

2015 Evidence and Data for Gender Equality Interviewer's Manual

**For the conduct of the Pilot Survey on Measuring Asset
Ownership and Entrepreneurship from a Gender Perspective
under R-CDTA 8243: Statistical Capacity Development for Social
Inclusion and Gender Equality**



Republic of the Philippines
Philippine Statistics Authority

FOREWORD

The Philippine Statistics Authority will conduct the 2015 Evidence and Data for Gender Equality (EDGE) pilot survey in the Province of Cavite, in September 2015. This project which aims to measure asset ownership and entrepreneurship from a gender perspective, is in collaboration among development partners namely; Asian Development Bank (ADB), United Nations Statistics Division (UNSD) and the UN Entity for Gender Equality and the Empowerment of Women (UN-WOMEN).

The 2015 EDGE Interviewer's Manual was prepared to serve as guide to both interviewers and supervisors in carrying out their duties and responsibilities effectively during field work. The objectives in conducting this survey and the concepts and definitions that will be undertaken must be applied. The detailed instructions on how they are going to fill out the EDGE Form 2 (Household Questionnaire) and EDGE Form 3 (Individual Questionnaire) as well as their roles as efficient enumerators and supervisors are discussed in this manual. Adherence to the instructions laid in this manual is a key factor in the successful outcome of the 2015 EDGE.

Lisa Grace S. Bersales
LISA GRACE S. BERSALES, Ph.D.
National Statistician *e*

Manila, Philippines
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TABLE OF CONTENTS

CHAPTER	TOPIC	PAGE
1	Introduction	1
	1.1 Survey Objectives.....	2
	1.2 Authority of the Survey.....	2
	1.3 Confidentiality of Information.....	2
	1.4 Scope and Coverage.....	3
	1.5 Sampling Design.....	3
	1.6 Organizational Set-up.....	3
	1.7 Training, Enumeration and Supervision.....	4
	1.8 Survey Questionnaire and other Survey Instruments (Administrative Forms).....	5
	1.8.1 EDGE Form 1 - Listing Booklet.....	5
	1.8.2 EDGE Form 2- Household Questionnaire.....	5
	1.8.3 EDGE Form 3 - Individual Questionnaire.....	6
	1.8.4 EDGE Form 4 - Sticker.....	6
	1.8.5 EDGE Form 5 - Transmittal/Receipt Form.....	6
	1.8.6 EDGE Form 6 - List of Sample Households (MS Form 6).....	7
	1.8.7 EDGE Form 7 - Interviewer's Assignment Sheet.	7
	1.8.8 EDGE Form 8 - Supervisor's Progress report.....	7
	1.8.9 EDGE Form 10 - Re-interview/Spot-check Record.....	7
	1.8.10 EDGE Form 11 - Folio Cover.....	7
2	Definition of Concepts and Terms	8
3	Role of an Interviewer	15
	3.1 Designation of Interviewers.....	15
	3.2 Training.....	15
	3.3 Duties and Responsibilities of an Interviewer	16

4	Conducting an Interview	19
	4.1 Identifying Eligible Respondents.....	19
	4.1.1 Household Questionnaire.....	19
	4.1.2 Individual Questionnaire.....	20
	4.2. Building Rapport With The Respondent.....	26
	4.2.1 Make A Good First Impression.....	26
	4.2.2 Always Have A Positive Approach.....	26
	4.2.3 Confidentiality of Responses When Necessary..	26
	4.2.4 Answer Any Questions From The Respondent Frankly.....	27
	4.3 Tips for Conducting the Interview.....	27
	4.3.1 Understand the difference between probing and prompting.....	
	4.3.2 Be neutral throughout the interview.....	27
	4.3.3 Never suggest answers to the respondent.....	28
	4.3.4 Do not change the wording or sequence of questions.....	28
	4.3.5 Handle hesitant respondents tactfully.....	28
	4.3.6 Do not form expectations.....	28
	4.3.7 Do not hurry the interview.....	29
	4.4 Correct Field Procedures to Follow.....	29
	4.4.1 Making Call backs.....	29
	4.4.2 Keeping Information Confidential.....	29
	4.4.3 Supplies and Documents Needed for Fieldwork.	29
	4.5 Asking Questions.....	30
	4.6 Recording Responses.....	30
	4.6.1 Questions with Pre-Coded Responses.....	30
	4.7 Following Instructions.....	31
	4.8 Checking Completed Questionnaire.....	32
	4.9 Submission of Completed Questionnaire to Supervisor.....	32
	4.10 Data Quality.....	32
5	How to Accomplish EDGE Form 2	33
	Section A - Geographic Identification and Other	33

	Information.....	
	Section B - Demographic Characteristics.....	36
	Section C – Residence of Spouse/Partner.....	39
	Section D - Ethnicity.....	40
	Section E - Religious Affiliation.....	40
	Section F - Highest Grade Completed.....	41
	Section G - Status of Employment	42
	Section H - Self-Employed During the Last Seven Days...	45
	Section I - Primary Work.....	45
	Section J - Entrepreneurial Activity in Subsidiary Capacity...	46
	Section K – Housing Characteristics.....	47
6	How to Accomplish EDGE Form 3.....	52
	Module 3 - Dwelling.....	53
	Module 4 - Agricultural Land.....	63
	Module 5 - Livestock and Poultry Raising.....	73
	Module 6A- Large Agricultural Equipment.....	74
	Module 6B - Small Agricultural Equipment.....	78
	Module 7 – Non-Agricultural Enterprises and Enterprise Assets	79
	Module 8 - Other Real Estate.....	94
	Module 9 - Consumer Durables.....	102
	Module 10 - Financial Assets.....	102
	Module 11 - Liabilities.....	106
	Module 12 - Valuables.....	109
	Module 13 - End of Questionnaire.....	110
7	Annexes.....	111
	Annex 1 - EDGE Background.....	112
	Annex 2 - Training Schedule.....	113
	Annex 3 - Questionnaires	115
	Annex 4 - Administrative Forms and Other Survey Instruments.	151
	Annex 5 - Timetable	157
	Annex 6 - Crop Codes	159
	Annex 7 - Agricultural Equipment (Large or Small).....	162
	Annex 8 - International Standard Industrial Classification (ISIC) Rev4.....	164
	Annex 8 – Agricultural Equipment (Large and Small).....	133

8	List of Figures	
	Figure 1. Flow Chart for Q.311 - Q.315.....	62
	Figure 2. Flow Chart for Q.814 - Q.819.....	100

Chapter 1

Introduction

In May 2015, the government of the Philippines, through the Philippine Statistics Authority (PSA), signed a Memorandum of Agreement with the Asian Development Bank (ADB) as one of the three countries (Georgia, Mongolia, the Philippines) participating under ADB's R-CDTA 8243: Statistical Capacity Development for Social Inclusion and Gender Equality. The project aims to measure individual level asset ownership and entrepreneurship from a gender perspective using standard methods that were developed under the global Evidence and Data for Gender Equality (EDGE) initiative being led by UNSD and UN-WOMEN.

Most assets are owned by individuals (either solely or jointly) and individual-level data are better able than household-level data to provide insights into three broad sets of policy issues. These are: **(1)** women's empowerment and decision-making, **(2)** understanding livelihoods (including entrepreneurship), and **(3)** reducing poverty and vulnerability. Yet, relatively little data exists on individual ownership of assets, particularly data derived from nationally-representative survey instead, asset data continues to be collected at the household level by asking questions about whether anyone in the household owns land, housing or other key assets.

To integrate data collection on individual-level asset ownership/control and entrepreneurship into the regular production of official statistics, the EDGE initiative is undertaking methodological work on the following key issues:

1. Which assets should be measured?
2. How should the ownership and control of assets be defined and measured?
3. How should the value of assets be obtained?
4. Who in the household should be interviewed about individual-level asset ownership and control?
5. How should gender differentials in entrepreneurial participation, enterprise performance, motivations and aspirations and entrepreneurial resources and constraints be measured?
6. Which indicators on asset ownership/control and entrepreneurship should be proposed for regular measurement?

In order to test and refine the EDGE methodology, the national statistics offices (NSOs) of nine countries, including the Philippine Statistics Authority (PSA) and those of Mongolia and Georgia agreed to pilot data collection on individual-level asset ownership and entrepreneurship in 2015 (**Annex 1**) through ADB's through R-CDTA 8243 project. The lessons learned from these pilot studies will be incorporated into the final EDGE methodological guidelines on measuring asset ownership and control from a gender perspective, which will be presented to the United Nations Statistical Commission in 2017 for endorsement.

1.1 Survey Objectives

The main objective of the pilot survey is to test the EDGE methodology for measuring asset ownership and control and entrepreneurship from a gender perspective. This includes quantitative and qualitative assessments of:

(1) the design of the EDGE modules to ensure that questions are clear, response categories are adequate for the survey population, difficult/sensitive questions are identified, and concepts employed are operationalized well;

(2) the feasibility of interviewing the household members selected for interview according to the EDGE field protocols; and

(3) the relevance of the proposed EDGE global indicators to the country context.

1.2 Authority of the Survey

The authority and mandate of the Philippine Statistical Authority (PSA) to conduct this survey emanates from the **Republic Act No. 10625**.

Republic Act No. 10625 also known as the Philippine Statistical Act of 2013, which was approved on September 12, 2013 states that the PSA shall be primarily responsible for all national censuses and surveys, including sectoral statistics, consolidation of administrative recording system, and compilation of national accounts specifically, Section 6(b) of this Act mandates the PSA to prepare and conduct periodic censuses on population, housing, agriculture, fisheries, business, industry, and other sectors of the economy.

1.3 Confidentiality of Information

All personnel involved in this survey are required to keep in STRICT CONFIDENCE any information obtained during the survey that pertains to any particular household or person.

Section 26 of RA No. 10625 stipulates that individual data furnished by a respondent to statistical inquiries, surveys, and censuses of PSA shall be considered privileged communication and as such shall be inadmissible as evidence in any proceeding. The PSA may release data gathered from censuses only in the form of summaries or statistical tables, in which no reference to an individual, corporation, association, partnership, institution or business enterprise shall appear.

Likewise, Section 27 of RA 10625 states that respondents of primary data collection activities as censuses and sample surveys are obliged to give truthful and complete answers to statistical inquiries. The gathering consolidation and analysis of such data shall likewise be done in the most truthful and credible manner.

To ensure compliance, any violation of this Act shall result in the imposition of the penalty of one (1) year imprisonment and a fine of one hundred thousand pesos (Php100,000.00). In cases, who fails to give a truthful and complete answer to such statistical inquiries in a corporation, the above penalty shall be

imposed against the responsible officer, director, manager, and/or agent of said corporations. In addition, such erring corporation or any other juridical entity, depending on the category of the enterprise or business concerned whether small, medium or large, shall be imposed a fine ranging from one hundred thousand pesos (P100,000.00) to five hundred thousand pesos (P500,000.00)

1.4 Scope and Coverage

The pilot survey will cover a sample of about 1,550 households for the province of Cavite with an estimated 750,000 households or an estimated total population of 3,737,000. All sample households will be interviewed using EDGE Form 2 (Household Questionnaire) to gather information on demographic and socio-economic status of the household and if household has adult members 18 years and over EDGE Form 3 will be administered for a maximum of three sample respondents for EDGE Form 3 (Individual Questionnaire).

1.5 Sampling Design

Two-stage sampling design was used in the selection of samples with the selection of Primary Sampling Units (PSUs) at the **first stage**. Pre-stratification of households with adult members 18 years old and over (less than three members aged 18 years old vs. three or more 18 years old and over) was done during the Listing of Households in Cavite for sample PSUs. The **second stage** is the random selection of sample Households separately for both SSS1 and SSS 2. There will also be the selection of eligible respondents (ERs) for the Individual Questionnaire who is/are member/s of the sample household aged 18 years old and over. For households with three or more ERs, maximum of three will be interviewed.

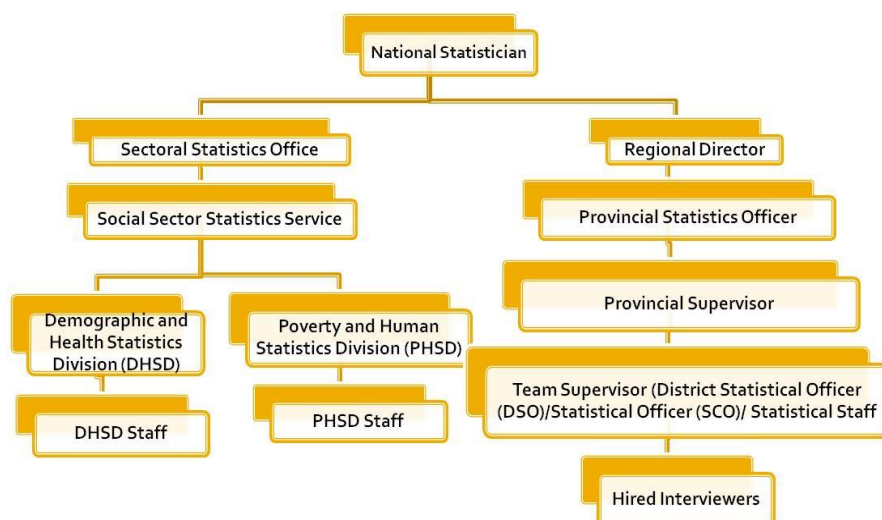
1.6 Organizational Set-Up

The Philippine Statistics Authority (PSA) has the major responsibility for conducting the EDGE pilot survey. This is a joint undertaking of the Asian Development Bank (ADB) and PSA wherein the latter is primarily tasked to implement the survey and on behalf of the PSA National Statistician, the Interim Deputy National Statistician assisted by Interim Assistant National Statistician of Social Sector Statistics Services will be in-charge of the overall conduct of the survey.

All matters pertaining to the 2015 EDGE Pilot Survey be it technical, financial or administrative in nature, are supervised and coordinated by the Chief of Demographic and Health Statistics Division (DHSD).

In behalf of the Regional Director of Region IV-A, the Interim Provincial Statistics Officer (IPSO) of Cavite will be in-charge in the recruitment of the Field Interviewers (FIs) to be utilized in this undertaking. She is also tasked to coordinate with the local officials in the sample municipalities and barangays. Interviewers and Team Supervisors will also be supervised by the IPSO during the enumeration.

ORGANIZATIONAL CHART



1.7 Training, Enumeration and Supervision

The First and Second Level Training will be conducted in Cavite. An allotted day for the First Level is 3 days and 4 days for the Second Level. This will be participated in by Field Office (FO) staff comprising the Regional Director (RD), Interim Provincial Statistics Officer (IPSO), Provincial Statistician, District or Statistical Coordination Officers (DSO or SCO) together with selected regular PSA-Demographic and Health Statistics Division employees from Central Office (CO) and programmers from Information Resource Division (IRD). The CO and FO staff will serve as trainers in the second level training which will be participated in by the hired FIs and Team Supervisors (TSs).

Resource persons from ADB and United Nations Statistics Division will be present to observe the conduct of training, and clarify matters whenever needed during the training proper. The training is comprised of lectures, exercises, demonstration interviews, and field practice interviews. Topics to be discussed during the first level training and second level training can be seen in the Training Schedule in **Annex 2**.

There are 13 teams wherein each team is composed of one team supervisor and three interviewers during the enumeration. It will be conducted for 24 days from September 15 – October 10, 2015 including Saturdays.

As interviewers for the 2015 EDGE, you are part of the survey organization. You will be supervised directly by designated supervisors from CO and FO to monitor and assist you in the entire enumeration period.

1.8 Survey Questionnaires and Other Survey Instruments (Administrative Forms)

There will be questionnaires (**Annex 3**) and forms (**Annex 4**) that will be used in the conduct of this survey. Listed below are the following EDGE questionnaires and forms and its description:

1.8.1 2015 EDGE Form 1 (Listing Booklet)

This was used earlier in June 2015 since there is a need to do the listing as part of the protocol by our partner agency. From this listing the sample households in the EDGE operation was derived.

1.8.2 2015 EDGE Form 2 (Household Questionnaire)

Each sample household will be interviewed using EDGE Form 2. This questionnaire obtains demographic characteristics of each member of the household such as relationship to the head of the household, sex, date of birth, age, marital status, ethnicity, religious affiliation, highest grade completed by the household member (five years old and over), employment status, economic activity (15 years old and over), type of materials of the roof, walls, etc.

In this questionnaire, section A has the following information:

- Approval No. and the expiration date
- Confidentiality clause
- Geographic identification codes (region, province, municipality/city, barangay, EA, SHSN, HCN). **Note:** The heavy underline denotes a write-in entry
- Design codes (replicate, stratum, PSU No., rotation group, number of households in the housing unit)
- Name of household head
- Name of primary respondent and the line number
- Name of Household Questionnaire respondent and the line number
- Record of individual visit in the format DD/MM/YYYY and the time began and the time finished of the interview using the 24 hour format
- Result codes (1-12)
- Certification

The inside pages of the **Household Questionnaire contained sections B to K** with the following topics:

- B** - Demographic Characteristics (relationship to the household head, age, month and year of birth, sex, marital status, etc.)

- C** - Residence of Spouse/Partner
- D** - Ethnicity
- E** - Religious Affiliation
- F** - Highest Grade Completed
- G** - Status in Employment
- H** - Self-employed
- I** - Primary Work
- J** - Non-agricultural enterprise owned and operated in subsidiary capacity
- K** - Housing Characteristics

Form 2 questionnaires should be administered per household wherein respondents are adult 18 years old and over. **Ideally**, the primary respondent is the eligible respondent.

1.8.3 2015 EDGE Form 3 (Individual Questionnaire)

There are eleven modules (Modules 3-12) to be covered in this questionnaire. The individual questionnaire is designed to collect information about the assets owned by any member of the household including the respondent. These assets (i.e. dwelling and the owner, agricultural land, livestock, physical and financial assets, liabilities, real estate, durables, and valuables) may be owned exclusively or jointly with someone else. Described below are the modules included in the questionnaire:

- Module 3* Principal Dwelling
- Module 4* Agricultural Land
- Module 5* Livestock and Poultry Raising
- Module 6A* Large Agricultural Equipment
- Module 6B* Small Agricultural equipment
- Module 7* Non-Agricultural Enterprises and Enterprise Assets
- Module 8* Other Real Estate
- Module 9* Consumer Durables
- Module 10* Financial Assets
- Module 11* Liabilities
- Module 12* Valuables
- Module 13* End of Questionnaire

1.8.4 - EDGE Form 4 - Sticker

The sticker used during the listing operation, indicates the primary sampling unit (PSU), replicate, EA, housing unit serial number (HUSN), and household serial number (HSN). Copy the PSU no., replicate, and EA given in the list of samples (master list) provided to you by your supervisor.

1.8.5 EDGE Form 5 – Transmittal/Receipt Form

This form is used in whenever transmitting or receiving materials/questionnaires to or from supervisors.

1.8.6 EDGE Form 6 – List of Sample Households

This is often referred to as the masterlist. It is the list of samples to be interviewed or to be visited. The sample referred to, may either be a sample household in the sample housing unit or a vacant housing unit.

1.8.7 EDGE Form 7 – Interviewer’s Assignment Sheet

This is designed to provide information on your output on the number of household questionnaires completed (EDGE Form 2) as well as the completed individual questionnaires for the day. This should be accomplished daily until the assigned area is completely enumerated.

1.8.8 EDGE Form 8 – Supervisor’s Progress Report

This is used by supervisors to monitor the flow of work of a particular field interviewer (FI) if meeting the quota or not. If not, he/she will examine if the reason is valid or not.

1.8.9 EDGE Form 10 – Re-interview/Spot-check Record

This is also used by the supervisors to check the quality of interview by the interviewer by asking the questions stated in the form like the household membership, age, sex, date of interview, etc. Data gathered by the interviewer in a sample household will be compared to the data gathered by the supervisor in that sample household re-interviewed.

1.8.10 EDGE Form 11 – Folio Cover

The supervisors will supervise the folioing. This form is used in folioing all the accomplished questionnaires after completing an EA.

PAYMENT CLAIMS

You are required to accomplish the following:

- Daily Time Record (duplicate) – to monitor your attendance in going to work
- Itinerary of Travel (duplicate) – to record the date and place visited and mode of transportation, and allowable expenses incurred
 - Option of payroll type for the transportation allowance and wages/salary
- Voucher (duplicate) – stating the amount to be reimbursed

Chapter 2

Definition of Concepts and Terms

All personnel involved in this undertaking must adhere to the following concepts and definitions in order to achieve the correct data to be gathered. A clear understanding of the concept is required to all personnel involved in this undertaking. Here are some of the terminologies used in this pilot survey.

Respondent - Generally, the respondent for the household questionnaire for this survey should be the primary respondent. If he/she is not available, his/her spouse, if applicable, could substitute as a respondent. If spouse is also not available, an adult household member could be interviewed. An **adult** is an individual who is at least 18 years old on the date of survey. The respondent should be a usual member of the household and should be capable of providing all the necessary information about other members of the household. **Note** that other members can help by adding information or details in the questions concerning them.

Primary respondent - is the household member who is most informed about the main topic of the study i.e. assets of the household. The primary respondent has to be at least 18 years of age. Note that the primary respondent need not be the 'head of the household', the person whose authority is acknowledged by all household members-as traditionally defined during a household listing. Also note that the primary respondent may or may not be married/cohabiting. The primary respondent is the foremost or the first preference to be considered for interview over the other household members.

The **principal couple** comprises of the following:

- primary respondent, i.e., the household member (aged 18 or over) most knowledgeable about household assets and his/her spouse or partner (aged 18 or above) who is also a household member.
- may be married or cohabiting, i.e. living together as if they were husband and wife but not married. In polygamous households, where a man has more than one wife or partner living in the household, the wife/partner who has been married to/cohabiting with the principal male longest should be considered the member of the principal couple.
 - In polyandrous households, where a woman has more than one husband or partner living in the household, the husband/partner who has been married to/cohabiting with the principal female longest should be considered the member of the principal couple.
 - Note that there may be cases in which a married/cohabiting couple are members of a household, but if neither member of the couple is the most informed about the household's assets, they would not be considered members of the principal couple.

- For example, a household may consist of a female adult, who is most knowledgeable about the household's assets, her adult son and her married parents. The married parents would not be considered to be a principal couple and thus would only be interviewed if they were randomly selected from the household roster.

A **household** - is a person or group of persons, related or unrelated, who live together in the same dwelling unit and have common preparation and consumption of food. In some cases one may find a group of people living together in the same house, but each person has separate eating arrangements; they should be counted as separate one-person households. Collective living arrangements such as hostels, army camps, boarding schools, or prisons are not considered as households in this survey.

1. The following categories of people are considered as household members even though they have lived for less than 6 months in the past 12 months:
 - (i) infants who are less than 6 months old,
 - (ii) newly married who have been living together for less than 6 months,
 - (iii) students and seasonal workers who have not been living in or as part of another household, and
 - (iv) other persons living together for less than 6 months but who are expected to live in the household permanently (or for a longer duration).
2. Also, servants, farm workers and other such individuals who live and take meals with the household are to be identified as household members, even though they may not have blood relationship with the household head.

The following are examples of what constitutes a household or not:

1. People who live in the same dwelling, but do not share food expenses or eat meals together are not members of the same household;
 - a. If a man has two or more wives who (with their children) live and eat together, then they form one household. Alternatively, if each wife and her children live and eat separately, then this family will form more than one household;
 - b. If two brothers each having his own family live in the same house, but maintain separate food budgets, they would constitute two separate households;
2. a household consisting of a man and his wife/wives and children, father/mother, nephew and other relatives or non-relatives;
3. a household consisting of a single person; and
4. a household consisting of a couple or several couples with or without their children.

Head of Household: In most cases, the head of the household is the usual or regular member of the household and the one manages the income earned and expenses incurred by the household, and who is the most knowledgeable about other members of the household. He/she will be the person named or the one regarded as such when you ask the question “Who is the head of this household?”

Usual members are defined as those persons who have been living in the household for 6 months or more during the last 12 months. However, members who have come to stay in the household permanently are to be included as usual members, even though they have lived in this household for less than 6 months.

Regular members refer to those persons who would have been usual members of this household, but have been away for more than six months during the last 12 months, for education purposes, search of employment, business transactions, medical treatment etc. and living in boarding schools, lodging houses or hostels etc.

Assets are all items that are source of benefits accruing (adding) to the owner (any household members of the household), by holding or using it for producing goods and services over a period of time.

Assets may include the following:

- a) household dwelling;
- b) agricultural parcels;
- c) livestock;
- d) farm and non-farm machinery and implements; durable household items, such as stoves and refrigerators;
- e) dues receivable against loans advanced in cash and or in kind;
- f) financial assets, such as shares in a company, national saving certificates, and deposits with banks, post offices and other individuals; and
- g) valuables, such as precious metals, paintings and stones, held as store of value.

An asset has three characteristics:

- Its ownership right, whether legal and/or economic, is enforced;
- It is used repeatedly in the process of production for producing goods/services or held as a storage of value; and
- It can be used for more than a year.

What do we mean by “ownership”?

Ownership can be classified into three different categories:

1) Reported ownership: This form of ownership is obtained by asking the

respondent to identify who is (are) the owner(s) of an asset.

2) Documented ownership: This **form of ownership** refers to the existence of any document an individual can use to claim ownership rights in law over an asset.

- **Ownership document** is usually for land and housing, but can exist separately for housing and land. It refers to any type of written documentation (government-issued or not) including a title deed, certificate of customary ownership, will, or purchase agreement that states which persons own, have inherited, have been allocated, or have purchased the land and/or dwelling.

3) Economic ownership: This **form of ownership refers to** having the right to claim the economic benefits associated with the use or sale of an asset.

Joint ownership is a concept that falls under reported, documented, or economic ownership. It refers to two or more individuals reportedly, legally and/or economically owning an asset together.

4) Legal ownership: Entity that has an enforceable claim or title to an asset or property, and is recognized as such by law. For example, a lender is the legal owner of a property (mortgaged as a collateral for payment of a loan) by a borrower who is its legal possessor and retains only the right of redemption in it.

What do we mean by involved in decision-making related to assets?

When an individual is considered to be **involved in the decision to sell an asset?** It means that in the perception of the respondent ‘whether the concerned household member will be consulted before permanently giving away the asset in return for cash or in-kind benefits?’. The decision making process may involve the documented/reported owner(s) of the asset only, or owner(s) plus other adult member(s) of the household (including non-household member(s)), or only other adult household members without the consultation of owner(s). For the situation where a documented/reported owner is not included in the decision making process, an example could be a very old member of the household who might have documented ownership of the asset but does not get involved in the decision making process due to old age, ill-health, or just lack of interest. The emphasis here is on “who is consulted” if a decision is to be made regarding the sale of an asset.

Comment [C651]: Note the concept of *documented ownership* is evidenced by the *existence of any document use to claim ownership rights in law*. For example, a ‘Title Deed’ is a legal type of ownership document.

Example 1: In a given household, Marc (59 years old) is the documented owner of an agricultural parcel. Other members of the household are his wife, Sheila (54 years old), his sister-in-law, Karen (47 years old) and Marc and Sheila's son, Jonathan (25 years old). All individuals are members of the household. When Marc considers to sell the agricultural parcel, he will consult his wife and son on the whether to sell the parcel, about the expected price, whom to sell the land to and other concerns related to the agricultural parcel. In this case, Marc, Sheila, and Jonathan will be listed as those involved in the decision to sell an asset. Karen is NOT involved in the decision making process to sell the asset in question.

Example 2: In a given household, Mathilda (79 years old) is the documented owner of an agricultural parcel. Other members of the household are her older daughter, Kristina (52 years old), her second daughter, Pauline (50 years old) and her son, James (45 years old). Given Mathilda's old age and ill-health, she does not participate in the decision making process, but will only sign the final sale agreement without any questions. Kristina is the person that primarily considers the sale of the asset and consults Pauline but not James. In this case, Kristina and Pauline will be listed as those involved in the decision to sell an asset. Mathilda will not be included in this list because even though she is an owner she is not actually involved in the decision making process. James will also not be included as being involved in the decision making process to sell an asset.

Example 3: In a given household, Matthew (60 years old) is the head of the household. Other members of the household include his wife, Joyce (58 years old), and their daughter Patty (30 years old) and Patty's husband, Robert (32 years old). Matthew and Joyce have a joint reported ownership of an agricultural parcel. Matthew only consults his son-in-law, Robert about any decisions related to the sale of the agricultural parcel. Joyce and Patty are not involved in any stage of the decision making process, although Joyce has to sign the legal sale agreement. In this case, Matthew and Robert will be listed as those involved in the decision to sell an asset. Joyce will not be included in this list of decision makers because even though she is an owner, she is not actually involved in the decision making process. Patty will also not be included as being involved in the decision making process to sell an asset.

When a household member is considered as **a decision maker(s) in bequeathing** an asset, it means that he/she will be consulted prior to the decision to give away or leaving an asset to other individual(s) by a person

owning the asset, either orally or in a written will format after the death of the owner. The situation where a documented/reported owner is not included in the decision making process of bequeathing, an example could be a very old member of the household who might have documented ownership of the asset and is required to sign the final bequeath agreement but does not get involved in the decision making process. The emphasis here is on who is consulted regarding bequeathing related decisions for an asset.

An agricultural holding is described as follows:

1. An economic unit of agricultural production under single management comprising all livestock kept and all land used wholly or partly for agricultural production purposes, without regard to title, legal form, or size;
2. Single management may be exercised by an individual or household, jointly by two or more individuals or households, by a clan or tribe, or by a juridical person such as a corporation, cooperative or government agency;
3. The holding's land may consist of one or more parcels, located in one or more separate areas or in one or more territorial or administrative divisions, providing the parcels share the same production means utilized by the holding, such as labour, farm buildings, machinery or draught animals;
4. The requirement of sharing the same production means utilized by the holding, such as labour, farm buildings, machinery or draught animals should be fulfilled to a degree to justify the consideration of various parcels as components of one economic unit.

A parcel - is any piece of land, regardless of type of tenure, entirely surrounded by other land, water, road, forest or other features not forming part of the holding or forming part of the holding under a different land tenure type. A parcel may consist of one or more plots within. Note that in urban areas, people may also refer to a parcel of land as a plot.

A plot - is a part or whole of a parcel on which a unique crop or crop mixture is cultivated.

Valuables - are produced goods of considerable value that are not used primarily for purposes of production or consumption but are held as stores of value over time. The nature of valuables is that they are held as a store of value in the expectation that their value will increase over time. Valuables include precious metals and stones, antiques and art objects. These are often regarded as alternative forms of investment. At various times, investors may choose to buy gold rather than a financial asset when the prices of financial assets were behaving in a volatile manner. Individuals/households may also choose to acquire some of these items knowing that they may be sold if there is a need to raise funds.

Liability - is established when one party (the debtor) is obliged to provide a payment or a series of payment to the other party (the creditor).

The **subsidiary** can be a company, corporation, or limited liability company. If a company belongs to another company, then the owned company is a **subsidiary**. When a large company bought your small business, it became a subsidiary of the company that acquired it. A **subsidiary** is a business that is wholly or partially owned by another business, sometimes called the parent company or holding company.

Comment [C652]: Delete if not needed.

Married in any of the following:

Customary marriage - is a marriage celebrated according to the rights of the local community of which one or both of the parties belong

Civil marriage - is a marriage solemnized before the Registrar of Marriages under the National Registration of Marriage Act

Religious marriage - is a marriage solemnized in a place of worship (e.g. mosque, church) by a recognized minister; includes, a marriage solemnized by a recognized minister in a place directed by the Minister's license

Church marriage - is a marriage solemnized by a priest/pastor/reverend/minister in church

Widow/er - refers to a person whose spouse/partner is deceased and who is not currently married

Divorced - refers to a person who has terminated legal marriage through the legal system

Separated - refers to a person who does not physically live with his or her spouse/partner without having gone through a legal divorce but may be considering divorce or a permanent separation. This does not include spouses in a polygamous marriage who live in separate houses

Single - refers to a person who has never been married

Annulment – is a legal procedure for declaring a marriage null and void. Unlike divorce, it is usually retroactive, meaning that an annulled marriage is considered to be invalid from the beginning almost as if it had never taken place.

Chapter 3

Role of an Interviewer

Your job is to interview eligible adult members in the sampled households in the Enumeration Area (EA). You must make every effort to interview the selected respondent alone. If there are other people around before conducting the interview, politely ask them, or suggest that the respondent ask them, to leave. In doing so, local protocol and cultural practices must be followed.

Your task is to ask questions and record the answers as stated on and required by the questionnaire. You must make every effort to obtain complete and accurate answers and then record them correctly. The success of the survey depends on the respondents' willingness to co-operate and it is your job to obtain it by being polite, patient and tactful.

The information you obtain is strictly confidential. You are not permitted to discuss it, gossip about it or show your records to anyone not employed on the survey project. At no time should the questionnaire be left lying around where unauthorised people may have access to them. You may only ask such questions as are necessary to enable you to complete the questionnaire. It is the duty of adults in the sampled households to give you such information about themselves and other household members.

3.1 DESIGNATION OF INTERVIEWERS

A service contract and identification card (ID) will be issued to you as evidences of your authority to conduct the survey. You should always wear your ID whenever you are in the field to prove that you are an authorized EDGE interviewer. This will help you to win the trust of the respondents and help facilitate the gathering of the needed information in the course of your interview.

Your service contract will be effective officially at the start of the training.

3.2 TRAINING

Although some people are more adept at interviewing than others, one can become a good interviewer through experience. Your training will consist of a combination of classroom training and practical experience. Before each training session, you should study this manual carefully along with the questionnaire, writing down any questions you have. Ask questions at any time to avoid mistakes during actual interviews. Interviewers can learn a lot by asking questions to the Trainers and talking about situations encountered in practice and actual interview situations.

Each of you will receive the following materials:

- Personal Identification

- EDGE Form 2 - Household Questionnaire
- EDGE Form 3 - Individual Questionnaire
- Interviewer's Manual
- Ballpen (blue or black)
- 2 pencils
- Sharpener
- Clipboard
- EDGE Form 5 (Transmittal/Receipt Form)
- List of Sample Households (Masterlist)
- EDGE Form 7 (Interviewer's Assignment Sheet)
- EDGE Form 11 (Folio Cover)
- Shoelace/Straw

Please ensure that you bring these materials each day during training and to the field during fieldwork. During training, the following activities will be done:

1. You will see and have demonstration interviews conducted in front of the class as examples of the interviewing process
2. You will practice reading the questionnaire aloud to another person several times so that you may become comfortable with reading the questions aloud.
3. You will also be asked to take part in role playing in which you practice by interviewing other trainees
4. You will interview household respondents during field practice
5. You will be required to check and edit the questionnaires just as you would do in the actual fieldwork assignments
6. You will be given examination to see how well you are progressing during your formal training period

During the training, sections of the questionnaire, items/questions, and instructions will be discussed in detail. At the end of the training course, the interviewers will be selected based on attendance, participation in training, test results and performance during the mock interviews and field practice.

The training you receive as an interviewer does not end when the formal training period is completed. Your supervisor meets you regularly to discuss your work since your training is continuing. This is particularly important during the first few days of fieldwork. As you run into situations you did not cover in training, it will be helpful to discuss them with your team. Other interviewers may be running into similar problems, so you can all benefit from each other's experiences.

3.3 DUTIES AND RESPONSIBILITIES OF AN INTERVIEWER

As an interviewer, you should do your job to the best of your ability. Your task is to gather correct and precise information according to the instructions discussed in this manual and in accordance with the set timetable of activities

because there are other activities to follow after the enumeration as shown in the Timetable in **Annex 5**. Your basic duties and responsibilities are as follows:

- Asking the question correctly as discussed in this manual;
- Recording/noting down accurately the responses given to you; and
- Checking each response to see to it that it is reasonable and consistent with related responses.

Other duties and responsibilities as an interviewer are the following:

1. To attend the training for you to gain understanding of the concepts, definitions and instructions regarding the conduct of the survey;
2. Locate the sample households in your assigned area and interview responsible adult household member using the Household and Individual Questionnaire;
3. Identify at most three eligible respondents in the sample households and interview them using the Individual Questionnaire (EDGE Form 2);
4. Check completed interviews to be sure that all questions were asked and the responses were accurately and legibly recorded;
5. Complete your enumeration area (EA) assignment and submit accomplished questionnaires within the specified period up to October 10 in order not to affect the time table;
6. Consult your Team Supervisor (TS) on any problems that you may encounter in your work; and
7. Keep all information collected strictly confidential as indicated in RA 10625 Sec. 26.

Interviewers should ensure that their dress code is acceptable within the community they are working. Act as though you expect to receive friendly cooperation from the public and behave as though you deserve it. Before you start, introduce yourself to the barangay officials of your EA. *“Good Morning”, I am Alden Richard” from the PSA*. Start interviewing only when you have identified yourself and exchanged greetings, explained the purpose of the survey, and what it is about, and you have answered all the questions about the survey that people may ask.

During interviews, let people take their time. Do not suggest answers for them. Work steadily and make sure that answers are clear to you before you

record them. Do not accept at once any statement you believe to be mistaken but tactfully ask further questions (probe) to obtain the correct answers.

Someone may refuse to be interviewed because of a misunderstanding. Remain courteous and stress the importance of the survey and that the data collected is purely for statistical purposes only and it has nothing to do with taxation or any similar government activity. Further, point out that the information will be kept confidential and that the survey results will be published as numerical tables in such a way that it will be impossible to identify characteristics of individual persons and households.

You should be able to clear any misunderstandings, but if you cannot persuade a person to respond, or if his/her refusal is deliberate, tell the person that you will report the matter to your supervisor and do so at the earliest opportunity.

Friendly Reminder:

Any interviewer who is not performing at the level necessary to produce the high quality data required making the 2015 EDGE a success will be dismissed from service.

Chapter 4

Conducting an Interview

Successful interviewing is an art and should not be treated as a mechanical process. Each interview is a new source of information, so make it interesting and pleasant. The art of interviewing develops with practice but there are certain basic principles that are followed by every successful interviewer. In this section you will find a number of general guidelines on how to build rapport with a respondent and conduct a successful interview.

4.1 IDENTIFYING ELIGIBLE RESPONDENTS

Specific households will be selected to be interviewed, and you should not have any trouble in locating the households assigned to you if you use the listing sheet provided to you. The supervisor will assign an interviewer to make the first contact with each of the selected households selected for interview.

All respondents selected for interview should be 18 years of age or older, unless otherwise noted below.

4.1.1 Household Questionnaire

The Household Questionnaire needs to be administered to only one respondent per household. The respondent is ideally the primary respondent for the household, i.e. person who has the most information related to assets owned by household members. If the primary respondent is not available the next person in line is his/her spouse if applicable. If this person is also not available then another adult (18 years old and over) member of the household should be chosen. Every effort **MUST** be made to get the primary respondent to serve as the respondent for the household questionnaire. The primary respondent (or any other respondent providing information) may consult other members of the household for specific information such as educational attainment, primary employment, etc that he/she might not be aware of.

The information collected in the Household Questionnaire **MUST** be recorded directly on the questionnaire by ALL interviewers who are assigned to the household for administering the Individual Questionnaire. The team leader will determine whether these data will be entered at the same time as the interview for the Household Questionnaire is taking place or prior to the start of the Individual Questionnaire depending on the workload of the enumerators of the [team].

After the information from the Household Questionnaire has been recorded for all other interviews in the household, the interviews for the Individual Questionnaire will begin at separate locations. These interviews must take place alone with the respondents.

4.1.2 Individual Questionnaire

Household members 18 years old and over are to be interviewed using EDGE Form 3. In case of more than three ERs, we will identify the third ER randomly by the following rules:

- Birthday method (only the date, without the month – whichever date of birth is nearest to the survey date counting forward.

For example, suppose the date of conducting the survey is 15 September and the principal couple is already chosen. In the roster, there are 3 adult members other than the principal couple. Their birthdays are 31 September, 18 July, and 22 February. The third ER should be the one whose birthday is 18 July instead of the one whose birthday is 31 September since counting is forward. To illustrate further, below are some examples:

survey date (MM/DD/YYYY) – 9/15/2015

ER1 -12/12/1986

ER2 - 6/9/1960

ER3 - 7/6/1996 → **third person to be interviewed
in the household**

survey date (MM/DD/YYYY) – 10/05/2015

ER1 -09/20/1995 → **third person to be interviewed
in the household**

ER2 - 09/29/1997

ER3- 09/30/1987

survey date (MM/DD/YYYY) – 10/05/2015

ER1 - 08/19/1970

ER2 – 12/08/1985

ER3- 06/19/1990 → **third person to be interviewed
in the household**

In the third example, the nearest date is 19th but there are two adult household members with the same date of birth of 19th. In this case, use nearest birth month to the month of interview counting forward. The third respondent will then be ER3.

The households in each sample EA will be grouped into to either Second Stage Stratum 1 (SSS-1) or Second Stage Stratum 2 (SSS-2). Number of individual interviews in a household will depend on whether it belongs to SSS-1 or SSS-2 as explained below.

Adhere to the following protocols for identifying respondents eligible for the Individual Questionnaire:

Second Stage Stratum 1

Second Stage Stratum 1-(SSS-1) comprises households with **three or more adult members**. A maximum of **three adult members** per household should be interviewed using the Individual Questionnaire. Adhere to the following protocols for identifying respondents eligible for the individual interviews in stratum 1:

1. In households with exactly three adult members, interview each of the three adult members separately.
2. In households where there are more than three adult members, this will require following protocol for selection of three adult members.

(i) In households with a principal couple, i.e. the household member (aged 18 or above) most knowledgeable about household assets and his/her spouse or partner (aged 18 or above) both members of the principal couple should be interviewed, as well as a third adult member of the household who is randomly selected for interview from the household roster. These interviews should be conducted **separately** and to the extent possible, **simultaneously**. If either member of the principal couple and/or the third adult member randomly selected are not available for interview at first try, assess whether they will return during the enumerator's time in the EA.

