

## Financial Diaries Survey 2003-2004: Second Initial Questionnaire

*Do you have any questions from last time?*

*Today I'd like to ask you about the inflows and outflows that come into the household. That means that I'd like to know the details of your income and spending. Do you have any questions?*

To be completed by a knowledgeable adult in each Household

Interviewer: Complete before beginning interview

Note to interviewer: Be sure to follow up on any queries from last interview; **review/correct family tree**

1. Interviewer code	
2. Area	
3. Section	
4. Household code	
5. Name of person being interviewed(First name only)	

THIS INTERVIEW	Date (dd/mm/yyyy)	Starting time of interview (Hour, minute)	Ending time of interview (Hour, minute)
6. Date and time of visit			

NEXT INTERVIEW	Date (dd/mm/yyyy)	Starting time of interview (Hour, minute)
7. Date and time of next visit		

**Section 1: Regular non-employment income – Does anyone in the household receive any of these?**

	A. Old Age Grant	B. State Child Support Grant	C. Disability Grant	D. Foster Care grant	E. Pension/retirement fund payout	F. Alimony/child support	G. Veteran's pension	H. UIF	I. Workman's compensation
Has anyone in the household ever received this?	Y / N	Y / N	Y / N	Y / N	Y / N	Y / N	Y / N	Y / N	Y / N
1.1 Which person receives it? i.e. For which person is it received? FIRSTNAME									
1.2 What day did it start? DD/MM/YYYY									
1.3 What day did it end? DD/MM/YYYY or leave blank if current									
1.4 How is payment received? 01=collect cash 02=into bank 03=cheque 04=In kind Other (specify in box)									
1.5 Amount received each month RAND									
1.6 What day in month is it received? Can be a range (1-31)									
1.7 How many times in the past year was this payment <b>not</b> made on time? NUMBER									
1.8 Is there a written contract behind this payment?						Y / N			

# **Section 1.1: Regular rental income** **Does the household receive any rental income?** **Yes** **No**

	A. Rental Income 1	B. Rental Income 2	C. Rental Income 3	D. Rental Income 4	E. Rental Income 5	F. Rental Income 6	G. Rental Income 7	H. Rental Income 8	I. Rental Income 9	J. Rental Income 10	K. Rental Income 11
1.1.1 Which person receives it? FIRSTNAME OR household in general =990											
1.1.2 Who is the renter? FIRST NAME											
1.1.3 What day did it start? DD/MM/YYYY											
1.1.4 What day did it end? DD/MM/YYYY or blank if current											
1.1.5 How is payment received? 01=collect cash 02=into bank 03=cheque 04=In kind Other (specify in box)											
1.1.6 Amount received each month RAND											
1.1.7 What day in month is it received? Can be a range (1-31)											
1.1.8 How many times in the past year was this payment <b>not</b> made on time? NUMBER											
1.1.9 Is there a written contract behind this payment?	Y / N	Y / N	Y / N	Y / N	Y / N	Y / N	Y / N	Y / N	Y / N	Y / N	Y / N

### Section 2A: Remittances into the Household

<b>A. Remittances from family/friends from elsewhere</b> <i>Do relatives living outside the household (kids, husband, mother) send money to the household?</i>		Y
Has anyone in the household received remittances in the past year? <i>If no, skip to Section 2B</i>		N
<b>2A.1</b> Which household member received or household general =990 FIRSTNAME		
<b>2A.2</b> What date did it happen last? DD/MM/YYYY		
<b>2A.3</b> How many times in the last 12 months? <i>Number</i>		
<b>2A.4</b> Was it received in cash or kind?		01=Cash 02=Kind 03=Both 01=Cash 02=Kind 03=Both 01=Cash 02=Kind 03=Both
<b>2A.5</b> How was the payment received? 01=send by friend/relative 02=transfer into bank 03=cheque 06=take personally 04=send by bus driver 05=Western Union/postal order Other (specify in box)		
<b>2A.6</b> If kind, what was received? CODE		
<b>2A.7</b> How much cash was received in the last payment? RAND		
<b>2A.8</b> Is this a regular payment?		Y N Y N Y N
<b>2A.9</b> Who was it received from? <i>Code- Choose from option</i>		

