

# STATISTICAL SERVICE



REPUBLIC OF GHANA

## **GHANA LABOUR FORCE SURVEY**

### **2015**

### **HOUSEHOLD QUESTIONNAIRE**

**IDENTIFICATION**

ADDRESS _____	
LOCALITY NAME _____	
CLUSTER NUMBER.....	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
STRUCTURE NUMBER.....	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
HOUSEHOLD NUMBER.....	<input type="checkbox"/> <input type="checkbox"/>
REGION.....	<input type="checkbox"/> <input type="checkbox"/>
DISTRICT.....	<input type="checkbox"/> <input type="checkbox"/>
URBAN =1   RURAL = 2.....	<input type="checkbox"/>
ID OF PERSON INTERVIEWED: .....	<input type="checkbox"/> <input type="checkbox"/>
NAME OF HOUSEHOLD HEAD .....	
NAME OF FIRST PRINCIPAL RESPONDENT? _____	

**INTERVIEWER VISITS**

	1	2	3	FINAL VISIT
DATE	_____	_____	_____	DAY <input type="checkbox"/> <input type="checkbox"/> MONTH <input type="checkbox"/> <input type="checkbox"/> YEAR <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
INTERVIEWER'S NAME	_____	_____	_____	INT. ID NUMBER <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
SUPERVISOR'S NAME	_____	_____	_____	SUP. ID NUMBER <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
RESULT	_____	_____	_____	RESULT <input type="checkbox"/>
NEXT VISIT – DATE TIME	_____	_____		TOTAL NUMBER OF VISITS <input type="checkbox"/>

**RESULT CODES:**

<p>1 COMPLETED</p> <p>2 NO HOUSEHOLD MEMBER AT HOME OR NO ELIGIBLE RESPONDENT AT HOME AT TIME OF VISIT</p> <p>3 ENTIRE HOUSEHOLD ABSENT FOR EXTENDED PERIOD OF TIME</p> <p>4 POSTPONED</p> <p>5 REFUSED</p> <p>6 DWELLING VACANT OR ADDRESS NOT A DWELLING</p> <p>7 DWELLING DESTROYED</p> <p>8 DWELLING NOT FOUND</p> <p>9 OTHER (SPECIFY) _____</p>	<p>TOTAL PERSONS IN HOUSEHOLD <input type="checkbox"/><input type="checkbox"/></p> <p>TOTAL ELIGIBLE PERSONS 15 YEARS+ <input type="checkbox"/><input type="checkbox"/></p> <p>TOTAL ELIGIBLE PERSONS INTERVIEWED <input type="checkbox"/><input type="checkbox"/></p>
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LANGUAGE OF RESPONDENT  LANGUAGE OF INTERVIEW

**LANGUAGE CODES:**

ENGLISH = 1 | AKAN = 2 | GA = 3 | EWE = 4 | NZEMA = 5 | DAGBANI = 6 |

OTHER = 7 (SPECIFY) \_\_\_\_\_

**SECTION 1: HOUSEHOLD ROSTER AND BACKGROUND CHARACTERISTICS**

Start Time:.....

HOUSEHOLD ROSTER AND BACKGROUND CHARACTERISTICS													
1 M E M B E R  I D	2 Name of household member	3 SEX  Male.....1 Female..2	4 What is the relationship of (NAME) to head of household?  Head .....01 Spouse (Wife/Husband) .....02 Child (Son/Daughter) .....03 Parent/Parent in-law .....04 Son/Daughter in-law .....05 Grandchild .....06 Brother/Sister .....07 Step child .....08 Foster child .....09 Other relative .....10 Non-relative .....11 Other(specify).....12	5 What is (NAME's) date of birth?  ASK PERSON TO GET DOB, BIRTH CERTIFICATE AND COPY DATE OF BIRTH OR IF NOT AVAILABLE CODE OR ESTIMATE  DD = 98 MM = 99			6 How old is (NAME)?  AGE IN COMPLETED YEARS  >>11	12 years or older				11 What is (NAME'S) religious denomination?  No religion..... 01 Catholic.....02 Methodist .....03 Presbyterian .....04 Anglican ..... 05 AME Zion ..... 06 Lutheran ..... 07 E.P. Church ..... 08 Global Evang. Ch..... 09 Pentecostals ..... 10 Charismatic..... 11 Other Christian..... 12 Islam..... 13 Traditionalist..... 14 Other (specify)..... 15	12 Was (NAME) born in this town/village?  Yes.....1 (>> 14) No.....2
				DD	MM	YEAR		YRS.	7 What is (NAME'S) present marital status?  Married.....1 Consensual Union...2 Separated.....3 (>> 10) Divorced.....4 (>> 10) Widowed.....5 (>> 10) Never Married.....6 (>> 11)	8 Does (NAME'S) spouse live in this household?  Yes.....1 No.....2 (>> 10)	9 COPY THE I.D. CODE OF THE SPOUSE  (IF MORE THAN ONE SPOUSE, THE FIRST ONE)		
01													
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SECTION 1: HOUSEHOLD ROSTER AND BACKGROUND CHARACTERISTICS - CONTINUED

HOUSEHOLD ROSTER AND BACKGROUND CHARACTERISTICS - MIGRATION						
	13	14	15	16	17	18
M E M B E R  I D	In what region/country was (NAME) born?  Western.....01 Central.....02 Greater Accra.....03 Volta.....04 Eastern.....05 Ashanti.....06 Brong Ahafo.....07 Northern.....08 Upper East.....09 Upper West.....10 Other ECOWAS.....96 Africa other than ECOWAS.....97 Outside Africa.....98  <div style="border: 1px solid black; padding: 2px; display: inline-block;">&gt;&gt; 15</div>	Has (NAME) been living in this town/village since birth?  Yes.....1 (>> 19)  No.....2	How long has (NAME) been living continuously in this town/village?  Less than 1 year.....1 1 year < 5 years.....2 5 years < 10 years.....3 10 years+.....4	Where was (NAME) living before moving here?  <i>Record region where living previously or country if lived abroad</i>  Western.....01 Central.....02 Greater Accra.....03 Volta.....04 Eastern.....05 Ashanti.....06 Brong Ahafo.....07 Northern.....08 Upper East.....09 Upper West.....10 Other ECOWAS.....96 Africa other than ECOWAS...97 Outside Africa.....98	Where you used to live before moving to this locality, was it a town or village?  Town.....1  Village.....2	What was (NAME's) main reason for moving here?  Work.....1 Family.....2 School/training.....3 Conflict ..... 4 Disaster (flood, drought, fire).....5 Other.....6
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SECTION 1: HOUSEHOLD ROSTER AND BACKGROUND CHARACTERISTICS - CONTINUED

HOUSEHOLD ROSTER AND BACKGROUND CHARACTERISTICS								
	19	20	21	22	23	24	25	26
M E M B E R  I D	What is (NAME'S) nationality? Ghanaian by Birth.....01 Ghanaian by dual Nationality..02 Ghanaian by naturalization.....03 Gambian.....04 Burkinabe.....05 Malian.....06 Nigerian.....07 Ivorian.....08 Togolese.....09 Liberian.....10 Other ECOWAS.....11 Other African.....12 European.....13 American (North/South).....14 Asian.....15 Oceanian.....16  (IF ANSWER IS 03 – 16>> 21)	To which ethnic group(s) does (NAME) belong?   <b>REFER TO CODES</b>	Does (NAME) have any disability that limits his/her full participation in life activities (such as mobility, work, social life, etc.)?  Yes.....1 No.....2  (>> 24)	What type of disability does (NAME) have?  <b>MULTIPLE RESPONSES</b> Sight.....1 Hearing.....2 Speech.....3 Physical.....4 Intellectual (mental).....5 Emotional.....6 Other (specify)....7	What is the cause of (NAME's) disability?  From birth.....1 Diseases/illness.....2 Transport accident.....3 Occupational injury.....4 Other accident.....5 Natural ageing.....6 Other (specify).....7	During the last 4 weeks, did you spend at least 4 nights per week in this household?  Yes.....1 No.....2	ELIGIBILITY FOR LFS  CHECK Q.6: IF AGE ≥ 15, ENTER CODE 1 OTHERWISE, ENTER CODE 2  Yes.....1 No.....2  (>> NEXT PERSON)	<b>ELIGIBILITY</b>  CHECK Q.24: IF M'BER SPENT AT LEAST 4 NIGHTS PER WEEK, ENTER CODE 1, OTHERWISE, ENTER CODE 2  <b>CHECK IF Q24 = 1 AND Q25 = 1</b>  Yes.....1 No.....2  (>> NEXT PERSON)
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SECTION 2A: EDUCATION