- If they **will return** during the enumerator's time in the EA and **all three members** of the household will be available for interviews **at the same time**, schedule a callback/follow-up time to administer the Individual Questionnaire to **all three members separately and simultaneously/sequentially**.
- If either member of the principal couple or the third adult member randomly selected **will return** during the enumerator's time in the EA but **all three members will not be available** for interview at the same time, interview the member(s) available at first try and schedule a callback/follow-up time to interview the additional member(s).
- If either member of the principal couple or the third adult member randomly selected **will not return** during the enumerator's time in the EA, interview the available member(s) and **randomly select** an additional **adult member** from the household roster to interview. Randomly select as many adult members as needed to complete three individual questionnaires per household. If there are no additional adult household members, explain in the household questionnaire, under the "Remarks" portion at the end of the household questionnaire.

(ii) In households with no principal couple - If the selected household does **not** have a principal couple, interview the primary respondent, i.e. the household member who is most informed about household assets and **randomly select two additional adult members** from the household roster to interview.

- If the primary respondent will not be available during the enumerator's time in the EA, **randomly select three adult respondents** from the household roster to interview.
 - Note that there may be cases in which a married/cohabitating couple are members of a household, but if neither member of the couple is the most informed about the household's assets, they should not be considered a principal couple.
3. If only one or two adult household members are available for interview during the enumerator's time in the EA despite best efforts to complete all the three interviews, interview the one or two available household adult members.

Second Stage Stratum 2

Second Stage Stratum 2 (SSS-2) comprises remaining households i.e. households with one or two adult members or no adult members (less than three adult members). These one or two adults should be administered the Individual Questionnaire.

2. In households with two adult members, if both members are available at first try, interview them **separately** and to the extent possible, **simultaneously**.
3. If one member is not available for interview at first try, assess whether he/she will return during the enumerator's time in the EA.
 - a. If he/she **will return** during the enumerator's time in the EA and **both members** of the household will be available for interviews **at the same time**, schedule a callback/follow-up time to administer the Individual Questionnaire to **both members separately and to the extent possible simultaneously**.
 - b. If he/she **will return** during the enumerator's time in the EA but **both members will not be available** for interview at the same time, interview the member available at first try and schedule a callback/follow-up time to interview the other member.
 - c. If one member will **not return** during the enumerator's time in the EA, interview the available member.
4. If there is only one adult member in the selected household, he/she will be interviewed in any case.
5. In exceptional circumstances, there can be a household with no adult member. Such households may also be found in the sampling of households in SSS-2. This is an exceptional case. If such a household gets selected, a

primary respondent should be identified and individual questionnaire should be filled in. Further, if the primary respondent happens to be married/cohabiting, then both the primary respondent and the spouse (irrespective of their age) will be interviewed (See below). Suitable remarks may be noted in the Remarks column in the questionnaire.

For both Stratum

- In exceptional situation where one or both members of the principal couple are below the age of 18, interview them anyway.
- If the principal male in the selected household has two or more wives or partners who live in the household, the enumerator should ascertain which of the spouses/partners has been married to, or lived longer with, the principal male. This woman should be considered the principal spouse and interviewed. However, if she will not be available during your time in the EA, and the second spouse is available, the second spouse can be selected as the respondent for interview. This same protocol applies to households in which polyandry is practiced.
- If the respondent decides to terminate the interview after completing the household questionnaire, but before completing the Individual Questionnaire, ask the respondent if you can schedule a follow up interview to complete the individual questionnaire.
- If the selected household has a principal couple, but the primary respondent does not agree for his wife to be interviewed separately and alone, explain the importance of interviewing the couple separately and alone. Discuss with your team leader the possibility of a female enumerator to interview the wife if needed. If the primary respondent still refuses, enter the appropriate codes and responses and explain the reason in the questionnaire under “remarks.”

NOTE: Each household in the selected sample, as mentioned above, will be assigned to **SSS-1** if it has three or more adult members and the remaining households will be assigned to **SSS-2**. If at the time of filling the household questionnaire, it is discovered that a household was wrongly classified in a stratum (i.e. a household that should have been assigned to SSS-1 is assigned wrongly to SSS-2) continue with filling the household questionnaire followed by the individual questionnaires and give remarks.

There will be NO replacement of households for refusals so you must do your best to communicate to the respondent the importance of this exercise so we can minimize the number of refusals.

Randomized selection of household members – Procedure

Randomized selection of household members will be needed only for the households in SSS-1 that have more than 3 adult members. For adult members that have to be selected randomly the following randomized selection procedure must be used.

CASE 1: Where the primary respondent has a spouse or a partner and both are above 18 years of age (a household with principal couple)

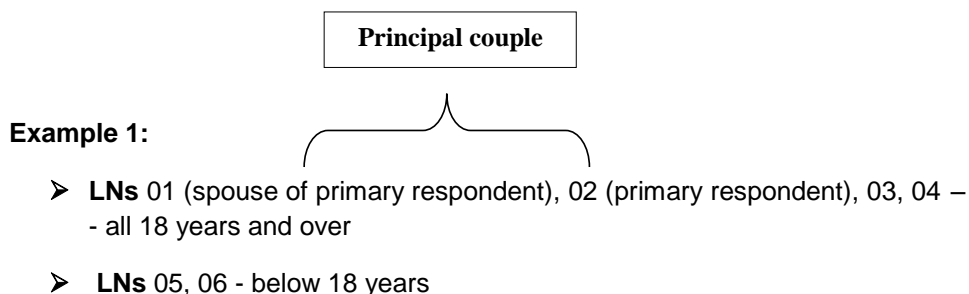
Step 1: Identify the line number of those adult household members that are 18 years and above.

Step 2: The first individual selected for the individual questionnaire will be the **primary respondent**, i.e. the member of the household that is most knowledgeable about assets. The second individual selected for the individual questionnaire will be the spouse/partner of the primary respondent, hereby forming the principal couple.

Step 3: Eliminate the line number of the primary respondent and his/her spouse or partner. You will be left with the remaining line number which is a list of adult individuals out of which a third respondent needs to be selected.

Step 4: Use the birthday method to select the third respondent discussed previously on page 20 of this manual.

ILLUSTRATION 1 = 6 household members



Let us assume a household has 6 members, line numbers 01, 02, 03, 04, 05, and 06. Individuals 05 and 06 are below 18 years of age while the remainder individuals are 18 years and above. Line number 02 has been identified as the primary respondent, while line number 01 is the spouse of the primary respondent. The two together form the principal couple. These two individuals are automatically chosen for the individual questionnaire. We are now left with

Individuals 03 and 04 out of which a third respondent needs to be selected. In this case, use the nearest birthday method described on page 20.

CASE 2: Where the primary respondent has a spouse or a partner, the primary respondent is 18 years old and over but the spouse/partner is below 18 years of age

The procedure is similar to Case 1. You interview both the primary respondent and the spouse/partner, even though the spouse/partner is below 18 years of age. You select the third respondent who is 18 years and above using the same procedure outlined in Case 1.

ILLUSTRATION 1 = 4 household members

Principal couple



Example 2:

- **LN**s 01 (spouse of primary), 02 (primary respondent), primary is 18 y.o. and over while spouse is below 18 = **Interview both with one EDGE Form 3 each**
- **LN**s 03 and 04 = 18 y.o. and over

Again, use the nearest birthday method in selecting the third ER.

CASE 3: Where the primary respondent is 18 years and above but does not have a spouse or a partner (A household without a principal couple)

Step 1: Identify the Line number codes of those adult household members that are 18 years and above.

Step 2: The first individual selected for the individual questionnaire will be the primary respondent, i.e. the member of the household that is most knowledgeable about assets. In this case, we do not have a spouse for the primary respondent, which means that we now need to select **two** individuals for individual selection.

Step 3: Eliminate the Line number code of the primary respondent. You will be left with the remaining Line number codes which is a list of adult individuals out of which a second and third respondent needs to be selected.

Step 4: Use the nearest birthday method in selecting the second and third respondents.

Example 2: Let us assume a household has 10 members, Line numbers 01, 02, 03, 04, 05, 06, 07, 08, 09, and 10. Individuals 03, 07 and 08 and 10 are below 18

years of age while the remainder individuals are 18 years and above (Line numbers 01, 02, 04, 05, 06, 09). Line number 04 has been identified as the primary respondent, but this individual is not married or does not have a partner. So the first respondent to the individual questionnaire is the primary respondent, line number 04. Hence the second and third individual respondents need to be randomly selected from the remainder list of individuals that are 18 years or above (line numbers 01, 02, 05, 06, 09) using the nearest birthday method. We continue with the same list that was being used in the previous example.

CASE 4: Where the primary respondent has a spouse, but both are below 18 years of age

In the event that the primary respondent identified is below 18 years of age, do not refute the respondent and proceed with the interview of both the primary respondent and that of the spouse. Ensure that the primary respondent identified is the most knowledgeable about the assets of the household. Having selected the principal couple, select the third member (who will be an adult) using the procedure described in Examples 1 and 2.

4.2 BUILDING RAPPORT WITH THE RESPONDENT

As an interviewer, your first responsibility is to establish a good rapport with a respondent. At the beginning of an interview, you and the respondent are strangers to each other. The respondent's first impression of you will influence their willingness to cooperate with the survey. Be sure that your manner is friendly as you introduce yourself. Before you start to work in an area, your supervisor will have to inform the local leaders, about the survey who will in turn inform selected households in the area that you will be coming to interview them. You will also be given a letter and an identification card that indicates that you are working with the PSA.

4.2.1. Make a good first impression

When you arrive at the household, do your best to make the respondent feel at ease. With a few well-chosen words, you can put the respondent in the right frame of mind for the interview. Open the interview with a smile and greeting such as "good afternoon" and then proceed with your introduction.

4.2.2 Always have a positive approach

Never adopt an apologetic manner, and does not use word such as "Are you too busy?" Such questions invite refusal before you start. Rather, tell the respondent, "I would like to ask you a few questions" or "I would like to talk with you for a few moments."

4.2.3 Confidentiality of responses when necessary

If the respondent is hesitant about responding to the interview or asks what the data will be used for, explain that the information you collect will remain

confidential, no individual names will be used for any purpose, and all information will be grouped together to write a report. Also, you should never mention other interviews or show completed questionnaires to the supervisor or field editor in front of a respondent or any other person.

4.2.4 Answer any questions from the respondent frankly

Before agreeing to be interviewed, the respondent may ask you some questions about the survey or how he/she was selected to be interviewed. Be direct and pleasant when you answer.

The respondent may also be concerned about the length of the interview. If he/she asks, tell him/her that the interview usually takes about 30 to 40 minutes. Indicate your willingness to return at another time if it is inconvenient for the respondent to answer questions then.

The respondent may ask questions or want to talk further about the topics you bring up during the interview. It is important not to interrupt the flow of the interview so tell him/her that you will be happy to answer his/her questions or to talk further after the interview.

4.3 TIPS FOR CONDUCTING THE INTERVIEW

4.3.1 Understand the difference between probing and prompting

It is very important to understand the difference between probing and prompting. Probing refers to asking questions like “Is that all?”, “Anything else?” in trying to help the respondent to remember all the relevant information. If the respondent gives an ambiguous answer, try to probe in a neutral way, asking questions such as the following:

“Can you explain a little more?”

“I did not quite hear you; could you please tell me again?”

“There is no hurry. Take a moment to think about it.”

Prompting is mentioning the possible answers to the respondent. The questionnaire will often indicate whether or not you have to prompt or probe. Follow these instructions carefully.

4.3.2 Be neutral throughout the interview.

Most people are polite and will tend to give answers that they think you want to hear. It is therefore very important that you remain absolutely neutral as you ask the questions. Never, either by the expression on your face or by the tone of your voice, allow the respondent to think that he/she has given the “right” or “wrong” answer to the question. Never appear to approve or disapprove of any of the respondent’s replies.

The questions are all carefully worded to be neutral. They do not suggest that one answer is more likely or preferable to another answer. If you fail to read the

complete question, you may destroy that neutrality. That is why it is important to read the whole question as it is written.

4.3.3 Never suggest answers to the respondent.

If a respondent's answer is not relevant to a question, do not prompt her/him by saying something like "I suppose you mean that. . . Is that right?" In many cases, she/he will agree with your interpretation of her/his answer, even when that is not what she/he meant. Rather, you should probe in such a manner that the respondent herself/himself comes up with the relevant answer.

4.3.4 Do not change the wording or sequence of questions.

The wording of the questions and their sequence in the questionnaire must be maintained. If the respondent has not understood the question, you should repeat the question slowly and clearly. If there is still a problem, you may rephrase the question, being careful not to alter the meaning of the original question. Provide only the minimum information required to get an appropriate response.

4.3.5 Handle hesitant respondents tactfully.

There will be situations where the respondents simply say, "I don't know," give an irrelevant answer, act very bored or detached, or contradict something they have already said. In these cases, you must try to re-interest them in the conversation. For example, if you sense that they are shy or afraid, try to remove their shyness or fear before asking the next question. Spend a few moments talking about things unrelated to the interview (for example, their town or village, the weather, their daily activities, etc.).

If the respondent is giving irrelevant or elaborate answers, do not stop them abruptly or rudely, but listen to what they have to say. Then try to steer them gently back to the original question. A good atmosphere must be maintained throughout the interview. The best atmosphere for an interview is one in which the respondent sees the interviewer as a friendly, sympathetic, and responsive person who does not intimidate them and to whom they can say anything without feeling shy or embarrassed.

If the respondent is reluctant or unwilling to answer a question, explain once again that the same question is being asked all over the country and that the answers will all be merged together. If the respondent is still reluctant, simply note in your remarks the modules or questions that the respondent was hesitant to answer. Some of the more sensitive questions relating to valuing different items have "refusal" codes, as well. Remember, the respondent cannot be forced to give an answer.

4.3.6 Do not form expectations.

You must not form expectations of the ability and knowledge of the respondent. For example, do not assume female respondents from rural areas or those who are less educated or illiterate do not know about the value of assets.

4.3.7 Do not hurry the interview.

Ask the questions slowly to ensure the respondent understands what is being asked. After you have asked a question, pause and give the respondent time to think. If the respondent feels hurried or is not allowed to formulate their own opinion, they may respond with “I don’t know” or give an inaccurate answer. If you feel the respondent is answering without thinking just to speed up the interview, say to the respondent, “There is no hurry. Your opinion is very important, so consider your answers carefully.”

4.4 CORRECT FIELD PROCEDURES TO FOLLOW

The fieldwork will proceed according to timetable, and the survey will be successful only if each member of the interviewing team understands and follows correct field procedures. This chapter discusses also the procedures and describe the proper procedures for keeping records of selected households. Here are the following:

4.4.1 Making callbacks

Because each household has been carefully selected, you must make every effort to conduct interviews with the selected respondents in that household. Sometimes, the selected respondent will not be available at the time of your first visit. You need to make at least 3 visits at three separate times of the day or days when trying to obtain the selected respondent to maximize the possibility of successfully completing the interview. The interviewer must never substitute the selected respondent with another household member. If no appointments were made, make your call-backs to a respondent at a different time of the day than the earlier visits; for example, if the initial visits were made in the early afternoon, you should try to arrange your schedule so you make a call-back in the morning or late afternoon. Scheduling call-backs at different times is important in reducing the rate of non-response (i.e., the number of cases in which you fail to contact a household).

4.4.2 Keeping information confidential

You are responsible for ensuring that the information is kept confidential. Do not share the information with other interviewers. You should not attempt to see the completed questionnaires for a household nor discuss the interview results with your colleagues.

4.4.3 Supplies and documents needed for fieldwork

Before starting fieldwork each morning, ensure that you have everything you need for the day’s work. Some necessary supplies include:

- Interview questionnaires (EDGE Forms 2 and 3)
- Interviewer’s manual
- Your personnel identification (ID)
- Clip board
- Pencil and erasers

- A bag to carry materials

As interviewers, you must understand how to ask each question, what information the question is attempting to collect, and how to handle problems that might arise during the interview. You must also know how to correctly record the answers the respondent gives and how to follow special instructions in the questionnaire.

4.5 ASKING QUESTIONS

- It is very important that you ask each question exactly as it is written in the questionnaire. When you are asking a question, speak slowly and clearly so that the respondent will have no difficulty hearing or understanding the question. At times you may need to repeat the question to be sure the respondent understands it. In those cases, do not change the wording of the question but repeat it exactly as it is written.
- If, after you have repeated a question, the respondent still does not understand it, you may have to restate the question. Be very careful when you change the wording, however, that you do not alter the meaning of the original question.
- In some cases, you may have to ask additional questions to obtain a complete answer from a respondent (we call this 'probing'). If you do this, you must be careful that your probes are "neutral" and that they do not suggest an answer to the respondent. Probing requires both tact and skill, and it will be one of the most challenging aspects of your work as an interviewer.

4.6 RECORDING RESPONSES

Most of the questions in the EDGE Household and Individual Questionnaires have pre-coded responses.

4.6.1 Questions with pre-coded responses

- Be informed that questions requiring more than one entries are letter coded and must follow the order of the alphabet in answering or filling up the questionnaire
- For numeric code, only one answer is required
For such questions, we can predict the types of answers a respondent will give. The responses to these questions are listed in the questionnaire. To record a respondent's answer, you merely enter the number (code) that corresponds to the reply.

Example: Q. 416 – Is there an ownership document for this [PARCEL]?

01 – A title deed

02 – A certificate of customary ownership

Answer:

9	6
---	---

- 03 – A certificate of occupancy
- 04 – A will
- 05 – A sales agreement
- 06 – NO → skip to Q.418
- 96 – Other, specify Tax declaration
- 98 – Don't know → skip to Q.418

If an ownership document for this [PARCEL] is a title deed, record 01 in the box provided. If an ownership document for this [PARCEL] is a certificate of customary ownership, record 02, etc.

The “Other (specify)” code should be entered when the respondent’s answer is different from any of the pre-coded responses listed for the question. Before using the “Other (specify)” code, you should make sure the answer does not fit in any of the specified categories. When you enter the code “Other” for a particular question you must always write the respondent’s answer in the space provided legibly.

4.7 FOLLOWING INSTRUCTIONS

Throughout the questionnaire, instructions for the interviewer are printed in CAPITAL LETTERS or in bold, whereas questions to be asked of the respondent are printed in small letters. You should pay particular attention to the skip and filter instructions that appear throughout the questionnaire.

It is very important not to ask a respondent any questions that are not relevant to his/her situation. In cases where a particular response makes subsequent questions irrelevant, an instruction is written in the questionnaire directing you to skip to the next appropriate question. It is important that you carefully follow skip instructions.

Example: Q.416 - Is there an ownership document for this [PARCEL]?

- 01 - A title deed
 - 02 - A certificate of customary ownership
 - 03 - A certificate of occupancy
 - 04 - A will
 - 05 - A sales agreement
 - 06 - NONE → skip to Q.418
 - 96 - Other, specify _____
 - 98 - Don't know → skip to Q.418
- Answer:

0	6
---	---

 go to Q.418

In Module 4, take note of the skipping pattern if the answer is code “6” or “98” for Q.416, you should no longer ask the next question but skip to Q.418. Leave Q.417 blank or do not write anything in the boxes.

4.8 CHECKING COMPLETED QUESTIONNAIRE

It is the responsibility of the interviewer to review each questionnaire when the interview is finished. This review should be done before you leave the household so that you can be sure every appropriate question was asked, thereby, reducing call backs.

4.9 SUBMISSION OF COMPLETED QUESTIONNAIRES TO SUPERVISOR

After reviewing the questionnaires for obvious errors, you will handover the completed questionnaires to your field supervisor for an initial round of review. The field supervisor will review the questionnaires for completeness, consistency, and accuracy, and highlight mistakes and inconsistencies to be corrected by the interviewer. The field supervisor will then return the questionnaires with errors to the enumerators for correction.

4.10 DATA QUALITY

It is the responsibility of the Supervisors to review the questionnaires from a sample EA while the interviewing team is still in the EA. It is especially important for the supervisor to conduct thorough edits of questionnaires at the initial stages of fieldwork. The supervisor should also discuss with each interviewer the errors found in the collection of data. It may sometimes be necessary to send an interviewer back to a respondent in order to correct some errors.

Chapter 5

How to Accomplish EDGE Form2

The purpose of this section is to: **(i)** Obtain a complete listing of all members of the household; **(ii)** Provide basic demographic information, such as age, sex and marital status of each household member; **(iii)** Provide basic economic information about each household member.

This chapter discusses the correct procedure in accomplishing the 2015 EDGE Form 2 - (Household Questionnaire). This generally gathers information about the socio-economic and demographic characteristics of the household. From this form, eligible respondent will be identified and will be the respondent to the EDGE Form 3 – (Individual Questionnaire).

Copy from the given List of Samples the codes for the region, province, municipality, barangay, sample household serial number (SHSN), household control number (HCN), replicate, and stratum. The Booklet __ of __ Booklets in the upper right hand corner of the questionnaire will be filled up after completing the interview. You will use **two booklets** if the household exceeds ten (10) members and renumber the second booklet accordingly to 11, 12, 13, and so on. The different sections of this questionnaire are described below:

SECTION A - GEOGRAPHIC IDENTIFICATION AND OTHER INFORMATION

The geographic identification portion consists of panels I to VI as follows:

I Geographic Identification Codes

- 01 Region —————> two digits
- 02 Province —————> two digits
- 03 Municipality —————> two digits
- 04 Barangay —————> three digits
- 05 Enumeration Area → six digits
- 06 SHSN —————> three digits
- 07 HCN —————> four digits

II Design Codes

- 8 PSU No —————> four digits
- 9 Stratum —————> one digit (SSS - 1 or SSS- 2)
- 10 Number of Households in the housing unit
- 11 Name of Primary Respondent
- 12 Name of Primary Respondent's Spouse/Partner
- 13 Name of Household Head

- 14 Name of Household Questionnaire Respondent
- 15 Address of household
- 16 Total number of individual questionnaires attached

III Record of Respondents to the Individual Questionnaire

- 17 Line No. of adult member selected for interview
- 18 Result Code

IV Record of Individual Visit

1	2	3
---	---	---

Visit: _____

Time: (use the 24 hour format), HH:MM

- 19 Began:
- 20 Ended:
- 21 Date of Interview: format is: (DD/MM/YYYY)
- 22 Result Codes (valid codes 01 -12)

- 01- Completed Interview, (when all information were given by the respondent)
- 02- Refusal - do not want to spend time/busy
- 03- Refusal - invasion of privacy
- 04- Refusal - Other, specify_____ **Example:** sick or disabled
- 05- No Household Member at Home or No Competent Respondent at Home at the Time of Visit Respondent at Home at the Time of Visit, (when the housing unit is occupied but no one is at home or no competent respondent is at home at the time of visit). This is not accepted as result of final visit.
- 06- Entire Household Absent for Extended Period of Time (no one is at home and neighbor say the household will return after several days or weeks)
- 07- Vacant Housing Unit (if vacant in the list of sample and still vacant at the time of visit)
- 08- Housing Unit Demolished, Destroyed by Fire, Typhoon, etc., (no more existing housing unit at the time of visit)
- 09- Address Not a Housing Unit (when the housing unit is already

converted into commercial or establishment or no longer a residential housing unit)

- 10-** Housing Unit Not Found *(if after exerting effort and thorough search for the household head in the given address and still cannot be located or not found)*
- 11-** Critical or Flooded Area *(if affected by calamities or natural disaster or flooded or affected by insurgencies at the time of visit)*
- 12-** Other, specify **Example:** permanently moved out (PMO), or moved out (MO)

V Household Size and Number of Adult Members Interviewed or Partially Interviewed

Household Size	Listing	Enumeration
	_____	_____
No. of Adults (18 or over) in the household	Listing	Enumeration
	_____	_____

Record the household size from the listing operation and during the enumeration.

Similarly, number of adults 18 years old and over from the listing operation and during the enumeration will be filled up.

VI Manner in which the individuals conducted

- 01** Simultaneously - if the eligible household members were separately interviewed at the same time
- 02** Sequentially - if the eligible household members were interviewed sequentially one after the other
- 03** Simultaneously and sequentially – if two members were interviewed simultaneously by two enumerators followed by the third member being interviewed thereafter immediately or similar such combination
- 04** Other – those not under the codes 01 to 03 like one man household

The certification portion will be signed by you and your supervisor after thoroughly reviewing the accomplished questionnaire and the date signed.

If there are OFWs/OCWs in the household, write the name(s) and line number(s) in the space provided.

SECTION B – DEMOGRAPHIC CHARACTERISTICS

Column 1- Line Number

Encircle the two digit line number (**LN**) or sometimes referred to as **ID** of the respondent who provided most of the information needed. In case respondent was not interviewed alone, but instead with the presence of husband, etc. interviewer should determine who provided most of the answers.

Q.201, Column 2 - Name of household member/s

You will record the names of all the household members as given by the respondent, starting with the surname followed by a comma, then the first or given name. If the surname of a member is the same as the one immediately preceding him/her, simply draw a horizontal line (_____) to indicate the same surname, and then write the first name of the person. In case of long names, you will record the surname and an initial for the other name. Newly born babies without names may be recorded as 'Baby Boy' or 'Baby Girl'. For a member of a tribe that does not carry surnames, write the name as given and place a remark that there is no surname.

Be guided by this additional member depending on the situation:

- i)** Adopted and illegitimate children who are living in the same housing unit are included as household members;
- ii)** If you encounter a stay-in domestic helper, then add him/her as household member;
- iii)** Persons who are present at the time of visit whose usual place of residence is the sample household regardless of their length of stay in the household;
- iv)** Persons who are present at the time of visit whose usual place of residence is outside the sample household but have stayed temporarily with the sample household for at least 30 days;
- v)** Persons who are present at the time of visit whose usual place of residence is outside the sample household but have stayed with the sample household even for less than 30;
- vi)** If a household member has a spouse (or other relative) who has not lived in the household for more than 6 months and this spouse DOES NOT maintain a household elsewhere, he or she is considered to be a Regular Member of the household; and
- vii)** If a household member has a spouse (or other relative) who has not lived in the household for more than 6 months and this spouse DOES maintain a household elsewhere, he or she is NOT considered to be a Regular Member of the household and will be omitted from the interview.

The following steps must be followed in listing the names of the household members:

- Head – is usually or regular member of the household even if he/she is not the respondent and even if he/she is absent on the day of the survey or who ever is regarded as such by the respondent;
- Wife/spouse - If there is more than one wife, start with the first wife, followed by her children living with the household in order of age, then the second wife and her children in order of age, and so on;
- Unmarried children of present marriage from oldest to youngest, regardless of sex
- Unmarried children of head by previous marriage (if any) from oldest to youngest, regardless of sex
- Ever-married children of head/spouse and their families from oldest to youngest (son-in-law first, followed by daughter-in-law/daughter and grand children)
- Other relatives of head (Parents, grandparents, brothers, sisters, parent in-laws and other relatives of the head or wife/spouse)
- Non-relatives of head
- Border/Guest (including relatives who are mere borders)
- Domestic helpers (DH) - including relatives who are employed as DH

If **head has more than one spouse living in the same household**, list down the name of the **first spouse** and their children, followed by the **second wife** and their children and so on keeping the nuclear family together, if possible.

Ascertain those who have left the household permanently or died in the last 12 months. After entering the names of all the members, ask the three questions at the bottom of the questionnaire and put an **X** mark in the applicable box provided. If all family members had already been listed, add the omitted name in the list if there is one and do not renumber anymore. **Note:** draw a diagonal line in the row after the last member listed and do not forget to answer the question at the bottom of the questionnaire after listing all the household members.

Q.202, Column 3 - What is ___'s relationship to household head?

This question is to be asked to all household members. Remember that the person whose name appears in the first line of column 2 is the head of the household. All other members should be related to him/her in some way. This relationship should be indicated in column 3 through the use of appropriate codes as provided at the bottom of the questionnaire.

Q.203, Column 4 - Is ___ male or female?

This question is to be asked to all household members. Always ask for the sex of the household member before recording it. This is because some names are given to both men and women; assuming a sex of the household member without checking can lead to mistakes. Write **1** for 'male' and **2** for 'female. Do not depend solely on the name of a person to determine for his/her sex. Such names as Loren, Trinidad, Rosario, Chris, etc. are used as names for both males and females.

Q.204, Column 5 - In what month and year was ___ born?

This question is to be asked to all household members. Ask for each household member's exact date of birth. This will serve to check the accuracy of ages of household members. Record the person's exact date of birth as follows:

- i). Month is also a 2 – digit code ranging from 01 to 12 that is January to December; and record a 2 – digit code of 98 if month is unknown
- ii). Year is a 4 – digit code; and record a 4 – digit code of 9998 for unknown

For example, if somebody was born on February 7, 2011, record the Date of Birth as 02/2011.

There should be consistency between the age of an individual and his/her date of birth in column 6. Correction must be made before leaving the sample household.

Q.205, Column 6 - What is ___'s age as of last birthday?

This question is to be asked to all household members. This refers to age at last birthday. Count the completed years only. Be careful to record the correct duration for children aged less than one year.

For example, if the person is an infant (age is 3 days or less than 1 year), write '**00**'; if the person is aged seven years and nine months but not yet eight, write '**07**'.

Some people may not know their age but may know when they were born.

Ask, "*When was this person born?*" If the age is not known but the year of birth is given, then you will compute the age of the person. If the person has already had her/his birthday subtract the year of birth from the current year (2015), otherwise subtract the year of birth from last year (2014). If the month of birth is not known but the year of birth is known then you subtract year of birth from current year (2015). **If the date of birth is known, calculate the age.**

The age of a person should not be left blank. Documents like birth certificates, immunization cards, baptismal certificates, etc. can be used to ascertain age. If the person does not know his/her age, refer to events of national or historical importance to estimate his/her age or age will be indirectly estimated based on another member of the household. A reliable date of birth of one of the household members may help you to work out the ages of other members if it is known whether they are older or younger and by how many years. If all fails, make the best estimate you can, judging by such things as the person's appearance and position in the Household and by using your common sense knowledge, that women do not usually bear children below the age of twelve or over fifty years, that people who were in the same class at school are generally in similar age bracket and so on. **There should be consistency between the age of an individual and his/her date of birth.**

If age of the household member is 97 years old or over, still record **97**. If column 5 is not consistent with column 6 or vice versa, enumerator should probe which is correct and make the necessary correction before leaving the sample household.

Q.206, Column 7 - What is ___'s marital (civil) status?

This question is to be asked to all household members. The present marital status refers to the person's marital status as of the date of the interview. Make sure that only those people who have never been married are classified as code 1 - "single/never married." Individuals who have been married in the past, but are not currently married, should be recorded as code 4- "divorced/separated or annulled". Similarly, those who were married but whose partners have died should be recorded using code – 3 "widowed". For persons below 10 years old, enter code "1" for single in column 7 without asking the question.

If the answer is not code "2", or if not married go to Section D (Ethnicity). Otherwise continue to column 8.

SECTION C- RESIDENCE OF SPOUSE/PARTNER

Q.207, Column 8 - Is _____'s spouse/partner a member of this household?

This question is to be asked only about married or cohabiting household member. Ask whether the household member's spouse/partner lives in the household. This is answerable by code "1" for Yes or code "2" for No. If the answer is code 2, Go to col. 11 and ask Q. 210 (Ethnicity).

Q.208, Column 9 - Copy the Line Number of the spouse or partner

Copy the two digit line number in the Line Number column.

Q.209, Column 10 – In what year did _____ marry or form a consensual union with _____'s spouse or partner?

Enter the year married/consensual union for all wives if residing in the same household. If not known enter 9998 in the box provided.

SECTION D – ETHNICITY

Q.210, Column 11 – What is ___’s ethnic group/tribe?

This question is to be asked for all household members. Ethnicity refers to a primary sense of belonging to an ethnic group. It is consanguine in nature, meaning, the ties are reckoned by blood and traced through the family tree. Thus, ethnicity refers to the household member’s identity, by blood and not by choice nor by adoption/confirmation for any ethnic group, primarily the Indigenous People’s (IPs). Indicate the ethnic group/tribe the individual belongs to using the codes below the questionnaire. In case of children with parents having different ethnic affiliation, follow the ethnicity as declared by the respondent. In most cases, it follows the ethnicity of the mother.

Based on the results of the 2010 Census of Population and Housing, the most common ethnicity groups in Cavite with its corresponding codes are the following:

01 - Tagalog	06 - Hiligaynon
02 - Caviteño	07 - Ilocano
03 - Bisaya/Binisaya	08 - Kapampangan
04 - Bicol	09 - Cebuano
05 - Waray	96 - Others, specify_____

SECTION E - RELIGIOUS AFFILIATION

Religious affiliation refers to a particular system of beliefs, attitudes, emotions, and behaviors constituting man’s relationship with the powers and principalities of the universe. Indicate the religious affiliation of the individual member using the codes below the questionnaire.

Q.211, Column 12 – What is ___’s religious affiliation?

This question is to be asked for all household members. For infants not yet baptized follow the religious affiliation of the mother. Use the following codes below:

00 - None	06 - Baptist
01 - Roman Catholic (RC)	07 - Methodist
02 - Iglesia Ni Cristo (INC)	08 - Born Again
03 - Aglipay	96 - Others, specify

04 - Islam

Example: Jesus Is Lord

05 - Evangelist

(JIL) or Ang

Dating Daan

212, Column 13 - Indicator for all household members **5 years old and over.**

Encircle Line Number of household members 5 years old and over

SECTION F - HIGHEST GRADE COMPLETED

Q.213, Column 14 - What is the highest educational attainment completed by ___?

This question is to be asked for all household members aged 5 years old and over. Highest educational attainment refers to the highest grade or year completed in school, college or university. The codes for highest educational attainment are found at the bottom of the questionnaire (**page 3**).

For a college graduate or graduate in master's degree/PhD, write on the space provided the specific course or degree obtained. **For example**, write "BS Mathematics" (BS Math.), "BS Electrical Engineering" (BS Elec'l Eng'g.), "Master in Applied Statistics" (MS Stats.), among others. These will be coded during manual processing.

Be sure to record the highest educational level a family member has attained and not the level he/she is currently enrolled. For example, a person who is currently in 2nd Year High School should be reported to have finished 1st Year High School, with code 310 in column 11. Completing a level of schooling means having passed the formal examinations at the end of the academic year – the last full grade completed. For instance, for a person who dropped out in 3rd year high school without completing the end of year examinations, then the highest grade completed will be second year high school since he/she did not complete 3rd year high school. 'Never attended' applies to those household members who report never having attended any formal schooling code "000". Similarly for children aged 5 years old not attending school will be coded "000".

The answer "Elementary", "High School" or "College" is insufficient. If the answer given is in terms of the level of the schooling only and not the specific grade or year completed, determine the specific grade or year by asking a follow-up question. It is necessary to know the highest grade or year passed in elementary school, high school or college.

For those who have pursued and completed two or more degrees of the same level and duration, say Nursing and Psychology (both are 4-year courses), report only one degree, the one preferred to be reported by the member himself/herself. If a person is currently in 1st year college or post-secondary, do not assume that he/she is only a high school graduate if he/she is more than 18 years old. Verify if he/she has taken/completed other course (degree or non degree course).

For example, a member of the family finished BS Chemistry but currently 1st Year in Certificate of Agri-Business, the entries in highest Grade Completed or HGC (column 11) is BS Chemistry. If the family member has been accelerated or passed the Accreditation and Equivalency (A & E) Test administered by DepEd; if he/she is qualified as 1st year high school based on the A & E Test, then report his/her highest grade completed as elementary graduate. If a child was accelerated from Grade 3 to Grade 5, report Grade 4 as his/her highest grade completed. For these cases, put remarks to serve as guide during processing.

214, Column 15 - Indicator for all household members 15 years old and over.
Encircle Line Number of household members 15 years old and over. Check in column 6 (Q.205).

SECTION G - STATUS IN EMPLOYMENT

Q.215 – Q.216, Columns 16 and 17 – In what kind of status in employment did ____ spend most of his/her time in the last 12 months/7 days?

Q215 and Q216 are asked to all household members 15 years old and over. The purpose is to find out about the economic activity (EA) in which the person spent the most time over the course of the past 12 months (7days). Q215 (Q216) asks for the status in employment in which the person spent the **most time in an economic activity over the course of the past 12 months for Q215 (past 7 days for Q216)**. It refers to the status in which the respondent has **worked at least one month or 30 days during the past 12 months for Q215 (at least one hour during the past 7 days for Q216)**. Minimum time spent *in economic activity* (minimum meaning that the economic activity takes priority over being inactive or unemployed, i.e., if at least one month (one hour) is spent in (all kinds of) economic activities for Q 215 (Q216), one will be considered as employed and will be assigned relevant employment status code 1 to 7 depending on in which employment status maximum time is spent in the reference period of 12 months). Thus in Q215 one will be assigned code 8 (not engaged in economic activity) if he/she was engaged in economic activity for less than one month in the last 12 months and code 9 (not engaged in economic activity) in Q216 if he/she was engaged in economic activity for less than one hour in the past 7 days.

- Note that if the household member has been engaged in two or more different types of economic activity and the usual hours of work are the same in each activity, the main activity is the one that generates the highest income. We are interested in the economic activities that the reference person was engaged in during the last 12 months preceding the date of data collection.
- **For example**, if the data is collected on September 16, 2015, we would be interested in knowing about the activities carried out among months **September 15, 2014 through September 15, 2015**.

Work - is any economic activity that a person does for pay, profit or without pay on family farm or enterprise or an activity done by a farm operator or

member of his family on another's farm on "exchange labor" arrangement. In addition, any activity that a person does during the reference period in relation to minor activities such as home gardening, planting crops or fruits, raising hogs or poultry, fishing, etc. for home consumption and manufacturing for home use are also considered as work. Discussed below are the different categories.

- 01 - Wage employment/Paid Trainee (not including casual labor)
- 02 - Self-employment (employer)
- 03 - Self-employment (own account worker)
- 04 - Self-employment (Members of producers' cooperative)
- 05 - Contributing Family Member (unpaid family worker)
- 06 - Casual labor
- 07 - Unpaid Trainee
- 08 - Not Engaged in Economic Activity (Those who did not worked at all or who have worked for less than one month during the last 12 months) for Q.215
- 09 - Not Engaged in Economic Activity (Those who did not worked at all or who have worked for less than one hour during the last 7 days) for Q.216
- 96 - Other, specify_____

A person engaged in **wage employment (code '1')** holds a paid employment job(s) and is typically remunerated by wages and salaries, but may also be paid by commission from sales, or by piece-rates, bonuses or in-kind payments, such as food, housing or training.

A person is considered self employed if he/she is engaged in all kinds of employment (**employer) (code '2')** holds a self-employment job and has engaged on a continuous basis one or more persons to work for him/her in his/her enterprises as employees.

A person is considered self employed if he/she is engaged in all kinds of employment (**own-account worker) (code '3')** holds a self-employment job but has not engaged the services of any employees services on a continuous basis.

A person is considered self employed if he/she is engaged in all kinds of employment (**members of producers' cooperative) (code '4')** holds a self-employment job in a cooperative producing goods and services, in which each member takes part on an equal footing with other members in determining the organization of production, sales and/or other work of the establishment, the investments and the distribution of the proceeds of the establishment amongst their members. (It should be noted that "employees" of producers' cooperatives are not to be classified to this group.)

A **contributing family worker (code '5')** holds a self-employment job in a market-oriented establishment (i.e., enterprise or farm) operated by a relative living in the same household, who cannot be regarded as a partner because

his/her degree of commitment to the operation of the establishment is not at a level comparable to that of the head of the establishment.

A **casual laborer (code '6')** refers to a person whose normal employment consists of a series of short-term jobs. Casual labour is usually hired by the hour or day or for the performance of specific tasks. A typical casual labourer of the late 19th and early 20th centuries was the dock worker. Other major industries that have relied heavily on casual labour are construction, logging, sawmilling, agriculture, and the service trades.

An **unpaid trainee (code '7')** refers to a person of working age who performs any unpaid activity to produce goods or provide services for others, in order to acquire workplace experience or skills in a trade or profession. Note that "unpaid" is interpreted as the absence of remuneration in cash or in kind for work done or hours worked; nevertheless, these workers may receive some form of support, such as transfers of education stipends or grants, or occasional in cash or in kind support (e.g. a meal or drinks).

Not Engaged in Economic activity (code '8' or code '9') will be used if the minimum time spent *in economic activity* (minimum meaning that the economic activity takes priority over being inactive or unemployed - i.e. if worked for less than one month during the last 12 months is spent in (all kinds of) economic activities for Q.215 - one will be considered as employed and will be assigned relevant employment status code "08"). Thus in Q.216 one will be assigned code "09", if he/she was engaged in economic activity for less than one hour during the last 7 days.

For the purpose of this survey, the following activities are non-economic or non-gainful activity or did not work at all still to be considered in Q215 - code "08" and code "09" in Q216.

Preparing and serving meals

- Housekeeping in own home (mending, washing and ironing clothes, shopping)
- Building, repairing household durables or painting own house
- Caring for siblings and sick/disabled household members
- Transporting household members and their goods and the like
- Activities of students in Civic Action (CIVAC)
- Begging or gambling
- Students
- Pensioner

A person has a job/business if he reported to his/her place of work and performed his duties or activities for **at least one month during the last 12 months (Question 215 should have an answer of code "08") or had worked for at least one hour during the last 7 days (Question 216 should have an**

answer of code "09"). Also, persons who may not have reported to work but actually have a job which they are temporarily not reporting to, e.g. an employee on maternity leave are considered with a job/business.

Note: Agricultural activities **exclude** any subsequent processing of the agricultural products beyond that required to prepare them for the primary markets. **For example**, manufacturing of food products, beverages or tobacco products are NOT considered agricultural activities. **Also excluded** is field construction (e.g. agricultural land terracing, drainage, preparing rice paddies, etc.).

