

Financial Diaries Survey 2003-2004: Third Initial Questionnaire – Financial Instruments

Do you have any questions from last time?

Today I'd like to ask you how the household manages money. That means that I'd like to know the details of how you save money, and borrow, and loan. Do you have any questions?

To be completed by a knowledgeable adult in the Household

Interviewer: Complete before beginning interview

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

	Date (dd,mm,yy)	Starting time of interview (Hour, minute)	Ending time of interview (Hour, minute)
6. Date and time of visit			

	Date (dd,mm,yy)	Starting time of interview (Hour, minute)
7. Date and time of next visit		

SECTION A: SUMMARY OF LIST OF FINANCIAL INSTRUMENTS

Interviewer: Please use this section of the questionnaire to find out what instruments are being used by the household. Then pull each additional financial instrument questionnaire according to what is being used. You need to ask about both current and past instruments used.

A1. Has anyone in the household ever had a bank account?	Y N	A2. If no, why not?	CHOOSE ONE OR MORE 01=No money 02=Not available 03=Too far away 04=Don't like banks 05=Fees too high Other_____
If yes, could you please tell me about all the bank accounts you have had in the last 3 years?			
<u>Name of person in Household</u>	<u>Bank name</u>	<u>Is the account open or closed?</u>	
		Open	Closed
		Open	Closed
		Open	Closed
		Open	Closed
		Open	Closed
A3. If there are 2 accounts for the same person, why?	CHOOSE ONE 01=Use for different things 02=Never use one account Other_____		
<i>Interviewer: Use Questionnaire F1 to get information on bank accounts, both open and closed. If the household has ever had bank accounts, complete Questionnaire F1A on attitudes.</i>			

A4. Has anyone in the household ever contributed to or received from a pension or provident fund from his/her employers?	Y N
If yes, could you please tell me who in the household is either receiving a pension payout or paying into a pension? (Include if person died but relative is receiving pension)	
<u>Name of person in Household with a Pension/provident fund policy</u>	<u>Is the pension/provident fund being paid into at the moment, or being paid out to either the person or to the household?</u>
	Paying into Paid out to person with policy Paid out to relative
	Paying into Paid out to person with policy Paid out to relative
	Paying into Paid out to person with policy Paid out to relative
<i>Interviewer: Use Questionnaire F2 to get information on pensions</i>	

A5. Has anyone in the household ever belonged to an stokvel (gooi-gooi, saving club, stokvel)?	Y N	A6. If no, why not?	CHOOSE ONE OR MORE 01=No money to save 02=Not available 03=Too far away 04=People dishonest 05=Worried that might not have money Other_____
If yes, could you tell me about all the stokvel anyone has belonged to in the last five years?			
<u>Name of person in Household</u>	<u>Name of stokvel</u>	<u>Is he/she currently involved or stopped?</u>	
		Current	Stopped
		Current	Stopped
		Current	Stopped
		Current	Stopped
		Current	Stopped
		Current	Stopped
		Current	Stopped
		Current	Stopped
		Current	Stopped
<i>Interviewer: Use Questionnaire F3 to get information on current and stopped stokvels. If ever used stokvels, complete Questionnaire F3A on attitudes</i>			

A7. Has anyone in the household ever belonged to an society or had funeral insurance from a company or undertaker(include the ones at home)?	Y N	A8. If no, why not?	CHOOSE ONE OR MORE 01=No money to save 02=Not available 03=Too far away 04=People dishonest Other_____
If yes, could you tell me about all of these that anyone in the household has belonged to in the past 3 years?			
<u>Name of person in Household</u>		<u>Name of plan</u>	<u>Group or One-on-One with company/undertaker?</u>
			Group One-on-one
			Group One-on-one
			Group One-on-one
			Group One-on-one
			Group One-on-one
			Group One-on-one
			Group Oneon-one
<i>Interviewer: Use Questionnaire F4.1 to get information on both current and stopped burial societies and F4.2 to get information on current and stopped company/undertaker funeral plans. If anyone ever used either, complete Questionnaire F4A on attitudes.</i>			

A9. Has anyone in the household ever had any insurance other than burial that was purchased from a company?	Y N	A10. If no, why not?	CHOOSE ONE OR MORE 01=No money to save 02=Not available 03=Too far away 04=People dishonest 05=Never thought of it Other_____
Could you tell me about every other type of insurance anyone has ever had from a company? <i>Interviewer: Ask to see brochure/receipt or anything that will tell you the type of policy.</i>			
<u>Name of person in Household</u>		<u>Interviewer: Is this a retirement annuity?(Not from employer)</u>	<u>Is it current or stopped?</u>
	Y N		Current Stopped
	Y N		Current Stopped
	Y N		Current Stopped
	Y N		Current Stopped
	Y N		Current Stopped
	Y N		Current Stopped
<i>Interviewer: Use Questionnaire F5 if retirement annuity, and Questionnaire F6 if another type of insurance</i>			

