EDITING/VERIFYING AND CODING INSTRUCTIONS

FOR

2003 POPULATION AND HOUSING CENSUS

A. GENERAL

(i) PURPOSE OF EDITING/VERIFYING AND CODING

Editing/Verifying and Coding are key steps in data processing. They constitute the link between the raw data collected by the interviewers and the input for the computer programs through which the required statistical tables can be generated later.

The process of office editing/verifying is primarily aimed at cleaning the data for coding, keying and analysis. The outcome of editing/verifying can in fact be used to help minimise interview and response errors.

(ii) DEFINITIONS:

Editing/Verifying is a process to check whether the information or data in a questionnaire is complete, the answers are Consistent and are recorded in the Correct manner, and the appropriate action is taken when these conditions are not met.

Coding is a process by which questionnaire entries are assigned a numeric code for ease of tabulation.

(iii) MATERIALS NEEDED:

For doing the editing/verifying and coding, you need:

- a Completed questionnaire

- a set of editing and coding instructions

- lead pencil or red pen.

B. GENERAL GUIDELINES TO EDITORS/VERIFIERS AND CODERS:

When editing/verifying and coding the information entered in the household questionnaire (Form A), take the following points as guidelines to your work:

- Never assume an entry is Correct. The editor/verifier and coder should always look for errors due to wrong entries. The logical inconsistencies observed in the pattern of information recorded on the questionnaire could also give some indication of wrong entries.

- Do not erase what has been entered. Always strike out inaccurate or inappropriate Codes and write legible codes using your red pen or pencil above or besides the original entry.

- In cases where age determines the respondents who should answer Certain questions, verify that respondents with such age requirement were asked the right questions.

- Relate the age of children to those of their parents as a rough Consistency check procedure. For example, if a Son's age is reported as 35 years, it is obvious that the father's age cannot be 45 years or less. Similarly, the age difference between a mother and child should maintain the expected Consistency.

- The questionnaire does not call for blank entries nor should blanks appear in the Codes. There is a code number for each question or answer and this code should always be indicated in the appropriate place.

- More than One questionnaires may be Completed for some households - in this case, you should ensure that all the questionnaires filled for each household are coded before proceeding to another household. The arrangement of households according to serial numbering order is important. Also verify that all questionnaires handled belong to the same enumeration area and local government area.

- Always seek assistance from your supervisor whenever in doubt at any given stage of the editing/verifying and coding stage.

THE HOUSEHOLD QUESTIONNAIRE (FORM A) AND INSTITUTIONALISED POPULATION (FORM B)

C. SPECIFICS OF FORM A

1. **Identification Particulars:**

The information required to identify each household is at the top of form A. Such information includes the following particulars:

- Local Government Area (L. G. A.), name and code
- District, name and code
- Village or Town name and code
- Enumeration Area (E.A.) code
- Compound number (within E.A.)
- Household number (within compound)

The above particulars are very important for ease of reference in the later stage of data processing and care must be taken to ensure that the correct codes are used. In cases where more than one questionnaires is completed for large households, at least one questionnaire must contain the required identification particulars.

(i) **Local Government Area**	**Code**	**District**	**Code**
Banjul	1	South	10
		Central	11
		North	12
Kanifing	2	K.U.D.C.	20
Brikama	3	Kombo North	30
		Kombo South	31
		Kombo Central	32
		Kombo East	33
		Foni Brefet	34
		Foni Bintang-Karanai	35
		Foni Kansala	36
		Foni Bondali	37
		Foni Jarrol	38
Mansakonko	4	Kiang West	40
		Kiang Central	41
		Kiang East	42
		Jarra West	43
		Jarra Central	44
		Jarra East	45
Kerewan	5	Lower Niumi	50
		Upper Niumi	51
		Jokadu	52
		Lower Baddibu	53
		Central Baddibu	54
		Upper Baddibu	55
Kuntaur	6	Lower Saloum	60

		Upper Saloum	61
		Nianija	62
		Niani	63
		Sami	64
Janjanburay	7	Niamina Dankunku	70
		Niamina West	71
		Niamina East	72
		Janjanburay	73
		Fulladu West	74
Basse	8	Fulladu East	80
		Kantora	81
		Wuli	82
		Sandu	83

(ii) Village/town number should consist of a 5 digit entry code and these codes will be provided separately.

