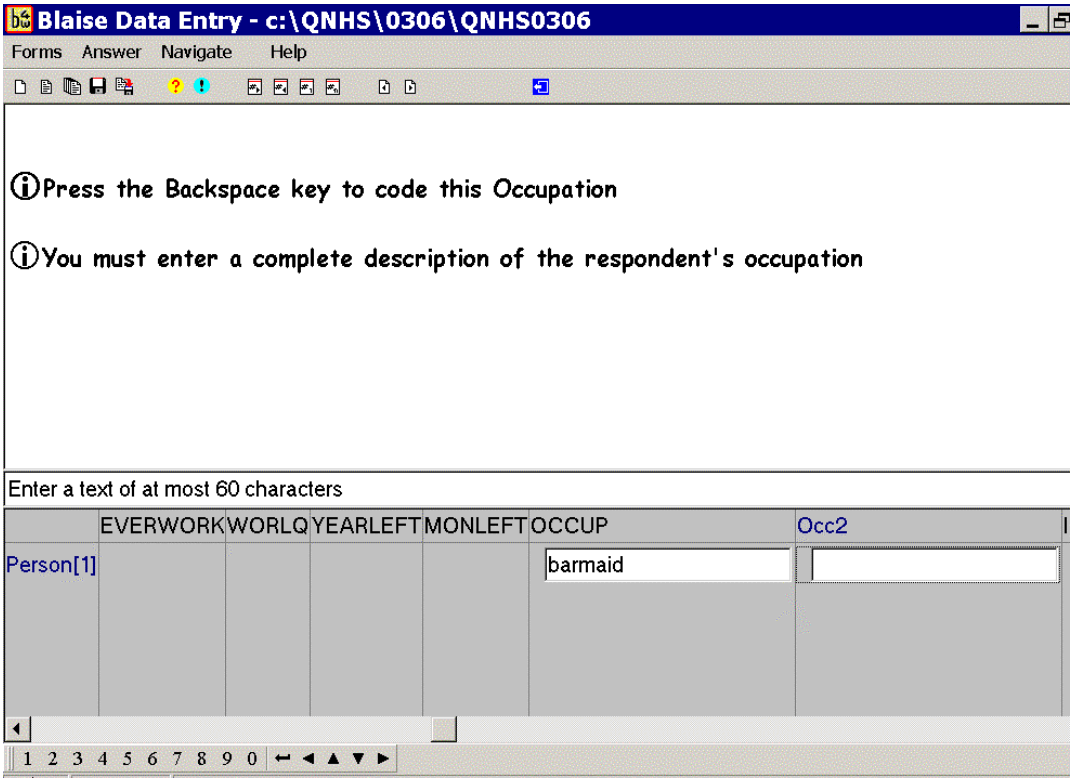
91. OCCUP

If PAIDWORK, JOBABS, UNPAIDWK = 1 or had a job later than 1983

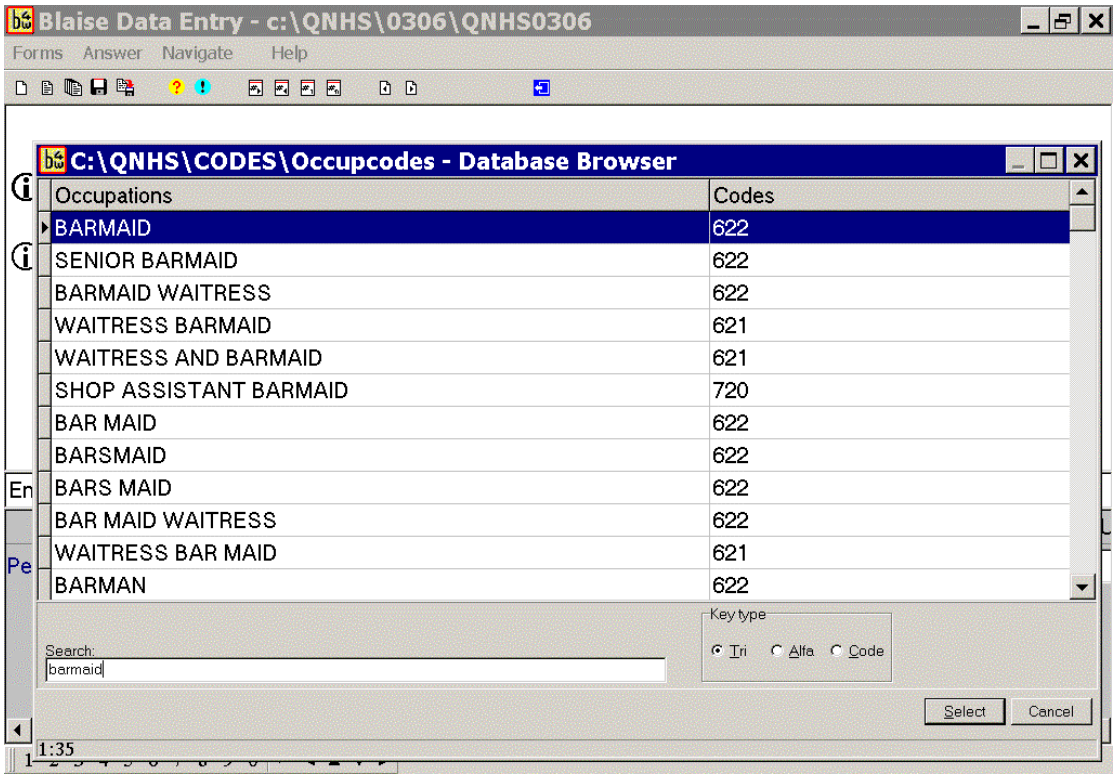
If the respondent is considered to be in employment in the given week, or has been employed since 1983.

What is (was) your occupation in this job? **(What do (did) you mainly do in the business/organisation?)**
Please enter as full a description as possible.
[Text of at most 60 characters]

Once a complete description of the respondent's occupation has been entered, press ENTER to proceed to the next field and hit the ◄ Backspace button OR the space bar.



This automatically searches the Occupation look-up file for the same occupation and brings up a list of all the occupations that are similar to the one entered.



On the right-hand side of the screen there is a code associated with each occupation. The interviewer then selects the occupation (using the ARROW KEYS and ENTER), that most accurately resembles the one entered and the corresponding code is entered in the next field on the questionnaire (OCC2). If necessary the respondent can be shown the list of occupations on the screen to select the most appropriate option.

Note: The more complete the text description entered the easier it is to code.

Note: the INDUSTRY, EDUCAT and NATIONAL questions are coded using the same mechanism as the OCCUP question above.

92. Occ2

Press the backspace key to code this occupation. **You must enter a complete description of the respondent's occupation**
[Text of at most 60 characters]

93. INDUSTRY

If PAIDWORK, JOBABS, UNPAIDWK = 1 or had a job later than 1983

If the respondent is considered to be in employment in the given week, or has been employed since 1983.

What is (was) the main activity of the business/organisation (at your place of work)?
(What does (did) the business mainly make or do?)

Please enter a full description.

[Text of at most 60 characters]

NOTE: The text entered here should be an ACTIVITY, not a title, name or a vague heading (such as health-care, leisure, motor trade, selling, manufacturing, distribution).

94. Ind2

Press the backspace key to code this Industry.

You must enter a complete description of the respondent's Industry

[Text of at most 60 characters]

NOTE: Enter industry and a lookup file will be provided to select the appropriate code from.

95. CNSTRDET

IF IND2 = (4510, 4520, 4530, 4540, 4550)
If the respondent is working in the Construction sector

Do you mainly work on new housing developments and house renovations?

1. Yes
2. No

NOTE: This question appears on the questionnaire after IND2 (the industry text string has been coded). This question is triggered if the respondent is working in the Construction sector (IND2=4510 to 4550).
The question is designed to establish within the Construction sector whether respondents are mainly working on housing or on other construction projects.

96. PSECTOR

If CH_JOB=1 OR CH_JOB= empty & JOBSTAT1=2 or xJOBSTAT1=2
If the respondent is an employee

Are you employed in a public sector organisation?

This means employed by the state or a state organisation, it does not include work that only involves dealing with the public sector.

1. Yes
2. No

NOTE: Dealing with the public in the course of employment is <u>not</u> what is meant by 'public sector'. The respondent's employer must be the state or a state organisation, regardless of the nature of the work.

The following are <u>not</u> public sector employees...

Contract cleaning staff in the CSO
Catering staff in the Dept. of Education canteen

Many state organisations hire sub-contractors to carry out work for them but it is important to be aware that the employer in these cases is not the state but the subcontractor.

Examples:

Civil Service;
Central Statistics Office, Dept. of Defence, Dept. of Agriculture,

Local Authorities;
Kerry County Council, Cork Corporation, Killarney Urban District Council, Thurles Urban District Council, Traffic Wardens,

Regional Bodies;
North Western Regional Fisheries Board, Central Fisheries Board, Dublin Port and Docks, Dingle Harbour Commissioners,

Garda Síochána and Defence Forces;

Non-Commercial Semi-state
FÁS, Bórd Na Gaeilge, National Disability Authority, Medical Council, Combat Poverty Agency, Comhairle, Legal Aid Board,

Commercial Semi-state
ESB, VHI, Bus Eireann, Central Bank of Ireland, Aer Rianta, Aer Lingus, RTE

97. SUPERES

IF JOBSTAT1=2 or xJOBSTAT1=2
If respondent is an employee

Do you supervise the work of other people on a regular basis?
1. Yes 2. No

NOTE: This does not include people who monitor quality control only or persons who only supervise on a temporary basis.

Supervisory responsibility includes formal responsibility for supervising other employees (other than apprentices), whom they supervise directly perhaps also doing some of the work they supervise and excludes quality control (i.e. checking the output of production but not the actual work of other employees) and consultancy work. A person with supervisory responsibilities takes charge of the work, directs the work and sees that it is satisfactorily carried out.

Sometimes job titles can be misleading. For example, a 'playground supervisor' supervises children not employees and so should be coded 2. Similarly, a 'store manager' may be a storekeeper and not a supervisor of employees.

The supervisory responsibilities refer to the respondent's main job and to their usual situation in that job and not just the situation during the reference week. Persons who have supervisory responsibilities only because they are replacing a temporarily absent supervisor should not be considered to have supervisory responsibilities. The definition of *temporarily* is left to the respondent.

In some cases a supervisor may combine his/her supervisory responsibilities with other work; if supervisory responsibility constitutes part of his/her job, then he/she should be coded 1 (Yes).

A person is considered to have supervisory responsibilities when they supervise the work of at least one person.

Members of groups with collective responsibility over employees should be considered as having supervisory responsibilities.

98. TEMPAGCCY

IF JOBSTAT1=2 or xjobstat1=2
If respondent is an employee

Do you have a contract with an employment agency?

1. Yes
2. No
3. Don't know

NOTE: This means that regular work is secured through an employment agency, which places the employee with different employers.

Temporary employment agencies act as intermediaries in the jobs market between employees and employers. However, <u>they are not the same as job agencies</u> (e.g. MONSTER.ie, IRISHJOBS.ie) who place candidates in permanent jobs with employers. A temporary employment agency maintains a register of employees who it places with various employers, as they are required on a temporary basis. Common examples would be 'Agency nurses', office workers who 'temp' from week to week…

Staff leasing is not the same as working for a temporary employment agency; staff leasing applies in the case when the type of expert knowledge or experience needed by the user enterprise is matched by the economic activity of the service provider. The service provider does not have a general intermediary function on the labour market. An example of this might be a software development company who lends one of its programmers to another software company for specified period. This is a staff leasing situation and the person in question does not work for a temporary employment agency.