A11. Has anyone in the household ever had a loan from a bank, cash loan, employer or stokvel? (This excludes individual mashionisas)	Y N	A12. If no, why not?	CHOOSE ONE OR MORE 01=No money 02=Not available 03=Too risky 04=Interest rates too high Other_____
If yes, could you tell me about every loan anyone has had in the past 5 years?			
<u>Name of person in Household</u>		<u>Loan group/company</u>	<u>Stokvel loan or formal loan?</u>
			stokvel formal
			stokvel formal
			stokvel formal
			stokvel formal
			stokvel formal
			stokvel formal

Interviewer: Use Questionnaire F7.1 formal loans, F7.2 for stokvel loans. Take information for both current and paid off loans. If anyone has ever had a loan, use F7A for attitudes to loans.

A12.1 Has anyone in the household ever had any loans under administration?	Y N		
Could you please tell me about any current loans that anyone has now or has paid off in the last 1 year			
<u>Name of person in Household</u>	<u>Name of administrator</u>	Is it still current or is it paid off?	
		Current	Paid off
		Current	Paid off
		Current	Paid off
		Current	Paid off

Interviewer: Use Questionnaire F23 to get information on current and paid off loans under administration

A13. Has anyone in the household ever had a loan from a mashionisa (an individual)?	Y N	A14. If no, why not?	CHOOSE ONE OR MORE 01=No money 02=Not available 03=Too risky 04=Can't afford to pay back Other _____
If yes, could you tell me about every mashionisa loan anyone has had in the last 1 year?			
<u>Name of person in Household</u>	<u>Amount of loan</u>	<u>Is it still current or paid off?</u>	
		Current	Paid off
		Current	Paid off
		Current	Paid off
		Current	Paid off
		Current	Paid off
		Current	Paid off

Interviewer: Use Questionnaire F8 if current and paid off mashionisa loans.

A15. Has anyone in the household ever bought anything one-off on credit / account? (i.e. either by account or lay-by, excluding groceries at local shop)	Y N	A16. If no, why not?	CHOOSE ONE OR MORE 01=No money to pay back 02=Too risky 03=Too embarrassed 04=Not available Other _____
Could you tell me about any credit you've taken in the last 5 years? <i>Ask to see purchase documentation</i>			
<u>Name of person in Household</u>	<u>Item bought</u>	<u>Still owing or paid off?</u>	
		Owe	Paid off
		Owe	Paid off
		Owe	Paid off
		Owe	Paid off
		Owe	Paid off
		Owe	Paid off
		Owe	Paid off
		Owe	Paid off
		Owe	Paid off

Interviewer: Use Questionnaire F9 to get information about credit items both still owing and paid off

A16.1 Has anyone in the household ever had a credit card or store card (like Sales House,Jet,Edgars)?	Y N	A16.2 If no, why not?	CHOOSE ONE OR MORE 01=Not available 02=Too Risky 03=Decided to get rid of them Other_____
Could you tell me which people have credit cards right now?			
<u>Name of person in Household</u>	<u>Type of Credit Card (Which store)</u>		
<i>Interviewer: Use Questionnaire F21 to get information about credit cards that anyone in the household has</i>			

A17. Does the household ever buy from the local spaza or shabeen on credit /account (count even within a month)?	Y N	A18. If no, why not?	CHOOSE ONE OR MORE 01=No money to pay back 02=Too risky 03=Too embarrassed 04=Not available Other_____
<i>Interviewer: Use Questionnaire F10 for ongoing transactions</i>			

A19. Does anyone in the household ever give little loans to your neighbours/ friends/relatives? (Even R10 or R20)	Y N	A20. If no, why not?	CHOOSE ONE OR MORE 01=No money 02=Not available 03=Too risky Other_____
A21. If yes, mostly give loans to whom?	CHOOSE ONE OR MORE 01=Neighbour 02=Friend 03=Church 04=Work 05=Relative 06=HH member 07=Club member Other_____		
If yes, could you tell me about the loans that are outstanding right now?			
<u>Name of person in Household</u>	<u>Name of person loaned to</u>		
<i>Interviewer: Use Questionnaire F11 to ask questions about current transactions</i>			