(iii) Enumeration Area numbers would maintain 5-digit code indicated on each questionnaire.

(iv) Compound number within an E.A. should be 3-digit entry code and it is the same as the serial No. of compound recorded on Form A and Form B.

(v) Household number within a compound should be 2-digit entry code and it is the same as the Serial No. of household recorded on Form A.

(vi) Within a household each person has a number marked against his name. This number (as a 2-digit entry) refers to the line on which the name of respondent appears. These line numbers run Serially in ascending order. Where a name already written is struck off, the numbering on the questionnaire should be changed to maintain Continous sequence. For example if the respondent's name appear on serial No. 1 Code 01.

QUESTION 2 SEX

One of the codes below can be used for each person listed within a household.

Sex	Code
Male	1
Female	2
Not stated	9

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If the **sex** of a person is not given, go through the following checks:

either (i)   Refer to GPC 3 or 4 of form A and
               check whether the sex of the
               person is stated.

or   (ii)   Determine the person's sex by his
               or her given first name.

or   (iii) For person's aged 12 years and
               over, question 20 of the
               questionnaire should be for
               females, but this has to be
               matched with the person's name.

QUESTION 3 AGE

Always use 2-digit code, but the specifications below should be
strictly followed:

(i)   Age reported as 6 years old should be coded as 06 etc.

(ii) be   Age of infants less than one (1) year old has to

         coded as 00.

(iii)   For persons aged 98 years or more, code as 98.

(iv)   If age is not stated or left blank, code 99.

QUESTION 4 RELATIONSHIP

The codes for relationship to the Head of Household are provided
below. Note relationship can be by blood and marriage. Verify if the
child/parent relationship is maternal, paternal or by ward.

Relationship to Head of Household	Code
Head	01
Temporary Head	02
Wife/Husband	03
Son/Daughter	04
Son's Son/Daughter	05
Daughter's Son/Daughter	06
Father/Mother	07
Mother's Husband/Fathers Wife	08
Brother/Sister	09
Brother's Son/Daughter	10
Sister's Son/Daughter	11
Father's Father/Mother	12
Mother's father/Mother	13
Father's Brother/Sister	14
Mother's Brother/Sister	15
Other Relatives	16
Non Related	17
Note Stated/blank	99

QUESTION 5 MARITAL STATUS

Attempts to code responses on marital status should be restricted to the answers given in the completed questionnaire. Do not try to determine the marital status of a person based on the number of children the person has.

Marital Status	Code
Never Married	1
Married	2
Divorced	3
Separated	4
Widowed	5
Not stated	9

QUESTION 6 TYPE OF UNION

Question on type of union should be restricted to those ever married (ie married, Widowed, Separated, and Divorced).

TYPE OF UNION	CODE
MONOGAMOUS	1
POLY-GAMOUS	2
NOT APPLICABLE	7
NOT STATED/BLANK	9

QUESTION 7 NATIONALITY

The codes for non-Gambian indicated below should be used for question 10 and 11 as well.

Nationality	Code	
Gambian	00	(to be change to 80, 81 ect)
Senegalese	10	(for the actual census' 03)
Guinea (CONAKRY)	11	
Guinea (BISSAU)	12	
Malian	13	
Sierra Leonean	14	
Mauritanian	15	
Ghanaian	16	
Nigerian	17	
Liberian	18	
Other West Africans	19	
Other Africans	20	
Non African	21	
Not STATED/BLANK	99	

QUESTION 8 ETHNICITY

The question on ethnicity should only be answered by Gambians. If non-Gambians reported their ethnicity entries code 97.