Persons employed by a temporary employment agency, but who are not working for an external company in the reference week, should still indicate that they work for a temporary employment agency, as this is their usual situation. For example, an office assistant might be working in the employment agency's own office during the reference week, but their usual situation is working for an external company that the agency has a contract with.

Staff who are directly employed by the temporary employment agency (office staff etc.) and who do not work under the supervision and direction of an external company should be coded 2 (No).

NB: When recording the INDUSTRY of a respondent, who has a contract with a temporary employment agency, please enter the temporary employment agency and not the employer that they worked for in the reference week.

E.G. A nurse who has contract with 'Temporary employment agency', who worked in Cork University Hospital for five nights during the reference week, should be recorded as follows.

Occupation: Registered Nurse

Industry; Temporary employment agency

Cork University Hospital / Southern Health Board

99. LOCUNIT

If PAIDWORK, JOBABS, UNPAIDWK = 1 and not (JOBSTAT2=2 or xJOBST2=2)

If the respondent was in employment in the given week and was not self-employed with no employees (I.e. ask all persons in employment this quarter)

In total, how many people work in your place of employment?

1. 1 – 4 people
2. 5-10 people
3. 11 – 19 people
4. 20 – 49 people
5. 50 – 99 people
6. 100 – 500 people
7. 501 people or more
8. Not sure but probably less than 11
9. Don't know
10. Not applicable

NOTE: The number of persons working at the local unit is defined as the total number of persons who work inside the unit (inclusive of working proprietors, partners working regularly in the unit and unpaid family workers), as well as persons who work outside the unit who belong to it and are paid by it (e.g. sales representatives, delivery personnel, repair and maintenance teams). It includes persons absent for a short period (e.g. sick leave, paid leave or special leave), and also those on strike, but not those absent for an infinite period.

It also includes part-time workers who are on the payroll, as well as seasonal workers, apprentices and home workers on the payroll (definition of the regulation on Structural Business Surveys).

The number of persons employed should exclude manpower supplied to the unit by other enterprises, persons carrying out repair and maintenance work in the enquiry unit on behalf of other enterprises.

For pragmatic reasons, persons working for an employment agency should provide the numbers of persons working in the local unit where they perform their work.

100. PLACEW

If PAIDWORK=1 or JOBABS=1 or UNPAIDWK=1

If the respondent is considered to be in employment in the given week

Is your place of work in the Republic of Ireland?

1. Yes
2. No

101. PLACECT

If PLACEW=1

If the respondents place of work is in the Republic of Ireland

And do you know in which county?

1 Carlow	8 Laois	15 Wicklow	22 North Tipperary	29 Mayo
2 Dublin City	9 Longford	16 Clare	23 South Tipperary	30 Roscommon
3 South Dublin	10 Louth	17 Cork City	24 Waterford City	31 Sligo
4 Fingal	11 Meath	18 Cork County	25 Waterford County	32 Cavan
5 DunLaoghaire / Rathdown	12 Offaly	19 Kerry	26 Galway City	33 Donegal
6 Kildare	13 Westmeath	20 Limerick City	27 Galway County	34 Monaghan
7 Kilkenny	14 Wexford	21 Limerick County	28 Leitrim	35 Dublin (more than one area 36 More than one county

102. PLACER

If PLACEW=2

If the respondent's place of work is not considered to be in the Republic of Ireland

In which country is your normal place of work?

NOTE: There is a lookup file for the list of countries that appear on the QNHS. Enter the first 3 or 4 letters of the country and select the appropriate one from the list. This list appears as soon as the interviewer starts to type in the field and automatically starts the lookup process.

If you have varied places of work, the country of work is the one where the local unit is settled. People working in embassies should be coded as working in the host country.

103. UNION

If PAIDWORK, JOBABS, UNPAIDWK = 1 and not JOBSTAT1= 1, 3, 4 or xUNION ne blank and CHJOB=2

If the respondent is considered to be in employment in the given week

Are you a member of a trade union or staff association, which represents its members in labour and industrial relations issues?

1. Yes
2. No

104. WHYLEFT

If YEARLEFT >=1995, WORLQ = 1

If the respondent is not considered to be in employment in the given week but has had a job previously which they left in 1995 or later

… And why did you leave this job?

1. Made redundant
2. It was a temporary job
3. Early retirement
4. Retired for health reasons
5. Normal retirement
6. Education or training
7. Personal or domestic reasons
8. Accepted voluntary redundancy
9. Career break or temporary leave of absence
10. Other reason

NOTE:

Code 1: is used for employees whose employment ended involuntarily. It includes those employees who were dismissed, made redundant, or lost their job because their employer either went out of business, or sold or closed down the business.

Code 2 is used for employees who declare that their last job was temporary and came to an end, or that they had a formal work contract, which was completed. This also applies to seasonal and casual jobs.

Code 7 is used for caring for children or incapacitated adults as well as personal or domestic responsibilities such as marriage or pregnancy.

Care includes all care responsibilities:

- For own children or spouse children living inside or outside the household
- For other children (up to 14) living inside or outside the household

- For adult ill/elderly/incapacitated/disabled relatives/friends (aged 15 or more)

But excludes:

- Care as a job (it means that care done in a professional capacity is excluded).
- Care as a volunteer work (e.g. for a charity organisation)
- In both cases, they should be coded as 10.

Working Patterns

The questions SHIFTWORK to HOMEWORK are only asked of new households i.e. wave 1's or new households in subsequent waves. They should also be asked in subsequent waves i.e. waves 2 – 5, where the respondent has changed jobs and worked or had a job in the reference week.

For the purposes of these questions, the following definitions can be applied:

Code 1: "Usually" in this context should be interpreted to mean:
Working during the evenings at least half of the days worked in a reference period of four weeks preceding the end of the reference week.

Code 2: "Sometimes" in this context should be interpreted to mean:
Working during the evenings less than half of the days worked, but a least one-hour in a reference period of four weeks preceding the end of the reference week.

Code 3: "Never" in this context should be interpreted to mean:
Working during the evenings on no occasion in a reference period of four weeks preceding the end of reference week.

105. SHIFTWK

If PAIDWORK, JOBABS, UNPAIDWK=1 & CHJOB=1

If the respondent is considered to be in employment in the given week (and is a new respondent or has changed job)

Do you do any shift work i.e. work two or more different work shifts?
1. Usually 2. Sometimes 3. Never

NOTE: Shift work usually involves work on unsociable hours in the early morning, at night or in the weekend and the weekly rest days do not always coincide with the normal rest days.

Shift work should imply changes in the working schedule. Persons having fixed assignment to a given shift should not be considered as shift-workers, even if their working schedules are defined in their establishment in terms of 'shift work'

106. EVENWORK

If PAIDWORK, JOBABS, UNPAIDWK=1 & CHJOB=1

If the respondent is considered to be in employment in the given week (and is a new respondent or has changed job)

Do you work in the evening i.e. finish work between 8 p.m. and 12 midnight?

1. Usually
2. Sometimes
3. Never

Generally speaking, "evening work" is considered to be work done after the usual hours of working time, but before the usual sleeping hours. This implies the possibility of sleeping at normal times (whereas "night work" implies an abnormal sleeping pattern).

107. NIGHTWK

If PAIDWORK, JOBABS, UNPAIDWK=1 & CHJOB=1

If the respondent is considered to be in employment in the given week (and is a new respondent or has changed job)

Do you work in the night i.e. finish work between 12 midnight and 8 am?

1. Usually
2. Sometimes
3. Never

NOTE: "Night work" is considered to be work done during the usual sleeping hours. This implies an abnormal sleeping pattern in comparison to most other people.

108. SATWORK

If PAIDWORK, JOBABS, UNPAIDWK=1 & CHJOB=1

If the respondent is considered to be in employment in the given week (and is a new respondent or has changed job)

Do you work on Saturdays?

1. Usually
2. Sometimes
3. Never

109. SUNWORK

If PAIDWORK, JOBABS, UNPAIDWK=1 & CHJOB=1

If the respondent is considered to be in employment in the given week (and is a new respondent or has changed job)

Do you work on Sundays?

1. Usually
2. Sometimes
3. Never

110. HOMEWORK

If PAIDWORK, JOBABS, UNPAIDWK=1 & CHJOB=1

If the respondent is considered to be in employment in the given week (and is a new respondent or has changed job)

Do you work from home?

1. Usually
2. Sometimes
3. Never

NOTE: Employees, "working at home" should be interpreted strictly in terms of formal working arrangements, where it is mutually understood by the employee and the employer that a certain part of the work is to be done at home.

- **Typical examples of "working at home" include travelling salesmen who prepare at home for appointments with clients who are then held at the clients' offices or**

homes, or persons who do typing or knitting work, which on completion is sent to a central location.

- **"Working at home" does not cover cases where employees carry out tasks at home (because of personal interest or pressure of time), which under their working arrangements might equally have been performed at their place of work.**

- **For this reason teachers who correct work at home (e.g.) are not considered to be working at home.**

- **Many self-employed people, for example in artistic or professional activities, also work wholly or partly at home, often in a part of their living accommodation set aside for the purpose. However, if the place of work comprises a separate unit (for example, a doctor's surgery or tax consultant's practice) which is adjacent to the person's home but has a separate entrance, then work performed there should <u>not</u> be considered to be done "at home". Similarly, a farmer is not to be regarded as working "at home" when he is occupied in fields or buildings adjacent to his house.**

Job-sharing and Second Job

This question is to be asked of all those in Wave 1, who worked as employees in the reference week OR all those in Waves 2-5 who worked as employees in the reference week who have changed jobs or not previously answered the question (i.e. got a job, so questions not asked previous quarter.)

111. JOBSHARE

XJOBSHARE=prev.JOBSHARE
If xJOBSHARE <>empty and JOBSHARE=empty then JOBSHARE=Xjobshare
We have also created an X value for the JOBSHARE variable that will eventually hold values for all employees on the survey. The X value should only be established after the code above has executed.

Are you a work or job sharer?
1. Yes 2. No

112. SECJOB

If PAIDWORK, JOBABS=1 & JOBSTAT1=2

If the respondent is an employee, and did paid work or had a job to which they were expected to return in the given week

"You have indicated that you had a job in the week ending ^refweek. Did you do any work for at least one hour in another job, during the same period?"

1. Yes
2. No

NOTE: The same criteria as for PAIDWORK (p. 37) are used to determine whether the person is employed in his second job or not.

Persons who are simultaneously working in their own professional practice and for a public or private employer (e.g. doctors with their own practice and working in a hospital) should be considered as having two jobs.

A self-employed person exercising wide range of occupational skills in the same business should always be considered having one job only as self-employed.

A self-employed person holding two different businesses (i.e. two separate local units) have to be considered as having two jobs.

As an exception of the general rule, when a person is on parental leave in one job, and performed some work in the reference week for another job, then the former one should in general be considered as the main job and the last one the second.

113. TYSECJOB

If SECJOB = 1

If the respondent had more than one job in the given week

Would you describe the second job as regular, occasional or seasonal?

1. Regular
2. Occasional
3. Seasonal

114. STATSJO1

If SECJOB = 1

If the respondent had more than one job in the given week

In the second job, are (were) you self-employed or an employee?

1. Self-employed
2. Employee
3. Assisting Relative/Family worker

See notes under JOBSTAT1 (see p. 46)

115. STATSJO2

If STATSJO1 = 1

If the respondents second job is as self-employed

And do (did) you have paid employees?

1. Yes
2. No

116. HRSECJOB

If SECJOB = 1

If the respondent had more than one job in the given week

How many hours did you work in this job in the week ending Sunday dd/mm/yyyy?

Enter hours (2 digits)
[Range 0 – 99]

NOTE: 0 is an option here, as the person may have had a second job, but may not have worked at it in that week.