### Section 2B: Remittances to Family/friends living elsewhere

<b>B. Remittances to family/friends living elsewhere</b> <i>Do you send money to relatives (kids, mother) living outside the household?</i>		Y
Has the household given remittances to a household elsewhere in the past year? <i>If no, skip to Section 2C</i>		N
<b>2B.1</b> Which household member gave or household general =990 FIRSTNAME		
<b>2B.2</b> What date did it happen last? DD/MM/YYYY		
<b>2B.3</b> How many times in the last 12 months? <i>Number</i>		
<b>2B.4</b> Was it given in cash or kind?		01=Cash 02=Kind 03=Both 01=Cash 02=Kind 03=Both 01=Cash 02=Kind 03=Both
<b>2B.5</b> How was the payment given? 01=send by friend/relative 02=transfer into bank 03=cheque 06=take personally 04=send by bus driver 05=Western Union/postal order Other (specify in box)		
<b>2B.6</b> If kind, what was given? CODE		
<b>2B.7</b> How much cash was given in the last payment? RAND		
<b>2B.8</b> Is this a regular payment?		Y N Y N Y N
<b>2B.9</b> Who was it given to? <i>Code- Choose from options</i>		
<b>2B.10</b> Do you consider these payments savings for yourself?		Y N Y N Y N

**Codes for Q2A.6, 2B.6**

- 01=Cattle
- 02=goats/sheep
- 03=chickens
- 04=food
- 05=clothing
- 06=energy source (wood/paraffin)
- Other (specify in box)

**Codes for Q2A.9, 2B.9**

- 01=Resident head
- 02=Spouse/partner
- 03=Biological son/daughter
- 04=Step son/daughter
- 05=Grandchild
- 06=Grandparent
- 07=Son/daughter-in-law
- 08=Brother/sister
- 09=Father/mother
- 10=Brother/sister-in-law
- 11=Uncle/aunt
- 12=Nephew/neice
- 13=Cousin
- 14=Great-grandparent
- 15=Other family
- 18=Friend
- 20=Father/mother-in-law
- Other (specify in box)

**Section 2C:Lobola - INTO the Household**

2C. Lobola Received		Y	N
Has anyone in the household <b>received</b> lobola in the past year? <i>If no, skip to Section 2D</i>			
2C.1 For which household member?		FIRST NAME	
2C.2 What date did it happen last?		DD/MM/YYYY	
2C.3 How many times in the past year?		Number	
2C.4 Was it received in cash or kind?		01=Cash 02=Kind 03=Both	
		01=Cash 02=Kind 03=Both	
		01=Cash 02=Kind 03=Both	
2C.5 How was the cash payment received?			
01= cash in hand			
02=into bank			
03=cheque			
996=Other (specify in box)			
2C.6 If kind, what was received?			
Code- Choose from options			
2C.7 What was the value received?		RAND	

**Section 2D:Lobola - OUT OF the Household**

2D. Lobola Given		Y	N
Has the household <b>given</b> lobola in the past year? <i>If no, skip to Section 3</i>			
2D.1 For which household member?		FIRST NAME	
2D.2 What date did it happen last?		DD/MM/YYYY	
2D.3 How many times in the past year?		Number	
2D.4 Was it given in cash or kind?		01=Cash 02=Kind 03=Both	
		01=Cash 02=Kind 03=Both	
		01=Cash 02=Kind 03=Both	
2D.5 How was the cash payment sent?			
01= cash in hand			
02=into bank			
03=cheque			
996=Other (specify in box)			
2D.6 If kind, what was given?			
Code- Choose from options			
2D.7 What was the value given?		RAND	

**Codes for Q2C.6, 2D.6**

- 01=Cattle
- 02=goats
- 03=chickens
- 04=food
- 05=clothing
- Other (specify in box)

### Summary Box

List all economically active household members (Economically active = non-school going, not chronically ill or disabled, not retired)

*Note: A person can do regular, casual and/or self-employment at the same time*

FIRST NAME	Does this person have regular employment? <i>If yes, go to Section 3</i>	Does this person do casual work? <i>If yes, go to Section 4</i>	Is this person self-employed? <i>If yes, go to Section 5</i>
	Y	N	Y
	Y	N	Y
	Y	N	Y
	Y	N	Y
	Y	N	Y
	Y	N	Y
	Y	N	Y
	Y	N	Y
	Y	N	Y
	Y	N	Y
	Y	N	Y
	Y	N	Y
	Y	N	Y
	Y	N	Y
	Y	N	Y
	Y	N	Y

Regular employment = Job for which he/she earns a salary from the same employer on a fixed basis.

