# Labour  Market Dynamics in

# South Africa

# 2014

# Metadata

**METHODOLOGY**

**Introduction**

The Quarterly Labour Force Survey (QLFS) datasets for the 4 quarters of 2014 have been pooled together to form an annual dataset on which the Labour Market Dynamics in South Africa, 2014 report is based.

The QLFS sample covers the non-institutional population except for workers' hostels. However, persons living in private dwelling units within institutions are also enumerated. For example, within a school compound, one would enumerate the schoolmaster's house and teachers' accommodation because these are private dwellings. Students living in a dormitory on the school compound would, however, be excluded.

**Survey requirements and design**

The Quarterly Labour Force Survey (QLFS) frame has been developed as a general-purpose household survey frame that can be used by all other household surveys, irrespective of the sample size requirement of the survey. The sample size for the QLFS is roughly 30 000 dwellings per quarter.

The sample is based on information collected during the 2001 Population Census conducted by Stats SA. In preparation for the 2001 Census, the country was divided into 80 787 enumeration areas (EAs). Stats SA's household-based surveys use a master sample of primary sampling units (PSUs) which comprises EAs that are drawn from across the country.

The sample is designed to be representative at provincial level, as well as within provinces at metro/non-metro level. Within the metros, the sample is further distributed by geography type. The four geography types are: urban formal, urban informal, farms and tribal. This implies, for example, that within a metropolitan area, the sample is representative of the different geography types that may exist within that metro.

The current sample size is 3 080 PSUs. It is divided equally into four subgroups or panels called rotation groups. The rotation groups are designed in such a way that each of these groups has the same distribution pattern as that which is observed in the whole sample. They are numbered from one to four and these numbers also correspond to the quarters of the year in which the sample will be rotated for the particular group.

The sample for the redesigned Labour Force Survey (i.e. the QLFS) is based on a stratified two-stage design; probability proportional to size (PPS) sampling of PSUs in the first stage, and sampling of dwelling units (DUs) with systematic sampling in the second stage.

**Sample rotation**

Each quarter, a ¼ of the sampled dwellings rotate out of the sample and are replaced by new dwellings from the same PSU or the next PSU on the list. Thus, sampled dwellings will remain in the sample for four consecutive quarters. It should be noted that the sampling unit is the dwelling, and the unit of observation is the household. Therefore, if a household moves out of a dwelling after being in the sample for, say two quarters, and a new household moves in, the new household will be enumerated for the next two quarters. If no household moves into the sampled dwelling, the dwelling will be classified as vacant (unoccupied).

**Weighting**

The sampling weights for the data collected from the sampled households are constructed in such a manner that the responses could be properly expanded to represent the entire civilian population of South Africa. The weights are the result of calculations involving several factors, including original selection probabilities, adjustment for non-response, and benchmarking to known population estimates from the Demography division of Stats SA.

**Non-response adjustment**

In general, imputation is used for item non-response (i.e. blanks within the questionnaire) and edits failure (i.e. invalid or inconsistent responses). The eligible households in the sampled dwellings can be divided into two response categories: respondents and non-respondents. Weight adjustment is applied to account for the non-respondent households (e.g. refusal, no contact, etc.).

**Final survey weights**

The final survey weights are constructed using regression estimation to calibrate to the known population counts at the national level population estimates (which are supplied by the Demography division) cross-classified by 5-year age groups, gender and race, and provincial population estimates by broad age groups. The 5-year age groups are: 0–4, 5–9, 10–14, etc., and 65 years and over. The provincial-level age groups are: 0–14, 15–34, 35–64, and 65 years and over. The calibrated weights are constructed in such a way that all persons in a household would have the same final weight.

**Estimation**

The final survey weights are used to obtain the estimates for various domains of interest, e.g. number of persons employed in agriculture in Western Cape, number of females employed in manufacturing, etc.

**Table A: Contents of the QLFS questionnaire**

| Section | Number of questions | Details of each section |
|---------|---------------------|-------------------------|
| Section 1 | 10 | Biographical information (marital status, language, migration, education, training, literacy, etc. |
| Section 2 | 7 | Economic activities |
| Section 3 | 19 | Unemployment and economic inactivity |
| Section 4 | 25 | Main work activities in the last week |
| Section 5 | 9 | Earnings in the main job |
| **All sections** | 70 | Comprehensive coverage of all aspects of the labour market |

**Table B: Average response rate by province, 2014**

| Province | 2014 |
|----------|------|
| | Percentages (%) |
| Western Cape | 90,9 |
| Eastern Cape | 95,8 |
| Northern Cape | 90,2 |
| Free State | 96,5 |
| KwaZulu-Natal | 95,5 |
| North West | 92,7 |
| Gauteng | 80,1 |
| Mpumalanga | 93,4 |
| Limpopo | 99,2 |
| **South Africa** | 91,9 |

**CONTENTS OF CD**

The CD contains a flat, ASCII, fixed-field file, with one line of given length per record. This format was chosen to make the data usable with as many statistical programs as possible, and thus accessible to as wide a range of people as possible.

Users can also access, explore and download the micro data in various formats, i.e. SAS, SPSS, Stata, etc., as well as the metadata from StatsOnline at www.statssa.gov.za. Click on 'Interactive data' then 'Explore micro data'.

**Other important information can be found in the:**

Questionnaire
Additional code lists (occupation and industry)
Relevant statistical release/report
Record layouts
Stats SA website: www.statssa.gov.za

**The data file**

The data file contains information on sections 1, 2, 3, 4 and 5.

Each section contains the following information for each variable:

**Description of variables**

**Descriptive name**: This is a short description of the variable with the variable name in brackets.

**Position of the variable**: The position of a variable within a record is recorded in the format (@xxx y.). '@xxx' indicates that the variable starts at position (i.e. column) xxx, and 'y' indicates the length of the field.

**Final code list**: The range of valid values for variables. For continuous variables it only reflects the upper and lower limits.

**Not applicable**: The code for 'missing' values is given for each variable (□ = Not applicable).

**Note to users**: Additional information for further clarity on questions.

**Note to users:**

**Please note that the following variables are not in the previous datasets, it is the first time they are included in the 2014 dataset:**

Field of study (Q18FIELD)
School attendance (Q19ATTE)
Education institution (Q110EDUI)
Reason not available for work (Q311bWHNSTART)
Paid vacation leave (Q47cLEAVE)
Entitlement to paid sick leave (Q47cSICK)
Entitlement to maternity/parternity leave (Q47cMATERNITY)
Trade union membership (Q412BMEMUNION)
Annual salary increase determination (Q412CSALINCREMENT)
Not in employment, education or training (NEET) - derived variable

## DATA FILE

*Unique number (UQNO)* *(@ 1 18.)*

Unique household identifier allocated to each household.

**Valid range: 101000170000004001–986010560000022101**

*Person number (PERSONNO)* *(@19 2.)*

**Person (respondent) number**

**Valid range: 01–22**

*Province (Province)* *(@21 1.)*

**South African provinces as at December 2005 released by the Municipal Demarcation Board in January 2006.**

**Final code list**

1 = Western Cape
2 = Eastern Cape
3 = Northern Cape
4 = Free State
5 = KwaZulu-Natal
6 = North West
7 = Gauteng
8 = Mpumalanga
9 = Limpopo

## SECTION 1

**This section covers particulars of each person in the household.**

**Question 1.2**

*Stayed at least four nights (Q12NIGHTS)* *(@22 1.)*

| 1.2 | Has..........stayed in this household for at least four nights on average per week during the last four weeks? | |
|---|---|---|
| | 1 = YES | 1 |
| | 2 = No ➙  *End of questions for this person* | 2 |

**Note to users**

This question was asked for each person found in the selected dwelling. Those who were not household members (those who had not spent at least four nights per week during the last four weeks) were excluded from the data (2 = No). The instruction in this question was to end the interview for those who had answered 'No' to this question. It is by means of this question that household members are identified within the selected dwelling.

**Universe**

Every person who had stayed in the households in selected dwelling units at least four nights a week in the four weeks prior to the interview.

**Final code list**

1 = Yes

**Question 1.3**

*Gender (Q13GENDER)*                                              *(@23    1.)*

| 1.3 | Is...... a male or a female? |  |
|---|---|---|
|  | 1 = MALE | 1 |
|  | 2 = FEMALE | 2 |

**Note to users**

This question was asked for all household members, to determine their gender. Enumerators were instructed not to assume the gender of household members by just looking at people's names or physical appearances. In this instance, they had to ask the respondent the gender of each member of the household without any assumptions.

**Universe**

Every person who had stayed in the households in selected dwelling units at least four nights a week in the four weeks prior to the interview.

**Final code list**

1  = Male
2  = Female

**Question 1.4**

*Age (Q14AGE)*                                                    *(@24    3.)*

| 1.4 | What is......'s date of birth and age in completed years? | Day of birth:<br>Example of day<br>0 1 |  |
|---|---|---|---|
|  |  | Month of birth:<br>Example of month<br>0 3 |  |
|  |  | Year of birth:<br>Example of year<br>1 9 8 3 |  |
|  | Age *(less than 1 year = 000)* |  |  |

**Derived variable**

This is a derived variable indicating the age of the household member. Age of the household member was derived from question 1.4 of the questionnare.

This question was asked for each member of the household. The instruction was to write the age in completed years to the nearest whole numbers and not in words. Thus, if a person was two years and six months, the instruction was to write the two completed years. For children aged less than a year, the instruction was to write 000.

**Universe**

Every person who had stayed in the households in selected dwelling units at least four nights a week in the four weeks prior to the interview.

**Final code list**

Valid range: 0–113

**Question 1.5**

*Population group (Q15POPULATION)* *(@27   1.)*

| 1.5 | What population group does..... belong to? | |
|---|---|---|
| | 1 = AFRICAN/BLACK | 1 |
| | 2 = COLOURED | 2 |
| | 3 = INDIAN/ASIAN | 3 |
| | 4 = WHITE | 4 |
| | 5 = OTHER, *specify, in the box at the bottom* | 5 |

**Note to users**

This question was asked to determine the population group of persons from the selected dwelling units. The respondent had to answer for each member and the enumerator was not to make any assumptions. The enumerator was also instructed not to come to any conclusions, which may be influenced by his observation or using people's names during the interview. This question may seem very sensitive to some respondents especially in this post apartheid era, but it is important to find out the composition of the South African population.

**Universe**

Every person who had stayed in the households in selected dwelling units at least four nights a week in the four weeks prior to the interview.

**Final code list**

1 = Black African
2 = Coloured
3 = Indian/Asian
4 = White

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**Question 1.6**

*Marital status (Q16MARITALSTATUS)* *(@28 1.)*

| 1.6 | What is .......'s present marital status? | |
|---|---|---|
| | 1 = MARRIED | 1 |
| | 2 = LIVING TOGETHER LIKE HUSBAND AND WIFE | 2 |
| | 3 = WIDOW/WIDOWER | 3 |
| | 4 = DIVORCED or SEPARATED | 4 |
| | 5 = NEVER MARRIED | 5 |

**Note to users**
This question is about the marital status of the members of the household. Both modern and traditional marriages are considered in this question.

**Universe**
Every person who had stayed in the households in selected dwelling units at least four nights a week in the four weeks prior to the interview.

**Final code list**
1 = Married
2 = Living together like husband and wife
3 = Widow/Widower
4 = Divorced or separated
5 = Never married

**Question 1.7**

*Highest education level (Q17EDUCATION)*        *(@29   2.)*

| 1.7 | What is the highest level of education that... has successfully completed? | |
|---|---|---|
| | 98 = NO SCHOOLING | |
| | 00 = GRADE R/0 | |
| | 01 = GRADE 1/SUB A | |
| | 02 = GRADE 2/SUB B | |
| | 03 = GRADE 3/STANDARD 1/ABET 1 (KHARI RI GUDE, SANLI) | |
| | 04 = GRADE 4/STANDARD 2 | |
| | 05 = GRADE 5/STANDARD 3/ABET 2 | |
| | 06 = GRADE 6/STANDARD 4 | |
| | 07 = GRADE 7/STANDARD 5/ABET 3 | |
| | 08 = GRADE 8/STANDARD 6/FORM 1 | |
| | 09 = GRADE 9/STANDARD 7/FORM 2/ABET 4 | |
| | 10 = GRADE 10/STANDARD 8/FORM 3 | |
| | 11 = GRADE 11/STANDARD 9/FORM 4 | |
| | 12 = GRADE 12/STANDARD 10/FORM 5/MATRIC | |
| | *If code 98 or 00-12, Go to Q1.9* | |
| | 13 = NTC I/N1/NIC/(v)LEVEL 2 | |
| | 14 = NTC II/N2/NIC/(v)LEVEL 3 | |
| | 15 = NTC III/N3/NIC/(v)LEVEL 4 | |
| | 16 = N4/NTC 4 | |
| | 17 = N5/NTC 5 | |
| | 18 = N6/NTC 6 | |
| | 19 = CERTIFICATE WITH LESS THAN GRADE 12/STD 10 | |
| | 20 = DIPLOMA WITH LESS THAN GRADE 12/STD 10 | |
| | 21 = CERTIFICATE WITH GRADE 12/STD 10 | |
| | 22 = DIPLOMA WITH GRADE 12/STD 10 | |
| | 23 = HIGHER DIPLOMA | |
| | 24 = POST HIGHER DIPLOMA (MASTERS, DOCTORAL DIPLOMA) | |
| | 25 = BACHELORS DEGREE | |
| | 26 = BACHELORS DEGREE AND POST GRADUATE DIPLOMA | |
| | 27 = HONOURS DEGREE | |
| | 28 = HIGHER DEGREE (MASTERS/PHD) | |
| | 29 = OTHER, *specify in the box at the bottom* | |
| | 30 = DON T KNOW | |
| | *If code 13-28, Go to Q1.8* | |
| | *If code 29-30, Go to Q1.9* | |
| | | |
| | *Diploma or certificate should have been at least six months study duration full time (or equivalent)* | |
| | | |
| | *Write the appropriate code in the boxes* | |

**Note to users**

Enumerators were instructed that it was only those qualifications already obtained which had to be entered. That means the current level of study with which a person was still busy, was not applicable. It was very important to complete each record even if the person had not attended school. Enumerators were instructed to record diplomas and certificates that were of at least six

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months' duration. If the answer to Q1.7 is code 98 or 00-12 or 29-30, the instruction is to go to Q 1.9. If code 13-28 is selected, the instruction is to go to Q1.8.

