

QUESTIONNAIRES USED IN THE LABOUR FORCE SURVEY

- PHONE INQUIRIES** *for more information relating to this publication*—contact Mr Ken Douglas on Canberra (062) 52 6565 or any of our State offices.
other inquiries including copies of publications—contact Information Services on Canberra (062) 52 6627 or in any of our State offices.
- MAIL INQUIRIES** *write to* Information Services, ABS, P.O. Box 10, Belconnen, A.C.T. 2616 or any of our State offices.

Introduction

This paper discusses the major underlying concepts and the questions used in the Labour Force Survey and changes made to the questionnaire. A copy of the revised questionnaire is attached.

2. ABS has been conducting labour force surveys since 1960. The surveys were undertaken on a quarterly basis prior to February 1978 and monthly since then. Details of estimates derived from the surveys and descriptions of the methodology of the surveys and the sample of dwellings are published monthly in *The Labour Force, Australia (Preliminary)* (6202.0) and *The Labour Force, Australia* (6203.0).

3. The labour force survey questionnaire is a document used by interviewers, who are required to ask questions exactly as they appear on the questionnaire in order to ensure consistency of approach in all interviews. Interviewers are trained in the manner of their approaches to households, the significance of the questions in relation to the objectives of the survey, and to assist respondents to appreciate the relevance of the questions to their particular circumstances in order to obtain accurate responses. While the questionnaire may appear formidable if simply read through from beginning to end, in practice a trained interviewer, by following the sequencing of the questionnaire, puts questions appropriate to each person's labour force experience in a manner easily understood by respondents. In addition to initial training, all interviewers are regularly supervised and retrained.

Development of the labour force survey questionnaire

4. Since 1960, the questionnaire used in the survey for the collection of labour force data has undergone the following development:

- (a) the inclusion in August 1966 of some additional questions on the steps taken to find a job by persons looking for work;
- (b) the introduction in November 1972 of questions seeking information on country of birth and period of arrival in Australia;
- (c) in February 1975 persons who were not employed were asked whether they were looking for work during the previous four weeks instead of during

the previous week only. Those who were looking during this period were asked whether they would have been able to take a job in the survey week had one become available;

- (d) a substantial redesign in November 1977 to provide more accurate information on the labour force, to improve the structure of the questions asked and to make them easier to understand and less likely to be misinterpreted;
- (e) in November 1981 a number of minor amendments were made, in particular to the questions which seek to determine whether or not persons reporting that they are looking for work have taken active steps to find a job during the previous four weeks. This change was made mainly to take account of revised administrative arrangements within the Commonwealth Employment Service.
- (f) in October 1982 additional questions, were asked to enable the identification of usual residence and family relationship. An additional response category was included to identify persons whose standard working arrangements were less than 35 hours in the survey week. There was also some minor rewording and re-ordering of questions.

5. Further details of these changes made to the questionnaire and the reasons for the changes were published in previous issues of this publication in March 1978 and December 1981 and August 1984.

Amendments to the questionnaire, April 1986

6. In April 1986 the Labour Force Survey questionnaire underwent a substantial redesign. The number of questions was increased to accommodate additional topics and some revisions to existing questions were necessary to cater for minor conceptual and definitional changes. In addition, to simplify the questionnaire for both interviewing and survey processing, the format and sequencing of the questionnaire were revised.

7. *Marital Status* (Question 4). An additional response category for persons who volunteer that they live in a defacto relationship has been included.

8. *Question 17* has been included to enable the identification of persons aged 15-24 years attending an educational institution full time. This question also allows the identification of dependent children on an equivalent basis to that published in *Labour Force Status and Other Characteristics of Families* (Catalogue No. 6224.0).

9. The definition of employed persons has changed. Previously, unpaid family helpers who worked 1 to 14 hours per week were not regarded as employed. The new definition of employed persons includes unpaid family helpers who worked 1 hour or more per week. This revised definition results from changes to international standard definitions by the International Labour Office (ILO) and has resulted in the following questionnaire changes:

(a) response categories for *Question 34 D* have been amended. In the previous questionnaire separate categories existed for respondents who worked 1-14 hours and 15-34 hours per week. In the revised questionnaire these have been combined to form a single category for 1-34 hours. Response categories for less than one hour and no hours have been combined;

(b) The sequence guide in *Question 33* of the previous questionnaire, which identified unpaid family helpers working 1-14 hours so as to further establish their labour force status, has been deleted.