Note: If a household member is (code '01'), (code 02), (code '05'), (code '06'), or (code '07'), skip to Q219 . If (code '09'), skip to Q220 (Section K- Housing Characteristics)

SECTION H – SELF-EMPLOYED DURING THE LAST 7 DAYS

Q.217, Column 18 – In what economic activity was ___ engaged as self-employed during the last 7 days?

This question is asked to all household members 15 years old and over, and should be asked only for household members whose reported status in employment in Q.217 is self-employment (codes 2, 3, or 4). This question asks the household member if he/she was engaged in non-agricultural or agricultural type of self-employment job during the last 7 days. Enter the code whichever is applicable. If the answer is yes, enter code "1" and continue or proceed to ask Q.218 in column 19. Otherwise, **go to Q.219.**

SECTION I – PRIMARY WORK

A person may have one or more job as his/her sources of income. However, if a household member has two or more economic job, determine as to longer time devoted to work and if with equal period, consider primary job with higher salary or the one preferred by the respondent.

Q.218, Column 19 – Is ___ in his/her primary work?

This question is asked to all household members 15 years old and over who are not engaged in agricultural activity or code '1' in column 18. This question is asked to all household members 15 years old and over who are engaged for at least one hour in the last 7 days, in a non-agricultural activity (code 1 in column 18/Q217) as employers, own account workers or members of producers' cooperative (codes 2, 3 or 4 in column 17/Q216).

A **limited liability company**, or "LLC," is a separate and distinct legal entity. This means that an LLC can obtain a tax identification number, open a bank account and do business, all under its own name. The primary advantage of an LLC is that its owners, known as members, have "limited liability", meaning that, under most circumstances, they are not personally liable for the debts and liabilities of the LLC. **For example**, if an LLC is forced into bankruptcy, then, absent special circumstances, the members will not be required to pay the LLC's debts with their own money. If the assets of the LLC are not enough to cover the debts and liabilities, the creditors generally cannot look to the members, managers or officers for recovery. Among the categories are the following:

- 01 Sole director of [NAME's] own limited-liability enterprise** - is the one who starts an enterprise on his/her own, has registered the enterprise as a **limited liability** enterprise and is responsible for taking all decisions relating to the enterprise. The liability of the director/owner is limited if the enterprise runs into trouble.
- 02 A partner/associate in one's own limited-liability enterprise-** A partnership is a legal form of **business** operation between two or more individuals who manage the enterprise and assume responsibility for the partnership's debts. A limited liability partnership is a separate legal entity to its partners, limiting how much partners are liable if the enterprise runs into bankruptcy
- 03 Running alone one's own enterprise-** are those persons who start an enterprise on their own and operate as a sole trader.
- 04 A partner in an enterprise** - refers to a partner in an enterprise operation between two or more individuals who share management and profits. Partners are personally liable for the partnership's obligations and debts. Each partner can act on behalf of the partnership, take out loans and make decisions.
- 96 Other activity, specify** - describe the type of organization of the enterprise and activity.

SECTION J. NON-AGRICULTURAL ENTERPRISE OWNED AND OPERATED IN SUBSIDIARY CAPACITY

Q.219, Column 20 - In addition [to this primary status in employment], is [NAME] owning and operating a non-agricultural enterprise in subsidiary capacity?

This question is asked to all household members 15 years old and over. This question aims to determine if a household member is owning and operating a non-agricultural enterprise in subsidiary capacity (aside from his primary status in employment in Q.216)

SECTION K. HOUSING CHARACTERISTICS

For each question under this section, **encircle** the appropriate code that corresponds to the answer and **enter** it in the box provided. These questions are to be answered by the Interviewers, through observation. Even before entering the building, you should already figure out the answers to these questions. However, if in doubt, ask the respondent.

Q.220, - TYPE OF CONSTRUCTION MATERIALS OF THE ROOF

You need not ask this anymore if you can classify the construction materials used in the roof by observation. Strong materials include galvanized iron/aluminum, tile, concrete, brick, and stone and the most recent strong material is glass. Cogon, nipa and anahaw are considered as light materials. Examples of salvaged/makeshift materials are scrap GI sheets, used planks of wood or pieces of *lawanit*, dilapidated boxes, tarpaulin, etc. which are usually salvaged from burned or condemned structure. For example, the roof is made of a combination of more than two types of materials stated above, encircle the code for the most predominant material used and enter in the box provided. Code 7 (Not Applicable) should be entered in the box if the dwelling is located under the bridge.

- 1 - Strong materials (galvanized iron, aluminum, tile, concrete, brick, stone, glass, etc.)
- 2 - Light materials (cogon, nipa, anahaw)
- 3 - Salvaged/makeshift materials
- 4 - Mixed but predominantly strong materials
- 5 - Mixed but predominantly light materials
- 6 - Mixed but predominantly salvaged materials
- 7 - Not Applicable

Q. 221, -TYPE OF CONSTRUCTION MATERIALS OF THE OUTER WALL

Use as a guide the instructions for **K1** above in selecting the type of construction materials of the outer walls. Classify the construction materials used in the outer walls through your observation. Code 7 (Not Applicable) should be encircled and entered in the box if the housing unit is constructed in between two concrete building/structures, put remarks.

- 1 - Strong materials (galvanized iron, aluminum, tile, concrete, brick, stone, glass, etc.)
- 2 - Light materials (cogon, nipa, anahaw)
- 3 - Salvaged/makeshift materials
- 4 - Mixed but predominantly strong materials
- 5 - Mixed but predominantly light materials

- 6 - Mixed but predominantly salvaged materials
- 7 - Not Applicable

Q.222, -TYPE OF MAIN MATERIALS OF THE FLOOR

Enter the code in the box which indicates the type of construction materials for the flooring of the house is made of. You need not ask this anymore if you can classify the construction materials used in the floor by observation.



- 01 - Earth/Sand
- 02 - Wood Planks
- 03 - Palm/Bamboo
- 04 - Parquet or Polished Wood
- 05 - Vinyl or Asphalt Strips
- 06 - Ceramic Tiles
- 07 - Cement
- 08 - Marble
- 96 - Other, specify _____

Q.223, - What kind of toilet facility does the household use?

This question is intended to determine the type of toilet the members of the family use and not necessarily what they have in their house because in some cases, these two may be different. There are instances, especially in rural areas, that a separate toilet is constructed in the backyard. If there is more than one toilet facility of the household, record the most sanitary.

01 Flush Toilet (Water-Sealed) - As the name implies, it is the type of toilet where after water is flushed or poured into the bowl, a small amount of water is left in the bowl and seals the bottom of the bowl from the pipe leading to the depository. Examples of this are flush type with septic tank (commonly known as Poso Negro) or pour-flush type connected to a pit.



02 Closed Pit - This is a non-water carriage type of toilet facility where pit is dug to a depth of 4-6 feet, large enough to hold wastes for several years. A floor cover at the top of the pit is provided together with a riser, seat, and self-closing lid, all made as fly-tight as possible. Vents may be provided. Example of this is Antipolo.



03 Open Pit -This is a squat-type of toilet over a pit with no provision for fly prevention.



04 Drop/Overhang Type - A drop type of toilet has enclosures or with roofing but no pit is made (pig system). Overhang type is a toilet constructed over a body of water (either sea or river).

05 Pail System - This type of toilet facility will be reported if human waste is accumulated in a pail to be picked up for disposal from time to time.



96 Other, specify _____ - This will be reported if a family **has no toilet facility** and the members resort to defecate along the railway, in river/canal, in the field or behind the bushes, in Jollibee, McDo, or Max, etc.

Q.224, - What is your household's main source of electricity?

The family uses electricity, which is either provided by national or community electric companies or cooperatives or generated by the household through the use of a generator or solar panel, etc. For households with more than one source of electricity, choose the one most often/frequently use.

Q.225, - What is your household's main source of drinking water?

Usually, residents of the same community share the same source of water supply. If a particular family reports a source, which is different from most of the others that you have interviewed in the same area, try to do some probing to ascertain whether or not the source is really different. For households with more than one source of drinking water choose the one most commonly use by majority of the members. Determine which one of the following is the main source of water supply for the family:



Community Water System

The family gets the water supply from:

- 01** - a faucet inside the **dwelling**
- 02** - yard/Plot
- 03** - a public tap

It is either for own use or shared, directly connected to a water pipeline from the community water system such as the Maynilad Water Services Incorporated (MWSI) or the local water network system. Water system with deep well as source should also be reported under this category as long as it subscribes to a community water system, such as those provided by developers to homeowners.



□ **Point Source**

04- Protected Well - Includes tube well or borehole and protected dug well.

a. **Tubewell or Borehole** refers to water tapped by digging a hole or sinking pipes into the ground and installing water drawing equipment such as pumps.



b. **Protected dug wells** are excavations that are circular or rectangular in shape, with diameter usually ranging from 1 to 1.5 meters. They are protected if they have a lining made of permanent materials like the masonry or brickworks of reinforced concrete materials which serve as protection against surface or outside contamination. They may further be provided with roofs or removable covers which protect the wells from falling materials.

05- Unprotected (Open Dug Well)

Unprotected (open dug well) is an undeveloped dug well, hence, unprotected from external contamination unlike the ones mentioned above.

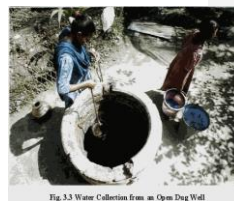


Fig. 3.3 Water Collection from an Open Dug Well

06- Developed Spring

Spring water, on the other hand, occurs when water in water-bearing stratum reaches the surface of the ground. Spring can be developed by enlarging the water outlet and constructing an intake structure for water catchment and storage. It is considered as protected if efforts were made to develop or shield it from external contamination such as filters, roof, among others. The source of water coming from a developed spring piped into the dwelling is developed spring. However, if the spring was developed to supply the needs of the community, it is a community water system.

07- Undeveloped Spring

This refers to spring water that is not protected from external contaminations.

08 - River/Stream/Pond/Lake/Dam

These are bodies of water which are mixtures of surface run-off or ground water (surface water).

09- Bottled Water/Refilling Station

The container does not matter as long as it is in bottle or coming from refilling stations whether delivered or by pick-up.

10 - Rainwater

Rainwater is reported if it is used as source of water supply by the household. It may be collected and stored through cisterns, collectors, catchers, reservoirs, tanks or other storage vessels.

11 -Tanker Truck/Peddler/Neighbor

Water comes from moving tanker trucks or ambulant/roving vendors, regardless of where the water originally came from. During emergency situations or in case of extreme water crisis, water from trucks was sometimes distributed for free or for a minimal fee. On the other hand, ambulant vendors usually sell drinking water or are hired to provide water to the household. This category also includes getting water from the neighbor.

96 - Other, specify

Note: In case the household is using bottled water for feeding the baby but the rest of the members of the household are drinking from the tap water, the latter will prevail as the primary source of drinking water.

Encircle and enter in the box provided the appropriate code for the reported source of water supply.

REMARKS: Something that could help during the editing/processing of the questionnaires.

Chapter 6

How to Accomplish EDGE Form 3

The same procedure is applied in the filling up of the geographic identification portion of this questionnaire which consists of the region, province, municipality, barangay, and etc. This portion should be done at home and copy the codes from the given List of Sample while the Booklet ___ of ___ Booklets in the upper right hand corner of the questionnaire will be filled up after the interview. The other information will be filled up upon interview with the respondent like the name of the respondent, address, month and year of last birthday, age, sex, religion, ethnicity, employment in status, etc.

Note that, there are some changes in the result code from EDGE Form 2 as shown below:

RESULT CODES

- 01 - Completed Interview
- 02 - Not at Home
- 03 - Postponed
- 04 - Refused- Do not want to spend time/busy
- 05 - Refused- Invasion of privacy
- 06 - Refused-Other _____
(Specify)
- 07 - Partly completed
- 08 - Respondent Incapacitated
- 09 - OCW/OFW
- 10 - Other _____
(Specify)

Note that codes "02", "03", "07" should not be accepted as a final result code but it can appear only when there are callbacks in the first visit, second visit or third visit. Moreover, EDGE Form 2 for codes "04", "05", "06", "08", "09" and "10" will be replaced from the replacement list or from the listing booklet if the replacement list was already exhausted. However, if an OCW/OFW was completely interviewed, assign code "01".

Comment [C653]: Does this mean that there will be replacement of household with interview status codes 04, 05, 06, 08, 09, & 10?

This questionnaire gives information on ownership of the dwelling unit occupied by the usual members of the household, agricultural land, enterprise and enterprise assets, real estate owned by any of the household members and other possessions like jewelries and bank accounts.

MODULE 3– DWELLING

These questions should be asked about the dwelling in which this household lives. It may be a house, apartment, compound, or rooms in a compound. If this household owns more than one dwelling, these questions should be about the one that the respondent lives in. If they own more than one dwelling, list the primary one in which they live in this section and the other(s) in Module 8, i.e. Other Real Estate.

Q.301 – What type of dwelling is this?

This question seeks to establish the type of dwelling unit occupied by the household. The response should refer to the characteristics of the **biggest part** of the dwelling unit. Be guided by the following definitions in identifying the type of building occupied by the household:

- 01- Single** is one that stands alone without being attached in any way to another building. It includes “up and down“, “nipa hut” or “barong-barong”. **NOTE:** This *includes storied houses* structurally built for use by one household
- 02- Duplex** commonly refers to two or more separate residences, attached side-by-side. This type of dwelling unit can appear as a single house with two different entrances, though some times the houses have a shared entrance but with two separate doors. It is divided vertically or horizontally into two separate housing units
- 03- Apartment/
Accesoria/
Condominium/
Townhouses** multi-unit residential buildings with three or more housing units.
- a. Apartment* structure usually having several stories with three or more independent entrances from internal halls.
- b. Accesoria* a one or two-floor structure divided into three or more housing units, each housing unit having its own separate entrance from the outside. It is also known as row house.
- c. Residential condominium* a high-rise building where the housing units are owned individually but the land and other areas and facilities are commonly owned

- 04- Commercial/ Industrial/ Agricultural Bldg. House** (Ex: store, ricemill, barn, etc.)
- a. *Commercial* a building built for transacting business or for rendering professional services, such as store, office, warehouse, rice mill, etc.
- b. *Industrial* a building built for processing, assembling, fabricating, finishing and manufacturing or packaging operations, such as factory, plant, etc.
- c. *Agricultural* any structure built for agricultural purposes such as barn, stable, poultry house, granary, etc
- 05- Servant's quarters** servants' quarters are those parts of a building, traditionally in a private house, which contain the domestic offices and staff accommodation used to form the various stores, kitchens and communal rooms for the workers of the house. Sometimes they are an integral part of a smaller house - in the basements and attics, especially in a [town house](#), while in larger houses they are often a purpose-built adjacent wing or block.
- 06- Tenement** is a building for human habitation especially one that is rented to tenants. It is a rundown, low rented apartment building where facilities and maintenance barely meet minimum standards, often over crowded especially in a poor section of an urban area. It is also a multi-unit dwelling made up of several apartments.
- 07- Garage** The household may occupy a unit which is not intended for habitation, e.g. a garage.
- 96- Other, (Specify)_____** (Ex. container van, tent – collapsible shelter made of fabrics, and trucks)



Single House



Row Houses



Duplex



Tenement



Store converted for habitation



Garage converted for habitation

Q.302 – What is the present ownership status of this dwelling?

This is the screening question to determine whether any household member owns the main dwelling of the household. We will be asking additional questions about what it means to own the dwelling, so at this point we want the respondent's sense of whether or not someone in the household is the owner. They may or may not have the title or an ownership deed. It may be necessary to read the responses to the respondent in order for them to understand in the local language what you are asking. Use the following codes to answer the two boxes in the questionnaire.

- 01 - Owned by someone in the household
- 02- Rented → Go to Q.316
- 03 - Free → Go to Q.316
- 04 - Government provided
- 05 - Community provided
- 96 - Other specify, rent-free lot without the consent of the owner (informal settlers/squatters) Go to Q.316
- 98 - Don't know → Go to Q.316

- Owned-* the household is the owner and has legal possession of the housing unit and lot or household claims to own. Consider those being amortized or paid on installment basis as owned.
- Rented-* the household pays rent either in cash or in-kind
- Free-* the household occupies the house and lot with the permission of the owner
- Government provided-* the National Housing Authority (NHA) offered a low-cost housing to households which later on will be given the title upon completion of payment within the prescribed period of years to pay
- Community provided-* household within their community sponsored a housing project in their area free of charge courtesy of an NGO, politician, etc.

Any of the codes above other than codes “01”, “04”, and “05” will go to Q.316.

Q.303 – Which household member/s owns this household dwelling?

Enter the household Line Number of the person who is the owner of the dwelling. If the dwelling is owned by more than one person in the household, enter the Line Number of all adult owners in the boxes. Add additional boxes if more than 4 adult household members own the dwelling. If the dwelling is owned jointly with someone from outside of the household, enter code “99”.We will be

asking additional information about ownership, so the owner in this question is not necessarily the person who is listed on the title as the owner. We want the person or people within the household and outside of the household who claim ownership. Refer the Line Number in EDGE Form 2.

Note: For code “99” succeeding questions (Questions 304-307) will no longer be asked

Answer: Line Number

Q.304 - In what year was the dwelling or plot of land on which the household dwelling is located acquired by the owner (s)?

Record the Line Number/s of all adult owners in the household in the box provided as they are listed in EDGE Form 2. Enter the line number/s of each owner and the year the owner acquired it since each owner may have acquired the asset in a different year. Record code '98' if don't know. **Note:** Line Number in **Q. 303** and **Q. 304** should be in the same box order, i.e. whether in the first two boxes, in the next two boxes and so on.

Answer: Line Number
Year

THE IDS IN **Qs.303** and **304** SHOULD CORRESPOND AND BE WRITTEN IN THE SAME ORDER. THE YEAR CORRESPONDS WITH THE ID THAT IT FOLLOWS

Q. 303 = Line Number 01, in the 1st two boxes;

Q. 304 = The year of acquisition corresponding to Line Number 01 should also be in the 1st box.

Q.305 - How did the owner(s) acquire the dwelling or the plot of land on which the household dwelling is located? Indicate the mode of acquisition (MOA)

This question asks how the adult owner(s) of the dwelling or the plot of land on which the dwelling is located acquired it. If the dwelling/plot of land is jointly owned by two or more people, enter the line of each owner and the code for the mode of acquisition (MOA) since each owner may have acquired the asset in a different way. For example, a husband may have purchased the dwelling (**Code 1**) and his wife may have become a joint owner through marriage (**Code 4**). If inherited after the death of a natal family member, **code 2**. If inherited after the death of a marital family member, **code 3**. Gifts or allocations from a household member is **code 5**. Gifts or an allocation from a non-household member is code 6. If acquired through a Government Program, **code 7**. If

We are asking whether there is an ownership document for the dwelling or plot of land on which the dwelling is located and what type of document it is. It may or may not have the name of someone in the household on it. If there is more than 1 type of document, list the one that is held by someone in the household. For example, if there is a deed, but the household member doesn't have it, but has an invoice or sales receipt, list the invoice, not the deed. If there is no ownership document or the respondent does not know, go to Q.309. Use the two digit codes below in answering the two boxes.

- 01- A title deed 0 3
- 02- A certificate of customary ownership
- 03- A certificate of occupancy (from developer)
- 04- Yes, a will (a written agreement notarized or not)
- 05- Yes, a sales agreement
- 06- NONE → go to Q.309
- 96- Other, specify Tax declaration
- 98- Don't know → go to Q.309

Q.308 - Whose names are listed as adult ownership document for the dwelling or plot of land on which the household dwelling is located?

Record the Line Number/s of all adult members in the household in the box provided as they are listed in EDGE Form 2. Add additional boxes if necessary. If someone from outside of the household is listed, enter code "99" or code "98" for don't know in the first two boxes. If the dwelling is owned by all household members and someone from outside the household, use all the boxes provided and enter code "99" in one of the boxes provided.

Line Number

0	1				
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FOR QUESTIONS 309-310, LIST ALL ADULTS FROM THE HOUSEHOLD, ADD ADDITIONAL SPACE FOR LISTING IDs IF REQUIRED. IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD HAS THE RIGHT, ENTER "99".

Q.309 - If this dwelling or plot of land on which your household dwelling exists were to be sold, who would be involved in the decision to sell?

Record the Line Number of the person who is involved in the decision to sell the dwelling or the plot of land on which the dwelling is located even if he or she needs to obtain the consent or permission of someone else. If more than 1 person are involved in the decision to sell, enter all the household members line numbers (from the household roster) or code "99" for someone from outside of the household. A person involved in the decision is someone who is consulted before the final decision to sell. It may or may not include the owner(s).

Answer: Line Number

0	1				
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Q.310 - Which member(s) of this household would be involved in the decision to bequeath this dwelling or plot of land on which your household dwelling exist?

Record the line number of the person who are involved in the decision to bequeath the plot of land on which the dwelling is located even if he or she needs to obtain the consent or permission of someone else. If more than 1 person is involved in the decision to bequeath the dwelling or plot of land on which the dwelling is located, enter line numbers of all the household members or code "99" for someone from outside of the household. Note that code 99 will be recorded only after recording the code(s) of the member(s) of the households who is (are) involved in decision making for bequeathing. Also, code 99 will appear only once even if there are more than one person from outside the household involved in decision making. A person involved in the decision to bequeath is someone who is consulted before the final decision to bequeath is made. It may or may not include the owner(s).

Answer: Line Number

0	1	9	9		
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Q.311- Do dwelling owners sell dwellings in or around this community?

Ask whether dwelling owners sell dwellings in and around the community and if the respondent is informed regarding the value of recent sales of dwellings transactions. Enter the appropriate code of "01" if owner had selling transaction in the boxes provided. If the respondent reports no sales transactions or does not know in Q. 311, go to Q. 313.

01-Yes, dwelling owners sell

02-No sales transaction → go to Q. 313

98- Don't know → go to Q. 313

0	1
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Note: Flowchart for Questions 311-315 is shown in the next page

Q.312 - Are you informed regarding the value of recent dwelling sales transactions?

Ask whether dwelling owners were informed of the sales transaction and enter the appropriate answer of code of "1" or "2".

1 – Informed of the transactions

2 – Not informed of the transactions

2

Q.313 - If this dwelling and the plot of land on which it is located were to be sold today, how much could be received for it?

Ask the respondent to estimate the value in Philippine peso how much could be received for the dwelling and the plot of land on which the dwelling is located if it were to be sold today. The estimate should be based on the location and condition of their particular dwelling. **Note:** If the estimated value of asset is obtained, **go to Q.315**. If he/she can't estimate this, enter **"98" if don't know** or **"97" if he/she refuses to answer and** if answer is either of the codes **"97 or "98", go to Q. 314. There is a need to fill the boxes with 9 to distinguish the special codes.** If other denominations were given, convert to peso and start entering answer to the left going to the right. Round off to the nearest peso. Prefix zero for boxes not occupied.

Answer: Don't know

9	9	9	9	9	9	9	9	8
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 → **go to Q. 314**

If the respondent does not know how much their dwelling might sell for, ask about the prices of similar homes in the neighbourhood that have been sold recently.

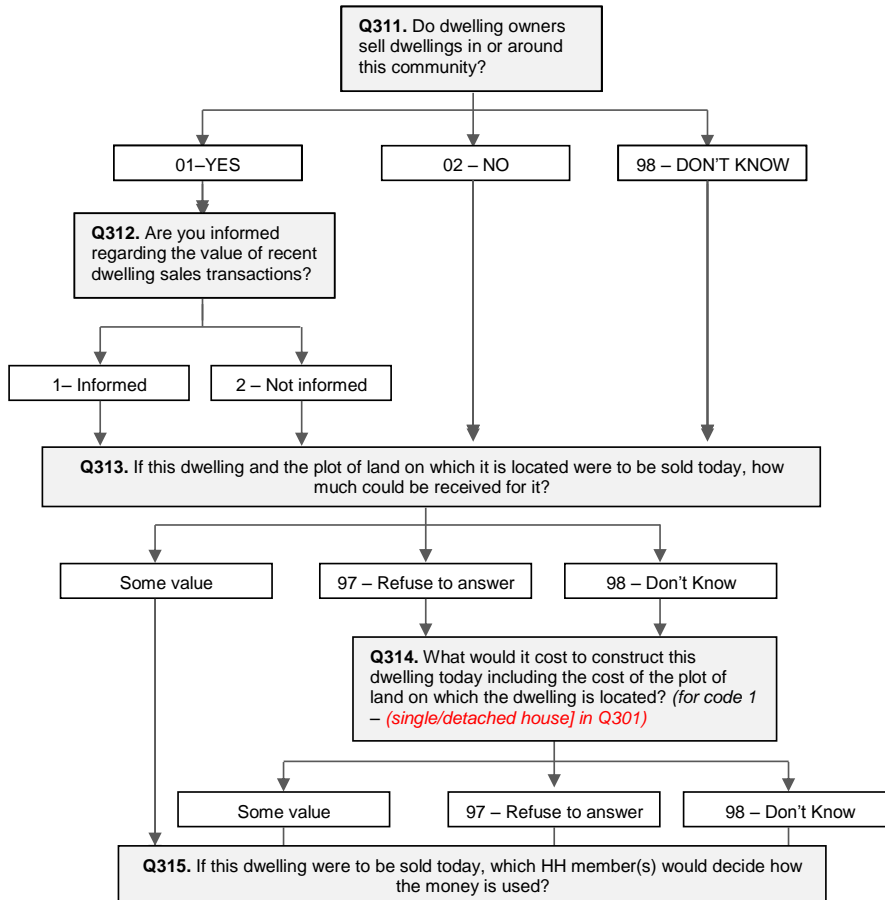
Answer: Refusal →

9	9	9	9	9	9	9	9	7
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go to Q. 314

Figure 1 below shows the flow of skipping patterns in Q.311 – Q.315.

Figure 1. Flow Chart for Q.311 - Q.315



Q.314-What would it cost to construct this dwelling today including the cost of the plot of land on which the dwelling is located?

FOR CODE '1'- SINGLE/DETACHED HOUSE IN Q.301 AND CODE '97' OR CODE '98' IN Q.313

The question should be asked to respondent who reported “code 1- single/detached house in Q.301 and code “97-refuse” or “code 98-don't know” in Q.313. Ask the respondent to estimate in Philippine peso how much it would cost to construct this type of dwelling today, including the cost of the plot of land on which the dwelling is located. If he/she can't estimate, enter “98” or “97” if he/she refuses to answer. If other denomination, convert to peso. Start entering answer from the left and a decimal point occupies one box.

Q.315 - If this dwelling were to be sold today, which household member(s) would decide how the money is used?

Ask the respondent, if the dwelling were to be sold today, who would decide how the money would be used. Note that this question is hypothetical so the respondent should answer even if there are no plans to sell the dwelling. Enter the line number of the household member who would decide how to use the money. If more than 1 person would be involved in deciding how the money would be used, list the line numbers of all such persons. If someone from outside of the household would decide how the money from the sale of the dwelling would be used, enter code “99”. Note that code 99 will be recorded only after recording the code(s) of the member(s) of the households who is (are) involved in decision making for bequeathing. Also, code 99 will appear only once even if there are more than one person from outside the household involved in decision making. Add additional boxes for more than 4 adults in the household would decide.

Answer:

LINE NO.

0	1	9	9				
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Figure 1 shows the flow of skipping patterns in Q.311 to Q.315.

Q.316 - CODE FOR ABILITY OF RESPONDENT TO BE INTERVIEWED ALONE

Upon completion of the module, enter the appropriate code for whether the respondent was interviewed alone (**code '1'**); with adult females present (**code '2'**); with adult males present (**code '3'**); with both adult males and females present (**code '4'**); with children present (**code '5'**); or with both adult males and females and children present (**code '6'**). If the respondent was not able to be interviewed alone, put remark/s.

REMARKS:

MODULE 4 - AGRICULTURAL LAND

Q.401- Do you or any member of your household currently own any agricultural parcels exclusively or jointly with someone else?

This is the screening question to determine whether any household member owns agricultural parcels, either exclusively or jointly with someone else. (*Agricultural parcels may include those that are cultivated by your own household currently fallow, cultivated by someone in the household, rented out, or given away for free on a temporary basis as they owned, they DO NOT include those held through use/access rights.*)

- 01- Yes
02- No
98 - Don't know
- go to Q.427
→ go to Q.427
- | | |
|---|---|
| 0 | 1 |
|---|---|

We will be asking additional questions about what it means to own agricultural parcels, so at this point we want the respondent's sense of whether or not someone in the household owns any agricultural parcels. He/she may or may not possess the title or an ownership deed to the parcel. If no household member owns an agricultural parcel, or the respondent doesn't know, go to Q. 427.

Q.402- Parcel Name

List all of the agricultural parcels owned by any member of the household from largest to smallest. For each parcel, ask the respondent to give the parcel a "name". For example, "road parcel" or "swamp parcel". Start with the largest parcel first, going down to the smallest parcel. Asking the respondents about the largest parcel first is done so that if the household has more than 10 parcels, the smallest parcels will be omitted.

Q.403 - Location and Description

Write a brief description of each agricultural parcel so that you can make sure that when you refer to each parcel of land, you are able to match the parcel no. with the actual parcel. Descriptions might include the type of crop grown on the parcel, the type of land, or the location (irrigated rice plot; vegetable plot near the main road; wife's parcel north of village). Provide the location and description for each parcel before asking **Q. 404**.

Q.404 - Where is this [parcel] located?

If the parcel is located in the same barangay, write "the same codes" indicated in the identification particulars on the space provided for province, city/municipality, and barangay.

Q.405 - What is the area of the [parcel]?

Ask the respondent to estimate the area of the agricultural parcel in hectares. If the respondent is not able to give a response, you can relate the size to a football pitch or some other common area unit. **Note:** add one box for entries ten or more hectares.

If the answer of the respondent is in square meters, use the conversion factor of 10,000 sq. m = 1 hectare.

Example: 150,000 sq. m x 1 hectare/10,000 sq. m =15 hectares

Q.406 - Is this [parcel] the same piece of land on which the house is located?

Ask the respondent if the parcel described in Q.403 is the same parcel on which the principal household dwelling is located. Record "1" for Yes or "2" for No in the box provided. If the answer is Yes, go to next row (parcel). The questions from Q.407 to the end of module are not asked about this parcel. For parcels other than the one on which the house is located, record "2" for No in the box provided and continue with Q.407.

Q.407- What is/was the primary use of the [parcel] in the most recent cropping season)?

Record the primary use of the parcel in the most recent cropping season using the codes provided below the questionnaire.

- 01-** Own cultivated (annual crops) - yearly or once a year
- 02-** Own cultivated (perennial crops) - permanent
- 03-** Livestock, Grazing, Rearing/Pasture – meadow or farm animals (pig, cattle, sheep and horse)
- 04-** Fallow – (unplanted or crop-free or uncultivated or empty)
- 05-** Woodland/Forest
- 06-** Swamp - (moist or muddy or wet)
- 07-** Rented out
- 08-** Given out (free)
- 96-** Other, specify _____
- 98-** Don't know

Own cultivated refers to crops that were grown by one or more of the household members. **Annual crops** mean the crops are grown on an annual basis (such as rice), while **perennial crops** mean the crops are grown perennially (like rubber). Code according to response provided by the respondent.

If the land is used for livestock, grazing, rearing or pasture, **code "3"**. If the land is left fallow, **code "4"**. If the land is woodland/forest, **code "5"**. If land is a swamp, **code "6"**. If the land is rented out, **code "7"**. Rented out means the land has been given out to someone else in exchange for money or in-kind benefits. If the land is given out for free, **code "8"**. For Other Specify, **Code "96"** and write the other category that is not listed in the options provided, and for don't know, **code "98"**.

Q.408 - Which household member(s) decided on the primary use of this [parcel] in the most recent cropping season?

Enter the line numbers of all adult person(s) who makes the decisions across the plots on the agricultural parcel on the primary use of plots listed in Q.407 in the most recent cropping season. If more than one household member makes these decisions, all adult household members involved in the decision should be listed. If someone from outside of the household is a decision maker “code 99”. If more than 1 plot on the parcel and each plot have a different decision-maker, enter the codes of each decision-maker. Boxes can accommodate at most 5 members, add additional when necessary.

Q.409 - What soil type is this [parcel]?

Record the soil quality of the parcel using the following codes provided. If the respondent does not know the soil type, show the sample illustrations to identify the soil type. If the respondent is still unable to answer, enter code 98 for “Don’t know”.

- 01-** Sandy soil
- 02-** Salty soil
- 03-** Clay soil
- 04-** Peaty soil (muddy, wet, swampy)
- 05-** Saline soil (salty, brackish)
- 06-** Loamy soil
- 96-** Other (specify) _____
- 98-** Don’t know

In its traditional meaning, soil is the natural medium for the growth of plants. Soil has also been defined as a natural body consisting of layers (soil horizons) that are composed of weathered mineral materials, organic material, air and water. (Refer: <http://www.fao.org/soils-portal/about/all-definitions/en/>).

Types of soil are described below:

Sandy soil has the largest particles among the different soil types. It’s dry and gritty to the touch, and because the particles have huge spaces between them, it can’t hold on to water.

Silty soil has much smaller particles than sandy soil so it’s smooth to the touch. When moistened, it’s soapy slick. When you roll it between your fingers, dirt is left on your skin. Silty soil retains water longer, but it can’t hold on to as much nutrients as you’d want it to though it’s fairly fertile. Due to its moisture-retentive quality, silty soil is cold and drains poorly.

Clay soil has the smallest particles among the three so it has good water storage qualities. It’s sticky to the touch when wet, but smooth when dry. Due to the tiny size of its particles and its tendency to settle together, little air passes through its spaces. Because it’s also slower to drain, it has a tighter hold on plant nutrients. Clay soil is thus rich in plant food for better growth.

Peaty soil is dark brown or black in color, soft, easily compressed due to its high water content, and rich in organic matter. Peat soil started forming over 9,000 years ago, with the rapid melting of glaciers. This rapid melt drowned plants quickly and died in the process. Their decay was so slow underwater that it led to the accumulation of organic area in a concentrated spot.

Saline soil The soil in extremely dry regions is usually brackish because of its high salt content. Known as saline soil, it can cause damage to and stall plant growth, impede germination, and cause difficulties in irrigation.

Loamy soil The type of soil that gardens and gardeners love is loamy soil. It contains a balance of all three soil materials—silt, sand and clay—plus humus. It has a higher pH and calcium levels because of its previous organic matter content. Loam is dark in color and is mealy—soft, dry and crumbly—in your hands. It has a tight hold on water and plant food but it drains well, and air moves freely between soil particles down to the roots.

Types of soil	
<p>Sandy soil</p> 	<p>Silty soil</p> 
<p>Clay soil</p> 	<p>Peaty soil</p> 
<p>Saline soil</p> 	<p>Loamy soil</p> 

Q.410 - ENUMERATOR: IS RESPONSE FOR Q. 407 IS EITHER CODE "1" OR CODE "2"?

Record '1' for Yes or '2' for No in the box provided.

Note: For an answer of No, go to **Q. 412**

Q.411 - What crops are (were) cultivated on this [parcel] during the most recent cropping season?

Record the crops starting with the crop with the largest area under cultivation using the crop codes in **Annex 7** that are (were) cultivated during the most recent cropping season. The order of the crops should be listed in terms of the largest to smallest area planted. If there are two crops which are intercropped and have equal area, list first the one which has the largest revenue. Write the name of the crops below the code box.

Q.412- What is the tenure status of this [parcel]?

Here we are trying to get at the legal tenure status of the parcel, as reflected in the official categorization of the Constitution of the country concerned. These categories regulate formal property rights. It may be necessary to read the responses to the respondent in order for them to understand in the local language what you are asking. Use the following codes for ownership status:

01-Fully owned – the land is operated with a title of ownership in the name of the holder and consequently, the right to determine the nature and extent of the use of the land. Included in this category are lands whose absolute ownership is vested in the holder through sale, and inheritance.

02-Ownerlike possession – the land is under conditions that enable a person to operate it as if he/she is the owner although he/she does not possess a title of ownership. A land held under the ownerlike possession include those that are held under heirship which the title of ownership has not been transferred to heirs. Also included are inherited lands without title of ownership and those held under tax declaration.

03-Tenanted – the land is cultivated by a person belonging to, or possesses by another with the latter's consent for purposes of production, sharing the produce with the landholder under the share tenancy system, or paying to the landholder a certain amount or ascertainable in produce or in money or both, under a leasehold tenancy system.

04-Leased/Rented – the land is cultivated by a lessee, which belongs to or is a legally possessed by another, the lessor. The rental payment is in the form of a fixed amount of either money, produce or both.

05-Rent Free – the land is operated without title of ownership and without paying rent but with the consent or permission of the landowner.

06-Held under Certificate of Land Transfer (CLT) or Certificate of Land Ownership Award (CLOA) – the land is still being paid by the holder under the government land reform program of Operation Land Transfer (OLT). OLT is a systematic transfer of ownership of tenanted rice and corn lands from the landowners to the tenant-tillers while CLOA are titles issued to farmers for their farm lot as covered by RA6657 otherwise known as Comprehensive Agrarian Reform Law. It must be noted that this category covers only those that are currently paying their amortization.

07-Held under Certificate of Ancestral Land Title (CAD/CALT) – the land is possessed by the Indigenous Cultural Communities/Indigenous People (ICCs/IPs) in accordance with RA 837 of the Indigenous Act (IPRA) of 1997. CADT refers to a title formally recognizing the rights of possession and ownership of ICCs/IPs over their ancestral domains identified and delineated in accordance with RA 1837. CALT, on the other hand, is a title formally recognizing the rights of ICCs/IPs over their ancestral lands.

08-Held under Community-Based Forest Management Agreement (CBFMA) Stewardship - the forest land is cultivated by a person under the (CBFMA)/Stewardship Agreement. CBFMA is a production sharing agreement between the Dept. of Environment and Natural Resources (DENR) and the participating people's organization for a period of 25 years and shall provide tenurial security and incentives to develop, utilize and manage specific portions of forest lands. The Certificate of Stewardship Contract, on the other hand, is a contract issued to individual occupants in the Integrated Social Forestry (ISF) areas before the implementation of the CBFM program in 995 pursuant to Letter of Instruction 260 for a period 25 years renewable for another 25 years.

96 - Others, specify _____ lands held as mortgage and all other lands not falling under forms not categories 1 – 8 above including lands occupied without consent of owner for less than 30 years and forest land occupied without any agreement with the DENR. The land used by a person, wherein such land is mortgaged to him/her should be code 04 (Leased/Rented). If the land tilled by a person is his/her own but already mortgaged to another person, the tenure status of the land will also fall under code 01 (Fully owned).

Q.413 - Which household member(s) owns this [parcel]?

Enter the line numbers of household member(s) who is/are the owner(s) of the parcel. If the parcel is owned by more than one person in the household, enter the line numbers of all adult members of the household who are owners

should be listed. If the parcel is owned jointly with someone from outside of the household, enter code “99”. We will be asking additional information about ownership, so the owner in this question is not necessarily the person who is listed on the title as the owner. We want information on the person or people within the household and outside of the household who claim ownership.

Q.414 - In what year was this/these [parcel] acquired by this owner(s)?

Record the year the owner(s) acquired the agricultural parcel. If the parcel is jointly owned by two or more people, enter the line number of each owner and the year the owner acquired it since the each owner may have acquired the parcel in a different year. The IDs in **Q.413** and **Q.414** should be written in the same order and the corresponding year. ENTER CODE “98” FOR DON’T KNOW

THE IDS IN **Qs.413** and **414** SHOULD CORRESPOND AND BE WRITTEN IN THE SAME ORDER. THE YEAR CORRESPONDS WITH THE ID THAT IT FOLLOWS

Q.415 - How did the owner(s) acquire this (these) [parcel]? Indicate the mode of acquisition (MOA)

This question asks how the owner(s) of the parcel acquired it. Boxes can accommodate all adult members of the household who are owners should be listed. If the parcel is jointly owned by two or more people, enter the ID code of each owner and the code for the MOA (mode of acquisition) since each owner may have acquired the parcel in a different way. All adult members of the household who are owners should be listed. The IDs in **Q. 413** and **Q. 415** should be written in the same order and the corresponding MOA. Categories are as follows:

- 01 - Purchased
- 02 - Inherited after the death of a natal (biological) family member
- 03 - Inherited after the death of a marital family member
- 04 - Acquired due to marital law/custom
- 05 - Allocated/gift from household member
- 06 - Allocated/gift from non-household member
- 07 - Government program - (Comprehensive Agrarian Reform Program, CARP)
- 08- Encroachment (violation, breach)
- 96 - Other (specify) _____
- 98 - Don't know

Q.416 – Is there an ownership document for this [parcel]?

We are asking whether there is an ownership document for the parcel and what type of document it is. It may or may not have the name of someone in the household on it. If there is more than 1 type of document, list the one that is held by someone in the household. For example, if there is a deed, but the household

member doesn't have it, but has an invoice or purchase receipt, list the invoice under "96-Other (specify)", and not the deed. If there is no ownership document or the respondent does not know, code 98 and go to Q.418.

- 01- A Title Deed
- 02 -Certificate of Customary Ownership
- 03 - Certificate of Occupancy
- 04- A Will
- 05-Purchase Agreement
- 96- Other, (specify)**Tax declaration**
- 06- None → go to Q.418
- 98 - Don't know → go to Q.418

Q.417- Whose names are listed as owners on the ownership document for this [parcel]?

List all adult owners from the household roster should be listed. Record the line numbers of the household member whose name is listed as an owner on the ownership document for the parcel. If more than 1 household member is listed as an owner on the document, all adult owners from the household should be listed. If the name of someone from outside of the household is listed as an owner, enter code "99".

Q.418 - If this (these) [parcel] were to be sold, which member(s) of this household would be involved in the decision to sell?

Record the line number of the adult person who is involved in the decision to sell the agricultural parcel even if he or she needs to obtain the consent or permission of someone else. If more than 1 person is involved in the decision to sell, the line numbers of all such members (from the household roster) and/or code "99" if someone from outside of the household. A person involved in the decision is someone who is consulted before the final decision to sell. It may or may not include the owner(s).Add additional boxes if not sufficient.

