



INSTITUTO NACIONAL DE ESTATÍSTICA
PORTUGAL



XIV Recenseamento Geral da População
IV Recenseamento Geral da Habitação

TO BE COMPLETED BY THE ENUMERATOR

PARISH

SECTION, SUBSECTION

BUILDING

LIVING QUARTER

HOUSEHOLD

PERSON

Attention please:

Use a black or blue pen.
Indicate your answer with an X.
Write figures like this

Write in capital letters

V I L A R E A L

Follow the arrows

X → 16

If you have any doubt please read the instructions.

INDIVIDUAL QUESTIONNAIRE

1. NAME:

2. SEX: ♦ Male 1 ♦ Female 3

3. WHERE IS YOUR USUAL RESIDENCE?

♦ At this living quarter and lives here the most of the year 1

♦ At this living quarter but does not lives here the most of the year due to studies, illness, etc..... 3

♦ where, just staying here temporarily..... 5 → End of completing

WHAT IS YOUR SITUATION ON 12 MARCH, AT 00.00 HOURS:

♦ Present at this living quarter..... 1

♦ Absent 3

4. DATE OF BIRTH: Day Month Year

5. MARITAL STATUS

♦ Single 1 ♦ Widowed 4

♦ Married: with register 2 ♦ Separated 5

without register 3 ♦ Divorced 6

6. PLACE OF RESIDENCE OF THE MOTHER AT THE TIME OF BIRTH:

♦ In the parish where you live 12

♦ In other parish of the municipality where you live 13

♦ In other municipality, please write in:

♦ Timor 15 ♦ Mozambique 18 ♦ France 21

♦ Macau 16 ♦ Cape Vert 19 ♦ Brazil 22

♦ Angola 17 ♦ Germany 20 ♦ Venezuela 23

♦ Any other country, please write in:

7. WHAT IS YOUR CITIZENSHIP:

♦ Portuguese only 1

♦ Double citizenship

Portuguese and other 2

Other cases 3

♦ Foreign, from country indicated in question 6 4

♦ Foreign, from another country, please write in:

♦ Stateless 6

8. DO YOU HAVE ANY DISABILITY?

♦ No 1 → GO TO 9

♦ Yes, indicate the type:

♦ Hearing 2 ♦ Mental 5

♦ Visual 3 ♦ Cerebral palsy 6

♦ Physical 4 ♦ Other..... 7

8.1 DUE TO THE DISABILITY YOU HAVE INDICATED IN THE PREVIOUS QUESTION, HAS ANY COMPETENT AUTHORITY ASCRIBED YOU AN INCAPACITY DEGREE?

♦ No 1 → GO TO 9

♦ Yes, indicate the degree:

♦ Less than 30% 2 ♦ 60 - 80% 4

♦ 30 - 59% 3 ♦ More than 80%..... 5

9. WHERE WAS YOUR PLACE OF USUAL RESIDENCE ON DECEMBER 31, 1999?

♦ Not yet born 11 → End of completing

♦ In the parish where you live 12

♦ In other parish of the municipality where you live 13

♦ In other municipality, please write in:

♦ Timor 15 ♦ Mozambique 18 ♦ France 21

♦ Macau 16 ♦ Cape Vert 19 ♦ Brazil 22

♦ Angola 17 ♦ Germany 20 ♦ Venezuela 23

♦ Other country, write in:

10. WHERE WAS YOUR PLACE OF USUAL RESIDENCE ON DECEMBER 31, 1995?

♦ Not yet born 11

♦ In the parish where you live 12

♦ In other parish of the municipality where you live 13

♦ In other municipality, please write in:

♦ Timor 15 ♦ Mozambique 18 ♦ France 21

♦ Macau 16 ♦ Cape Vert 19 ♦ Brazil 22

♦ Angola 17 ♦ Germany 20 ♦ Venezuela 23

♦ In other country, please write in:

11. LITERACY

If you just write numbers or your name; only read but do not write, or just read and write only memorised sentences, then indicate "Not able to read and write"

♦ Able to read and write ... 1 ♦ Not able to read and write ... 3

12. ARE YOU ATTENDING OR HAVE YOU EVER ATTENDED SCHOOL?

♦ No, never attended..... 1 → GO TO 16.