See Notes for ACHR (see p. 61)

117. INDSJOB

If SECJOB = 1

If the respondent had more than one job in the given week

What is (was) the main activity of the business/organisation (in your 2nd job)? (What does (did) the business mainly make or do?)

Please enter a full description.

[Text up to 40 characters]

Note: The text entered here should be an ACTIVITY, not a title, name or a vague heading (such as health-care, leisure, motor trade, selling, manufacturing, distribution).

Job Satisfaction and Job Search

118. SATISHRS

If PAIDWORK, JOBABS, UNPAIDWK = 1

If the respondent is considered to be in employment in the given week

I am going to ask a question about your hours of work and whether the amount of hours you work suit your own circumstances. In particular, when answering the next question, you should take it that if your hours of work were to increase or decrease, your pay (or remuneration/benefit) would increase or decrease by roughly the same amount.
Bearing this in mind…
Do you consider your hours to be too few, just about right or too many?

1. Too few
2. Just about right
3. Too many
4. Don't know

Note: This question is aimed at measuring <u>time-related underemployment</u>. If a respondent is willing and available to work more hours, and he\she is also below a certain threshold of total hours worked in the reference week then he\she may be considered *<u>underemployed</u>*.**

119. CJ

If SATISHRS=1 & SECJOB not=1

If the respondent has only one job in which they consider their hours to be too few

Would you be prepared to work more hours in your current job?

1. Yes
2. No

120. CJAJ

If SATISHRS=1 & SECJOB not=1

If the respondent has only one job in which they consider their hours to be too few

…Work your present hours in your current job and also work in an additional job?

1. Yes
2. No

121. NJ

If SATISHRS=1 & SECJOB not=1

If the respondent has only one job in which they consider their hours to be too few

…Change jobs so that you would work more hours in a new job?

1. Yes
2. No

122. GUPSJ

If SATISHRS = 1 & SECJOB = 1

If the respondent has only one job in which they consider their hours to be too few

Would you be prepared to work more hours in your main job and give up your other work?

1. Yes
2. No

123. WWLESS

If SATISHRS = 3

If the respondent is considered to be in employment and considers their hours to be too many

Is that mainly because...

1. You would give up some of your earnings for more leisure time?
2. You would give up some of your earnings for more time with your family?
3. You have a health issue that makes you want to work less?
4. You have some reason other than the above?

124. LIKEHRS

If SATISHRS=1, 3

If the respondent considers their current hours worked to be either too few or too many

You have indicated that you usually work (no.) hours weekly. How many hours in total would you like to work weekly?
Bearing in mind that were your hours at work to increase or decrease your pay might be considered to increase or decrease by the same amount.

Enter hours
Range 0-140
00=don't know
140=140 hours or more

125. INTANJOB

If PAIDWORK, JOBABS, UNPAIDWK = 1

If the respondent is considered to be in employment in the given week

Apart from the question of hours, is there any other reason why you might be interested in an alternative job?

1. Yes
2. No

Note: This variable is used with SATISHRS to measures the respondent's level of underemployment and his\her attachment to the current job.

126. WHYINT

If INTANJOB = 1

If the respondent is interested in another job for a reason other than the number of hours worked

Is that because of...?

1. Risk of loss of present job
2. Feel your skills/talents are under-utilised at present
3. Present job considered to be transitional
4. Want better working conditions (e.g. pay, quality of work, unsociable hours)
5. Commuting distance/time is too long
6. Bullying at present job
7. Other reasons (to do with present job)

127. LKANJOB

If SATISHRS = 1, 3 or INTANJOB = 1

If the respondent considers their current hours worked too few or too many, or is interested in an alternative job

Are you looking for another job?
1. Yes 2. No

NOTE: People who are looking for a different job at the current employer, or who have applied for a permanent position in the same job that they are now performing, should be considered to be looking for an alternative job (INTANJOB=1).

- **Self-employed people may interpret 'looking for additional job' as trying to increase their present business. Looking for additional clients is not enough to be coded 1 here. Self-employed people should be coded 1 for this question if they were looking for a job as employee or if they were looking for a different business in the reference week.**

- **A contractor might reply that he/she is always looking for another job/contract. That is not what is intended by this question - unless the contractor is looking for employment outside his/her usual contracting business, the answer here should be 2 (No).**

This question is asked of those who worked or had a job during the reference week.

128. LOOKWK

If PAIDWORK=2, JOBABS=2 and UNPAIDWK=2

If the respondent is not in employment in the given week

Are (were) you looking for work? (Either full-time or part-time)
1. Yes 2. No

NOTE: The reference period for this question is the four weeks prior to the end of the reference week. Therefore, if a respondent has been looking for work during this period he\she should be coded 1.

This question is central to determining whether the person is unemployed or inactive. An unemployed person is both looking and available for work.

Also considered as seeking employment is a person who seeks an opportunity of professional training within an enterprise, e.g. as an apprentice or trainee.

This question is asked of those not working during the reference week.

129. EMPEMPEE

If LKANJOB=1 or LOOKWK=1

If the respondent is looking for work/another job

Are (were) you looking for work as self-employed or as an employee?

1. Self employed
2. Employee

130. LOOKFUPA

If LOOKWK = 1

If the respondent is looking for work

Are you looking for full-time or part-time work?

1. Full-time
2. Part-time

131. ACCPT

If LOOKFUPA = 1

If the respondent is looking for full-time work

Would you accept part-time work if you could not find full-time work?

1. Yes
2. No

132. ACCFT

If LOOKFUPA = 2

If the respondent is looking for part-time work

Would you accept full-time work if you could not find part-time work?

1. Yes
2. No

133. YEARLK

If LKANJOB = 1 or LOOKWK = 1

If the respondent is looking for work/another job

Since what year have you been looking for work?

Enter a numeric value between 1930 and 2007

134. MONLK

If YEARLK >= 2000

If the respondent has been looking for work/another job since 2000

… And can you remember what month?

1. January
:
12. December
13. Don't know

NOTE: The start of the job search period, should be the beginning of the continuous search period which encompasses the reference week. The continuous period should be without significant interruption (in this case significant means at least four weeks interruption).

Job Search Methods

The following sequence of questions relates to job-search methods. The questions are asked of those without work in the reference week and those who had work but were looking for another job.

The use of **active** search methods is necessary to classify a person as unemployed. Of all the search methods listed below the following are non-active: ***JS8, JS9, JS10***

Only methods used during the four weeks ending with the reference week should be coded.

135. JS1

If LOOKWK=1 or LKANJOB=1
If the respondent is looking for work/another job

I am now going to ask a series of questions about job search methods. I would like you to answer Yes or No to whether you used the particular method I mention in the week ending Sunday dd/mm/yyyy or in the previous 3 weeks.

Did you contact a FAS office to look for work?

1. Yes
2. No

NOTE: 'Contact with the public employment office to find work' may involve:

- **Putting the respondent's names in the employment office files for the first time (after a spell of employment or inactivity)**
- **Finding out about possible job vacancies, or**
- **'At the initiative of the employment office a suggestion of a job opportunity', which may be accepted or refused by the job searcher.**

Contacts through the website of the public employment office with the objective of finding a job should also be coded 1 (yes).

136. JS1B

If xJS1= empty and JS1=1
If respondent contacted FÁS to look for work in the reference week

Was this the first time you made such contact with FÁS?

1. Yes
2. No

137. JS2

If LOOKWK=1 or LKANJOB=1
If the respondent is looking for work/another job

Contact a private employment agency?

1. Yes
2. No

138. JS3

If LOOKWK=1 or LKANJOB=1
If the respondent is looking for work/another job

Apply directly to employers?

1. Yes
2. No

139. JS4

If LOOKWK=1 or LKANJOB=1
If the respondent is looking for work/another job

Ask friends, relatives etc.?

1. Yes
2. No

140. JS5

If LOOKWK=1 or LKANJOB=1
If the respondent is looking for work/another job

Study ads in newspapers, journals or Internet?

1. Yes
2. No

The consultation of a list of job vacancies in the entrance of the factories should be coded as 1 (yes).

141. JS6

If LOOKWK=1 or LKANJOB=1
If the respondent is looking for work/another job

Insert or answer ad(s) in newspaper(s), journal(s)or Internet?

1. Yes
2. No

Note: This variable covers the insertion of or response to advertisements in newspapers and websites.

The insertion or the answer of advertisements from a website (excepted website of public employment service) should be coded 1 here.

142. JS7

If LOOKWK=1 or LKANJOB=1
If the respondent is looking for work/another job

Take a test, interview or examination?

1. Yes
2. No

143. JS8

If LOOKWK=1 or LKANJOB=1
If the respondent is looking for work/another job

Were you waiting on a call from FAS?

1. Yes
2. No

NOTE: Non-active search method

144. JS9

If LOOKWK=1 or LKANJOB=1
If the respondent is looking for work/another job

Were you waiting on the results of a job application?

1. Yes
2. No

NOTE: Non-active search method

145. JS10

If LOOKWK=1 or LKANJOB=1
If the respondent is looking for work/another job

Were you waiting for the results from a public sector recruitment competition?

1. Yes
2. No

NOTE: Non-active search method

146. JS11

If LOOKWK=1 or LKANJOB=1

If the respondent is looking for work/another job

Were you looking for permits, license or financial resources?

1. Yes
2. No

147. JS12

If LOOKWK=1 or LKANJOB=1

If the respondent is looking for work/another job

Were you looking for land, premises or equipment?

1. Yes
2. No

148. WANTJOB

If LOOKWK = 2

If the respondent is not in employment and not looking for work

Do you want a job?

1. Yes
2. No

NOTE: This question is intended to permit a more exact measure for "discouraged workers". It is put to persons without employment (PAIDWORK=2 & JOBABS=2 etc.) and not seeking employment (LOOKWK=2). Discouraged workers are persons who are not seeking work because they believe that none is available (WHYNLK2=8) but would nevertheless like to have a job (WANTJOB=1).

149. AVWK

If LOOKWK = 1 or LKANJOB = 1 or JS1=1 or (LOOKWK=2 & WANTJOB=1)

If the respondent is looking for work/another job or if the respondent contacted FÁS to look for work in the reference week OR if the respondent wants a job but is not looking for work

Are you available for work immediately (within 2 weeks of this interview)?

1. Yes
2. No

NOTE: 'Immediately available' means that if a job were found at the time of the interview, the person would be able to start work within two weeks.

This variable is critical in determining whether the person is unemployed or inactive: persons seeking paid employment must be immediately available for work in order to be considered as unemployed. This variable is also used in the classification of persons in terms of underemployment.

Those who are NOT looking for work but want a job are asked about their availability to allow for people who may be waiting to start new jobs, have stopped looking for a job, but are available to start immediately. This is necessary to correctly categorise these respondents as either unemployed or inactive.

150. AVFT

If ACCFT = 2

If the respondent is looking for part-time work and would not accept full-time work

You mentioned that you would not take a full-time job. Is that because you are not available for full-time work?

1. Yes
2. No

151. WHYNAV

If AVFT = 1 or both AVWK = 2 & LOOKWK = 1

If the respondent is not available for work immediately or is looking for part-time work but would not accept or is not available for full-time work

… May I ask why you are (were) not available?

1. Must complete education
2. Personal/domestic needs or commitments
3. Own illness or incapacity
4. Other reason

NOTE: Ask spontaneous reasons. Main reason should be collected.

152. WHYNAV2

If AVWK = 2 & LKANJOB = 1

If the respondent is looking for another job but is not available for work immediately

… May I ask why you are (were) not available?

0. Cannot leave present job immediately
1. Must complete education
2. Personal/domestic needs or commitments
3. Own illness or incapacity
4. Other reason

153. WHYNLK2

If WANTJOB = 1

If the respondent is not in employment and not looking for work but would like a job

Which of the following reasons best describes why you are not seeking work?