**Universe**

Every person who had stayed in the households in selected dwelling units at least four nights a week in the four weeks prior to the interview.

**Final code list**

98 = No schooling
00 = Grade R/0
01 = Grade 1/Sub A
02 = Grade 2/Sub B
03 = Grade 3/Standard 1
04 = Grade 4/Standard 2
05 = Grade 5/Standard 3
06 = Grade 6/Standard 4
07 = Grade 7/Standard 5
08 = Grade 8/Standard 6/Form 1
09 = Grade 9/Standard 7/Form 2
10 = Grade 10/Standard 8/Form 3
11 = Grade 11/Standard 9/Form 4
12 = Grade 12/Standard 10/Form 5/Matric
13 = NTC I/N1/NIC/(v) Level 2
14 = NTC II/N2/NIC/(v) Level 3
15 = NTC III/N3/NIC/(v) Level 4
16 = N4/NTC 4
17 = N5/NTC 5
18 = N6/NTC 6
19 = Certificate with less than Grade 12/Std 10
20 = Diploma with less than Grade 12/Std 10
21 = Certificate with Grade 12/Std 10
22 = Diploma with Grade 12/Std 10
23 = Higher Diploma
24 = Post Higher Diploma (Masters, Doctoral Diploma)
25 = Bachelors Degree
26 = Bachelors Degree and Post Graduate Diploma
27 = Honours Degree
28 = Higher Degree (Masters/Phd)
29 = Other
30 = Do not know

*Study field  (Q18FIELD)* (@31   2)

**1.8** **If Diploma, Certificate or Degree (Code 13-28 in Q1.7):**
**In which field is ......'s highest post-school qualification?**

**UNIVERSITY/TECHNIKON/COLLEGE**
01 = AGRICULTURE OR RENEWABLE NATURAL RESOURCES
02 = ARCHITECTURE OR ENVIRONMENTAL DESIGN
03 = ARTS, VISUAL OR PERFORMING
04 = BUSINESS, COMMERCE OR MANAGEMENT SCIENCES
05 = COMMUNICATION
06 = COMPUTER SCIENCES
07 = EDUCATION, TRAINING OR DEVELOPMENT
08 = ENGINEERING OR ENGINEERING TECHNOLOGY
09 = HEALTH CARE OR HEALTH SCIENCES
10 = HOME ECONOMICS
11 = INDUSTRIAL ARTS, TRADERS OR TECHNOLOGY
12 = LANGUAGES, LINGUISTICS OR LITERATURE
13 = LAW
14 = LIBRARIES OR MUSEUMS
15 = LIFE SCIENCES OR PHYSICAL SCIENCES
16 = MATHEMATICAL SCIENCES
17 = MILITARY SCIENCES
18 = PHILOSOPHY, RELIGION OR THEOLOGY
19 = PHYSICAL EDUCATION OR LEISURE
20 = PSYCHOLOGY
21 = PUBLIC ADMINISTRATION OR SOCIAL SERVICES
22 = SOCIAL SCIENCES OR SOCIAL STUDIES
23 = OTHER

**FURTHER EDUCATION AND TRAINING (FET)**

24 = MANAGEMENT
25 = MARKETING
26 = INFORMATION TECHNOLOGY AND COMPUTER SCIENCE
27 = FINANCE, ECONOMICS AND ACCOUNTING
28 = OFFICE ADMINISTRATION
29 = ELECTRICAL INFRASTRUCTURE CONSTRUCTION
30 = CIVIL ENGINEERING AND BUILDING CONSTRUCTION
31 = ENGINEERING
32 = PRIMARY AGRICULTURE
33 = HOSPITALITY
34 = TOURISM
35 = SAFETY IN SOCIETY
36 = MECHATRONICS
37 = EDUCATION AND DEVELOPMENT
38 = OTHER

**Note to users**

This question should only be asked to persons who have obtained a post-school qualification (diploma, certificate or degree) - code 13-28 in Q1.7. The interest in this question is in establishing the field of study in which the qualifications have been obtained.

**Universe**

**Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior to the interview.**

**Final code list**

01 = Agriculture or Renewable natural resources
02 = Architecture or environmental design
03 = Arts, Visual or Performing
04 = Business, commerce and management studies
05 = Communication
06 = Computer science
07 = Education, training or development
08 = Engineering or engineering technology
09 = Health care or health sciences
10 = Home economics
11 = Industrial arts, traders or technology
12 = Languages, linguistic or literature
13 = Law
14 = Libraries or museums
15 = Life sciences or physical sciences
16 = Mathematical sciences
17 = Military sciences
18 = Philosophy, religion or theology
19 = Physical education or leisure
20 = Psychology
21 = Public administration or social services
22 = Social sciences or social studies
23 = Other
24 = Management
25 = Marketing
26 = Information technology and computer science
27 = Finance, economics and accounting
28 = Office administration
29 = Electrical infrastructure construction
30 = Civil engineering and building construction
31 = Engineering
32 = Primary agriculture
33 = Hospitality
34 = Tourism
35 = Safety in society
36 = Mechatronics
37 = Education and development
38 = Other
99 = Unspecified
□□ = Not applicable

*Currently attending educational institution (Q19ATTE)* *(@33 1)*

| | | |
|---|---|---|
| 1.9 | Does ... currently attend any educational institution?<br>    1 = YES<br>    2 = NO  →  **Go to Section 2** | 1<br>2 |

**Note to users**

The question focuses on attendance of educational institutions. 'Educational institution' can include school, university of technology, university, home school, pre-school, crèche, day care, distance/correspondence education, etc. If the respondent is attending an educational institution, the survey officer has to proceed to Q1.10. If the individual is not attending an educational institution, there is a skip, go to Section 2.

**Universe**

**Every person who has stayed in the households in selected dwelling units at least four nights per week in the four weeks prior the interview.**

**Final code list**

1 = Yes
2 = No
□□ = Not applicable

*Education Institution (Q110EDUI)* *(@34 2)*

| | | |
|---|---|---|
| 1.10 | Which educational institution does ... currently attend? | |
| | 1 = PRE-SCHOOL (INCLUDING DAY CARE, CRŁCHE, GRADE R AND PRE-GRADE R IN AN ECD CENTRE) | 1 |
| | 2 = ORDINARY SCHOOL (INCLUDING GRADE R LEARNERS WHO ATTEND A FORMAL SCHOOL, GRADE 1-12 LEARNERS AND LEARNERS IN SPECIAL CLASS) | 2 |
| | 3 = SPECIAL SCHOOL | 3 |
| | 4 = FURTHER EDUCATION AND TRAINING COLLEGE (FET) | 4 |
| | 5 = OTHER COLLEGE | 5 |
| | 6 = HIGHER EDUCATION INSTITUTION (UNIVERSITY OR UNIVERSITY OF TECHNOLOGY) | 6 |
| | 7 = ADULT BASIC EDUCATION AND TRAINING CENTRE (ABET CENTRE) | 7 |
| | 8 = LITERACY CLASSES (E.G. KHAI RI GUDE, SANLI) | 8 |
| | 9 = HOME-BASED EDUCATION OR HOME SCHOOLING | 9 |

*Note to users*

Distance, correspondence and home schooling are included in this question. Survey officers are instructed not to make assumptions by associating people's ages with the level of education, but rather consider what the respondent gives.

*Universe*

Every person who has stayed in the households in selected dwelling units at least four nights per week in the four weeks prior the interview who are currently attending an educational institution.

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*Final code list*

01 = Pre-school (including day care, crèche, Grade R and Pre-Grade R in an ECD Centre)
02 = Ordinary School (including Grade R learners who attend a formal school, Grade 1–12
      learners and learners in Special Class)
03 = Special School
04 = Further Education and Training College (FET)
05 = Other College
06 = Higher Education Institution (University/University of Technology)
07 = Adult basic Education and Training Centre (ABET CENTRE)
08 = Literacy classes (e.g. KHA RI GUDE, SANLI)
09 = Home-based education/home schooling
□□ = Not applicable

## SECTION 2

**This section covers economic activities in the last week for persons aged 15 years and older.**

**Question 2.0**

*Person himself/herself responding (Q20SELFRESPOND)* *(@36   1.)*

| 2.0 | Interviewer to answer **Is the person him/herself responding to questions?** | | |
|-----|-----|-----|-----|
| | 1 = YES → **Go to Q 2.2** | | 1 |
| | 2 = No | | 2 |

**Note to users**

This question was answered by the enumerator. It was recommended that if all the members of the household who qualified for this section were present, they should answer for themselves. It is by means of this question that the accuracy of the information received can be qualified, as it would reflect whether people answered for themselves or a proxy responded on their behalf.

**Universe**

All members of the households in selected dwelling units aged 15 years and older.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

**Note: Questions 2.1–2.3 are not included in the data, as these questions were asked for administrative purposes and as such do not have any impact on the analysis of the data.**

**Question 2.4**

| 2.4 | In the last week.... | YES | NO |
|---|---|---|---|
| | (a) Did you work for a wage, salary, commission or any payment in kind (including paid domestic work), even if it was for only one hour? | 1 | 2 |
| | *Examples: a regular job, contract, casual or piece work for pay, work in exchange for food or housing, paid domestic work.* | | |
| | (b) Did you run or do any kind of business, big or small, for yourself or with one or more partners, even if it was for only one hour? | 1 | 2 |
| | *Examples: Commercial farming, selling things, making things for sale, construction, repairing things, guarding cars, brewing beer, collecting wood or water for sale, hairdressing, crèche businesses, taxi or other transport business, having a legal or medical practice, performing in public, having a public phone shop, etc.* | | |
| | (c) Did you help without being paid in any kind of business run by your household, even if it was for only one hour? | 1 | 2 |
| | *Examples: Commercial farming, help to sell things, make things for sale or exchange, doing the accounts, cleaning up for the business, etc.* | | |
| | ***If yes to any part of Q 2.4 go to Section 4, otherwise go to Q 2.5*** | | |

**Note to users**

This question is applicable to all household members aged 15 years and older, regarding their involvement in economic activities in the seven days prior to the interview. This is part of the questionnaire where there would be a differentiation between the economically active population and those who are not economically active. The instruction to enumerators was that they should consider those activities that lasted for at least an hour within the last seven days. In order to be certain that the categories had been answered, there should either be a 'Yes' or 'No' answer to all of them. Most importantly, if there was a 'Yes' to any part of this question, there should be a skip to Section 4. If all the categories were 'No', there should be a continuation to the next question.

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*Paid work (Q24APDWRK)* *(@37 1.)*

(a) Do any work for a wage, salary, commission or any payment in kind (excluding domestic work)?

**Universe**

All members of the households in selected dwelling units aged 15 years and older who in the last week did any work for a wage, salary, commission or any payment in kind.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

*Own business (Q24BOWNBUSNS)* *(@38 1.)*

(b) Run or do any kind of business, big or small, for himself/herself or with one or more partners?

**Universe**

All members of the households in selected dwelling units aged 15 years and older who in the last week ran or did any kind of business, big or small, for himself/herself or with one or more partners.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

*Unpaid work (Q24CUNPDWRK)* *(@39 1.)*

(c) Help unpaid in a household business of any kind?