♦ Attending 3

♦ Attended, but no more..... 5

13. HIGHEST EDUCATION LEVEL THAT YOU ATTEND OR HAVE ATTENDED:

♦ Pre - Primary 11 ♦ Post-Secondary..... 16

♦ Basic - 1º degree..... 12 ♦ Tertiary - 1º degree (Bac)... 17

♦ Basic - 2º degree 13 ♦ Tertiary - 2º degree (Lic)... 18

♦ Basic - 3º degree 14 ♦ Tertiary - 3º degree (Mast)... 19

♦ Secondary 15 ♦ Tertiary - 4º degree (PhD)... 20

IF YOU INDICATED PRE-PRIMARY (CODE 11) AND ARE UNDER 6 YEARS OF AGE YOU HAVE FINISHED COMPLETION

14. DID YOU COMPLETE THE EDUCATION LEVEL INDICATED IN PREVIOUS QUESTION?

- ◆ Yes 1 ◆ No 3

15. IF YOU ARE A TERTIARY LEVEL GRADUATE, PLEASE WRITE IN THE NAME OF YOUR FIELD OF EDUCATION:

16. ANSWER THE QUESTION 16.1 IF YOU ARE WORKING OR STUDYING (If you work and study, please answer concerning place of work.)

16.1 INDICATE WHETHER YOUR PLACE OF WORK OR STUDY IS:

- ◆ In the parish where you live 1
- ◆ In other parish of the municipality where you live 2
- ◆ In other municipality, please write in:
- ◆ Foreign 4

ANSWER THE QUESTIONS 16.2 AND 16.3 IF YOU LIVE AT THIS LIVING QUARTER THE MOST OF THE YEAR (CODE 1 IN QUESTION 3) AND YOU WORK OR STUDY

16.2 HOW LONG DOES IT TAKE YOU ON AVERAGE TO TRAVEL TO YOUR PLACE OF WORK OR STUDY?

- ◆ None 1 ◆ 16 - 30 minutes 3 ◆ 61 - 90 minutes.. 5
- ◆ Until 15 minutes ... 2 ◆ 31 - 60 minutes 4 ◆ More than 90 ... 6

16.3 WHAT IS THE MAIN MODE OF TRANSPORT YOU USE TO TRAVEL TO YOUR PLACE OF WORK OR STUDY?

- ◆ None, walk 1 ◆ Car or van:
- ◆ Bus 2 as driver 6
- ◆ Underground or light train 3 as passenger 7
- ◆ Train 4 ◆ Motorcycle or bicycle ... 8
- ◆ Company or School collective transport 5 ◆ Other 9

IF YOU ARE UNDER 15 YEARS OF AGE YOU HAVE FINISHED THE COMPLETION.

17. WHAT IS YOUR MAIN SOURCE OF LIVELIHOOD?

- ◆ Work 11 ◆ Pensions 16
- ◆ Temporary benefits:
- Sickness, accident, etc. 12 ◆ Property or entrepreneurial income 17
- Unemployment 13 ◆ Social support 18
- Others 14 ◆ Household support 19
- ◆ Guaranteed minimal income..... 15 ◆ Other cases 20

18. In the week of 5-11 March, DID YOU WORK, even if for only 1 hour, and receive (cash or any other form of) payment for this work?

- ◆ Yes 1 → **GO TO 23.**
- ◆ No 3

19. YOU DID NOT WORK in the week 5-11 March because:

- ◆ On holiday, temporary illness, licence, etc 1 → **GO TO 23.**
- ◆ Permanently unable to work 2 → **GO TO 24.**
- ◆ Unemployed 3
- ◆ Retired 4
- ◆ Student 5
- ◆ Homemaker 6
- ◆ Other reason 7

20. HAVE YOU EVER WORKED, even if for only 1 hour, and received (cash or some other form of payment) for this work?

- ◆ Yes 1
- ◆ No 3

21. ARE YOU SEEKING OR HAVE YOU SOUGHT A JOB?

- ◆ No 1
- ◆ Yes :
- In the last 30 days 2
- More than 1 month and until 4 months 3
- More than 4 months and until 11 months 4
- 12 or more months 5

22. In the week of 5-11 March, were you available for work, that is, did you want to work and could you have done so if you had found work or work had been offered to you?

- ◆ Yes 1 ◆ No 3 → **GO TO 24**

23. PLEASE ANSWER THE QUESTIONS 23.1 TO 23.6 IF YOU ARE EMPLOYED OR LOOKING FOR A NEW JOB. IF IT IS NOT THE CASE, GO TO 24.