1. Currently in school/college or other education or training
2. Looking after children or incapacitated adults
3. Other personal or family reasons
4. Own illness or disability
5. Retired
6. You think you lack the necessary education, skills, and experience
7. You think that employers believe you are too young/old
8. You have looked in the past but couldn't find any work
9. You believe no work is available
10. You do not hold a work permit
11. No transport available to job
12. It would not be financially rewarding enough to work.
13. Other reason

NOTE: Codes 5-8 permit the estimation of the number of discouraged workers

Care Commitments

Care includes all care responsibilities:

- For own children or spouse's children living inside or outside the household
- For other children (up to 14) living inside or outside the household
- For adult ill/elderly/incapacitated/disabled relatives/friends (aged 15 or more)

Care Commitments exclude:
- Care as a job (it means that care done in a professional capacity is excluded).
- Care as a volunteer work (e.g. for a charity organisation)

154. NEEDCR1A

WHYPT = 4

If respondent is working part-time because looking after children or incapacitated adults

Previously you indicated that you are working Part-time because of your care commitments.
Are you caring for children, adults (ill, elderly, disabled) or both?

1. Children
2. Adults
3. Both

155. NEEDCR1B

If WHYNLK=3

If respondent is not looking for work because looking after children or incapacitated adults

Previously you indicated that you are not looking for work because of your care commitments.
Are you caring for children, adults (ill, elderly, disabled) or both?

1. Children
2. Adults
3. Both

156. NEEDCARE2

If WHYPT=4 or WHYNLK=3

If respondent is working part-time or not looking for work because looking after children or incapacitated adults

Which of the following reasons related to care describes why you work part-time or are not looking for work?

1. Suitable care facilities for children not available
2. Affordable care for children not available
3. Suitable care facilities for adults (ill, elderly, disabled) not available
4. Affordable care for adults (ill, elderly, disabled) not available
5. None of the above

NOTE: The purpose of these variables is to measure the extent to which the non-existence of care services is an obstacle to participation in the labour market. The cost of childcare and nursing home care for elderly people is often cited as the reason why some people have to stay at home and cannot enter the Labour Market.

The need for care services can be a need for care during normal working hours or for care at special periods of the day (very early in the morning or late evening) or for special periods of the year (e.g. school holidays).

The care services can be private or subsidised by the State or the employer and consequently paid or not paid.
Care services do not include the unpaid help of relatives, friends or neighbours.

Some examples of care services could be crèches, day care centres, organised family care (e.g. family crèches, home-based care by childminders affiliated to a child minding service), after school centres, paid carers, specialised centres for disabled people, specialised institutions, assistance at home.

The word "suitable" means the minimum standards of quality that the person requests from a care service. This notion of quality involves schedules, quality of the personnel, facilities etc..

The word "available" means at a reasonable distance, taking into account also the means of transport available to the respondent.

The word "affordable" should take into account the interaction between:
A prospective future salary for a respondent entering the workforce or prospective salary for respondent enable to work more hours if care services were available and the current cost of the care service

Education

157. EDUCAT

Age >=15

Everybody aged 15 years or more

What is the highest level of education or training you have attained?

1. No formal education
2. Primary
3. Secondary 1(e.g. Group, Inter and Junior Certs, O Levels, NCVA Foundation)
4. Transition Year Programme
5. Secondary 2(e.g. Leaving Cert., A Levels, NCVA/FAS/FETAC level 1)
6. Technical or Vocational (e.g. Secretarial, PLC, NCVA/FAS/FETAC level 2 or 3, Teagasc Cert/Diploma, Youthreach)
7. Higher Education; Certificate/Diploma (e.g. Undergraduate National Cert/Diploma, Cadetship (Army, Navy etc.), Diploma in Police Studies
8. Primary Degree
9. Professional (degree equivalent or higher)
10. Postgraduate certificate or Diploma
11. Postgraduate degree (taught or researched)
12. Doctorate
13. Other

NOTE: **Persons who have not completed their studies should be coded according to the highest level they have completed and should not be coded with a blank.**

We are looking for educational standards that have been attained and can be compared in some measurable way. Therefore 'successfully' means that any tests, exams, dissertations, thesis etc. must be taken or submitted, and passed.

For example, to have completed the leaving certificate syllabus but not to have actually sat and passed the leaving certificate exams is not considered for our purposes to be 'successfully completed'.

The classification of <u>non-Irish educational qualifications</u> is difficult, but important. Due to language difficulties and different educational systems it can be awkward to figure out the highest level of a non-Irish respondent's education using this question. However, many non-Irish respondents will have benchmarked their educational achievements against the Irish educational system to some extent (formally or non-formally), and will have a rough idea where they fit on the hierarchy.

Some rough guidelines:

A. Try to work out if the course completed was primary, second-level or third-level
B. Do terms like "Leaving Certificate", "second-level", "certificate" or "degree" ring any bells?
C. Try to use the respondent's occupation to get an idea where his\her educational qualification may lie. For example:
- **If the respondent is in the construction sector, does he\she have a trade qualification?**
- **If the respondent is working in IT does he\she have an IT degree?**

D. Find out at what age the respondent left school (EDWHEN & EDAGE) and use this to pick an appropriate level from the list

NOTE: The following list is to explain some abbreviations and give some indication of the types of courses that fall within the categories of this question. This list is not exhaustive.

1.	NCVA	National Council for Vocational Awards
	PLC	Post Leaving Certificate
	NCEA	National Council for Educational Awards
2.	Secretarial/Technical Training Certificate:	City & Guilds Certificates
		Pitman Certificate in Typing
		Business Studies
		Office Procedures
		Word Processing
3.	Undergraduate Diploma/Certificate:	Certificate/Diploma in Marketing (IMI)
		Certificate for accounting technician
		Certificate in Business Studies
		Certificate in Medical Laboratory Science
		Certificate in Civil Engineering
		Certificate in Design
		Certificate in Construction Technology
		Certificate in Travel & Tourism
		Certificate in Applied Social Sciences
	Corresponds to those who qualified via hospital apprenticeships etc.	**Diploma in Nursing
		Diploma in Health Care Technology
		Diploma in Business Studies
		Diploma in Civil Engineering
		Diploma in Applied Science
		Diploma in Environmental Design
		Diploma in Construction Technology
		Diploma in Computer Science
		Diploma in Hotel Management
		Diploma in Language & Business
		Diploma in Applied Social Studies
4.	Primary Degree:	Bachelor of Arts
		Bachelor of Science
		Bachelor of Business
		Bachelor of Commerce
		Bachelor of Engineering
		Bachelor of Dentistry/Dental Science
		Medical Degree (MB, B. Ch., BAO)
		Degree in Veterinary Medicine
		Bachelor of Education
		Bachelor of Agricultural Science
		Bachelor of Design
		Bachelor in Marketing
	Relates to qualified nurses who have undergone a formal degree course.	Degree in Nursing
		Degree Equivalent – Chartered/Certified Accountant
5.	Postgraduate Diploma or Degree:	Graduate Diploma
		Higher Diploma (Computers/Statistics/Business)
	(Masters degrees can be taught or by research)	Master of Arts
		Master of Science
		Master of Commerce
		Master of Literature
		Master of Philosophy
		Master of Architecture
		Master of Agricultural Science
		Master of Medicine
		Master of Dentistry
6.	Doctorate:	Doctor of Philosophy
		Doctor of Laws
		Doctor of Literature
		Doctor of Science
		Doctor of Music

158. LOWSEC

If EDUCAT=3

If the highest level of education the respondent has attained is lower secondary

Please specify level achieved
1. Junior Certificate
2. Intermediate Certificate
3. O Levels
4. Group Certificate
5. FETAC/NCVA Foundation Certificate

159. UPPSEC

If EDUCAT=5

If the highest level of education the respondent has attained is higher secondary

Please specify level achieved
1. Leaving Certificate
2. A Levels
3. Leaving Certificate Vocational Programme (LCVP)
4. Applied Leaving Certificate
5. FETAC/NCVA Level 1 Certificate

160. TECVOC

If EDUCAT=6

If the highest level of education the respondent has attained is a technical/vocational qualification

Please specify level achieved
1. NCEA foundation certificate
2. National Craft Certificate
3. Completed Apprenticeships
4. FETAC/NCVA Level 2 or 3 certificate
5. Teagasc (farming/horticulture) certificate or diploma
6. PLC (Post Leaving Certificate Course)
7. Secretarial

161. HIGHED

If EDUCAT=7

If the highest level of education the respondent has attained is higher education certificate/diploma

Please specify level achieved

1. Undergraduate national certificate (NCEA/DIT/IOT)
2. Undergraduate national diploma (NCEA/DIT/IOT)
3. Cadetship (army, air corps or naval service)
4. Diploma in Police Studies

❖ *The following questions (EDSAME, EDNEW, NLOWSEC etc.) are only asked on repeat calls of those aged between 15 and 25 who are considered most likely to have changed their highest level of education.*

162. EDSAME

If XEDUCAT not=1, 15<=AGE<=25

If the respondent is aged between 15 and 25 inclusive and stated in the previous interview that their highest education level attained was not 'no formal education'

Last quarter you said that the highest level of education or training successfully completed was (xEDUCAT). Is this still the case?

1. Yes
2. No

163. EDNEW

If EDSAME=2

If the level of education the respondent has successfully completed has changed since last quarter

What is the highest level of education or training you have now attained?

1. No formal education
2. Primary
3. Secondary 1(e.g. Group, Inter and Junior Certs, O Levels, NCVA Foundation)
4. Transition Year Programme
5. Secondary 2(e.g. Leaving Cert., A Levels, NCVA/FAS/FETAC level 1)
6. Technical or Vocational (e.g. Secretarial, PLC, NCVA/FAS/FETAC level 2 or 3, Teagasc Cert/Diploma, Youthreach)
7. Higher Education; Certificate/Diploma (e.g. Undergraduate National Cert/Diploma, Cadetship (Army, Navy etc.), Diploma in Police Studies
8. Primary Degree
9. Professional (degree equivalent or higher)
10. Postgraduate certificate or Diploma
11. Postgraduate degree (taught or researched)
12. Doctorate
13. Other

164. NLOWSEC

If EDNEW=3

If the highest level of education the respondent has attained has changed since previous interview is now lower secondary

Please specify level achieved

1. Junior Certificate
2. Intermediate Certificate
3. O Levels
4. Group Certificate
5. FETAC/NCVA Foundation Certificate

165. NUPPSEC

If EDNEW=5

If the highest level of education the respondent has attained has changed since previous interview is now higher secondary

Please specify level achieved

1. Leaving Certificate
2. A Levels
3. Leaving Certificate Vocational Programme (LCVP)
4. Applied Leaving Certificate
5. FETAC/NCVA Level 1 Certificate

166. NTECVOC

If EDNEW=6

If the highest level of education the respondent has attained has changed since previous interview is now a technical/vocational qualification

Please specify level achieved

1. NCEA foundation certificate
2. National Craft Certificate
3. Completed Apprenticeships
4. FETAC/NCVA Level 2 or 3 certificate
5. Teagasc (farming/horticulture) certificate or diploma
6. PLC (Post Leaving Certificate Course)
7. Secretarial

167. NHIGHED

If EDNEW=7

If the highest level of education the respondent has attained has changed since previous interview is now higher education certificate/diploma

Please specify level achieved

1. Undergraduate national certificate (NCEA/DIT/IOT)
2. Undergraduate national diploma (NCEA/DIT/IOT)
3. Cadetship (army, air corps or naval service)
4. Diploma in Police Studies

168. HATFIELD

If EDUCAT=6…12 or if EDNEW=6…12 then ask HATFIELD
Else if EDUCAT=1…5 or EDNEW=1…5 set HATFIELD=1
Else if XHATFIELD<>empty then set HATFIELD=XHATFIELD
If the highest level of education achieved is above secondary and there is no value for HATFIELD from the previous quarter

What subject(s) did you study to get this educational qualification?
Enter a text of most 60 characters

169. FIELD2

Hit backspace to look up code for field of study
Enter a text of most 60 characters

NOTE: enter the subject that the interviewer is studying or has studied and a lookup file will be provided to select the appropriate code from.