Casual employment = Job for which he/she earns money from different people on a non-fixed basis.

Self-employed = Trading/ producing goods or services without an employer (DON'T count if helping in the family business).

### Section 3: Current Regular Employment : Job for which he/she currently earns a salary from the same employer on a fixed basis

	1	2	3	4	5	6	7
3.1 Please List anyone with regular employment. <i>One person can have more than one</i> FIRST NAME							
3.2 Who is your employer? NAME OF COMPANY OR PERSON							
3.3 If the name is listed twice, is this a second job?	-----	Y N	Y N	Y N	Y N	Y N	Y N
3.4 List three of your main tasks TEXT							
3.5 What do you do? Code- Choose from options							
3.6 What are the industry's three main products or services? TEXT							
3.7 What industry is this job in? Code - Choose from options							
<b>Codes for 3.5</b> 01=Professional and technical 02=Managerial, executive 03=Clerk, administrative 04=Shop and market sales worker 05=Transport, delivery, and communication worker 06=Operators, production workers 07=Crafts and related trades workers 08=Farm Workers 09=Labourers 10=Domestic workers/gardeners 11= Policeman 12=Fireman 13=Security 14=Child Minder 15=General Worker Other (specify in box)				<b>Code for Q 3.7</b> 01=Agriculture, fishing 02=Mining 03=Manufacturing (specify) 04=Construction 05=Wholesale/retail 06=Catering / accommodation 07=Transport, storage, communication 08= Private household 09=Medical/Health 10=Government 11=Community and social services (teachers, social workers etc) 12=Finance and business services 13=Service Industry Other (specify in box)			

### Section 3: Current Regular employment (Continued)

	1	2	3	4	5	6	7
3.8 What date did you start your current paying job? DD/MM/YYYY							
3.9 Is this job permanent or temporary? 01=permanent (no known end date) 02=temporary (known end date) <i>If permanent, skip to 3.12</i>	CODE						
3.10 If temporary, when will it finish? MM/YY							
3.11 If temporary, will it be repeated?	Y N	Y N	Y N	Y N	Y N	Y N	Y N
3.12 Is this job part time or full time? <i>If full time, skip to 3.14</i>	Circle PT FT	PT FT	PT FT	PT FT	PT FT	PT FT	PT FT
3.13 If it's part time, how many days per week do you work? NUMBER							
3.14 Are you paid by the day, week, fortnight or month? 01=Day 02=Week 03=fortnight 04=month CODE							
3.15 How do you get paid? 01=Transfer into bank 02=Cash 03=Cheque Other (specify) CODE							
3.16 Do you get a payslip?	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Take all the next items off the payslip. If they don't get a payslip or won't let you see it, then skip to 3.44							
3.17 How much do you get paid gross? RAND							
3.18 Do you pay PAYE? <i>(if payslip only specifies "tax" fill in here)</i>	Y N	Y N	Y N	Y N	Y N	Y N	Y N
3.19 How much? RAND							
3.20 Do you pay SITE?	Y N	Y N	Y N	Y N	Y N	Y N	Y N
3.21 How much? RAND							
3.22 Do you pay a pension or provident fund from your paycheck?	Y N	Y N	Y N	Y N	Y N	Y N	Y N
3.23 How much? RAND							
3.24 Does your employer contribute to your provident fund?	Y N	Y N	Y N	Y N	Y N	Y N	Y N
3.25 How much? RAND							
3.26 Do you pay UIF?	Y N	Y N	Y N	Y N	Y N	Y N	Y N