23.1 WHAT IS YOUR MAIN OCCUPATION?

Be precise. For example, instead of engineer, textile employer, teacher, be precise and write: civil engineer, textile fibre preparator, primary education teacher, etc.

23.2. What are the main tasks you perform in the occupation you indicated in the previous question?

23.3 Indicate the usual number of hours you work each week in the occupation you stated in question 23.1:

- ◆ 1 - 4 1 ◆ 15 - 29 3 ◆ 35 - 39 5 ◆ 45 or more.. 7
- ◆ 5 - 14 2 ◆ 30 - 34 4 ◆ 40 - 44 6

23.4 Indicate the status in employment in the occupation you stated in question 23.1:

- ◆ Employer 1 ◆ Compulsory military service .. 5
- ◆ Own-account worker 2 ◆ Member of a producers' co-operative 6
- ◆ Employee 3 ◆ Other situation 7
- ◆ Contributing family worker 4

23.5. What is the main activity of the company or entity where you practise the occupation you stated in question 23.1?

Be precise. For example: pre-primary education, tribunal, hospital, Municipal Council, prep and spinning of textile fibres, fish preparation and conservation, bread manufacture, clothing retail sale, road construction, etc.

23.6. Number of persons regularly working in the company where you practise the occupation indicated in question 23.1:

- ◆ 1 1 ◆ 5 - 9 3 ◆ 100 - 499 5
- ◆ 2 - 4 2 ◆ 10 - 99 4 ◆ 500 or more ... 6

Free question

(Answering this question implies the data processing authorisation)

24. What is your religion?

- ◆ Catholic 1 ◆ Jewish 5
- ◆ Orthodox 2 ◆ Muslim 6
- ◆ Protestant 3 ◆ Other non Christian 7
- ◆ Other Christian 4 ◆ Without religion 8

THANK YOU FOR YOUR COOPERATION.



INDIVIDUAL QUESTIONNAIRE

INSTITUTO NACIONAL DE ESTATÍSTICA

**WHEN COMPLETING THE QUESTIONNAIRE
PLEASE OBSERVE THE FOLLOWING:**

Please write your answers in blue or black ink.

- Tick the box matching your response:
- For each question you may only tick one box, that is, you may only give one answer.
- If you wish to change your response, do so as follows:
- If you made a change and it was the correct response, validate it as follows:
- Write FIGURES as follows: **0 8**
- Please use legible, block capital letters:

V I L A R E A L

Follow the arrows. For ex., if you tick this response

✓ → GO TO 24. , proceed to question number 24.

GENERAL INSTRUCTIONS
WHO COMPLETES THE QUESTIONNAIRE?

All Portuguese and foreign citizens residing in national territory.

All residents abroad who, at the census moment (midnight 12 March), are in Portugal in household accommodation.

A questionnaire should be completed by:

All persons residing in the accommodation, even if they are temporarily absent, excluding children born after the census moment and including any persons whose death occurred after that date.

All the persons who, although not residents, are temporarily present in the household residence at the census moment.

The questionnaire is completed by the individual to whom it refers, or, if this is not possible, by a relative or friend.

If you have difficulty in completing the questionnaire, request the census officer to help you or to complete the questionnaire for you.

WHO DOES NOT COMPLETE THE QUESTIONNAIRE?

Foreign citizens members of the diplomatic corps and their respective households living at the embassy, and foreign military personnel stationed on national territory and living on base with their respective households.

All individuals who, at the census moment, are present in collective accommodation and who do not reside there.

SPECIFIC INSTRUCTIONS
Question 1 – Name

Write your first and last name.

Question 3 – Where is your usual residence?

Usual residence – is the place (living quarter) where you reside most of the year, normally with the immediate household and where you have all or most of your possessions.

Individuals with more than one place of residence will be considered as residents in the place where they live most of the year.

Individuals who have moved house should consider the place where they currently reside as their usual residence.