PERSONS 3 YEARS AND OLDER						
	1	2	3	4	5	6
M E M B E R	Has (NAME) ever attended school?	What is/was the main reason why (NAME) has never attended school?	At what age did (NAME) start schooling?	What is the highest educational level attained?	What is the highest grade completed at that level?	What was the highest educational qualification attained?
	Yes.....1 >> 3	Too young .....01 Disabled/ illness.....02 No school / school too far.....03 Cannot afford schooling.....04 Family did not allow schooling.....05 Not interested in school.....06 Education not considered valuable.....07 School not safe.....08 To learn a job.....09 To work for pay .....10 To work as unpaid worker in family business/farm.....11 Help at home with household chores.....12 Other (specify).....13	(AGE IN COMPLETE D YEARS)	Nursery.....01 Kindergarten.....02 Primary.....03 JSS/JHS.....04 Middle.....05 SSS/SHS.....06 Secondary.....07 Voc/Tech/Comm.....08 Teacher Training/Agric Nursing/Cert.....09 Post Sec. Dip (HND, Teacher training, Nursing, Unive. Dip..10 Bachelor degree.....11 Post graduate.....12		None.....00 Middle.....01 JSS/JHS.....02 Secondary.....03 SSS/SHS.....04 Voc/Tech/Comm.....05 Teacher Training/Agric Nursing/Cert.....06 Post Sec. Dip (HND, Teacher training, Nursing, Unive. Dip.....07 Bachelor degree.....08 Post graduate.....09 Other prof. (ACCA, CIMA, ICT) .....10
I D	No.....2					
<b>SECTION 2B. 01</b>						
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**SECTION 2B: EDUCATION**

**PERSONS 3 YEARS AND OLDER**

	7	8	9	10	11	12
M E M B E R  I D	What is the main subject area of educational qualification?  ASK PERSONS WITH SECONDARY OR HIGHER EDUCATION  (SEE CODE)	Did (NAME) attend school/college at any time during the past 12 months?  Yes.....1  No.....2  >>11	Is (NAME) still in school?  Yes.....1  No.....2  >>11	What is the current grade? Pre-school.....01 P1.....11 P2.....12 P3.....13 P4.....14 P5.....15 P6.....16 JHS1.....21 JHS2.....22 JHS3.....23 SHS1.....31 SHS2.....32 SHS3.....33 Secondary.....34 Voc/Tech/Comp/ Comm/ Agric.....41 Teacher Training.....42 Nursing.....43 Polytechnic.....51 University.....52 Other Tertiary.....53 Other (specify).....61	Why did you stop schooling?	How long have you been out of school?
	<b>SECTION 3A</b>					
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SECTION 2B: EDUCATION - CONTINUED

APPRENTICESHIP AND LITERACY - PERSONS 11 YEARS AND OLDER									
M E M B E R  I D	1	2		3		4		5	6
	Is (NAME) an apprentice or has (NAME) ever been an apprentice?  Yes, currently.....1  Yes, in past.....2  No.....3 ( >> 4)	How long was (is) the apprenticeship?		What is the main trade (NAME) is learning or learnt?  (REFER TO SECTOR TRADE/SKILLS CODE BOOK)		How long did it take (NAME) to get employment/ income earning activities after completing education or apprenticeship or National Service?  <b>CHECK: IF Q.1 IN SECTION 2A=1 OR Q.1 IN SECTION 2B=2 CHECK IF Q1 IN SECTION 2A=2 AND Q1 IN SECTION 2B=3&gt;&gt; Q5</b>		In what language can [NAME] read and write?  None (not literate).....1 English only.....2 Ghanaian language only.....3 English and Ghanaian language.....4 English and French.....5 English, French and Ghanaian language..6 Other.....7	At what age did you start to work for the first time in your life?  (As regular or casual employee, self employed, employer or unpaid family worker)
		Y E A R	MONTHS	MAIN TRADE	CODE	Y E A R	MONTHS		
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12									

SECTION 3A:

CURRENT ACTIVITIES LAST SEVEN (7) DAYS

WORK ASPIRATIONS			CURRENT ACTIVITIES					
			Now, I would like to ask you about your activities over the last 7 days, that is, since .....					
			Did you do any of the following activities, even if for only one hour?					
MEMBER ID	1		2		3			
	Ideally, what type of work would you like to do?		Ideally, whom would you like to work for?		a. Any work in any non-farm business, big or small, by yourself or with one or more partners to earn income?	b. Any work for a wage, salary, commission or any payment in cash or in kind (excluding domestic work)?	c. Any work as a domestic worker for a wage, salary, commission or any payment in cash or in kind?	d. Help in a household business of any kind without any pay?  DO NOT CONSIDER NORMAL HOUSEWORK  Examples: Helping to sell things, make things for sale or exchange, doing the accounts, cleaning up for the business, etc.
	DESCRIBE OCCUPATION	ISCO CODE	Myself.....1 Government/ Public sector.....2 Private company.....3 Family business/ Farm.....4 NGO.....5 Int. organization .....6 Other (specify).....7 _____	Examples: Selling things, making things for sale, repairing things, guarding cars, hairdressing, crèche business, transport business, having a legal or medical practice, performing in public, having a public phone shop, barbering, shoe shining, etc.  Yes.... 1  No.....2	Examples: A regular job, contract, casual or piece work for pay, by-day, labourer work in exchange for food or housing, etc.  Yes.... 1  No.....2	Yes.... 1  No.....2	Yes.... 1  No.....2	Yes, mainly or only for sale or barter..... 1  Yes, mainly or only for own or household use.. 2  No.....3
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07								
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12								

SECTION 3A:

CURRENT ACTIVITIES LAST SEVEN (7) DAYS - CONTINUED

CURRENT ACTIVITIES										
Now, I would like to ask you about your activities over the last 7 days, that is, since .....					Did you do any of the following activities, even if for only one hour?					
M E M B E R  I D	3		4		5		6	7		8
	f. Catch fish, prawns, shells, wild animals or collect any other food for sale?	g. Any work as an apprentice?	IF ANY ANSWER TO Q.3 (a-g) IS "YES", SKIP TO SECTION 3B, Q.1  IF ALL ANSWERS TO Q.3 (a-g) ARE "NO", ASK Q.4:  Even though you did not do any of these activities last week, do you have a job, business or other economic or farming activity from which you were absent that you will definitely return to?  Note: For agricultural activities, the off season in agriculture is <b>not</b> a temporary absence		What was the main reason that you were absent from your job or business last week?  Health reasons.....01 Vacation leave.....02 Caring for family/others.....03 Maternity/paternity leave work reduction..04 Family/community obligations.....05 Strike/stay-away/lockout.....06 Problems with transport.....07 Bad weather .....08 On study or training leave .....09 Unrest (violence) .....10 Temporary layoff.....11 Seasonal work.....12 Other reason (specify) .....13		Are you receiving any pay (in cash or kind) or other returns from a job or business while not at work?  Yes.... 1 >> 8 No.....2	How long have you been away from your job or business without pay?	When do you expect to go back to the work which you were absent?  Less than 2 mths...1  2 mths or longer...2	WEEKS
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02										
03										
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10										
11										
12										

SECTION 3B:

MAIN JOB - LAST SEVEN (7) DAYS

MAIN JOB																	
Now, I would like to ask about your activities you have undertaken over the last 7 days, that is, since .....																	
M E M B E R  I D	1	2		3		4							5	44	6	7	
	During the last 7 days, how many jobs did you do/have altogether?	During the last 7 days, what were the main tasks and duties in the job you spent most of your time on? i.e. describe the main job/task you were performing e.g. carrying bricks; mixing baking flour; harvesting maize; etc		What kind of goods, services or industry is this work connected with?  (DESCRIBE THE MAIN GOODS AND SERVICES PRODUCED)		During the last 7 days, how many hours did you actually work on this job?  <i>Record the hours worked each day, and calculate the total weekly hours</i>  <i>Note: Exclude</i> <i>(i) hours paid for but not worked</i> <i>(ii) meal break</i> <i>(iii) commuting time</i>							How many hours did you work in a typical week?	How many days do you work in typical week?	How many weeks did you work in a month?	How many months did you work in the last 12 months?	
	NUMBER OF JOBS	DESCRIBE MAIN OCCUPATION	ISCO CODE	INDUSTRY	ISIC CODE	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Total				
01																	
02																	
03																	
04																	
05																	
06																	
07																	
08																	
09																	
10																	
11																	
12																	

SECTION 3B:

MAIN JOB LAST SEVEN (7) DAYS - CONTINUED

MAIN JOB

Now, I would like to ask about your activities you have undertaken over the last 7 days, that is, since .....

M E M B E R  I D	8	9	10		11		12	13	14	15
	What is your status in this job?  REFER TO CODE	In what sector are you mainly working?  REFER TO CODE	How long were you available and actively looking for work before finding your current job?		How long have you been doing this work?		To what extent are you satisfied with your job? <i>(Read out responses below)</i>  Very satisfied.....1 Somewhat satisfied.....2 Neither satisfied nor unsatisfied.....3 Somewhat unsatisfied.....4 Not satisfied.....5	Would you like to change your main job?  Yes.....1 No.....2	Do you believe that in the next 12 months you would be able to keep your main job?  Likely.....1 (>> 16) Not certain .....2 Not likely.....3	Does the uncertainty of the situation bother you?  Yes.....1 No.....2
			YEARS	MONTHS	YEARS	MONTHS				
01										
02										
03										
04										
05										
06										
07										
08										
09										
10										
11										
12										

SECTION 3B:

MAIN JOB LAST SEVEN (7) DAYS - CONTINUED

MAIN JOB - PAID EMPLOYEES ONLY						
MEMBER ID	16	17		18	19	20
	Are you paid on a timely basis or a piece rate basis?	What is the amount (incl. any bonuses, commissions, allowances or tips) received?		Are you expecting wage payments that are late?	Does the employer deduct income tax from your pay?	Do you receive any payment for this work in the form of goods and services?
	Time basis.....1 Piece rate.....2 Some other basis (Specify).....3	(MOST RECENT)		Yes.....1 No.....2	Yes.....1 No.....2 Don't know.....3	Yes.....1 No.....2 (> 22)
		AMOUNT GH¢	TIME UNIT			
01						
02						
03						
04						
05						
06						
07						
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09						
10						
11						
12						

**CODES FOR QUESTION 8**

- Paid employee .....1
- Non – agric self-employed with employees .....2
- Non – agric self-employed without employees ...3
- Non – agric contributing family worker .....4
- Agric self-employed with employees .....5
- Agric self-employed without employees .....6
- Agric contributing family worker .....7
- Domestic workers .....8
- Casual workers .....9
- Apprentice .....10
- Other (Specify) .....11

**CODES FOR QUESTION 9**

- Government sector:
  - Civil Service.....01
  - Other Public Service.....02
- Parastatals.....03
- NGOs (local & International).....04
- Cooperatives.....05
- Inter. Organ./Diplomatic Mission.....06
- Private Sector.....07
- Other (specify).....08

**TIME UNIT**

- Daily.....1
- Weekly.....2
- Fortnightly.....3
- Monthly.....4
- Quarterly.....5
- Yearly.....6

SECTION 3B:

MAIN JOB LAST SEVEN (7) DAYS - CONTINUED

MAIN JOB - PAID EMPLOYEES ONLY												
M E M B E R  I D	21		22	23	24	25	26	27	28	29	30	31
	VALUE GH¢	TIME UNIT	When you started this work was there a contract?	In this job, are you entitled to paid holidays/leave?	Are you entitled to paid sick leave and/or maternity leave on this job?	Will/Do you receive a retirement benefit/ pension from this job?	Are you entitled to any other social security benefits in this job?	What type of pension benefit(s), will/do you receive from this job?	Are you entitled to free or subsidized medical care in this job?	How many persons (including you) work in this enterprise?  IF Q9 = 1-3 SKIP TO Q30	Is your place of work in this village/town ?	Where do you usually do your main work?
	Daily.....1 Weekly.....2 Fortnightly.....3 Monthly.....4 Quarterly.....5 Yearly.....6		Yes written.....1 Yes Oral/verbal...2 No.....3	Yes.....1  No.....2	Yes, paid sick leave.....1 Yes, maternity Leave.....2 Yes, both.....3 No.....4	Yes.....1  No.....2 (>> 27)	Yes, free.....1  Yes, subsidized..2  No.....3	Three tier scheme..1  SSNIT scheme....2  CAP 30.....3  Other (specify)....4	Yes.....1  No.....2	<b>(FOR WAGE NON- GOVERNMENT EMPLOYEES ONLY)</b>  Work alone.....1 2-4.....2 5-9.....3 10-19.....4 20-49.....5 50 or more.....6	Yes.....1  No.....2	REFER TO CODES
01												
02												
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SECTION 3B:

MAIN JOB LAST SEVEN (7) DAYS

MAIN JOB								
MEMBER ID	32		33		34	35		36
	DISTANCE	DISTANCE CODE	NO. OF TRIPS	TIME UNIT		WEEKS	DAYS	
	What is the distance from your place of work to home?		How often do you go between your house and place of work? (Round trip)		During the last 6 months have you received any training relating to your work, including on-the-job training?	What was the duration of the training?		What type of training did you receive?
			Daily.....1 Weekly.....2 Fortnightly.....3 Monthly.....4 Quarterly.....5 Yearly.....6		Yes.....1  No.....2 ( >> 39)			Clerical.....01 Prof / Managerial.....02 ICT.....03 Marketing.....04 Teaching.....05 Leadership.....06 Medicine.....07 Accountancy.....08 Skills / Trade Training.....09 Farming practices.....10 Other.....11 (specify)
01								
02								
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04								
05								
06								
07								
08								
09								
10								
11								
12								

**CODES FOR QUESTION 31**

Office.....	01
Home.....	02 >> 34
Factory.....	03
Workshop.....	04
Own land / farm.....	05
Other land / farm.....	06
River / Ocean.....	07
Hotel / restaurant / chop bar.....	08
Store / shop / table top.....	09
Street at a fixed location.....	10
Street not at a fixed location/ roaming taxi drivers.....	11 >>34
Lorry park.....	12
Somebody's home / Verandah.....	13
School.....	14
Hospital / clinic.....	15
Construction sites.....	16
Market.....	17
Other (specify).....	18

**DISTANCE CODE**

Yard.....	1
Metre.....	2
Kilometre.....	3
Mile.....	4

SECTION 3B:

MAIN JOB LAST SEVEN (7) DAYS

MAIN JOB							
	37	38	39	40	41	42	43
M E M B E R  I D	Who paid for the training?	Did you lose an entitlement or benefit during the period of your training?	Is the work you do a permanent or temporary job?	Do you feel that your training/educational qualifications are relevant in performing your present job?	Is there a trade union at the place where you work?	Is the Trade Union registered?	Are you a member of the union?
	Free.....1 (NAME) entirely.....2 Employer entirely.....3 Shared.....4 International agency.....5 NGOs.....6 Other.....7 (specify)	Yes.....1  No.....2	Permanent.....1  Temporary.....2	Yes, they are relevant.....1  I feel over qualified.....2  No, I experienced gaps.....3  Not relevant.....4	Yes, One.....1  Yes, more than one...2  No.....3 <b>&gt;&gt;SECTION 4</b>	Yes.....1  No.....2  Don't know .....3	Yes.....1  No.....2
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11							
12							