**Universe**

All members of the households in selected dwelling units aged 15 years and older who in the last week helped unpaid in a household business of any kind.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

**Question 2.5**

| 2.5 | In the last week, even though you did not do any work for pay, profit or did not help without pay in a household business, …. | YES NO |
|---|---|---|
| | (a) Did you have a paid job that you would definitely return to?<br>→ *If yes, go to Q 2.7, otherwise continue*<br><br>*Examples: a regular job, contract, casual or piece work for pay, work in exchange for food or housing, paid domestic work.* | ☐1 ☐2 |
| | (b) Did you have a business that you would definitely return to?<br>→ *If yes, go to Q 2.7, otherwise continue*<br><br>*Examples: Commercial farming, selling things, making things for sale, construction, repairing things, guarding cars, brewing beer, collecting wood or water for sale, hairdressing, crèche businesses, taxi or other transport business, having a legal or medical practice, performing in public, having a public phone shop, etc.* | ☐1 ☐2 |
| | (c) Did you have an unpaid job in any kind of business run by your household that you would definitely return to?<br>→ *Go to Q 3.1*<br>*Examples: Commercial farming, help to sell things, make things for sale or exchange, doing the accounts, cleaning up for the business, etc.* | ☐1 ☐2 |

**Note to users**

This was only applicable to household members who had answered 'No' to all the categories in Question 2.4. The main intention of this question was to find the reason why people did not work in the last week prior to the interview. If 'Yes' to either part a or b, the enumerator should skip to Question 2.7.

*Have paid work  to return to (Q25APDWRK)* *(@40   1.)*

(a) Did you have a paid job that you would definitely return to?
   → *If yes, go to Q 2.7, otherwise continue*

**Universe**

All members of the households in selected dwelling units aged 15 years and older who were not involved in economic activities in the last seven days prior to the interview and who had a paid job that they would definitely return to.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

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*Have own business  to return to (Q25BOWNBUSNS)* *(@41 1.)*

(b) Did you have a business that you would definitely return to?
> → *If yes, go to Q 2.7, otherwise continue*

**Universe**

All members of the households in selected dwelling units aged 15 years and older who were not involved in economic activities in the last seven days prior to the interview, and who had a business that they would definitely return to.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

*Have an unpaid work to return to (Q25CUNPDWRK)* *(@42 1.)*

(c) Did you have an unpaid job in any kind of business run by your household that you would definitely return to?
> → *Go to Q 3.1*

**Universe**

All members of the households in selected dwelling units aged 15 years and older who were not involved in economic activities in the last seven days prior to the interview, and who had an unpaid job in any kind of business run by their household that they would definitely return to.

**Final code list**

2 = No
□ = Not applicable

**Question 2.7**

*Main reason absent from work (Q27RSNABSENT)* *(@43 2.)*

| | | |
|---|---|---|
| 2.7 | **What was the main reason you were absent from your job/business in the last week?** | |

| | |
|---|---|
| 01 = Health Reasons | 01 |
| 02 = Vacation Leave | 02 |
| 03 = Caring For Family Or Others (Except Maternity/Paternity Leave) | 03 |
| 04 = Maternity or Paternity Leave | 04 |
| 05 = Other Family/Community Obligations (Funerals, Meetings) | 05 |
| 06 = Strike/Stay-Away/Lockout | 06 |
| 07 = Problems With Transport | 07 |
| 08 = Bad Weather | 08 |
| 09 = Study Or Training Leave | 09 |
| 10 = Unrest (Violence) | 10 |
| 11 = Temporarily Laid Off/Reduction In Economic Activity | 11 |
| 12 = Seasonal Work ➤ *Go to Q 3.1* | 12 |
| 13 = Start A New Job/Business At A Definite Date In The Future ➤ *Go to Q 3.1* | 13 |
| 14 = Other Reason, *specify* | 14 |

*For all reasons, except options 12 & 13, go to Section 4*

**Note to users**

This question was aimed at establishing the reasons why people were absent from their normal activities in the seven days prior to the interview. If more than one reason was given, only the main one was recorded. A provision was made to specify the reasons that were not on the pre-coded list. If option 12 or 13 was selected, the enumerator should go to Question 3.1; for all other reasons the enumerator should proceed to Section 4.

**Universe**

Members of the household aged 15 years and older who were not involved in economic activities in the seven days prior to the interview but who had a job/business to return to.

**Final code list**

    01 = Health reasons
    02 = Vacation leave
    03 = Caring for family or others
    04 = Maternity or paternity leave
    05 = Other family/community obligations
    06 = Strike/Stay-away/Lockout
    07 = Problems with transport
    08 = Bad weather
    09 = Study or training leave
    10 = Unrest (violence)

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11 = Temporarily laid off/Reduction in economic activity
12 = Seasonal work
13 = Start a new job/business at a definite date in the future
14 = Other reason
□□ = Not applicable

## SECTION 3

**This section covers unemployment and economic inactivity for persons aged 15 years and older.**

### Question 3.1



**Note to users**

The purpose of this question was to establish whether a person had taken any action to look for a job in the last four weeks prior to the interview. The instruction to the numerator was to complete both given categories with either a 'Yes' or a 'No' answer. If 'Yes' to a), the enumerator should skip to Question 3.2; and if 'No' to b), the enumerator should skip to Question 3.3.

*Look for work (Q31ALOOKWRK)*                                   *(@45   1.)*

(a) To look for any kind of work

**Universe**

All household members aged 15 years and older who were unemployed or inactive in the last four weeks, and who were looking for any kind of job.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

*Start business (Q31BSTARTBUSNS)*                              *(@46   1.)*

(b) To start any kind of business

**Universe**

All household members aged 15 years and older who were unemployed or economically inactive in the last four weeks, and who were trying to start any kind of business.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

**Question 3.2**

*Steps taken to look for work or start business*

| 3.2 | **In the last four weeks what have you done to search for work or to start a business?** | |
|---|---|---|
| | *Mark all applicable options* | |
| | 01 = WAITED/REGISTERED AT EMPLOYMENT AGENCY/TRADE UNION | 01 |
| | 02 = ENQUIRED AT WORKPLACES, FARMS, FACTORIES OR CALLED ON OTHER POSSIBLE EMPLOYERS | 02 |
| | 03 = PLACED/ANSWERED ADVERTISEMENT(S) | 03 |
| | 04 = SEARCHED THROUGH JOB ADVERTISEMENT(S) / SEARCHED THE INTERNET | 04 |
| | 05 = SOUGHT ASSISTANCE FROM RELATIVES OR FRIENDS | 05 |
| | 06 = LOOKED FOR LAND, BUILDING, EQUIPMENT OR APPLIED FOR PERMIT TO START OWN BUSINESS OR FARMING | 06 |
| | 07 = WAITED AT THE STREET SIDE WHERE CASUAL WORKERS ARE FOUND | 07 |
| | 08 = SOUGHT FINANCIAL ASSISTANCE TO LOOK FOR WORK OR START A BUSINESS | 08 |
| | 09 = OTHER, *specify* | 09 |
| | 10 = NOTHING ➔ *Go back to Q 3.1* | 10 |
| | ➔ *Go to Q 3.6* | |

**Note to users**

The question is intended to establish what the people did to look for work or start their own businesses. If a person had tried several ways of finding work, all applicable options were recorded. If the answer was 'Nothing', go back to Question 3.1; otherwise go to Question 3.6.

**Universe**

All household members aged 15 years and older who were willing to accept jobs if offered, and had tried to look for work in the four weeks prior to the interview.

**Final code list**

*Registered(Q3201REGISTER)*                                      *(@47    1.)*

1 = Yes
□ = Not applicable

*Enquired (Q3202ENQUIRE)*                                        *(@48    1.)*

1 = Yes
□ = Not applicable

*Placed adverts (Q3203JOBADS)*                                   *(@49    1.)*

1 = Yes
□ = Not applicable

*Search job (Q3204JOBSEARCH)* *(@50 1.)*

1 = Yes
□ = Not applicable

*Sought assistance (Q3205ASSISTANCE)* *(@51 1.)*

1 = Yes
□ = Not applicable

*Start own business (Q3206STARTBUSNS)* *(@52 1.)*

1 = Yes
□ = Not applicable

*Casual work (Q3207CASUAL)* *(@53 1.)*

1 = Yes
□ = Not applicable

*Financial assistance (Q3208FINASSIST)* *(@54 1.)*

1 = Yes
□ = Not applicable

*Nothing (Q3210NOTHING)* *(@55 1.)*

□ = Not applicable

## Question 3.3

*Have a job or start a business (Q33HAVEJOB)* *(@56 1.)*

| 3.3 | Was this because you had already arranged to take up a job or to start a business at some later date?<br><br>1 = Yes → *Go to Q 3.6*<br>2 = No | 1<br><br>2 |
|-----|---------------------------------------|---|

**Note to users**

This question seeks to ascertain whether a person had not taken any action to start a business in the last four weeks prior to the interview because the person had already arranged to take up a job at some later date. The instruction to the enumerator was to complete both given categories with either a 'Yes ' or a 'No' answer. If 'Yes', the enumerator should skip to Question 3.6.

**Universe**

All household members aged 15 years and older, who did not try to start any kind of business.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

**Question 3.4**

*Liked to work (Q34WANTTOWRK)*                                                    *(@57   1.)*

| 3.4 | Would you have liked to work for pay, profit or to help without pay in a household business last week?<br><br>1 = YES → *Go to Q 3.8*<br>2 = No | | 1 |
| | | | 2 |

**Note to users**

This question was asked to establish whether a person would have liked to work for pay, profit or to have helped without pay in a household business. The instruction to the numerator was to complete both given categories with either a 'Yes' or a 'No' answer. If 'Yes', the enumerator should skip to Question 3.8.

**Universe**

All household members in the selected dwelling aged 15 years and older.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

**Question 3.5**

*Reason for not working (Q35YNOTWRK)*                                            *(@58   1.)*

| 3.5 | What was the main reason you did not want to work last week (Monday to Sunday)? | | |
| | 1 = SCHOLAR OR STUDENT | | 1 |
| | 2 = HOUSEWIFE/HOMEMAKER (FAMILY CONSIDERATIONS/CHILD CARE) | | 2 |
| | 3 = HEALTH REASONS | | 3 |
| | 4 = RETIRED OR TOO OLD FOR WORK | | 4 |
| | 5 = NO DESIRE TO WORK | | 5 |
| | 6 = TOO YOUNG TO WORK | | 6 |
| | 7 = PREGNANCY | | 7 |
| | 8 = DISABLED OR UNABLE TO WORK | | 8 |
| | 9 = OTHER, specify | | 9 |
| | → *Go to Q 3.12* | | |

**Note to users**

This was applicable to all household members aged 15 years and older who did not work and did not have a job to return to in the last seven days prior to the interview. The intention of this question was to find out the reasons people were not working in the last seven days prior to the

interview. For any other reason that was not specified in the given categories, there was provision to specify. After this question, the instruction was to go to Question 3.12.

**Universe**

All household members aged 15 years and older, who did not work and did not have a job to return to in the last seven days prior to the interview,

**Final code list**

1 = Scholar or student
2 = Housewife/homemaker (family considerations/child care)
3 = Health reasons
4 = Retired or too old for work
5 = No desire to work
6 = Too young to work
7 = Pregnancy
8 = Disabled or unable to work
9 = Other
□ = Not applicable

**Question 3.6**

*How long been trying to find work (Q36TIMESEEK)*                          *(@59   2.)*

| 3.6 | For how long have you been without work and trying to find a job or start a business? | |
|---|---|---|
| | 01 = Less Than 3 Months | 01 |
| | 02 = 3 Months - Less Than 6 Months | 02 |
| | 03 = 6 Months - Less Than 9 Months | 03 |
| | 04 = 9 Months - Less Than 1 Year | 04 |
| | 05 = 1 Year - Less Than 3 Years | 05 |
| | 06 = 3 Years - 5 Years | 06 |
| | 07 = More Than 5 Years | 07 |
| | 08 = Don't Know | 08 |

**Note to users**

The question deals with the amount of time a person spent trying to look for a job.

**Universe**

All household members aged 15 years and older, who also tried to look for work in the last four weeks prior to the interview.

**Final code list**

01 = Less than 3 months
02 = 3 months – less than 6 months
03 = 6 months – less than 9 months
04 = 9 months – less than 1 year
05 = 1 year – less than 3 years
06 = 3 years – 5 years
07 = More than 5 years
08 = Do not know
□□ = Not applicable

**Question 3.7**

*Activity before looking for work (Q37ACTPRIORJOBSEEK)* *(@61 1.)*



**Note to users**

The purpose of this question is to find out the main activity a person was engaged in before starting to look for work.

**Universe**

All household members aged 15 years and older, who had tried to look for work in the last four weeks prior to the interview.

**Final code list**

1 = Working
2 = Managing a home
3 = Going to school
4 = Other
□ = Not applicable

**Question 3.8**

*Reason why not look for work or start business (Q38RSNNOTSEEK)*                    *( @62   2.)*

| 3.8 | What was the main reason why you did not try to find work or start a business in the last four weeks? | |
|---|---|---|
| | 01 = AWAITING THE SEASON FOR WORK | 01 |
| | 02 = WAITING TO BE RECALLED TO FORMER JOB | 02 |
| | 03 = HEALTH REASONS | 03 |
| | 04 = PREGNANCY | 04 |
| | 05 = DISABLED OR UNABLE TO WORK (HANDICAPPED) | 05 |
| | 06 = HOUSEWIFE/HOMEMAKER (FAMILY CONSIDERATIONS/CHILD CARE) | 06 |
| | 07 = UNDERGOING TRAINING TO HELP FIND WORK | 07 |
| | 08 = NO JOBS AVAILABLE IN THE AREA | 08 |
| | 09 = LACK OF MONEY TO PAY FOR TRANSPORT TO LOOK FOR WORK | 09 |
| | 10 = UNABLE TO FIND WORK REQUIRING HIS/HER SKILLS | 10 |
| | 11 = LOST HOPE OF FINDING ANY KIND OF WORK | 11 |
| | 12 = NO TRANSPORT AVAILABLE | 12 |
| | 13 = SCHOLAR OR STUDENT | 13 |
| | 14 = RETIRED | 14 |
| | 15 = TOO OLD / YOUNG TO WORK | 15 |
| | 16 = OTHER REASON, *SPECIFY* | 16 |

**Note to users**

This question seeks reasons as to why unemployed people did not try to look for work or start their own business.