Ethnicity	Code
Mandinka/Jahanka	00
Fula/Tukulur/Lorobo	01

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Wollof                           02
Jola/Karoninka                   03
Serahuli                         04
Serere                           05
Aku(Creole)/Aku Marabout         06
Manjago                          07
Bambara                          08
Other Gambians                   97
Not Stated/blank                 99
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QUESTION 9 RELIGION

All other religion apart from Islam, Christianity and Traditional should be classified as "other" e.g. Hindu.

Religion	Code
Islam	1
Christianity	2
Traditional	3
Other	4
Not stated or blank	9

QUESTION 10 BIRTH PLACE

For birth place, the aim is to capture the district of birth and the type of residence, for the settlement of birth (urban, rural)

(i)   If a respondent states that he was born in a village/town in which he was enumerated - use code 00.

(ii) If the respondent was born in a district different from in which he was enumerated (as indicated in the identification particulars) - use only the corresponding district code for his birth place. For example, if enumerated in Foni Bintang Karanai (district code 35) when he was born in Foni Bondali,use code 37.

(iii) If the respondent was born in a village/town different from where He/she was enumerated, verify whether the place of enumeration falls on one of the following settlements. Use code 1 if so and 2 otherwise.

SETTLEMENT

Banjul
K. M. C
Sukuta
Lamin
Brikama
Bwiam
Soma
Mansakonko
Bansang
Basse
Georgetown(Janjanbuaray)
Kaur
Farafenni
Kerewan

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Barra

(iv) If the respondent was born outside the Gambia, but was enumerated in a district within Gambia, code the country given under nationality (see Code for question 7).

(v) If place of birth is left blank or "not stated", code 99.

EDITING OF ENTRIES IN QUESTION 10 OF FORMS A & B

IV.   If district is given, and settlement not given. Write the code for the district and write code 2 for settlement.

Q10-PLACE OF BIRTH

(a)   **If DISTRICT in identification particulars is 10,11 or 12 (Banjul)** <u>AND</u> the answer to Q10 is Banjul Central, North or South, <u>THEN</u> write the district code <u>00</u> (This town/village) and <u>1</u> for settlement code.

(b)   **If DISTRICT in identification particulars is DIFFERENT from Banjul** (<u>NOT</u> 10,11, or 12) <u>AND</u> the answer to Q10 is Banjul Central, North, South, <u>THEN</u> write the district code <u>12</u> (Banjul) and <u>1</u> for settlement code.

(C)   **It is not necessary that BIRTH PLACE and PREVIOUS RESIDENCE** should be the same. If BIRTH PLACE is given as **ANOTHER TOWN/VILLAGE or COUNTRY.** Previous Residence **cannot be "00".** In this case write name of **BIRTH PLACE in PREVIOUS RESIDENCE** for want of any other information.

Q11-PREVIOUS RESIDENCE

(a)   **If DISTRICT in identification particulars is 10,11 or 12 (Banjul)** <u>AND</u> the answer to Q10 is Banjul Central, North or South, <u>THEN</u> write the district code <u>00</u> (This town/village) and <u>1</u> for settlement code.

(b)   **If DISTRICT in identification particulars is DIFFERENT from Banjul** (<u>NOT</u> 10,11, or 12) <u>AND</u> the answer to Q10 is Banjul Central, North, South, <u>THEN</u> write the district code <u>12</u> (Banjul) and <u>1</u> for settlement code.

QUESTION 11 PREVIOUS RESIDENCE

(i)   If a respondent states that he/she had always lived in this town/village use code 00.

(ii) If the respondent's previous residence was another village/town, verify whether this falls on one of the settlements listed under Question 10. Use code 1 if so and 2 otherwise.

Example If respondent's previous residence is in other village/town use settlement code for that village/town (e.g Dankunku code --).

And also specify district of his/her previous residence by using district code. (e.g NIAMINA DANKUNKU DISTRICT code 60).

(In Q11 always specify the **district** followed by the **town/village**

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code).

(iii) If respondent previous residence is outside Gambia, used country code use in Question 7.