In most cases typing a broad description of the course of study (e.g. business, physics, engineering, and computers) will give you a fairly good list to view and select the most appropriate match. However, if you have more than one subject, as someone with an Arts degree might have, try to code the subject area that received the most credits or time within the course. Failing that the only thing you can do is enter one of the subjects and code that. Sometimes the lookup file will present you with general options that might cover both subjects (e.g. 'Business studies (broad programmes)').

Hierarchical coding frame (ISCED 97)
The numbers used to code the field of study consist of 3-digits, and they are part of what is know as a hierarchical coding frame. Each number (3 – 34 – 344) represents a certain level of detail from the broad to the narrow.

E.g. Accounting 344

Social sciences, business and law	**3**	***Broad field***
Business and administration	**34**	***Narrow field***
Accounting and taxation	**344**	***Detailed Field***

Therefore, if you cannot find the exact subject you are looking for try to select one that is roughly the equivalent and in this way the Broad or Narrow field code will be appropriate even if you can't find a detailed code.

FIELD2 is coded according to the "Manual on fields of education and training", EUROSTAT 1999 (see also EDUCFIELD p. 111).

- **ISCED 97 contains 25 two-digit fields of education. This classification goes up to a three-digit code in a hierarchical system for classifying fields of education, where the two-digit level is the ISCED 97 fields of education. It is mainly the first two digits that are used in international data collection. However, the third digit gives a more flexible system, and other aggregations based on the third digit may be used in ad hoc data collections to suit specific purposes.**

170. EDWHEN

If EDUCAT= 3-13 or EDNEW= 3-13

If the level of education the respondent has successfully completed is higher than primary level

...And what year was that?
Enter year (4 digits) [Range 1930 – date]

171. EDAGE

If EDWHEN= blank

If the respondent does not know the year in which they obtained their highest level of education

How old were you when you completed that level of education?
Enter Age (2 digits) [Range 13-90]

NOTE: If EDAGE is answered then EDAGE cannot be greater than CALC. This feature has been added because many respondents find it easier to give their age at the time of the educational attainment as opposed to the year.

EDWHEN or EDAGE must be answered. If EDAGE is answered then EDWHEN will be calculated based on the entry for EDAGE.

172. EDCALC

The year will be automatically filled from what has been entered at EDWHEN; otherwise it will be automatically entered as calculated from EDAGE.

173. EDUCSTAT

If CALC>=15

If the respondent is aged 15 or over

Have you been a student or an apprentice during the previous four weeks?
1. Yes 2. No 3. On holidays from regular education

NOTE: Regular (formal education) is defined as education and training with the following characteristics:

- **Purpose and format are predetermined**
- **Provided in the system of schools, colleges, universities and other educational institutions**
- **It normally constitutes a continuous ladder of education**
- **It is structured in terms of learning objectives, learning time and learning support**
- **It is normally intended to lead to a certification recognised by national authorities qualifying for a specific education/programme)**
- **Corresponds to the programmes covered by the UOE-questionnaires**

Most (not all) night classes do not lead to this type of qualification and as such are not considered 'regular education'; therefore they are properly captured under EDP4W and <u>not</u> EDUCSTAT.

If the respondent has attended school or college for any reason (e.g. lectures, tutorials, labs, exams or studying for exams) during the previous four weeks then <u>Code 1</u> should be used. It is also necessary that that person is <u>actively</u> involved in the course at some stage during the four-week period. It is not enough to simply be registered on a course, so if someone away from the course for some reason (e.g. illness), he/she is <u>not</u> considered to be participating in regular education (unless on holidays – see below).

For <u>apprentices</u> who in the past four weeks are in a period of 'on-the-job' training only, or alternate 'on-the-job' and 'in-school learning' each week, the answer is code 1 (Yes), since the person is enrolled in and actively participating in a qualifying programme throughout the apprenticeship.

<u>Code 3</u> (student on holidays) should be used for those currently on holidays from school or college who are enrolled on a course and <u>guaranteed</u> to return to it at the end of holidays.

For example: A secondary school student going from Transition Year into 5th year, or from 5th year into 6th year.

A college student who has already passed his/her exams and will definitely be returning to college.

However, this variable is a self-perception question and as such anyone who considers his/her status to be 'a student on holidays' is also to be categorised under Code 3. Therefore, someone who is not yet certain that he/she will return to school/college after

the holidays, but thinks it is very likely should also be considered 'a student on holidays'.

For example:

A secondary school student waiting for leaving cert. results

A third level student waiting for college results

<u>Reference period:</u> "…past four weeks"
This is the four-week period up to and including the reference week – it is <u>not</u> just the past four weeks from the week of interview, unless this is the week immediately after the reference week.

174. EDLEVEL

If EDUCSTAT=1
If the respondent was a student or apprentice during the previous four weeks

What was the level of this education or training?

1. Primary
2. Secondary 1(e.g. Group, Inter and Junior Certs, O Levels, NCVA Foundation)
3. Transition Year Programme
4. Secondary 2(e.g. Leaving Cert., A Levels, NCVA/FAS/FETAC level 1)
5. Technical or Vocational (e.g. Secretarial, PLC, NCVA/FAS/FETAC level 2 or 3, Teagasc Cert/Diploma, Youthreach)
6. Higher Education; Certificate/Diploma (e.g. Undergraduate National Cert/Diploma, Cadetship (Army, Navy etc.), Diploma in Police Studies
7. Primary Degree
8. Professional (degree equivalent or higher)
9. Postgraduate certificate or Diploma
10. Postgraduate degree (taught or researched)
11. Doctorate
12. Other

See notes for EDUCAT (p. 101)

175. EDUCFIELD

If EDUCSTAT=1 and EDLEVEL>5

If the respondent was a student or apprentice during the previous four weeks and if this education is greater than secondary level

You have indicated that you have been a student or an apprentice within the past 4 weeks. What subject(s) did you study?

Enter a text of at most 60 characters

176. Field

Hit backspace to lookup code for field of study

Enter a text of at most 60 characters

NOTE: Enter the subject that the interviewer is studying or has studied and a lookup file will be provided to select the appropriate code from

See Notes for HATFIELD p. 107

177. EDP4W

If CALC>=15

If the respondent is aged 15 or over

Have you attended any courses, night classes seminars, conferences or private lessons <u>outside</u> the regular education system within the last four weeks?

Courses "outside regular education" <u>include on the job training courses</u>, seminars, conferences, night classes, grinds or other forms of private tuition (e.g. music classes)

1. Yes
2. No

If WHYLESS=5 (Education or training outside the workplace) and (EDUCSTAT=2 and EDP4W=2) then hard error

"You have indicated that you worked less hours than usual last week because of education or training outside the workplace, but you have not indicated that you were a student in regular education nor a student on a course outside regular education"

NOTE: This question is designed to measure the level of participation in non-formal education, and forms the basis for the development of an indicator on life-long learning.

Non-formal education is defined as education, which is organised like a course, a conference or seminar for which the interviewee has applied and has participated in. Instruction is formally provided by a teacher but courses cannot be described as nationally accredited courses – they are <u>not part of the regular education system</u>.

It includes the following activities:

- **Attending a course or a seminar to acquire or to improve skills, knowledge and competence. This includes both courses leading to certificates and courses not leading to certificates. The courses can be attended to improve job-related knowledge or improve skills for social and personal purposes.**
- **Attending a seminar, a course or a lecture to gain vocational guidance and to give a first step to working life (but outside formal education). This includes measures which show and analyse the labour market, his/her needs and possibilities and which help to choose a job and also measures which improve basic skills/key skills in public or private institutions (e.g. short FAS training courses).**
- **Doing a correspondence course or a comparable measure of teacher-supported distance learning to improve skills, knowledge or competence (not OSCAIL or OPEN University as they award recognised degrees etc.)).**
- **Taking private lessons to improve skills, knowledge and competence, especially as a supplement to formal education. This includes supplementary course by a private tutor (i.e. grinds).**
- **Leisure classes for example studying a language for 'leisure' purposes, even if the qualifications achieved may correspond to (part of) the Leaving Certificate, the attendance should be considered as a non-formal 'course'.**

<u>Examples:</u>

- **Taught courses in job-related skills provided by the employer at the workplace or in other units belonging to the employer. Attending a course, seminar, conference provided by the employer at the workplace or in any of the employer's premises.**
- **Courses, seminars etc. provided by an external enterprise (not the employer) with education as its main activity**
- **Participation in study circles. The study circle is defined as a small group of people who meet regularly over a long period of time, plan and organise their studies under the guidance of an approved leader. It can also be provided by adult education associations.**
- **Participating in preparatory labour market training as part of a labour market policy programme.**
- **Attending a course, seminar conference provided by trade unions or employers' associations**
- **Attending labour market training course provided by FAS**
- **Attending a foreign language course**
- **Attending art courses, piano lessons, riding lessons etc. (courses for personal/social reasons).**
- **Music school, driving school or provider of courses about parenting, hobbies (for example weaving and sports).**
- **Received instructions or private lessons from a teacher, tutor or adviser**

The main point about this type of education is that the respondent attends an organised course where he\she is instructed by a teacher/lecturer/presenter but that the course cannot be considered part of the formal education system.

178. GRINDS

If EDP4W=2 and (>=15 AGE <=25 and EDUCSTAT=1)

If no courses have been taken in the previous four weeks and (the respondent is aged between 15 and 25 and was a student in regular education in the previous four weeks)

Have you received any grinds or private tuition in the past four weeks?

1. Yes
2. No

NOTE: Attendance at specialised grind schools for short periods should be included here (e.g. Bruce College etc.).

The intention of this question is not to measure the number of persons taking grinds but to supplement the number of persons in non-formal education, as it was felt that respondents were not considering grinds in the EDP4W question.

179. COURLEN

If EDP4W=1

If the respondent received some education outside of the regular education in the past four weeks

How many hours in total of taught learning did you receive in the past four weeks outside of regular education?

This question refers to courses, seminars, conferences, grinds or private lessons outside the regular education system.

This is the total number of hours across all of these courses

Enter a numeric value between 0 and 280

NOTE: This variable is used to assess the intensity of life-long learning

The definition of total time spent in taught learning by the individual is the total number of hours that the individual has spent on participating in classes, seminars, conferences, lectures, tutorials etc. or receiving instruction or advice. Only the hours of instruction should be included in the total time spent in taught learning, which means that travelling time and homework should be excluded.

180. COURWOR

If EDP4W=1

If the respondent received some education outside of the regular education in the past four weeks

Did any part of the most recent taught activity take place during paid hours?

1. Only during paid hours
2. Mostly during paid hours
3. Mostly outside paid hours
4. Only outside paid hours
5. No job at that time
6. Not applicable

NOTE: Whether the learning activities take place during paid working hours is an indicator of the role of life-long learning in the labour market

If the learning activity takes place outside normal working time and the respondent has received payment for the hours or additional leisure hours, the activity should be coded as during paid working hours.

The answer should only reflect the participation in the course itself and not homework. For self employed, normal working time instead of paid hours should be taken into account.

Unpaid Family workers (UNPAIDWK=1) attending a course should be coded as "4: Only outside paid hours", as there are no paid working hours.

If a person attends a 'long' course (across the whole of the four week reference period) and does not have a job all the time of the course, there will be two periods to consider: the period when the person was in a job and the period when the person was not in a job. The answer and coding should reflect the situation that spans the longest period of the course.