**Universe**

All household members aged 15 years and older, who did not have jobs to return to in the last four weeks prior to the interview but who did not look for work either.

**Final code list**

    01 = Awaiting the seasonal work
    02 = Waiting to be recalled to former job
    03 = Health reasons
    04 = Pregnancy
    05 = Disabled or unable to work (handicapped)
    06 = Housewife/homemaker (Family considerations/Child care)
    07 = Undergoing training to help find work
    08 = No jobs available in the area

09 = Lack of money to pay for transport to look for work
10 = Unable to find work requiring his/her skills
11 = Lost hope of finding any kind of work
12 = No transport available
13 = Scholar or student
14 = Retired
15 = Too old/young to work
16 = Other reason
□□ = Not applicable

## Question 3.9

*Accept job if offered (Q39JOBOFFER)*                                                    *(@64   1.)*

| 3.9 | If a suitable job had been offered, would you have been able to start work last week? | |
|---|---|---|
| | 1 = YES → *Go to Q 3.12* | 1 |
| | 2 = No | 2 |
| | 3 = DON'T KNOW | 3 |

**Note to users**

This question is applicable to people not working, who knew of available jobs for which they qualified but were not willing to do these jobs. What needs to be ascertained by this question is: If suitable jobs were offered, would people be willing to accept them. If the response to this question was a 'Yes', then skip to Question 3.12.

**Universe**

All household members aged 15 years and older, who did not work and did not have jobs to return to in the last seven days prior to the interview.

**Final code list**

1 = Yes
2 = No
3 = Do not know
□ = Not applicable

## Question 3.10

*Started business (Q310STARTBUSNS)*                                                      *(@65   1.)*

| 3.10 | If circumstances had allowed, would you have started a business last week? | |
|---|---|---|
| | 1 = YES → *Go to Q 3.12* | 1 |
| | 2 = No | 2 |
| | 3 = DON'T KNOW | 3 |

**Note to users**

This question is applicable to people not working. The aim is to find out if circumstances had allowed, would people have started businesses in the past week. If the response to this question was a 'Yes', then skip to Question 3.12.

**Universe**

All household members aged 15 years and older, who did not work and did not have jobs to return to in the seven days prior to the interview.

**Final code list**

1 = Yes
2 = No
3 = Do not know
□ = Not applicable

**Question 3.11**

*Reason not available for work (Q311RSNNOTAVAILABLE)* *(@66 1.)*



**Note to users**

This was applicable to all household members aged 15 years and older, who did not work and did not have a job to return to in the last seven days prior to the interview. The intention of this question was to find out the reasons people were not working in the seven days prior to the interview. For any other reason that was not specified in the given categories, there was provision to specify.

**Universe**

All household members aged 15 years and older, who did not work and did not have a job to return to and were not available for work in the seven days prior to the interview.

**Final code list**

1 = Scholar or student
2 = Housewife/homemaker (Family considerations/Child care)
3 = Health reasons
4 = Retired or too old for work
5 = No desire to work
6 = Too young to work
7 = Pregnancy
8 = Disabled or unable to work
9 = Other
□ = Not applicable

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*How soon can you start work or a business (Q311bWHNSTART)* (@67 1.)

| 3.11.b | How soon can you start work or a business? | |
|---|---|---|
| | 1 = WITHIN A WEEK | 1 |
| | 2 = WITHIN TWO WEEKS | 2 |
| | 3 = WITHIN FOUR WEEKS | 3 |
| | 4 = LATER THAN FOUR WEEKS FROM NOW | 4 |
| | 5 = NO DESIRE TO WORK | 5 |
| | 6 = DON T KNOW | 6 |

**Note to users**

This question is asked of respondents who were not available to work or start a business last week. It seeks to find out how soon people are willing to start work or a business.

**Universe**

All household members aged 15 years and older, who did not have jobs to return to in the last four weeks prior to the interview and who were not looking for work.

**Final code list**

1 = Within a week
2 = Within two weeks
3 = Within four weeks
4 = Later than four weeks from now
5 = No desire to work
6 = Do not know
9 =Unspecified

**Question 3.12**

*Ever worked (Q312EVERWRK)* (@68 1.)

| 3.12 | Have you ever worked for pay or profit or helped unpaid in a household business? | |
|---|---|---|
| | *Work could be:* | |
| | *Formal work for salary, wage, profit or unpaid work in household business; informal work such as making things for sale; selling things or providing a service for payment; work on a farm or land for a wage or as part of the household's farming business* | |
| | 1 = YES | 1 |
| | 2 = NO → *Go to Q 3.19* | 2 |

**Note to users**

The aim of this question was to find out if the person had ever worked for pay, profit or family gain. This includes those who worked for some form of payment or worked unpaid for a family

business, or as part of farming activities. The instruction for the interviewer was to go to Question 3.18 if the answer to this question was 'No'.

**Universe**

All household members aged 15 years and older, who did not have jobs to return to in the last four weeks prior to the interview and who were not looking for work.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

### Question 3.13

*Time since last worked (Q313TIMEUNEMPLOY)* *(@69 2.)*



**Note to users**

The aim of this question was to find out when last a person had worked. The enumerator was asked to probe for more information since some people are usually uncertain of the required information.

**Universe**

All household members aged 15 years and older, who did not have jobs to return to and had not worked for pay, profit or family gain in the last four weeks prior to the interview, and who were not looking for work.

**Final code list**

01 = Less than 3 months
02 = 3 months – less than 6 months
03 = 6 months – less than 9 months
04 = 9 months – less than 1 year
05 = 1 year – less than 3 years
06 = 3 years – 5 years
07 = More than 5 years
08 = Do not know
□□ = Not applicable

**Question 3.14**

*Main reason you stopped working (Q314RSNSTOPWRK)* (@71 2.)

| 3.14 | What was the main reason you stopped working in your last job/business? | |
|---|---|---|
| | 01 = HEALTH REASONS | 01 |
| | 02 = CARING FOR OWN CHILDREN/RELATIVES | 02 |
| | 03 = PREGNANCY | 03 |
| | 04 = OTHER FAMILY/COMMUNITY RESPONSIBILITIES | 04 |
| | 05 = GOING TO SCHOOL | 05 |
| | 06 = LOST JOB/JOB ENDED/LAID OFF/ BUSINESS SOLD/CLOSED DOWN | 06 |
| | 07 = CHANGED RESIDENCE | 07 |
| | 08 = DISSATISFIED WITH THE JOB | 08 |
| | 09 = RETIRED | 09 |
| | 10 = OTHER, *specify* | 10 |

**Note to users**

The purpose of this question was to establish the reasons people stopped working in their last jobs. For any other reason that was not specified in the given categories, there was provision to specify.

**Universe**

All household members aged 15 years and older, who had not been working.

**Final code list**

01 = Health reason
02 = Caring for own children/relatives
03 = Pregnancy
04 = Other family/community responsibilities
05 = Going to school
06 = Lost job/job ended/laid off/business sold/closed down
07 = Changed residence
08 = Dissatisfied with the job
09 = Retired
10 = Other
99 = Unspecified
□□ = Not applicable

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**Question 3.15**

*Previous occupation (Q315PREVOCCUPATION)*                                      *(@73   4.)*

| 3.15.a | **What kind of work did you do in your last job/business?** |
|--------|-----------------------------------------------------------|
|        | *Work includes all the activities mentioned earlier.* |
|        | *Record at least two words: Car sales person, Office cleaner, Vegetable farmer, Primary School teacher, etc.* |
| 3.15.b | **What were your main tasks or duties in this work?** |
|        | *Examples: Selling fruit, repairing watches, keeping accounts feeding and watering cattle, teaching children.* |

CODE BOXES FOR OFFICE USE

**Note to users**

This question was applicable to household members who had worked before, but were currently unemployed. It is important that the main tasks should be in English as the occupational codes are in that language only. The instruction to the enumerator was to ask the respondent the main tasks or duties done in his/her last job given in Question 3.15.a. Questions 3.15.a and 3.15.b were write-in questions. The responses were used to determine the person's last occupation. The occupation was coded to four digits on the basis of the South African Standard Classification of Occupations (SASCO) (see occupation code list).

**Universe**

All household members aged 15 years and older, who had worked before and were currently unemployed or not economically active.

**Final code list**

Valid range: 1110–9333
9999 = Unspecified
□□□□   = Not applicable

**Question 3.16**

*Previous industry (Q316PREVINDUSTRY)*                                          *(@77   3.)*

| 3.16.a | **What was the name of your place of work?** |
|---|---|
| | *For government or large organisations, give the name of the establishment and branch or division:*<br>*e.g. Education Dept – Rapele Primary School; Harmony Gold Mining – Maintenance Div.*<br>*Write "Own house" or "No fixed location', if relevant.* |
| | |

| 3.16.b | **What were the main goods or services produced at your place of work or its main functions?** |
|---|---|
| | *Examples: Repairing cars, Selling commercial real estate, Sell food wholesale to restaurants, Retail clothing shop, Manufacture electrical appliances, Bar/restaurant, Primary Education, Delivering newspapers to homes. For domestic workers write "private household"* |
| | |

CODE BOXES FOR OFFICE USE

**Note to users**

This question was applicable to household members who had been employed previously, but were currently unemployed or economically inactive. It is important that the service or main goods produced at the respondent's previous work are in English as the industry codes are in this language only. Although a person may have had certain roles and responsibilities within the company she/he was working for, the enumerator was instructed to record the main goods or services produced by the company. Questions 3.16.a and 3.16.b were write-in questions. The responses were used to determine the type of industry. The industry was coded to three digits on the basis of the Standard Industrial Classification of all Economic Activities (SIC) (see industry code list).

**Universe**

All household members aged 15 years and older, who had been employed previously, but were currently unemployed or economically inactive.

**Final code list**

Valid range: 010–990
999 = Unspecified
□□□   = Not applicable

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**Question 3.17**

*Whom did you work for (Q317WRK4WHOM)* *(@80  1.)*

| 3.17 | **In your last job/business, were you.........** | |
|------|---|---|
| | 1 = Working for someone else for pay? (Including paid domestic workers, gardeners or security guards) | 1 |
| | *Payment in cash or in kind (e.g. food, accommodation). Option 1 includes all employees: Full-time, part-time, casual work and piecework.* | |
| | 2 = An employer (employing one or more employees)? | 2 |
| | 3 = Own-account worker (not employing any employees)? | 3 |
| | 4 = Helping without pay in a household business? | 4 |

**Note to users**

This question establishes whether people were employers, wage earners, self-employed, etc. in the main economic activities they were involved in.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were unemployed or not economically active.

**Final code list**

1 = Working for someone else for pay
2 = An employer (employing one or more employees)
3 = Own account worker ( not employing any employees)
4 = Helping without pay in a household business
9 =  Unspecified
□ = Not applicable

**Question 3.19**

| 3.19 | How do you support yourself? | YES | NO |
|---|---|---|---|
| | *Mark all applicable options* | | |
| | a = Did you do odd jobs during the last week? → *If yes, go back to Q 2.4, otherwise continue* | ☐ 1 | ☐ 2 |
| | b = Are you supported by persons in the household? | ☐ 1 | ☐ 2 |
| | c = Are you supported by persons not in the household? | ☐ 1 | ☐ 2 |
| | d = Are you supported by charity, church, welfare, etc.? | ☐ 1 | ☐ 2 |
| | e = Do you receive any money from unemployment Insurance Fund (UIF)? | ☐ 1 | ☐ 2 |
| | f = From savings or money previously earned? | ☐ 1 | ☐ 2 |
| | g = Do you receive old age or disability pension? | ☐ 1 | ☐ 2 |
| | h = Do you receive child support/ foster care grant? | ☐ 1 | ☐ 2 |
| | i = Do you receive any other welfare grants? | ☐ 1 | ☐ 2 |
| | j = Do you have other sources of support, e.g. bursary, study loan? | ☐ 1 | ☐ 2 |
| | → **Go to Q5.9** | | |

**Note to users**

This question establishes how people supported themselves. If 'Yes' in option a) was selected, the enumerator was asked to go back to Question 2.4, otherwise to continue. At the end of this question, the enumerator should go to Question 5.0.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were unemployed or not economically active in the seven days prior to the interview

*Odd jobs (Q319aODDJOBS)*                                                *(@81   1.)*

Did you do odd jobs during the last week?

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were unemployed or not economically active in the seven days prior to the interview.
**Final code list**

1 = Yes
2 = No
☐ = Not applicable

*Persons in the household (Q319bINHHPERS)*                               *(@82   1.)*

Supported by persons in the household?