QUESTION 12 DURATION OF STAY

State number of months the respondent had lived in his/her previous residence, eg less than one month, used 00; one month, use code 01; two months use code 02 etc; and more than 60 months use 60, Not applicable use code 97, not stated/blank use code 99. (Always convert and use in complete months for Q12).

QUESTION 13 LITERACY (FOR PERSONS AGED 10 YEARS AND OVER)

QUESTION 13a LITERACY

Question 13 (a) refers to Literacy. Use the following Codes:

LITERACY	CODE
Read and write	1
Read Only	2
No	3
Not Applicable	7
Not Stated	9

QUESTION 13 (b) SCRIPT USED TO READ AND WRITE

Script	Code
Arabic	1
Roman	2
Both	3
Not applicable	7
Not stated/blank	9

QUESTION 14 FULL TIME EDUCATION (3 YEARS AND OVER)

Both questions 14a and 14b should be applicable to all persons within the specified age limit.

QUESTION 14a SCHOOL ENROLLMENT

One of the following codes will be used for each person.

Enrollment	Code	
Never	1	
Now	2	
Past	3	
Not applicable	7	(Below 3 years)
Not stated/blank	9	

QUESTION 14b EDUCATIONAL ATTAINMENT

      In the case of an educational system different from the (British) type listed it will be necessary to report to your Supervisor. For example, if some respondents attended or graduated from French schools, such educational attainment has to be converted into the existing system observed in this country.

Level	Code
Pre-Primary/Nursery	00
Primary/Lower Basic	01
	02
	03
	04
	05
	06
Middle/Upper Basic	11
	12
	13
Secondary Technical	21
	22
	23
	24
Senior Secondary	31
	32
	33
High School	41
	42
	43
	44
	45
	46
	47
Teacher Training	51
	52
	53
Vocational	61
	62
	63
	64
Under graduate\ Studing For A Diploma	71
	72
	73
	74
Graduate/ Diploma Holder	80
Post Graduate	90
Other (Specify)	91
	92
	93
	94

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                                              95
                                              96
        Not applicable                        97
        Not stated/blank                      99
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QUESTION 15 ACCESS TO MEDIA

Question 15 is divided into three parts and should be answered by all persons **aged 7 years and over.** It is aim at collecting information on access to media atleast once a week:

QUESTION 15a NEWSPAPER/MAGAZINE

Answer	**Code**
Yes	1
No	2
Not applicable	7 (Below 7 years)
Not Stated/blank	9

QUESTION 15b RADIO

Answer	Code
Yes	1
No	2
Not applicable	7
Not Stated/blank	9

QUESTION 15c T.V(TELEVISION)

Answer	Code
Yes	1
No	2
Not applicable	7
Not Stated/blank	9

QUESTION 16 TYPE OF ACTIVITY

Question 16 is divided into four parts and should be answered by all persons aged 5 years and over. thus, the following conditions must be observed:

- If answer to 16(a) is 1, go to 16(d).
- If answer to 16(a) is 2, go to 17,
- If answer to 16(a) is 3, go to 16(c).

Supplementary instructions to Coders

1. Only if DARAH" in 14(b) under OTHER SPECIFY give code 91 - 96. Not all Arabic Education is through "DARAH".

2. Please see question 17, 18 and 19 are filled only in following cases:-

   ### Question 16

(a)	(B)	(C)
1	-	-
2	-	-
3	-	1
4	2	1
4	1	-
6	2	1
6	1	-

In other cases cancel any entry in 17. 18 and 19

(Observe the skip instructions in Q16b & Q16c).