**SECTION 4:**

**SECONDARY JOB LAST SEVEN (7) DAYS**

<b>SECONDARY JOB</b>																
Now, I would like to ask about your secondary activity you have undertaken over the last 7 days, that is, since .....																
M E M B E R  I D	1		2		3							4	43	5	6	
	During the last 7 days, what were the main tasks and duties in the job you spent most of your time on? i.e. describe the secondary job/task you were performing e.g. carrying bricks; mixing baking flour; harvesting maize; etc		What kind of goods, services or industry is this work connected with?  (DESCRIBE THE MAIN GOODS AND SERVICES PRODUCED)		During the last 7 days, how many hours did you actually work on this second job?  <i>Record the hours worked each day, and calculate the total weekly hours</i>  <i>Note: Exclude</i> <i>(i) hours paid for but not worked</i> <i>(ii) meal break</i> <i>(iii) commuting time</i>							How many hours did you work in a typical week?	How many days do you work in a typical week?	How many weeks did you work in a month?	How many months did you work in the last 12 months?	
	DESCRIBE MAIN OCCUPATION	ISCO CODE	INDUSTRY	ISIC CODE	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Total				
01																
02																
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09																
10																
11																
12																

SECTION 4:

SECONDARY JOB LAST SEVEN (7) DAYS - CONTINUED

SECONDARY JOB										
Now, I would like to ask about your secondary activity you have undertaken over the last 7 days, that is, since .....										
MEMBER ID	7	8	9		10		11	12	13	14
	What is your status in this job?  REFER TO CODE	In what sector are you mainly working?  REFER TO CODE	How long were you available and actively looking for work before finding your secondary job?		How long have you been doing this work?		To what extent are you satisfied with this job? ( <i>Read out responses below</i> )	Would you like to change your secondary job?	Do you believe that in the next 12 months you would be able to keep your secondary job?	Does the uncertainty of the situation bother you?
			YEARS	MONTHS	YEARS	MONTHS	Very satisfied.....1 Somewhat satisfied.....2 Neither satisfied nor unsatisfied.....3 Somewhat unsatisfied.....4 Not satisfied.....5	Yes.....1 No.....2	Likely.....1 (>> 15) Not certain .....2 Not likely.....3	Yes.....1 No.....2
01										
02										
03										
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09										
10										
11										
12										

SECTION 4:

SECONDARY JOB LAST SEVEN (7) DAYS - CONTINUED

SECONDARY JOB - PAID EMPLOYEES ONLY						
M E M B E R	15	16		17	18	19
	Are you paid on a timely basis or a piece rate basis?	What is the amount (incl. any bonuses, commissions, allowances or tips) received?  <b>(MOST RECENT)</b>		Are you expecting wage payments that are late?	Does the employer deduct income tax from your pay?	Do you receive any payment for this work in the form of goods and services?
I D	Time basis.....1			Yes.....1	Yes.....1	Yes.....1
	Piece rate.....2			No.....2	No.....2	No.....2 (> 21)
	Some other (Specify) basis.....3	AMOUNT GH¢	TIME UNIT		Don't know.....3	
01						
02						
03						
04						
05						
06						
07						
08						
09						
10						
11						
12						

**CODES FOR QUESTION 7**

- Paid employee .....1
- Non – agric self-employed with employees .....2
- None – agric self-employed without employees ..3
- Non – agric contributing family worker .....4
- Agric self-employed with employees .....5
- Agric self-employed without employees .....6
- Agric contributing family worker .....7
- Domestic workers .....8
- Casual workers .....9
- Apprentice .....10
- Other (Specify) .....11

**CODES FOR QUESTION 8**

- Government sector:
  - Civil Service.....01
  - Other Public Service.....02
- Parastatals.....03
- NGOs (local & International).....04
- Cooperatives.....05
- Inter. Organ./Diplomatic Mission.....06
- Private Sector.....07
- Other (specify).....08

**TIME UNIT**

- Daily.....1
- Weekly.....2
- Fortnightly.....3
- Monthly.....4
- Quarterly.....5
- Yearly.....6

SECTION 4:

SECONDARY JOB LAST SEVEN (7) DAYS - CONTINUED

SECONDARY JOB – PAID EMPLOYEES											
M E M B E R  I D	20	21	22	23	24	25	26	27	28	29	30
	What is the value of the goods or services you received?  Daily.....1 Weekly.....2 Fortnightly.....3 Monthly.....4 Quarterly.....5 Yearly.....6	When you started this work was there a contract?  Yes written.....1 Yes Oral/verbal...2 No.....3	In this job, are you entitled to paid holidays/leave?  Yes.....1 No.....2	Are you entitled to paid sick leave and/or maternity leave on this job?  Yes, paid sick leave.....1 Yes, maternity Leave.....2 Yes, both.....3 No.....4	Will/Do you receive a retirement benefit/pension from this job?  Yes.....1 No.....2 (>> 26)	What type of pension benefit(s), will/do you receive from this job?  Three tier scheme.1 SSNIT scheme...2 CAP 30.....3 Other (specify)...4	Are you entitled to free or subsidized medical care in this job?  Yes, free.....1 Yes, subsidized..2 No.....3	Are you entitled to any other social security benefits in this job?  Yes.....1 No.....2	How many persons (including you) work in this enterprise?  <i>(FOR WAGE NON-GOVERNMENT EMPLOYEES ONLY)</i> Work alone.....1 2-4.....2 5-9.....3 10-19.....4 20-49.....5 50 or more.....6	Is your place of work in this village/town?  Yes.....1 No.....2	Where do you usually do your secondary work?  REFER TO CODES
	VALUE GH¢	TIME UNIT									
01											
02											
03											
04											
05											
06											
07											
08											
09											
10											
11											
12											

SECTION 4:

SECONDARY JOB LAST SEVEN (7) DAYS - CONTINUED

SECONDARY JOB								
MEMBER ID	31		32		33	34		35
	DISTANCE	DISTANCE CODE	NO. OF TRIPS	TIME UNIT		WEEKS	DAYS	
	What is the distance from your place of work to home?		How often do you go between your house and place of work? (Round trip)		During the last 6 months have you received any training relating to your work, including on-the-job training?	What was the duration of the training?		What type of training did you receive?
			Daily.....1 Weekly.....2 Fortnightly.....3 Monthly.....4 Quarterly.....5 Yearly.....6		Yes.....1  No.....2 (>> 38)			Clerical.....01 Prof / Managerial.....02 ICT.....03 Marketing.....04 Teaching.....05 Leadership.....06 Medicine.....07 Accountancy.....08 Skills / Trade Training.....09 Farming practices.....10 Other.....11 (specify)
01								
02								
03								
04								
05								
06								
07								
08								
09								
10								
11								
12								

**CODES FOR QUESTION 30**

- Office.....01
- Home.....02 >> 33
- Factory.....03
- Workshop.....04
- Own land / farm.....05
- Other land / farm.....06
- River / Ocean.....07
- Hotel / restaurant / chop bar.....08
- Store / shop / table top.....09
- Street at a fixed location.....10
- Street not at a fixed location/  
roaming taxi drivers.....11 >>33
- Lorry park.....12
- Somebody's home / Verandah.....13
- School.....14
- Hospital / clinic.....15
- Construction sites.....16
- Market.....17
- Other (specify).....18

**DISTANCE CODE**

- Yard.....1
- Metre.....2
- Kilometre.....3
- Mile.....4

**TIME UNIT**

- Day.....1
- Week.....2
- Month.....3
- Year.....4

SECTION 4:

SECONDARY JOB LAST SEVEN (7) DAYS

- CONTINUED

SECONDARY JOB								
	36	37	38	39	40	41	42	44
M E M B E R	Who paid for the training?	Did you lose an entitlement or benefit during the period of your training?	Is the work you do a permanent or temporary job?	Do you feel that your training/educational qualifications are relevant in performing your present job?	Is there a trade union at the place where you work?	Is the Trade Union registered?	Are you a member of the union?	Apart from you two jobs (main & secondary), how many hours did you spend on these other jobs in the last 7 days?
I D	Free.....1 (NAME) entirely.....2 Employer entirely.....3 Shared.....4 International agency.....5 NGOs .....6 Other.....7 (specify)	Yes.....1 No.....2	Permanent.....1 Temporary.....2	Yes, they are relevant .....1 I feel over qualified.....2 No, I experienced gaps.....3 Not relevant.....4	Yes, One.....1 Yes, more than one...2 No.....3 <b>&gt;&gt; SECTION 5</b>	Yes.....1 No.....2 Don't know ....3	Yes.....1 No.....2	CHECK IF SECT 3B Q1 >2 ask Q44.  CHECK IF SECT 3B Q1 IS LESS OR EQUAL TO 2 SKIP TO SECTION 5
01								
02								
03								
04								
05								
06								
07								
08								
09								
10								
11								
12								

**SECTION 5:**

**UNDEREMPLOYMENT**

	1	2	3	4	5	6	7	8	
M E M B E R  I D	<b>INTERVIEWE R:  CHECK TOTAL HOURS OF WORK (SECTION 3B.Q4 AND SECTION 4. Q3) &lt; 40 HRS</b>  During the last 7 days, what were your total hours of work in your economic activities?	Did you want to: increase your total time spent on all work activities last week, decrease your work time (even if it meant loss of income), or was the time about right?  Wanted to increase work time.....1 Work time was about right.....2 >>4 Wanted to decrease work time.....3	How many hours would you have liked to work during last week?	Do you wish to change jobs or to have another job in addition to your present one(s)?  Wanted to change jobs .....1 Wanted another job in addition to present one(s).....2 Did not wish to change jobs, or get another one.....3 ( >> SECTION 7)	Did you seek to change your main job in the last 7 days?  Yes.....1  No.....2 ( >> SECTION 7)	What was the most important reason that made you seek to do that?  REFER TO CODES	What steps did you take to change your work situation or increase earnings?  (MOST IMPORTANT ONLY)  REFER TO CODES	Are you ready and have the requirements to change your work situation during the next 7 days or within the next 30 days?  Yes, next 7 days.....1 Yes, but within next 30 days.....2 No.....3  <div style="border: 1px solid black; padding: 2px; display: inline-block;">&gt;&gt; SECTION 7</div>	
	01								
	02								
	03								
	04								
	05								
	06								
	07								
	08								
	09								
	10								
	11								
12									

**CODES FOR QUESTION 6**

- I want to find a better paying job.....1
- I want to find a job that better  
corresponds to my qualification .....2
- Be closer to his/her home.....3
- Be in his/her village/town.....4
- Have improved safety at work.....5
- Have less excessive hours.....6
- Have better social security/  
protection.....7
- Have other improved working  
conditions.....8
- Other reasons (specify).....9

**CODES FOR QUESTION 7**

- Applied to prospective employer.....1
- Checked at farm/factories/work sites.....2
- Asked friends and relatives.....3
- Took action to start business.....4
- Took action to start agricultural activity...5
- Searched newspaper adverts.....6
- Searched internet.....7
- Searched employment services.....8
- Other (specify).....9
- None.....10

**SECTION 6: UNEMPLOYMENT**

	1	2	3	4	5	6	7
M E M B E R	Were you available for work during the last 7 days or within the next 4 weeks if there had been an opportunity to work?	Have you made any effort during the last 7 days or past 4 weeks to find work or start own business?	What did you do in this period to find work?	Why have you not made any effort to find work or start a business?	Would you be willing to work part time? (i.e 20 hours a week)	During this period what type of employment were you mainly seeking/ available for, if not seeking?	How long have you been seeking and/or available for work?
I D	Yes, last 7 days.....1  Yes, but only within the next 4 weeks.....2  No.....3 ( >> 10)	Yes, last 7 days.....1  Yes, prior to last 7 days but in the 4 weeks.....2  No.....3 ( >> 4)	(MOST IMPORTANT ONLY)  (SEE CODES)  <input type="text" value=" &gt;&gt;5"/>	(MOST IMPORTANT ONLY)  (SEE CODES)  <input type="text" value=" &gt;&gt;8"/>	Yes.....1  No.....2	(SEE CODES)	(SEE CODES)
01							
02							
03							
04							
05							
06							
07							
08							
09							
10							
11							
12							

**CODES FOR QUESTION 3**

Applied to prospective employer.....01  
 Checked at farm/factories/work sites.....02  
 Asked friends and relatives.....03  
 Took action to start business.....04  
 Took action to start agricultural activity..... 05  
 Upgrading skills.....06  
 Searched internet..... 07  
 Searched newspaper adverts.....08  
 Searched employment services.....09  
 Looked for land, building, equipment.....10  
 Registered at an employment centre.....11  
 Took a test or interview.....12  
 Waited on the street to be recruited for casual work..13  
 Sought financial assistance to look for work or start a business.....14  
 Applied for a permit or licence to start a business....15  
 Placed/answered job advertisement(s).....16  
 Other (specify).....17

**CODES FOR QUESTION 4**

No jobs available.....01  
 Unable to find work requiring NAME's skills.....02  
 Lost hope of finding any kind of work.....03  
 Lacks necessary schooling, training, skills or experience.....04  
 Employers think too old/too young to work.....05  
 Awaiting the seasons for work.....06  
 Waiting to be recalled to former job.....07  
 Pregnancy.....08  
 Sickness/injury.....09  
 Disabled or unable to work (handicapped).....10  
 Housewife/family responsibilities).....11  
 Child care problems.....12  
 Education or training.....13  
 Undergoing training to help find work.....14  
 Transportation problems.....15  
 Retirement.....16  
 Believe that no work is available.....17  
 Legal restriction (convict and others restricted by law).....18  
 Await result for recruitment to the public service.....19  
 Do not want to work.....20  
 Other (specify).....21

**CODES FOR QUESTION 6**

Government or state enterprise.....1  
 Large private firm.....2  
 Small/ medium scale enterprise.....3  
 Self-employment.....4  
 Any job.....5

**CODES FOR QUESTION 7**

Less than 1 month.....1  
 1 month but less than 3 months.....2  
 3 months but less than 6 months.....3  
 6 months but less than 1 year.....4  
 1 year but less than 2 years.....5  
 2 years.....6  
 More than 2 years.....7

SECTION 6: UNEMPLOYMENT - CONTINUED

UNEMPLOYMENT									
MEMBER ID	8		9		10	11	12	13	14
	What kind of work did you do in your last job? (i. e. what was your main task or duties?)  (DESCRIBE OCCUPATIONAL ACTIVITY FULLY)  IF NEVER WORKED, WRITE NONE, AND CODE 0000 FOR ISCO		What is the lowest wage for which you are willing to work for someone?  <b>&gt;&gt; PART SECTION 7</b>		Why were you not available for work during the last 7 days or within the next 4 weeks?  In school.....01 Household duties.....02 Too old.....03 Sick.....04 Disabled .....05 Pensioner.....06 Pregnancy.....07 Too young.....08 No desire to work.....09 Off-season.....10 Temporary lay-off.....11 Holiday.....12 Strike.....13 Lock-out.....14 Temporary disorganisation.....15 Other (SPECIFY).....16	Under which conditions, if any, would you become available for work?  SEE CODES	Have you ever refused a job that was offered to you?  Yes.....1 No.....2 (> 14)	Why did you refuse the job?  (SELECT THE MAIN REASON)  Wages offered were too low.....01 Work was not interesting.....02 Location was not convenient.....03 Work would not match my level of qualifications.....04 Work would require too few hours.....05 Work would require too many hours..06 Family did not approve of the job offered.....07 Waiting for a better job offer.....08 There was no contract length offered or contract length was too short.....09 Saw no possibilities for advancement.....10 Other (specify).....11	Do you feel that your training/education/qualifications are irrelevant as the reason for not getting job?  Yes.....1 No.....2
	OCCUPATION	ISCO	AMOUNT GH¢	TIME UNIT					
01									
02									
03									
04									
05									
06									
07									
08									
09									
10									
11									
12									

**CODES FOR QUESTION 11**

- High income potential.....1
- Availability of training possibilities.....2
- Well-defined earnings secured.....3
- Within easy reach of residence.....4
- Join spouse.....5
- Other (specify).....6

**TIME UNIT**

- Daily.....1
- Weekly.....2
- Fortnightly.....3
- Monthly.....4
- Quarterly.....5
- Yearly.....6

**SECTION 7:**

**USUAL ECONOMIC ACTIVITIES OVER THE PAST 12 MONTHS**

Now I would like to ask you about any work you have done over the past 12 months. Please provide some estimates in response to the following questions. I want to know for each month, whether you were working the whole month or part of the month, and whether for the rest of the time you were looking for work or were completely inactive.