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**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were unemployed or not economically active.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

*Persons not in the household (Q319cNOTHHPERS)* *(@83   1.)*

Supported by persons not in the household?

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were unemployed or not economically active.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

*Charity (Q319dCHARITY)* *(@84   1.)*

Supported by charity, church, welfare, etc.?

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were unemployed or not economically active.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

*UIF (Q319eUIF)* *(@85   1.)*

Do you receive any money from the Unemployment Insurance Fund (UIF)?

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were unemployed or not economically active.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

*Savings (Q319fSAVINGS)* *(@86   1.)*

From savings or money previously earned?
**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were unemployed or not economically active.

**Final code list**

   1 = Yes
   2 = No
   □ = Not applicable

*Pension (Q319gPENSION)*                                                                                  *(@87   1.)*

Do you receive old-age or disability pension?

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were unemployed or not economically active.

**Final code list**

   1 = Yes
   2 = No
   □ = Not applicable

*Child support grant (Q319hGRANTS)*                                                                       *(@88   1.)*

Do you receive child support/foster care grants?

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were unemployed or not economically active.

**Final code list**

   1 = Yes
   2 = No
   □ = Not applicable

*Welfare grants (Q319iWELFARE)*                                                                           *(@89   1.)*

Do you receive any other welfare grants?

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were unemployed or not economically active.

**Final code list**

   1 = Yes
   2 = No
   □ = Not applicable

*Other source of support (Q319jOTHR)*                                                                     *(@90   1.)*

Do you have other sources of support, e.g. bursary, study loan?

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were unemployed or not economically active.

**Final code list**

   1 = Yes
   2 = No
   □ = Not applicable

**SECTION 4**

**This section covers main work activity in the last week for persons aged 15 years and older.**

**Question 4.1**

*More than one job (Q41MULTIPLEJOBS)* *(@91   1.)*

| 4.1 | In the last week did you have more than one job/business? | | |
|---|---|---|---|
| | 1 = YES | | 1 |
| | 2 = NO | | 2 |
| | 3 = DON'T KNOW | | 3 |

**Note to users**

The question seeks to find out if people had taken an initiative to look for or prepare for any extra work. If 'Yes', then the enumerator had to read this out: *The questions that follow refer to your main job/business. That is the one where you usually work the most hours per week, even if you were absent from it in the last week.*

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active in the last seven days prior to the interview.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

**Question 4.2**

*Occupation (Q42OCCUPATION)* *(@92  4.)*

| 4.2.a | **What kind of work do you usually do in the main job/business that you had during the last week ?** |
|---|---|
| | *Work includes all the activities mentioned earlier* |
| | *Record at least two words: Car sales person, Office cleaner, Vegetable farmer, Primary school teacher, etc* |
| 4.2.b | **What are your main tasks or duties in this work?** |
| | *Examples: Selling fruit, repairing watches, keeping accounts, feeding and watering cattle, teaching children* |
| **CODE BOXES FOR OFFICE USE** | |

**Note to users**

This question is applicable to household members who had been performing certain economic activities in the seven days prior to the interview. It is important that the main tasks should be in English as the occupational codes are in that language only. The instruction to the enumerator was to ask the respondent the main tasks or duties done or usually done in his/her job given in Question 4.2.a.

Questions 4.2.a and 4.2.b were write-in questions. The responses from both questions were used to determine the occupation code. The occupation was coded to four digits on the basis of the South African Standard Classification of Occupations (SASCO) (see occupational code list).

**Final code list**

Valid range: 1110–9333
□□□□ = Not applicable

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active and were working for someone for pay in the seven days prior to the interview.

**Question 4.3**

*Industry (Q43INDUSTRY)*                                                              *(@96    3.)*

| 4.3.a | **What is the name of your place of work?**<br><br>*For government or large organisations, give the name of the establishment and branch or division:*<br>*e.g. Education Dept - Rapele Primary School; Harmony Gold Mining - Maintenance Div.*<br>*Write "Own house" or "No fixed location', if relevant.* |
| 4.3.b | **What are the main goods or services produced at your place of work or its main functions?**<br><br>*Examples: Repairing cars, Selling commercial real estate, Sell food wholesale to restaurants, Retail clothing shop, Manufacture electrical appliances, Bar/restaurant, Primary Education, Delivering newspapers to homes. For domestic workers write "private household"* |
| CODE BOXES FOR OFFICE USE | |

**Note to users**

This question is applicable to household members who had been performing certain economic activities in the seven days prior to the interview. It is important that the service or main goods are in English as the industry codes are in this language only. Although a person may have had certain roles and responsibilities within the company she/he was working with, the enumerator was instructed to record the main goods or services produced by the company.

Questions 4.3.a and 4.3.b were write-in questions. The responses to these two questions were used to determine the type of industry. The industry was coded to three digits on the basis of the Industrial Classification of all Economic Activities (SIC) (see industry code list).

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active in the seven days prior to the interview.

**Final code list**

Valid range: 010–990
999=Unspecified
□□□ = Not applicable

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**Question 4.4**

*Year commenced working*

| 4.4. | When did you start working for this employer or started running this business? Give year and month. | | |
|---|---|---|---|
| | State year in **four** figures, e.g. 2001 | | |
| | State month in **two** figures, e.g. 08 for August | | |

**Note to users**

This question was asked to establish when people started working for the main employer for whom they were working with the aim of checking whether people were staying in one job for a long time or changing jobs often (job stability).

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active and were working for someone for pay in the seven days prior to the interview.

*Year (Q44YEARSTART)*                                                        *(@99   4.)*

**Final code list**

Valid range: 1944-2013
□□□□ = Not applicable

*Month (Q44MONTHSTART)*                                                      *(@103  2.)*

**Final code list**

Valid range: 01–12
□□ = Not applicable

**Question 4.5**

*Main work (Q45WRK4WHOM)* *(@105 1.)*

| 4.5 | In the job/business, that you had during the last week were you......... | |
|---|---|---|
| | 1 = Working for someone else for pay? (Including paid domestic workers, gardeners or security guards) | 1 |
| | *Payment in cash or in kind (e.g. food, accommodation).* *Option 1 includes all employees:* *Full-time, part-time, casual work and piecework.* ⟶ *Go to Q 4.6* | |
| | 2 = An employer (employing one or more employees)? ⟶ *Go to Q 4.13* | 2 |
| | 3 = Own-account worker (not employing any employees)? ⟶ *Go to Q 4.13* | 3 |
| | 4 = Helping without pay in a household business? ⟶ *Go to Q 4.13* | 4 |

**Note to users**

This question establishes whether people were employers, wage earners, self-employed, etc. in the main economic activities they were involved in. Only one category had to be chosen. If option '1' was chosen, the instruction was to go to Question 4.6; otherwise skip to Question 4.13.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active in the seven days prior to the interview and who worked for someone else for pay or employed one or more employees, or did not employ any employees, or helped without pay in a household business.

**Final code list**

1 = Working for someone else for pay
2 = An employer (employing one or more employees)
3 = Own account worker ( not employing any employees)
4 = Helping without pay in a household business
□ = Not applicable

**Note**: Questions 4.6–4.12 were asked only to those people who work for someone else for pay or who worked for one or more private households as a domestic employee, gardener or security guard.

**The following are for employees only (option 1 in Question 4.5)**

**Question 4.6**

*Contribution to pension or retirement fund (Q46PENSION)* *(@106 1.)*

| 4.6 | Does your employer contribute to any pension/retirement fund for you? | | |
|---|---|---|---|
| | 1 = YES | | 1 |
| | 2 = No | | 2 |
| | 3 = DON'T KNOW | | 3 |

**Note to users**

This question intends to find out if employers contributed to the pension fund for their employees because this is one of the important benefits that some employed workers receive. The information gathered through this question will help the government in its plans for state pensions and other social security schemes.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active and were working for someone for pay in the seven days prior to the interview and who were employees.

**Final code list**

1 = Yes
2 = No
3 = Do not know
□ = Not applicable

**Question 4.7**

*Paid leave (Q47PDLEAVE)* *(@107 1.)*

| 4.7 | Are you entitled to any paid leave? | | |
|---|---|---|---|
| | 1 = YES | | 1 |
| | 2 = No | | 2 |
| | 3 = DON'T KNOW | | 3 |

**Note to users**

This question aims at finding out if employers gave their employees paid leave since this is a law requirement. The law states that employees are entitled to three weeks' paid leave per year.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active and were working for someone for pay in the seven days prior to the interview and who were employees.

**Final code list**

1 = Yes
2 = No
3 = Do not know
□ = Not applicable

*Paid leave sick leave (Q47B1PDSICK)* *(@108 1.)*

| 4.7.b | Are you entitled to any … | YES | NO |
|---|---|---|---|
| | 1 = paid sick leave? | 1 | 2 |
| | 2 = maternity / paternity leave? | 1 | 2 |

**Note to users**

This question aims at finding out if employers gave their employees paid sick leave since this is a law requirement.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active and were working for someone for pay in the calendar week prior to the interview.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

*Maternity/ paternity leave (Q47B2Maternity)* *(@109 1.)*

| 4.7.b | Are you entitled to any … | YES | NO |
|---|---|---|---|
| | 1 = paid sick leave? | 1 | 2 |
| | 2 = maternity / paternity leave? | 1 | 2 |

**Note to users**

The question aims to establish if employees are entitled to maternity or paternity leave from their employers.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active and were working for someone for pay in the calendar week prior to the interview.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

*Paid vacation leave (Q47CLEAVE)* *(@110 1.)*

| 4.7. c | In t he last twelve months, did you take…. | YES | NO |
|---|---|---|---|
| | 1=paid vacation leave? | 1 | 2 |
| | 2=paid sick leave? | 1 | 2 |
| | 3=maternity / paternity leave? | 1 | 2 |

**Note to users**

**This question aims at finding out if employees went on paid leave in the last twelve months. The law states that employees are entitled to three weeks' paid leave per year.**

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active and were working for someone for pay in the seven days prior to the interview and who were employees.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

*Paid sick leave (Q47CSICK)* (@111  1.)



**Note to users**

This question aims at finding out if employees went on paid sick leave in the last twelve months.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active and were working for someone for pay in the calendar week prior to the interview.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

*Maternity/paternity leave (Q47CMATERNITY)* (@112  1.)



**Note to users**

The question aims to establish if employees went on maternity or paternity leave in the last twelve months.

*Universe*

All members of the households in selected dwelling units aged 15 years and older, who were economically active and were working for someone for pay in the calendar week prior to the interview.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

**Question 4.8**

*UIF Deductions (Q48UIF)* *(@113 1.)*

| 4.8 | Does your employer pay UIF contributions for you? | |
|---|---|---|
| | 1 = Yes | 1 |
| | 2 = No | 2 |
| | 3 = Don't Know | 3 |

**Note to users**

The aim of this question is to establish if the organisations that people worked for were formal or informal, based on whether these businesses/organisations were registered and provided their employees with basic benefits.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active and were working for someone for pay in the seven days prior to the interview and who were employees.

**Final code list**

1 = Yes
2 = No
3 = Do not know
□ = Not applicable

**Question 4.9**

*Medical aid or health insurance contribution (Q49MEDICAL)* *(@114 1.)*

| 4.9 | Are you entitled to medical aid benefits from your employer? | |
|---|---|---|
| | 1 = Yes | 1 |
| | 2 = No | 2 |
| | 3 = Don't Know | 3 |

**Note to users**

The aim of this question is to establish if the organisations that people worked for were formal or informal, based on whether these businesses/organisations were registered and provided their employees with basic benefits.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active and were working for someone for pay in the seven days prior to the interview and who were employees.

**Final code list**

1 = Yes
2 = No
3 = Do not know
□ = Not applicable

**Question 4.10**

*Registered for income tax (Q410INCOMETAX)*                    *(@115      1.)*

| 4.10 | Does your employer deduct income tax (PAYE / SITE) from your salary/wage? | | |
|------|-----------------------------------------------------------------------------|---|---|
|      | 1 = YES | | 1 |
|      | 2 = NO | | 2 |
|      | 3 = DON'T KNOW | | 3 |

**Note to users**

The aim of this question is to establish if the organisations/businesses that people worked for were registered for income tax.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active and were working for someone for pay in the seven days prior to the interview and who were employees.

**Final code list**

1 = Yes
2 = No
3 = Do not know
□ = Not applicable

**Question 4.11**

*Employment contract (Q411CONTRACTTYPE)*                       *(@116   1.)*

| 4.11 | Are you employed on the basis of.......... | | |
|------|---------------------------------------------|---|---|
|      | 1 = A written contract? | | 1 |
|      | 2 = A verbal agreement? | | 2 |

**Note to users**

The question is intended to find out if people involved in economic activities had written contracts with their employers. Most domestic workers have written contracts, but they may not know it. The interviewers were instructed to probe and make the respondents understand that even a one-page written agreement regarding their work between themselves and the employers qualified.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active and were working for someone for pay in the seven days prior to the interview and who were employees.