QUESTION 16a Mainly Occupied   (During the last 30 days)

Answer	Code	
Working	1	
Had job but not at work	2	
Did not work and did not have a job	3	
Homemaking	4	
Student	5	
Something else	6	
Not applicable	7	**(< than 5 yrs)**
Not stated/blank	9	

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QUESTION 16b WORK FOR PAY OF PROFIT

Answer	Code
Yes	1
No	2
Not applicable	7
Not Stated/blank	9

QUESTION 16c WHETHER LOOKING FOR WORK

Answer	Code
Yes	1
No	2
Not applicable	7
Not stated/blank	9

QUESTION 16d NUMBER OF DAYS WORKED

The number of days worked should range between 01 - 30 days. A two-digit entry code is required e.g. 2 days should be coded as 02. 97 not applicable, 99 not stated/blank

QUESTION 19 EMPLOYMENT STATUS

There should be a response for this question for every person aged 7 years and over with the following answers:

(i)   Answer to question 16(a) is "working"

or (ii)   Answer to question 16(a) is "Had a job but not at work".

or (iii)   Answer to question 16(b) is "Yes".

or (iv)   Answer to question 16(c) is "No".

or (v)   Number of days in 16(d) is given.

(Apply to unemployed person once had a job.)

Employment Status	Code
Employee	1
Own account worker or self employed	2
Employer	3
Unpaid family worker	4
Other	5
Not applicable	7
Not stated/blank	9

QUESTION 20 NUMBER OF CHILDREN EVER BORN ALIVE

Question 20 attempts to collect information on the number of children born Alive to **females aged 12 years and over** who were present in

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different households on Census night. It is worth-noting that the number of children living in the Same household 20(c) and 20(d) with mother is different from those living elsewhere (column 20(e) and 20(f).

QUESTION 20a and 20b TOTAL NUMBER OF CHILDREN HAVE BEEN BORN ALIVE TO YOU

This question aims at collecting information on the total number of children born alive and by sex. Make Sure **20(c) 20(e) and 20(g) add up to 20(a)** and also **20(d), 20(f) and 20(h) add up to 20(b).** Please use 2-digit entry code for male children in 20(a) eg 01 for one male child; 02 for two male children etc. 20(b) is for female children, please use the same coding instruction as 20(a). **W0men without child code 00,** not applicable code 97, not stated/blank code 99.

QUESTION 20c and 20d LIVING IN THIS HOUSEHOLD

This question specifically aims at collecting information on the number of children born Alive and by sex who are living with their mothers **in the same household** on census night.

Number of children living in the same household with mother - state the total number of male and total number of female children in 20(c) and 20(d) respectively but use 2-digit entry code e.g 01 for one child; 02 for two male children 01 for one male child; 02 for two female children etc. For women who are without any child living with them in same household, code 00. If not applicable, code 97 and not stated/blank code 99.

QUESTION 20e and 20f LIVING ELSEWHERE OUTSIDE HOUSEHOLD

This question attempts to collect information on number of children born ALIVE but living in another household different from that of their mother.
Number of children living in another household is different from the mother's household - state the total number male and total number of female children in 20(e) and 20(f) respectively but use 2 digit entry code e.g 01 for one male child; 02 for two male children; 01 for one female child;02 for two female children; 02 etc. **For women who are without any child living in another household code 00.** If not applicable, code 97 and not stated/blank, code 99.

QUESTION 20g and 20h CHILDREN DEAD

This question refers to children who were born Alive but died later.
Number of children born alive and died before census night - state the total number of male children and total number of female children, but use 2-digit entry code e.g. 01 for one male - child; 02 for two male children; 01 for one female child, 02 for two female children in 20(g) and 20(h) respectively,for a women who did not loose any of her children, code 00. If not applicable, code 97 and not stated/blank, code 99.

QUESTION 21 BIRTHS IN THE LAST 12 MONTHS

Only the date of birth and survival status of birth is required. Special attention should be made to ensure that the date of birth of the mother is not given.

QUESTION 21a YEAR OF BIRTH

The year of most recent birth should be coded as follows:

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2001 code 1
2002 code 2
Not applicable, code 7
Not stated/blank, code 9
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QUESTION 21b MONTH OF BIRTH

Where the month of birth is stated according to the **Islamic Calendar,** this should be reported to your supervisor who would effect appropriate conversion.