M E M B E R  I D	1	2	3												4
	Did you do any work for pay (cash or in-kind), profit or family gain in the past 12 months for at least 1 hour?  Yes.....1  No.....2 >> SECTION 8	Did you work all the time throughout the past 12 months, or did you work for part of the year  Worked throughout the year .....1 >> 4 Worked for part of the year.....2	INTERVIEWER: Start with the last month and work backwards over the full 12 months. Write a number in each box to indicate one of the following:  Worked the whole month ..... 1 Worked part-month, looked for work part-month ..... 2 Absent from work part/ whole month ..... 3 Worked part-month, inactive part-month ..... 4 Looked for work whole month .....5 Inactive the whole month .....6												
			Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	
01															
02															
03															
04															
05															
06															
07															
08															
09															
10															
11															
12															

SECTION 7:

USUAL ECONOMIC ACTIVITIES OVER THE PAST 12 MONTHS

M E M B E R  I D	5		6		7	8	9		10	11
	During the past 12 months, what were the main tasks and duties in the job you spent most of your time on? i.e. describe the main job/task you were performing e.g. carrying bricks; mixing baking flour; harvesting maize; etc		What kind of goods, services or industry was this work connected with?  <b>(DESCRIBE THE MAIN GOODS AND SERVICES PRODUCED)</b>		What was your status in this job?  <b>REFER TO CODE</b>	In what sector were you mainly working?  <b>REFER TO CODE</b>	How long did you do this work?		How many days did you usually work in a week?	How many hours did you usually work in a day?
	DESCRIBE OCCUPATION	ISCO CODE	INDUSTRY	ISIC CODE			YEARS	MONTHS		
01										
02										
03										
05										
06										
07										
08										
09										
10										
11										
12										

SECTION 7:

USUAL ECONOMIC ACTIVITIES OVER THE PAST 12 MONTHS

		PAID EMPLOYEES ONLY				
	12	13	14	15	16	17
M E M B E R  I D	Is the work you did a permanent or temporary job?	Did you receive any payment for this work in the form of cash, goods or services in the past 12 months?	Did you have a contract with your employer on this job?	Were you entitled to any of the following benefits on this job?  (MULTIPLE RESPONSES)	Did the employer deduct income tax from your pay?	Did you contribute to SSNIT or did your employer pay SSNIT contribution on your behalf?
	Permanent.....1 Temporary.....2	Yes, cash .....1 Yes, in-kind .....2 Yes, (cash and in-kind) .....3 Yes, profit .....4 >> SECTION 8 No .....5 >> SECTION 8	Yes, written .....1 Yes, oral/verbal .....2 No .....3	Paid holiday/leave .....1 Sick leave .....2 Maternity leave .....3 Paternity leave .....4 Other (specify) .....5 None .....6	Yes.....1 No.....2 Don't know.....3	Yes.....1 No.....2
01						
02						
03						
04						
05						
06						
07						
08						
09						
10						
11						
12						

**CODES FOR QUESTION 7**

Paid employee .....	1
Non – agric self-employed with employees .....	2
None – agric self-employed without employees .....	3
Non – agric contributing family worker .....	4
Agric self-employed with employees .....	5
Agric self-employed without employees .....	6
Agric contributing family worker .....	7
Domestic workers .....	8
Casual workers .....	9
Apprentice .....	10
Other (Specify) .....	11

**CODES FOR QUESTION 8**

Government sector:

Civil Service.....	01
Other Public Service.....	02
Parastatals.....	03
NGOs (local & International).....	04
Cooperatives.....	05
Inter. Organ./Diplomatic Mission.....	06
Private Sector.....	07
Other (specify).....	08

SECTION 8: EMPLOYMENT SEARCH

EMPLOYMENT SEARCH							
I would now like to ask you about activities of (NAME) over the past 12 months, that is since.....							
	1	2	3	4	5	6	7
M E M B E R  I D	During the past 12 months, for how many weeks altogether were you without work?  IF '00' >> SECTION 9	During the past 12 months, how many weeks were you available for work?  IF '00' >> Q.7	During the past 12 months, how many weeks did you actively look for work?  IF '00' >> Q.5	What did you do in the past 12 months to find work? (MOST IMPORTANT ONLY) Applied to prospective employer.....01 Checked at farm/factories/work sites.....02 Asked friends and relatives.....03 Took action to start business.....04 Took action to start agricultural activity.....05 Upgrading skills.....06 Searched internet.....07 Searched newspaper adverts.....08 Searched private employment agencies.....09 Looked for land, building, equipment.....10 Registered at an employment centre.....11 Took a test or interview.....12 Waited to be recruited for casual work.....13 Sought financial assistance to look for work or start a business.....14 Applied for a permit or licence to start a business.....15 Placed/answered job advertisement(s).....16 Other (specify).....17	Why did you not look for work throughout the period you were available for work?  (WRITE MOST IMPORTANT ONLY)  Thought no work available.....1 Awaiting reply to earlier enquiries.....2 Waiting to start arranged job, business or agriculture.....3 Off season in agriculture.....4 Other (specify).....5	What type of work did you want when you were available or looking for work?  Wage employment in: Government/ Enterprise.....1 Large private firm.....2 Small/medium scale.....3 Self-employment: Non-agriculture.....4 Agric (including Livestock/fishing).....5 Any job.....6 Other (specify).....7	What were you doing when not available and not seeking for work?  Student.....1 Housework.....2 Disabled.....3 Sick.....4 Retired/Aged.....5 Income recipient.....6 Too young.....7 Other.....8 (specify)
	WEEKS	WEEKS	WEEKS	>> 6		>> SECTION 10	
01							
02							
03							
04							
05							
06							
07							
08							
09							
10							
11							
12							

**SECTION 9: INDUSTRIAL DISPUTES**

CHECK IF SECTION 3A Q3a-g = NO & SECTION 7 Q1 = NO SKIP TO NEXT SECTION					
	1	2	3	4	5
M E M B E R  I D	Have you been involved in any Industrial dispute in the past 12 months?	How many disputes were you involved?	How long did the dispute last?  <b>MOST RECENT</b>	How was the dispute resolved?	Are you currently in dispute?
	Yes.....1  No.....2 (>>SECTION 10)		DAYS	Management accepted workers demand in full.....1 Negotiations between management and workers.....2 Intervention by Ministry responsible for labour.....3 Intervention by Presidency.....4 Arbitration by National Labour Commission.....5 Settled by Court.....6 Other (SPECIFY) .....7 Not resolved.....8 (>> SECTION 10)	Yes.....1  No.....2
01					
02					
03					
04					
05					
06					
07					
08					
09					
10					
11					
12					

**SECTION 10: OCCUPATIONAL INJURIES AND SAFETY**

**CHECK IF SECTION 3A Q3a-g = NO & SECTION 7 Q1 = NO SKIP TO NEXT SECTION**

APPLICABLE TO SECTIONS 3, 4, AND 7, Now I would like to ask about any accidents you may have had while working