Q.419 - Which member(s) of this household would be involved in the decision to bequeath this (these) [parcel]?

Record the line number of the adult person who has the right to bequeath the parcel even if he or she needs to obtain the consent or permission of someone else. If more than 1 person is involved in the decision to bequeath the parcel, all adult members who are owners should be listed (from the household roster) and/or code "99" for someone from outside of the household can be recorded. A person involved in the decision is someone who is consulted before the final decision to bequeath. It may or may not include the owner(s).

Q.420 - Do land owners sell out any land in or around the community where the parcel is located?

Enter the appropriate code given at the bottom of the questionnaire. For an answer of **code “2”** or **code “98”** go to **Q. 422**.

- 01 - Yes, Land owners sell
- 02 - No, Land transactions —————> **go to Q. 422**
- 98- Don't know —————> **go to Q. 422**

Q.421- Are you informed regarding the value of recent land sales transactions?

Ask the respondent if he/she was given information on the recent value of land sales within the community where the parcel is located. Answer code **“1”** for informed transactions and code **“2”** for not informed of transaction.

Q.422- If this [parcel] were to be sold today, how much could be received for it?

Ask the respondent to estimate in Philippine peso how much could be received for the parcel if it were to be sold today. The estimated value should be based on the location and condition of their particular parcel. If he/she can't estimate this, enter code **“98”** for don't know value, or code **“97”** if he/she refuses to answer in the rightmost space provided and fill the rest of the boxes with **“9”**.

Answer: DON'T KNOW

9	9	9	9	9	9	9	9	8
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Q.423 - If this [parcel] were to be sold, who which household members would decide how the money is used?

List all adults from the household roster who would decide how the money is used. Ask the respondent, if the parcel were to be sold today, who would decide how the money would be used. Note that this question is hypothetical so the respondent should answer even if there are no plans to sell the parcel. Enter the IDs (line number) of the household member who would decide how to use the money. If more than one person would be involved in deciding how the money would be used, all adult members of the household who are owners should be listed. If someone from outside of the household would decide how the money from the sale of the parcel would be used, record code **“99”**.

Q.424 – ENUMERATOR: IS RESPONDENT ONE OF THE OWNERS OF [PARCEL] IN Q. 413?

Select only one answer below and enter in the box provided. If the answer is code **“2”** for No, go to next row.

- 1 - Yes
- 2- No → **go to next row**

Q.425 – Are there any household member 18 years old and over that do not know about your ownership of this [parcel]?

Ask the respondent whether there is anyone in his/her household 18 years old and over who does **not know** about the agricultural parcel the respondent owns either solely or jointly with another person(s). If 'no', go to the next row (parcel) or else go to Q.427 if there are no other parcels owned by a member of the household.

- 1 - Yes
- 2 - No → **go to next row**

Q.426- Which household member 18 years old and over who does not know about your ownership to this [parcel]?

Enter the household line number of the person(s) 18 years old and over who do not know about the respondent's ownership of the agricultural parcel. Up to 3 line numbers can be listed.

Q.427- Code for ability of respondent to be interviewed alone

Upon completion of this module, enter the appropriate code for whether the respondent was interviewed alone (**code '1'**); with adult females present (**code '2'**); with adult males present (**code '3'**); with both adult males and females present (**code '4'**); with children present (code '5'); or with both adult males and females and children present (**code '6'**). If the respondent was not able to be interviewed alone, put remarks.

MODULE 5 – LIVESTOCK and POULTRY RAISING

This module gives us information whether any member of the household owns any livestock, either exclusively or jointly with someone else. The enumerator must read the categories of animals listed row by row from livestock code 501- 517. Note that someone may own livestock that is not kept on the premises; the livestock may be in another location in the care of a caretaker. Also note that livestock does not include pets, except for income generating like dog breeding.

Q.501- Does any member of your household own any [livestock] either exclusively or jointly with someone else?

Ask **Q. 501** for all categories of livestock listed by row before proceeding to the remaining questions in the module. If any member of the household owns any of the codes listed, enter code"01"opposite. If nobody in the household owns

any of the categories of livestock listed, enter code “02” and skip to next item or the respondent doesn’t know, enter code “98” and skip to next item. If all livestock are coded as No or don’t know, then go to the Q.503.

Q.502 - Who in your household owns at least one of this [livestock]?

Enter the line number of any household member that owns one or more animals in this category of livestock. Line numbers of all adult members of the household who are owners should be listed.

Q.503- Code for ability of respondent to be interviewed alone

Upon completion of the module, enter the appropriate code for whether the respondent was interviewed alone (**code ‘1’**); with adult females present (**code ‘2’**); with adult males present (**code ‘3’**); with both adult males and females present (**code ‘4’**); with children present (**code ‘5’**); or with both adult males and females and children present (**code ‘6’**). If the respondent was not able to be interviewed alone, explain why in the remarks portion.

MODULE 6A: LARGE AGRICULTURAL EQUIPMENT

Q.601- Do you or any member of your household own any [agricultural Equipment] exclusively or jointly with someone else, including tractors, plough, trailers or other types?

This is the screening question to determine whether any household member owns any large agricultural equipment, either exclusively or jointly with someone else. The enumerator must read the categories of equipment listed. Example of large agricultural equipment may include tractor, plough, carabao, trailer, sheller, and others (**Annex 8**).

We will be asking additional questions about what it means to own large agricultural equipment, so at this point we want the respondent’s sense of whether or not someone in the household owns any agricultural equipment. If no household member owns large agricultural equipment, or the respondent doesn’t know, skip to Q.615.

01 - Yes

02- No

98- Don’t know

—————→

go to Q. 615

—————→

go to Q. 615

Q.602 - ENTER NAME AND THE CODE OF EACH PIECE OF LARGE AGRICULTURAL EQUIPMENT THAT SOMEONE IN THE HOUSEHOLD OWNS IN ORDER OF MOST RECENTLY PURCHASED

For each piece of large agricultural equipment owned by someone in the household, list the type of equipment by entering the name and the appropriate

code. If 2 or more of the same type of large agricultural equipment are owned (for example, if two tractors are owned within the household), enter the name and the code for each asset within the category by year of manufacture.

IF MORE THAN ONE OF THE SAME EQUIPMENT, LIST IN DECREASING ORDER, FROM MOST RECENT TO OLDEST YEAR OF ACQUISITION BY THE HOUSEHOLD AND GIVE THE EQUIPMENTS DIFFERENT NAMES.

EXAMPLE: JOHN'S TRACTOR 1, MYRA'S TRACTOR 2

- 01 - Tractor
- 02 - Plough
- 03 - Ox-Plough
- 04 - Trailer
- 05 - Other, (Specify)

Q.603 - Who is/are adult owner(s) of this [large agricultural equipment]?

Enter the line number of the person(s) who are the owner(s) of the large agricultural equipment. If the agricultural equipment is owned by more than one person in the household, enter the line number of all adult owners from the household. If the agricultural equipment is owned jointly with someone from outside of the household, enter code "99". We will be asking additional information about ownership, so the owner in this question is not necessarily the person who is listed on the title as the owner. Add additional boxes when necessary. We want the person or people within the household and outside of the household who claim ownership.

Answer: LN LN LN LN

0	1	0	2				
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Q.604 - In what year was this these [large agricultural equipment] acquired by the owner(s)?

Record the year the owner(s) acquired the agricultural equipment. If the equipment is jointly owned by two or more people, enter the line number of each owner and the year the owner acquired it since each owner may have acquired the equipment in a different year. **The line numbers in Q.603 and Q.604 should correspond and be written in the same order.**

Example: Line No

0	1	0	2		
---	---	---	---	--	--

2	0	0	5	2	0	0	5				
---	---	---	---	---	---	---	---	--	--	--	--

Q.605 - How did the owner(s) of this (these) [large agricultural equipment acquired it? Indicate mode of acquisition (MOA)

This question asks how the owner(s) of the agricultural equipment acquired it. If the equipment is jointly owned by two or more people, enter the line number of each owner and the code for the MOA since each owner may have acquired the piece of equipment in a different way. **The line numbers in Q.603 and Q.605 should correspond and be written in the same order.**

- 01 - Purchased
- 02 - Inherited after the death of a natal (biological, natural) family member
- 03 - Inherited after the death of a marital family member
- 04 - Acquired due to marital law/custom
- 05 - Allocated gift from household member
- 06 - Allocated gift from non-household member
- 07 - Government program
- 08 - Encroachment (violation, intrusion, invasion, assault)
- 96 - Other (specify), _____ **Example: prize**
- 98 - Don't know

Q.606 - If this (these)[agricultural equipment] were to be sold, which your member(s) of this household would be involved in the decision to sell?

Record the line number of the person who would be involved in the decision to sell the agricultural equipment even if he or she needs to obtain the consent or permission of someone else. If more than 1 person is involved in the decision to sell, the line numbers of household members (from the household roster) and/or code "99" for someone from outside of the household can be recorded. A person involved in the decision is someone who is consulted before the final decision to sell. It may or may not include the owner(s).

Q.607- Which member(s) of this household would be involved in the decision to bequeath this [agricultural equipment]?

Record the line number of the person who would be involved in the decision to bequeath the agricultural equipment even if he or she needs to obtain the consent or permission of someone else. If more than 1 person is involved in the decision to bequeath the agricultural equipment, the line numbers of all adult household members (from the household roster) and/or code "99" for someone from outside of the household can be recorded. A person involved in the decision is some who is consulted before the final decision to bequeath. It may or may not include the owner(s).

Q.608 - Do individuals sell out any [agricultural equipment] in or around this community?

Ask whether individuals sell large agricultural equipment in and around the community. Enter the appropriate code provided. If the respondent reports no transactions or if he/she answers does not know in Q.608, go to Q.610.

- 01– Yes, sell
02- No transactions → go to Q. 610
98- Don't know → go to Q. 610

Q.609 - Are you informed regarding the value of recent [large agricultural equipment] sale transactions?

Ask if the respondent is aware regarding the value of recent agricultural equipment sale transactions. This question is to be asked if the answer to Q.608 is code 1 “Yes”. Record code 1 if the respondent is informed of recent transaction(s) and code 2 if the respondent is not informed of recent transaction(s).

- 1 – Informed of transaction
2 – Not informed of transaction

Q.610 - If this [agricultural equipment] were to be sold out today, what would be the total price received, given the age and state of this equipment?

Ask the respondent to estimate in Philippine peso how much could be received for the large agricultural equipment if it were to be sold today. The estimate should be based on the age and current state of the equipment. If he/she can't estimate this, enter “98” or code “97” if he/she refuses to answer.

Q.611- If this [agricultural equipment] were to be sold out today, which household member(s) would decide how the money is used?

Ask the respondent, if the large agricultural equipment were to be sold today, who would decide how the money would be used. Note that this question is hypothetical so the respondent should answer even if there are no plans to sell the agricultural equipment. Enter the line number of the household member who would decide how to use the money. If more than 1 person would be involved in deciding how the money would be used, all adult members of the household should be listed. If someone from outside of the household would decide how the money from the sale of the agricultural equipment would be used, record code “99”.

Q.612 - ENUMERATOR: IS RESPONDENT ONE OF THE OWNERS OF [AGRICULTURAL EQUIPMENT] IN Q. 603?

If the answer is 'no', go to next row, if end of row go to Q.615

1 - Yes

2- No, **go to next row or if end of row, go to Q.615**

Q.613-Q.614 should only be asked to respondents identified as a sole or joint owner of the agricultural equipment in Q.603.

Q.613- Are there any household members 18 years old and over who does not know about your ownership of this [agricultural equipment]?

Ask the respondent whether there is anyone in his/her household 18 years old and over who does not know about the agricultural equipment the respondent owns either solely or jointly with another person(s). If the answer is 'no', go to next row, or if end of row, go to Q. 615.

1 - Yes

2- No, **go to next row or if end of row, go to Q.615**

Q.614 - Which household member 18 year old and over does not know about your ownership of this [agricultural equipment]?

Enter the household line number/s of the person(s) 18years old and over who do not know about the respondent's ownership of the agricultural equipment. Up to 3 IDs can be listed.

Q.615 - Code for ability of respondent to be interviewed alone

Upon completion of the module, enter the appropriate code for whether the respondent was interviewed alone (**code '1'**); with adult females present (**code '2'**); with adult males present (**code'3'**); with both adult males and females present (**code '4'**); with children present (**code'5'**); or with both adult males and females and children present (**code'6'**). If the respondent was not able to be interviewed alone, explain why in the remarks portion.

MODULE 6B - SMALL AGRICULTURAL EQUIPMENT

Equipment Codes starts from 606 to 625 and detailed list of small agricultural equipment is in the questionnaire and pictures in **Annex 7**. *A small agricultural equipment may cost around Php 5,000.00 or less.*

Q.616 - Do you or any member of your household own any [agricultural equipment] exclusively or jointly with someone else, regardless of whether or how it is used?

This is the screening question to determine whether any household member owns any small agricultural equipment, either exclusively or jointly with someone else. The interviewer must read the categories of equipments listed.

Example of small agricultural equipment may include hoe, axe, cutter, watering can, pail, and others. **Read each piece of small agricultural equipment.** If the answer is no in the first row, go to next row of equipment until all was asked. However, if end of the row and no household member owns any small agricultural equipment, or the respondent doesn't know, skip to Module 7.

01 - Yes

02- No —→ go to next row, **go to Q.618**

98- Don't know —→ go to next row, **go to Q.618**

Enter the codes of small agricultural equipment that was identified as being owned by a member of the household in **Q.617**.

Q.617- Which household member(s) own of at least one of this [agricultural equipment]

Enter the household line number of the person(s) who is the owner(s) of small agricultural equipment. If the agricultural equipment is owned by more than one person in the household, enter the line numbers in separate boxes. If the agricultural equipment is owned jointly with someone from outside of the household, enter code “**99**”. All adult owner members of the household should be listed

Q.618 - Code for ability of respondent to be interviewed alone

Upon completion of the module, enter the appropriate code for whether the respondent was interviewed alone (**code '1'**); with adult females present (**code '2'**); with adult males present (**code '3'**); with both adult males and females present (**code '4'**); with children present (**code '5'**); or with both adult males and females and children present (**code '6'**). If the respondent was not able to be interviewed alone, explain why.

MODULE 7- NON-AGRICULTURAL ENTERPRISES AND ENTERPRISE ASSETS

This module collects detailed information on enterprises owned by any member of the household. ***An enterprise is an undertaking which is engaged in the production and/or distribution of some goods and/or services meant mainly for the purpose of sale whether fully or partly no matter how small.*** We are interested in non-agricultural enterprises that are currently operating.

closed temporarily, or operating seasonally. We are **not interested** in non-agricultural enterprises that are **closed permanently**. The enterprise may be run from the premises of the household or outside of the household. It can be an informal enterprise or a formal one of any size. For instance, one-person operations providing goods/services for other non-household members/groups, i.e. working independently on their own-account, **MUST** be classified as enterprises.

Enterprises might include the following:

- making mats, bricks, or charcoal;
- working as a mason or carpenter;
- firewood selling; metalwork;
- running a street corner stall;
- owning a major factory on making local drinks, straw mats, carpets or baskets;
- any trade (in food, clothes or various articles);
- any professional activity (like that of a private lawyer, a doctor, a carpenter, etc.) offering services for payment in cash or in-kind.

Note: Although you must not list household farms in this module, you must list household enterprises based on post-harvest processing AND trading of own-produced agricultural by-products, such as starch, juice, beer, jam, oil, seed, bran, etc. and household enterprises based on trading of agricultural crops purchased from non-household members. Thus, if rice is purchased by a household member from another seller or shop and is then sold in the market or another location of that household member, that is NOT considered as an agricultural activity but a trading activity. You must report such activities. Likewise, if the household member grows and sells agricultural products like grapes, this is not considered as non-agricultural activity. But if the household member sells home-made wine, then it is considered as a non-agricultural activity (manufacturing). These distinctions on concepts between agricultural and non-agricultural activities should be emphasized in training of enumerators.

Q.701–Q.709: Enterprise Screening Questions

The following are the screening questions to determine whether any member of the household owns an enterprise. If no member of the household owns an enterprise, go to Q.748.

Does any member of your household do the following with the main intention of earning income?

Maintain the notion that the main intention of entrepreneurial activity must be the sale of goods and/or services for pay or profit in the market.

Enter code “1” or code “2” for each described economic activity whichever is applicable. *Do not leave each question blank.* Ensure that his/her entrepreneurial activity is captured in Q.701-Q.708. **Q.709** is to determine

whether any member of the household owns an enterprise. If no member of the household owns an enterprise, **go to Q748**.

- Q.701** - Does any member of your householdown a non-agricultural manufacturing enterprise or provided a non-agricultural service from home or a household-owned shop, as a carwash owner, metal worker, mechanic, carpenter, tailor, barber, etc.?
- Q.702** - Does any member of your householdprocess and sell any agricultural by-products, including flour, starch, juice, beer, jam, oil, seed, bran wine, etc.
- Q.703** - Does any member of your householdown a trading enterprise at a fixed or mobile location on a street, at home, or in a market?
- Q.704** - Does any member of your household....offer any service or sold anything on a street or in a market including firewood, home-made charcoal, curios (stuff, ornaments, bric-a-brac) construction timber, woodpoles, traditional medicine, mats, bricks, cane furniture, weaving basket, thatch grass, etc.
- Q.705** - Does any member of your householdown a professional office offered professional services from home as a doctor, accountant, lawyer translator, private tutor, midwife, mason, etc.
- Q.706** - Does any member of your householddrive-owned taxi or pick-up truck to provide transportation or moving services?
- Q.707**- Does any member of your householdown a drinking place (ex. bar) or eating place (ex. restaurant)
- Q.708** - Does any member of your householdown any other non-agricultural enterprise not mentioned above, even if it is a small enterprise run from home or on a street?
- Q.709 - ENUMERATOR: IS THERE A CODE “1” IN ANY OF THE QUESTIONS 701-708?**

Enter code “1” for yes or code “2” for no for each question and for any yes answer proceed to ask **Qs.710 – 748** whichever is applicable. **If no, go to Q.748**. The interviewer needs to go through all filter questions before moving to Q.710 and others.

Enterprise ID is from E1 to E5. If with more than five enterprises, use another form and fill-up the Geo-ID first before you continue to the 6th enterprise.

Q.710 - Name and Address of [Enterprise]

Write the name currently used by the enterprise and address where it is found regardless if it is only a branch or the head office. This is an important question because it will aid in identifying enterprises owned by household members who administered the enterprise module. Be very precise in capturing information. If there is no location address, include landscapes or any features near the enterprise that could serve as an identifier. For instance, if a household is close to a church, major road, school etc. include that in the address. Note that if the location of the enterprise in Q711 is classified as fixed premises/location, write the complete name and address of the enterprise.

Q.711- Location of the [Enterprise]

The objective of this question is to evaluate the extent of permanency of the business work place and the physical location. Ascertain the location of the enterprise as to permanent (fixed) or not permanent (temporary or not fixed). Identify from the codes below the questionnaire and enter the appropriate code. We make the difference between fixed location (specific place for the enterprise, independent from home and public life) and with no fixed location (improvised or moving business place). Any activity that is made in a specific place/room will be classified in “with fixed location” (examples: shop on the first floor, workshop of tailoring). Otherwise, consider that the activity is not in a fixed location (e.g, a hair dresser at home without salon). Choose the appropriate option and write the code accordingly. If ‘other, specify’, record code ‘96’. Specify the type of location.

FIXED PREMISES

- 01- At home with no special work space
- 02- At home with work space inside/attached to the home
- 03-Business premises with fixed location independent from home
- 04-Home or workplace of the client
- 05-Construction site
- 06-Market bazaar stall, trade fair
- 07-Street pavement or highway with fixed post

NO FIXED PREMISES

- 08- Transport Vehicle
- 09 - No fixed location (e.g. mobile, door to door, street without fixed post)
- 96 - **Others, specify**_____

Q.712 – Please describe the kind of activity each enterprise is engaged in.

Describe briefly the type of activity the enterprise is engaged in. The description should be short and succinct (direct to the point), sufficient for classifying the enterprise by industry. **Examples** include:

- vegetable seller in market
- bicycle repair
- palm mat weaving
- furniture or coffin making
- used clothes trading
- beer brewing
- charcoal making

Enter descriptions of all enterprises owned by members of the household before proceeding to the remaining questions in the module, all of which should be asked one enterprise at a time before proceeding to the next enterprise. (For industry codes, see **Annex 8. Note:** the description of each enterprise can be classified at the two-digit level industry code following the completion of the interview, but the enumerator and supervisor **MUST** ensure it is done).

Q.713 - How many months per year is the [ENTERPRISE] operational?

Enter the number in completed months of the last 12 months that the enterprise operated. Prefix 0 if less than 10 months. Enter “00” if less than a month and put appropriate remarks.

Q.714 - Which household member(s) are the owner(s) of this [ENTERPRISE]?

Enter the household line number of the person who owns the enterprise. If the enterprise is owned jointly by more than one person in the household, enter the line number of all adult owners of the enterprise should be listed. If the enterprise is owned jointly with a person(s) from outside of the household, enter code “99”. For enterprises that are owned jointly, record the percentage of the enterprise that each owner owns. There’s no need to write the percentage for single or individual (no partners) owners.

Comment [C654]: We do not suggest that the percent share of single or individual owners be left blank.

Q.715 - What was the average number of hours per week that each owner spent managing or working on this [ENTERPRISE] over the last operational months?

This question has reference to **Q.714**. Enter the average number of hours per week that each owner spent working on the enterprise in the last operational month. Reference should be the last month in operation. Operational month means the month in which the business last conducted business activity. Enter the line number of owner with the corresponding number of hours worked in the enterprise. Provide clear instructions in getting the average number of hours per week over the last operational month. For example, suppose the last operational month was May, which has 4 weeks. Joel worked for 36 hours on the 1st week, 40 hours on the 2nd week, 60 hours on the 3rd week, and 50 hours on the 4th week. The average hours per week = $((36+40+60+50)/4 \text{ weeks}) = 186/4 = 46.5$ hours. Therefore, record code '05-41 to 59 hours'. Add additional space for listing

IDs of adult owners, if required. The IDs in Q714 and Q715 should correspond and be written in the same order.

- 01- None
- 02- Less than 20
- 03- 20 - 39 hours
- 04- 40 hours
- 05- 41 - 59 hours
- 06- 60 hours and more
- 98- Don't know

Q.716 - Which household member(s) has the main responsibility for providing services and/or producing goods?

Enter the line number of the person who has the main responsibility for providing services and/or producing the goods in the enterprise. If more than one person has the main responsibility, all adult members of the household should be listed. Enter code “99” if non-household owner or hired manager has this responsibility or code “98” if don't know.

Q.717- Which household member(s) has the main responsibility for managing day-to-day operations?

Enter the line number of the person who has the main responsibility for managing the day-to-day operations of the enterprise. If more than one person has the main responsibility, all adult members of the household should be listed. Enter code “99” if non-household owner or a hired manager has this responsibility or code “98” if don't know.

Q.718 - Which household member(s) has the main financial control, including the ability to sign loans, leases and contracts?

Enter the line number of the person who has the main financial control of the enterprise, including the ability to sign loans, leases, and contracts on behalf of the enterprise. If more than one person has the main responsibility, all adult members of the household should be listed. Enter code “99” if non-household owner or a hired manager has this responsibility or code “98” if don't know.

Q.719 – How was this [ENTERPRISE] acquired?

This question asks how the owner(s) acquired the enterprise. If the enterprise has more than one owner, the owners may have acquired the enterprise in different ways. For example, one owner could have inherited the enterprise and his/her partner could have purchased, or bought into, the enterprise. Thus, allow for multiple modes of acquisition if the enterprise has

more than one owner. Note that this question has reference to Q. 714 and must follow the same order in entering the answer.

- 01 - Founded
- 02 - Purchased
- 03 - Inherited after the death of a natal (biological, natural) family member
- 04 - Inherited after the death of a marital family member
- 05 - Acquired due to martial law/custom
- 06 - Allocated gift from household member
- 07 - Allocated gift from non-household member
- 08 - Government program
- 09 - Encroachment (violation, intrusion, invasion, assault)
- 96 - Other (specify) prize
- 98 - Don't know

The IDs in Q. 714 and Q. 719 should correspond and be written in the same order.

Q.720 - ENUMERATOR: IS THE RESPONDENT AMONG THE OWNERS OF THE [ENTERPRISE] ACCORDING TO Q. 714?

If the answer is 'no', go to Q.740.

- 1 - Yes
- 2 - No → go to Q.740

Q721-739 should only be asked to respondents identified as a sole or joint owner of the enterprise in Q714.

Q.721- ENUMERATOR: WAS THIS [ENTERPRISE] FOUNDED IN Q. 719, (CODE " 1") OR PURCHASED (CODE " 2")

If the answer is 'no', go to Q.723.

- 1 - Yes
- 2 - No → go to Q.723

Q.722 - What was the main source of funding used for purchasing or founding this [ENTERPRISE]?

This question seeks to find out the main source of capital used for purchasing or starting the enterprise. **Do not read out the codes** for source of capital but allow the respondent to answer this question and code the response appropriately. If the respondent mentions several sources of money, ask him/her to rank them in order of importance and record the **main** one. Own savings could

also include money obtained from the sale of crops, livestock, or any other household possession.

- 01 - Own household savings - (ex. piggy bank)
- 02 - Friends/Relatives
- 03 - Private money lender
- 04 -Employees
- 05 - Commercial/Development Bank
- 06 - Deposit Taking/Microfinance Institution
- 07 - Credit Institution (ex. CEMCO, Provident)
- 08 - Trader/Shop keeper (ex. storekeeper, merchant)
- 09 - Self Help Group(ex. paluwagan, association)
- 10 - NGO
- 11 -Government (ex. DTI, LGU, Partylist)
- 12 -Didn't expand enterprise make capital improvements or face unexpected expenses
- 96 - Other, specify - **sell land**
- 98 - Don't know

Q. 723 – In what year was this [enterprise] acquired by the owner(s)?

Record the year in which the owner acquired the enterprise.The year should be recorded using four digits e.g. 1996, 2004, etc. Note that order of answering this question must be in accordance with the line number of the owners in Q. 714 and Q.723. Enter code "98" for don't know in the rightmost space provided and fill the rest of the boxes with "9".

Answer: Don't know

9	9	9	8
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Q. 724 – Is this [ENTERPRISE] registered?

This question is intended to check if the enterprise is registered. Choose from among the categories in the next page:

- 01 - With Local government (city/municipality permit)
- 02 - With national government (DTI or SEC)
- 03 - Not registered
- 04 - Registration in process
- 96 - Other, specify_____
- 98 - Don't know
- 97 - Refuse to respond

Q.725 - What type of records or accounts this [ENTERPRISE] maintained?

Please record the code on the manner in which the financial accounts are maintained by the enterprise. Choose from among the categories below:

- 01- No written account kept
- 02- Informal record for personal use
- 03- Simplified accounting format (required for tax payment)
- 04- Detailed formal account (balance sheet and income statement)
- 98- Don't know
- 97- Refuses to respond/answer

Q.726 - How many paid employees does this [ENTERPRISE] currently employ on a continuous basis excluding the owner(s)?

Enter the number of paid employees that work for the enterprise, excluding the owner(s). If the number of paid employees varies/changes, record the number of paid employees during a "normal" month when the enterprise is operating.

On a "**continuous basis**" implies a period of employment which is longer than a specified minimum determined according to national circumstances. (If interruptions (on leave) are allowed in this minimum period, their maximum duration should also be determined according to national circumstances.)

Comment [C655]: As discussed on training of trainers, PHI to provide threshold for the minimum.

Q.727- During the past year, what was the primary source of funding used to finance expansion and capital improvements or to face unexpected expenses for this [ENTERPRISE]?

This question seeks to find out the main source of capital used to expand or improve the enterprise or to pay for unexpected expenses in the past 12 months. Do not read out the sources of capital but allow the respondent to answer this question and code the response appropriately. If the respondent mentions several sources of money, ask him/her to rank them in order of importance and record the **main** one. Own savings could also include money obtained from the sale of crops, livestock, or any other household possession.

Q.728 - During the last twelve months, did the [ENTERPRISE] apply for loans or line(s) of credit?

Record whether the enterprise applied for a loan or a line of credit in the past 12 months (September 2014 – September 2015). If code 2 or 'no,' go to Q.730.

- 1 - Yes
- 2 - No → **go to Q.730**

Q.729 - Was the loan application accepted?

This question should only be asked if the enterprise applied for a loan or a line of credit in the last 12 months (code '1' in Q. 728).

Record whether the loan application was accepted or not. If the enterprise applied for more than 1 loan in the last 12 months, consider the most recent loan. **Note:** any answer to this question will have to go to Q. 731.

- 1 - Yes —————> **go to Q.731**
2 - No —————> **go to Q.731**

Q.730 - What was the main reason your enterprise did not apply for a line of credit or loan?

This question should only be asked if the enterprise did not apply for a loan or a line of credit or answer in Q. 728 is code '2'. Ask the respondent the main reason why the enterprise did not apply for a loan or a line of credit in the past year. Do not read out the reasons. If the respondent mentions several reasons he/she did not apply for a line of credit/loan, ask him/her to rank them in order of importance and record the main one.

- 01 - No need for a loan, enterprise has sufficient capital
- 02 - Application procedures for loans or line of credit are complex
- 03 - Interest rates are not favorable
- 04 - Collateral requirements for loans or line of credit are unattainable
- 05 - Size of loan and maturity are insufficient
- 06 - Did not think it would be approved
- 96- Other, specify_____

Q.731 - What was the approximate monthly turnover from the [ENTERPRISE]? (total value of sales of goods or services, consider an average over the last three operational months)

Ask for the approximate monthly turnover of the enterprise in Philippine peso. Respondents should consider an average over the last 3 operational months.

Turnover is the gross revenue that is generated from the sale of goods and services produced without deducting expenses.

In case of the service enterprises, it is the gross revenue receivable from the services provided.

In case of trading enterprises, it is defined as the value of sales.

Record the gross revenue without deducting cost of purchases of goods for resale. For the non-financial enterprises, turnover does not include receipts on account of interest and dividends. For financial sector enterprise engaged in financial intermediation, the turnover will be equal to the net interest earned or accrued to the enterprise plus other earnings like fees, brokerage on trading, commission, costs of financial advice, etc.

Q.732 - What was the approximate total monthly income earned from the [ENTERPRISE] after paying all expenses, including wages of employees, but not including any income paid to yourself and other owners (consider average over the last three operational months)?

Ask for the total monthly income in Philippine peso the enterprise earns after paying all expenses. Respondents should consider an average over the last operational 3 months. Expenses include purchase of raw material and wages of employees, but do not include any wages paid to the respondent or other owners if the enterprise is jointly owned. Estimate value in local currency.

Estimated value = Php 36,666.67

3	6	6	6	6	.	6	7
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Provide clear instructions. The average of last three operational months should be equal to the total income for the last three months in which the enterprise was operational then divided by 3. For example, suppose the last three operational months are August to October. The total income of the enterprise on August was PhP 20,000.00, for September PhP 35,000.00, and for October PhP 55,000.00. The average monthly income = $((20000 + 35000 + 55000)/3 \text{ months}) = (110,000/3) = \text{PhP } 36,666.67$.

Q.733 - Over the past three years, has the number of paid employees increased, decreased or remained the same?

Ask the respondent whether the number of paid employees has increased, decreased, or remained the same over the past three years. Refer to the codes in the next page.

01 - Increased

02 - Decreased

03 - Remained the same

98 - Don't know

0	3
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Q.734 - Is the [enterprise] your desired size or did you wish to grow it and weren't able to?

Ask the respondent if the enterprise is his/her desired size or he/she wished to grow it but was not able to. If the answer is code "1", go to Q.736.

1 - Enterprise is the size I prefer → go to Q.736

2 - I wanted to grow the enterprise

Q.735 - What factors have constrained the business owner's ability to increase the size of the [ENTERPRISE] to the desired size?

Ask this question only if code “2” was entered in **Q.734**. Ask the respondent whether any of the factors listed have constrained his/her ability to grow the enterprise to the desired size.

Do not read out the factors listed but allow the respondent to answer this question and code the response appropriately. Enter all of the factors that apply. Maximum of three answers are allowed.

- | | |
|--|---|
| A - Did not make efforts to grow it | J - Lack of market information |
| B - Lack of demand | K - High tax rates |
| C -Lack of inputs | L - Lack of clear ownership of land |
| D - Lack of finance | M - High crime rates |
| E - Poor quality of supply of electricity and phone | N - Economic policy uncertainty |
| F - Lack of trained employees | O - Corruption |
| G - Cost of hiring employees | P - Lack of time to work on business due to household chores |
| H - Legal regulation | X - Other, specify _____ |
| I - Poor quality roads | Y - Don't know |

Q.736 - Have you ever taken part in any course or training activity, whether formal or informal, on how to start an enterprise, such as training on how to develop a business plan, assess market opportunities, identify and access start-up capital, develop business network, etc.?

Ask the respondent if he/she has ever participated in any course or training activity, whether formal or informal, on how to start an enterprise. Types of training may include how to develop a business plan, assess market opportunities, identify and access start-up capital, develop business networks, etc.

Note that training of any length (**e.g. one hour or several months**) should be included. Maximum of three answers are allowed.

- A**- As part of any regular education at school
- B** -At my initiative
- C** -As a condition for receiving a loan for participating in a program
- D** -Training from government
- E**- Training from NGO
- X** - Other, specify _____
- F** - No (should have no combination answer)

Comment [C656]: What does this mean?

Q.737- Various people may give you advice on managing your enterprise. From whom do you regularly (once or more per month) receive advice for managing your enterprise?

Ask the respondent whether he/she receives managerial advice, once or more per month, from any of the persons listed below. Do not read out the factors listed, but allow the respondent to answer this question and code the response appropriately. Maximum of three answers are allowed.

- A- Spouse/Partner
- B - Other family members/relatives
- C -Friends
- D- A public advising service (bank, lawyer, accountant)
- X - Other, specify - refuse
- E- None/Refuse (should have no combination answer)

Types of advice may include advice on identifying new clients, investment opportunities, diversifying goods or services, managing employees, etc. If the respondent refuses to respond after exhausting all possibilities to obtain response, enter code "E".

Q.738 - What is your main motivation for running/operating this [ENTERPRISE]?

Ask the respondent what his/her **main reason** for running/operating the enterprise. **Do not read out the reasons listed but allow the respondent to answer this question and code the response appropriately.** If the respondent mentions several reasons for starting the enterprise, ask him/her to rank them in order of importance and record the **main** one.

- 01- To fill a need seen in the market for an entirely new products/services or for an improvement in an existing products/services
- 02- Because the owner identified a very profitable area for enterprise (low wages, cheap inputs, new Fashion)
- 03- To make more money
- 04- To gain greater flexibility, control of time
- 05- To fulfill a dream, realize a passion
- 06- To supplement the family income
- 07- Because it is the family enterprise (it is what is expected)
- 08- To make a positive contribution to life in the community

- 09- Because the owner did not have other choices/lost job, laid off/to feed the family
- 10- Owner inherited the enterprise from another person
- 96- Other, specify _____
- 98- Don't know

Q.739 - What factors would increase your happiness/satisfaction as an entrepreneur?

Ask the respondent what factors would increase his/her happiness or satisfaction as an entrepreneur. **Do not read out the factors listed but allow the respondent to answer this question and code the response appropriately. Enter up to three factors that apply.**

- A - More money at the end of the month for me and my family
- B - More support from my spouse/partner/family and community
- C - Having more time to spend with family
- D - Having less problems complying with public regulations/spend less time to fill paperwork, get authorization and pay taxes
- E - Feeling less concerned about my personal security and the security of my assets
- F - Having capable and motivated help (from my paid and unpaid employees)
- G - Nothing, I am fully satisfied with my work as enterprise owner (should have no other combination)
- X - Other, specify _____

Q. 740- Q. 744 should be asked to all respondents.

Q.740-Does this [ENTERPRISE] currently own any of the following assets?

Enter "1" in the appropriate column if the enterprise currently owns any equipment, machinery, or furniture. Enter "1" in the appropriate column if the enterprise currently owns any stocks of material. If "no" or the respondent doesn't know, skip to Q.745. For unincorporated enterprises the assets which cannot be segregated/distinguished from the household assets due to mixed use should not be duplicated in this module and will be recorded in other household assets modules. If any household member owns an incorporated enterprise, the assets owned by the incorporated enterprise will be recorded here and the value will be estimated in Q741.

- 01 - Yes
- 02 - No → **go to Q. 745**
- 98 - Don't know → **go to Q. 745**

Note: Any land or buildings that the enterprise owns should be included in Module 8 on Other Real Estate, not here.

Q.741- How much would be received for all of the [ENTERPRISE ASSETS] if it were sold today? Estimate total value per type of asset

Ask the respondent to estimate in local currency how much could be received for all of the equipment, machinery, and furniture belonging to the enterprise if it were to be sold today. If he/she can't estimate this, enter "98" in the appropriate column or code "97" if he/she refuses to answer.

Ask the respondent to estimate in local currency how much could be received for all of the stocks of material belonging to the enterprise if it were to be sold today. If he/she can't estimate this, enter "98" in the appropriate column or code "97" if he/she refuses to answer.

Q.742 - If the (ENTERPRISE ASSET) were to be sold today, which household member(s) would decide how the money is used?

Ask the respondent, if the enterprise asset were to be sold today, who would decide how the money would be used. Note that this question is hypothetical so the respondent should answer even if there are no plans to sell the enterprise asset. Enter the line number of the adult household member who would decide how to use the money. If more than one person would be involved in deciding how the money would be used, all line numbers of such persons can be listed. If someone from outside of the household would decide how the money from the sale of the enterprise asset would be used, enter code "99".

Q.743 - If this [ENTERPRISE] were to be sold today, which member(s) of this household would be involved in the decision to sell?

Record the line number of the person who is involved in the decision to sell the enterprise even if he or she needs to obtain the consent or permission of someone else. If more than 1 person is involved in the decision to sell, all line numbers of household members and/or code "99" for someone from outside of the household can be recorded. A person involved in the decision is someone who is consulted before the final decision to sell. It may or may not include the owner(s).

Q.744 - Which member(s) of this household would be involved in the decision to bequeath this [ENTERPRISE]?

Record the line number of the person who is involved in the decision to bequeath the enterprise even if he or she needs to obtain the consent or permission of someone else. If more than 1 person is involved in the decision to bequeath, all line numbers of household members can be recorded and record code "99" if the person is someone from outside of the household. A person

involved in the decision is someone who is consulted before the final decision to bequeath. It may or may not include the owner(s).

Q. 745- ENUMERATOR: IS THE RESPONDENT AMONG THE OWNERS OF THE ENTERPRISE ACCORDING TO Q. 714?

If the answer is 'no', go to next enterprise, if there are no other enterprise owned by the member of the household go to Q.748.

1 - Yes
2- No → **go to next row**

Note: Q.746- Q.747 should only be asked of enterprises for which the respondent was identified as a sole or joint owner in **Q.714**.

Q. 746 - Are there any household members 18 years old and over do not know about your ownership of this [enterprise]?

Ask the respondent whether there is anyone in his/her household aged 18 years old and over who does **not know** about the enterprise the respondent owns either solely or jointly with another person(s). If 'no', go to the next enterprise or to Q. 748 if there are no other enterprises owned by a member of the household.

Q.747 - Which household member 18 years old and over does not know about your ownership of this [enterprise]?

Enter the household line number(s) of the person(s) aged 18 years old and over who do not know about the respondent's ownership of the enterprise. Up to 3 line numbers can be listed.

Q.748 - Code for ability of respondent to be interviewed alone

Upon completion of the module, enter the appropriate code for whether the respondent was interviewed alone (**code '1'**); with adult females present (**code '2'**); with adult males present (**code '3'**); with both adult males and females present (**code '4'**); with children present (**code '5'**); or with both adult males and females and children present (**code '6'**). If the respondent was not able to be interviewed alone, explain why.

MODULE 8 - OTHER REAL ESTATE

Q.801 - Do you or any member of your household currently own any other real estate exclusively or jointly with someone else, including other dwellings/buildings, flats, other real estate, such as stores owned

by household enterprise, non-agricultural plots, either rural or urban?

This is the screening question to determine whether any member of the household owns any other real estate, either exclusively or jointly with someone else. Other real estate includes dwellings other than the principal dwelling (such as a house in another village), buildings (completed or uncompleted), flats, and non-agricultural plots, either rural or urban. Also included is any land or stores belonging to a household enterprise. We will be asking additional questions about what it means to own the real estate, so at this point we want the respondent's sense of whether or not someone in the household is the owner. They may or may not have an ownership document. If no household member owns any other real estate, or the answer is don't know, **go to Q. 823**.

Q.802 - List each piece of real estate that someone in your household owns.

The enumerator must read the categories of other real estate listed. For each piece of real estate owned by someone in the household, list the type of real estate by entering the appropriate code. If 2 or more of the same type of real estate are owned in the household (for example, 2 detached houses), list them according to the year they were acquired, from most recent to oldest. List all other real estate owned by members of the household before proceeding to the remaining questions in the module, all of which should be asked one piece of real estate at a time before proceeding to the next piece of real estate.

Q. 803 - Where is this [real estate] located?

Ask where the real estate is located. Based on the answer provided by the respondent, help respondent identify whether the location is rural or urban and enter the appropriate code.

1 - Urban

2 - Rural

Q. 804 - Location address of [real estate]

Write the name of City/Municipality and province where the real estate is located.

Example: Magallanes, Cavite - Commercial (apartment rented out)

If the real estate is located in the same barangay, write "the same codes indicated in identification particulars on the space provided for province, city/municipality and barangay

For the purpose of this survey commercial use means use for commercial activities by the owner.