**Final code list**

1 = A written contract
2 = A verbal agreement
□ = Not applicable

**Question 4.12**

*Work status (Q412CONTRDURATION)* (@117 1.)

| 4.12 | Is the contract/agreement of a ..... | | |
|---|---|---|---|
| | 1 = Limited duration? | | 1 |
| | 2 = Permanent nature? | | 2 |
| | 3 = Unspecified duration? | | 3 |

**Note to users**

This question was asked to establish the degree of job security, i.e. the duration of the contract/agreement.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active and were working for someone for pay in the seven days prior to the interview and who were employees (option 1 in Question 4.5).

**Final code list**

1 =  Limited duration
2 = Permanent nature
3 = Unspecified duration
□ = Not applicable

*Trade union membership( Q412BMEMUNION)* (@118 1.)

| 4.12. b | Are you a member of a trade union or other workers' organisations? | | |
|---|---|---|---|
| | 1=Yes | | 1 |
| | 2=No | | 2 |
| | 3=Don t Know | | 3 |

*Note to users*

The question is intended for establishing if people are registered members of trade unions.

*Universe*

All members of the households in selected dwelling units aged 15 years and older, who were economically active and were working for someone for pay in the calendar week prior to the interview.

*Final code list*

1 = Yes
2 = No
3 = Don't know
□ = Not applicable

*Salary increment (Q412CSALINCREMENT)*        *(@119   1.)*

| 4.12. c | Who determines your annual salary increase? | |
|---|---|---|
| | 1 = NEGOTIATION BETWEEN MYSELF AND EMPLOYER AT COMPANY | 1 |
| | 2 = NEGOTIATION BETWEEN UNION AND EMPLOYER | 2 |
| | 3 = BARGAINING COUNCIL OR OTHER SECTOR BARGAINING ARRANGEMENT | 3 |
| | 4 = EMPLOYER ONLY | 4 |
| | 5 = NO REGULAR ANNUAL SALARY INCREASE | 5 |
| | 6 = OTHER, specify | 6 |

### *Note to users*

This question is aimed at finding out if employees have a say or are consulted in the determination of their annual salary increase or not.

### *Universe*

All members of the households in selected dwelling units aged 15 years and older, who were economically active and were working for someone for pay in the calendar week prior to the interview.

### *Final code list*

1 = Negotiation between myself and employer at company
2 = Negotiation between union and employer
3 = Bargaining council or other sector bargaining arrangement
4 = Employer only
5 = No regular annual salary increase
6 = Other, specify
□ = Not applicable

**For employers, own account workers and persons helping unpaid in household businesses (options 2, 3 and 4 in Question 4.5)**

**Question 4.13**

*Registered for VAT (Q413VAT)*        *(@120  1.)*

| 4.13 | Is your business (or household business where you work) registered for VAT? | |
|---|---|---|
| | 1 = YES | 1 |
| | 2 = NO | 2 |
| | 3 = DON'T KNOW | 3 |

### Note to users

The aim of this question is to establish if the organisations/businesses that people worked for were registered for VAT.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active in the seven days prior to the interview and who were employers, self-employed, and persons helping unpaid in a household business (options 2, 3 or 4 in Question 4.5).

**Final code list**

1 = Yes
2 = No
3 = Do not know
□ = Not applicable

## Question 4.14

*Registered for income tax (Q414TAX)* *(@121 1.)*

| 4.14 | Is the business (or household business where you work) registered for income tax? | | |
|---|---|---|---|
| | 1 = YES | | 1 |
| | 2 = No | | 2 |
| | 3 = DON'T KNOW | | 3 |

**Note to users**

The aim of this question is to establish if the organisations/businesses that people worked for were registered for income tax.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active in the seven days prior to the interview and who were employers, self-employed, and persons helping unpaid in a household business (options 2, 3 or 4 in Question 4.5).

**Final code list**

1 = Yes
2 = No
3 = Do not know
□ = Not applicable

*Business organisation/association (Q414ABPROTECT)* *(@122 1.)*

| 4.14.a | Does your business or the business where you work belong to any organisation / association that protects your business interests? | | |
|---|---|---|---|
| | 1 = YES | | 1 |
| | 2 = No | | 2 |
| | 3 = DON'T KNOW | | 3 |

**Note to users**

The aim of this question is to establish if the organisations/businesses that people worked for belong to any organisation or association that protects the business interests.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active in the seven days prior to the interview and who were employers, self-employed, and persons helping unpaid in a household business (options 2, 3 or 4 in Question 4.5).

**Final code list**

1 = Yes
2 = No
3 = Do not know
9 = Unspecified
□ = Not applicable

**For all employed persons (employees, employers, own account workers and persons helping unpaid in household businesses)**

**Question 4.15**

*Type of business or enterprise (Q415TYPEBUSNS)* *(@123 1.)*

| 4.15 | Is your place of work.......... | |
|------|-------------------------------|---|
| | 1 = National/Provincial/Local government? | 1 |
| | 2 = Government controlled business (e.g. Eskom,/Telkom)? | 2 |
| | 3 = A private enterprise? | 3 |
| | 4 = Non-profit organisation (NGO/CBO)? | 4 |
| | 5 = A private household? | 5 |
| | 6 = Don't Know | 6 |

**Note to users**

This question seeks to ascertain how many people were working for the government and NGOs as well as the numbers working for private companies, and those who were self-employed.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active in the seven days prior to the interview, who were employees, employers, self-employed, and persons helping unpaid in a household business.

**Final code list**

1 = National/provincial/local government
2 = Government controlled business (e.g. Eskom, Telkom)
3 = A private enterprise
4 = Non-profit organisation (NGO/CBO)
5 = A private household
6 = Do not know
□ = Not applicable

**Question 4.16**

*Number of employees (Q416NRWORKERS)* *(@124 2.)*

| 4.16 | How many employees are there at your place of work? | |
|---|---|---|
| | 01 = 0 | 01 |
| | 02 = 1 | 02 |
| | 03 = 2 - 4 | 03 |
| | 04 = 5 - 9 | 04 |
| | 05 = 10 - 19 | 05 |
| | 06 = 20 - 49 | 06 |
| | 07 = 50 OR MORE | 07 |
| | 08 = DON'T KNOW | 08 |

**Note to users**

This question deals with the size of the organisation/business in terms of it being formal or informal. The question seeks to determine how many people were usually employed per type of organisation/business.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active in the seven days prior to the interview, who were employees, employers, self-employed, and persons helping unpaid in a household business.

**Final code list**

01 = 0 employee
02 = 1 employee
03 = between 2 and 4 employees
04 = between 5 and 9 employees
05 = between 10 and 19 employees
06 = between 20 and 49 employees
07 = 50 or more employees
08 = Do not know
□□ = Not applicable

**Question 4.18**

*Hours usually work (Q418HRSWRK)* *(@126 3.)*

| 4.18 | How many hours do you <u>usually</u> work each week? | | | |
|---|---|---|---|---|

**Note to users**

This question is intended to find out from people who had one job only, how many hours they usually worked each week.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active in the seven days prior to the interview, who were employees, employers, self-employed, and persons helping unpaid in a household business.

**Final code list**

Valid range: 001–112
□□□ = Not applicable

**Question 4.19**

| 4.19 | Thinking of each day last week, how many hours did you <u>actually</u> work......... | |
|---|---|---|
| | Day | Hours |
| | On Monday? | |
| | On Tuesday? | |
| | On Wednesday? | |
| | On Thursday? | |
| | On Friday? | |
| | On Saturday? | |
| | On Sunday? | |
| | **Total hours actually worked** | |
| | → **Go to Q 4.22** | |

**Note to users**

This question was asked to find out from people who had one job only, how many hours they usually worked on each day of the week, as well as their total hours for the week. Then the enumerator was instructed to go to Question 4.22.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active in the seven days prior to the interview, who were employees, employers, self-employed, and persons helping unpaid in a household business.

*Hours worked past week – on Monday (Q419MONHRSWRK)* *(@129 2.)*

**Final code list**

Valid range: 00–20
□□ = Not applicable

*Hours worked past week – on Tuesday (Q419TUEHRSWRK)* *(@131 2.)*

**Final code list**

Valid range: 00–20
□□ = Not applicable

*Hours worked past week – on Wednesday (Q419WEDHRSWRK)* *(@133 2.)*

**Final code list**

Valid range: 00–20
□□ = Not applicable

*Hours worked past week – on Thursday (Q419THUHRSWRK)* *@135 2.)*

**Final code list**

Valid range: 00–20

□□ = Not applicable

*Hours worked past week – on Friday (Q419FRIHRSWRK)* *(@137 2.)*

**Final code list**
Valid range: 00–20
□□ = Not applicable

*Hours worked past week – on Saturday (Q419SATHRSWRK)* *(@139 2.)*

**Final code list**
Valid range: 00–20
□□ = Not applicable

*Hours worked past week – on Sunday (Q419SUNHRSWRK)* *(@141 2.)*

**Final code list**
Valid range: 00–20
□□ = Not applicable

*Hours worked – in total (Q419TOTALHRS)* *(@143 3.)*

**Final code list**
Valid range: 000–140
□□□ = Not applicable

## Question 4.20

| 4.20 | How many hours do you <u>usually</u> work each week....... | |
|------|------|------|
| | 1. In your first job/business? | |
| | 2. In your second job/business? | |
| | 3. In all other jobs/businesses? | |
| | **Total hours for all jobs/businesses** | |

**Note to users**
This question was asked to find out from people with more than one job, how many hours they usually worked each week in their first, second and all other jobs/businesses, as well as the total hours spent working during the whole week.

**Universe**
All members of the households in selected dwelling units aged 15 years and older, who were economically active in the seven days prior to the interview, who were employees, employers, self-employed, and persons helping unpaid in a household business.

*Hours usually worked – In your first job/business (Q420FIRSTHRSWRK)* *(@146 3.)*

**Final code list**
Valid range: 002–91
□□□ = Not applicable

*Hours usually worked – In your second job/business (Q420SECONDHRSWRK)* *(@149 3.)*

**Final code list**

Valid range: 001-093
☐☐☐ = Not applicable

*Hours usually worked – In all other jobs/businesses (Q420OTHERHRSWRK)*        *(@152   3.)*

**Final code list**
Valid range: 001–035
999 = Unspecified
☐☐☐ = Not applicable

*Hours worked – in total (Q420TOTALHRSWRK)*        *(@155   3.)*

**Final code list**
Valid range: 003–112
☐☐☐ = Not applicable

**Question 4.21**

| 4.21 | Thinking of each day last week, how many hours did you **actually** work........... | | | |
|---|---|---|---|---|
| | | Hours in ...... | | |
| | **Day** | **First job/ business** | **Second job/ business** | **All other jobs/ businesses** |
| | On Monday? | | | |
| | On Tuesday? | | | |
| | On Wednesday? | | | |
| | On Thursday? | | | |
| | On Friday? | | | |
| | On Saturday? | | | |
| | On Sunday? | | | |
| | **Total hours** | | | |

**Note to users**
This question intended to find out from people with more than one job, how many hours they usually worked each day of the week in their first, second and all other jobs/businesses, as well as the total hours spent working during the whole week.

**Universe**
All members of the households in selected dwelling units aged 15 years and older, who were economically active in the seven days prior to the interview, who were employees, employers, self-employed, and persons helping unpaid in a household business.

**Hours worked for the first job/business**

*Hours worked on first job – on Monday (Q4211MONHRSWRK)*        *(@158   2.)*

**Final code list**
Valid range: 00–13
99 = Unspecified
☐☐ = Not applicable

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*Hours worked on first job – on Tuesday (Q4211TUEHRSWRK)* *(@160 2.)*

**Final code list**

Valid range: 00–14
99 = Unspecified
□□ = Not applicable

*Hours worked on first job – on Wednesday (Q4211WEDHRSWRK)* *(@162 2.)*

**Final code list**

Valid range: 00–20
99 = Unspecified
□□ = Not applicable

*Hours worked on first job – on Thursday (Q4211THUHRSWRK)* *(@164 2.)*

**Final code list**

Valid range: 00–14
99 = Unspecified
□□ = Not applicable

*Hours worked on first job – on Friday (Q4211FRIHRSWRK)* *(@166 2.)*

**Final code list**

Valid range: 00–13
99 = Unspecified
□□ = Not applicable

*Hours worked on first job – on Saturday (Q4211SATHRSWRK)* *(@168 2.)*

**Final code list**

Valid range: 00–15
99 = Unspecified
□□ = Not applicable

*Hours worked on first job – on Sunday (Q4211SUNHRSWRK)* *(@170 2.)*

**Final code list**

Valid range: 00–15
99 = Unspecified
□□ = Not applicable

*Hours worked on first job – in total (Q4211TOTALHRS)* *(@172 3.)*

**Final code list**

Valid range: 000–091
999 = Unspecified
□□□ = Not applicable

**Hours worked for the second job/business**

*Hours worked on second job – on Monday (Q4212MONHRSWRK)* *(@175 2.)*

**Final code list**

Valid range: 00–13
□□ = Not applicable

*Hours worked on second job – on Tuesday (Q4212TUEHRSWRK)* *(@177 2.)*

**Final code list**

Valid range: 00–13
□□ = Not applicable

*Hours worked on second job – on Wednesday (Q4212WEDHRSWRK)* *(@179 2.)*

**Final code list**

Valid range: 00–13
□□ = Not applicable

*Hours worked on second job – on Thursday (Q4212THUHRSWRK)* *(@181 2.)*

**Final code list**

Valid range: 00–13
□□ = Not applicable

*Hours worked on second job – on Friday (Q4212FRIHRSWRK)* *(@183 2.)*

**Final code list**

Valid range: 00–13
□□ = Not applicable

*Hours worked on second job – on Saturday (Q4212SATHRSWRK)* *(@185 2.)*

**Final code list**

Valid range: 00–14
□□ = Not applicable

*Hours worked on second job – on Sunday (Q4212SUNHRSWRK)* *(@187 2.)*

**Final code list**

Valid range: 00–14
□□ = Not applicable

*Hours worked on second job – in total (Q4212TOTALHRS)* *(@189 3.)*

**Final code list**

Valid range: 000–093
□□ = Not applicable

**Hours worked for all other job/business**

*Hours worked on all other jobs – on Monday (Q4213MONHRSWRK)* *(@192 2.)*

**Final code list**

Valid range: 00-08
□□ = Not applicable

*Hours worked on all other jobs – on Tuesday (Q4213TUEHRSWRK)* *(@194 2.)*

**Final code list**

Valid range: 00–08
□□ = Not applicable

*Hours worked on all other jobs – on Wednesday (Q4213WEDHRSWRK)* *(@196 2.)*

**Final code list**

Valid range: 00–08
□□ = Not applicable

*Hours worked on all other jobs – on Thursday (Q4213THUHRSWRK)* *(@198 2.)*

**Final code list**

Valid range: 00–09
□□ = Not applicable

*Hours worked on all other jobs – on Friday (Q4213FRIHRSWRK)* *(@200 2.)*

**Final code list**

Valid range: 00–10

☐☐ = Not applicable

*Hours worked on all other jobs – on Saturday (Q4213SATHRSWRK)* (@202 2.)