### Section 3: Current Regular employment (Continued)

	1	2	3	4	5	6	7
3.27 How much gets taken off your paycheck for UIF? RAND							
3.28 Do you contribute to a funeral plan from your paycheck?	Y N	Y N	Y N	Y N	Y N	Y N	Y N
3.29 How much? RAND							
3.30 Do you contribute to a medical aid from your paycheck?	Y N	Y N	Y N	Y N	Y N	Y N	Y N
3.31 How much? RAND							
3.32 Do you pay life insurance from your paycheck?	Y N	Y N	Y N	Y N	Y N	Y N	Y N
3.33 How much? RAND							
3.34 Do you pay an employer loan from your paycheck?	Y N	Y N	Y N	Y N	Y N	Y N	Y N
3.35 How much? RAND							
3.36 Do you pay union fees from your paycheck?	Y N	Y N	Y N	Y N	Y N	Y N	Y N
3.37 How much? RAND							
3.38 Do you get homeowners allowance?	Y N	Y N	Y N	Y N	Y N	Y N	Y N
3.39 How much?							
3.40 Do you pay your bond from your paycheck?	Y N	Y N	Y N	Y N	Y N	Y N	Y N
3.41 How much do you pay from your paycheck? RAND							
3.42 Do you get subsidised transport?	Y N	Y N	Y N	Y N	Y N	Y N	Y N
3.43 How much do you pay from your paycheck? RAND							
3.44 So you take home (net) each month about ... RAND							
3.45 Do you get paid a bonus at the end of the year?	Y N	Y N	Y N	Y N	Y N	Y N	Y N
3.46 How much (on average)? RAND							
3.47 Do you get any perks from your job? (Free food, etc..) DESCRIBE							

**Section 3.1: Current Regular Employment, with pay slip – Do you get any other loans taken off your pay slip?**

	1	2	3	4	5	6	7
3.1.1 How many loans do you pay off your pay slip?							
3.1.2 Name of Lender 1							
3.1.3 How much is taken off paycheck?							
3.1.4 Name of Lender 2							
3.1.5 How much is taken off paycheck?							
3.1.6 Name of Lender 3							
3.1.7 How much is taken off paycheck?							
3.1.8 Name of Lender 4							
3.1.9 How much is taken off paycheck?							
3.1.10 Name of Lender 5							
3.1.11 How much is taken off paycheck?							
3.1.12 Name of Lender 6							
3.1.13 How much is taken off paycheck?							
3.1.14 Name of Lender 7							
3.1.15 How much is taken off paycheck?							
3.1.16 Name of Lender 8							
3.1.17 How much is taken off paycheck?							

**AT THIS POINT, CONFIRM SOURCES OF INCOME AND HOW MUCH**

**Section 4: Current Casual Employment – If doing more than 1 job, can enter same name several times**

	1	2	3	4	5	6	7
Please list anyone in the household that did casual basis work in the past month for which he/she was paid in some way – FIRST NAME							
4.1 What date did this work start? DD/MM/YYYY							
4.2 Who do you work for? COMPANY OR PERSON NAME							
4.3 List three of your main tasks TEXTBOX							
4.4 What do you do in this casual job? Code- Choose from options below							
4.5 What are the industry's three main products or services? TEXTBOX							
4.6 What industry is this? Code- Choose from options							
4.7 How many hours do you work on an average day? # of hours							
<b>Codes for Q4.4</b> 01=Professional and technical 02=Managerial, executive 03=Clerk, administrative 04=Shop and market sales worker 05=Transport, delivery, and communication worker 06=Operators, production workers 07=Crafts and related trades workers 08=Farm worker 09=Labourers 10=Domestic workers/gardeners 11=Policeman 12=Fireman 13=Security Other(specify in box)		<b>Codes for Q 4.6</b> 01=Agriculture, fishing 02=Mining 03=Manufacturing (specify) 04=Construction 05=Wholesale/retail 06=Catering / accommodation 07=Transport, storage, communication 08= Private household 09=Medical/Health 10=Government 11=Community and social services (teachers, social workers etc) 12=Finance and business services 13=Service Industry Other (specify in box)					

#### Section 4: Current Casual Employment (Continued)

	1	2	3	4	5	6	7
4.8 How many days does this job usually last for? NUMBER							
4.9 How many times a year do you usually get a job like this? NUMBER							
4.10 How much are you paid each time per day? RAND							
4.11 How much did you earn doing this last month? RAND							
4.12 For how many years have you been doing this? NUMBER							
4.13 Did you get a bonus paid last year?	Y	N	Y	N	Y	N	Y
4.14 If yes, how much was it? RAND							
4.15 Are there any other perks that come with this job? (like free food) DESCRIBE							