Q. 805 - What is this [real estate] used for?

Ask the respondent what the real estate is used for. **Do not read out the codes for use of real estate but allow the respondent to answer this question and code the response appropriately.** If household non-commercial use, rented out, “other” or respondent doesn’t know, go to **Q.807**.

- 01- Household, Non-commercial use → go to **Q.807**
- 02- Household, Commercial use (by the owner)
- 03- Rented out → go to **Q.807**
- 96 - Other, specify____ → go to **Q.807**
- 98 - Don’t know → go to **Q.807**

Example: code 01 - (my daughter uses the apartment while studying at university)

Code 02 - (we are using the apartment as a store to sell some goods)

Code 03 - (we are renting out the apartment for a sum of money regardless of how the renter is using it)

Q.806 - Which non-agricultural enterprise ID (code) is this [real estate] used for?

This question should only be asked for real estate that is used by a member(s) of the household for commercial use or code 02 in Q805.

Ask the respondent which enterprise belonging to a member of the household the real estate is used for and enter the appropriate enterprise ID (code) from Module 7 (Enterprise Assets and Enterprises) based on the respondent’s description.

Q.807- Who owns this [real estate]?

Enter the household line number/s of the person(s) who is the owner(s) of the real estate. If the real estate is owned by more than one person in the household, enter the line number of all adult members of the household who are owners. If the real estate is owned jointly with someone from outside of the household, enter code “99”. We will be asking additional information about ownership, so the owner in this question is not necessarily the person who is listed on the title as the owner. We want the person or people within the household and outside of the household who claim ownership.

Q. 808 - In what year was the [real estate] acquired by the owner(s)?

Record the year the owner(s) acquired the real estate. If the real estate is jointly owned by two or more people, enter the line number of each owner and the year the owner acquired it since each owner may have acquired the real estate in a different year. Enter code “98” for don’t know. The IDs in **Qs.807 and 808** should correspond and be written in the same order.

**Q.809 - How did the owner(s) of this (these) [real estate] acquire it?
Indicate the mode of acquisition (MOA)**

This question asks how the owner(s) of the real estate acquired it. If the real estate is jointly owned by two or more people, enter the ID code of each owner and the code for the MOA (mode of acquisition) since each owner may have acquired the real estate in a different way.

- 01 - Purchased
- 02 - Inherited after the death of a natal (biological, natural) family member
- 03 - Inherited after the death of a marital family member
- 04 - Acquired due to marital law/custom
- 05 - Allocated gift from household member
- 06 - Allocated gift from non-household member
- 07 - Government program
- 08 - Encroachment (violation, intrusion, invasion, assault)
- 96 - Other (specify), prize
- 98 - Don’t know

Enter code “98” for don’t know. The IDs in **Qs.807 and 809** should correspond and be written in the same order.

Q.810- Is there an ownership document for this [real state]?

We are asking whether there is an ownership document for the real estate and what type of document it is. It may or may not have the name of someone in the household on it. If there is more than 1 type of document, list the one that is held by someone in the household. For **example**, if there is a deed, but the household member doesn’t have it, but has an invoice or sales receipt, list the invoice under code 96- other (specify) and not the deed. If there is no ownership document or the respondent does not know, code “98” and go to Q.812.

- 01 - A Title Deed
- 02 - Certificate of Customary Ownership
- 03 - Certificate of Occupancy (developer)
- 04 - A Will (written testament notarized or not)
- 05 - A Purchase Agreement (deed of sale)
- 96 -Other (specify) tax declaration
- 06- None → go to Q. 812
- 98- Don’t know → go to Q. 812

Q.811 - Whose names are listed as owners on the ownership document for this [real estate]?

Record the line number(s) of the household member whose name is listed as an owner on the ownership document for the real estate. If more than 1 household member is listed as an owner on the document, enter the line numbers of all adult owners listed on the document as owners. If the name of someone from outside of the household is listed as an owner, enter code “99”.

Q.812 - If this real estate were to be sold, which member(s) of this household would be involved in the decision to sell?

Record the line number of the adult person who is involved in the decision to sell the real estate even if he or she needs to obtain the consent or permission of someone else. If more than 1 person is involved in the decision to sell, all line numbers of household members can be recorded. If the name of someone from outside of the household is listed as an owner, enter code “99”. A person involved in the decision is someone who is consulted before the final decision to sell. It may or may not include the owner(s).

Q.813 - Which member(s) of this household would be involved in the decision to bequeath this [real estate]?

Record the ID code of the person who is involved in the decision to bequeath the real estate even if he or she needs to obtain the consent or permission of someone else. If more than 1 person is involved in the decision to bequeath, all line numbers of household members can be recorded. If the name of someone from outside of the household is listed as an owner, enter code “99”. A person involved in the decision is someone who is consulted before the final decision to bequeath. It may or may not include the owner(s).

Q.814- Do individuals sell any [real estate] around where the real estate is located?

Ask whether real estate owners sell or rent out real estate in and around the real estate is located. Enter the appropriate code. If the respondent reports no transactions or does not know in Q.814, go to Q.816.

- 01 – Yes, Individuals sell
- 02 – No transactions —————> **go to Q.816**
- 98 – Don’t know —————> **go to Q.816**

Note: Flowchart for Questions 814-819 is shown in the next page

Q.815 - Are you informed regarding the value of recent [real estate] sales transactions?

Ask if the respondent is aware of the value of recent sales transactions of real estate. This question is to be asked if the answer to Q.814 is code 1 “Yes”. Record code 1, if the respondent is informed of recent transaction and code 2, if the respondent is not informed of the recent transaction.

- 1 – Informed of transaction
- 2 – Not informed of transaction

Q.816 - If this [real estate] were to be sold today, how much could be received for it?

Ask the respondent to estimate in Philippine peso how much could be received for the real estate if it were to be sold today. The estimate should be based on the location and condition of their particular real estate. If he/she can't estimate this, enter “98”, or code “97” if he/she refuses to answer. If the respondent does not know how much their real estate might sell for, ask about the prices of similar real estate in the neighborhood that have been sold recently.

If the estimated value is obtained, go to **Q.819**. If 97- Refuse to answer or 98- don't know, go to **Q.817**.

Answer: DON'T KNOW

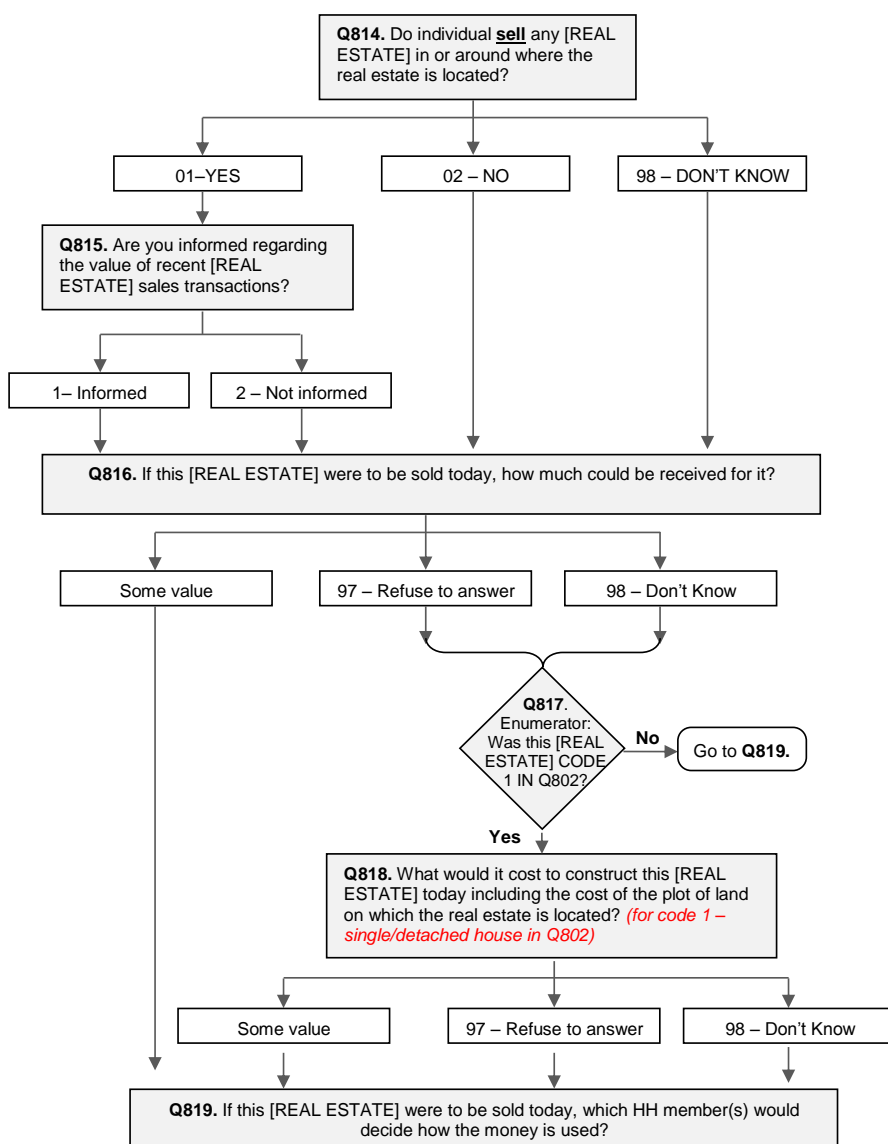
9	9	9	9	9	9	9	8
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Q.817 ENUMERATOR: WAS THIS [REAL ESTATE] CODE 1 IN Q.802?

Check in accordance to Q.802. If the real estate owned by the household member is classified as “code 1–single/detached house in Q.802. Otherwise, code 2 and skip to Q.819.

Figure 2 below shows the flow of skipping patterns in Q.814 – Q.819.

Figure 2. Flow Chart for Q.814 - Q.819



Q.818-What would it cost to construct this [real estate] today, including the cost of the plot of land on which the real estate is located?

This question should only be asked if real estate is code 1–single/detached house, in Q. 802 and code “97” or code “98” in Q.816.

Ask the respondent to estimate in Philippine peso how much it would cost to construct this type of real estate today, including the cost of the plot of land on which the real estate is located. If he/she can’t estimate this, enter code “98” or code “97” if he/she refuses to answer. If the respondent does not know the cost of constructing the real estate, ask about the prices of similar real estate in the neighborhood that have been constructed recently.

Q.819 - If this [real estate] were to be sold today, who would decide how the money is used?

Ask the respondent, if the real estate were to be sold today, who would decide how the money would be used. Note that this question is hypothetical so the respondent should answer even if there are no plans to sell the real estate. Enter the line number of the household member who would decide how to use the money. If more than 1 person would be involved in deciding how the money would be used, all adult owners involved in the decision should be listed. If someone from outside of the household would decide how the money from the sale of the real estate would be used, enter code “99”.

Q.820 ENUMERATOR: IS RESPONDENT THE OWNER/ONE OF THE OWNERS OF [REAL ESTATE] IN Q.807?

Check with Q.807. If respondent is reported as an owner or co-owner in Q.817, code 1 in Q.820. If no, code 2 and go to next real estate, or if there are no other real estate owned by a member of the household, go to Q.823.

- 1 - Yes
- 2 - No

Note: Q.820-821 should only be asked of real estate for which the respondent was identified as a sole or joint owner in **Q.807**.

Q.821- Are there any household members 18 years old and over that do not know about your ownership of this [real estate]?

Ask the respondent whether there is anyone in his/her household member 18 years old and over who does **not know** about the real estate the respondent owns either solely or jointly with another person(s). If ‘no’, go to the next piece of real estate or to Q.823 if there are no other pieces of real estate owned by a member of the household.

Q.822 - Which household member 18 years old and over does not know about your ownership of this [real estate]?

Enter the household line number(s) of the person(s) 18 years old and over who do not know about the respondent's ownership of the real estate. Up to 3 line numbers can be listed.

Q. 823 - Code for ability of respondent to be interviewed alone

Upon completion of the module, enter the appropriate code for whether the respondent was interviewed alone (**code '1'**); with adult females present (**code '2'**); with adult males present (**code '3'**); with both adult males and females present (**code '4'**); with children present (**code '5'**); or with both adult males and females and children present (**code '6'**). If the respondent was not able to be interviewed alone, explain why.

MODULE 9- CONSUMER DURABLES

Q.901- Do you or any member of your household own any [consumer durable] exclusively or jointly with someone else?

This is the screening question to determine whether any member of the household owns any consumer durables, either exclusively or jointly with someone else. The enumerator must read the categories listed.

Ask Q. 901 for all categories of consumer durables listed before proceeding to the remaining questions in the module. If nobody in the household owns any of the categories of consumer durables listed, or the respondent doesn't know, skip to Q.903 before going to module 10.

Q.902 - Who in your household owns at least one of this [consumer durables]

Enter the line number(s) of any household member that owns one or more pieces of the consumer durables. Line numbers of all adult members of the household who are owners should be listed.

Q. 903 - Code for ability of respondent to be interviewed alone

Upon completion of the module, enter the appropriate code for whether the respondent was interviewed alone (**code '1'**); with adult females present (**code '2'**); with adult males present (**code '3'**); with both adult males and females present (**code '4'**); with children present (**code '5'**); or with both adult males and females and children present (**code '6'**). If the respondent was not able to be interviewed alone, explain why.

MODULE10 - FINANCIAL ASSETS

Q.1001-Do you or any members of your household own any financial asset, exclusively or jointly with someone else, including commercial banks accounts, microfinance accounts, informal savings program, equity (stock/shares), bonds, pension fund, life insurance or other types?

This is the screening question to determine whether any household member owns a financial asset, either exclusively or jointly with someone else. The enumerator must read the categories of financial assets listed.

Ask Q.1001 for all categories of financial assets listed before proceeding to the next question in the module. If nobody in the household owns **any** of the categories of financial assets listed, or the respondent doesn't know or refuses to respond, go to Q.1108.

Q.1002 - ENUMERATOR: - LIST EACH FINANCIAL ASSETS THAT SOMEONE IN YOUR HOUSEHOLD OWNS

The enumerator must read the categories of financial assets listed. Enter code of financial asset as mentioned by the respondent. For each type of financial asset owned by someone in the household, list the type of financial asset by entering the appropriate code. If 2 or more of the same financial asset are owned (for example, if two bank accounts are owned within the household), enter the code for each asset within the category (for example, for each bank account), list them separately and order them, first based on type of financial asset and next based on decreasing value of this financial asset. In case of equity, list by company. List all financial assets owned by members of the household before proceeding to the remaining questions in the module, all of which should be asked one financial asset at a time before proceeding to the next financial asset.

Q.1003 - Whose name is on the [financial asset]?

Enter the household line number of the adult person whose name is on the financial asset. If more than 1 household member's name is on the account, all line numbers of household members can be entered. If the name(s) of someone from outside of the household is on the account, enter code "99".

Q.1004 - What is the current value of the [financial asset]?

Ask the respondent to estimate in Philippine peso the current value of the financial asset. If the respondent doesn't know, enter "98". If the respondent refuses to answer, enter "97". in the rightmost space provided and fill the rest of the boxes with "9". Suppose someone in the household answers "life insurance" as financial asset in Q.1002. Record the value of the total premium paid till date by the respondent.

Answer: DON'T KNOW

9	9	9	9	9	9	9	9	8
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Q.1005-ENUMERATOR: IS RESPONDENT THE OWNER/ONE OF THE OWNERS OF FINANCIAL ASSET LISTED IN Q. 1003?

If the answer is 'no', go to next financial asset or if no other financial asset is owned by any of the household member go to Q.1008.

- 1 - Yes
2- No → **go to next row,
if end of row, go to Q.1008**

Q.1006-Q.1007 should only be asked of financial assets for which the respondent was identified as a sole or joint owner in Q.1003.

Q.1006- Are there any household members 18 years old and over that do not know about your ownership of this financial asset?

Ask the respondent whether there is anyone in his/her household member 18 years old and over who does **not know** about financial asset the respondent owns either solely or jointly with another person(s). If 'no', go to the next financial asset or to **Q.1008** if there are no other financial assets owned by a member of the household.

- 1 - Yes
2- No → **go to next row**

Q.1007- Which household member 18 years old and over does not know about your ownership of this financial asset?

Enter the household line number/s of the person(s) 18 years and over who do not know about the respondent's ownership of the financial assets. Up to 3 line numbers can be listed.

Note: Q.1008 - Q.1015 is about loans of the household members made to others.

Q.1008 - Does any person or any enterprise owes you or any member of your household any money?

This question asks whether any person, group of persons or institution has borrowed money from any member of the household, for which money is still owed. **We do not want to know about loans that members of the household have made to others which have been completely repaid. If the household member has a limited liability company, loans made out to others by the company should not be included here.** If no person or enterprise owes anyone in the household money, enter '2' and **go to Q.1015** and module 11. If the respondent doesn't know, enter '98' and **go to Q.1015** and module 11. If the respondent refuses to answer, enter code "97" and **go to Q.1015** and module 11.

- 01 - Yes
- 02- No → go to Q.1015
- 97 - Refused to respond → go to Q.1015
- 98- Don't know → go to Q.1015

Q.1009- Who was the money lent to?

For each loan made by a member of the household, enter a brief description of whom the money was lent to. Based on this description, enter the appropriate code from the list provided. Obtain a complete listing of all loans before proceeding to other questions. If two or more of the same type of borrowers exist, then make sure the written descriptions are separate to allow for distinction of the loans.

- 01 - Family and/or household member
- 02 - Friend
- 03 - Employer
- 04- Client/Customer
- 05 - Self help group
- 96- Other, specify _____
- 97- Refused to respond
- 98- Don't know

Q.1010 - Which members of the household lent the [money]?

Enter the line number/s of the household member who lent the money. If more than one household member jointly lent the money, the line numbers of adult lender(s) can be listed. Enter "99" for the lender outside the household.

Q.1011 - What is the remaining amount to be received on the loan (principal + interest)?

Ask the respondent to estimate in Philippine peso the total amount outstanding on the loan. This is the amount that still has to be received back by the household member. Include both principal and interest. If the respondent does not know, enter '98' and if the respondent refuses to answer, enter "97" in the rightmost space provided and fill the rest of the boxes with "9".

Answer: DON'T KNOW

9	9	9	9	9	9	9	9	8
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Q.1012- ENUMERATOR: IS THE RESPONDENT A SOLE/JOINT LENDER OF THE MONEY IN Q. 1010

Refer to Q.1010. If yes, code 1. If no, code 2 and skip to the next loan,

Q.1013-Q.1014 should only be asked on loans for which the respondent was identified as a sole or joint lender in Q.1012.

Q.1013- Are there any household members 18 years old and over that do not know about your ownership of this [money]?

Ask the respondent whether there is anyone in the household member 18 years old and over who does not know about the money the respondent lent out. If 'no', go to the next loan or to **Q.1015** if there are no other loans made by a member of the household.

Q.1014 - Which household member 18 years old and over does not know about ownership of this [money]?

Enter the household line number(s) of the person(s) 18 years old and over who do not know about the loan the respondent made. Up to 3 line numbers can be listed.

Q.1015 - Code for ability of respondent to be interviewed alone

Upon completion of the module, enter the appropriate code for whether the respondent was interviewed alone (**code '1'**); with adult females present (**code '2'**); with adult males present (**code '3'**); with both adult males and females present (**code '4'**); with children present (**code '5'**); or with both adult males and females and children present (**code '6'**). If the respondent was not able to be interviewed alone, explain in the remarks portion why.

MODULE11 - LIABILITIES

People may be sensitive about providing information on their borrowing activities. You must do your best to ensure that the respondent has confidence in you: remind the respondent that the information he or she gives is confidential. You should also probe carefully here. Make sure you ask these questions in private as much as possible.

Q.1101- Do you or any member of your household owe money to anyone or any institution?

This is the screening question to determine whether any member of the household currently owes money to any individual, group of individuals, or institution. Money may be owed to individuals or institutions whose main function is the provision of financial services or to traders, employers, landlords, or relatives of the borrower who lend money only in particular circumstances. Exclude daily borrowing due to forgetting to bring money at a particular time that is repaid immediately to the lender. We also do not want to know about loans that a household member took which have been completely repaid. If nobody in the household currently owes money or the respondent doesn't know or refuses to respond, go to Q.1110.

01 - Yes

02 – No —————> go to Q.1110

96 - Refused to respond —————> go to Q.1110

98 - Don't know —————> go to Q.1110

Q.1102 - Who was the money borrowed from?

For each loan taken out by a member of the household, enter a brief description of whom the money was borrowed from. Based on this description, enter the appropriate code from the list provided. Obtain a complete listing of all loans before proceeding to other questions. Do not lump loans even if it is in the same borrower. List each loan separately.

- 01 - Another household member
- 02 - Friends/Relative
- 03 - Private money lender—(5/6,Bombay)
- 04 - Employer
- 05 - Commercial/Development Bank—(Citibank, HSBC, BDO, etc.)
- 06 - Microfinance Institution— (Kabayan)
- 07 - Cooperative Credit Societies-(CEMCO, Provident)
- 08 - Trader/Shop keeper
- 09 - Self help group - (Association, Paluwagan)
- 10 - NGO
- 11 - Government-(GSIS, SSS, Pag-ibig)
- 12 - Pawnshop
- 96 - Other, specify _____

Q.1103 - What was the main purpose for seeking this [loan]?

Record the **main** reason for which the loan was sought. Do not read the list of possible answers; rather directly ask the respondent why he/she applied for the loan and record the main reason in case of more than one answer. The categories have been divided into non-agricultural household enterprises and household or agricultural enterprises. If the option is one from the household or agricultural enterprises, enter appropriate code and skip to **Q.1105**.

Any answer from codes **02** to **98**, go to **Q.1105**. Otherwise continue to Q. 1104

For Non-Agricultural Household Enterprise

- 01 - Purchase inputs/working capital for non-agricultural enterprise

For household or Agricultural Enterprise

- 02- Buy land —————> Q.1105
- 03- Buy livestock —————> Q.1105
- 04- Buy agricultural tools and implements —————> Q.1105
- 05- Buy agricultural inputs —————> Q.1105
- 06- Buying house/Pay for building materials
- Repair/renovation of houses —————> Q.1105

- 07- Buy consumption goods and services → Q.1105
- 08- To pay educational expenses → Q.1105
- 09- To pay health expenses → Q.1105
- 10- To pay for ceremonial expenses → Q.1105

Q.1104 ENUMERATOR: (IF CODE 01 IN Q.1103) IF THE LOAN WAS DRAWN FOR A NON-AGRICULTURAL ENTERPRISE, ENTER THE ENTERPRISE ID FROM MODULE 7

Refer back to Module 7. If the Loan referred to in Q.1103 was for a non-agricultural enterprise corroborate which enterprise it was for and enter the enterprise id.

Q.1105 - Which household member(s) borrowed the [money]?

Enter the household line number(s) of the adult person(s) who borrowed the money. If more than one member of the household borrowed the money, list line numbers of all members. If the money was borrowed jointly with someone from outside of the household, enter code “99”.

Q.1106 - What is the remaining amount to be paid on the loan (principal+ interest)?

Ask the respondent to estimate in Philippine peso the total amount outstanding on the loan. This is the amount that still has to be paid back to the lender. Include both principal and interest. If the respondent does not know, enter ‘98’. If the respondent refuses to answer, enter “97”.

Q.1107 ENUMERATOR: IS RESPONDENT A SOLE/JOINT BORROWER OF THIS MONEY IN Q.1105?

If the answer is yes, code “1” continue to ask the next question. Otherwise, if the answer is code “2” and got to next row and ask for other loans.

Qs.1108 - 1109 should only be asked on loans for which the respondent was identified as a sole or joint borrower in Q1105.

Q.1108 - Are there any household members 18 years old and over that do not know about your ownership of this [loan]?

Ask the respondent whether there is anyone in his/her household members 18 years old and over who does not know about the loan the respondent borrowed, either solely or jointly with another person(s).

If ‘no’, go to the next loan borrowed or to Q.1110 if there are no other loans borrowed by a member of the household.

Q.1109-Which household member/s aged 18 years old and over does not know about your ownership of this [loan]?

Enter the household line number(s) of the person(s) age 18 years and over who do not know about the loan the respondent borrowed. *Up to 3 line numbers* can be listed.

Q.1110 - Code for ability of respondent to be interviewed alone

Upon completion of the module, enter the appropriate code for whether the respondent was interviewed alone (**code '1'**); with adult females present (**code '2'**); with adult males present (**code '3'**); with both adult males and females present (**code '4'**); with children present (**code '5'**); or with both adult males and females and children present (**code '6'**). If the respondent was not able to be interviewed alone, explain why.

MODULE12 - VALUABLES

Valuables are produced goods of considerable value that are not used primarily for purposes of production or consumption but are held as stores of value over time. Valuables are expected to appreciate or at least not to decline in real value, nor to deteriorate over time under normal conditions. They consist of precious metals and stones, jewellery, works of art, etc.

Q.1201- Do you or any member of your household own any [valuable] exclusively or jointly with someone else?

This is the screening question to determine whether any member of the household owns any valuables, either exclusively or jointly with someone else. The enumerator must read the categories listed. *Ask Q.1201 for all categories of valuables listed before proceeding to the remaining questions in the module.*

If respondent mentioned any antique article as valuables, write in the "Others" category and specify (**antique car, antique sewing machine, antique china wares, etc.**). If nobody in the household owns any of the categories of valuables listed, or the respondent doesn't know, **go to Q.1203 before proceeding to the next module.**

Q.1202 - Who in the household owns at least one of this [valuables]?

Enter the line number(s) of any adult household member that owns at least one of the valuables listed. The line numbers of all adult members can be listed.

Q.1203 - Code for ability of respondent to be interviewed alone

Upon completion of the module, enter the appropriate code for whether the respondent was interviewed alone (**code '1'**); with adult females present (**code '2'**); with adult males present (**code '3'**); with both adult males and females present (**code '4'**); with children present (**code '5'**); or with both adult

males and females and children present (**code '6'**). If the respondent was not able to be interviewed alone, explain why.

MODULE13: END OF QUESTIONNAIRE

Q.1301 - Q.1305 should be completed by the interviewer.

Q.1301 ENUMERATOR: ENTER RESPONSE CODE FOR COMPLETION STATUS

Enter the appropriate code after each interview conducted. For obtaining all the information needed (**code '1'**); Use partially completed (**code '2'**) if not administered/interviewed because a household member refused to allow the interview to take place. If not administered/interviewed for another reason (**code '3'**) and specify the reason. Reason for "partially done" or "not interviewed" should be explained in the "remarks by enumerator" at the back of this questionnaire. If completed, go to Q.1303.

- 1 - Completed
- 2 - Partially Done
- 3 - Not interviewed

Q.1302 ENUMERATOR: REASON FOR PARTIALLY DONE OR NOT INTERVIEWED

If code '2', or '3' was reported in Q1301, enter the reason why this individual questionnaire was partially completed or the individual was not interviewed.

Q.1303 ENUMERATOR: INDICATE NUMBER OF CALL BACKS

Enter the number of call backs made to the household in order to interview the respondent. If no call backs were needed, **enter '0.'**

Q.1304 ENUMERATOR: RECORD TIME OF END INTERVIEW

Record end time of the individual questionnaire using the 24 hour format (HH:MM).

REMARKS/COMMENTS:

ANNEXES







ANNEX 1 – EDGE BACKGROUND

The ADB project R-CDTA 8243: Statistical Capacity Development for Social Inclusion and Gender Equality is collaborating with UNSD and UN-WOMEN, the agencies leading the global EDGE initiative in developing standard methodological guidelines for measuring ownership and asset entrepreneurship from a gender perspective. To test the methodology, R-CDTA 8243 is supporting the conduct of pilot surveys using the EDGE methodology in three countries (Georgia, Mongolia, and the Philippines). The EDGE seeks to accelerate existing efforts to generate comparable gender indicators on health, education, employment, entrepreneurship, and asset ownership. It specifically focuses on the following:

- (i) the development of a platform for international data and metadata compilation covering education, employment and health indicators;
- (ii) the development of international definitions and methods for measuring gender-disaggregated entrepreneurship and asset ownership, and
- (iii) testing the newly developed methods in selected countries. The project is guided by a steering committee composed of national statistical offices that are members of the Inter-agency and Expert Group on Gender Statistics, regional commissions, regional development banks, and key international agencies in the development of gender statistics, including the World Bank and OECD.







ANNEX 2–Training Schedule

TASK FORCE TRAINING


Time	Sept. 7	Sept 8	Sept 9
8:00-10:00	Registration Opening Program Orientation - (Ms. Tess)	Chapter 5. How to Accomplish EDGE Form 2 Section A–GEO ID and Other Information up to Section F - (Mr. Elpidio)	Chapter 6. How to Accomplish EDGE Form 3 (cont'n) Module 6A–Large Agricultural Equipment up to Module 7–Enterprises and Enterprise Assets - (Ms. Precy)
10:00-10:15	 B R E A K 		
10:15-12:00	Chapter 1. Introduction - (Ms. Net) Chapter 2. Definition of Concepts and Terms - (Dr. Gulab)	Chapter 5. How to Accomplish EDGE Form 2 (cont'n) Section G- Status in Employment up to Section J - (Mr. Joshi)	Chapter 6. How to Accomplish EDGE Form 3 (cont'n) Module 8–Other Real Estate up to Module 10 – Financial Assets - (Ms. Edna)
12:00-1:00	 L U N C H B R E A K 		
1:00-3:00	Chapter 3. Role of Interviewer - (Mr. Randy)	Chapter 5. How to Accomplish EDGE Form 2 (cont'n) Section K Housing Characteristics - (Mr. Randy)	Chapter 6. How to Accomplish EDGE Form 3 (cont'n) Module 11–Liabilities up to Module 12–Valuables (Ms. Edna)
3:00-3:15	 B R E A K 		
3:15-5:00	Chapter 4. Conducting an Interview - 4.1 (Mr. Joshi) Chapter 4. Conducting an Interview 4.2 - 4.10 (Ms. Edna)	Chapter 6. How to Accomplish EDGE Form 3 Module 3–Dwelling - up to Module 5–Livestock and Poultry Raising - (Ms. Precy)	Field Operations Guidelines (FOG) and Administrative Matters Ms. Benny

(Continuation)

SECOND LEVEL TRAINING

Time	Sept. 10	Sept 11	Sept 12	Sept 14
8:00-10:00	Registration Opening Program House Rules	4. Definition of Concepts and Terms	6. How to Accomplish EDGE Form 3 Module 3-Dwelling - Module 5-Livestock and Poultry Raising	Mock Interview Discussion
10:00-10:15	 B R E A K			
10:15-12:00	2015 EDGE Survey Chapter 1. Introduction 2. Role of an Interviewer	5. How to Accomplish EDGE Form 2 Section A-GEO ID and other Information Section E-Highest Grade Completed	6. How to Accomplish EDGE Form 3 (cont'n) Module 6A-Large Agricultural Equipment Module 7-Enterprises and Enterprise Assets	Field Operations Guidelines Administrative Matter
12:00-1:00	 L U N C H B R E A K 			
1:00-3:00	3. Conducting an Interview 3.1 Identifying Eligible Respondents- 3.4 Correct Field Procedures to Follow	5. How to Accomplish EDGE Form 2 (cont'n) Section F-Status of Employment Section I-Housing Characteristics	6. How to Accomplish EDGE Form 3 (cont'n) Module 8-Other Real Estate Module 10-Financial Assets	Preparation of Enumeration Materials
3:00-3:15	 B R E A K			
3:15-5:00	3. Conducting an Interview (cont'n) 3.5 Asking Questions- 3.10 Data Quality 4. Definition of Concepts and Terms	Mock Interview Discussion	6. How to Accomplish EDGE Form 3 (cont'n) Module 11-Liabilities Module 12-Valuables	Preparation of Enumeration Materials

ANNEX 3–Questionnaires

 Republic of the Philippines PHILIPPINE STATISTICS AUTHORITY EDGE PILOT SURVEY ON MEASURING ASSET OWNERSHIP AND ENTREPRENEURSHIP FROM A GENDER PERSPECTIVE		PSA Approval No.: PSA-1533-02 Expires: June 30, 2016																								
HOUSEHOLD QUESTIONNAIRE																										
CONFIDENTIALITY: This survey is authorized by RA 10625. All data obtained cannot be used for taxation, investigation, or law enforcement purposes.																										
Booklet ___ of ___ Booklets																										
A GEOGRAPHIC IDENTIFICATION AND OTHER INFORMATION																										
I GEOGRAPHIC IDENTIFICATION CODES 1 REGION _____ 2 PROVINCE _____ 3 MUNICIPALITY _____ 4 BARANGAY _____ 6 EA 8 SHSN 7 HCN	IV RECORD OF INDIVIDUAL VISIT <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th>Visit</th> <th>1</th> <th>2</th> <th>3</th> </tr> <tr> <td>Time</td> <td></td> <td></td> <td></td> </tr> <tr> <td>19 Began</td> <td></td> <td></td> <td></td> </tr> <tr> <td>20 Ended</td> <td></td> <td></td> <td></td> </tr> <tr> <td>21 Date</td> <td></td> <td></td> <td></td> </tr> <tr> <td>22 Result Code</td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> </table>	Visit	1	2	3	Time				19 Began				20 Ended				21 Date				22 Result Code	<input type="text"/>	<input type="text"/>	<input type="text"/>	II DESIGN CODES 8 PSU No. 9 Stratum 10 Number of Households in the Housing Unit 11 Name of Primary Respondent: _____ LINE NO. <input type="text"/> 12 Name of Primary Respondent's Spouse/Partner: _____ <input type="text"/> 13 Name of Household Head: _____ <input type="text"/> 14 Name of Household Questionnaire Respondent: _____ <input type="text"/> 16 Address of Household: _____ 18 Total Number of Individual questionnaires attached <input type="text"/>
Visit	1	2	3																							
Time																										
19 Began																										
20 Ended																										
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III RECORD OF RESPONDENTS TO THE INDIVIDUAL QUESTIONNAIRE <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th>Respondent</th> <th>1</th> <th>2</th> <th>3</th> </tr> <tr> <td>17 Line number of Adult Member Selected for Interview</td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> <tr> <td>18 Result Code</td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> </table>	Respondent	1	2	3	17 Line number of Adult Member Selected for Interview	<input type="text"/>	<input type="text"/>	<input type="text"/>	18 Result Code	<input type="text"/>	<input type="text"/>	<input type="text"/>	RESULT CODES 01 - Completed Interview 02 - Refusal - do not want to spend time/busy 03 - Refusal - Invasion of privacy 04 - Refusal - Other, specify _____ 05 - No Household Member at Home or No Competent Respondent at Home at Time of Visit 06 - Entire Household Absent for Extended Period of Time 07 - Vacant Housing Unit 08 - Housing Unit Demolished, Destroyed by Fire, Typhoon, etc. 09 - Address Not a Housing Unit 10 - Housing Unit Not Found 11 - Critical Area, Flooded Area 12 - Others, specify _____													
Respondent	1	2	3																							
17 Line number of Adult Member Selected for Interview	<input type="text"/>	<input type="text"/>	<input type="text"/>																							
18 Result Code	<input type="text"/>	<input type="text"/>	<input type="text"/>																							
19 Manner in which individual interviews conducted <input type="text"/>	V HOUSEHOLD SIZE AND NUMBER OF ADULT MEMBERS FOR INTERVIEWED HOUSEHOLDS <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2">Household Size</th> <th colspan="2">No. of Adults (18 or above) in the Household</th> </tr> <tr> <th>Listing</th> <th>Enumeration</th> <th>Listing</th> <th>Enumeration</th> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>		Household Size		No. of Adults (18 or above) in the Household		Listing	Enumeration	Listing	Enumeration																
Household Size		No. of Adults (18 or above) in the Household																								
Listing	Enumeration	Listing	Enumeration																							
Is there any OCW/OFW member in the household? Yes - 01 ; No - 02 <input type="text"/> Name and Line Number of OFW/OCW _____ <input type="text"/> VI CERTIFICATION I hereby certify that the data gathered in this questionnaire were obtained/reviewed by me personally and in accordance with instructions stated in the Interviewer's Manual. _____ Signature Over Printed Name of Interviewer _____ Signature Over Printed Name of Reviewer/Supervisor _____ Date Accomplished _____ Date Reviewed																										

(Continuation)

ALL HOUSEHOLD MEMBERS									
LINE NUMBER (LN)	B DEMOGRAPHIC CHARACTERISTICS					C RESIDENCE OF SPOUSE/PARTNER			
	201 Please give me the names of the persons who usually live in your household starting with the head of the household. LIST THE PERSONS OR HOUSEHOLD MEMBERS IN THE ORDER SPECIFIED IN CODES FOR COL. 3 ENCIRCLE LINE NO. OF RESPONDENT HOUSEHOLD MEMBERS AS OF DATE OF VISIT	202 What is _____'s relationship to the household head? ENTER CODE	203 Is _____ male or female? 1-MALE 2-FEMALE ENTER CODE	204 In what month and year was _____ born? ENTER MONTH ENTER YEAR	205 What is _____'s age as of last birthday? (in completed years) WRITE THE AGE IN THE BOXES	206 What is _____'s marital (civil) status? FOR PERSONS 9 TO 9 YEARS OLD, ENTER "1" FOR SINGLE IF # 2, # GO TO SECTION D (Q.210) ENTER CODE	207 Is _____'s spouse/partner a member of this household? 1 - YES 2 - NO, # GO TO COL. 11 (Q.210) ENTER CODE	208 COPY THE LINE NO. OF THE SPOUSE/PARTNER ENTER LINE NO.	209 In what year did _____ marry or form a consensual union with _____'s spouse/partner? ENTER YEAR
(11)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
01									
02									
03									
04									
05									
06									
07									
08									
09									
10									

<p>TICK HERE IF CONTINUATION SET IS USED <input type="checkbox"/></p> <p>Just to make sure that I have a complete listing:</p> <p>1) Are there any other persons such as small children or infants that we have not listed? YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>2) Are there any other people who are members of your household, such as domestic helpers, lodgers or friends who usually live here? YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>3) Are there any other people who are members of this household who is abroad or in other place working, studying or temporarily away that we have not listed? YES <input type="checkbox"/> NO <input type="checkbox"/></p>	<p>Codes for Column 2 (Q.202) (Relationship to Household Head)</p> <p>01 - Head 02 - Wife/Spouse 03 - Son/Daughter 04 - Brother/Sister 05 - Son-in-law/ Daughter-in-law 06 - Grandson/ Granddaughter 07 - Father/Mother 08 - Other Relative 09 - Non-Relative 10 - Border/Guest</p>	<p>Codes for Column 7 (Q.208) (Marital Status)</p> <p>1 - Single 2 - Married/Living Together 3 - Widowed 4 - Divorced/Separated/Annulled 5 - Unknown</p> <p>Codes for Column 11 (Q.210) (Ethnicity)</p> <p>01 - Tagalog 02 - Caviteño 03 - Bisaya/Biriyaya 04 - Bicol 05 - Waray 06 - Hilgaynon 07 - Ilocano 08 - Kapampangan 09 - Cebuano 10 - Others, Specify _____</p>
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(Continuation)


Edge Pilot Survey on Measuring Asset Ownership and Entrepreneurship from a Gender Perspective

ALL HOUSEHOLD MEMBER		5 YEARS OLD AND OVER		15 YEARS OLD AND OVER							
D	E	F		G		H	I	J	LINE NUMBER		
ETHNICITY	RELIGIOUS AFFILIATION	HIGHEST GRADE COMPLETED	STATUS IN EMPLOYMENT		SELF-EMPLOYED DURING THE LAST 7 DAYS	PRIMARY WORK	SUBSIDIARY ACTIVITY				
210 What is ethnic group/tribe? Is _____, Tagalog, Caviteño, etc.? WRITE THE ETHNICITY IN THE SPACE PROVIDED ENTER CODE	211 What is religious affiliation? WRITE THE RELIGION IN THE SPACE PROVIDED ENTER CODE	212 EN-CIRCLE LINE NO. OF ALL HOUSEHOLD MEMBERS 5 YEARS OLD AND OVER CHECK WITH Q205	213 What is the highest educational attainment completed by _____? ENTER CODE	214 EN-CIRCLE LINE NO. OF ALL HOUSEHOLD MEMBERS 15 YEARS OLD AND OLDER CHECK WITH Q205	215 In what kind of status in employment did _____ spend most of his/her time in any economic activity in the last 12 months? ENTER CODE	216 In what kind of status in employment did _____ spend most of his/her time in any economic activity in the last 7 days? IF = 2, 3 OR 4, GO TO SECTION J (Q.219) IF = 9 GO TO SECTION K (Q.229)	217 In what economic activity was _____ engaged as self-employed during the last 7 days? 1 - NON-AGRICULTURE 2 - AGRICULTURE GO TO SECTION J (Q.219)	218 Is _____ in his/her primary work? READ ALL CATEGORIES 01 - A sole director of one's own limited-liability enterprise 02 - A partner/associate in one's own limited-liability enterprise 03 - Running alone one's own enterprise 04 - A partner in an enterprise 99 - Other activity, specify ENTER CODE	219 In addition to this primary status in employment, is (NAME) owning and operating a non-agricultural enterprise in subsidiary capacity? 1 - YES 2 - NO ENTER CODE	(21)	
(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)	(21)	
<input type="text"/>	<input type="text"/>	01	<input type="text"/>	01	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	01	
<input type="text"/>	<input type="text"/>	02	<input type="text"/>	02	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	02	
<input type="text"/>	<input type="text"/>	03	<input type="text"/>	03	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	03	
<input type="text"/>	<input type="text"/>	04	<input type="text"/>	04	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	04	
<input type="text"/>	<input type="text"/>	05	<input type="text"/>	05	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	05	
<input type="text"/>	<input type="text"/>	06	<input type="text"/>	06	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	06	
<input type="text"/>	<input type="text"/>	07	<input type="text"/>	07	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	07	
<input type="text"/>	<input type="text"/>	08	<input type="text"/>	08	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	08	
<input type="text"/>	<input type="text"/>	09	<input type="text"/>	09	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	09	
<input type="text"/>	<input type="text"/>	10	<input type="text"/>	10	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	10	
Codes for Col. 12 (Q.211) Religious Affiliation 00 - None 01 - Roman Catholic 02 - Iglesia ni Cristo 03 - Aglipay 04 - Islam 05 - Evangelist 06 - Baptist 07 - Methodist 08 - Born Again 09 - Others, Specify _____		Codes for Columns 14 (Q.213) (Grade/Year Currently Attending/Highest Educational Attainment) 000 - No Grade Completed 001 - Nursery 002 - Kinder 010 - Preparatory Elementary 210 - Grade 1 220 - Grade 2 230 - Grade 3 240 - Grade 4 250 - Grade 5 260 - Grade 6 270 - Grade 7 280 - Elementary Graduate				High School 810 - 1st Year 820 - 2nd Year 830 - 3rd Year 840 - 4th Year 850 - 5th Year 860 - H. O. Graduate Post Secondary 410 - 1st Year 420 - 2nd Year 430 - 3rd Year IF GRADUATE, SPECIFY COURSE		College 810 - 1st Year 820 - 2nd Year 830 - 3rd Year 840 - 4th Year 850 - 5th Year 860 - 6th Year or IF GRADUATE, SPECIFY COURSE 900 - Post Baccalaureate		Codes for Columns 16 (Q.216) & 17 (Q.218) Status In Employment 01 - Wage Employment/Paid Trainee (Not including Casual Labour) 02 - Self-Employment (With-Employee Employer) 03 - Self-Employment (Own account worker) 04 - Self-Employment (Members of producers' cooperative) 05 - Contributing Family Member 06 - Casual Labourer 07 - Unpaid Trainee 08 - Not Engaged in Economic Activity (Those who have NOT worked at all or who have worked for less than one month during the last 12 months) FOR Q215. 09 - Not Engaged in Economic Activity (Those who have NOT worked at all or who have worked for less than one hour during the last 7 days) FOR Q216. 96 - Other (Specify) _____	