181. COURPURP

If EDP4W=1

If the respondent received some education outside of the regular education in the past four weeks.

What were the main reasons for participating in the most recent taught activity?
1. Mainly job related reasons 2. Mainly personal/social reasons 3. Not applicable

NOTE: Job-related (professional): the respondent takes part in this activity in order to obtain knowledge and/or learn new skills for a current or a future job, increase earnings, improve job- and/or carrier opportunities in a current or another field and generally improve his/her opportunities for advancement and promotion.

Non job-related (personal/social): the respondent takes part in this activity in order to develop competencies required for personal, community, domestic, social or recreational purposes.

Income

Banded income questions are asked of **directly responding employees** only. Self-employed respondents are **not** asked income questions.

Data should refer to the last monthly pay received before the reference week.
Holiday bonuses (13th and/or 14th month) and fringe benefits should also be considered dividing their value by 12 and applying to the monthly income.

For the purposes of this section, 'Take Home pay' refers to the pay received after PRSI and tax deductions only and should be calculated as accurately as possible before the deduction from wages of items such as health insurance, savings, union dues, income continuance etc. . However, It includes regular overtime, tips and commission but excludes income from investments – assets, savings, stocks and shares.

182. INCPERM

IF DIR=1 and (paidwork=1 or (jobabs=1 and whyabs ne 1)) and (JOBSTAT=2 or xJOBSTAT=2) and Wave=5 and reasnew = Empty

I will now show you some wage/ salary bands, which represent take home pay.

1. Yes
2. No

183. PERIOD

If INCPERM = 1

How often do you get paid?

1. Weekly
2. Fortnightly
3. Four-weekly
4. Monthly
5. Other

❖ *The Income bands used below are derived from the latest available EU-SILC data on employee income.*

184. WEEKPAY
If PERIOD = 1

Please pick the wage/salary band from this list, which matches your take-home pay.

1. €0-€160	6. €391-€450
2. €161-€250	7. €451-€500
3. €251-€300	8. €501-€600
4. €301-€340	9. €601-€720
5. €341-€390	10. €721 +

185. FORTNPAY
If PERIOD = 2

Please pick the wage/salary band from this list, which matches your take-home pay.

1. €0-€320	6. €781-€900
2. €321-€500	7. €901-€1000
3. €501-€600	8. €1001-€1200
4. €601-€680	9. €1201-€1440
5. €681-€780	10. €1441 +

186. MONTHPAY
If PERIOD = 3 or 4

Please pick the wage/salary band from this list, which matches your take-home pay.

1. €0-€700	6. €1701-€2000
2. €701-€1100	7. €2001-€2200
3. €1101-€1300	8. €2201-€2600
4. €1301-€1500	9. €2601-€3100
5. €1501-€1700	10. €3101

PPSN – Personal Public Service Number

From Q4 2007 the QNHS will be requesting PPSNs from all respondents on Wave 5 of the survey.

The 2002 Social Welfare (Miscellaneous Provisions) Act named the CSO as a 'specifed body' that is entitled to collect and use PPSNs.

Under the 1993 Statistics Act all data collected by the CSO can only be used for statistical purposes and cannot be disseminated in such a way as to identify any individual respondent.

Background
The collection of PPSNs on the QNHS is in line with corporate (CSO) and State data strategy.

The National Statistics Board, in its Strategy for Statistics 2003-2008, set out a new vision for the development of official statistics in Ireland, following on from the report on *Developing Irish Social and Equality Statistics to meet Policy Needs*. **This new vision emphasises the use of statistics to support evidence-based decision-making and the potential to make greater use of administrative records as a source of statistics.**

> *"The CSO should aim to add value to related data sources by integrating them. This would be particularly useful to allow more in-depth analyses of cross-cutting issues. For example, if separate datasets on health and housing of elderly people could be integrated (e.g. by linking data via PPS Numbers) this could facilitate analysis and development of policy on the linked needs of the frail elderly for accessible housing and for care"* p.18

On a national level, the ability to use administrative data for statistical purposes will be greatly enhanced by the use of standardised classifications and identifiers across public sector organisations. The CSO has already been playing a key role in defining and promoting these standards in all departments and agencies. For example, we are actively promoting the introduction of a standard geographical coding system, and the wider use of identifiers such as the Personal Public Service Number (PPSN) for individuals and a standardised and widely used identifier for businesses. The use of standardised identifiers increases the potential for combining data from different sources for statistical purposes.

The CSO has recently been involved in two large-scale projects to examine the statistical potential of administrative records in government departments (SPAR I and II) and, it is a central element of CSO corporate strategy to exploit the statistical value of all public sector data holdings, and to maximise the linkages between them . The use of Social Welfare data by the EU-SILC survey to supplement its data is a prime example of this working to good effect.

PPSN and QNHS data
While the banded income question (take-home pay) on the QNHS provides a broad indication of the respondent's income level in terms of deciles, it is not an exact measure of wage or salary levels. Therefore, the income question does not allow us to offer a definitive analysis of rising or falling wage levels across the Labour Market. This has emerged in recent months as a critical user need, as concerns increase about the quality of work in the labour market, particularly in the context of increased immigration.

The QNHS is unable to collect the same level of income detail as the EU-SILC[1] because it does not have the capacity to accommodate the large number of additional questions required. However, successfully capturing a PPSN could enable us to supplement the QNHS data retrospectively with reference to other data sources such as Revenue and Social Welfare.

How will the CSO use the PPSN?

The PPSN will be used to match data collected on the QNHS with data held in administrative data holdings. In this way we will be minimising the burden on respondents by fully exploiting data that already exists within the broader public service, rather than trying to collect this information again using surveys. We hope this will add significant value to the QNHS data holding and will facilitate a broader range of analysis, for example: .

- Linking QNHS data to more detailed income level data from Revenue and Social Welfare files.
- Providing more detailed analysis of key marginalised groups might be possible e.g. (disabled, travelling community, foreign nationals)
- Linking with data held in the Department of Education would provide an opportunity to assess linkages between educational experiences (where educated, when educated, subjects taken, relevance of size of school etc.) and labour market outcomes.
- Linking with other CSO data holdings and Department of Agriculture data could potentially facilitate a more in-depth profile of farming communities, their needs etc.;
- Linking with vehicle licensing data could provide a more in-depth analysis of car ownership and usage in the context of commuting patterns etc.

Detailed income data will, for example, also allow us to measure if the various wage agreements are being applied across all sectors or whether wage levels in some sectors are stagnant. It would also allow us to identify the sectors of the economy where minimum wage levels are not being met, or where certain characteristics appear to have an effect on wage levels (e.g. gender, age, nationality, ethnic origin, disability)

CSO Data Protocol

A Data Protocol for how the CSO manages the combining of CSO and non-CSO data came into effect in May 2005. The Protocol covers any work undertaken within the CSO to match the individual records contained in two or more data holdings, at least one of which originates outside the Office.

It also covers any assistance the CSO may give to other public authorities to enable them to link data holdings under their control for statistical purposes.

A table on the CSO website contains the details of the CSO Divisions currently engaged in data matching, the datasets matched and the outputs obtained. This table is updated quarterly. Queries may be e-mailed to information@cso.ie.

Full details of all the CSO's data linking activities are available here:

http://www.cso.ie/releasespublications/CSODataProtocol.htm

[1] EU Survey of Income and Living Conditions

Confidentiality: **Statistics Act 1993**

- **Any data accessed by the CSO using the PPSN can only be used for statistical purposes.**
- **The CSO cannot provide identifiable individual data to other state organisations.**
- **All CSO interviewers are Officers of Statistics and legally bound to ensure the confidentiality of all the data that they collect**
-

187. PPSN

Ask all aged 15 and over

Enter PPSN numbers now?
"NAME"

1. Yes
2. No

188. PPSN1

If PPSN=1

Enter PPSN for "NAME"

Enter a text of at most 9 characters

Housing

Only one person per household is required to answer these questions.

This section will appear on every wave, and on repeat calls all the previously entered information will be brought forward to populate the same variables.

Thus, no rental update questions will be asked *per se*, but each quarter the OCCUPY, AMOUNT and PERIOD will be reflected on the top of the screen and the interviewer will be required to update as necessary. This allows the interviewer to record changes to the rental status of the house and also to the rental values.

189. PER_HSE

Ask all

Will this person answer the housing questions now?

1. Yes
2. No

190. ACCOM

If PER_HSE = 1

If a member of the household agrees to answer the housing questions

Is this dwelling unit a...

1. House (including bungalow etc.)
2. Apartment/Flat
3. Other

191. HOUSE

If ACCOM = 1

If the dwelling unit is a house

Is it...?
1. A detached house
2. A semi-detached house
3. A terraced house (one or more floors)
4. A detached bungalow
5. A semi-detached bungalow

192. APART

If ACCOM = 2

If the dwelling unit is an apartment/flat

Is it...?
1. A bedsitter
2. A custom-built flat/apartment (including duplex)
3. Non custom-built flat/apartment

193. CARAV

If ACCOM = 3

If the dwelling unit is not a house or apartment/flat

Is it...?
1. A mobile home/caravan/trailer
2. Other

194. ROOMS

If ACCOM = 1 or 2

If the dwelling unit is a house or a flat

How many rooms in the dwelling unit?
Enter a numeric value between 0 and 99

NOTE: The following should not be counted as rooms: kitchenette, scullery, bathroom, toilet, garage, consulting rooms, office, shop.

195. CENTRA

If ACCOM = 1 or 2

If the dwelling unit is a house or a flat

Does the dwelling have central heating?
1. Yes 2. No

196. CONST

If ACCOM = 1 or 2

If the dwelling unit is a house or a flat

In what year was the dwelling constructed?

0. Don't know
1. Before 1919
2. 1919 – 1940
3. 1941 – 1960
4. 1961 – 1970
5. 1971 – 1980
6. 1981 – 1985
7. 1986 – 1990
8. 1991 – 1995
9. 1996 – 2000
10. 2001 – 2005
11. 2006 or later

197. OCCUPY

If ACCOM = 1 or 2

If the dwelling unit is a house or a flat

Is the dwelling...?

1. Owner-occupied
2. Being acquired from local authority under a purchase or vested cottage scheme
3. Rented (owner not in residence)
4. Not owned by occupant(s) and rent free
5. Not owned by occupant(s) and rent free to some member(s) of the household only
6. Owner occupied and rented out to some member(s) of the household

198. LOCALA

If OCCUPY = 3

If the dwelling unit is rented (owner not in residence)

Is the dwelling rented from a local authority?

1. Yes
2. No

199. FURN

If LOCALA = 1

If the dwelling is not rented from a local authority

Is the dwelling rented furnished or non-furnished?

1. Furnished
2. Partly Furnished
3. Not furnished

200. AMOUNT

If OCCUPY = 3

If the dwelling unit is rented (owner not in residence)

You have indicated that the dwelling is rented. Please indicate the total amount of rent paid by all tenants in respect of the dwelling and the period covered by the rent:

Enter amount in Euro
[9999 means 9999 or more]

Enter a numeric value between 0 and 9999

NOTE: Currently, if interviewers enter don't know or refusal for the AMOUNT and PERIOD (and RENTPER/RENTPERA) questions then a series of error messages are produced, because the error checks are expecting real values not "don't know".

Ideally, if someone enters a "don't know" or "refusal" for the following questions then the error checks should be automatically suppressed and the questionnaire should move on.

201. PERIOD

If OCCUPY = 3

If the dwelling unit is rented (owner not in residence)

And that would be per…?

1. Week
2. 4 week period
3. Calendar month

NOTE: If REFUSAL is entered for AMOUNT then the PERIOD question will not **be asked, and the error message will not pop-up ("are you sure this house is rented for this amount?")**

If DON'T KNOW is entered for AMOUNT then the PERIOD question will be asked, but the error message will not pop-up ("are you sure this house is rented for this amount?")