10. *Questions 83, 85 and 86* are additional questions which determine the reasons, either voluntary or involuntary, why persons ceased their last full-time job held within the last two years.

11. The inclusion of *Questions 87 and 88* allows the identification of persons whose last job was in part-time employment (within the last two years) and establishes the time elapsed since ceasing that part-time employment.

12. The general revision of the layout and the use of the triangular symbols in the questionnaire have been used to improve the data entry stage of survey processing.

Definitions

13. The labour force category to which a person is assigned depends on the *actual activity* undertaken during the survey week (i.e. whether working, looking for work, etc.). The following definitions, which conform closely to the international standard definitions specified by the International Labour Organisation (ILO), relate only to those persons within the scope of the survey.

14. The survey includes all persons aged 15 years and over except:

- (a) members of the permanent defence forces;
- (b) certain diplomatic personnel of overseas governments, customarily excluded from census and estimated populations;

(c) overseas residents in Australia; and

(d) members of non-Australian defence forces (and their dependants) stationed in Australia.

15. The following definitions relate only to those persons within the scope of the survey.

16. The *labour force* comprises all persons who, during the survey week, were *employed* or *unemployed* as defined below.

17. *Employed persons* comprise all those aged 15 years and over who, during the survey week:

(a) worked for one hour or more for pay, profit, commission or payment in kind in a job or business, or on a farm (including employees, employers and self-employed persons); or

(b) worked for one hour or more without pay in a family business or on a farm (i.e. unpaid family helpers); or

(c) were employees who had a job but were not at work and were: on paid leave; on leave without pay for less than four weeks up to the end of the survey week; stood down without pay because of bad weather or plant breakdown at their place of employment for less than four weeks up to the end of the survey week; on strike or locked out; on workers' compensation and expected to be returning to their job; or receiving wages or salary while undertaking full-time study; or

(d) were employers, self-employed persons or unpaid family helpers who had a job, business or farm, but were not at work.

18. *Unemployed persons* are those aged 15 years and over who were not employed during the survey week, and:

(a) had actively looked for full-time or part-time work at any time in the four weeks up to the end of the survey week and:

(i) were available for work in the survey week, or would have been available except for temporary illness (i.e. lasting for less than four weeks to the end of the survey week); or

(ii) were waiting to start a new job within four weeks from the end of the survey week and would have started in the survey week if the job had been available then; or

(b) were waiting to be called back to a full-time or part-time job from which they had been stood down without pay for less than four weeks up to the end of the survey week (including the whole of the survey week) for reasons other than bad weather or plant breakdown.

19. *Persons not in the labour force* are those who, during the survey week, were not in the categories *employed* or *unemployed*, as defined in paragraphs 17 and 18. They include persons who were keeping house (unpaid), attending an educational institution (school, university, etc.), retired, voluntarily inactive, permanently unable to work, inmates of institutions (hospitals, gaols, sanatoria, etc.), trainee teachers, members of contemplative religious orders, and persons whose only activity during the survey week was jury service or unpaid voluntary work for a charitable organisation. Specific surveys of persons not in the labour force indicate that a number want to work but are not classified as unemployed because they were not actively looking for work and/or were not available to begin work in the survey week. Included in this group are the discouraged jobseekers and other persons marginally attached to the labour force.

Guidelines for following the questionnaires

General

20. The questionnaire attached relates to the February, May, August and November surveys. For the remaining months of the year a slightly modified questionnaire (not attached) which does not ask for occupation, employer and industry details of those who are employed is generally used.

21. The questionnaires are structured so that details are collected as follows:

- Page 1 Demographic and survey control information
- Pages 2-3 Persons who actually worked during the survey week
- Pages 4-5 Persons who had a job but were not at work during the survey week
- Pages 6-7 Persons looking for work and final determination of persons not in the labour force.

Identifying Unemployed Persons from the Questionnaire

22. In order for a person to be classified to the *looking for work* sub-category of the unemployed, the following three conditions must be fulfilled in the following order:

- (a) persons have to answer 'Yes' to a question which asks whether they have looked for work at any time during the last four weeks, that is;

Answer 'Yes' to question 68 or question 69.