**AT THIS POINT, CONFIRM SOURCES OF INCOME AND HOW MUCH**

**Section 5: Current Self-employment (Can repeat name if they run different businesses)**

	1	2	3
Please list anyone in household that currently earns income in a way other than working for someone else. NAME			
5.0 What date did you start this business			
DD/MM/YYYY			
5.1 List three of your main tasks			
TEXTBOX			
5.2 What do you do?			
<i>Code- Choose from options below</i>			
5.3 If selling, do you make what you sell?	Y	N	
5.4 If selling, what exactly do you sell?			
TEXTBOX			
5.5 Do you keep business expenses separate from household expenses? 01=separate 02=together CODE			
5.6 How many people work with you in total?			
<i>If none, skip to 5.12</i>			
5.7 Which household members work with you?			
<i>(If more than 3, list the main ones)</i>			
FIRST NAMES			
5.8 Do you pay them?	Y	Y	Y
	N	N	N
5.9 If yes, what do you pay them per month?			
RAND			
5.10 How many other people that work with you do you pay?			
NUMBER			
5.11 What do you pay these employees on a monthly basis?			
RAND			
<b>Codes for Q5.2</b> 01=Making clothing for customers 02=Making clothing for factory/shop 03=Making food for sale 04=Making beer for sale 05=Making other item for sale (specify) 06=Shop keeper 07=Spaza shop from home 08=Buying fruit/veg, reselling on street 09=Selling other goods on street 10=Repairing shoes 11=Hairdressing 12=Professional 13=Artisan 14=Building/repairing houses 15=Taxi owner/driver 16=Collecting wood 17=Traditional healer 18=Child-minding 19=Mechanic / Electrician 20=Selling food/small things from home 21=Moneylender 22=Shabbeen owner Other (describe in box)			

### Section 5: Current Self-employment (Continued)

	1	2	3
5.12 How much are your revenues per month (on average)? RAND			
5.13 What are your business expenses every month (on average)? <b>(Excluding Stock)</b> RAND			
5.14 How often do you buy stock? 01=daily 02=weekly 03=bi-weekly 04=monthly 00= never Other (specify in box) CODE			
5.15 How much do you usually spend on stock per month? RAND			
5.16 What is your average monthly profit? RAND			
5.17 How much money did you need to start the business? RAND			
5.18 Where did you get the money? CHOOSE ONE OR MORE			

#### Codes for 5.18

01=Savings  
 02=Retrenchment package  
 03=Borrowed from bank  
 04=Borrowed from cash loan  
 05=Borrowed from relative  
 06=Borrowed from friend/neighbour  
 07=Borrowed from umgalelo/stokvel  
 Other\_\_\_\_\_

Scratch sheet – Use to determine revenues, expenses, stock, labour and profit for **each** business

<b>Product</b>											<b>Total</b>
Notes:											
<b>Revenues:</b>											
<b>Expenses:</b> (Fill in total column for each business only)											
<b>Stock:</b>											
<b>Labour:</b> (Fill in total column for each business only)											
<b>Profit:</b> (Fill in total column for each business only)	R-E-S-L=P	R-E-S-L=P	R-E-S-L=P	R-E-S-L=P	R-E-S-L=P	R-E-S-L=P	R-E-S-L=P	R-E-S-L=P	R-E-S-L=P	R-E-S-L=P	R-E-S-L=P

## Section 6: Employment History: Please tell us about when you were earning the highest amount of money in the last 15 years

Ask to see old paystips

	1	2	3	4	5	6	7
Please list all household members who have had a job in which they have earned a salary FIRST NAME							
6.1 Who was your employer? NAME OF COMPANY OR PERSON							
6.2 Are you still in this job? <i>If yes skip to next person or Section 7</i>							
6.3 If not, when did you leave? YYYY	Y	N	Y	N	Y	N	Y
6.4 Why did you leave? Code							
6.5 List three of your main activities TEXTBOX							
6.6 What did you do? Code							
6.7 What were the industry's three main products or services? TEXTBOX							
6.8 What industry was this job in? Code							

  