(Continuation)

K HOUSING CHARACTERISTICS	
(ENCIRCLE CODE AND WRITE IN THE BOX)	
At the time of visit:	<input type="checkbox"/>
220 MAIN MATERIALS OF THE ROOF	<input type="checkbox"/>
1 - Strong materials (galvanized iron, aluminum, tile, concrete, brick, stone, etc.) 2 - Light materials (cogon, nilpa, anahaw) 3 - Salvaged/makeshift materials 4 - Mixed but predominantly strong materials 5 - Mixed but predominantly light materials 6 - Mixed but predominantly salvaged materials 7 - Not Applicable	
221 MAIN MATERIALS OF THE OUTER WALL	<input type="checkbox"/>
1 - Strong materials (galvanized iron, aluminum, tile, concrete, brick, stone, glass, etc.) 2 - Light materials (cogon, nilpa, anahaw) 3 - Salvaged/makeshift materials 4 - Mixed but predominantly strong materials 5 - Mixed but predominantly light materials 6 - Mixed but predominantly salvaged materials 7 - Not Applicable	
222 MAIN MATERIALS OF THE FLOOR	<input type="checkbox"/>
01 - Earth/Sand 06 - Ceramic Tiles 02 - Wood Planks 07 - Cement 03 - Palm/Bamboo 08 - Marble 04 - Parquet or Polished Wood 96 - Other, Specify _____ 05 - Vinyl or Asphalt Strips	
223 What kind of toilet facility does the household use?	<input type="checkbox"/>
01 - Flush Toilet 04 - Drop/Overhang 02 - Closed Pit 05 - Pail system 03 - Open Pit 96 - Other, Specify _____	
224 What is your household's main source of electricity?	<input type="checkbox"/>
01 - Electricity from power supplier 04 - Solar Panel 02 - Generator 05 - None 03 - Inverter 96 - Other, specify _____	
225 What is your household's main source of drinking water?	<input type="checkbox"/>
Community water piped into: 01 - Dwelling 07 - Undeveloped Spring 02 - Yard/Plot 08 - River/Stream/Pond/Lake/Dam 03 - Public Tap 09 - Bottled Water/Refilling Station Point Source 10-Rainwater 04 - Protected Well 11-Tanker Truck/Peddler 05 - Unprotected (Open dug well) 96-Other, specify _____ 06 - Developed Spring	
REMARKS	
_____ _____	

(Continuation)

 Republic of the Philippines PHILIPPINE STATISTICS AUTHORITY EDGE PILOT SURVEY ON MEASURING ASSET OWNERSHIP AND ENTREPRENEURSHIP FROM A GENDER PERSPECTIVE		EDGE FORM 3 PSA Approval No.: PSA-1533-03 Expires: June 30, 2016																							
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18 Result Code	□□	□□	□□																						
II DESIGN CODES 8 PSU No. 9 Stratum 10 Number of Households in the Housing Unit	RESULT CODES 01 - Completed interview 02 - Not at Home 03 - Postponed 04 - Refused- Do not want to spend time/busy 05 - Refused- Invasion of privacy 06 - Refused-Other _____ (Specify) 07 - Partly completed 08 - Respondent Incapacitated 09 - OCW/OFW 10 - Other _____ (Specify)																								
11 Name of Eligible Respondent: _____ LINE NO. □□ 12 Address of Household: _____																									
IV CERTIFICATION I hereby certify that the data gathered in this questionnaire were obtained/reviewed by me personally and in accordance with instructions stated in the Interviewer's Manual.																									
_____ Signature Over Printed Name of Interviewer	_____ Signature Over Printed Name of Reviewer/Supervisor																								
_____ Date Accomplished	_____ Date Reviewed																								

(Continuation)

MODULE 3. DWELLING	
301	<p>What type of dwelling is this? □ □</p> <p>01 - Single /Detached House 02 - Duplex 03 - Apartment/accessoria/condominium/townhouse 04 - Commercial/industrial/agricultural building/house (e.g. store, etc.)</p> <p>05 - Servant's Quarters 06 - Tenement 07 - Garage 08 - Other housing unit (e.g. cave, boat) specify _____</p>
302	<p>What is the present ownership status of this dwelling? □ □</p> <p>01 - Owned by someone in household 02 - Rented ● GO TO Q.316 03 - Free ● GO TO Q.316 04 - Government provided 05 - Community provided 06 - Other, specify _____ ● GO TO Q.316 07 - Don't Know ● GO TO Q.316</p>
303	<p>Which household member(s) own this household dwelling? LINE NO. □ □ □ □ □ □</p> <p>LIST ALL ADULTS FROM THE HOUSEHOLD IF OWNED BY ALL ADULT HOUSEHOLD MEMBERS THEN FILL IN THE ID# OF ALL ADULT HOUSEHOLD MEMBERS. IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD JOINTLY OWNS THE HOUSING UNIT, ENTER CODE "99" ADD ADDITIONAL SPACE FOR LISTING ID# OF ADULT OWNERS, IF REQUIRED NOTE: FOR CODE "99", SUCCEEDING QUESTIONS WILL NOT BE ASKED, QUESTIONS 304-307</p>
304	<p>In what year was the dwelling or plot of land on which the household dwelling is located acquired by the owner(s)?</p> <p>IF ≥ 1 OWNER, ALLOW ≥ 1 RESPONSE, ADD ADDITIONAL SPACE FOR LISTING ID# OF ADULT OWNERS, IF REQUIRED. ENTER CODE "98" FOR DON'T KNOW YEAR</p> <p>THE ID# IN Qs.303 AND 304 SHOULD CORRESPOND AND BE WRITTEN IN THE SAME ORDER. THE YEAR CORRESPONDS WITH THE ID THAT IT FOLLOWS</p> <p>LINE NO. □ □ □ □ □ □ YEAR □ □ □ □ □ □</p>
305	<p>How did the owner(s) acquire the dwelling or the plot of land on which the household dwelling is located?</p> <p>Indicate the mode of acquisition (MOA). IF ≥ 1 OWNER, ALLOW ≥ 1 RESPONSE, ADD ADDITIONAL SPACE FOR LISTING ID# OF ADULT OWNERS, IF REQUIRED.</p> <p>01 - Purchased 02 - Inherited after the death of a natal family member 03 - Inherited after the death of marital family member 04 - Acquired due to marital law/custom 05 - Allocated/gift from household member 06 - Allocated/gift from non-household member 07 - Government program 08 - Encroachment 09 - Other, specify _____ 10 - Don't Know</p> <p>LINE NO. □ □ □ □ □ □ □ □ MOA □ □ □ □ □ □ □ □</p> <p>THE ID# IN Qs. 303 AND 305 SHOULD CORRESPOND AND BE WRITTEN IN THE SAME ORDER. THE YEAR CORRESPONDS WITH THE ID THAT IT FOLLOWS</p>
306	<p>What is the tenure status of the dwelling or plot of land on which the household dwelling is located? □ □</p> <p>01 Own/Amortized 02 Leasehold 03 Freehold 04 Other (Specify) _____ 05 Don't Know</p>
307	<p>Is there an ownership document for the dwelling or plot on which the household dwelling is located? □ □</p> <p>01 - A title Deed 02 - Certificate of Customary Ownership 03 - Certificate of Occupancy 04 - A Will 05 - A sales agreement 06 - NONE ● GO TO Q.309 07 - Other, specify _____ 08 - Don't Know, ● GO TO Q.309</p>
308	<p>Whose names are listed as adult owners on the ownership document for the dwelling or plot of land on which the household dwelling is located?</p> <p>LINE NO. □ □ □ □ □ □ □ □</p> <p>LIST ALL ADULTS FROM THE HOUSEHOLD. ADD ADDITIONAL SPACE FOR LISTINGS ID# OF ADULT OWNERS IF REQUIRED. IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD IS LISTED AS AN ADULT OWNER ON THE DOCUMENT, ENTER CODE "99", IN ADDITION TO ID(S) OF HOUSEHOLD MEMBER(S) AND ENTER CODE "98" FOR DON'T KNOW</p>

(Continuation)

3

FOR QUESTIONS 309-310 LIST ALL ADULTS FROM THE HOUSEHOLD. ADD ADDITIONAL SPACE FOR LISTING IDs IF REQUIRED. IF SOMEONE FROM THE OUTSIDE OF HOUSEHOLD HAS THE RIGHT, ENTER CODE '99', IN ADDITION TO ID(S) OF HOUSEHOLD MEMBER(S).	
309	<p>If this dwelling or plot of land on which your household dwelling exists were to be sold, which member(s) of this household would be involved in the decision <u>to sell</u>?</p> <p style="text-align: right;">LINE NO. <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>
310	<p>Which member(s) of this household would be involved in the decision <u>to bequeath</u> this dwelling or plot of land on which your household dwelling exists?</p> <p style="text-align: right;">LINE NO. <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>
311	<p>Do dwelling owners <u>sell</u> dwellings in or around this community?</p> <p>01 - YES, Dwelling owners sell <input type="text"/> <input type="text"/> 02 - NO sales transactions ➔ GO TO Q.313 99 - Don't Know ➔ GO TO Q.313</p>
312	<p>Are you informed regarding the value of recent dwelling <u>sales</u> transactions?</p> <p>1 - Informed of transactions <input type="checkbox"/> 2 - Not informed of transactions</p>
313	<p>If this dwelling and the plot of land on which it is located were to be <u>sold</u> today, how much could be received for it? ESTIMATE VALUE IN PHILIPPINE PESO. RECORD '97' IF REFUSE TO ANSWER. RECORD '98' IF DON'T KNOW</p> <p style="text-align: right;"><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>IF THE ESTIMATED VALUE OF ASSET IS OBTAINED ➔ GO TO Q.315 97 - REFUSED TO ANSWER ➔ GO TO Q.314 98 - DON'T KNOW ➔ GO TO Q.314</p>
314	<p>FOR CODE 1 - SINGLE/DETACHED HOUSE IN Q.301 AND CODES 97 - REFUSE OR 98 - DON'T KNOW IN Q.313 What would it cost to construct this dwelling today including the cost of the plot of land on which the dwelling is located? ESTIMATE VALUE IN PHILIPPINE PESO. RECORD '97' IF REFUSE TO ANSWER. RECORD '98' IF DON'T KNOW</p> <p style="text-align: right;"><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>
315	<p>If this dwelling were to be sold today, which household member(s) would decide how the money is used?</p> <p style="text-align: right;">LINE NO. <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>LIST ALL ADULTS FROM THE HOUSEHOLD. ADD ADDITIONAL SPACE FOR LISTING IDs IF REQUIRED. IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD WOULD DECIDE, ENTER '99', IN ADDITION TO ID(S) OF HOUSEHOLD MEMBER(S).</p>
316	<p>CODE FOR ABILITY OF RESPONDENT TO BE INTERVIEWED ALONE <input type="checkbox"/></p> <p>1 - ALONE 4 - WITH ADULTS MIXED SEX PRESENT 2 - WITH ADULT FEMALE(S) PRESENT 5 - WITH CHILDREN PRESENT 3 - WITH ADULT MALE(S) PRESENT 6 - WITH ADULTS MIXED SEX AND CHILDREN PRESENT</p> <p>(Reasons why interview was not administered with the respondent(s) alone should be explained in this remarks) REMARKS: _____ _____ _____</p>

(Continuation)

MODULE 4. AGRICULTURAL LAND							
<p>401 Do you or any member of your household currently own any agricultural parcels exclusively or jointly with someone else? (The parcels may include those that are cultivated by your household, current fallow, rented out or given away for nothing in return on a temporary basis as they are owned; they DO NOT include those held through use/access rights).</p> <p>01 - YES □ □ 02 - NO • GO TO Q.427 98 - Don't Know • GO TO Q.427</p>							
PAR-402 CEL. NO.	403 PARCEL NAME	403 LOCATION & DESCRIP- TION	404 Where is this [PARCEL] located?	405 What is the area of the [PARCEL]?	406 Is this [PARCEL] the same piece of land on which the house is located?	407 What is/was the primary use of the [PARCEL] in the most recent cropping season?	408 Which household member(s) decided on the primary use of this [PARCEL] in the most recent cropping season?
	LIST FROM LARGEST TO SMALLEST PARCEL	COMPLETE THIS COLUMN FOR ALL PARCELS. THEN ASK Q404	IF THE PARCEL IS LOCATED IN THE SAME BARANGAY, WRITE THE SAME CODES INDICATED IN IDENTIFICATION PARTICULARS ON THE SPACE PROVIDED FOR PROVINCE, CITY/MUNICIPALITY AND BARANGAY.	ENUMERATOR: ASK THE RESPONDENT TO ESTIMATE THE AREA IN HECTARES RESPONDENT'S ESTIMATION	1 - YES • NEXT ROW 2 - NO	ENTER CODE	LIST ALL ADULTS FROM THE HOUSEHOLD REGISTER. IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD IS A DECISION-MAKER, ENTER CODE '99' IN ADDITION TO ID(S) OF HOUSEHOLD MEMBER(S). ADD ADDITIONAL SPACE FOR LISTING ID#, IF REQUIRED.
01	_____	_____	PROVINCE □ □ CITY/MUN □ □ BARANGAY □ □ □ □	□ . □ □ □ □ HECTARE	□	□ □	LN LN LN LN LN □ □ □ □ □ □ □ □
02	_____	_____	PROVINCE □ □ CITY/MUN □ □ BARANGAY □ □ □ □	□ . □ □ □ □ HECTARE	□	□ □	□ □ □ □ □ □ □ □
03	_____	_____	PROVINCE □ □ CITY/MUN □ □ BARANGAY □ □ □ □	□ . □ □ □ □ HECTARE	□	□ □	□ □ □ □ □ □ □ □
04	_____	_____	PROVINCE □ □ CITY/MUN □ □ BARANGAY □ □ □ □	□ . □ □ □ □ HECTARE	□	□ □	□ □ □ □ □ □ □ □
05	_____	_____	PROVINCE □ □ CITY/MUN □ □ BARANGAY □ □ □ □	□ . □ □ □ □ HECTARE	□	□ □	□ □ □ □ □ □ □ □
06	_____	_____	PROVINCE □ □ CITY/MUN □ □ BARANGAY □ □ □ □	□ . □ □ □ □ HECTARE	□	□ □	□ □ □ □ □ □ □ □
<p>Codes for Q.407 - Primary use of the Parcel</p> <p>01 - Own Cultivated (Annual Crops) 02 - Own Cultivated (Perennial Crops) 03 - Livestock, Grazing, Rearing/Pasture 04 - Fallow 05 - Woodland/Forest 06 - Swamp 07 - Rented out 08 - Given out (Free) 98 - Other, specify _____ 98 - Don't Know</p>				<p>Codes for Q.408-Type of Soil</p> <p>01 - Sandy soil 02 - Silty soil 03 - Clay soil 04 - Peaty soil 05 - Saline soil 06 - Loamy soil 98 - Other, specify _____ 98 - Don't Know</p>			

(Continuation)

5

MODULE 4. AGRICULTURAL LAND																							
<p>408 What soil type is this [PARCEL]?</p> <p>ENTER CODE</p>	<p>410 ENUMERATOR: IS RESPONSE FOR Q.407 EITHER OPTION 1 (OWN CULTIVATED-ANNUAL CROPS), OR OPTION 2 (OWN CULTIVATED-PERENNIAL CROPS)?</p> <p>1 - YES 2 - NO ● GO TO Q.412</p>	<p>411 What crops are (were) cultivated on this [PARCEL] during the most recent cropping season?</p> <p>LIST ALL CROPS STARTING WITH THE CROP WITH THE LARGEST AREA UNDER CULTIVATION. SEE INTERVIEWER'S MANUAL FOR CROP CODES.</p> <p>Write the name of the crops below the code boxes</p>	<p>412 What is the tenure status of this [PARCEL]?</p> <p>ENTER CODE</p>	<p>413 Which household member(s) own this [PARCEL]?</p> <p>LIST ALL ADULTS FROM THE HOUSEHOLD ROSTER, IF OWNED BY ALL ADULT HOUSEHOLD MEMBERS THEN FILL IN THE ID# OF ALL ADULT HOUSEHOLD MEMBERS. IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD JOINTLY OWNS THE PARCEL, ENTER '99' IN ADDITION TO ID(S) OF HOUSEHOLD MEMBER(S). ADD ADDITIONAL SPACE FOR LISTING ID# OF ADULT OWNERS, IF REQUIRED</p>	<p>414 In what year was this (these) [PARCEL] acquired by this owner(s)?</p> <p>IF ≥ 1 OWNER, ALLOW ≥1 RESPONSE. ADD ADDITIONAL SPACE FOR LISTING ID# OF ADULT OWNERS, IF REQUIRED.</p> <p>ENTER CODE '99' FOR DONT KNOW YEAR</p> <p>THE ID# IN Qs.413 AND 414 SHOULD CORRESPOND AND BE WRITTEN IN THE SAME ORDER. THE YEAR CORRESPOND6 THE ID THAT IT FOLLOWS.</p>																		
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<p>Codes for Q.412-Tenure Status of the Parcel</p> <p>01 - Fully owned</p> <p>02 - Ownerlike possession</p> <p>03 - Tenanted</p> <p>04 - Leased/Rented</p> <p>05 - Rent Free</p> <p>06 - Held under Certificate of Land Transfer (CLT) or Certificate of Land Ownership Award (CLOA)</p> <p>07 - Held under Certificate of Ancestral Land Title (CAD/CALT)</p> <p>08 - Held under Community-Based Forest Management Agreement (CBFMA) Stewardship</p> <p>99 - Other, specify _____</p>																							

(Continuation)

MODULE 4. AGRICULTURAL LAND					
PARCEL NO.	416 How did the owner (s) acquire this (these) [PARCEL]? Indicate the mode of acquisition (MOA). IF ≥ 1 OWNER, ALLOW ≥1 RESPONSE. ADD ADDITIONAL SPACE FOR LISTING IDs OF ADULT OWNERS, IF REQUIRED. THE ID IN Q.416 AND 418 SHOULD CORRESPOND AND BE WRITTEN IN THE SAME ORDER. THE YEAR CORRESPONDS THE ID THAT IT FOLLOWS.	418 Is there an ownership document for this [PARCEL]? ENTER CODE	417 Whose names are listed as owners on the ownership document for this [PARCEL]? LIST ALL ADULT OWNERS FROM THE HOUSEHOLD ROSTER. IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD IS LISTED AS AN OWNER ON THE DOCUMENT, ENTER '99'. ADD ADDITIONAL SPACE FOR LISTING ID OF ADULT OWNERS, IF REQUIRED.	418 If this (these)[PARCEL] were to be sold, which member(s) of this household would be involved in the decision to sell? LIST ALL ADULTS FROM THE HOUSEHOLD ROSTER. IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD WOULD BE INVOLVED IN THE DECISION TO SELL, ENTER CODE '99' IN ADDITION TO ID(S) OF HOUSEHOLD MEMBER(S). ADD ADDITIONAL SPACE FOR LISTING ID, IF REQUIRED.	419 Which member(s) of this household would be involved in the decision to bequeath this (these) [PARCEL]? LIST ALL ADULTS FROM THE HOUSEHOLD ROSTER. IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD WOULD BE INVOLVED IN THE DECISION TO BEQUEATH, ENTER CODE '99' IN ADDITION TO ID(S) OF HOUSEHOLD MEMBER(S). ADD ADDITIONAL SPACE FOR LISTING ID, IF REQUIRED.
D1	HH LINE NO. [][][][][][] MOA [][][][][][]	[][]	LN LN LN LN [][][][][][]	LN LN LN LN [][][][][][]	LN LN LN LN [][][][][][]
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Codes for Q.416-Acquisition Status 01 - Purchased 02 - Inherited after the death of a natal family member 03 - Inherited after the death of marital family member 04 - Acquired due to marital law/custom 05 - Allocated/gift from household member 06 - Allocated/gift from non-household member 07 - Government program 08 - Encroachment 09 - Other, specify _____ 10 - Don't know			Codes for Q.418-Ownership Status 01 - A Title Deed 02 - Certificate of Customary Ownership 03 - Certificate of Occupancy 04 - A Will 05 - A Purchase Agreement 06 - NONE, ● GO TO Q.418 07 - Other, Specify _____ 08 - Don't Know, ● GO TO Q.418		

(Continuation)

MODULE 4. AGRICULTURAL LAND					
PAR-CEL NO.	420 Do land owners sell out any land in or around the community where this land is located? ENTER CODE	421 Are you informed regarding the value of recent land sales transactions? ENTER CODE	422 If this [PARCEL] were to be sold today, how much could be received for it? ESTIMATE VALUE IN PHILIPPINE PESO. RECORD "99" IF REFUSE TO ANSWER. RECORD "98" IF DON'T KNOW	423 If this [PARCEL] were to be sold, which household members would decide how the money is used? LIST ALL ADULTS FROM THE HOUSEHOLD ROSTER. IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD WOULD DECIDE, ENTER "99" IN ADDITION TO (S) OF HOUSEHOLD MEMBER(S). ADD ADDITIONAL SPACE FOR LISTING IDA, IF REQUIRED.	424 ENUMERATOR: IS RESPONDENT ONE OF THE OWNERS OF [PARCEL] IN Q.413? 1 YES 2 NO ➔ GO TO NEXT ROW ENTER CODE
01	<input type="text"/>	<input type="text"/>	<input type="text"/>	LN LN LN LN <input type="text"/>	<input type="text"/>
02	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
03	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
04	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
05	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
06	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<p>Codes for Q.420 01 - YES Land owners sell 02 - NO Land Transactions, ➔ GO TO Q.422 98 - Don't Know ➔ GO TO Q.422</p> <p>Codes for Q.421 1 - Informed of Transactions 2 - Not Informed of Transactions</p>					

(Continuation)

MODULE 4. AGRICULTURAL LAND			
PAR- CEL NO.	426 Are there any household member 18 years old and over that does not know about your ownership of this [PARCEL]? 1 YES 2 NO, → GO TO NEXT ROW ENTER CODE	428 Which household member 18 years old and over who does not know about your ownership of this [PARCEL]? LIST UP TO 3 FROM THE HOUSEHOLD ROSTER. LN LN LN	427 CODE FOR ABILITY OF RESPONDENT TO BE INTERVIEWED ALONE: <input type="checkbox"/> 1 - ALONE 2 - WITH ADULT FEMALE(S) PRESENT 3 - WITH ADULT MALE(S) PRESENT 4 - WITH ADULTS MIXED SEX PRESENT 5 - WITH CHILDREN PRESENT 6 - WITH ADULTS MIXED SEX AND CHILDREN PRESENT
D1	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	(Reasons why interview was not administered with the respondent alone should be explained in the remarks)
D2	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	REMARKS _____
D3	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____
D4	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____
D5	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____
D6	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____

(Continuation)

9

MODULE 5. LIVESTOCK AND POULTRY RAISING				
LIVE-STOCK CODE	LIVESTOCK NAME	501 Does any member of your household own any (LIVESTOCK) either exclusively or jointly with someone else? READ ALL CATEGORIES 01 - YES 02 - NO ➔ GO TO NEXT ROW 96 - DONT KNOW ➔ GO TO NEXT ROW	502 Who in your household owns at least one of this (LIVESTOCK)? <small>LIST ALL ADULTS MEMBERS FROM THE HOUSEHOLD ROSTER, IF OWNED BY ALL ADULT HOUSEHOLD MEMBERS THEN FILL IN THE ID# OF ALL ADULTS HOUSEHOLD MEMBERS. IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD JOINTLY OWNS THE LIVESTOCK, ENTER CODE "99". ADD ADDITIONAL SPACE FOR LISTING OF ID# OF ADULT OWNERS, IF REQUIRED.</small> LN LN LN LN	503 CODE FOR ABILITY OF RESPONDENT TO BE INTERVIEWED ALONE. <input type="checkbox"/> (Reasons why interview was not administered with the respondent alone should be explained in the remarks)
601	Carabao	<input type="checkbox"/>	<input type="checkbox"/>	REMARKS
602	Cow/Cattle	<input type="checkbox"/>	<input type="checkbox"/>	
603	Horse	<input type="checkbox"/>	<input type="checkbox"/>	
604	Sheep	<input type="checkbox"/>	<input type="checkbox"/>	
606	Goat	<input type="checkbox"/>	<input type="checkbox"/>	
608	Pig (Boar)	<input type="checkbox"/>	<input type="checkbox"/>	
607	Chicken (Hen)	<input type="checkbox"/>	<input type="checkbox"/>	
608	Rooster (Game Fowl)	<input type="checkbox"/>	<input type="checkbox"/>	
509	Turkey	<input type="checkbox"/>	<input type="checkbox"/>	
610	Ostrich	<input type="checkbox"/>	<input type="checkbox"/>	
611	Duck/Geese	<input type="checkbox"/>	<input type="checkbox"/>	
611	Rabbit	<input type="checkbox"/>	<input type="checkbox"/>	
613	Birds (Dove, Parrots, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	
514	Quail	<input type="checkbox"/>	<input type="checkbox"/>	
515	Broilers (Exotic/Cross Chicken)	<input type="checkbox"/>	<input type="checkbox"/>	
516	Other Poultry/Birds	<input type="checkbox"/>	<input type="checkbox"/>	
517	Other, Specify _____	<input type="checkbox"/>	<input type="checkbox"/>	
Codes for Q.503-Ability of Respondant to be Interviewed Alone 1 - ALONE 2 - WITH ADULT FEMALE(S) PRESENT 3 - WITH ADULT MALE(S) PRESENT 4 - WITH ADULTS MIXED SEX PRESENT 5 - WITH CHILDREN PRESENT 6 - WITH ADULTS MIXED SEX AND CHILDREN PRESENT				

(Continuation)

MODULE 6A. LARGE AGRICULTURAL EQUIPMENT				
<p>601 Do you or any member of your household own any [AGRICULTURAL EQUIPMENT] exclusively or jointly with someone else, including tractors, ploughs, ox-ploughs, trailers or other types? □ □</p> <p>01 - YES • GO TO Q.816</p> <p>02 - NO, • GO TO Q.816</p> <p>08 - DON'T KNOW • GO TO Q.816</p>				
EQUIP- MENT CODE	802 List each piece of large agricultural equipment that someone in the household owns in order of most recently purchased. IF MORE THAN ONE OF THE SAME EQUIPMENT, LIST DECREASING ORDER, FROM MOST RECENT TO OLDEST YEAR OF ACQUISITION BY THE HOUSEHOLD AND GIVE THE EQUIPMENT'S DIFFERENT NAMES. EXAMPLE: JOHN'S TRACTOR 1, MYRA'S TRACTOR 2 ENTER NAME AND CODE 01 - Tractor 02 - Plough 03 - Ox-Plough 04 - Trailer 08 - Other, (Specify)	803 Which household member(s) own this [AGRICULTURAL EQUIPMENT]? LIST ALL ADULT OWNERS FROM THE HOUSEHOLD ROSTER, IF OWNED BY ALL ADULT HOUSEHOLD MEMBERS THEN FILL IN THE ID# OF ALL ADULT HOUSEHOLD MEMBERS. IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD JOINTLY OWNS THE PARCEL, ENTER CODE "99" IN ADDITION TO ID(S) OF HOUSEHOLD MEMBER(S). ADD ADDITIONAL SPACE FOR LISTING ID# OF ADULT OWNERS, IF REQUIRED.	804 In what year was this (these) [AGRICULTURAL EQUIPMENT] acquired by the owner(s)? IF ≥ 1 OWNER, ALLOW ≥ RESPONSE, ADD ADDITIONAL SPACE FOR LISTING ID# OF ADULT OWNERS, IF REQUIRED. ENTER CODE "98" FOR DON'T KNOW YEAR THE ID# IN Qs.803 AND 804 SHOULD CORRESPOND AND BE WRITTEN IN THE SAME ORDER	805 How did the owner(s) of this (these) [AGRICULTURAL EQUIPMENT] acquire it? Indicate the mode of acquisition (MOA). IF ≥ 1 OWNER, ALLOW ≥ 1 RESPONSE, ADD ADDITIONAL SPACE FOR LISTING ID# OF ADULT OWNERS, IF REQUIRED. THE ID# IN Qs.803 AND 805 SHOULD CORRESPOND AND BE WRITTEN IN THE SAME ORDER.
801	□ □ LN LN LN LN	HH LINE NO □ □ □ □ □ □ YEAR □ □ □ □ □ □	HH LINE NO □ □ □ □ □ □ YEAR □ □ □ □ □ □	HH LINE NO □ □ □ □ □ □ MOA □ □ □ □ □ □
802	□ □	HH LINE NO □ □ □ □ □ □ YEAR □ □ □ □ □ □	HH LINE NO □ □ □ □ □ □ YEAR □ □ □ □ □ □	HH LINE NO □ □ □ □ □ □ MOA □ □ □ □ □ □
803	□ □	HH LINE NO □ □ □ □ □ □ YEAR □ □ □ □ □ □	HH LINE NO □ □ □ □ □ □ YEAR □ □ □ □ □ □	HH LINE NO □ □ □ □ □ □ MOA □ □ □ □ □ □
804	□ □	HH LINE NO □ □ □ □ □ □ YEAR □ □ □ □ □ □	HH LINE NO □ □ □ □ □ □ YEAR □ □ □ □ □ □	HH LINE NO □ □ □ □ □ □ MOA □ □ □ □ □ □
805	□ □	HH LINE NO □ □ □ □ □ □ YEAR □ □ □ □ □ □	HH LINE NO □ □ □ □ □ □ YEAR □ □ □ □ □ □	HH LINE NO □ □ □ □ □ □ MOA □ □ □ □ □ □
<p>Codes for Q.805-Acquisition Status</p> <p>01 - Purchased</p> <p>02 - Inherited after the death of a natal family member</p> <p>03 - Inherited after the death of marital family member</p> <p>04 - Acquired due to marital law/custom</p> <p>05 - Allocated/gift from household member</p> <p>06 - Allocated/gift from non-household member</p> <p>07 - Government program</p> <p>08 - Encroachment</p> <p>96 - Other, specify _____</p> <p>98 - Don't Know</p>				

(Continuation)

MODULE 6A. LARGE AGRICULTURAL EQUIPMENT				
<p>806 If this [AGRICULTURAL EQUIPMENT] were to be sold, which member(s) of this household would be involved in the decision to <u>sell</u>?</p> <p>LIST ALL ADULTS FROM THE HOUSEHOLD ROSTER. IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD WOULD DECIDE, ENTER "99" IN ADDITION TO ID(S) OF HOUSEHOLD MEMBER(S). ADD ADDITIONAL SPACE FOR LISTING ID#, IF REQUIRED.</p>	<p>807 Which member(s) of this household would be involved in the decision to <u>bequeath</u> this [AGRICULTURAL EQUIPMENT]?</p> <p>LIST ALL ADULTS FROM THE HOUSEHOLD ROSTER. IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD HAS THE RIGHT, ENTER CODE "99" IN ADDITION TO ID(S) OF HOUSEHOLD MEMBER(S). ADD ADDITIONAL SPACE FOR LISTING ID#, IF REQUIRED.</p>	<p>808 Do individuals <u>sell</u> out any [AGRI-CULTURAL EQUIPMENT] in or around this community?</p> <p>ENTER CODE</p>	<p>809 Are you informed regarding the value of recent [AGRI-CULTURAL EQUIPMENT] <u>sales</u> transactions?</p> <p>ENTER CODE</p>	<p>810 If this [AGRICULTURAL EQUIPMENT] were to be <u>gold</u> out today, what would be the total price received, given the age and state of this equipment?</p> <p>ESTIMATE VALUE IN PHILIPPINE PESO. RECORD "97" IF REFUSE TO ANSWER. RECORD "98" IF DON'T KNOW</p>
LN LN LN LN □ □ □ □ □ □ □ □	LN LN LN LN □ □ □ □ □ □ □ □	□ □ ENTER CODE	□ ENTER CODE	□ □ □ □ □ □ □ □ □ □
□ □ □ □ □ □ □ □	□ □ □ □ □ □ □ □	□ □	□	□ □ □ □ □ □ □ □ □ □
□ □ □ □ □ □ □ □	□ □ □ □ □ □ □ □	□ □	□	□ □ □ □ □ □ □ □ □ □
□ □ □ □ □ □ □ □	□ □ □ □ □ □ □ □	□ □	□	□ □ □ □ □ □ □ □ □ □
□ □ □ □ □ □ □ □	□ □ □ □ □ □ □ □	□ □	□	□ □ □ □ □ □ □ □ □ □
<p>Codes for Q.806</p> <p>01 - Yes, Sell 02 - No Transactions, * GO TO Q.810 98 - Don't Know, * GO TO Q.810</p>		<p>Codes for Q.809</p> <p>1 - Informed of Transactions 2 - Not Informed of Transactions</p>		

(Continuation)

MODULE 6A. LARGE AGRICULTURAL EQUIPMENT				
<p>811 If this [AGRICULTURAL EQUIPMENT], were to be sold, which member(s) of this household would decide how the money is used?</p> <p>LIST ALL ADULTS FROM THE HOUSEHOLD ROSTER, IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD WOULD DECIDE, ENTER '99' IN ADDITION TO ID(S) OF HOUSEHOLD MEMBER(S). ADD ADDITIONAL SPACE FOR LISTING ID, IF REQUIRED.</p>	<p>812 ENUMERATOR: IS RESPONDENT ONE OF THE OWNERS OF [EQUIPMENT] IN Q.803?</p> <p>1 - YES 2 - NO, ➔ GO TO NEXT ROW</p> <p>ENTER CODE</p>	<p>813 Are there any household member 18 years old and over that does not know about your ownership of this [AGRICULTURAL EQUIPMENT]?</p> <p>1 - YES 2 - NO, ➔ GO TO NEXT ROW</p> <p>ENTER CODE</p>	<p>814 Which household member 18 years old and over who does not know about your ownership of this [AGRICULTURAL EQUIPMENT]?</p> <p>LIST UP TO 3 FROM HOUSEHOLD ROSTER</p>	<p>816 CODE FOR ABILITY OF RESPONDENT TO BE INTERVIEWED ALONE:</p> <p><input type="checkbox"/></p> <p>1 - ALONE 2 - WITH ADULT FEMALE(S) PRESENT 3 - WITH ADULT MALE(S) PRESENT 4 - WITH ADULTS MIXED SEX PRESENT 5 - WITH CHILDREN PRESENT 6 - WITH ADULTS MIXED SEX AND CHILDREN PRESENT</p> <p>(Reasons why interview was not administered with the respondent alone should be explained in the remarks)</p>
LN LN LN LN <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>	<input type="text"/>	LN LN LN <input type="text"/> <input type="text"/> <input type="text"/>	REMARKS _____
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	_____
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	_____
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	_____
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	_____

(Continuation)

MODULE 6B. SMALL AGRICULTURAL EQUIPMENT				
EQUIPMENT CODE	EQUIPMENT NAME	616 Do you or any member of your household own any [AGRICULTURAL EQUIPMENT] exclusively or jointly with someone else, regardless of whether or how it is used? READ ALL CATEGORIES 01 - YES 02 - NO, → GO TO NEXT ROW 98 - DON'T KNOW, → GO TO NEXT ROW	617 Which household member(s) own at least one of this [AGRICULTURAL EQUIPMENT]? LIST ALL ADULT OWNERS FROM THE HOUSEHOLD ROSTER. IF OWNED BY ALL ADULT HOUSEHOLD MEMBERS THEN FILL IN THE ID# OF ALL HOUSEHOLD MEMBERS. IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD JOINTLY OWNS THE PARCEL, ENTER CODE "W" IN ADDITION TO ID(S) OF HOUSEHOLD MEMBER(S). ADD ADDITIONAL SPACE FOR LISTING ID# OF ADULT OWNERS, IF REQUIRED. LN LN LN LN	618 CODE FOR ABILITY OF RESPONDENT TO BE INTERVIEWED ALONE. 1 - ALONE 2 - WITH ADULT FEMALE(S) PRESENT 3 - WITH ADULT MALE(S) PRESENT 4 - WITH ADULTS MIXED SEX PRESENT 5 - WITH CHILDREN PRESENT 6 - WITH ADULTS MIXED SEX AND CHILDREN PRESENT <input type="checkbox"/> (Reasons why interview was not administered with the respondent alone should be explained in the remarks)
606	HOE	<input type="checkbox"/>	<input type="checkbox"/>	REMARKS _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____
607	AXE	<input type="checkbox"/>	<input type="checkbox"/>	
608	FANGA	<input type="checkbox"/>	<input type="checkbox"/>	
609	GLASHER	<input type="checkbox"/>	<input type="checkbox"/>	
610	WATERING CAN	<input type="checkbox"/>	<input type="checkbox"/>	
611	WHEEL BARROW	<input type="checkbox"/>	<input type="checkbox"/>	
612	PRUNING KNIFE	<input type="checkbox"/>	<input type="checkbox"/>	
613	PRUNING SAW	<input type="checkbox"/>	<input type="checkbox"/>	
614	CHAINHANDSAW	<input type="checkbox"/>	<input type="checkbox"/>	
616	SHELLER	<input type="checkbox"/>	<input type="checkbox"/>	
616	SPADE	<input type="checkbox"/>	<input type="checkbox"/>	
617	FORK HOE	<input type="checkbox"/>	<input type="checkbox"/>	
618	SPRAYER	<input type="checkbox"/>	<input type="checkbox"/>	
619	MILK CAN	<input type="checkbox"/>	<input type="checkbox"/>	
620	PAIL	<input type="checkbox"/>	<input type="checkbox"/>	
621	LANTERN	<input type="checkbox"/>	<input type="checkbox"/>	
622	CULTIVATOR	<input type="checkbox"/>	<input type="checkbox"/>	
623	WEEDER	<input type="checkbox"/>	<input type="checkbox"/>	
624	PLANTER	<input type="checkbox"/>	<input type="checkbox"/>	
625	OTHER, SPECIFY _____	<input type="checkbox"/>	<input type="checkbox"/>	

(Continuation)

MODULE 7. NON- AGRICULTURAL ENTERPRISES AND ENTERPRISE ASSETS		
Does any member of your household do the following with the main intention of earning income?		
701	... own a non-agricultural manufacturing enterprise or provided a non-agricultural service from home or a household-owned shop, as a carwash owner, metal worker, mechanic, carpenter, tailor, barber, etc.? 1 - YES 2 - NO	<input type="checkbox"/>
702	... process and sell any agricultural by-products, including flour, starch, juice, beer, jam, oil, seed, bran, wine, etc.? 1 - YES 2 - NO	<input type="checkbox"/>
703	... own a trading enterprise at a fixed or mobile location on a street, at home, or in a market? 1 - YES 2 - NO	<input type="checkbox"/>
704	... offer any service or sold anything on a street or in a market, including firewood, home-made charcoal, curios, construction timber, woodpoles, traditional medicine, mats, bricks, cane furniture, weave baskets, thatch grass, etc.? 1 - YES 2 - NO	<input type="checkbox"/>
705	... own a professional office or offered professional services from home as a doctor, accountant, lawyer translator, private tutor, midwife, mason, etc.? 1 - YES 2 - NO	<input type="checkbox"/>
706	... drive a household-owned taxi or pick-up truck to provide transportation or moving services? 1 - YES 2 - NO	<input type="checkbox"/>
707	... own a drinking place (ex. bar) or eating place (ex. restaurant)? 1 - YES 2 - NO	<input type="checkbox"/>
708	... own any other non-agricultural enterprise not mentioned above, even if it is a small enterprise run from home or on a street? 1 - YES 2 - NO	<input type="checkbox"/>
709	ENUMERATOR: IS THERE A '1' FOR ANY OF THE QUESTIONS 701 THROUGH 708? 1 - YES 2 - NO → GO TO Q.748	<input type="checkbox"/>

(Continuation)