- (b) persons must have taken an active step during the last four weeks to find work, that is;

Answer one of categories 01 to 07 in Question 70.

- (c) persons must fulfil the availability for work conditions specified in the definition given above (see paragraph 18(a)). Availability is determined by:

Questions 71 to 75.

23. In order to be classified to the *stood down* sub-category of the unemployed (normally very few in number), persons must fulfil the conditions as specified in the definition given above (see paragraph 17(b)). The questions that determine if these conditions are fulfilled are:

Question 55 and questions 58 to 63.

Questionnaire Conventions

24. The reasons for different type faces on the questionnaire are:

CAPITALS:

This is used for all the questions that need to be fully read out by the interviewer. For some questions (e.g. questions 30 and 40) the interviewer must also read out the categories down the page until a positive response is given.

Lower case:

This is reserved for the coding of answers given by respondents. These words are not read out by the interviewer.

Italics:

This is used for all instructions to interviewers.

25. The labour force survey is conducted on the basis that any responsible adult member of the dwelling should usually be able to answer the questions pertaining to all the residents. In the design of the questionnaire, use has been made of "... " when someone's name or a pronoun is to be inserted in the sentence, e.g. sometimes 'you' will be inserted and sometimes 'your husband', 'your wife' etc.

IAN CASTLES
Australian Statistician

SID

M

8

IN CONFIDENCE

AUSTRALIAN BUREAU OF STATISTICS
POPULATION SURVEY

1. SURVEY

PSU

BLOCK

DWELLING

HOUSEHOLD

PERSON

2. SEX

Male

Female

3. AGE

YEARS

4. MARITAL STATUS

Married

De facto

Separated

Divorced

Widowed

Never married

5. S.D. ONLY

S.D. Institutionalised person
(No more questions)S.D. Boarding school pupil
(No more questions)

S.D. Other

6. COUNTRY OF BIRTH

Australia (Go to Q.8)

U.K. and Ireland

Italy

Greece

Yugoslavia

Holland

Germany

New Zealand

Other

7. YEAR OF ARRIVAL

8. SCHOOL ATTENDANCE
(If age 15 to 20)

Date of leaving school

Enter month followed by year

Still attending

9. PERSON TYPE

Usual resident of P.D. (Go to Q.11, complete Q.12 to Q.15 when editing)

Visitor to P.D.

S.D.

10. WHAT IS THE POSTCODE OF THE SUBURB OR TOWN WHERE USUALLY LIVES?

A. If respondent knows postcode enter in boxes below

If respondent does not know postcode ask for—

Suburb

City/Town

State When editing, enter postcode in boxes below

Not known

B. Postcode

11. Sequence Guide

If aged 25 years or more, go to Q.18

If still attending school ('1111' in Q.8), go to Q.18

Otherwise, go to Q.17

12. HOUSEHOLD TYPE

1 (Nothing further)

2

3

4

5

6 (Complete Q.14)

7 (Complete Q.14)

8 (Complete Q.14)

9 (Nothing further)

13. Husband (Complete Q.15)

Wife (Nothing further)

Son/daughter (Nothing further)

14. Father/mother

Son/daughter (Nothing further)

15. If Household Type 2, 3 or 6 in Q.12, nothing further.

If Household Type 4, 5, 7 or 8 in Q.12, enter number of children aged 0 to 14 years