A22. Does anyone in the household ever take little loans from your neighbours/ friends/relatives? (Even R10 or R20)	Y N	A23.If no, why not?	CHOOSE ONE OR MORE 01=No money to pay back 02=Too risky 03=Too embarrassed 04=Not available Other_____
A24. Mostly get loans from who?	CHOOSE ONE OR MORE 01=Neighbour 02=Friend 03=Church 04=Work colleague 05=Relative 06=HH member 07=Club member Other_____		
If yes, could you tell about the loans that you have outstanding right now?			
<u>Name of person in Household</u>	<u>Name of person borrowed from</u>		
<i>Interviewer: Use Questionnaire F12 about current transactions</i>			

A25. Does anyone in the household ever look after someone else's money (from outside the household)?	Y N	A26.If no, why not?	CHOOSE ONE OR MORE 01=Never thought of doing that 02=Don't want the responsibility Other_____
A26.1 If yes, is he/she looking after someone's money right now?	Y N		
<i>Interviewer: Use Questionnaire F13 to get information on current transactions</i>			

A27. Does anyone in the household ever ask someone outside the household to look after his/her money?	Y N	A28. If no, why not?	CHOOSE ONE OR MORE 01=Never thought of doing that 02=Don't trust anyone 03=No money to save Other_____
A28.1 If yes, is anyone looking after his/her money right now?	Y N		
<i>Interviewer: Use Questionnaire F14 to get information on current transactions</i>			

A29. Does anyone in the household ever store money in the house or on yourself?	Y N	A30. If no, why not?	CHOOSE ONE OR MORE 01=Will get stolen by HH member 02=Will get stolen by outsider 03=Will forget about it 04=No money to save 05=Afraid of fire Other_____
A30.1 If yes, are you storing money in the house right now? <i>Even if no, fill out F15</i>	Y N		
<i>Interviewer: Use Questionnaire F15 to get information on previous and current transactions. If ever used, use Questionnaire F15A for open-ended questions on individual savings.</i>			

A31. If you pay rent, does the household ever pay rent late?	Y N		
A31.1 If yes, are you in rent arrears right now?	Y	N	
<i>Interviewer: Use Questionnaire F16 to get information about current transactions</i>			

A32. Does anyone in the household ever take a wage advance?	Y N		
A32.1 If yes, have you taken a wage advance this month?	Y	N	
<i>Interviewer: Use Questionnaire F17 to get information about current transactions</i>			

A33. Does anyone in the household ever get income (wages, rent, grant) paid late?	Y N		
A33.1 If yes, are you owed income right now?	Y	N	
<i>Interviewer: Use Questionnaire F18 to get information about current transactions</i>			

A34. Does anyone in the household ever regularly time his salary with other people (mogodisano/masirholisane, i.e. if one person gets paid on the 5 th and then gives a loan to someone who pays back when they get paid on the 25 th)?	Y N		
<i>Interviewer: Use Questionnaire F22 to get information about current transactions</i>			

SECTION B: ATTITUDES ABOUT MONEY

B1. Is there any other way that you manage your money other than how we've mentioned?

B2. When and how do people in the household talk about money with each other?

B3. What do you need lump sums of money for the most?

B4. Is the money from one stream of income used for one thing and the money from other streams used for something else? - *Describe*

B5. How much time do you spend thinking about how to manage your money? - *Describe*

B6. What is the thing you plan for and worry about the most? - *Describe*

SECTION C: SUMMARY QUESTIONS- Use only if household runs a business or has sold an asset on credit

C1.Does anyone in the household ever give credit, even within a month (include if sold a physical asset)?	Y N	C2. If no, why not?	CHOOSE ONE OR MORE 01=Too difficult to keep track 02=Too risky 03=Not enough money Other_____
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C3. If yes, do you keep track of who owes you (even if you keep it in your head to yourself)?	Y N	C4. If no, why not?	CHOOSE ONE OR MORE 01=Too much hassle 02=Would embarrass people Other_____
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C4.1 If yes, how many people have credit right now? NUMBER	
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Interviewer: If yes, use Questionnaire F19 to get information on all current transactions

C5. Does anyone in the household ever buy trade goods on credit from suppliers?	Y N	C6. If no, why not?	CHOOSE ONE OR MORE 01=Not available 02=No money to pay back Other_____
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Interviewer: If yes, use Questionnaire F20 to get information on current transactions

DURING DATA INPUT - FILL IN JOURNAL

Write a description of the household, finding phrases that might characterise the household (i.e. old couple in decline, struggling single mother, child head of household, household on upswing, etc).

Note any recent changes to the household's situation (Just moved, house burned down, lost job, etc).

Sat what type of house they live in and how they got it.

Next Interview	Date (dd,mm,yy)	Starting time of interview (Hour, minute)
Date and time of next visit		