	1	2	3	4	5	6	7	8	9	10	11
M E M B E R  I D	Is there any safety and health system that protects you at work place?	Have you ever been involved in any work place accident that caused injuries/diseases?	Did you have any such accident in the past 12 months	In which of your jobs mentioned earlier were you working at the time of the accident?  (IF MORE THAN ONE ACCIDENT, CONSIDER ONLY THE MOST SERIOUS ONE)	Did this injury result in you being absent or unable to work, for at least one day, apart from the day of the accident?	How many calendar days were you away or likely to be away from work because of the injury?	Did you report the injury to the management?	Was your injury/disease recorded?	Did you receive any compensation for the injury?	Does your workplace have fire safety measures?	Has there been any fire outbreak in the past 5 years?
	Yes.....1 No.....2	Yes, injury.....1 Yes, disease.....2 Both .....3 No.....4 >>> NEXT SECTION	Yes.....1 No.....2 >> NEXT SECTION	Current main job.....1 Current second job.....2 Usual main job.....3 Other (SPECIFY) .....4	Yes.....1 No.....2 << 7	DAYS	Yes.....1 No.....2 N/A.....3 >>10	Yes.....1 No.....2 N/A.....3	Yes, financial.....1 Yes, other support...2 Both finance & other support.....3 No.....4 N/A.....5	Yes.....1 No.....2	Yes.....1 No.....2
01											
02											
03											
04											
05											
06											
07											
08											
09											
10											
11											
12											

**SECTION 11: HOUSEKEEPING**

**NON-MARKET**

Now I would like to ask you about time spent last week on other economic activities. **During last week, how much time if any did you spend on any of the following activities.....**

**RECORD 99, IF ACTIVITY NOT TAKEN**

M E M B E R  I D	1 Doing any construction or major repair work on your own home, or on your own plot, if its produce is used solely for household consumption?		2 Fetching water for use by this household?		3 Collecting firewood for use by this household?		4 Doing minor household repairs		5 Doing other voluntary or community service  (ONLY COUNT IF UNPAID)	
	HOURS	MINUTES	HOURS	MINUTES	HOURS	MINUTES	HOURS	MINUTES	HOURS	MINUTES
01										
02										
03										
04										
05										
06										
07										
08										
09										
10										
11										
12										

**SECTION 12: NON-FARM ENTERPRISES**

CHECK IF SECTION 3A, Q3a = 1 AND SECTION 3B, Q8 = 2 OR 3 AND IF SECTION 4, Q7 = 2 OR 3							
E N T E R P R I S E  I D	1	2		3		4	5  (MULTIPLE RESPONSES)  Yes, Registrar- General's Dept.....A Yes Dept. of Cooperatives.....B Yes District Assembly.....C Other (specify).....D No.....E
	NAME OF ENTERPRISE	PERSON OWN/ RESPONSIBLE		What is the principal activity of this enterprise?		How many months during the past 12 months did the enterprise operate?  (IF LESS THAN A MONTH, RECORD 00)	
		NAME	ID	NAME OF ACTIVITY	ISIC CODE	MONTHS	
01							
02							

E N T E R P R I S E  I D	6				7	8	9	10	11
	How many persons assist in this business/enterprise .....				Where is the business/enterprise located?	Does (NAME) keep any form of accounting record on the business/enterprise?	What was last the full month in which the enterprise was in operation?	In that last full month in which the enterprise was operation, how much was the revenue?	In that last full month in which the enterprise was in operation, how much was the expenditure for the inputs?
	(i) Regular paid employee?	(ii) Casual worker?	(iii) Contributing family worker?	(iv) Apprentice?	Within the same house as the HHld....1 In another house.....2 Within the same vicinity/locality as the household.....3 In another locality.....4 At the market place.....5 On the streets.....6 Have no fixed location.....7 Other (specify).....8	Yes, audited.....1 Yes, unaudited.....2 No account.....3			

**SECTION 13: AGRICULTURE**

CHECK IF SECTION 3A Q3a-g = NO & SECTION 7 Q1 = NO SKIP TO NEXT SECTION										
IF SECTION 3A, Q3e OR Q3f = 1; AND SECTION 3B, Q8 = 5 OR 6 OR 7; IF SECTION 3A Q3e =2 OR SECTION 3A Q3f = 2 ASK Q2										
M E M B E R   I D	1	2	3	4	5	6		7	8	9
	What were main crops grown in the past 12 months which were partly or entirely sold?  <b>LIST UP TO 5</b>  (CHECK SECT. 3A Q3e AND Q3f =1)	What were the crops grown in the last 12 months which were only consumed by the household?  <b>LIST UP TO 5</b>  (CHECK SECT. 3A Q3e AND Q3f =2)	How many hectares farmed in the last 12 months (ALL PLOT)?	Of these hectares farmed in the past 12 months, how many were rented in by the household (the household paid to use the land)? (ALL PLOTS)	How many hectares of farm land did the household own which was follow in the past 12 months (not farm by anyone)? (ALL PLOTS)	How much labour was hired to work on their land in the past 12 months?		Did the household use any fertilizer for their farming in the past 12 months?  Yes.....1  No.....2	Did the household use any tractor or mechanical unit for their farming in the past 12 months?  Yes.....1  No.....2	Estimate the value of sales of all farmed crops by the household in the past 12 months  (IN GH¢)
						PERMANENT/ REGULAR LABOURER	CASUAL LABOURER			
						GH¢	GH¢			
01										
02										
03										
04										
05										
06										
07										
08										
09										
10										
11										
12										

SECTION 13: AGRICULTURE - CONTINUED

CHECK IF SECTION 3A Q3a-g = NO & SECTION 7 Q1 = NO SKIP TO NEXT SECTION							
IF SECTION 3A, Q3e OR Q3f = 1; AND SECTION 3B, Q8 = 5 OR 6 OR 7; IF SECTION 3A Q3e =2 OR SECTION 3A Q3f = 2 ASK Q2							
	10	11	12	13	14a	14b	15
M E M B E R  I D	What were the main livestock reared by the household in the past 12 months?  LIST UP TO 5	Estimate the value of income from livestock sold in the past 12 months  (IN GH₵)	What were the main types of fishing farmed by the household in the past 12 months?  LIST UP TO 5	Estimate the value of income from fishery activities in the past 12 months  (IN GH₵)	What were the main game animals?	Other	Estimate the value of income from the sale of prawns, shells, etc.
01							
02							
03							
04							
05							
06							
07							
08							
09							
10							
11							
12							

**SECTION 14A: TOURISM – TRIPS UNDERTAKEN**

**FOR PERSONS 15 YEARS AND OLDER**

**TRIPS IN GHANA AND/OR OUTSIDE GHANA**

Particulars of individual/joint trips made in Ghana and outside Ghana by (name/household) during the past twelve (12) months in chronological order, starting from the latest.

M E M B E R  I D	1		2		3		4		5				6		7								
	Have you visited any place outside your usual environment (place of residence/work/trade study) for the past twelve (12) months?		Were the places visited within Ghana, outside Ghana or both?		How many visits in Ghana and outside Ghana have you made for the past 12 months?		Which region(s) and/or country (ies) did you recently visit?  (SEE REGIONAL AND COUNTRY CODES)		In which month(s) did you recently travel?				For trips within Ghana, how far is the place you last visited from your usual place of residence?		What was the length of stay of trip(s) made as a domestic same-day visitor or outbound same-day visitor?								
	Yes .....1 No.....2 <b>(END INTERVIEW)</b>		In Ghana .....1 Outside Ghana .....2 Both.....3 (For travels in Ghana and outside Ghana)						January.....01 February.....02 March.....03 April.....04 May.....05 June.....06 July.....07 August.....08 September.....09 October.....10 November.....11 December.....12						<b>NO. OF HOURS</b>								
					GHANA		OUTSIDE GHANA		GHANA		OUTSIDE GHANA		GHANA		OUTSIDE GHANA		GHANA		OUTSIDE GHANA				
				A		B		A		B		A		B		A		B					
				A		B		A		B		A		B		KM		KM		HRS		MINS	
01																							
02																							
03																							
04																							
05																							
06																							
07																							
08																							
09																							
10																							
11																							
12																							

A = Same-day Visitors;

B = Overnight Visitors

TRIPS IN GHANA AND OUTSIDE GHANA

Particulars of individual/joint trips made in Ghana and outside Ghana by (name/household) during the past twelve (12) months in chronological order, starting from the latest.