MODULE 7B. NON-AGRICULTURAL ENTERPRISE AND ENTERPRISE ASSETS (CONTINUED)													
ENTERPRISE ID	710 NAME AND ADDRESS OF THE [ENTERPRISE]	711 LOCATION OF THE [ENTERPRISE]	712 Please describe the kind of activity each enterprise is engaged in.	713 How many months per year is the [ENTERPRISE] operational? ENTER NUMBER IN COMPLETED MONTHS IF LESS THAN A MONTH, ENTER '00' AND PUT CORRESPONDING REMARKS	714 Which household member(s) are the owner(s) of this [ENTERPRISE]? LIST ALL ADULTS FROM THE HOUSEHOLD ROSTER. IF OWNED BY ALL ADULT HOUSEHOLD MEMBERS THEN FILL IN THE ID# OF ALL ADULT HOUSEHOLD MEMBERS. IF SOMEONE FROM OUTSIDE IS AN OWNER, ENTER CODE '99' IN ADDITION TO ID(S) OF HOUSEHOLD MEMBER(S). ADD ADDITIONAL SPACE FOR LISTING ID# OF ADULT OWNERS, IF REQUIRED. RECORD % OF OWNERSHIP FOR EACH JOINT OWNER.	LINE NO. %		LINE NO. %		LINE NO. %		LINE NO. %	
						LINE NO.	%	LINE NO.	%	LINE NO.	%	LINE NO.	%
E1													
E2													
E3													
E4													
E5													
<p>Codes for G.711 - Location of the Enterprise</p> <p>FIXED PREMISES</p> <p>01 - At home with no special work space 02 - At home with work space inside/attached to the home 03 - Business premises with fixed location independent from home 04 - Home or workplace of the client 06 - Construction site 08 - Market, bazaar stall, trade fair 07 - Street pavement or highway with fixed post</p> <p>NO FIXED PREMISES</p> <p>08 - Transport vehicle 09 - No fixed location (e.g. mobile, door to door/street without fixed post 99 - Other, specify _____</p>													

(Continuation)

MODULE 7B. NON-AGRICULTURAL ENTERPRISE AND ENTERPRISE ASSETS (CONTINUED)												
EN- TER- PRISE ID	716 What was the average number of hours per week that each owner spent managing or working on this [ENTERPRISE] over the last operational month? ADD ADDITIONAL SPACE FOR LISTING OF IDs IF ADULT OWNERS, IF REQUIRED THE IDs IN Qa.714 AND 715 SHOULD CORRESPOND AND BE WRITTEN IN THE SAME ORDER 01 - NONE 02 - LESS THAN 20 03 - 20-39 HOURS 04 - 40 HOURS 06 - 41-59 HOURS 08 - 60 HRS AND MORE 88 - DONT KNOW				718 Which household member(s) has the main responsibility for providing services and/or producing goods? LIST ALL ADULT HOUSEHOLD MEMBERS. ENTER CODE '99' IF NON-HOUSEHOLD OWNER OR A HIRED MANAGER HAS THE RESPONSIBILITY. ENTER CODE '98' FOR DONT KNOW. ADD ADDITIONAL SPACE FOR LISTING IDs OF ADULT OWNERS, IF REQUIRED.				717 Which household member(s) has the main responsibility for managing day-to-day operations? LIST ALL ADULT HOUSEHOLD MEMBERS. ENTER CODE '99' IF NON-HOUSEHOLD OWNER OR A HIRED MANAGER HAS THE RESPONSIBILITY. ENTER CODE '98' FOR DONT KNOW. ADD ADDITIONAL SPACE FOR LISTING IDs OF ADULT OWNERS, IF REQUIRED.			
	E1	LINE NO NO OF HOURS	LINE NO NO OF HOURS	LINE NO NO OF HOURS	LINE NO NO OF HOURS	LN	LN	LN	LN	LN		
E2	LINE NO NO OF HOURS	LINE NO NO OF HOURS	LINE NO NO OF HOURS	LINE NO NO OF HOURS	LN	LN	LN	LN	LN			
E3	LINE NO NO OF HOURS	LINE NO NO OF HOURS	LINE NO NO OF HOURS	LINE NO NO OF HOURS	LN	LN	LN	LN	LN			
E4	LINE NO NO OF HOURS	LINE NO NO OF HOURS	LINE NO NO OF HOURS	LINE NO NO OF HOURS	LN	LN	LN	LN	LN			
E5	LINE NO NO OF HOURS	LINE NO NO OF HOURS	LINE NO NO OF HOURS	LINE NO NO OF HOURS	LN	LN	LN	LN	LN			
Codes for Q.718 - Mode of Acquisition 01 - Founded 02 - Purchased 03 - Inherited after the death of a natal family member 04 - Inherited after the death of a marital family member 06 - Acquired due to marital law/custom 08 - Allocated/gift from household member 07 - Allocated/gift from non-household member 08 - Government programs 08 - Encroachment 96 - Other, specify _____ 98 - Don't Know												

(Continuation)

MODULE 7B. NON-AGRICULTURAL ENTERPRISE AND ENTERPRISE ASSETS (CONTINUED)					
ENTERPRISE ID	718 Which household member(s) has the main financial control, including the ability to sign loans, leases and contracts? LIST ALL ADULT HOUSEHOLD MEMBERS. ENTER CODE '99' IF NON-HOUSEHOLD OWNER OR A HIRED MANAGER HAS THE RESPONSIBILITY. ENTER CODE '98' FOR DONT KNOW. ADD ADDITIONAL SPACE FOR LISTING ID# OF ADULT OWNERS, IF REQUIRED.	719 How was this [ENTERPRISE] acquired? ADD ADDITIONAL SPACE FOR LISTING OF ID# OF ADULT OWNERS, IF REQUIRED IF >1 OWNER ALLOW >1 RESPONSE ADD ADDITIONAL SPACE FOR LISTING ID# OF ADULT OWNERS IF REQUIRED THE ID# IN Qs.714 AND 719 SHOULD CORRESPOND AND BE WRITTEN IN THE SAME ORDER	720 ENUMERATOR: IS THE RESPONDENT AMONG THE OWNERS OF THE [ENTERPRISE] ACCORDING TO Q.714? 1 - YES 2 - NO GO TO Q.740	721 ENUMERATOR: WAS THIS [ENTERPRISE] FOUNDED (Q.718, CODE 1) OR PURCHASED (CODE 2)? 1 - YES 2 - NO GO TO Q.723	722 What was the main source of funding used for purchasing or founding this [ENTERPRISE]? DO NOT READ LIST ENTER CODE
E1	LN LN LN LN HH LINE NO. MOA	HH LINE NO. MOA			
E2	HH LINE NO. MOA	HH LINE NO. MOA			
E3	HH LINE NO. MOA	HH LINE NO. MOA			
E4	HH LINE NO. MOA	HH LINE NO. MOA			
E5	HH LINE NO. MOA	HH LINE NO. MOA			
Codes for Qs.722 and 727 - Main Source of Funding 01 - Own/Household Savings 02 - Friends/Relatives 03 - Private Money Lender 04 - Employees 06 - Commercial/Development Bank 08 - Deposit Taking/Microfinance Institution 07 - Credit Institution 08 - Trader/Shop Keeper 08 - Self Help Group 10 - NGO 11 - Government 12 - Didn't expand enterprise make capital improvements or face unexpected expense 98 - Other, specify _____ 98 - Don't Know		Codes for Q.724 - Enterprise Registration 01 - With Local Government 02 - With National Government 03 - Not Registered 04 - Registration in process 96 - Other, specify _____ 98 - Don't Know 97 - Refuses to Respond			

(Continuation)

MODULE 7B. NON-AGRICULTURAL ENTERPRISE AND ENTERPRISE ASSETS (CONTINUED)					
723 In what year was this [ENTERPRISE] acquired by the owner(s)? ADD ADDITIONAL SPACE FOR LISTING OF IDs OF ADULT OWNERS, IF REQUIRED. IF >1 OWNER ALLOW >1 RESPONSE ADD ADDITIONAL SPACE FOR LISTING IDs OF ADULT OWNERS IF REQUIRED ENTER CODE "88" FOR DON'T KNOW THE IDs IN Qs.714 AND 723 SHOULD CORRESPOND AND BE WRITTEN IN THE SAME ORDER	724 Is this [ENTERPRISE] registered?	725 What type of records or accounts this [ENTERPRISE] maintained?	726 How many paid employees does this [ENTERPRISE] currently employ on a continuous basis, excluding the owner(s)?	727 During the past year, what was the primary source of funding used to finance expansion and capital improvements or to face unexpected expenses for this [ENTERPRISE]?	728 During the last twelve months, did the [ENTERPRISE] apply for loans or line(s) of credit? 1 - YES 2 - NO, * GO TO Q.730
	ENTER CODE	ENTER CODE	ENTER NUMBER	DO NOT READ LIST	
HH LINE NO: [][] [][] [][] [][] YEAR: [][] [][] [][] [][]	[][]	[][]	[][][][]	[][]	[]
HH LINE NO: [][] [][] [][] [][] YEAR: [][] [][] [][] [][]	[][]	[][]	[][][][]	[][]	[]
HH LINE NO: [][] [][] [][] [][] YEAR: [][] [][] [][] [][]	[][]	[][]	[][][][]	[][]	[]
HH LINE NO: [][] [][] [][] [][] YEAR: [][] [][] [][] [][]	[][]	[][]	[][][][]	[][]	[]
HH LINE NO: [][] [][] [][] [][] YEAR: [][] [][] [][] [][]	[][]	[][]	[][][][]	[][]	[]
<p>Codes for Q.726 - Records of Enterprise</p> <ul style="list-style-type: none"> 01 - No written account kept 02 - Informal record for personal use 03 - Simplified accounting format required for tax payment 04 - Detailed format account (Balance sheet and income statement) 88 - Don't Know 87 - Refuses to Respond <p>Codes for Q.730 - Reason for not applying for a loan/credit</p> <ul style="list-style-type: none"> 01 - No need for a loan enterprise, has sufficient capital 02 - Application procedures for loans or line of credit are complex 03 - Interest rates are not favourable 04 - Collateral requirements for loans or line of credit are unattainable 05 - Size of loan and maturity are insufficient 06 - Did not think it would be approved 08 - Other, specify _____ <p>Codes for Q.733 - Number of Employees</p> <ul style="list-style-type: none"> 01 - Increased 02 - Decreased 03 - Remained the same 88 - Don't Know <p>Codes for Q.734 - Desired size of enterprise</p> <ul style="list-style-type: none"> 1 - Enterprise is the size I prefer * GO TO Q.736 2 - I wanted to grow the enterprise 					

(Continuation)

MODULE 7B. NON-AGRICULTURAL ENTERPRISE AND ENTERPRISE ASSETS (CONTINUED)																							
EN-TER-PRIZE ID	729 Was the loan application accepted? IF RESPONDENT APPLIED FOR MORE THAN ONE LOAN IN THE LAST 12 MONTHS, REFER TO THE MOST RECENT LOAN IN THE SAME TIME PERIOD. 1 - YES, ● GO TO Q.731 2 - NO, ● GO TO Q.731	730 What was the main reason your enterprise did not apply for a line of credit or a loan? DO NOT READ LIST	731 What was the approximate monthly turnover from the [ENTERPRISE] (the total value of sales of goods or services, consider an average over the last three operational months)? ESTIMATE VALUE IN PHILIPPINE PESO.	732 What was the approximate total monthly income earned from the [ENTERPRISE] after paying all expenses, including wages of employees, but not including any income paid to yourself and other owners (consider average over the last three operational months)? ESTIMATE VALUE IN PHILIPPINE PESO.	733 Over the past three years, has the number of paid employees increased, decreased or remained the same? ENTER CODE	734 Is the [ENTERPRISE] your desired size or did you wish to grow it and weren't able to? ENTER CODE																	
E1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																	
E2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																	
E3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																	
E4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																	
E6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																	
<p>Codes for Q.736 - Factors that constrained business owners to increased size of enterprise</p> <table border="0"> <tr> <td>A - Did not make efforts to grow it</td> <td>J - Lack of market information</td> </tr> <tr> <td>B - Lack of demand</td> <td>K - High tax rates</td> </tr> <tr> <td>C - Lack of inputs</td> <td>L - Lack of clear ownership of land</td> </tr> <tr> <td>D - Lack of finance</td> <td>M - High crime rates</td> </tr> <tr> <td>E - Poor quality of supply of electricity and phone</td> <td>N - Economic policy uncertainty</td> </tr> <tr> <td>F - Lack of trained employees</td> <td>O - Corruption</td> </tr> <tr> <td>G - Cost of hiring employees</td> <td>P - Lack of time to work on the business due to household chores</td> </tr> <tr> <td>H - Legal regulations</td> <td>X - Other, specify _____</td> </tr> <tr> <td>I - Poor quality roads</td> <td>Y - Don't Know</td> </tr> </table>						A - Did not make efforts to grow it	J - Lack of market information	B - Lack of demand	K - High tax rates	C - Lack of inputs	L - Lack of clear ownership of land	D - Lack of finance	M - High crime rates	E - Poor quality of supply of electricity and phone	N - Economic policy uncertainty	F - Lack of trained employees	O - Corruption	G - Cost of hiring employees	P - Lack of time to work on the business due to household chores	H - Legal regulations	X - Other, specify _____	I - Poor quality roads	Y - Don't Know
A - Did not make efforts to grow it	J - Lack of market information																						
B - Lack of demand	K - High tax rates																						
C - Lack of inputs	L - Lack of clear ownership of land																						
D - Lack of finance	M - High crime rates																						
E - Poor quality of supply of electricity and phone	N - Economic policy uncertainty																						
F - Lack of trained employees	O - Corruption																						
G - Cost of hiring employees	P - Lack of time to work on the business due to household chores																						
H - Legal regulations	X - Other, specify _____																						
I - Poor quality roads	Y - Don't Know																						

(Continuation)

MODULE 7B. NON-AGRICULTURAL ENTERPRISE AND ENTERPRISE ASSETS (CONTINUED)					
ENTERPRISE ID	786 What factors have constrained the business owner's ability to increase the size of the [ENTERPRISE] to the desired size? SELECT UP TO THREE RESPONSES DO NOT READ LIST	788 Have you ever taken part in any course or training activity, whether formal or informal, on how to start an enterprise, such as training on how to develop a business plan, assess market opportunities, identify and access start-up capital, develop business network, etc.? SELECT UP TO THREE RESPONSES DO NOT READ LIST ENTER CODE	787 Various people may give you advice on managing your enterprise. From whom do you regularly (once or more per month) receive managerial advice for managing your enterprise? SELECT UP TO THREE RESPONSES DO NOT READ LIST ENTER CODE	788 What is the main motivation for running/operating this [ENTERPRISE]? CHOOSE ONLY THE MAIN REASON DO NOT READ LIST ENTER CODE	789 What factors would increase your happiness/satisfaction as an entrepreneur? SELECT UP TO THREE RESPONSES DO NOT READ LIST ENTER CODE
E1	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
E2	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
E8	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
E4	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
E6	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p>Codes for Q.788-Taken part in any course or training</p> <p>A - As part of my regular education at school B - At my initiative C - As a condition for receiving a loan/ for participating in a program D - Training from government E - Training from NGO X - Other, specify _____ F - NO</p> <p>Codes for Q.787- Receive managerial advice</p> <p>A - Spouse/partner B - Other family members/relatives C - Friends D - A public advising service (bank, lawyer, accountant) X - Other, specify _____ E - NONE/REFUSE</p>					

(Continuation)

MODULE 7B. NON-AGRICULTURAL ENTERPRISE AND ENTERPRISE ASSETS (CONTINUED)								
EN-TER-PRISE ID	740 Does this [ENTERPRISE] currently own any of the following assets? IF THE RESPONSE IS 'NO' OR 'DON'T KNOW' FOR BOTH EQUIPMENT(MACHINERY)/ FURNITURE AND STOCKS OF MATERIALS, GO TO Q746 01 - YES 02 - NO 88 - DON'T KNOW IF NO OR DON'T KNOW FOR BOTH → GO TO Q.746		741 How much would be received for all of the [ENTERPRISE ASSET] if it were sold today (please estimate total value per type of asset)? ESTIMATE IN PHILIPPINE PESO. RECORD '97' IF REFUSE TO ANSWER. RECORD '98' IF DON'T KNOW		742 If the [ENTERPRISE ASSETS] were to be sold today, which member(s) of this household would decide how the money is used? LIST ALL ADULTS FROM THE HOUSEHOLD ROSTER. IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD WOULD DECIDE, ENTER CODE '99' IN ADDITION TO ID(S) OF HOUSEHOLD MEMBER(S). ADD ADDITIONAL SPACE FOR LISTING IDx IF REQUIRED		743 If this [ENTERPRISE] were to be sold, which member(s) of this household would be involved in the decision to sell? LIST ALL ADULTS FROM THE HOUSEHOLD ROSTER. IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD HAS RIGHT TO SELL, ENTER CODE '99' IN ADDITION TO ID(S) OF HOUSEHOLD MEMBER(S). ADD ADDITIONAL SPACE FOR LISTING IDx IF REQUIRED	
	Equipment/ Machinery/ Furniture	Stocks of Materials	Equipment/ Machinery/ Furniture	Stocks of Materials	LN	LN	LN	LN
E1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Codes for Q.738 - Main motivation for operating the Enterprise</p> <p>01 - To fill a need seen in the market for an entirely new product/service or for an improvement in an existing product/service</p> <p>02 - Because the owner identified a very profitable area for enterprise (low wages, cheap inputs, new fashion)</p> <p>03 - To make more money</p> <p>04 - To gain greater flexibility, control of time</p> <p>06 - To fulfill a dream, realize a passion</p> <p>08 - To supplement the family income</p> <p>07 - Because it is the family enterprise (it is what is expected)</p> <p>08 - To make a positive contribution to life in the community</p> <p>08 - Because the owner did not have other choice/lost job, laid off to feed family</p> <p>10 - Owner inherited the enterprise from another person</p> <p>96 - Other, specify _____</p> <p>98 - Don't Know</p>								

(Continuation)

MODULE 7B. NON-AGRICULTURAL ENTERPRISE AND ENTERPRISE ASSETS (CONTINUED)					
EN-TER-PRIZE ID	744 Which household member(s) would be involved in the decision to bequeath this [ENTERPRISE]?	745 ENUMERATOR: IS RESPONDENT THE OWNER/ONE OF THE OWNERS OF THE [ENTERPRISE] IN Q.714?	746 Are there any household members 18 years old and over do not know about your ownership of this [ENTERPRISE]?	747 Which household member 18 years old and over does not know about your ownership of this [ENTERPRISE]?	748 CODE FOR ABILITY OF RESPONDENT TO BE INTERVIEWED ALONE: 1 - ALONE 2 - WITH ADULT FEMALE(S) PRESENT 3 - WITH ADULT MALE(S) PRESENT 4 - WITH ADULTS MIXED SEX PRESENT 5 - WITH CHILDREN PRESENT 6 - WITH ADULTS MIXED SEX AND CHILDREN PRESENT (Reasons why interview was not administered with the respondent alone should be explained in the remarks)
	LIST ALL ADULTS FROM THE HOUSEHOLD ROSTER, IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD HAS RIGHT TO BEQUEATH. ENTER CODE '99' IN ADDITION TO ID(S) OF HOUSEHOLD MEMBER(S). ADD ADDITIONAL SPACE FOR LISTING ID, IF REQUIRED	1 - YES 2 - NO, * GO TO NEXT ROW	1 - YES 2 - NO, * GO TO NEXT ROW	LIST UP TO 3 FROM HOUSEHOLD ROSTER	<input type="checkbox"/>
E1	LN LN LN LN LN <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	LN LN LN <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	REMARKS _____
E2	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____
E3	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____
E4	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____
E5	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____
<p>Codes for Q.738 - Factors that would increase happiness/satisfaction</p> <p>A - More money at the end of the month for me and my family B - More support from my spouse/partner/family and community C - Having more time to spend with my family D - Having less problems complying with public regulations/spend less time to fill paperwork, get authorization and pay taxes E - Feeling less concerned about my personal security and the security of my assets F - Having capable and motivated help (from my paid and unpaid employees) G - Nothing, I am fully satisfied with my work as enterprise owner X - Other, specify _____</p>					

(Continuation)

MODULE 8. OTHER REAL ESTATE											
<p>801 Do you or any member of your household currently own any other real estate exclusively or jointly with someone else, including other dwelling/buildings, flats, other real estate, such as stores, owned by household enterprise, non-agricultural plots, either rural or urban? □ □</p> <p>01 - YES 02 - NO ● GO TO Q.823 98 - DON'T KNOW ● GO TO Q.823</p>											
CODE	<p>802 List each piece of other real estate that someone in your household owns.</p> <p>READ LIST</p> <p>ENTER CODE</p>	<p>803 Where is this [REAL ESTATE] located?</p> <p>ENUMERATOR TO HELP RESPONDENT IDENTIFY WHETHER LOCATION IS RURAL/URBAN</p> <p>1 - URBAN 2 - RURAL</p> <p>ENTER CODE</p>	<p>804 LOCATION ADDRESS OF [REAL ESTATE]</p> <p>IF THE REAL ESTATE IS LOCATED IN THE SAME BARANGAY, WRITE "THE SAME CODES INDICATED IN IDENTIFICATION PARTICULARS" ON THE SPACE PROVIDED FOR PROVINCE, CITY/MUNICIPALITY AND BARANGAY.</p>			<p>805 What is this [REAL ESTATE] used for?</p> <p>DO NOT READ LIST</p>	<p>806 Which non-agricultural enterprise ID is this [REAL ESTATE] used for?</p> <p>ENTER ENTERPRISE ID CODE</p>	<p>807 Who owns this [REAL ESTATE]?</p> <p>LIST ALL ADULTS FROM THE HOUSEHOLD ROSTER, IF OWNED BY ALL ADULT HOUSEHOLD MEMBERS THEN FILL IN THE ID# OF ALL ADULT HOUSEHOLD MEMBERS, IF JOINTLY OWNED BY SOMEONE FROM OUTSIDE OF THE HOUSEHOLD, ENTER CODE 99 IN ADDITION TO ID#S OF HOUSEHOLD MEMBERS. ADD ADDITIONAL SPACE FOR LISTING ID#S OF OWNERS, IF REQUIRED.</p>			
RE1	□ □	□	PROVINCE	CITY/MUN	BARANGAY	□ □	□ □	LN	LN	LN	LN
RE2	□ □	□	□ □	□ □	□ □ □ □	□ □	□ □	□ □	□ □	□ □	□ □
RE3	□ □	□	□ □	□ □	□ □ □ □	□ □	□ □	□ □	□ □	□ □	□ □
RE4	□ □	□	□ □	□ □	□ □ □ □	□ □	□ □	□ □	□ □	□ □	□ □
RE5	□ □	□	□ □	□ □	□ □ □ □	□ □	□ □	□ □	□ □	□ □	□ □
RE6	□ □	□	□ □	□ □	□ □ □ □	□ □	□ □	□ □	□ □	□ □	□ □
<p>Codes for Q.802 - Real Estate Ownership</p> <p>01 - Single/Detached House 02 - Duplex 03 - Apartment/accessorial/condominium/town house 04 - Commercial/industrial/agricultural building/house (e.g. store, etc) 05 - Servants Quarter 06 - Tenement 07 - Non-agricultural land 98 - Other, specify _____</p> <p>Codes for Q.805 - Use of Real Estate</p> <p>01 - Household, Non commercial Use ● GO TO Q.807 02 - Household, Commercial Use 03 - Rented out ● GO TO Q.807 98 - Other (Specify) _____ ● GO TO Q.807 98 - Don't Know ● GO TO Q.807</p>											

(Continuation)

MODULE 8. OTHER REAL ESTATE (CONTINUED)			
<p>808 In what year was the [REAL ESTATE] acquired by the owner(s)?</p> <p>ADD ADDITIONAL SPACE FOR LISTING OF IDs OF ADULT OWNERS, IF REQUIRED.</p> <p>IF #1 OWNER, ALLOW 2 RESPONSE, ADD ADDITIONAL SPACE FOR LISTING IDs OF ADULT OWNERS, IF REQUIRED.</p> <p>ENTER CODE "98" FOR DON'T KNOW YEAR</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"> <p>THE IDs IN Q807 AND 808 SHOULD CORRESPOND AND BE WRITTEN IN THE SAME ORDER</p> </div>	<p>809 How did the owner(s) of this (these) [REAL ESTATE] acquire it? Indicate the mode of acquisition (MOA)</p> <p>ADD ADDITIONAL SPACE FOR LISTING OF IDs OF ADULT OWNERS, IF REQUIRED.</p> <p>IF #1 OWNER, ALLOW 2 RESPONSE, ADD ADDITIONAL SPACE FOR LISTING IDs OF ADULT OWNERS, IF REQUIRED.</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"> <p>THE IDs IN Q807 AND 809 SHOULD CORRESPOND AND BE WRITTEN IN THE SAME ORDER.</p> </div>	<p>810 Is there an ownership document for this [REAL ESTATE]?</p> <p>ENTER CODE</p>	<p>811 Whose names are listed as owners on the ownership document for this [REAL ESTATE]?</p> <p>LIST ALL ADULTS FROM HOUSEHOLD ROSTER. IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD IS LISTED AS OWNER, ENTER CODE "99" IN ADDITION TO IDs OF HOUSEHOLD MEMBERS. ADD ADDITIONAL SPACE FOR LISTING IDs OF ADULT OWNERS, IF REQUIRED</p>
<p>RE1</p> <p>LINE NO <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>YEAR <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>	<p>LINE NO <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>MOA <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>	<p><input type="text"/> <input type="text"/></p>	<p>LN <input type="text"/> LN <input type="text"/> LN <input type="text"/> LN <input type="text"/></p>
<p>RE2</p> <p>LINE NO <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>YEAR <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>	<p>LINE NO <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>MOA <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>	<p><input type="text"/> <input type="text"/></p>	<p><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>
<p>RE3</p> <p>LINE NO <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>YEAR <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>	<p>LINE NO <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>MOA <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>	<p><input type="text"/> <input type="text"/></p>	<p><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>
<p>RE4</p> <p>LINE NO <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>YEAR <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>	<p>LINE NO <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>MOA <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>	<p><input type="text"/> <input type="text"/></p>	<p><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>
<p>RE5</p> <p>LINE NO <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>YEAR <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>	<p>LINE NO <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>MOA <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>	<p><input type="text"/> <input type="text"/></p>	<p><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>
<p>RE6</p> <p>LINE NO <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>YEAR <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>	<p>LINE NO <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>MOA <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>	<p><input type="text"/> <input type="text"/></p>	<p><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>
<p>Codes for Q.808-Acquisition Status</p> <p>01 - Purchased</p> <p>02 - Inherited after the death of a natal family member</p> <p>03 - Inherited after the death of marital family member</p> <p>04 - Acquired due to marital law/custom</p> <p>05 - Allocated/gift from household member</p> <p>06 - Allocated/gift from non-household member</p> <p>07 - Government program</p> <p>08 - Encroachment</p> <p>96 - Other, specify _____</p> <p>98 - Don't Know</p>		<p>Codes for Q.810 - Ownership of Document</p> <p>01 - A Title Deed</p> <p>02 - A Certificate of Customary Ownership</p> <p>03 - A Certificate of Occupancy</p> <p>04 - A Will</p> <p>05 - A Purchase Agreement</p> <p>96 - Other (Specify)</p> <p>98 - NONE ● GO TO Q.812</p> <p>98 - Don't Know ● GO TO Q.812</p>	

(Continuation)

MODULE 8. OTHER REAL ESTATE (CONTINUED)					
CODE	819 If this [REAL ESTATE] were to be sold today, who would decide how the money is used? LIST ALL ADULTS FROM THE HOUSEHOLD ROSTER, IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD WOULD DECIDE, ENTER CODE 99 IN ADDITION TO ID(S) OF HOUSEHOLD MEMBER(S). ADD ADDITIONAL SPACE FOR LISTING ID#, IF REQUIRED	820 ENUMERATOR: IS RESPONDENT THE OWNER/ONE OF THE OWNERS OF [REAL ESTATE] IN Q807? 1 - YES 2 - NO ➡ GO TO NEXT ROW	821 Are there any household members 18 years old and over that do not know about your ownership of this [REAL ESTATE]? 1 - YES 2 - NO ➡ GO TO NEXT ROW	822 Which household member 18 years old and over who does not know about your ownership of this [REAL ESTATE]? LIST UP TO 3 FROM HOUSEHOLD ROSTER	823 CODE FOR ABILITY OF RESPONDENT TO BE INTERVIEWED ALONE. 1 - ALONE 2 - WITH ADULT FEMALE(S) PRESENT 3 - WITH ADULT MALE(S) PRESENT 4 - WITH ADULTS MIXED SEX PRESENT 5 - WITH CHILDREN PRESENT 6 - WITH ADULTS MIXED SEX AND CHILDREN PRESENT (Reasons why interview was not administered with the respondent alone should be explained in the remarks)
RE1	LN LN LN LN □ □ □ □ □ □ □ □	□	□	LN LN LN □ □ □ □ □ □	REMARKS: _____ _____ _____ _____ _____
RE2	□ □ □ □ □ □ □ □	□	□	□ □ □ □ □ □ □ □	
RE3	□ □ □ □ □ □ □ □	□	□	□ □ □ □ □ □ □ □	
RE4	□ □ □ □ □ □ □ □	□	□	□ □ □ □ □ □ □ □	
RE5	□ □ □ □ □ □ □ □	□	□	□ □ □ □ □ □ □ □	
RE6	□ □ □ □ □ □ □ □	□	□	□ □ □ □ □ □ □ □	

(Continuation)

MODULE 9. CONSUMER DURABLES				
DURABLE CODE	DURABLE NAMES	901 Do you or any member of your household own any [CONSUMER DURABLE] exclusively or jointly with someone else? READ ALL CATEGORIES 01 - YES 02 - NO ➔ GO TO NEXT ROW 98 - DON'T KNOW ➔ GO TO NEXT ROW	902 Who is/are the adult owner(s) of at least one of this [CONSUMER DURABLE]? LIST ALL ADULTS FROM THE HOUSEHOLD ROSTER, IF OWNED BY ALL ADULT HOUSEHOLD MEMBERS THEN FILL IN THE ID# OF ALL ADULT HOUSEHOLD MEMBERS. IF JOINTLY OWNED BY SOMEONE FROM OUTSIDE OF THE HOUSEHOLD, ENTER CODE '99' IN ADDITION TO D(5) OF HOUSEHOLD MEMBER(S). ADD ADDITIONAL SPACE FOR LISTING 5th OF ADULT OWNERS, IF REQUIRED. LN LN LN LN	903 CODE FOR ABILITY OF RESPONDENT TO BE INTERVIEWED ALONE. 1 - ALONE 2 - WITH ADULT FEMALE(S) PRESENT 3 - WITH ADULT MALE(S) PRESENT 4 - WITH ADULTS MIXED SEX PRESENT 5 - WITH CHILDREN PRESENT 6 - WITH ADULTS MIXED SEX AND CHILDREN PRESENT (Reasons why interview was not administered with the respondent alone should be explained in the remarks)
901	Washing Machine	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	REMARKS _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____
902	Gas Range/Stove	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
903	Aircon	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
904	Electric Fan	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
906	DVD/Karaoke	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
908	Refrigerator	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
907	Radio	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
908	Television	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
909	Cell phone	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
910	Computer/Laptop/Netbook	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
911	Bicycle	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
912	Motorcycle/Tricycle	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
913	Car/Jeep/Van	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
914	Pick-up Truck	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
915	Other, (Specify) _____	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

(Continuation)

MODULE 10. FINANCIAL ASSETS						
<p>1001 Do you or any member of your household own any financial asset, exclusively or jointly with someone else, including commercial bank accounts, microfinance accounts, informal savings program, equity (stock/shares), bonds, pension fund, life insurance or other types?</p> <p>01 - YES <input type="checkbox"/> <input type="checkbox"/></p> <p>02 - NO <input type="checkbox"/> <input type="checkbox"/> → GO TO Q.1008</p> <p>98 - Don't Know <input type="checkbox"/> <input type="checkbox"/> → GO TO Q.1008</p>						
ASSET NO.	1002 ENUMERATOR: LIST EACH FINANCIAL ASSET THAT SOMEONE IN YOUR HOUSEHOLD OWNS. READ LIST BELOW	1003 Whose name is on the [FINANCIAL ASSET]? LIST ALL ADULTS FROM THE HOUSEHOLD ROSTER. IF THE NAME OF SOMEONE FROM THE HOUSEHOLD IS ON THE ACCOUNT, ENTER '99'. ADD ADDITIONAL SPACE FOR LISTING ID# OF ADULT OWNERS, IF REQUIRED	1004 What is the current value of the [FINANCIAL ASSET]? ESTIMATE IN PHILIPPINE PESO. RECORD '99' IF REFUSE TO ANSWER, RECORD '98' IF DON'T KNOW	1005 ENUMERATOR: IS RESPONDENT THE OWNER/ONE OF THE OWNERS OF [FINANCIAL ASSET] LISTED IN Q.1002? CHECK IN ACCORDANCE TO Q.1003 1 - YES, 2 - NO, → GO TO NEXT ROW	1006 (IF CODE 1 IN Q.1005) Are there any household members 18 years old and over that do not know about your ownership of this [FINANCIAL ASSET]? 1 - YES, 2 - NO, → GO TO NEXT ROW	1007 Which household member 18 years old and over does not know about your ownership of this [FINANCIAL ASSET]? LIST UP TO 3 FROM HOUSEHOLD ROSTER
		LN LN LN LN				LN LN LN
FA1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FA2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FA3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FA4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FA5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FA6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FA7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FA8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Code for Q.1002 - List of Financial Asset</p> <p>01 - Commercial Bank Account</p> <p>02 - Microfinance Account</p> <p>03 - Informal Savings Program</p> <p>04 - Equity (stocks/shares)</p> <p>05 - Bonds</p> <p>06 - Pension Fund</p> <p>07 - Life Insurance</p> <p>96 - Other Financial Assets (Specify) _____</p>						

(Continuation)

MODULE 10. FINANCIAL ASSETS (CONTINUED)

1008 Does any person or any enterprise owe you or any member of your household any money?

01 - YES
 02 - NO • GO TO Q.1016
 07 - REFUSED • GO TO Q.1016
 88 - DON'T KNOW • GO TO Q.1016

L O A N	1008	1010				1011	1012	1013	1014		
	Who was the money lent to?	Which member(s) of the household lent of the [money]?				What is the remaining amount to be received on the loan (principal + interest)?	ENUMERATOR: IS RESPONDENT A SOLE/JOINT LENDER OF THE MONEY IN Q.1010?	Are there any household members 18 years old and over that do not know about your ownership of this [MONEY]?	Which household member 18 years old and over does not know about your ownership of this [MONEY]?		
N U M B E R	01 - Family and/or household member 02 - Friend/Relative 03 - Employer 04 - Client/Customer 06 - Self Help Group 99 - Other (Specify) 97 - Refused to Respond 88 - Don't Know	LIST ALL ADULT FROM HOUSEHOLD ROSTER, IF SOMEONE FROM OUTSIDE OF THE HOUSEHOLD IS A JOINT LENDER OF THE MONEY ALONG WITH A HOUSEHOLD MEMBER, ENTER '99' FOR THE LENDER OUTSIDE THE HOUSEHOLD. ADD ADDITIONAL SPACE FOR LISTING IDs OF ADULT LENDERS, IF REQUIRED				ESTIMATE IN PHILIPPINE PESO. RECORD '97' IF REFUSE TO ANSWER, RECORD '99' IF DONT KNOW	1 - YES, 2 - NO, • GO TO NEXT ROW	1 - YES, 2 - NO, • GO TO NEXT ROW	LIST UP TO 3 FROM HOUSEHOLD ROSTER		
	WRITTEN DESCRIPTION	CODE	LN	LN	LN	LN			LN	LN	LN
LN1											
LN2											
LN3											
LN4											
LN5											
LN6											
LN7											
LN8											

1016 CODE FOR ABILITY OF RESPONDENT TO BE INTERVIEWED ALONE

RESPONSE CODES:

1 - ALONE 4 - WITH ADULTS MIXED SEX PRESENT
 2 - WITH ADULT FEMALES PRESENT 5 - WITH CHILDREN PRESENT
 3 - WITH ADULT MALES PRESENT 6 - WITH ADULTS MIXED SEX AND CHILDREN PRESENT

(Reasons why interview was not administered with the respondent(s) alone should be explained in the remarks).

REMARKS:

(Continuation)

MODULE 11. LIABILITIES							
1101 Do you or any member of your household owe money to anyone or any institution? □ □							
01 - YES ➔ GO TO Q.1110 02 - NO ➔ GO TO Q.1110 97 - REFUSED ➔ GO TO Q.1110 98 - DONT KNOW ➔ GO TO Q.1110							
L O A N N U M B E R	1102 Who was the money borrowed from?	1103 What was the main purpose for seeking this [loan]?	1104 ENUMERATOR: (IF CODE 1 IN Q.1103) IF THE LOAN WAS DRAWN FOR A NON-AGRICULTURAL ENTERPRISE, ENTER THE ENTERPRISE ID FROM MODULE 7	1105 Which household member(s) borrowed the [money]?	1106 What is the remaining amount to be repaid on the loan (principal + interest)?		
	01 - Another Household Member 02 - Friends/Relatives 03 - Private Money Lender 04 - Employer 05 - Commercial/Development Bank 06 - Microfinance Institution 07 - Cooperative Credit Societies 08 - Trader/Shop Keeper 09 - Self Help Group 10 - NGO 11 - Government 12 - Pawnshop 96 - Other (Specify)	DO NOT READ LIST ENTER CODE	ENTER ENTERPRISE ID	LIST ALL ADULTS FROM THE HOUSEHOLD ROSTER, IF THE MONEY BORROWED JOINTLY WITH SOMEONE FROM OUTSIDE OF THE HOUSEHOLD, ENTER '9' IN ADDITION TO ID(S) OF HOUSEHOLD MEMBER(S). ADD ADDITIONAL SPACE FOR LISTING ID#, IF REQUIRED.	ESTIMATE IN PHILIPPINE PESO. RECORD '9' IF REFUSE TO ANSWER, RECORD '98' IF DONT KNOW		
	WRITTEN DESCRIPTION	CODE			LN	LN	LN
	LN1	□ □ □ □	□ □	□ □	□ □ □ □ □ □ □ □	□ □ □ □ □ □ □ □	□ □ □ □ □ □ □ □
	LN2	□ □ □ □	□ □	□ □	□ □ □ □ □ □ □ □	□ □ □ □ □ □ □ □	□ □ □ □ □ □ □ □
LN3	□ □ □ □	□ □	□ □	□ □ □ □ □ □ □ □	□ □ □ □ □ □ □ □	□ □ □ □ □ □ □ □	
LN4	□ □ □ □	□ □	□ □	□ □ □ □ □ □ □ □	□ □ □ □ □ □ □ □	□ □ □ □ □ □ □ □	
Codes for Q.1103 - Main Purpose for Seeking Loan							
<u>FOR NON-AGRICULTURAL HOUSEHOLD ENTERPRISE</u>							
01 - Purchase Inputs/working capital for non-agricultural enterprise							
<u>FOR HOUSEHOLD OR AGRICULTURAL ENTERPRISE</u>							
02 - Buy Land ➔ GO TO Q.1106 03 - Buy Livestock ➔ GO TO Q.1106 04 - Buy Agricultural Tools and Implements ➔ GO TO Q.1106 05 - Buy Agricultural Inputs ➔ GO TO Q.1106 06 - Buying House/Pay for Building Materials/Repair renovation of houses ➔ GO TO Q.1106 07 - Buy Consumption Goods and Services ➔ GO TO Q.1106 08 - To Pay Education Expenses ➔ GO TO Q.1106 09 - To Pay Health Expenses ➔ GO TO Q.1106 10 - To Pay for Ceremonial Expenses ➔ GO TO Q.1106 96 - Other (Specify) ➔ GO TO Q.1106 98 - Dont Know ➔ GO TO Q.1106							

(Continuation)

31

MODULE 11. LIABILITIES					
L O A N N O	1107 ENUMERATOR: IS RESPONDENT A SOLEJOINT BORROWER OF THIS MONEY IN Q.1106?	1108 Are there any household members 18 years old and over that do not know about your ownership of this [LOAN]?	1109 Which household member above the 18 years old and over does not know about your ownership of this [LOAN]?	1110 CODE FOR ABILITY OF RESPONDENT TO BE INTERVIEWED ALONE.	
	1 - YES, 2 - NO, ➔ GO TO NEXT ROW	1 - YES, 2 - NO, ➔ GO TO NEXT ROW	LIST UP TO 3 FROM HOUSEHOLD ROSTER	<input type="checkbox"/> 1 - ALONE 2 - WITH ADULT FEMALE(S) PRESENT 3 - WITH ADULT MALE(S) PRESENT 4 - WITH ADULTS MIXED SEX PRESENT 6 - WITH CHILDREN PRESENT 8 - WITH ADULTS MIXED SEX AND CHILDREN PRESENT	
			LN LN LN	(Reasons why interview was not administered with the respondent alone should be explained in the remarks)	
	LN1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	REMARKS: <hr/> <hr/> <hr/>
	LN2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
LN3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
LN4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		

(Continuation)

32


MODULE 12. VALUABLES				
V A L U A B L E C O D E	V A L U A B L E N A M E	1201	1202	1203
		Do you or any member of your household own any [VALUABLE] exclusively or jointly with someone else?	Who in the household owns at least one of this [VALUABLE]?	CODE FOR ABILITY OF RESPONDENT TO BE INTERVIEWED ALONE <input type="checkbox"/> <u>RESPONSE CODES:</u> 1 - ALONE 2 - WITH ADULT FEMALES PRESENT 3 - WITH ADULT MALES PRESENT 4 - WITH ADULTS MIXED SEX PRESENT 5 - WITH CHILDREN PRESENT 6 - WITH ADULTS MIXED SEX AND CHILDREN PRESENT (Reasons why interview was not administered with the respondent(s) alone should be explained in the remarks). REMARKS: _____ _____ _____
		READ ALL CATEGORIES 01 - YES 02 - NO, → GO TO NEXT ROW 88 - Don't Know → GO TO NEXT ROW	LIST ALL ADULTS FROM THE HOUSEHOLD ROSTER, IF OWNED BY ALL ADULT HOUSEHOLD MEMBERS THEN FILL IN THE ID# OF ALL ADULT HOUSEHOLD MEMBERS. ADD ADDITIONAL SPACE FOR LISTING ID# OF ADULT OWNERS, IF REQUIRED. LN LN LN LN	
101	JEWELRY	<input type="text"/>	<input type="text"/>	
102	SEM-PRECIOUS AND PRECIOUS METALS	<input type="text"/>	<input type="text"/>	
103	SEM-PRECIOUS AND PRECIOUS STONES	<input type="text"/>	<input type="text"/>	
104	PAINTINGS	<input type="text"/>	<input type="text"/>	
105	OTHERS, SPECIFY _____	<input type="text"/>	<input type="text"/>	

(Continuation)

32

MODULE 12. VALUABLES				
V A L U A B L E C O D E	V A L U A B L E N A M E	1201	1202	1203
		Do you or any member of your household own any [VALUABLE] exclusively or jointly with someone else?	Who in the household owns at least one of this [VALUABLE]?	CODE FOR ABILITY OF RESPONDENT TO BE INTERVIEWED ALONE <input type="checkbox"/>
		READ ALL CATEGORIES 01 - YES 02 - NO, → GO TO NEXT ROW 99 - Don't Know → GO TO NEXT ROW	LIST ALL ADULTS FROM THE HOUSEHOLD ROSTER. IF OWNED BY ALL ADULT HOUSEHOLD MEMBERS THEN FILL IN THE IDs OF ALL ADULT HOUSEHOLD MEMBERS. ADD ADDITIONAL SPACE FOR LISTING IDs OF ADULT OWNERS, IF REQUIRED LN LN LN LN	RESPONSE CODES: 1 - ALONE 2 - WITH ADULT FEMALES PRESENT 3 - WITH ADULT MALES PRESENT 4 - WITH ADULTS MIXED SEX PRESENT 5 - WITH CHILDREN PRESENT 6 - WITH ADULTS MIXED SEX AND CHILDREN PRESENT (Reasons why interview was not administered with the respondent(s) alone should be explained in the remarks). REMARKS: _____ _____ _____ _____
101	JEWELRY	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
102	SEMI-PRECIOUS AND PRECIOUS METALS	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
103	SEMI-PRECIOUS AND PRECIOUS STONES	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
104	PAINTINGS	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
106	OTHERS, SPECIFY _____	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

ANNEX 4 - Administrative Forms and Other Survey Instruments

	Republic of the Philippines Philippine Statistics Authority		EDGE FORM 4	
2015 EDGE SURVEY Notice of Listing				
PSU	RPL	EA	HUSN	HSN
PRIMARY SAMPLING UNIT	REPLICATE	ENUMERATION AREA	HOUSING UNIT SERIAL NO.	HOUSEHOLD SERIAL NO.
DO NOT PREVENT POSTING NOR DEFACE THIS NOTICE				
<input type="text"/>		LISA GRACE S. BERSALES National Statistician		
Date of Listing				

(Continuation)

EDGE Form 5

TRANSMITTAL SLIP

Republic of the Philippines
PHILIPPINE STATISTICS AUTHORITY

2015 Evidence and Data for Gender Equality

TO :
:

DESCRIPTION OF MATERIALS	UNIT	QTY SENT	QTY RECEIVED	REMARKS

I hereby transmit the materials as indicated above .