At this living quarter and lives here the most of the year – individuals who live most of the year in the accommodation;

At this living quarter but does not live here the most of the year – individuals who, despite living most the year outside the living quarter, have their usual residence there. Examples:

- a) A student who lives away from his/her household, is not engaged in a gainful activity and lives in a boarding school/student residence or as a guest in a private house. If the student is engaged in a gainful activity (student worker), he/she is considered as residing in the accommodation where he/she lives most the year.
- b) A person living outside the household residence for reasons of work, but who maintains the household residence and returns to it regularly.
- c) Personnel on board, if absent for more than 6 months and less than 1 year;
- d) Person interned in a health care institution, custodial establishment or rehabilitation centre for more than 6 months and less than 1 year;
- e) Person performing his/her Compulsory Military Service for more than 6 months;
- f) Person who has emigrated, providing he/she has been living outside the country for more than 6 months and less than 1 year;

Elsewhere, just staying here temporarily – any person who does not reside in the accommodation where, for whatever reason (weekend, holidays, visiting friends/relatives, etc.), he/she is present at the census moment as well as:

- 1) Foreign citizens members of the diplomatic corps and their respective households, providing they live outside the embassy, and foreign military personnel stationed on national territory with their respective households, providing they live off base.
- 2) Foreign citizens who have been living in Portugal for less than 1 year;
- 3) Foreign citizens travelling in the country on holiday, for work or business;
- 4) Emigrants for more than one year who were in Portugal for a short period (less than one year);

Question 3.1 – What is your situation on 12 March at 00.00 hours?

Present at this living quarter – Any person residing in the accommodation or present there at the census moment (12 midnight, 12 March) or returns by 12 noon that same day.

Absent – Any person residing in the accommodation but who is absent at the census moment and does not return by 12 noon that same day.

- a) Example: a person travelling for work, business or visiting relatives or friends;
- b) A person who is absent due to night work or shift work.

Question 5 – Marital status

The actual situation should always be indicated, independently of whether it coincides with the legal situation.

For example: If you are divorced but at the census moment you are living with another person without legal marriage, you should tick "Married without register".

Question 7 – What is your citizenship:

If you are currently in the process of changing your citizenship, indicate the citizenship you have at present and not the one you wish to have.

Question 8 – Do have any disability?

Disability means any loss or change in a structure or in a psychological, physiological or anatomic function.

This question only applies to persons with a permanent disability. If you have a temporary disability (for example, if you use crutches or a wheel chair because you broke your leg or if you suffer from a partial detachment of the retina which forces you to wear an eye patch), the answer is "NO".

Hearing – Complete or significant loss of hearing. This includes individuals with a complete or significant loss of the ability to hear a conversation spoken in a normal voice and who have to resort to sight to communicate; this also includes individuals who, under the above conditions, can hear with the help of a hearing aid.

Visual – Complete or significant loss of sight. This includes persons who are unable to or experience extreme difficulty in performing tasks requiring distance or peripheral vision or in performing fine detail tasks such as reading, writing, distinguishing TV images at a distance of 2 metres, see the time on a wristwatch or recognise faces, even when wearing glasses or contact lenses. Not included are individuals who, wearing glasses or contact lenses, are capable of performing the above tasks.

Physical – Disability characterised by the difficulty or impossibility of performing activities requiring control of movement or the ability to manipulate objects. Included in this group are individuals who find it impossible or extremely difficult to walk or handle objects without the aid of an assistant device (for example, a wheel chair, walker, crutches, prostheses and orthoses for the members or trunk). Included in this group are individuals in the conditions referred to above and who suffer from, for example, ankylosing spondylitis, spina bifida, poliomyelitis, multiple sclerosis, muscular dystrophy, paramyloidosis (Wohlvill-Corino Andrade syndrome), cranio-encephalic trauma.

Mental – Intellectual and psychological disability. Included in this group are persons suffering from mild, moderate or severe mental retardation or other development problems characterised by a significantly lower-than-average intellectual ability, such as autism or Down's syndrome (mongolism). It does not include psychotic or serious, degenerative diseases coming under the general classification of psychiatric disorders.

Cerebral palsy – Brain damage causing paralysis and affecting movement and posture. Individuals with cerebral palsy display limited, uncoordinated and uncontrolled movements, difficulty in maintaining their balance, problems of co-ordination and speech. Individuals suffering from cerebral palsy should be mentioned in this group and not in the group for motor impairment.

Other – Disabilities not included in any of those mentioned above. By way of example, persons suffering from kidney failure, haemophilia, lupus, aphasia, dyslexia, mutism, speech disorders, ostomates, deaf – blind.

If you have more than one disability, state the main one, that is, the one causing you the greatest degree of incapacity.

Question 8.1 – Due to the disability you have indicated in the previous question, has any competent authority ascribed you an incapacity degree?

