

Rural	1				
Urban	2				
PSU/EA					
Month					
Household No.					

CONFIDENTIAL

Bureau of Statistics

Lesotho Household Budget Survey 2002/2003

HOUSEHOLD DIARY

	<i>Name</i>
<i>District</i>	
<i>Village</i>	
<i>Head of Household</i>	
<i>Primary Respondent</i>	
<i>Village Chief/Headman</i>	
<i>Enumerator</i>	
<i>Supervisor</i>	

Household Budget Survey (HBS)- 2002/03

To: Head of Household

Dear Sir/Madam

The Government of Lesotho through the Bureau of Statistics conducted an Urban Income and Expenditure Survey in 1972/73, the National Household Income, Expenditure and Consumption Survey in 1986/87 and the Household Expenditure and Consumption Survey in 1994/95.

The Government will again through the Bureau of Statistics conduct a National Household Budget Survey in 2002/03. Your household has been selected randomly with several others to participate in the survey for a period of one month by providing answers to questions asked by the interviewers who will visit your household. The interviewers are employees of the Bureau of Statistics and have taken Oath of Secrecy. They are prohibited by the 2001 Statistics Act to disclose individual information to unauthorized persons.

The information provided by you will be used for statistical purposes only in order to assist Government in making appropriate development policies such as Price Control, Minimum Wage Level, Equitable distribution of income and Poverty Reduction.

Yours Faithfully,

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M. Mokhahlane
DIRECTOR OF STATISTICS

Household Budget Survey (HBS)-2002/03

Guideline for filling in Daily Consumption Expenditure

1. Please fill in, daily
 - (i) All cash Expenditure incurred by every member of this household on food and non- food items.
 - (ii) All cash expenditure on services purchased by every member of this household such as taxi or bus fare, medical fees, vehicle repairs etc.
 - (iii) Own produce collected from this household's garden or field for consumption.
 - (iv) Payment in kind received by this household.
 - (v) Gifts given away and gifts received by this household.
2.
 - (i) The column for date will be the date the purchase or the transaction is carried out.
 - (ii) Write down the description of the item purchased or given away, received as a gift, own produce, payment in kind received in column 2 headed "Description of item" of the form. Each item however small in value must be written on a separate line. Please avoid the use of general descriptions such as groceries, meat, vegetables, fruits. Write each item as:

Mutton/Fresh/Frozen
Cabbage, Spinach, Lettuce etc.
Apples, Oranges etc.
 - (iii) In column 3 enter quantity corresponding to the unit of measurement recorded in column 4. Please enter quantities in standard units as far as possible. For example, if a tin contains 340 ml which is generally written on the tin itself enter tin (340ml).
 - (iv) In column 4 headed "Unit" write down the unit of measurement of quantity e.g. Liter, Kilogram, Bundle, Part, etc.
 - (v) In column 5 headed "Value" write the value of every item. Value is the amount of money you have paid for each item purchased including Sales Tax. For credit purchases full value of the items should be recorded even though the payment has not been paid in full. Mark such items with the

word “Credit”. In the case of payment in kind received, gifts given away or received write the quantity if value is not known.

- (vi) In columns 6 & 7 enter the codes as explained below at the top the column for Transactions and Purposes.

Transactions

- 1 = bought
- 2 = own produced
- 3 = from own business
- 4 = income
- 5 = gift/transfer received
- 6 = gift/transfer given

Purposes

- 1 = Private
- 2 = Farming
- 3 = Business

An Example

Mr. Jones is the head of the household. He stays with his family in Maseru Central.

On November 1st 2001 Mr. Jones went to Koro-Koro where he bought one sheep for M380.00; 6 cobs of green mealies for M12.00.

On the same day Mrs. Jones purchased 5 bags of 1 kilogram of Tastic Rice for M36.50; Cooking Oil (750ml Bottle) for M8.60; 2 dozen eggs for M16.00; one packet of candles for M4.00 from one supermarket in the city.

The same day Mrs. Jones’s daughter collected one head of pumpkin whose market value was M6.00 and a bundle of carrots whose market price was M3.49 from their garden. She also received one pair of shoes as a gift from her friend and the market price of those shoes was M139.99.

Fill in form as follows:

Date	Description of item	Quantity	Unit	Value	Transaction 1=bought 2=own produced 3=from own business 4=income 5=gift/transfer received 6=gift/transfer given	Purpose 1=private 2=farming 3=business	For BOS
1/11/01	Sheep	1	Head	M380.00	<u>1</u> 2 3 4 5 6	<u>1</u> 2 3	
“	Green Mealies	6	Cob	M12.00	<u>1</u> 2 3 4 5 6	<u>1</u> 2 3	
“	Tastic Rice	5	Kilogram	M36.50	<u>1</u> 2 3 4 5 6	<u>1</u> 2 3	
“	Cooking Oil	1	750ml Bot.	M8.60	<u>1</u> 2 3 4 5 6	<u>1</u> 2 3	
“	Eggs	2	Dozen	M16.00	<u>1</u> 2 3 4 5 6	<u>1</u> 2 3	
“	Candles	1	Packet	M4.00	<u>1</u> 2 3 4 5 6	<u>1</u> 2 3	
“	Pumpkin	1	Head	M6.00	1 <u>2</u> 3 4 5 6	<u>1</u> 2 3	
“	Carrots	1	Bundle	M3.49	1 <u>2</u> 3 4 5 6	<u>1</u> 2 3	
“	Shoes	1	Pair	M139.99	1 2 3 4 <u>5</u> 6	<u>1</u> 2 3	

- (vii) Below the form are commonly purchased items outside the home by members of the household, which could easily be omitted. Please ask from members.