	Codes for Q6.6	Code for Q 6.8
<b>Codes for Q6.3</b> 01= Fired because of trade union activity 02= Fired because of other reasons 03= Laid off/retrrenched 04= Left because didn't like work 05= Left because wage too low 06= Left because found better job 07= Got pregnant and forced to leave by employer 08= Got pregnant, chose to leave 09= Retired 10= Moved 11= Got married Other (specify in box)	01=Professional and technical 02=Managerial, executive 03=Clerk, administrative 04=Shop and market sales worker 05=Transport, delivery, and communication worker 06=Operators, production workers 07=Crafts and related trades workers 08=Farm worker 09=Labourers 10=Domestic workers 11=Policeman 12=Fireman 13=Security 14=Child Minder 15=General worker Other (specify in box)	01=Agriculture, fishing 02=Mining 03=Manufacturing (specify) 04=Construction 05=Wholesale/retail 06=Catering / accommodation 07=Transport, storage, communication 08= Private household 09=Medical/Health 10=Government 11=Community and social services (teachers, social workers etc) 12=Finance and business services 13=Service Industry Other (specify in box)



### Section 6: Employment History (Continued)

	1	2	3	4	5	6	7
6.9 In what year did you start this job? YYYY							
6.10 Was this job permanent or temporary? 01=permanent 02=temporary CODE							
6.11 Was this job part time or full time?	PT FT	PT FT	PT FT	PT FT	PT FT	PT FT	PT FT
6.12 If it was part time, how many days per week did you work?							
6.13 Were you paid by the day, week, fortnight or month? 01=Day 02=Week 03=fortnight 04=month CODE							
6.14 How much money did you take home each time? RAND							
6.15 So you took home each month about.... RAND							
6.16 Did you get an annual bonus?	Y N	Y N	Y N	Y N	Y N	Y N	Y N
6.17 If yes, how much was it (on average)? RAND							
6.18 What other perks were there? (Like subsidized housing, medical aid, etc, and what was the value) DESCRIBE							

# Section 7: Self-employment - History (ONLY if the highest earned in last 15 years)

Complete only if Q7 = self-employed, otherwise skip to Section 8

	1	2	3
List for any household member that earned income in past in a way other than working for someone else – FIRST NAME			
7.1 Are you still in this business? If yes, go to section 8	Y	N	Y
7.2 If not, why did you stop? Code- Choose from options below			
7.3 List three of your main activities TEXT BOX			
7.4 What did you do? Code- Choose from options below			
<div> <div> <b>Codes for Q7.2</b>  01=no income  02=theft  03=couldn't find finance  Other (specify in box) </div> <div> <b>Codes for Q7.4</b>  01=making clothing for customers  02=making clothing for factory/shop  03=Making food for sale  04=Making beer for sale  05=Making other item for sale (specify in box)  06=Shop keeper  07=Spaza shop from home  08=Buying fruit/veg, reselling on street </div> <div> 09=Selling other goods on street  10=Repairing shoes  11=Hairdressing  12=Professional  13=Artisan  14=Building/repairing houses  15=Taxi owner/driver  16=Collecting wood  17=Traditional healer  18=Child-minding  19=Mechanic/electrician  20=Selling food/small things from home  21=Moneylender  Other (describe) </div> </div>			

## Section 7: Self employment History (Continued)

	1		2		3	
7.5 Did you keep business expenses separate from household expenses? 01=separate 02=together CODE						
7.6 How many people worked with you? NUMBER						
7.7.1 Which household members worked with you? FIRST NAME						
7.7.2 Did you pay them?	Y N	Y N	Y N	Y N	Y N	Y N
7.7.3 What did you pay them per month? RAND						
7.8 How many other people did you pay? NUMBER						
7.9 What did you pay these employees on a monthly basis? RAND						
7.10 How much were your revenues per month (on average)? RAND						
7.11 What were your business expenses every month (on average)? RAND						
7.12 How much did you spend on stock each month? RAND						
7.13 What was your average monthly profit? RAND						
7.14 How much money did you need to start the business? RAND						
7.15 Where did you get the money from? CHOOSE ONE OR MORE						
<b>Codes for 7.15</b> 01=Savings 02=Retrenchment package 03=Borrowed from bank 04=Borrowed from cash loan 05=Borrowed from relative 06=Borrowed from friend/neighbor 07=Borrowed from umgalelo/stokvel Other_____						

Scratch sheet – Use to determine revenues, expenses, stock, labour and profit for **each** business