BENEDICTA A. YABUT
Transmitting Officer

Chief, DHSD Designation

Date: _____

I hereby acknowledged the materials indicated above

Receiving Officer

Designation

Date: _____

(Continuation)

EDGE FORM 7

Sheet ___ of ___ Sheet

2015 EDGE SURVEY
INTERVIEWER'S ASSIGNMENT SHEET

PROVINCE : _____

CITY/MUN : _____

BARANGAY: _____

EA: _____

Name of interviewer: _____

HCN	HOUSEHOLD SERIAL NO. (HSN)	ADDRESS	NAME OF HOUSEHOLD HEAD	HOUSEHOLD INTERVIEW			INDIVIDUAL INTERVIEW			REMARKS
				FINAL RESULT	NUMBER OF ERS	DATE SUBMITTED	LINE NO.	FINAL RESULT	DATE SUBMITTED	
1	2	3	4	5	6	7	8	9	10	11
<p>CODES FOR COLUMNS 5</p> <p>1 COMPLETED INTERVIEW</p> <p>2 REFUSAL</p> <p>3 NO HOUSEHOLD MEMBER AT HOME OR NO COMPETENT RESPONDENT AT HOME AT TIME OF VISIT</p> <p>4 ENTIRE HOUSEHOLD ABSENT FOR EXTENDED PERIOD OF TIME</p> <p>5 VACANT</p> <p>6 HOUSING UNIT DEMOLISHED, DESTROYED BY FIRE, TYPHOON, ETC</p> <p>7 ADDRESS NOT A HOUSING UNIT</p> <p>8 HOUSING UNIT NOT FOUND</p> <p>9 CRITICAL AREA, FLOODED AREA</p> <p>10 OTHERS SPECIFY _____</p>							<p>CODES FOR COLUMNS 9</p> <p>1 COMPLETED</p> <p>2 NOT AT HOME</p> <p>3 POSTPONED</p> <p>4 REFUSED</p> <p>5 PARTLY COMPLETED</p> <p>6 RESPONDENT INCAPACITATED</p> <p>7 OCW/OFW</p> <p>8 OTHER _____ (SPECIFY)</p>			

(Continuation)

EDGE FORM 8

Sheet ___ of ___ Sheet

2015 EDGE SURVEY
SUPERVISOR'S PROGRESS REPORT

PROVINCE : _____

CITY/MUN : _____

BARANGAY: _____

EA: _____

Name of Supervisor: _____

HCN	NAME OF HOUSEHOLD HEAD	ADDRESS	INTERVIEWER'S NAME AND DATE ASSIGNED	HOUSEHOLD QUESTIONNAIRE			INDIVIDUAL QUESTIONNAIRE			REMARKS
				FINAL RESULT	NUMBER OF 18 YEARS OLD AND OVER	DATE SUBMITTED	LINE NO.	FINAL RESULT	DATE SUBMITTED	
1	2	3	4	5	6	7	9	10	11	12
<p>CODES FOR COLUMNS 5</p> <p>1 COMPLETED INTERVIEW</p> <p>2 REFUSAL</p> <p>3 TEMPORARILY AWAY/NOT AT HOME/ON VACATION</p> <p>4 VACANT</p> <p>5 HOUSING UNIT DEMOLISHED, DESTROYED BY FIRE, TYPHOON, ETC</p> <p>6 OTHER SPECIFY _____</p> <p>7 CRITICAL AREA, FLOODED AREA</p>							<p>CODES FOR COLUMNS 10</p> <p>1 COMPLETED 5 PARTLY COMPLETED</p> <p>2 NOT AT HOME 6 RESPONDENT INCAPACITATED</p> <p>3 POSTPONED 7 OCW/OFW</p> <p>4 REFUSED 8 OTHER _____</p> <p>(SPECIFY)</p>			

Edge Pilot Survey on Measuring Asset Ownership and Entrepreneurship from a Gender Perspective

(Continuation)

EDGE FORM 10

Sheet ____ of ____ Sheet

**2015 EDGE SURVEY
RE-INTERVIEW RECORD**

PROVINCE: _____
CITY/MUN: _____
BARANGAY: _____
EA: _____

Name of Supervisor: _____

LINE NO.	USUAL RESIDENTS	RELATIONSHIP TO HEAD OF HOUSEHOLD	SEX	AGE	HGC	REMARKS
	Please give me the name of the household members who usually eat and sleep in your housing unit starting with the head of the household	What is the relationship of (NAME) to the head of the household?	Is (NAME) male or female 1=M 2=F	How old is (NAME) as of his/her last birthday?	What is the highest grade completed by (NAME)?	
1	2	3	4	5	6	7
01						
02						
03						
04						
05						
06						
07						
08						
09						
10						
11						
12						

<p>CODES FOR COLUMN 3 - Relationship (To Head Of Household)</p> <p>01 = HEAD 02 = WIFE/SPOUSE 03 = SON/DAUGHTER 04 = BROTHER/SISTER 05 = SON-IN-LAW/DAUGHTER-IN-LAW 06 = GRANDSON/GRANDDAUGHTER 07 = FATHER/MOTHER 08 = OTHER RELATIVE 09 = BOARDER 10 = DOMESTIC HELPER 11 = NON-RELATIVE</p> <p>SECONDARY 310 = 1ST YEAR 320 = 2ND YEAR 330 = 3RD YEAR 340 = 4TH YEAR 350 = HIGH SCHOOL GRADUATE (HS GRAD)</p> <p>COLLEGE 810 = 1ST YEAR 820 = 2ND YEAR 830 = 3RD YEAR 840 = 4TH YEAR 850 = 5TH YEAR 860 = 6TH YEAR OR HIGHER</p> <p>IF COLLEGE GRADUATE, SPECIFY _____</p>	<p>CODES FOR COLUMN 6 - Highest Grade Completed (HGC)</p> <p>000 = NO GRADE COMPLETED 001 = NURSERY 002 = KINDER 010 = PREPARATORY</p> <p>ELEMENTARY 210 = GRADE 1 220 = GRADE 2 230 = GRADE 3 240 = GRADE 4 250 = GRADE 5 260 = GRADE 6 270 = GRADE 7 280 = ELEMENTARY GRADUATE (ELEM GRAD)</p> <p>POST SECONDARY 410 = POST SECONDARY YEAR 1 420 = POST SECONDARY YEAR 2 430 = POST SECONDARY YEAR 3</p> <p>IF POST SECONDARY GRADUATE, SPECIFY _____</p> <p>780 = DON'T KNOW 900 = POST BACCALAUREATE</p>	<p>1. Were you interviewed by our Field Interviewer (FI)? 1 YES 2 NO</p> <p>2. When did he/she visit your household? _____</p> <p>3. What are the questions she asked? a). _____ b). _____ c). _____</p> <p>4. Number of adult 18 years old and over: ____</p> <p>5. Number of ER/s parcel: ____</p>
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(Continuation)

EDGE Form 10

Republic of the Philippines
 PHILIPPINE STATISTICS AUTHORITY
 Quezon City

2015 EVALUATION ON DATA FOR GENDER EQUALITY (EDGE) SURVEY
 FOLIO COVER

REGION	:		<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>
PROVINCE	:		<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>
CITY/MUNICIPALITY		BARANGAY	EA
	<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>		<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>
NO. OF EDGE FORM 2		NO. OF EDGE FORM 3	
<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>		<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>	
ACTIVITY	DATE STARTED	DATE FINISHED	SIGNATURE OVER PRINTED NAME
A. MANUAL PROCESSING			
Receipt and Control			
Folioing			
Completeness Checking (EDGE Form 1, EDGE FORMS 2 & 3)			
Editing and Coding			
General Review by Processor			
Final Review of the manually processed EDGE questionnaire			
B. MACHINE PROCESSING			
Data Entry			
Key Verification			
Completeness Check			
Machine Edit			

ANNEX 5 – Timetable

ACTIVITY	TIMETABLE	
	Beginning	Ending
A. Preparatoy Phase		
1. Establishment of country teams/institutional arrangements/partnerships	July 8, 2014	September 17, 2014
2. Determination of sampling design and sample size to optimize the funding available from ADB following standard costs of data collection followed in statistical surveys	September 17, 2014	April, 2015
3. Preparation of field operation plans, personnel requirements, budget estimates, action plan and timelines	January 5, 2015	April, 2015
4. Finalization of MOA between ADB and PSA	February 2, 2015	May, 2015
B. Preparation of Questionnaire		
1. Collection of contextual information about ownership of assets and entrepreneurship including acts/rules and government schemes regarding asset ownership and entrepreneurship by individuals and any specific guidelines for females	December 2014	April, 2015
2. Review of standard technical methodological guidelines prepared under EDGE project with the purpose to adapt them to develop country-specific methodology for determining the assets and data items to be covered by in the country context.	December 2014	April, 2015
3. Signing of Memorandum of Agreement (MOA)	May 2015	May, 2015
4. Preparation of field operation plans, estimates of mandays and personnel requirements, budget estimates, MOA among agencies	January 5, 2015	April, 2015
5. Preparation and finalization of EDGE Questionnaires and Manuals	January 5, 2015	April 30, 2015
6. Tagalog Translation of Questionnaires	April 27, 2015	April 30, 2015
7. Pre-Test 1 (Urban)	May 14, 2015	May 15, 2015
8. Pretest 2 - Tagalog Dialect (Urban & Rural)	June 9, 2015	June 11, 2015
9. Finalization of manuals, questionnaires and other survey instruments	June 15, 2015	June 30, 2015

(Continuation)

C. Conduct of Pilot Survey		
1. Generation of Primary Sampling Units (PSUs)	May 25, 2015	May 30, 2015
2. Listing of Households (including training of Listers)	June 6, 2015	June 30, 2015
3. Selection and Generation of Sample Households	July 13, 2015	July 18, 2015
4. Printing of Questionnaires and Manuals	July 1, 2015	July 18, 2015
5. Allocation and shipment of survey materials to PO	August 17, 2015	August 29, 2015
6. Training (4 days)		
a. Task Force Training (to be attended by selected CO Staff, RD, Regional Statistician, PSO, Provincial Statistician, and DSOs/SCOs)	September 1, 2015	September 4, 2015
b. Second level (hired Team Supervisors and Field Interviewers who will be trained by the selected CO & FO personnel)	September 7, 2015	September 10, 2015
7. Enumeration (24 days) including Saturdays	September 14, 2015	October 10, 2015
8. Field Supervision	September 14, 2015	October 10, 2015
D. Data processing		
1. Data processing and submission of Questionnaires	October 10, 2015	October 31, 2015
a. Training on Manual Processing	October 10, 2015	October 13, 2015
b. Manual Processing & Data Entry	October 14, 2015	October 31, 2015
c. Preparation of data entry specification	June 30, 2015	October 31, 2015
d. Development of Data Processing Systems (Data Processing and Computer Programs)	June 30, 2015	November 21, 2015
e. Development of Table Specifications	June 30, 2015	December 12, 2015
f. Machine Processing at the CO	October 19, 2015	November 28, 2015
E. Data Analysis		
1. Generation of Preliminary Tables	December 1, 2015	December 31, 2015
2. Generation of Final Tables and Preparation of Public Use File (PUF)	January 4, 2016	January 15, 2016
3. Generation of Standard Error (SEs)	January 15, 2016	January 30, 2016
4. Preparation of Press Release	January 4, 2016	January 15, 2016
F. Preparation of Final Report	January 15, 2016	February 22, 2016
G. Documentation Report	February 24, 2015	February 27, 2016
H. Dissemination Forum	February 23, 2016	February 23, 2016

ANNEX 6 - CROP CODES

Comment [LP7]: Customise accordingly

I. TEMPORARY CROPS		
001 Alogbati	029 Corn, white	057 Lettuce
002 Ampalaya (including leaf)	030 Cowpea	058 Lemon grass
003 Arrowroot	031 Cowpea tops	059 Likway
004 Asparagus	032 Crops for seed and seedling	060 Lima beans
005 Batao	033 Cucumber (pipino)	061 Lumbia
006 Bawingsulasi	034 Dawa (common millet)	062 Lupo
007 Bariw	035 Dragon fruit	063 Mayana
008 Beans, dry	036 Dulaw/kalawag	064 Mongo, dry and sprout
009 Beets	037 Eggplant (talong)	065 Mushroom
010 Black beans	038 Flamingia (apa-apa)	066 Mustard
011 Blue grass	039 Forage grass (sacate, alfalfa)	067 Napier grass
012 Broccoli	040 Gabi leaves	068 Ngalog
013 Cabbage (repolyo)	041 Gabi tubers	069 Okra
014 Camote (sweet potato)	042 Garbanzos, dry	070 Onion bulbs (sibuyas)
015 Camote tops (talbosngkamote)	043 Garlic (bawang)	071 Onion leaves/Spring onion
016 Cantaloupes, honey dew and other melon varieties	044 Garlic shoot, harvested green	072 Onion shoot
017 Carabao grass	045 Ginger (luya)	073 Oregano
018 Carrot	046 Ginseng	074 Other cereals
019 Cassava (kamotengkahoy)	047 Golden melon	075 Other forage grass
020 Castorbeans (tangantangan)	048 Gotocola	076 Other fruit-bearing crops
021 Cauliflower	049 Green cornstalk	077 Other fruit-bearing vegetables
022 Celery (kinchai)	050 Guinea grass	078 Other Industrial crops
023 Chayote	051 Ikmo/Boyo	079 Other leafy vegetables
024 Chick pea	052 Kadios	080 Other leguminous plants
025 Chili (labuyo)	053 Kangkong	081 Other medicinal plants
026 Common beans (habitchuelas)	054 Kentucky beans	082 Other spices
027 Common gourd (upo)	055 Kidney beans	083 Other oilseed crops
028 Corn, green	056 Leeks	084 Other temporary crops not reported elsewhere

LIST OF CROPS (Continuation)

I. TEMPORARY CROPS		II. PERMANENT CROPS	
085	Other tubers, roots and bulbs	116	Sigidillas, harvested green
086	Other varieties of tobacco	117	Sorghum
087	Paco/fern	118	Soybeans
088	Palay (Rice)	119	Spinach
089	Pandan	120	Squash (kalabasa)
090	Pansit-pansitan	121	Stigvia grass
091	Pao (galiang)	122	Strawberry
092	Papait (bitter leaf)	123	String beans, harvested green (sitao)
093	Parsley	124	Sugarcane
094	Passion fruit	125	Sugodsugod
095	Patane, dry	126	Sweet peas, harvested green (sitsaro)
096	Patola	127	Talinum
097	Peanuts	128	Tambo
098	Peas, dry (gisantes)	129	Tiger grass/lasa
099	Pechay (bagoio)	130	Tikog
100	Pechay (native)	131	Tobacco, native
101	Pepper, small green	132	Tobacco, Virginia
102	Pepper, sweet	133	Tomato (kamatis)
103	Pigeon pea (kadios)	134	Tugi (tugue)
104	Pineapple	135	Turnip (sinkamas)
105	Potato (patatas)	136	Ubi
106	Radish (labanos)	137	Watercress
107	Red beans	138	Water lily
108	Rensonii	139	Water melon
109	Romblon	140	Wax gourd (kondol)
110	Rye	141	Winged beans
111	Sabidokong	142	Wonder beans
112	Saluyot	143	Yakon
113	Sangig	144	Yam beans
114	Samsampling (sasamping)	145	Yerba/Herbabuena
115	Sesame	146	Zucchini
		201	Abaca
		202	Abiu
		203	Achuete
		204	Alucon/bungon
		205	Anonas
		206	Apatot
		207	Ariwat
		208	Atis (sugar apple)
		209	Avocado
		210	Bago leaves
		211	Balimbing (Starfruit)
		212	Bamboo (kawayan)
		213	Bamboo shoots
		214	Banaba
		215	Banana
		216	Batwan/Batuan
		217	Betel Nut
		218	Black pepper
		219	Breadfruit/Rimas
		210	Bugnay/Bignay
		211	Cacao
		212	Calumpit
		213	Camansi
		214	Canistel/Tiesa
		215	Cashew
		216	Chico
		217	Coconut
		218	Coffee arabica
		219	Coffee excelsia
		220	Coffee liberica
		221	Coffee robusta

LIST OF CROPS (Continuation)

II. PERMANENT CROPS					
222	Coffee, other varieties	249	Lipote	276	Palm tree
223	Cotton	250	Lime (dayap)	278	Pangi
224	Duhat	251	Longan	279	Papaya
225	Durian	252	Loquat	280	Pears
226	Falcata	253	Lumbang	281	Persimmon
227	Gemilina	254	Mabolo	282	Pili
228	Granada	255	Makopa/Tambis/Yambo	283	Piña
229	Grapes (ubas)	256	Maguey	284	Pomelo (suha)
230	Guava (bayabas)	257	Malunggay	285	Rambutan
231	Guyabano	258	Mandarin (dalanghita)	286	Ramie
232	Hibi	259	Mango	287	Rattan
233	Iba	260	Mangosteen	288	Rimas
234	Ipil-ipil	261	Manzanita/Aratelis/ Datiles	289	Rubber
235	Jackfruit	262	Marang	290	Salago
236	Jathropa (Tuba-tuba)	263	Molave	291	Sambong (Halibhon)
237	Kalamansi	264	Mulberry	292	Santol
238	Kamachili	265	Narra	293	Serial/Sarale
239	Kamias	266	Nipa	294	Siniguelas
240	Kapok	267	Oil palm	295	Sirialis
241	Karamay	268	Orange (dalandan/kahel)	296	Sisal
242	Katuray	269	Other crops for fiber production	297	Starapple (caimito)
243	Kenaf	270	Other edible nuts	298	Tabon-tabon
244	Kulibangbang	271	Other citrus fruits	299	Tamarind (Sampalok)
245	Lagundi	272	Other fruits	300	Tea
246	Lanzones	273	Other industrial permanent crops not elsewhere classified	301	Yantok
247	Laurel	274	Other medicinal plants	302	Zapote
248	Lemon	275	Other spices		
9 10	Natural pastures	920	Improved pastures	930	Fallow
940	Bush	950	Natural forest trees	960	Plantation trees
970	Bamboo	990	Other forest trees		

ANNEX 7 – Agricultural Equipment (Large or Small)

LARGE AGRICULTURAL EQUIPMENT



TRACTOR



RICE PLANTER



CORN PLANTER



PLOUGH



HAND TRACTOR



CORN SHELLER



RICE SHELLER



PLOUGH

(Continuation)

SMALL AGRICULTURAL EQUIPMENT



**ANNEX 8- INTERNATIONAL STANDARD INDUSTRIAL CLASSIFICATION
(ISIC) Rev 4**

Comment [LP8]: Retain codes

A Agriculture, forestry and fishing

Division 01 Crop and animal production, hunting and related service activities

011 Growing of non-perennial crops

- 0111 Growing of cereals (except rice), leguminous crops and oil seeds
- 0112 Growing of rice
- 0113 Growing of vegetables and melons, roots and tubers
- 0114 Growing of sugar cane
- 0115 Growing of tobacco
- 0116 Growing of fibre crops
- 0119 Growing of other non-perennial crops

012 Growing of perennial crops

- 0121 Growing of grapes
- 0122 Growing of tropical and subtropical fruits
- 0123 Growing of citrus fruits
- 0124 Growing of pome fruits and stone fruits
- 0125 Growing of other tree and bush fruits and nuts
- 0126 Growing of oleaginous fruits
- 0127 Growing of beverage crops
- 0128 Growing of spices, aromatic, drug and pharmaceutical crops
- 0129 Growing of other perennial crops

013 0130 Plant propagation

014 Animal production

- 0141 Raising of cattle and buffaloes
- 0142 Raising of horses and other equines
- 0143 Raising of camels and camelids
- 0144 Raising of sheep and goats
- 0145 Raising of swine/pigs
- 0146 Raising of poultry
- 0149 Raising of other animals

015 0150 Mixed farming

016 Support activities to agriculture and post-harvest crop activities

- 0161 Support activities for crop production
- 0162 Support activities for animal production
- 0163 Post-harvest crop activities
- 0164 Seed processing for propagation

017 0170 Hunting, trapping and related service activities

Division 02 Forestry and logging

- 0210 Silviculture and other forestry activities
- 0220 Logging
- 0230 Gathering of non-wood forest products

(Continuation)

0240 Support services to forestry

Division 03 Fishing and aquaculture

031 Fishing

0311 Marine fishing

0312 Freshwater fishing

032 Aquaculture

0321 Marine aquaculture

0322 Freshwater aquaculture

B Mining and quarrying

0510 Mining of hard coal

0520 Mining of lignite

0610 Extraction of crude petroleum

0620 Extraction of natural gas

072 Mining of non-ferrous metal ores

0721 Mining of uranium and thorium ores

0729 Mining of other non-ferrous metal ores

0810 Quarrying of stone, sand and clay

089 Mining and quarrying n.e.c.

0891 Mining of chemical and fertilizer minerals

0892 Extraction of peat

0893 Extraction of salt

0899 Other mining and quarrying n.e.c.

0910 Support activities for petroleum and natural gas extraction

0990 Support activities for other mining and quarrying

C Manufacturing

Division 10 Manufacture of food products

1010 Processing and preserving of meat

1020 Processing and preserving of fish, crustaceans and mollusks

1030 Processing and preserving of fruit and vegetables

1040 Manufacture of vegetable and animal oils and fats

1050 Manufacture of dairy products

106 Manufacture of grain mill products, starches and starch products

1061 Manufacture of grain mill products

1062 Manufacture of starches and starch products

107 Manufacture of other food products

1071 Manufacture of bakery products

1072 Manufacture of sugar

1073 Manufacture of cocoa, chocolate and sugar confectionery

1074 Manufacture of macaroni, noodles, couscous and similar farinaceous products

1075 Manufacture of prepared meals and dishes

(Continuation)

1079 Manufacture of other food products n.e.c.

1080 Manufacture of prepared animal feeds

Division 11 Manufacture of beverages

1101 Distilling, rectifying and blending of spirits

1102 Manufacture of wines

1103 Manufacture of malt liquors and malt

1104 Manufacture of soft drinks; production of mineral waters and other bottled waters

Division 12 Manufacture of tobacco products

1200 Manufacture of tobacco products

Division 13 Manufacture of textiles

131 Spinning, weaving and finishing of textiles

1311 Preparation and spinning of textile fibres

1312 Weaving of textiles

1313 Finishing of textiles

139 Manufacture of other textiles

1391 Manufacture of knitted and crocheted fabrics

1392 Manufacture of made-up textile articles, except apparel

1393 Manufacture of carpets and rugs

1394 Manufacture of cordage, rope, twine and netting

1399 Manufacture of other textiles n.e.c.

Division 14 Manufacture of wearing apparel

1410 Manufacture of wearing apparel, except fur apparel

1420 Manufacture of articles of fur

1430 Manufacture of knitted and crocheted apparel

151 Tanning and dressing of leather; manufacture of luggage, handbags, saddlery and harness; dressing and dyeing of fur

1511 Tanning and dressing of leather; dressing and dyeing of fur

1512 Manufacture of luggage, handbags and the like, saddler and harness

152 1520 **Manufacture of footwear**

Division 16 Manufacture of wood and of products of wood and cork, except furniture; manufacture of articles of straw and plaiting materials

1610 Sawmilling and planing of wood

162 Manufacture of products of wood, cork, straw and plaiting materials

1621 Manufacture of veneer sheets and wood-based panels

1622 Manufacture of builders' carpentry and joinery

1623 Manufacture of wooden containers

1629 Manufacture of other products of wood; manufacture of articles of cork, straw and plating materials

Division 17 Manufacture of paper and paper products

1701 Manufacture of pulp, paper and paperboard

1702 Manufacture of corrugated paper and paperboard and of containers of paper and

(Continuation)

- paperboard
1709 Manufacture of other articles of paper and paperboard
- 181 Printing and service activities related to printing**
1811 Printing
1812 Service activities related to printing
- 1820 Reproduction of recorded media
1910 Manufacture of coke oven products
1920 Manufacture of refined petroleum products
- 201 Manufacture of basic chemicals, fertilizers and nitrogen compounds, plastics and synthetic rubber in primary forms**
2011 Manufacture of basic chemicals
2012 Manufacture of fertilizers and nitrogen compounds
2013 Manufacture of plastics and synthetic rubber in primary forms
- 202 Manufacture of other chemical products**
2021 Manufacture of pesticides and other agrochemical products
2022 Manufacture of paints, varnishes and similar coatings, printing ink and mastics
2023 Manufacture of soap and detergents, cleaning and polishing preparations, perfumes and toilet preparations
2029 Manufacture of other chemical products n.e.c.
2030 Manufacture of man-made fibres
- 2100 Manufacture of pharmaceuticals, medicinal chemical and botanical products
- 221 Manufacture of rubber products
2211 Manufacture of rubber tyres and tubes; retreading and rebuilding of rubber tyres
2219 Manufacture of other rubber products
2220 Manufacture of plastics products
- 2310 Manufacture of glass and glass products
- 2391 Manufacture of refractory products
2392 Manufacture of clay building materials
2393 Manufacture of other porcelain and ceramic products
2394 Manufacture of cement, lime and plaster
2395 Manufacture of articles of concrete, cement and plaster
2396 Cutting, shaping and finishing of stone
2399 Manufacture of other non-metallic mineral products n.e.c.
- 2410 Manufacture of basic iron and steel
2420 Manufacture of basic precious and other non-ferrous metals
2431 Casting of iron and steel
2432 Casting of non-ferrous metals
- 251 Manufacture of structural metal products, tanks, reservoirs and steam generators
2511 Manufacture of structural metal products
2512 Manufacture of tanks, reservoirs and containers of metal

(Continuation)

- 2513 Manufacture of steam generators, except central heating hot water boilers
- 2520 Manufacture of weapons and ammunition

- 259 Manufacture of other fabricated metal products; metalworking service activities
- 2591 Forging, pressing, stamping and roll-forming of metal; powder metallurgy

- 2592 Treatment and coating of metals; machining
- 2593 Manufacture of cutlery, hand tools and general hardware
- 2599 Manufacture of other fabricated metal products n.e.c.

- 2610 Manufacture of electronic components and boards
- 2620 Manufacture of computers and peripheral equipment
- 2630 Manufacture of communication equipment
- 2640 Manufacture of consumer electronics

- 265 Manufacture of measuring, testing, navigating and control equipment; watches and clocks
- 2651 Manufacture of measuring, testing, navigating and control equipment
- 2652 Manufacture of watches and clocks

- 266
- 2660 Manufacture of irradiation, electro-medical and electro therapeutic equipment
- 2670 Manufacture of optical instruments and photographic equipment
- 2680 Manufacture of magnetic and optical media

- 2710 Manufacture of electric motors, generators, transformers and electricity distribution and control apparatus
- 2720 Manufacture of batteries and accumulators

- 273 Manufacture of wiring and wiring devices
- 2731 Manufacture of fibre optic cables
- 2732 Manufacture of other electronic and electric wires and cables
- 2733 Manufacture of wiring devices

- 2740 Manufacture of electric lighting equipment
- 2750 Manufacture of domestic appliances
- 2790 Manufacture of other electrical equipment

- 281 Manufacture of general-purpose machinery
- 2811 Manufacture of engines and turbines, except aircraft, vehicle and cycle engines
- 2812 Manufacture of fluid power equipment
- 2813 Manufacture of other pumps, compressors, taps and valves
- 2814 Manufacture of bearings, gears, gearing and driving elements
- 2815 Manufacture of ovens, furnaces and furnace burners
- 2816 Manufacture of lifting and handling equipment
- 2817 Manufacture of office machinery and equipment (except computers and peripheral equipment)
- 2818 Manufacture of power-driven hand tools
- 2819 Manufacture of other general-purpose machinery
- 282 Manufacture of special-purpose machinery
- 2821 Manufacture of agricultural and forestry machinery

(Continuation)

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

- 2910 Manufacture of motor vehicles
- 2920 Manufacture of bodies (coachwork) for motor vehicles; manufacture of trailers and semi-trailers
- 2930 Manufacture of parts and accessories for motor vehicles

- 301 Building of ships and boats
- 3011 Building of ships and floating structures
- 3012 Building of pleasure and sporting boats
- 3020 Manufacture of railway locomotives and rolling stock

- 3030 Manufacture of air and spacecraft and related machinery
- 3040 Manufacture of military fighting vehicles

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

- 3100 Manufacture of furniture

- 321 Manufacture of jewelry, bijouterie and related articles
- 3211 Manufacture of jewelry and related articles
- 3212 Manufacture of imitation jewelry and related articles

- 3220 Manufacture of musical instruments
- 3230 Manufacture of sports goods
- 3240 Manufacture of games and toys
- 3250 Manufacture of medical and dental instruments and supplies
- 3290 Other manufacturing, n.e.c.

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

- 3320 Installation of industrial machinery and equipment

- D Electricity, gas, steam and air conditioning supply**

- 3510 Electric power generation, transmission and distribution
- 3520 Manufacture of gas; distribution of gaseous fuels through mains

(Continuation)

3530 Steam and air conditioning supply

E Water supply; sewerage, waste management and remediation activities

3600 Water collection, treatment and supply

3700 Sewerage

381 Waste collection

3811 Collection of non-hazardous waste

3812 Collection of hazardous waste

382 Waste treatment and disposal

3821 Treatment and disposal of non-hazardous waste

3822 Treatment and disposal of hazardous waste

3830 Materials recovery

3900 Remediation activities and other waste management services

F Construction

4100 Construction of buildings

4220 Construction of utility projects (roads and railways)

4290 Construction of other civil engineering projects

4311 Demolition

4312 Site preparation

4321 Electrical installation

4322 Plumbing, heat and air-conditioning installation

4329 Other construction installation

4330 Building completion and finishing

4390 Other specialized construction activities

G Wholesale and retail trade; repair of motor vehicles and motorcycles

4510 Sale of motor vehicles

4520 Maintenance and repair of motor vehicles

4530 Sale of motor vehicle parts and accessories

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

4610 Wholesale on a fee or contract basis

4620 Wholesale of agricultural raw materials and live animals

4630 Wholesale of food, beverages and tobacco

4641 Wholesale of textiles, clothing and footwear

4649 Wholesale of other household goods

465 Wholesale of machinery, equipment and supplies

4651 Wholesale of computers, computer peripheral equipment and software

4652 Wholesale of electronic and telecommunications equipment and parts

4653 Wholesale of agricultural machinery, equipment and supplies

4659 Wholesale of other machinery and equipment

4661 Wholesale of solid, liquid and gaseous fuels and related products

4662 Wholesale of metals and metal ores

(Continuation)

4663 Wholesale of construction materials, hardware, plumbing and heating equipment and supplies

4669 Wholesale of waste and scrap and other products, n.e.c.

Division 47 Retail trade, except of motor vehicles and motorcycles

471 Retail sale in non-specialized stores

4711 Retail sale in non-specialized stores with food, beverages or tobacco predominating

4719 Other retail sale in non-specialized stores

472 Retail sale of food, beverages and tobacco in specialized stores

4721 Retail sale of food in specialized stores

4722 Retail sale of beverages in specialized stores

4723 Retail sale of tobacco products in specialized stores

4730 Retail sale of automotive fuel in specialized stores

474 Retail sale of information and communications equipment in specialized stores

4741 Retail sale of computers, peripheral units, software and telecommunications equipment in specialized stores

4742 Retail sale of audio and video equipment in specialized stores

4751 Retail sale of textiles in specialized stores

4752 Retail sale of hardware, paints and glass in specialized stores

4753 Retail sale of carpets, rugs, wall and floor coverings in specialized stores

4759 Retail sale of electrical household appliances, furniture, lighting equipment and other household articles in specialized stores

4761 Retail sale of books, newspapers and stationary in specialized stores

4762 Retail sale of music and video recordings in specialized stores

4763 Retail sale of sporting equipment in specialized stores

4764 Retail sale of games and toys in specialized stores

4771 Retail sale of clothing, footwear and leather articles in specialized stores

4772 Retail sale of pharmaceutical and medical goods, cosmetic and toilet articles in specialized stores

4773 Other retail sale of new goods in specialized stores

4774 Retail sale of second-hand goods

478 Retail sale via stalls and markets

4781 Retail sale via stalls and markets of food, beverages and tobacco products

4782 Retail sale via stalls and markets of textiles, clothing and footwear

4789 Retail sale via stalls and markets of other goods

479 Retail trade not in stores, stalls or markets

4791 Retail sale via mail order houses or via Internet

4799 Other retail sale not in stores, stalls or markets

H Transportation and storage

4911 Passenger rail transport, interurban

4912 Freight rail transport

(Continuation)

4921 Urban and suburban passenger land transport
4922 Other passenger land transport
4923 Freight transport by road

4930 Transport via pipeline

5011 Sea and coastal passenger water transport
5012 Sea and coastal freight water transport

5021 Inland passenger water transport
5022 Inland freight water transport

5110 Passenger air transport
5120 Freight air transport

5210 Warehousing and storage
5221 Service activities incidental to land transportation

5222 Service activities incidental to water transportation
5223 Service activities incidental to air transportation
5224 Cargo handling
5229 Other transportation support activities

5310 Postal activities
5320 Courier activities

I Accommodation and food service activities

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

5610 Restaurants and mobile food service activities
5621 Event catering
5629 Other food service activities
5630 Beverage serving activities

J Information and communication

581 Publishing of books, periodicals and other publishing activities

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

5911 Motion picture, video and television programme production activities
5912 Motion picture, video and television programme post-production activities
5913 Motion picture, video and television programme distribution activities
5914 Motion picture projection activities

5920 Sound recording and music publishing activities

(Continuation)

6010 Radio broadcasting
6020 Television programming and broadcasting activities

6110 Wired telecommunications activities
6120 Wireless telecommunications activities
6130 Satellite telecommunications activities
6190 Other telecommunications activities

6201 Computer programming activities
6202 Computer consultancy and computer facilities management activities
6209 Other information technology and computer service activities

6311 Data processing, hosting and related activities
6312 Web portals

6391 News agency activities
6399 Other information service activities n.e.c.

K Financial and insurance activities

6411 Central banking
6419 Other monetary intermediation
6420 Activities of holding companies
6430 Trusts, funds and similar financial entities
6491 Financial leasing
6492 Other credit granting
6499 Other financial service activities, except insurance and pension funding activities, n.e.c.

6511 Life insurance
6512 Non-life insurance

6530 Pension funding

6611 Administration of financial markets
6612 Security and commodity contracts brokerage
6619 Other activities auxiliary to financial service activities

6621 Risk and damage evaluation
6622 Activities of insurance agents and brokers
6629 Other activities auxiliary to insurance and pension funding
6630 Fund management activities

L Real estate activities

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

M Professional, scientific and technical activities

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

7010 Activities of head offices

(Continuation)

7020 Management consultancy activities

7110 Architectural and engineering activities and related technical consultancy

7120 Technical testing and analysis

7210 Research and experimental development on natural sciences and engineering

7220 Research and experimental development on social sciences and humanities

7310 Advertising

7320 Market research and public opinion polling

7410 Specialized design activities

7420 Photographic activities

7490 Other professional, scientific and technical activities n.e.c.

N Administrative and support service activities

7500 Veterinary activities

7710 Renting and leasing of motor vehicles

7721 Renting and leasing of recreational and sports goods

7722 Renting of video tapes and disks

7729 Renting and leasing of other personal and household goods

7730 Renting and leasing of other machinery, equipment and tangible goods

7740 Leasing of intellectual property and similar products, except copyrighted works

7810 Activities of employment placement agencies

7820 Temporary employment agency activities

7830 Other human resources provision

7911 Travel agency activities

7912 Tour operator activities

7990 Other reservation service and related activities

8010 Private security activities

8020 Security systems service activities

8030 Investigation activities

8110 Combined facilities support activities

8121 General cleaning of buildings

8129 Other building and industrial cleaning activities

8130 Landscape care and maintenance service activities

8211 Combined office administrative service activities

8219 Photocopying, document preparation and other specialized office support activities

8220 Activities of call centres

8230 Activities of collection agencies and credit bureaus

8292 Packaging activities

8299 Other enterprise support service activities n.e.c.

(Continuation)

O Public administration and defense; compulsory social security

841 Administration of the State and the economic and social policy of the community

- 8411 General public administration activities
- 8412 Regulation of the activities of providing health care, education, cultural services and other social services, excluding social security
- 8413 Regulation of and contribution to more efficient operation of enterprises

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

P Education

- 8510 Pre-primary and primary education
- 8521 General secondary education
- 8522 Technical and vocational secondary education

- 853 8530 Higher education

- 8541 Sports and recreation education
- 8542 Cultural education
- 8549 Other education n.e.c.
- 8550 Educational support activities

Section Q Human health and social work activities

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

- 8710 Residential nursing care facilities
- 8720 Residential care activities for mental retardation, mental health and substance abuse
- 8730 Residential care activities for the elderly and disabled
- 8790 Other residential care activities

- 8810 Social work activities without accommodation for the elderly and disabled
- 8890 Other social work activities without accommodation

R Arts, entertainment and recreation

- 9000 Creative, arts and entertainment activities

- 9101 Library and archives activities
- 9102 Museums activities and operation of historical sites and buildings
- 9103 Botanical and zoological gardens and nature reserves activities

- 9200 Gambling and betting activities

- 9311 Operation of sports facilities
- 9312 Activities of sports clubs
- 9319 Other sports activities

(Continuation)

9321 Activities of amusement parks and theme parks
9329 Other amusement and recreation activities n.e.c.

S Other service activities

941 Activities of enterprises, employers and professional membership organizations

9411 Activities of enterprise and employers membership organizations
9412 Activities of professional membership organizations

942 9420 Activities of trade unions

9491 Activities of religious organization
9492 Activities of political organizations
9499 Activities of other membership organizations n.e.c.

951 Repair of computers and communication equipment

9511 Repair of computers and peripheral equipment
9512 Repair of communication equipment

952 Repair of personal and household goods

9521 Repair of consumer electronics
9522 Repair of household appliances and home and garden equipment
9523 Repair of footwear and leather goods
9524 Repair of furniture and home furnishings
9529 Repair of other personal and household goods

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

T Activities of households as employers; undifferentiated goods- and services-producing activities of households for own use

9700 Activities of households as employers of domestic personnel
9810 Undifferentiated goods-producing activities of private households for own use
9820 Undifferentiated service-producing activities of private households for own use

U Activities of extraterritorial organizations and bodies

9900 Activities of extraterritorial organizations and bodies