16. OFFICE USE ONLY

Relationship A

Family No. B

Children 0-14 years C

UR scope/coverage exclusion D

Incomplete H/H, L/U E

Schedule, initial response F

Schedule, final response G

H

J

K

L

M

FORM SI

17. IS CURRENTLY TAKING ANY COURSE OF FULL-TIME STUDY AT A TECHNICAL COLLEGE, COLLEGE OF ADVANCED EDUCATION OR UNIVERSITY? Yes ☐ 1 No ☐ 2 Dec, Jan, Feb only — Not known, unclear ☐ 3		30. DID WORK — FOR AN EMPLOYER FOR WAGES OR SALARY? (Go to Q.32) ☐ 1 IN OWN BUSINESS WITH EMPLOYEES? ☐ 2 WITH NO EMPLOYEES? ☐ 3 WITHOUT PAY IN A FAMILY BUSINESS? (Go to Q.32) ☐ 4 WHAT ARE WORKING ARRANGEMENTS? Payment in kind (Go to Q.32) ☐ 5 Unpaid voluntary work (Go to Q.68) ☐ 6	☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6
18. I WOULD LIKE TO ASK YOU ABOUT THE WEEK STARTING MONDAY THE AND ENDING LAST SUNDAY THE THAT IS, LAST WEEK.		31A. IS BUSINESS A LIMITED LIABILITY COMPANY? Yes ☐ 1 No ☐ 2	☐ 1 ☐ 2
19. LAST WEEK, DID DO ANY WORK AT ALL IN A JOB, BUSINESS OR FARM? Yes (Go to Q.21) ☐ 1 No ☐ 2 Permanently unable to work (No more questions) ☐ 3	☐ 1 ☐ 2 ☐ 3	31B. WHAT IS THE FULL NAME AND ADDRESS OF BUSINESS? (Go to Q.33)	☐
20. LAST WEEK, DID DO ANY WORK WITHOUT PAY IN A FAMILY BUSINESS? Yes ☐ 1 No (Go to Q.42) ☐ 2	☐ 1 ☐ 2	32. WHO DID WORK FOR? (Name/Full address) 	☐
21. DID HAVE MORE THAN ONE JOB LAST WEEK? Yes (Go to Q.24) ☐ 1 No ☐ 2	☐ 1 ☐ 2	33. WHAT KIND OF INDUSTRY, BUSINESS, OR SERVICE IS CARRIED OUT AT THAT ADDRESS? 	☐
22. WHAT KIND OF WORK DID DO? 	☐	34A. ON WHICH DAYS DID WORK LAST WEEK (IN ALL JOBS)? Yes No Yes No MON ☐ ☐ SAT ☐ ☐ TUES ☐ ☐ SUN ☐ ☐ WED ☐ ☐ THU ☐ ☐ FRI ☐ ☐	☐
23. Go to Q.30		34B. DID HAVE ANY TIME OFF FROM JOB(S) ON THOSE DAYS? ☐ ☐	☐
24. WAS THAT BECAUSE CHANGED JOBS DURING THE WEEK? Yes ☐ 1 No (Go to Q.27) ☐ 2	☐ 1 ☐ 2	34C. DID WORK ANY PAID OR UNPAID OVERTIME ON ANY DAY LAST WEEK? Yes ☐ 1 No ☐ 2 Other ☐ 3	☐ 1 ☐ 2 ☐ 3
25. WHAT KIND OF WORK DOES DO NOW? 	☐	34D. HOW MANY HOURS DID ACTUALLY WORK LAST WEEK (LESS THE TIME OFF) (BUT) (COUNTING THE OVERTIME)? 35 hours or more (No more questions) ☐ 1 1-34 hours (Go to Q.35) ☐ 2 Less than 1 hour/no hours (Go to Q.55) ☐ 99	☐ 1 ☐ 2 ☐ 99
26. Go to Q.29			
27. WHAT KIND OF WORK DOES DO IN EACH OF JOBS? Job 1: Job 2:	☐		
28. IN WHICH JOB DOES USUALLY WORK THE MOST HOURS? Job 1 in Q.27 ☐ Job 2 in Q.27 ☐	☐		
29. I WOULD NOW LIKE TO ASK YOU ABOUT THAT JOB.			

FORM 51

35. IN (THAT JOB/THOSE JOBS) DOES
USUALLY WORK LESS THAN 35 HOURS A
WEEK?

Yes (Go to Q.38)

No

☐ 1
☐ 2

36. WHY DID WORK LESS THAN 35
HOURS LAST WEEK?

Own illness or injury

Leave, holiday or flexitime/
personal reasons

Began job during week

Left/lost job during week

On strike/locked out

Bad weather/breakdown

Stood down/on short time/
insufficient work

Shift work/standard work
arrangements

Other

.

.