**Final code list**

Valid range: 00–10

☐☐ = Not applicable

*Hours worked on all other jobs – on Sunday (Q4213SUNHRSWRK)* (@204 2.)

**Final code list**

Valid range: 00–09

☐☐ = Not applicable

*Hours worked on all other jobs – in total (Q4213TOTALHRS)* (@206 3.)

**Final code list**

Valid range: 000–032

☐☐ = Not applicable

## Question 4.22

*Liked to work more hours (Q422MOREHRS)* (@209 1.)



**Note to users**

This question was asked to find out if people were willing to work more hours than they actually worked in the last week, provided that they were paid for these extra hours. If the answer was a 'No' or 'Do not know', the instruction was to end the interview for this person.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active in the seven days prior to the interview, who were employees, employers, self-employed, and persons helping unpaid in a household business.

**Final code list**

1 = Yes, in the current job

2 = Yes, in taking an additional job

3 = Yes, in another job with more hours

4 = No

5 = Do not know

☐ = Not applicable

## Question 4.23

*Additional hours (Q423ADDHRS)* *(@210 2)*

| 4.23 | How many additional hours could you have worked last week? | |

**Note to users**

The question was asked to establish how many additional hours people could have worked last week.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active in the seven days prior to the interview, who were employees, employers, self-employed, and persons helping unpaid in a household business.

**Final code list**

Valid range: 01–95
□□ = Not applicable

**Question 4.24**

*Willing to work longer hours (Q424WRKXHRS)* *(@212 1.)*

| 4.24 | Do you want to work more hours at your current rate of pay? | |
| | 1 = YES | 1 |
| | 2 = NO | 2 |
| | 3 = DON'T KNOW | 3 |

**Note to users**

This question was asked to find out if people were willing to work more hours at their current rate of pay.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active in the seven days prior to the interview.

**Final code list**

1 = Yes
2 = No
3 = Do not know
□ = Not applicable

**Question 4.25**

*Willing to do extra work (Q425STARTXWRK)* *(@213   1.)*

| 4.25 | If extra work became available, would you be able to start such work in the next four weeks? | | |
|---|---|---|---|
| | 1 = Yes | | 1 |
| | 2 = No | | 2 |
| | 3 = Don't Know | | 3 |

**Note to users**

This question intended to establish if people would be able to start extra work in the four weeks after the interview, if such work was available.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active in the seven days prior to the interview, who were employees, employers, self-employed, and persons helping unpaid in a household business.

**Final code list**

1 = Yes
2 = No
3 = Do not know
□ = Not applicable

**SECTION 5**

**This section covers earnings in the main job for employees, employers and own-account workers aged 15 years and above.**

**Question 5.1**

*Main work (Q51WRK4WHOM)* *(@214   1.)*

| 5.1 | *Copy response from Q4.5* | |
|---|---|---|
| | 1 = *Working for someone else for pay* → *Go to Q 5.2* | 1 |
| | 2 = *An employer (employing one or more employees)* → *Go to Q 5.6* | 2 |
| | 3 = *Own-account worker (not employing any employees)* → *Go to Q 5.6* | 3 |
| | 4 = *Helping without pay in a household business* → *Go to Q5.9* | 4 |

**Note to users**

This question establishes whether people were employers, wage earners, self-employed, etc. in the main economic activities they were involved in. Only one category had to be chosen. If option '1' was chosen, the instruction was to go to Question 5.2; otherwise skip to Question 5.6 or Question 5.9.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active in the seven days prior to the interview and who worked for someone else for pay or employed one or more employees, or did not employ any employees, or helped without pay in a household business.

**Final code list**

1 = Working for someone else for pay
2 = An employer (employing one or more employees)
3 = Own account worker ( not employing any employees)
4 = Helping without pay in a household business
□ = Not applicable

**Note:** Questions 5.2–5.4.b were asked only to those people who work for someone else for pay or who worked for one or more private households as a domestic employee, gardener or security guard.

**The following are for employees only (option 1 in Question 5.1)**

**Question 5.2**

*Wages or salary interval (Q52SALARYINTERVAL)* *(@215   1.)*

| 5.2 | In your main job, what is the easiest way for you to tell us your wages or salary before taxes or any other deduction?  Would it be … | |
|---|---|---|
| | 1 = Monthly? | 1 |
| | 2 = Weekly? | 2 |
| | 3 = Fortnightly (every two weeks)? | 3 |
| | 4 = Daily? | 4 |
| | 5 = Hourly? | 5 |
| | 6 = Annually? | 6 |
| | 7= REFUSED  → *Go to Q 5.8* | 7 |

**Note to users**

  This question seeks to find out the easiest way for employees to report their earnings.

**Universe**

 All members of the households in selected dwelling units aged 15 years and above who were economically active in the calendar  week prior to the interview.

**Final code list**

1 = Monthly?
2 = Weekly?
3 = Fortnightly (Every two weeks)?
4 = Daily?
5 = Hourly?
6 = Annually?
7 = Refused/Don't know

□ = Not applicable

## Question 5.3

*Tips or commission (Q53TIPSCOMMISSION)*                *(@216   1.)*

| 5.3 | **Do you usually receive any tips or commission?** | | |
|-----|-----|-----|
| | 1 = YES | ☐ 1 |
| | 2 = NO | ☐ 2 |

**Note to users**

This question is aimed at reminding employees who receive tips / commission as part of their main job to included these when they report their earnings in Q5.4.a.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active and were working for someone for pay in the calendar week prior to the interview.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

*Monthly earnings for employees (Q54a_Monthly)*                *(@217   6.)*

**Note to users**

This is a derived variable based on Q5.2  and Q5.4.a where earnings are converted to monthly.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active and were employees in the calendar week prior to the interview.

**Final code list**

Valid range: 0 –433333
□□□□□□ = Not applicable

**For employers and own account workers (options 2 and 3 in Question 5.1)**

**Question 5.6**

*Earnings interval (Q56SALARYINTERVAL)* *(@223   1.)*

| 5.6 | **What is the easiest way for you to tell us your earnings after expenses?  Would it be …** | |
|---|---|---|
| | 1 = Monthly? | 1 |
| | 2 = Weekly? | 2 |
| | 3 = Fortnightly (every two weeks)? | 3 |
| | 4 = Daily? | 4 |
| | 5 = Hourly? | 5 |
| | 6 = Annually? | 6 |
| | 7= REFUSED  → ***Go to Q 5.8*** | 7 |

**Note to users**

This question seeks to find out the easiest way for employers or own-account workes to report their earnings.

**Universe**

All members of the households in selected dwelling units aged 15 years and above who were economically active in the calendar week prior to the interview.

**Final code list**

1 = Monthly?
2 = Weekly
3 = Fortnightly (Every two weeks)?
4 = Daily?
5 = Hourly?
6 = Annually?
7 = Refused/Don't know
□ = Not applicable

*Monthly earnings for Employers and Self Employed (Q57a_Monthly)* *(@224   8.)*

**Note to users**

This is a derived variable based on Q5.6  and Q5.7.a where earnings are converted to monthly.

**Universe**

All members of the households in selected dwelling units aged 15 years and older, who were economically active and were employers or own-account workers in the calendar week prior to the interview.

**Final code list**

Valid range: 0 – 41600000
□□□□□□ = Not applicable

**Question 5.8**

*Salary category (Q58SALARYCATEGORY)*                                    *(@232   2.)*

| 5.8 | Weekly | Monthly | Annually | |
|-----|--------|---------|----------|---|
| 01 | NONE | NONE | NONE | ☐ 01 |
| 02 | R1 - R46 | R1 - R200 | R1 - R2 400 | ☐ 02 |
| 03 | R47 - R115 | R201 - R500 | R2 401 - R6 000 | ☐ 03 |
| 04 | R116 - R231 | R501 – R1 000 | R6 001 - R12 000 | ☐ 04 |
| 05 | R232 - R346 | R1 001 - R1 500 | R12 001 - R18 000 | ☐ 05 |
| 06 | R347 - R577 | R1 501 - R2 500 | R18 001 - R30 000 | ☐ 06 |
| 07 | R578 - R808 | R2 501 - R3 500 | R30 001 - R42 000 | ☐ 07 |
| 08 | R809 - R1 039 | R3 501 - R4 500 | R42 001 - R54 000 | ☐ 08 |
| 09 | R1 040 - R1 386 | R4 501 - R6 000 | R54 001 - R72 000 | ☐ 09 |
| 10 | R1 387 - R1 848 | R6 001 - R8 000 | R72 001 - R96 000 | ☐ 10 |
| 11 | R1 849 - R2 540 | R8 001 - R11 000 | R96 001 - R132 000 | ☐ 11 |
| 12 | R2 541 - R3 695 | R11 001 - R16 000 | R132 001 - R192 000 | ☐ 12 |
| 13 | R3 696 - R6 928 | R16 001 - R30 000 | R192 001 - R360 000 | ☐ 13 |
| 14 | R6 929 – R8 654 | R30 001 – R37 500 | R360 001 – R450 000 | ☐ 14 |
| 15 | R8 655 – R12 500 | R37 501 – R54 167 | R450 001 – R650 000 | ☐ 15 |
| 16 | R12 501– R14 423 | R54 168 – R62 500 | R650 001 – R750 000 | ☐ 16 |
| 17 | R14 424 – R16 346 | R62 501– R70 800 | R750 001 – R850 000 | ☐ 17 |
| 18 | R16 347 – R19 231 | R70 801 – R83 300 | R850 001 – R1 000 000 | ☐ 18 |
| 19 | R19 232 OR MORE | R83 301 OR MORE | R1 000 001 OR MORE | ☐ 19 |
| 20 | DON'T KNOW | DON'T KNOW | Don't know | ☐ 20 |
| 21 | REFUSE | REFUSE | REFUSE | ☐ 21 |

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**Note to users**

**This question is only applicable if there was no answer in Q5.2, Q5.4.a, Q5.6 and Q5.7.a thus in case of a non-response, refusal or don't know. Since this kind of information is very personal the enumerator is instructed to show a "prompt card" to the respondents for them to choose the category in which their earnings fall.**

**Universe**

**All members of the households in selected dwelling units aged 15 years and older, who were economically active in the seven days prior to the interview and did not provide their total salary.**

**Final code list**
**Valid range: 01 – 21**
□□ = Not applicable

**Question 5.9**

| 5.9 | In the last week, …. | YES | NO |
|---|---|---|---|
| | (a1) Did you do any work on your own or the household's plot, farm, food garden, cattle post or kraal or help in growing farm produce or in looking after animals for the household's own consumption? *Examples: ploughing, harvesting, looking after livestock.* | □ 1 | □ 2 |
| | (a2) *If YES*, for how many hours? | □ | □ |
| | (b1) Did you fetch water or collect wood/dung for household use? | □ 1 | □ 2 |
| | (b2) *If YES*, for how many hours? | □ | □ |
| | (c1) Did you produce any other goods for household use? *Examples: clothing, furniture, clay pots, etc.* | □ 1 | □ 2 |
| | (c2) *If YES*, for how many hours? | □ | □ |
| | (d1) Did you do any construction or major repair work on your own home, plot, cattle post or business or those of the household? | □ 1 | □ 2 |
| | (d2) *If YES*, for how many hours? | □ | □ |
| | (e1) Did you catch any fish, prawns, shells, wild animals or other food for household consumption? | □ 1 | □ 2 |
| | (e2) *If YES,* for how many hours? | □ | □ |

**Note to users**

This question was applicable to all household members aged 15 years and older, regarding their involvement in economic activities in the last seven days prior to the interview. This is part of the questionnaire where there would be a differentiation between the economically active population and those who are not economically active. The instruction to enumerators was that they should consider those activities that lasted for at least an hour within the seven days. In order to be certain that the categories had been answered, there should either be a 'Yes' or 'No' answer to all of them. If 'Yes' to any of these questions, the number of hours spent on the activity had to be indicated as well.