The incapacity is determined according to the National Classification of Incapacities. Establishing the degree of incapacity is the responsibility of the medical boards formed for this purpose. This box should only be ticked when the individual has been assessed by a medical board.

Question 11 – Literacy

Able to read and write – you can read and write, even if it is difficult for you, if you are able to read a newspaper and write sentences.

Not able to read and write – if you are unable to read and write sentences, even simple sentences, and understand their content. If you can only write your name, numbers, read but not write or read and write memorised sentences, you are not considered as being able to read and write.

Question 12 – Are you attending or have you ever attended school?

No, never attended – you have never regularly attended classes in an educational establishment. Usually, this situation refers to persons who have never enrolled in an educational establishment, although they may be able to read and write. It also applies to children who have not reached school age and who are not attending pre-school classes.

Attending – to tick this box, it is not enough to be enrolled, it is necessary to regularly attend classes. You must also tick this response for children in pre-school education. Attending vocational programmes will be considered here whenever the programme attended is equivalent to a level of public education.

Attended, but no more – whoever no longer attends classes, that is, whoever is no longer enrolled because they have finished their studies or have dropped out of school.

Question 13 – (Please indicate the) highest education level that you attend or have attended.

- If you no longer study but attended classes, indicate the highest level of education you achieved, even if you did not complete it.
- If you are studying, indicate the level of education you are attending.

Pre-school – classes taught to children aged 3 or more and who have not reached the compulsory school age.

Basic education (lower primary), 1st degree – represents the first 4 years of compulsory education, formerly called the 1st, 2nd, 3rd and 4th years of primary school.

Basic education (upper primary), 2nd degree – includes the following: preparatory degree (5th and 6th years of schooling), preparatory degree of Tele-education, formerly the 1st degree of grammar school (1st and 2nd years), complementary degree of primary education (5th and 6th classes), preparatory degree of the former technical schools.

Basic education (lower secondary), 3rd degree – includes any one of the following: 7th, 8th and 9th years of schooling, technical-vocational secondary education (commercial, industrial, agricultural, visual art programmes, etc.), the former general lyceum programme (formerly 3rd, 4th and 5th years of schooling).

(Upper) secondary – includes the following: 10th, 11th and 12th years of schooling, preparatory sections of the complementary technical-vocational programmes (commercial, industrial programmes, etc.), former complementary lyceum programme (former 6th and 7th years), the former pre-university year.

Post secondary – includes the following: nursery teacher training programme, primary teacher training programme, other programmes officially recognised as post secondary, when they have been attended.

For persons who attended or who are attending **vocational programmes** (programmes which despite not being part of the state education system and whose objective is to prepare pupils for a specific occupation), two situations may apply:

- If the programme is equivalent to a level of state education, you should tick the level of education you have attained.
- If the programme is not equivalent to a level of state education, the level of education remains unchanged and you should tick the level of education held when you began to attend the vocational programme.

For example:

If have completed or are attending a industrial ceramics programme run by the Institute for Employment and Vocational Training, which requires

the 6th year of schooling for admission and equivalent to the 9th year of schooling, you should tick the box for "Basic education, 3rd degree".

Question 14 – Did you complete the education level indicated in previous question?

Respond "YES" if you have successfully completed the level of education indicated in the preceding question.

Respond "NO" if you have not completed the level of education previously indicated because:

- you are still studying in order to complete that level of education;
- you have dropped out without completing that level of education.

Question 15 – If you are a tertiary level graduate, please write in the name of your field of education:

If you have completed more than one degree programmes, indicate the highest level attained. If you have two degrees of the same type, indicate the one most closely related to the occupation you practise or with which you most identify.

Question 16.1 – Indicate whether your place of work or study is:

- If you do not have a fixed or usual place of work, you should indicate the location of the company or establishment where you work or to which you are accountable.
- If you work and study, you should indicate your place of work.

Question 16.2 – How long does it take you on average to travel to your place of work or study?

Indicate the average time it takes you from the moment you leave home until you arrive at your place of work or study.

- If your occupation requires you to travel frequently (for ex.: salesmen), or if you do not have a fixed or usual place of work, you should indicate the time it takes you to travel from your residence to the company or place to which you are accountable.
- Stallholders, street vendors and related trades should indicate their last journey made.
- Only tick "None" if you work at home, in the building where you live or if you work or study so near your home that you only have to cross to street.
- If you work and study, you should indicate your place of work.

Question 16.3 – What is the main mode of transport you use to travel to your place of work or study?