☐ 1
☐ 2
☐ 3
☐ 4
☐ 5
☐ 6
☐ 7
☐ 8
☐ 9

37. No more questions

38. WOULD PREFER A JOB IN WHICH
WORKED MORE HOURS A WEEK?

Yes

No (No more questions)

Don't know
(No more questions)

☐ 1
☐ 2
☐ 3

39. AT ANY TIME DURING THE LAST 4
WEEKS HAS BEEN LOOKING FOR
FULL-TIME WORK?

Yes

No (No more questions)

☐ 1
☐ 2

40. AT ANY TIME IN THE LAST 4 WEEKS
HAS
WRITTEN, PHONED OR APPLIED IN
PERSON TO AN EMPLOYER FOR
WORK ?

ANSWERED A NEWSPAPER
ADVERTISEMENT FOR A JOB ?

LOOKED IN NEWSPAPERS ?

Yes ☐

No ☐

☐ 01
☐ 02

CHECKED FACTORY OR
COMMONWEALTH EMPLOYMENT
SERVICE NOTICE BOARDS ?

AT ANY TIME IN THE LAST 4 WEEKS
HAS
BEEN REGISTERED WITH THE
COMMONWEALTH EMPLOYMENT
SERVICE ?

CHECKED OR REGISTERED WITH ANY
OTHER EMPLOYMENT AGENCY ?

DONE ANYTHING ELSE TO FIND A
JOB ?

Advertised or tendered for
work

Contacted friends/relatives

Other

.

.

Only looked in newspapers

None of these

☐ 03
☐ 04
☐ 05
☐ 06
☐ 07
☐ 08
☐ 09
☐ 10

41. No more questions

FORM SI

42. DID HAVE A JOB, BUSINESS OR FARM THAT WAS AWAY FROM BECAUSE OF HOLIDAYS, SICKNESS OR ANY OTHER REASON?

Yes

No (Go to Q.68)

☐ 1

☐ 2

43. DID HAVE MORE THAN ONE JOB?

Yes (Go to Q.46)

No

☐ 1

☐ 2

44. WHAT KIND OF WORK DOES DO?

.....

.....

.....

45. Go to Q.49

46. WHAT KIND OF WORK DOES DO IN EACH OF JOBS?

Job 1:

.....

.....

Job 2:

.....

.....

47. IN WHICH JOB DOES USUALLY WORK THE MOST HOURS?

Job 1 in Q.46

Job 2 in Q.46

48. I WOULD NOW LIKE TO ASK YOU ABOUT THAT JOB.

49. WHO DOES WORK FOR? (Name/Full address)

.....

.....

.....

50. WHAT KIND OF INDUSTRY, BUSINESS, OR SERVICE IS CARRIED OUT AT THAT ADDRESS?

.....

.....

.....

51. DOES WORK —

FOR AN EMPLOYER FOR WAGES OR SALARY? (Go to Q.55)

IN OWN BUSINESS WITH EMPLOYEES?

WITH NO EMPLOYEES?

WITHOUT PAY IN A FAMILY BUSINESS? (Go to Q.53)

WHAT ARE WORKING ARRANGEMENTS?

Payment in kind (Go to Q.55)

Unpaid voluntary work (Go to Q.68)

☐ 1

☐ 2

☐ 3

☐ 4

☐ 5

☐ 6

52. IS BUSINESS A LIMITED LIABILITY COMPANY?

Yes (Go to Q.55)

No

☐ 1

☐ 2

53. WHY WAS AWAY FROM WORK LAST WEEK?

Own illness or injury

Holiday/personal reasons

No work available

Bad weather/breakdown

On strike/locked out

Other

.....