<b>Product</b>											<b>Total</b>
Notes:											
<b>Revenues:</b>											
<b>Expenses:</b> (Fill in total column for each business only)											
<b>Stock:</b>											
<b>Labour:</b> (Fill in total column for each business only)											
<b>Profit:</b> (Fill in total column for each business only)	R-E-S-L=P	R-E-S-L=P	R-E-S-L=P	R-E-S-L=P	R-E-S-L=P	R-E-S-L=P	R-E-S-L=P	R-E-S-L=P	R-E-S-L=P	R-E-S-L=P	R-E-S-L=P

8.1 In the past 12 months, did this household grow crops or keep livestock for sale, exchange or home consumption? Yes No

Yes  
No

Yes

[illegible]

Codes for Q8.2	Codes for Q8.3	Other(specify in box)
01=Maize grain	12=millet	01=kilos
02=Maize fresh	13=madumbe	02=10 kilo bags
03=Sorghum/amazimba	14=peanuts./nuts	03=25 kilo bags
04=Wheat	15=tomato	04=50 kilo bags
05=Potato	16=onion	05=80 kilo bags
06=Ochard fruit	17=sugar/cane	06=12,5 kilo bags
07=Bananas	18=other vegetables	07=tons
08=Grapes	19=pasture crops	08=boxes
09=Dry beans	20=commercial flowers	09=25 litre drum
10=pumpkin/squash	21="imifino", "morogo"	10=piece/"ear"
11=green vegetables	Other (specify in box)	11=basin (specify size)
		12=bunches

## Section 9: Income from Livestock

*Answer if have cattle or goats*

9.1 About how many litres of milk were obtained from your herd during the past week (last 7 days)? NO. OF LITRES	
9.2 How much of this was for the household's own use? NO. OF LITRES	
9.3 How much of it was for sale or exchange? NO. OF LITRES	
9.4 What was the value of milk sold or exchanged? RAND	

*Answer if have hen or ducks or poultry*

9.5 About how many eggs (for eating) were obtained from your poultry during the past week (last 7 days)? NUMBER	
9.6 How many of these did the household use? NUMBER	
9.7 How many did the household sell or exchange? NUMBER	
9.8 What was the value of eggs sold or exchanged in total? RAND	

*Answer if have sheep or goats*

9.9 In the past 12 months how much did the household make, if anything, from the sale of wool and mohair? RAND	
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*Ask to all who own animals*

9.10 In the past 12 months, how much, if anything, did the household make from the sale of animal skins and hides? RAND	
9.11 What did you pay, if anything, for farm labour in the past month? RAND	
9.12 What did you pay for fertilizer or seed, if anything, in the past month? RAND	
9.13 What did you pay for food for livestock in the past month? RAND	

## Section 10: Frequently Bought Household Expenses

Note: Only include things that were bought, not given!

Expense CODE	10.1 How often do you buy these? <i>Code - Choose from options</i>	10.2 How much did you spend last time you bought this?  RAND	10.3 Comment (What are the spending habits? Ex. Do they do a big shop a month, then buy small things until the next paycheck?)  COMMENT
E01	Food		
E02	Electricity		
E03	Other Energy Forms (Paraffin, wood)		
E04	Household Products (washing powder, toilet paper, toothpaste, soap, shampoo) MAKE SURE THIS ISN'T PART OF THE FOOD BILL!		
E05	Taxi / Bus Fare / Pay for Lift/Train for work		
E06	Taxi / Bus Fare / Pay for Lift/Train for school		
E07	Taxi / Bus Fare / Pay for Lift/Train for shopping		
E08	Own Vehicle Fuel		
<b>Codes for Q10.1</b> 01=daily 02=weekly 03=month 04=quarterly 05=annually 06=from time to time 07=twice per month / fortnightly Other (specify in box)			