Similarly for questions asked of repeat households. RENT / RENTA and RENTPER / RENTPERA

202. CONFMRT

If (WEEKRENT<=€3 or WEEKRENT= > €450)

If the dwelling unit is rented (owner not in residence) and the rent paid appears unlikely

Are you sure "AMOUNT" per "PERIOD" is the correct rent?

1. Yes
2. No

203. IMPROVMT

If OCCUPY=1

Has anyone been paid to carry out home improvements or renovations in this household during the last three months?

1. Yes
2. No.

NOTE: Include all works carried out in (e.g. decorating, carpentry) or around the household (e.g. driveways, landscaping) that a professional was paid for, regardless of cost. Also, include works carried out in rented accommodation that may have been paid for by the landlord.

Emigration

This section is used to estimate the level of outward migration.

204. MOVED

Ask all

Is there anyone who usually lived in this household on April 30 2007 now living abroad?
1. Yes 2. No

205. HOWMANY

If MOVED = 1

If there was anyone usually living in the house on April 30th 2007 now living abroad.

How may persons?
Enter Number of persons
Enter a numeric value between 1 and 6

206. SEX

If MOVED = 1

If there was anyone usually living in the house on April 30th 2007 now living abroad

What gender is the person?
1. Male 2. Female

207. AGE

If MOVED = 1

If there was anyone usually living in the house on April 30th 2007 now living abroad

What age is the person?

Enter Age

208. COUN

If MOVED = 1

If there was anyone usually living in the house on April 30th 2007 now living abroad

In what country does the person now live?

NOTE: There is a lookup file for the list of countries that appear on the QNHS. Enter the first 3 or 4 letters of the country and select the appropriate one from the list. This list appears as soon as the interviewer starts to type in the field and automatically starts the lookup process.

209. MON

If MOVED = 1

If there was anyone usually living in the house on April 30th 2007 now living abroad

In what month did the person leave?

1. January
:
12. December
13. Don't know/Can't remember

Administrative variables

210. LASTQUES

Do you want to exit the questionnaire now?
Yes No (proceed to administration section)

211. FINAL

This household started at STRTIME and ended at ENDTIME and took (ENDTIME – STRTIME) minutes. Press any key to exit the questionnaire.

NOTE: This step will let the interviewer know what time the interview started and finished and how long the interview took

212. CONTNAM

Can I ask you for a contact name and telephone number for this household? This is to allow me to arrange an Interview at a suitable time next quarter and to allow for random quality and customer service checks by the CSO.

NOTE: As with all data on this questionnaire, this data is strictly confidential and will never be divulged to any third party.

213. PHONENO

Please enter contact phone number

NOTE: Under no circumstances should QNHS data be collected by phone.

214. COMMENT

If lastques=2
If interviewer wants to proceed to administration section

Please enter any comments relevant to interviewing this household

NOTE: Comments should be short and aimed at facilitating repeat interviews, and in particular the work of a backup interviewer who may be assigned this household in the future.

e.g. "Call after 7", "Doorbell not working", "Beware of dog!"

It is not necessary to activate the Administration Section to bring forward the contact name and comment field each quarter; this is available on the Browse view.

Also it is possible to edit the comment without retyping it. By pressing the INSERT key on the keyboard the previously entered comment will appear in a memo box for editing.

APPENDIX1 List of Questions

Use page numbers to jump to text of variables

Household Details

VARNO	*VARNAME*	*STEM (On screen text)*	*Page No.*
1	BLOCKNO	Please enter the Block number.	19
2	LDUNO	Please enter the household number.	19
3	INTVWRNO	Please enter your interviewer number.	19
4	HSE_TYPE	Please enter the type of residence.	20
5	YEAR		20
6	REFQUART		20
7	VIEWINFO	Summary information for repeat household Continue without viewing summary information for repeat household	20
8	CAN_INT	May I continue to interview at this household?	21
9	REAS_NEW	Why is this a new household?	21
10	WHY_NOT	Why was permission not given?	22
11	REASWHY	What is the reason that there are no residents at this address?	22
12	NO_PERS	Please enter the number of persons usually resident in the household.	22
13	NONOTRES	How many people (not on this list) should now be listed?	23

Individual details

VARNO	*VARNAME*	*STEM (On screen text)*	*Page No.*
14	NAME	Please identify the person by keying in their first name.	24
15	SURNAME	Please enter (first name)'s surname.	24
16	SEX	Please enter the gender of (first name).	24
17	LHIST		24
18	CHIST, HIST	Please indicate (first name)'s usual situation by selecting the appropriate code.	25
19	SKIP(1)	INTERVIEWER: Do you want to skip this person for now?	25
20	WHYSKIP	Why have you skipped this interview?	25
21	DAY	Please enter (first name)'s day of birth.	26
22	MONTH	Please enter (first name)'s month of birth.	26
23	YEAR	Please enter (first name)'s year of birth.	26
24	AGREED	Please agree (first name)'s current age and enter it here.	27
25	CALC		27
26	EVERMARR	Are you, or have you ever been married?	27
27	CURRMARR	What is your current marital status?	27
28	IRISHNAT	Are you an Irish citizen?	28
29	NATIONAL	What is your nationality?	28
30	BORN_IRL	Were you born in Ireland (Republic)?	29
31	BORNWHER	In what country were you born?	29
32	ALLRESID	Have you always been resident in Ireland (Republic)?	29
33	YRRESIDE	In what year did you take up residence in	30

		Ireland? (Please enter latest year if more than once)	
34	**WHATMNTH**	And may I ask in what month?	30
35	**WHERGONE**	Does "NAME" live in Ireland (Republic) now?	30
36	**GONECO**	And do you know in which county?	31
37	**GONECTRY**	And do you know in which country?	31
38	**RX, RY, etc**	What is "name of person on current line's" relationship to "name of person on line x"? What is "name of person on current line's" relationship to "name of person on line y"? etc.	32
39	**SKIP**	Do you want to skip this person for now? (Press 2 to interview now)	32
40	**TWHYSKIPF**	Why have you skipped this interview?	32
41	**SURE**	Are you sure this person is a usual resident of the household?	33
42	**DIR**	Is the information being supplied directly by the person concerned?	33
43	**DIROLD**		33

Employment Details

VARNO	*VARNAME*	*STEM (On screen text)*	*Page No.*
44	**USSIT**	What is your usual situation with regard to employment?	34
45	**STUD**	Have you always been a full-time student? (other than summer/vacation work/work experience as part of education)	34
46	**RET1**	How long have you been retired from employment?	35
47	**WH_LIV**	Where did you live on April 30, 2007?	35
48	**WCTY**	And may I ask which county?	36
49	**WCTRY**	And may I ask what country?	36

Situation with Regard to Paid Work in Reference Week

VARNO	*VARNAME*	*STEM (On screen text)*	*Page No.*
50	**PAIDWORK**	In the week ending dd/mm/yyyy, did you do any work for payment or profit, even if it was for one hour?	37
51	**JOBABS**	Even though you did not do paid work in the week ending Sunday dd/mm/yyyy, did you have a job or business from which you were away and to which you expect to return OR a new job which you have not started yet?	39
52	**UNPAIDWK**	…Or did you do any work for a business owned by another family member?	41
53	**CHJOB**	May I just check, have you changed your job since dd/mm/yyyy (prev. refweek)? (i.e. the job/employment at the last interview)	42
54	**JOBSTAT1**	If the respondent was in paid employment in	

		the given week or has changed jobs since last quarter	
55	**JSTAT2**	If the respondent is self-employed	34
56	**EMPSC**	Was this job/work part of the Community Employment Scheme?	34
57	**WHYABS**	What was the reason for being away (from your job/work) in that week?	35
58	**DURAT**	If respondent was absent from work for reasons other than a new job not started yet, illness, maternity leave or holidays in the reference week.	36
59	**RECEIPT**	If respondent was absent from work for 12 weeks (3 months) or more at the end of the reference week.	36

Employment Status

VARNO	*VARNAME*	*STEM (On screen text)*	*Page No.*
60	**JOBSTAT1**	In this job/work are (were) you self-employed or an employee?	**Error! Bookmark not defined.**
61	**JOBSTAT2**	Do (did) you have paid employees?	**Error! Bookmark not defined.**
62	**JOBSTAT3**	Interviewer: You have indicated that you are (were) self-employed, but I need to check the formal status of your business – specifically, Is (was) it set up as an incorporated company from which a regular wage or salary is (was) drawn by you as an employ	48
63	**JOBYREM**	In what year did you begin working continuously in this job?	39
64	**JOBYREE**	In what year did you begin working continuously as self-employed?	49
65	**JOBMONTH**	…And can you remember what month that was?	49
66	**PERMJOB**	Is (was) the job a permanent one (leaving aside your own intentions)?	50
67	**HOWREMP**	In what way is (was) the job not permanent?	50
68	**WAYJFOUN**	If respondent is an employee and started current job within last 12 months	42
69	**PRETJOB**	You previously indicated that the job was not permanent – is this still the case?	42
70	**HOWBEP**	Is this because	52
71	**YREND**	In what year do you expect the job to end?	52
72	**MONEND**	And do you know in what month?	52
73	**WHYTEMP**	Did you take a temporary job rather than a permanent one because	53
74	**WHYNWP**	Was this because	53
75	**FULLPART**	Thinking now about the hours of work in the job, would you describe it as full-time or part-time?	54
76	**PREPTI**	You previously described your job as a part-time one. Is this still the situation?	55
77	**WCFPT**	Is this because	55

78	**PREFTI**	You previously described your job as a full-time one. Is this still the situation?	55
79	**WCFFT**	Is this because	56
80	**WBCPT**	And is this your preference, i.e. that you should work fewer hours?	56
81	**WHYPT**	Why did you take a part-time job rather than a full-time one?	57
82	**WHYNWFT**	May I ask the reason you did not want a full-time job? Was it because	57
83	**USHR**	How many hours do (did) you usually work at this job, including regular overtime, but excluding meal breaks?	58
84	**ACHR**	How many hours did you actually work at this job in the week ending Sunday dd/mm/yyyy including regular overtime, but excluding meal breaks?	50
85	**PAIDOT**	Paid overtime in reference week	51
86	**UNPAIDOT**	How many additional hours did you work in the reference week without getting paid?	52
87	**WHYMOR**	What was the reason you worked more hours than usual in that week?	52
88	**WHYLESS**	What was the reason you worked less hours than usual in that week?	64
89	**EVERWORK**	Apart from holiday or casual work, have you ever had a job?	65
90	**WORLQ**	Have you had any job in the last 3 months? (i.e. since <REFWEEK>)	65
91	**YEARLEFT**	In what year did you leave this job?	66
92	**MONLEFT**	…And can you remember in what month you left?	