☐ 1

☐ 2

☐ 3

☐ 4

☐ 5

☐ 6

54. Go to Q.63

FORM S1

55. WHY WAS AWAY FROM WORK LAST WEEK? Own illness or injury ☐ 1 Leave, holiday or flexitime/personal reasons (Go to Q.61) ☐ 2 Bad weather/breakdown (Go to Q.61) ☐ 3 Stood down (Go to Q.58) ☐ 4 No work/insufficient work (Go to Q.59) ☐ 5 On strike/locked out (Go to Q.63) ☐ 6 Usually works less than 1 hour a week/began job/lost job (Go to Q.68) ☐ 7 Other (Go to Q.61) ☐ 8 ☐ 8	63. HOW MANY HOURS A WEEK DOES USUALLY WORK IN (ALL) JOB(S)? 35 hours or more (No more questions) ☐ 1 1-34 hours ☐ 2 No hours (Go to Q.68) ☐ 3	☐ 1 ☐ 2 ☐ 3
56. WAS ON WORKERS' COMPENSATION LAST WEEK? Yes ☐ 1 No (Go to Q.61) ☐ 2	64. WOULD PREFER A JOB IN WHICH WORKED MORE HOURS A WEEK? Yes ☐ 1 No (No more questions) ☐ 2 Don't know (No more questions) ☐ 3	☐ 1 ☐ 2 ☐ 3
57. WILL BE RETURNING TO WORK FOR EMPLOYER? Yes (Go to Q.63) ☐ 1 No (Go to Q.68) ☐ 2 Don't know (Go to Q.68) ☐ 2	65. AT ANY TIME DURING THE LAST 4 WEEKS HAS BEEN LOOKING FOR FULL-TIME WORK? Yes ☐ 1 No (No more questions) ☐ 2	☐ 1 ☐ 2
58. WHY WAS STOOD DOWN? Bad weather/breakdown (Go to Q.61) ☐ 1 Other ☐ 2	66. AT ANY TIME IN THE LAST 4 WEEKS HAS WRITTEN, PHONED OR APPLIED IN PERSON TO AN EMPLOYER FOR WORK? ANSWERED A NEWSPAPER ADVERTISEMENT FOR A JOB? ☐ 01 LOOKED IN NEWSPAPERS? ☐ 02 Yes ☐ No ☐	☐ 01 ☐ 02
59. WAS PAID OR WILL BE PAID FOR ANY OF LAST WEEK? Yes (Go to Q.63) ☐ 1 No ☐ 2	CHECKED FACTORY OR COMMONWEALTH EMPLOYMENT SERVICE NOTICE BOARDS? ☐ 03 AT ANY TIME IN THE LAST 4 WEEKS HAS BEEN REGISTERED WITH THE COMMONWEALTH EMPLOYMENT SERVICE? ☐ 04	☐ 03 ☐ 04
60. HOW LONG HAS BEEN AWAY FROM WORK WITHOUT PAY? One week (Go to Q.63) ☐ 1 Two weeks (Go to Q.63) ☐ 2 Three weeks (Go to Q.63) ☐ 3 Four weeks or more (Go to Q.68) ☐ 4	CHECKED OR REGISTERED WITH ANY OTHER EMPLOYMENT AGENCY? ☐ 05 DONE ANYTHING ELSE TO FIND A JOB? Advertised or tendered for work ☐ 06 Contacted friends/relatives ☐ 07 Other ☐ 08 ☐ 08 Only looked in newspapers ☐ 09 None of these ☐ 10	☐ 05 ☐ 06 ☐ 07 ☐ 08 ☐ 09 ☐ 10
61. UP UNTIL THE END OF LAST WEEK, HOW LONG HAD BEEN AWAY FROM WORK? Less than 4 weeks (Go to Q.63) ☐ 1 4 weeks or more ☐ 2	67. No more questions	☐ 08 ☐ 09 ☐ 10
62. WAS PAID OR WILL BE PAID FOR ANY PART OF THE LAST FOUR WEEKS? Yes ☐ 1 No (Go to Q.68) ☐ 2	67. No more questions	☐ 1 ☐ 2