### Section 11: Other Household Expenses

Expense code		11.1 Do you pay cash for any of these?	11.2 How often do you pay for these things? <i>Code - Choose from options below</i>	11.3 How much do you spend each time you buy? (Estimate) RAND	11.4 Is this payment obligatory?	11.5 What are the consequences of non-payment? <i>Code - Choose from options below</i>
E20	Rent	Y N			Y N	
E21	Water	Y N			Y N	
E22	Rates and Taxes (Only if own house) Incl. Sanitation and Refuse	Y N			Y N	
E23	Lotto/gambling	Y N				
E24	Shoes - adult and children	Y N				
E25	Clothing - adult and children, other than for school	Y N				
E26	Church Fees/donations	Y N			Y N	
E27	Union dues (only if pay cash)	Y N			Y N	
E28	Club memberships (soccer clubs, etc)	Y N			Y N	
E29	Cigarettes, tobacco	Y N				
E30	Beer, wine, spirits	Y N				
E31	Entertainment (cinema, sports,music)	Y N				
E32	Personal (haircut, hair products, etc.)	Y N				
E33	Newspapers, stationary, magazine	Y N				
E34	Domestic workers (maid/gardener)	Y N			Y N	
E35	Kitchen equipment (pots, pans)	Y N				
E36	Telephone (Land Line)	Y N			Y N	
E37	Cell phone (rental, airtime)	Y N			Y N	
E38	Outside Phone (incl. Vodo container)	Y N				
E39	Bedding, towels, sheets, blankets	Y N				
E40	Fines, Penalties, Fees	Y N			Y N	
<b>Codes for Q11.2</b>		04=fortnightly 05=quarterly 06=annually 07=from time to time		<b>Code for Q11.5</b> 01=get evicted 02=pull kids out of school 03=thrown out of church/club/union/school		04=humiliated 05=suspended 06=nothing Other (specify)



## Section 12: Special Household Expenses

Expense code	12.1 How many times in the last year have you paid for these? NUMBER	12.2 How much did you pay each time? (On average) Enter 0 if free RAND	12.3 How did you get the money? <i>Code - Choose from options below</i>	12.4 If borrowed, are you still paying for it?
E50	Doctor, dentist, nurses, clinic (Paid <b>cash</b> , not on medical aid)			Y N
E51	Hospital fees			Y N
E52	Medicines and supplies			Y N
E53	Traditional healer's fees			Y N
E54	Travel (away from your home town)			Y N
E55	Car Maintenance			Y N
E56	Home Maintenance (Repairing roof, walls, door etc and building new shack/one-off gardening)			Y N
E57	Actual Funeral (Not a burial plan) or unveiling of tombstone (including tombstone)			Y N
E58	Traditional Feast/Initiation			Y N
E59	Wedding			Y N
E60	Lobola			Y N
E61	Alimony/Child support			Y N

### Codes for Q12.3

- 01=Used savings
- 02=Borrowed from neighbour /friend
- 03=Sold an asset
- 04=Had the cash
- 05=Borrowed from mashionisa (individual moneylender)
- 06=Borrow from cash loan (company mashionisa)
- Other (specify in box)

### Section 13: Annual Education Household Expenses (Enter TOTAL for Household and NOT per child)

	13.1 How much do you need to pay in total this year? RAND	13.2 When do you have to pay for this ? 01=once a month 02=twice a year 03= once a quarter 04=annually 05=over time CODE	13.3 If annually, in what month do you have to pay? Number (MM)	13.4 What happens when you don't pay on time or kids don't have uniforms?  <i>Code - Choose from options below</i>
E70	Crèche			
E71	Clothing - School Uniforms			
E72	School fees for pre-primary school			
E73	School fees for primary school			
E74	School fees for senior/high school			
E75	School fees for tertiary school			
E76	School books			
E77	Boarding fees			
E78	Extra mural fees/school outings			
E79	Contributions to school buildings			
E80	Extra cost for teachers			
<b>Bursaries</b>				
13.5 Do any children have a bursary for school?	Y	N		
List each who receives	FIRST NAME			
13.6 List the amount received in the bursary	RAND			

#### Code for Q13.4

- 01=get evicted
- 02=pull kids out of school (by choice)
- 03=thrown out of church/club/union/school (not by choice)
- 04=humiliated
- 05=suspended
- 06=nothing
- 07=don't get books
- Other (specify in box)

Section 14: What else do you spend money on? (DID WE GET EVERYTHING?)

14.1 Item	14.1 How often do you pay for this item? 01=daily 02=weekly 03=monthly 04=from time to time 05=quarterly 06=annually CODE	14.3 How much do you spend? RAND

<b>MAKE NEXT APPOINTMENT!</b>	
Date (dd/mm/yyyy)	
Time (hour, minute)	