- If you use several means of transport daily when travelling from home to your place of work or study, indicate only the means of transport you use for most of the itinerary.
- If you are a student worker, you should indicate the means of transport used in travelling to your place of work.

Question 17 – What is your main source of livelihood?

Main source of livelihood means the principal source of income, which has provided the individual with the means necessary for his or her subsistence over the past 12 months (food, accommodation, clothing, footwear, etc.).

If you have various sources of income, indicate only the principal source.

Work - Indicate this response if you live mainly from your work, whether gainful or not (such as when you work for a relative, without pay, but who supports you) or you are performing compulsory military service.

Temporary benefit in respect of an accident at work or occupational illness - If you are temporarily prevented from working and receive benefits as a result of an accident at work or occupational illness.

Temporary unemployment benefits - Tick this response if you are unemployed and live mainly from your unemployment benefit. If you are unemployed but do not receive an unemployment benefit, indicate the response which best applies to your case.

Other temporary benefits - These are benefits granted as a result of accident, illness, birth, etc. and which are not covered by the benefits indicated above.

Guaranteed Minimum Income - A monthly benefit from the non-contributory Social Security scheme designed to provide persons entitled and members of their household, in cases of severe economic hardship, with the resources they need to satisfy their basic requirements.

Pension (Retirement) - Tick this box if you live mainly from a retirement or old-age pension, military reserve pension, invalidity pension, life annuity resulting from an accident at work or occupational illness, social pension, etc..

Property or entrepreneurial income - If your principal source of income is from property, interest, profits, dividends, royalties, etc., tick this response.

Social support - If your principal source of subsistence is from aid provided by the State, Public Bodies, Private Non-Profit Institutions, etc., tick this box.

Supported by household - Tick this box if you live supported by your household (for example: housewife who only works at home, minor children or children who do not work, regardless of whether they study, elderly persons who do not receive a pension and do not have another source of income, etc.).

Other cases - If your case is not included in the cases already described, tick this box (for example, study grants).

Question 18 – In the week of 5-11 March, did you work, even if for only one hour, and receive (cash or any other form of) payment for this work?

Respond "YES" in the following cases:

- If you worked for at least one hour and received payment in cash or in kind;
- If you are an unpaid family worker and worked for at least 15 hours;
- If you are performing compulsory military service;
- If you are an apprentice or trainee and worked for at least one hour and receive payment in cash or in kind;
- If you are a student, housekeeper, retired or have taken early retirement, but worked for at least one hour and received payment for that work.

Respond "NO" in the following cases:

- If you attended a vocational training programme lasting more than 35 hours, even if you maintain an employment relationship with the employer;
- If you have an employment relationship with the employer but did not work for temporary reasons such as illness, birth, holidays, accident at work, reduction in activity for technical reasons, adverse weather conditions or other reasons.
- If you are unemployed, a student, a housekeeper, unable to work, retired or have taken early retirement, and did not work.

Question 19 – You did not work in the week of 5-11 March because:

You were on sick leave, holiday, leave, etc. - if you did not work for temporary reasons, but maintained your employment relationship with the employer. For example: holidays, sick leave, accident, labour dispute or strike, study or vocational training leave, parental leave, etc.

You are permanently unable to work - if you did not work due to a permanent incapacity for work, regardless of whether you receive an invalidity pension;

You were unemployed - if you are not working, that is, without employment, whether gainful or not, and, at the same time, are available for work, whether gainful or not;

You are retired or in the reserve - if you did work and as a result receive a retirement, old-age or military reserve pension;

You are a student – if you attend any type of education, and are not engaged in an occupation, are not performing compulsory military service, or not considered unemployed; if you are a student and look after the household, tick “STUDENT”;

You are homemaker – if you are occupied mainly with the household, in your own home;

Another reason – when your case is not described in the above situations.

Question 20 – Have you ever worked, even if for only one hour, and received (cash or some other form of payment) for this work?

Tick “YES” if you have already worked, even if it was casual work or you worked for a short time.

Tick “NO” if you have never worked.

Question 21 – Are you seeking or have you sought a job?

If you have sought a job, indicate how long ago you took this step. Examples of steps taken:

- contacting a public employment centre or private agencies;
- contacting employers;
- personal contacts;
- placing or answering advertisements;
- taking part in open competitions or job interviews;
- looking for property, offices or equipment in order to create a personal or household-owned company;
- applying for permits or financial resources to create your own company.