MONTH	CODE
January	01
February	02
March	03
April	04
May	05
June	06
July	07
August	08
September	09
October..........................	10
November	11
December	12
Not Applicable...................	97
Not stated/blank................	99

QUESTION 21c AND 21d NUMBER OF CHILDREN BORN DURING THE LAST 12 MONTH

This question aims at collecting information on number of children born in the last 12 months. State total number of male and female children in 21(c) and 21(d) respectively, **use 1-digit entry code** e.g **1 for one male child, 2 for two male children**; **1 for one female child**; **2 for two female children** etc. For a **women who did not have a child in the last 12 months, code 00**, if not applicable, code 7, and not stated/blank, code 9.

QUESTION 21e AND 21f BIRTH IN THE LAST 12 MONTHS, STILL ALIVE

Question 21(e), 21(f) attempts to collects information on the survival status of birth during the last 12 months. State number of male and number of female children still alive in 21(e) and 21(f) respectively. Use 1-digit code e.g 1 for one male child; 2 for two female children; 1 for one female child; 2 for two female children and **0 for no survival for male and female.** Use code 7 for not applicable and not stated/blank code 9.

QUESTION 22 SURVIVAL OF PARENTS

This question simply attempts to find out whether the mother and father of the respondent is still alive or not.

(a) Father Alive -   Yes   1
                       No   2
                       Not stated/blank   9

(b) Mother Alive -   Yes   1
                       No   2
                       Not stated/blank   9

QUESTION 23- DISABILITY IN THE HOUSEHOLD (ALL AGES)

This question aims at collecting information on disabled person in the household.

Use the codes below :-
                                           Codes

Seeing -   01

Hearing   02

Speaking   03

Physical   04

Strange
Behaviour   05

Fits   06

Learning\
Difficulties   07

Other (Specify)   08

Not Aplicable   97
Not Stated   99

QUESTION 24 DEATHS IN THE HOUSEHOLD IN THE LAST 12 MONTHS

This question aims at collecting information on total number of deaths in household during the last 12 months by sex and age of the deceased (**Age at Death**)

SEX

State the sex of the deceased, use code 1 for male, 2 for female and 9 when sex is not stated.

AGE AT DEATH

State the age of the deceased using code 00 for less than one year; 01 for one year, 02 for two year; 03 for three years etc.

SPECIFICS OF GPC 3, GPC 4 AND GPC 5

When all the inside pages of form A are coded, you should return to front page where the summary forms (i.e. GPC3, GPC4 and GPC 5) are located. These forms were primarily designed to provide a complete list of usual members present in a household on Census night (i.e. GPC 3), their visitors present (i.e GPC 4) and usual members absent on Census night (GPC 5).

Attempts to Code these GPC Forms should adhere to the condition below:

(i)   Only the total number of persons is needed on GPC 3. Other information on sex and relationship has been already recorded in form A and should not be coded twice.

(ii) The code assigned to variable in the inside pages of form A such as Sex, Age, Relationship to head of household, Town/Village and District, are also applicable to both GPC 4 and GPC 5.

(iii) The duration of period absent (in months) by member(s) of household should be a 2-digit entry code.

SPECIFICS OF FORM B:

The household questionnaire (Form A) and Form B are very similar, and the codes assigned to the various answers given in Form A will also be utilised for Form B. In very few cases some questions asked in Form A were not covered in Form B and such questions include the following:-

(i)   The question on fertility and mortality were omitted in Form B. As a result, the codes for such questions should be ignored when coding form B.

(ii) The codes for some of the identification particulars such as Compound and household numbers are also irrelevant when coding form B.

HOUSING CONDITIONS

The housing condition questionnaire collects information pertaining to the composition and facilities within Building(s)/ Structure(s) occupied by a Household.

ACCOMMODATION

Two questions were asked regarding one's present accommodation.

QUESTION 1(A) ON WHAT BASIS DO YOU OCCUPY THIS DWELLING

Use one of the following Codes

Type of Accommodation	Code
Owner occupied	1
Rent	2
Not owner, but rent-free	3
Other, special	4
Not stated/blank	9

QUESTION 1(B) OWNER OF ACCOMMODATION

Ownership of the accommodation could be any of the following options:

Ownership	Code
Private (individual)	1
Public (ownership)	2
Other Private Institution)	3
Not Aplicable	7
Not Stated	9

QUESTION 2- MAIN SOURCE OF LIGHT

One of the following codes should have been selected to indicated main source of light.