M E M B E R  I D	8		9		10				10*		11				12				13				14	
	How many overnight trips has Name/Household made in the past 12 months?		How many bed nights did you spend in this place?		What was the main purpose of the trip?				What was the main type of accommodation you stayed in?		Was the trip personal, household or business?				What was the main mode of travel in Ghana and outside Ghana?				What was the Tour type?				Which tourism attraction Site (s) did you visit in Ghana?	
			NUMBER OF BED NIGHTS																					
					DOMESTIC		OUT-BOUND				DOMESTIC		OUT-BOUND		DOMESTIC		OUT-BOUND		DOMESTIC		OUT-BOUND			
				A		B		DOMESTIC		OUTBOUND		A		B		A		B		A		B		
01																								
02																								
03																								
04																								
05																								
06																								
07																								
08																								
09																								
10																								
11																								
12																								

SEE CODE  
IF NONE  
CODE 00

EXPENDITURE OF DOMESTIC TOURISTS									
Details of expenditure of domestic tourists on each trip in Ghana for the past twelve (12) months (in Ghana cedis)									
	15	16	17	18	19	20	21	22	23
M E M B E R  I D	How much did you spend on accommodation?	How much did you spend on food and beverages?	How much did you spend on transport? <b>(ROUND TRIP)</b>	How much did you spend on sports and recreational activities?	How much did you spend on shopping?	How much did you spend on cultural services	How much did you spend on travel agencies and other reservation services?	How much did name you spend on fuel? <b>(ROUND TRIP)</b>	How much did you spend on other goods and services?
01									
02									
03									
04									
05									
06									
07									
08									
09									
10									
11									
12									

EXPENDITURE OF OUTBOUND TOURISTS									
Details of expenditures of outbound tourists on each trip outside Ghana (in Ghana cedis) for the past twelve (12) months									
M E M B E R  I D	24	25	26	27	28	29	30	31	32
	How much did you spend on accommodation?	How much did you spend on food and beverages?	How much did you spend on transport? <b>(ROUND TRIP)</b>	How much did you spend on sports and recreational activities?	How much did you spend on shopping?	How much did you spend on cultural services	How much did name you spend on fuel? <b>(ROUND TRIP)</b>	How much did name you spend on travel agencies and other reservation services?	How much did you spend on other goods and services?
01									
02									
03									
04									
05									
06									
07									
08									
09									
10									
11									
12									

PRE-TRIP EXPENDITURE OF DOMESTIC TOURISTS IN GHANA AND OUTBOUND TOURISTS VISITORS FOR EACH TRIP FOR THE PAST TWELVE (12) MONTHS (IN GHANA CEDIS)														
M E M B E R  I D	33							34						
	DOMESTIC TOURISTS							OUTBOUND TOURISTS						
	Pre – trip expenditure (ITEMS PURCHASED BEFORE TRIP)							Pre – trip expenditure (ITEMS PURCHASED BEFORE TRIP)						
	1	2	3	4	Others	Total		1	2	3	4	Others	Total	
01														
02														
03														
04														
05														
06														
07														
08														
09														
10														
11														
12														

**SECTION 15: HOUSING**

**THE RESPONDENT: THE HEAD OF THE HOUSEHOLD OR ANY RESPONSIBLE ADULT MEMBER OF THE HOUSEHOLD**

Now, I would like to ask you about your dwelling

1. In what type of dwelling does the household live?

- Separate house (Bungalow).....01
- Semi-detached house.....02
- Flat/Apartment.....03
- Compound House.....04
- Huts/Buildings [same Compound].....05
- Huts/Buildings [different Compound].....06
- Tents.....07
- Improvised dwelling (kiosk, container).....08
- Living quarters attached to office/shop.....09
- Uncompleted building.....10
- Other (specify).....11

2. How many rooms does this household occupy? (COUNT LIVING ROOMS, DINING ROOMS, BED ROOMS BUT NOT BATHROOMS, TOILET & KITCHEN)

3. How many of the rooms are used for sleeping?

4. What is the present holding/tenancy arrangement of the dwelling?

- Owning .....1
- Renting.....2
- Rent-free.....3
- Perching.....4
- Squatting.....5

5. What is the main source of water supply for drinking and general use?

- Pipe-borne inside dwelling.....01
- Pipe-borne outside dwelling but on compound..02
- Pipe-borne outside dwelling but from neighbour's house.....03
- Public tap/standpipe.....04
- Borehole/Pump/Tube well.....05
- Protected well.....06
- Rain water.....07
- Protected spring.....08
- Bottled water.....09
- Sachet water.....10
- Tanker supply/Vendor provided.....11
- Unprotected well.....12
- Unprotected spring.....13
- River/Stream.....14
- Dugout/Pond/Lake/Dam/Canal.....15
- Other (specify).....16

**DRINKING**

**GENERAL USE**

6. What is the main source of lighting for your dwelling?

- Electricity (mains) .....01
- Electricity (private generator).....02
- Kerosene lamp.....03
- Gas lamp.....04
- Solar energy.....05
- Candle.....06
- Flashlight/Torch.....07
- Firewood.....08
- Crop residue.....09
- Other (specify).....10

7. What is the main fuel used by the Household for cooking?

- None, No cooking.....01
- Wood.....02
- Charcoal.....03
- Gas.....04
- Electricity.....05
- Kerosene.....06
- Crop residue.....07
- Sawdust.....08
- Animal waste.....09
- Other (specify).....10

8. What type of toilet facility is usually used by the household?

- No facility (e.g. bush/beach/field).....1 (>> Q10)
- W.C.....2
- Pit latrine.....3
- KVIP.....4
- Bucket/Pan.....5
- Public toilet (e.g.. WC, KVIP, Pit Pan)....6 (>> 10)
- Other (specify).....7

9. Do you share this toilet facility with other households?

- Yes, with other household(s) in same house.....1
- Yes, with other household(s) in different house.....2
- Yes, with other household(s) and located In different house...3
- No.....4

SECTION 15: HOUSING - CONTINUED

10. What is the main construction material used for the outer wall of the dwelling?

- Mud bricks/earth.....01
- Wood.....02
- Metal sheet/slate/asbestos.....03
- Stone.....04
- Burnt bricks.....05
- Cement blocks/concrete.....06
- Landcrete.....07
- Bamboo.....08
- Palm leaves/Thatch (grass/Raffia).....09
- Other (specify).....10

11. What is the main material used for the roof of the dwelling?

- Mud bricks/earth.....1
- Wood.....2
- Metal sheet/slate/asbestos.....3
- Slate/Asbestos.....4
- Cement blocks/concrete.....5
- Bamboo.....6
- Palm leaves/Thatch (grass/Raffia).....7
- Roofing Tiles.....8
- Other (specify).....9

12. What is the main construction material used for the floor of the dwelling?

- Earth/Mud.....1
- Cement/Concrete.....2
- Stone.....3
- Burnt bricks.....4
- Wood.....5
- Vinyl tiles.....6
- Ceramic/Porcelain/Granite/ Marble tiles.....7
- Terrazzo/Terrazzo tiles.....8
- Other (specify).....9

13. Does your household have:

	YES	NO
A A wrist watch?	1	2
B A Bicycle?	1	2
C A motorcycle or motor scooter?	1	2
D An animal-drawn cart?	1	2
E A car or truck?	1	2
F A boat with a motor?	1	2
G A boat without a motor?	1	2
H Blender?	1	2
I A wall clock?	1	2
J A radio?	1	2
K A television?	1	2
L A mobile telephone?	1	2
M A land-line telephone?	1	2
N A refrigerator?	1	2
O A freezer?	1	2
P Electric generator/Invertor(s)?	1	2
Q Washing machine?	1	2
R Digital photo camera?	1	2
S Non-digital photo camera?	1	2
T Video deck?	1	2
V Sewing machine?	1	2
W Bed?	1	2
X Microwave?	1	2
Y Computer?	1	2
AF DVD/VCD	1	2