*Do farm work (Q59AFARMWRK)*                                    *(@234   1.)*

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a1) Did you do any work on your own or the household's plot, farm, food garden, cattle post or kraal or help in growing farm produce or in looking after animals for the household's own consumption?

**Universe**

All members of the households in selected dwelling units aged 15 years and older who in the last week did any work on their own or the household's plot, farm, food garden, cattle post or kraal or helped in growing farm produce or in looking after animals for the household's own consumption.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

*Time (Q59ATIME)*                                                  *(@235  2.)*

a2) If yes, for how many hours?

**Final code list**

Valid range: 00–86
□□ = Not applicable

*Fetch water (Q59BFETCHWATER)*                                     *(@237  1.)*

b1) Did you fetch water or collect wood/dung for household use?

**Universe**

All members of the households in selected dwelling units aged 15 years and older who in the last week fetched water or collected wood/dung for household use.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

*Time (Q59BTIME)*                                                  *(@238  2.)*

b2) If yes, for how many hours?

**Final code list**

Valid range: 00–94
□□ = Not applicable

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*Produce goods (Q59CPRODHHGOODS)* *(@240 1.)*

c1) Did you produce any other goods for household use?

**Universe**

All members of the households in selected dwelling units aged 15 years and older who in the last week produced any other goods for household use.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

*Time (Q59CTIME)* *(@241 2.)*

c2) If yes, for how many hours?

**Final code list**

Valid range: 00–81
□□ = Not applicable

*Do construction (Q59DCONSTRUC)* *(@243 1.)*

d1) Did you do any construction or major repair work on your own home, plot, cattle post or business or that of the household?

**Universe**

All members of the households in selected dwelling units aged 15 years and older who in the last week did any construction or major repair work on their own home, plot, cattle post or business or that of the household.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

*Time (Q59DTIME)* *(@244 2.)*

d2) If yes, for how many hours?

**Final code list**

Valid range: 00–84
□□ = Not applicable

*Catch food (Q59ECATCHFOOD)* *(@246 1.)*

e1) Did you catch any fish, prawns, shells, wild animals or other food for household consumption?

**Universe**

All members of the households in selected dwelling units aged 15 years and older who in the last week caught any fish, prawns, shells, wild animals or other food for household consumption.

**Final code list**

1 = Yes
2 = No
□ = Not applicable

*Time (Q59ETIME)* *(@247 2.)*

e2) If yes, for how many hours?

**Final code list**

Valid range: 00-88

□□ = Not applicable

**Derived variable**

*Main industry (Indus)*                                                          *(@249  2.)*

**Derived variable: Derived from Question 4.2.**

**"Mining: note that mining is a very clustered industry, hence the industry might not have been adequately captured by the QLFS sample. For more robust mining estimates, please use the Quarterly Employment Statistics (QES)."**

**Final code list**

01 = Agriculture, hunting, forestry and fishing
02 = Mining and quarrying
03 = Manufacturing
04 = Electricity, gas and water supply
05 = Construction
06 = Wholesale and retail trade
07 = Transport, storage and communication
08 = Financial intermediation, insurance, real estate and business services
09 = Community, social and personal services
10 = Private households
11 = Other
□□ = Not applicable

*Main occupation (Occup)*                                                          *(@251  2.)*

**Derived variable: Derived from Question 4.1.**

**Final code list**

01 = Legislators, senior officials and managers
02 = Professionals
03 = Technical and associate professionals
04 = Clerks
05 = Service workers and shop and market sales workers
06 = Skilled agricultural and fishery workers
07 = Craft and related trades workers
08 = Plant and machine operators and assemblers
09 = Elementary Occupation
10 = Domestic workers
□□ = Not applicable

*Previous industry (Previndus)*                                                    *(@253  2.)*

**Derived variable: Derived from Question 3.16.**

**Final code list**

01 = Agriculture, hunting and forestry
02 = Mining
03 = Manufacturing
04 = Electricity, gas and water
05 = Construction
06 = Wholesale and retail trade
07 = Transport, storage and communication
08 = Finance and business services

09 = Community, social and personal services
10 = Private households
11 = Other
□□ = Not applicable

**(See coded list for industry)**

*Previous occupation (PrevOccup)* *(@255   2.)*

**Derived variable: Derived from question 3.15.**

**Final code list**

01 = Legislators, senior officials and managers
02 = Professionals
03 = Technical and associate professionals
04 = Clerks
05 = Service workers and shop and market sales workers
06 = Skilled agricultural and fishery workers
07 = Craft and related trades workers
08 = Plant and machine operators and assemblers
09 = Elementary Occupation
10 = Domestic workers
11 = Other occupation
□□ = Not applicable

*Unemployment status (Unempl_status)* *(@257   1.)*

**Derived variable: Derived from a logical series of questions:**

| | |
|---|---|
| Activity prior job search | (Question 3.7) |
| Ever worked | (Question 3.12) |
| Time unemployed | (Question 3.13) |
| Reason for stopping work | (Question 3.14) |

**Final code list:**

1 = Job loser
2 = Job leaver
3 = New entrant
4 = Re-entrant
5 = Other – last worked >5 years ago
□ = Not applicable

*Employment status (Status)* *(@258   1.)*

**Derived variable: Derived from a logical series of questions:**

| | |
|---|---|
| Paid work | (Question 2.4a) |
| Own business | (Question 2.4b) |
| Unpaid work | (Question 2.4c) |
| Paid work | (Question 2.5a) |
| Own business | (Question 2.5b) |
| Reason absent | (Question 2.7) |

**Final code list:**

1 = Employed
2 = Unemployed
3 = Discouraged job seeker
4 = Other not economically active
□ = Not applicable

*Education Status (Education_Status)* *(@259  1.)*

**Derived variable: Derived from Question 1.7: What is the highest level of education that …..
has successfully completed?**

**Final code list:**

1 = No schooling
2 = Less than primary completed
3 = Primary completed
4 = Secondary not completed
5 = Secondary completed
6 = Tertiary
7 = Other

*Long-term unemployment ( long_term_unempl)* *(@260  1.)*

**Derived variable:**

**Long-term unemployment: Persons in long-term unemployment are those individuals among
the unemployed who are without work and trying to find a job or start a business for one year
or more.**

**Derived from Question 3.6: For how long have you been without work and trying to find a job
or start a business?**

**Final code list:**

1 = Long-term unemployment (1 year and longer)
2 = Short-term unemployment (less than 1 year)
□ = Not applicable

*Underemployment (underempl)* *(@261  1.)*

**Derived variable:**

**If total hours usually worked  is less than 35 and want to work more hours and is available to
start work within the next four weeks.**

**Derived from a logical series of questions:**

| | |
|---|---|
| Hours usually work | (Question 4.18) |
| Total hours usually work | (Question 4.20) |
| Like to work more hours | (Question 4.22) |
| Able to start extra work | (Question 4.25) |

**Final code list:**

1 = Underemployed
2 = Not underemployed
□ = Not applicable

*Sector (Sector1)* *(@262  1.)*

**Derived variable:**

**Derived from a logical series of questions:**

| | |
|---|---|
| Work for whom | (Question 4.5) |
| Income tax deducted | (Question 4.10) |
| Business registered for VAT | (Question 4.13) |
| Business registered for income tax | (Question 4.14) |
| Number of employees | (Question 4.16) |

Agriculture is excluded from the formal and informal sector in this variable.

**Final code list:**

1 = Formal sector (non-agricultural)
2 = Informal sector (non-agricultural)
3 = Agriculture
4 = Private households
□ = Not applicable

*Sector (Sector2)* *(@263   1.)*
**Derived variable:**

**Derived from a logical series of questions:**

| | |
|---|---|
| Work for whom | (Question 4.5) |
| Income tax deducted | (Question 4.10) |
| Business registered for VAT | (Question 4.13) |
| Business registered for income tax | (Question 4.14) |
| Number of employees | (Question 4.16) |

**Agriculture is included in the formal and informal sector in this variable.**

**Final code list:**

1 = Formal sector (Including agriculture)
2 = Informal sector (Including agriculture)
4 = Private households
□ = Not applicable

*Age group (Age_grp1)* *(@264   2.)*
**Derived variable:**

**Derived from Question 1.4:** What is …'s date of birth and age in completed years?
**Final code list:**

01 = Age 00–04
02 = Age 05–09
03 = Age 10–14
04 = Age 15–19
05 = Age 20–24
06 = Age 25–29
07 = Age 30–34
08 = Age 35–39
09 = Age 40–44
10 = Age 45–49
11 = Age 50–54
12 = Age 55–59
13 = Age 60–64
14 = Age 65+

*Inactivity reason (InactReason)* *(@266   1.)*

**Derived variable: Derived from a logical series of questions:**

Reason for not working                                (Question 3.5)
Reason why not look for work or start business(Question 3.8)
Reason not available for work                    (Question 3.11)
**Final code list:**
1 = Scholar/student
2 = Home-maker
3 = Health reasons
4 = Too young/old/retired
5 = Discouraged work-seekers
6 = Other
□ = Not applicable

*Involvement in at least one non-market activity (At_least_1)*                    *(@267   1.)*

**Derived variable: Derived from a logical series of questions:**

Do farm work                          (Question 2.6a)
Fetch water                            (Question 2.6b)
Produce goods                          (Question 2.6c)
Do construction                        (Question 2.6d)
Catch food                             (Question 2.6e)

**Final code list:**
1 = Involved in at least one activity
2 = Not involved in any activity
□ = Not applicable

*Informal employment (Infempl)*                                              *(@268   1.)*

### *Derived variable:*

This variable is intended to identify persons who are in precarious employment situations.
Informal employment includes all persons age 15 years and older who are employed and work
in:
- Private households and who are helping unpaid in a household business; or
- Working for someone else for pay and are NOT entitled to basic benefits from their
  employer such as a pension or medical aid and has no written contract; or
- Working in the informal sector.

Formal employment includes all persons age 15 years and older who are employed and who do
NOT meet the above criteria.

Employers and own account workers age 15 years and older are included in the category 'Other'.

*Derived from a series of questions:*

Status                                      (Derived variable)
Sector 2                                    (Derived variable)
Work for whom                               (Question  4.5)
Contribution to pension or retirement fund  (Question  4.6)
Medical aid or health insurance contributions  (Question  4.9)
Employment contract                         (Question  4.11)
**Final code list:**

1 = Formal employment
2 = Informal employment
8 = Other
□ = Not applicable

*Geography Type (Geo_Type)*                                        *(@269  1.)*

Classification according to the settlement characteristics

**Final Code List:**

1 = Urban formal
2 = Urban informal
4 = Tribal areas
5 = Rural formal

*Hours worked (Hrswrk)*                                        *(@270  3.)*

**Derived variable:**
This variable includes total hours worked by persons aged 15 years and older.

**Derived from a logical series of questions:**
Hours usually worked in case of a single job     (Question 4.18)
Total hours worked in the case of multiple jobs(Question 4.20)

**Valid range:**
001 – 112
□□□ = Not applicable

*Employment Status Expanded (Status_Exp)*                        *(@273  1.)*
**Derived variable: Derived from a logical series of questions:**

Paid work                    (Question 2.4a)
Own business                 (Question 2.4b)
Unpaid work                  (Question 2.4c)
Paid work                    (Question 2.5a)
Own business                 (Question 2.5b)
Reason absent                (Question 2.7)

**Final code list:**

1 = Employed
2 = Unemployed
4 = Not economically active

*Stratum(Stratum)*                                        *(@274   2.)*

**Note to users**
6 digits number representing stratum formed during Master Sample 2006 where (digit 1 = Province based on 2005 provincial boundaries, digit 2&3= metro/non-metro, digit4=Geography type)

**Valid Range**: 101101 – 9470405

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*Metro/non-metro (Metro_code)* *(@276 2.)*

**Derived variable: Derived from stratum**

**Final code list:**

00 =Non-Metro
71 =Cape Town
72 =eThekweni
73= Ekurhuleni
74 =Johannesburg
75 =Nelson Mandela Metro
76 =Tshwane

## *Not in employment, education or training (NEET)* *(@278 1.)*

**Final code list:**
1 = Yes
2 = No
□ = Not applicable

This variable is intended to identify persons (especially the youth) who are not in employment, education or training. This includes persons who are regarded as unemployed, not economically active and not attending any educational institutions or training.

*Quarter (Qtr)* *(@279 1.)*
This variable is used to identify the quarter in which the data was collected.
**Final code list:**
*1 = Quarter 1*
*2 = Quarter 2*
*3 = Quarter 3*
*4 = Quarter 4*

*Weight (Weight)* *(@280 12.7)*
Valid range: 12.5000000 – 2459.333688