Source of Light	Code
Electricity	1
Kerosene lamp with lamp shape	2
Other Kerosene lamps	3
Candle	4
Solar	5
Other (Specify)	6
Not stated/blank	9

QUESTION 3 - KITCHEN

Select one of the options below but for households with cooking arrangements outside the house/compound, Code 7.

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COOKING PLACE   **CODE**

Separate room (in the house or compound) for exclusive use of household	1
Separate room (in the house or compound) for use of other households also	2
Open space (in the house or compound)	3
Other (Specify)	4
Not stated/blank	9

QUESTION 4 - MAIN COOKING FUEL

The valid codes for the main types of cooking fuel are:-

COOKING FUEL   **CODE**

Firewood	1
Kerosene	2
Briquette	3
Charcoal	4
Gas	5
Electricity	6
Solar	7
Other (Specify)	8
Not stated/blank	9

QUESTION 5 - BATHROOM

Use the codes below:

                                                            CODE

Separate room (in the house of Compound) for exclusive use of household	1
Separate room (in the house or Compound) for other households also	2
Enclosure without roof (in the house or Compound)	3
Other (Specify)	4
Not stated/blank	9

QUESTION 6 - TOILET FACILITIES

Three questions deal with toilet facilities. Please ensure that question 6(b) is only asked if 6(a) is 'Yes".

QUESTION 6(A)- IS THERE A TOILET IN THIS HOUSE OR COMPOUND ?

Only three Codes are available:

Yes	1
No	2
Not stated/blank	9

QUESTION 6(B)- USE OF TOILET

Use one of these Codes:

CODE

Yes (Household only)	1
Yes (With other households)	2
No	3
Not Applicable	7
Not stated/blank	9

QUESTION 6(C)- TYPE OF TOILET

Use the following codes for type of toilet:-

CODE

W.C.(Flush Toilet)	1
Private pan	2
Public latrine	3
Private pit	4
Public pit	5
V I P	6
Bush/Open field	7
Other (Specify)	8
Not stated/blank	9

QUESTION 7- SOURCE OR WATER

Choose one of the following options to
determine the source of water supply for each household.

CODE

Stand pipe or running water in house or compound	1
Public standpipe	2
Well in Compound	3
Well with pump (Public)	4
Well without pump (public)	5
Stream or River	6

21

Other (Specify)   7
Not stated/Blank   9

NUMBER OF ROOMS OCCUPIED

Code the number of occupied rooms as reported on the questionnaire.
Use 2 - digits code. (eg use code 01 for one Room, 02 for two rooms
etc.

FORM C: BUILDING AND COMPOUND PARTICULARS

FORM C: Building and compound particulars questionnaire collects information on construction material and use classification of building.

1. ## MAIN CONSTRUCTION MATERIALS USED FOR WALLS

Use one of the following codes:

Materials	Code
Cement /Burnt bricks	1
Mud/Krinting	2
Other (Specify)	8
Not Stated/Blank	9

2. ## MAIN CONSTRUCTION MATERIALS USED FOR ROOFS

Use one of the following codes

Materials	Code
Iron/Asbestos	1
Thatch	2
Concrete	3
Other (Specify)	8
Not stated/blank	9

3. ## MAIN USE CLASSIFICATION OF BUILDING

Use one of the following codes

Use Classification	Code
Residential	01
Business/commerce	02
Industry	03
Construction	04
Education	05
Health	06
Religion	07
Recreation	08
Transport/communication	09
Government/Public Service	10
Kitchen	11
Store	12
Other	97
Not stated/blank	99

4. ## TOTAL NUMBER OF ROOMS

State total number of rooms. Use 2-digits code eg. one room use code 01, two rooms, use code 02 etc. use code 99 for not

stated/blank.