Industry and Occupation

VARNO	*VARNAME*	*STEM (On screen text)*	*Page No.*
93	**OCCUP**	What is (was) you occupation in this job? What do (did) you mainly do in the business/organisation?	55
94	**Occ2**		55
95	**INDUSTRY**	What is (was) the main activity of the business/organisation (at your place of work)? (What does (did) the business mainly make or do?)	55
96	**Ind2**		56
97	**CNSTREDT**	To be asked of respondents working in construction sector	56
98	**PSECTOR**	Are you employed in a public sector organisation?	57
99	**SUPERES**	Do you supervise the work of other people on a regular basis?	58
100	**TEMPAGCCY**	Do you have a contract with a temporary employment agency?	59
101	**LOCUNIT**	In total, how many people work in your place of employment?	73
102	**PLACEW**	Is your place of work in the Republic of Ireland?	74

103	**PLACECT**	In which county?	74
104	**PLACER**	Which country is your normal place of work?	74
105	**UNION**	Are you a member of a trade union or staff association which represents its' members in labour and industrial relations issues?	75
106	**WHYLEFT**	... And why did you leave this job?	75

Work Patterns

VARNO	*VARNAME*	*STEM (On screen text)*	*Page No.*
107	**SHIFTWK**	Do you do any shift work i.e. work two or more different work shifts?	77
108	**EVENWORK**	Do you work in the evening i.e. finish work between 9 p.m. and 1 a.m.?	78
109	**NIGHTWK**	Do you work in the night i.e. finish work after 1 a.m.?	78
110	**SATWORK**	Do you work on Saturdays?	79
111	**SUNWORK**	Do you work on Sundays?	79
112	**HOMEWORK**	Do you work from home?	79

Job Sharing

VARNO	*VARNAME*	*STEM (On screen text)*	*Page No.*
113	**JOB-SHARING**	Are you a work or job sharer	80
114	**SECJOB**	May I just check did you have more than one job in the week ending Sunday dd/mm/yyyy?	81
115	**TYSECJOB**	Would you describe the second job as regular, occasional or seasonal?	81
116	**STATSJO1**	In the second job, are (were) you self-employed or an employee?	82
117	**STATSJO2**	And do (did) you have paid employees?	82
118	**HRSECJOB**	How many hours did you work in this job in the week ending Sunday dd/mm/yyyy?	82
119	**INDSJOB**	What is (was) the main activity of the business/organisation (in your 2nd job)? (What does (did) the business mainly make or do?)	83

Job Satisfaction and Job Search

VARNO	*VARNAME*	*STEM (On screen text)*	*Page No.*
120	**SATISHRS**	I am going to ask a question about your hours of work and whether the amount of hours you work suit your own circumstances. In particular, when answering the next question, you should take it that if your hours of work were to increase or decrease, your	84
121	**CJ**	Would you be prepared to work more hours	84

		in your current job?	
122	**CJAJ**	..Work your present hours in your current job and also work in an additional job?	85
123	**NJ**	.. Change jobs so that you would work more hours in a new job?	85
124	**GUPSJ**	Would you be prepared to work more hours in your main job and give up your other work?	85
125	**WWLESS**	Is that mainly because	86
126	**LIKEHRS**	You have indicated that you usually work x hours weekly. How many hours in total would you like to work weekly? Bearing in mind that were your hours at work	86
127	**INTANJOB**	Apart from the question of hours, is there any other reason why you might be interested in an alternative job?	87
128	**WHYINT**	Is that because of	87
129	**LKANJOB**	Are you looking for another job?	88
130	**LOOKWK**	Are (were) you looking for work? (either full-time or part-time)	88
131	**EMPEMPEE**	Are (were) you looking for work as self-employed or as an employee?	89
132	**LOOKFUPA**	Are you looking for full-time or part-time work?	89
133	**ACCPT**	Would you accept part-time work if you could not find full-time work?	89
134	**ACCFT**	Would you accept full-time work if you could not find part-time work?	90
135	**YEARLK**	Since what year have you been looking for work?	90
136	**MONLK**	... And can you remember what month?	90

Job Search Methods

VARNO	*VARNAME*	*STEM (On screen text)*	*Page No.*
137	**JS1**	"I am now going to ask a series of questions about job search methods. I would like you to answer Yes or No to whether you used the particular method I mention in the week ending Sunday dd/mm/yyyy or in the previous 3 weeks." Did you contact a FAS office	91
138	**JS1B**	Was this the first time you made such contact with Fás	91
139	**JS2**	Contact a private employment agency?	92
140	**JS3**	Apply directly to employers?	92
141	**JS4**	Ask friends, relatives etc.?	92
142	**JS5**	Study ads in newspapers, journals or internet?	93
143	**JS6**	Insert or answer ad(s) in newspaper(s), journal(s)or internet?	93
144	**JS7**	Take a test, interview or examination?	93
145	**JS8**	Were you waiting on a call from FAS?	94

146	**JS9**	Were you waiting on the results of a job application?	94
147	**JS10**	Were you waiting for the results from a public sector recruitment competition?	94
148	**JS11**	Were you looking for permits, license or financial resources?	95
149	**JS12**	Were you looking for land, premises or equipment?	95
150	**AVWK**	Are you available for work immediately (within 2 weeks)?	96
151	**AVFT**	You mentioned that you would not take a full-time job. Is that because you are not available for full-time work?	96
152	**WHYNAV**	... May I ask why you are (were) not available?	97
153	**WHYNAV2**	... May I ask why you are (were) not available?	97
154	**WANTJOB**	Do you want a job?	95
155	**WHYNLK2**	Which of the following reasons best describes why you are not seeking work?	98

Care Commitments

VARNO	*VARNAME*	*STEM (On screen text)*	*Page No.*
156	**NEEDCR1A**	Care commitments	82
157	**NEEDCR1B**	If respondent is not looking for work because looking after children or incapacitated adults	82
158	**NEEDCARE2**	If respondent is not looking for work because looking after children or incapacitated adults	83

Education

VARNO	*VARNAME*	*STEM (On screen text)*	*Page No.*
159	**EDUCAT**	What is the highest level of education or training you have attained?	84
160	**LOWSEC**	Please specify the level achieved	86
161	**UPPSEC**	Please specify the level achieved	86
162	**TECVOC**	Please specify the level achieved	86
163	**HIGHED**	Please specify the level achieved	104
164	**EDSAME**	'Last quarter you said that the highest level of education or training successfully completed was "xEDUCAT". Is this still the case?	104
165	**EDNEW**	'What is the highest level of education or training you have now attained?	105
166	**NLOWSEC**	Please specify the level achieved	105
167	**NUPPSEC**	Please specify the level achieved	89
168	**NTECVOC**	Please specify the level achieved	106
169	**NHIGHED**	Please specify the level achieved	106
170	**HATFIELD**	What subject(s) did you study to get this	107

		educational qualification	
171	**FIELD2**		91
172	**EDWHEN**	….And what year was that?	108
173	**EDAGE**	How old were you when you completed that level of education?	108
174	**EDCALC**		108
175	**EDUCSTAT**	Have you been a student or an apprentice during the previous four weeks	109
176	**EDLEVEL**	What was the level of this education or training?	110
177	**EDUCFIELD**	If the respondent was a student or apprentice during the previous 4 weeks and if this education is greater than secondary level	95
178	**FIELD**		95
179	**EDP4W**	Have you attended any courses, seminars, conferences or private lessons **outside** the regular education system within the last four weeks?	111
180	**GRINDS**	Have you received any grinds or private tuition in the past four weeks?	97
181	**COURLEN**	How many hours of taught learning did you receive in the past four weeks outside of regular education?	98
182	**COURWOR**	If the respondent received some education outside of the regular education in the past four weeks	98
183	**COURPURP**	If the respondent received some education outside of the regular education in the past 4 weeks	99

Income

VARNO	*VARNAME*	*STEM (On screen text)*	*Page No.*
184	**INCPERM**	I will now show you some wage/ salary bands, which represent take home pay.	100
185	**PERIOD**	How often do you get paid?	100
186	**WEEKPAY**	Please pick the wage/salary band from this list, which matches your take-home pay	101
187	**FORTNPAY**	Please pick the wage/salary band from this list, which matches your take-home pay	101
188	**MONTHPAY**	Please pick the wage/salary band from this list, which matches your take-home pay	101

Collection of PPSN numbers

VARNO	*VARNAME*	*STEM (On screen text)*	*Page No.*
189	**PPSN**	Enter PPSN numbers now?	103
190	**PPSN1**	Enter PPSN number for (Name)	103

Housing Details

VARNO	*VARNAME*	*STEM (On screen text)*	*Page No.*
189	**PER_HSE**	Will this person answer the housing questions now?	121
190	**ACCOM**	Is this dwelling unit a	104
191	**HOUSE**	Is it	122
192	**APART**	Is it	105
193	**CARAV**	Is It	105
194	**ROOMS**	How many rooms in the dwelling unit?	123
195	**CENTRA**	"Does the dwelling have central heating?"	123
196	**CONST**	In what year was the dwelling constructed?	124
197	**OCCUPY**	Is the dwelling	107
198	**LOCALA**	Is the dwelling rented from a local authority?	124
199	**FURN**	Is the dwelling rented furnished or non-furnished?	125
200	**AMOUNT**	You have indicated that the dwelling is rented. Please indicate the total amount of rent paid by all tenants in respect of the dwelling and the period covered by the rent:	125
201	**PERIOD**	And that would be per…	126
202	**CONFMRT**	Are you sure "AMOUNT" per "PERIOD" is the correct rent?	126
211	**IMPROVMT**	Has anyone been paid to carry out home improvement or renovations in this household during the last 3 months?	**Error! Bookmark not defined.**

Emigration

VARNO	*VARNAME*	*STEM (On screen text)*	*Page No.*
212	**MOVED**	"Is there anyone who usually lived in this household on April 30 2007 now living abroad?	127
213	**HOWMANY**	How many persons? Enter Number of persons	127
214	**SEX**	What sex is the person?	127
215	**AGE**	What age is the person?	128
216	**COUN**	In what country does the person now live?	128
217	**MON**	In what month did the person leave?	128
218	**LASTQUES**	Do you want to exit the questionnaire now	115
219	**FINAL**	This step will let the interviewer know what time the interview started and finished and how long the interview took	115
220	**CONTNAM**	Can I ask you for a contact name and telephone number for this household?	115
221	**PHONENO**	Please enter contact phone number	115
222	**COMMENT**	If interviewer wants to proceed to administration section	116

APPENDIX2 Alphabetical listing of questions

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132	ACCFT	90
190	ACCOM	121
131	ACCPT	89
82	ACHR	61
207	AGE	128
24	AGREED	27
32	ALLRESID	29
200	AMOUNT	125
192	APART	122
150	AVFT	96
149	AVWK	96
1	BLOCKNO	19
30	BORN_IRL	29
31	BORNWHER	29
25	CALC	27
8	CAN_INT	21
193	CARAV	122
195	CENTRA	123
18	CHIST, HIST	25
53	CHJOB	42
119	CJ	84
120	CJAJ	85
95	CNSTRDET	70
214	COMMENT	130
202	CONFMRT	126
196	CONST	124
212	CONTNAM	129
208	COUN	128
179	COURLEN	113
181	COURPURP	115
180	COURWOR	114
27	CURRMARR	27
21	DAY	26
42	DIR	33
43	DIROLD	33
56	DURAT	44
171	EDAGE	108
172	EDCALC	108
174	EDLEVEL	110
163	EDNEW	105
177	EDP4W	111
162	EDSAME	104
157	EDUCAT	101
175	EDUCFIELD	111
173	EDUCSTAT	109
170	EDWHEN	108
129	EMPEMPEE	89
54	EMPSC	42
106	EVENWORK	78

26	EVERMARR	27
87	EVERWORK	65
176	Field	111
169	FIELD2	107
211	FINAL	129
185	FORTNPAY	117
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199	FURN	125
36	GONECO	31
37	GONECTRY	31
178	GRINDS	113
122	GUPSJ	85
168	HATFIELD	107
161	HIGHED	104
110	HOMEWORK	79
191	HOUSE	122
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205	HOWMANY	127
65	HOWREMP	50
116	HRSECJOB	82
4	HSE_TYPE	20
203	IMPROVMT	126
182	INCPERM	116
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117	INDSJOB	83
93	INDUSTRY	69
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59	JOBSTAT2	47
60	JOBSTAT3	48
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61	JOBYREM	48
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146	JS11	95
147	JS12	95
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138	JS3	92
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141	JS6	93
142	JS7	93
143	JS8	94
144	JS9	94
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