FORM SI

68. AT ANY TIME DURING THE LAST 4 WEEKS HAS BEEN LOOKING FOR FULL-TIME WORK ? Yes (Go to Q.70) ☐ 1 No ☐ 2		71. IF HAD FOUND A (PART-TIME) JOB COULD HAVE STARTED WORK LAST WEEK ? Yes (Go to Q.76) ☐ 1 No ☐ 2 Don't know (Go to Q.76) ☐ 3	
69. HAS BEEN LOOKING FOR PART-TIME WORK AT ANY TIME DURING THE LAST 4 WEEKS ? Yes ☐ 1 No (No more questions) ☐ 2		72. WHAT WERE THE REASONS COULD NOT HAVE STARTED WORK LAST WEEK ? Own illness or injury ☐ 1 Going to school (No more questions) ☐ 2 Going to a tertiary institution (No more questions) ☐ 3 Personal reasons, family responsibilities (No more questions) ☐ 4 Waiting to start job (Go to Q.74) ☐ 5 Other (No more questions) ☐ 6	
70. AT ANY TIME IN THE LAST 4 WEEKS HAS WRITTEN, PHONED OR APPLIED IN PERSON TO AN EMPLOYER FOR WORK? ☐ 01 ANSWERED A NEWSPAPER ADVERTISEMENT FOR A JOB? ☐ 02 LOOKED IN NEWSPAPERS ? Yes ☐ No ☐ CHECKED FACTORY OR COMMONWEALTH EMPLOYMENT SERVICE NOTICE BOARDS? ☐ 03		73. UP UNTIL THE END OF LAST WEEK HOW LONG HAD BEEN ILL ? Less than 4 weeks (Go to Q.76) ☐ 1 4 weeks or more (No more questions) ☐ 2	
AT ANY TIME IN THE LAST 4 WEEKS HAS BEEEN REGISTERED WITH THE COMMONWEALTH EMPLOYMENT SERVICE? ☐ 04 CHECKED OR REGISTERED WITH AN OTHER EMPLOYMENT AGENCY? ☐ 05 DONE ANYTHING ELSE TO FIND A JOB? Advertised or tendered for work ☐ 06 Contacted friends/relatives ☐ 07 Other (No more questions) Only looked in newspapers (No more questions) ☐ 08 None of these (No more questions) ☐ 09		74. WHEN WILL BE STARTING WORK IN THAT JOB ? Less than 4 weeks ☐ 1 4 weeks or more (No more questions) ☐ 2 75. IF THE JOB HAD BEEN AVAILABLE LAST WEEK, WOULD HAVE STARTED THEN ? Yes ☐ 1 No (No more questions) ☐ 2	
		76. WHEN DID BEGIN LOOKING FOR WORK ? Enter date Less than 2 weeks ☐ 001 No. of weeks	
		77. HOW LONG AGO IS IT SINCE LAST WORKED FULL-TIME FOR TWO WEEKS OR MORE ? Enter date Under 2 years (no. of weeks) 2 years or more (Go to Q.87) ☐ 104 Never worked full-time for 2 weeks or more but has worked (Go to Q.87) ☐ 998 Has never worked (No more questions) ☐ 999	

FORM SI

78. WHAT KIND OF WORK DID DO?

.....

.....

.....

.....

79. WHO DID WORK FOR?
(Name/Full address)

.....

.....

.....

80. WHAT KIND OF INDUSTRY,
BUSINESS, OR SERVICE WAS
CARRIED OUT AT THAT ADDRESS?

.....

.....

.....

81. DID WORK —

FOR AN EMPLOYER FOR WAGES OR
SALARY?
(Go to Q.83)

IN OWN BUSINESS
WITH EMPLOYEES?

WITH NO EMPLOYEES?

WITHOUT PAY IN A FAMILY
BUSINESS?
(Go to Q.83)

WHAT WERE WORKING
ARRANGEMENTS?

Payment in kind
(Go to Q.83)

Unpaid voluntary work
(Go to Q.87)

82. WAS BUSINESS A LIMITED
LIABILITY COMPANY?

Yes

No (Go to Q.86)

83. WHY DID LEAVE THE JOB WITH
(Employer in Q.79)?

Laid off — no work
available/retrained/made
redundant/employer went
out of business/dismissed
etc.

Job was temporary or
seasonal (Go to Q.85)

Own ill health or injury

Unsatisfactory work
arrangements/pay/hours

Holiday job (Go to Q.85)

Other reasons — returned
to studies/marry/children/
look after others/have
holiday/moved house/
spouse transferred etc.

84. Go to Q.87

85. DID LEAVE THE JOB TO RETURN
TO STUDIES?

Yes (Go to Q.87)

No (Go to Q.87)

86. WHY DID STOP WORKING IN
THAT BUSINESS?

Closed down for economic
reasons — went broke/
liquidated/no work/no
supply or demand etc.

Own ill health or injury

Closed down or sold for
other reasons

87. (SINCE date in Q.77) HAS WORKED
PART-TIME FOR TWO WEEKS OR
MORE?

Yes

No (No more questions)

88. HOW LONG AGO IS IT SINCE LAST
WORKED PART-TIME FOR TWO
WEEKS OR MORE?

Enter date

Under 2 years (no. of weeks)
(No more questions)

2 years or more
(No more questions)

1

2

3

4

5

6

1

2

1

2

3

1

2

104