If you are registered with an employment centre, consider the date of your last contact as a step taken.

Question 22 – In the week of 5-11 March, were you available for work, that is, did you want to work and could you have done so if you had found work or work had been offered to you?

Tick “YES” if you wanted to work and were immediately available to do so.

Tick “NO” if you did not want to work or wanted to work but were not available to do so, that is, you were engaged in some form of occupation which prevented you from beginning work immediately.

Question 23.1 – What is your main occupation?

Be clear and precise when stating your occupation (avoid using “of the”, “of”, “and”).

Examples: House painter, basic education teacher 1st degree, agricultural machine driver, mechanic, paper pulp preparer, civil engineer, refrigeration air conditioning technician, etc..

- If you are engaged in more than one occupation, indicate the one which took up most of your time during the reference week.
- If during the said week, you performed an activity different from the one in which you are usually engaged (you were on holiday, etc.), indicate your usual occupation.
- If you were unemployed during the reference week, indicate the last occupation you held.

Question 23.2 – What are the main tasks you perform in the occupation you indicated in the preceding question?

The answer to this question should be clear and precise. Avoid repeating what you wrote for the occupation.

Examples: You run a small retail business, you grow agricultural products mainly for self-consumption, etc....

Question 23.3 – Indicate the usual number of hours you work each week in the occupation you stated in Question 23.1:

Tick the box whose time size matches the number of weekly working hours in your main occupation. Count the number of hours you usually work each week, including overtime. Include the time spent at the workplace performing such tasks as the preparation of service equipment, the preparation and maintenance of tools, etc.

- If you were unemployed during the reference week, indicate the number of hours you worked in the last job you had.

Question 23.4 – Indicate the status in employment in the occupation you stated in Question 23.1

Boss/Employer – If you are the owner, partner or majority shareholder of a company or agricultural holding in which you practise your main occupation and normally have one or more paid workers in your employ.

Own-account worker – If you work for your own account or in partnership and do not normally have paid workers in your employ.

Employee – If you work for another person, company, the State, etc., and receive payment for this work. Workers employed on “Collective Farms” tick this box.

Contributing family worker – if you work 15 or more hours per week in a household economic activity, without receiving payment, tick this box.

Compulsory military service – If you are performing compulsory military service.

Member of a producers’ co-operative – If you are the member of a co-operative for the production of goods or services and engage in your main occupation there, tick this response. This heading also includes workers in worker-controlled businesses. The employees and salaried workers of a co-operative who are not its members, tick the box “Employee”.

Other situation – If you are in a status in employment other ones the previous described.

If more than one of the above situations to you during the reference week, indicate the one which occupied the most of your time.

If you were unemployed during the reference week, indicate the situation applying to you in the last occupation you held.

Question 23.5 – What is the main activity of the company or entity where you practise the occupation you stated in Question 23.1?

Be clear and precise in your answer (avoid using “of the”, “of”, “and”).

Main activity – This is the type of economic activity carried out by the company or body where the individual is engaged in his main occupation, during the reference week.

- If you are **own-account worker**, indicate the type of activity you are involved in.

Examples: Fruit production, pig farming, retail trade clothing, etc.

- If you are an **employee**, indicate the type of activity in which the company, establishment, etc. where you work is engaged.

Examples: road haulage company, navigation company, painting workshop, hotel, car assembly factory, paper products factory, Revenue Office, Secondary School, Hospital, Regional Directorate Social Security, City Council, etc....

- If you work in a **company with various establishments**, indicate the activity of the establishment or place where you work and not the company’s main activity.

- If you were unemployed during the reference week, indicate the activity of the last entity for which you worked.

Question 23.6 – Indicate the number of persons who usually work in the company or entity where you engage or engaged in the occupation stated in Question 23.1:

- If you are **own-account worker and work alone**, indicate that there is one worker.
- If you are **own-account worker and work with one or more persons**, you should indicate the size representing the total number of workers, including yourself.
- If you work in a **private company/organisation** or in a **public company or institution**, indicate the respective size representing the total number of workers in that company or institution.
- If you are a **civil servant**, indicate the size representing the number of workers in the body where you engage in your occupation.
- If you are performing **Compulsory Military Service**, indicate the size representing the total number of military personnel in the unit where you are serving.
- If you were unemployed during the reference week, indicate the number of persons usually working for the entity where you held your last occupation.