

Republic of Palau
Statistics Office
Bureau of Budget and Planning
Ministry of Finance
PO Box 6011
Koror
Phone: (680) 488 – 2738/ 6057
Fax: (680) 488 - 5627

STRICTLY
CONFIDENTIAL



Republic of Palau

Household Income and Expenditure Survey 2006

INCOME QUESTIONNAIRE

State:	<input type="text"/>	<input type="text"/>	
Hamlet:	<input type="text"/>	<input type="text"/>	
Enumeration Area:	<input type="text"/>	<input type="text"/>	
Household #:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Household Head Name:			
Interviewer's Name:			

Confidentiality of Information Supplied

- All data supplied in this questionnaire will remain strictly **CONFIDENTIAL** to the Republic of Palau's Bureau of Budget and Program, Office of Statistics.
- The information you give will be combined with information from other households to produce accurate and up to date statistics on the income and expenditure patterns of households.
- The information will be used solely for statistical purpose **ONLY**.

Who must complete this questionnaire?

- This questionnaire must be completed for **all** persons who normally reside in the household aged 15 years and over.

Recording Dollar Amounts

- Record whole dollar amounts in United States (US) Dollars. If the income was received in any other currency, then convert the amount to US Dollars.

Survey period

- All information in this questionnaire relates to the reference period specified for that particular question.

Income questionnaire

- This questionnaire has eight sections. You will be asked to provide the following information:
 1. Working for Wage and / or Salary
 2. Agriculture, livestock, fishing and other sales
 3. Other Self Employed & Business Operations
 4. Previous Jobs held in the last 12 months
 5. Services Provided to Other Private Households
 6. Receipts from Custom Occasions
 7. Welfare Benefits/Allowances
 8. Other Income, including Remittances

1. Working for wages and / or salary

- Cross check with the Household Control Sheet to find the number of persons aged 15 years and who have ticked either activity 1 and 2 as their main activity.
- Check if other persons aged 15 years and over who are not currently working had work during the reference period. Note here and refer to Section 3.
- Self-employed persons, employers with employees and persons working for wage or salary on a full time or regular part time basis should complete this section.

1.1 Currently working for pay

- **‘Currently’** means at the date of the interview. Records should be for the job that the person is doing now.
- **‘Main Occupation’** is the main job a person is engaged in, such as a *taro grower, poultry farmer, truck driver, dental nurse*, etc.
- **‘Name of Employer’** is the name of the business or the name of the person, a person is working for, such as the *Education Department, Primary School, National Development Bank of Palau, Mobil Topside* etc.
- **‘Type of Sector’** is the sector for which a person is working in. The *Public Sector* includes all government departments and bodies; the *Private Sector*; *Religious Organisations* and *Other Organisations*.
- **‘Main Activity at Place of Work’** is the main type of industry for which a person is engaged in, such as *agriculture, fishing, manufacturing, printing, public administration, teaching, health services*, etc.
- **‘Hours worked’** is the number of hours usually spent on the job (including overtime).

1.2 Earnings from job in last 12 months

- **‘Gross Pay’** means before any deductions from pay such as *PAYE tax, loan payments, superannuation, union fees, rent, mortgage repayments, insurance premiums*, provident fund, etc.
- **REFER TO PAYSLIPS IF POSSIBLE**

1. Working for wages and / or salary

1.1 Is anyone in this household currently working for pay in a job, business or profession? If yes, provide details below. (If “No” go to Q2.1)

Person Number						
Main Occupation						
Office use only						
Name of Employer						
What sector are you working in? 1-Public Sector 2-Private Sector 3-Religious organisation 4-Other	Enter code here <input type="text"/>	Enter code here <input type="text"/>	Enter code here <input type="text"/>	Enter code here <input type="text"/>	Enter code here <input type="text"/>	Enter code here <input type="text"/>
Main activity at your place of work						
Office use only						
Number of hours worked a week (usual, including overtime)						
How long have you been working at this job (years)?						

1.2 How much did you earn from this job in the last 12 months?

a) Gross cash pay for this job	\$	\$	\$	\$	\$	\$
b) Commission / bonus	\$	\$	\$	\$	\$	\$
c) Tips	\$	\$	\$	\$	\$	\$
d) Payment in kind – rent	\$	\$	\$	\$	\$	\$
e) - food	\$	\$	\$	\$	\$	\$
f) - utilities	\$	\$	\$	\$	\$	\$
g) - other	\$	\$	\$	\$	\$	\$
TOTAL (a + b + c + d + e + f + g)	\$	\$	\$	\$	\$	\$
Less deductions (tax, pension, social security)	\$	\$	\$	\$	\$	\$
NET EARNINGS	\$	\$	\$	\$	\$	\$
Less Allotments – telephone	\$	\$	\$	\$	\$	\$
- electricity	\$	\$	\$	\$	\$	\$
- water	\$	\$	\$	\$	\$	\$
- cable tv	\$	\$	\$	\$	\$	\$
- loan repayments	\$	\$	\$	\$	\$	\$
- other	\$	\$	\$	\$	\$	\$
TAKE HOME EARNINGS	\$	\$	\$	\$	\$	\$

1.3 *Second job*

- This question is aimed at persons with formal regular secondary jobs.

- The instruction for questions 1.1 and 1.2 can be applied here also

1.3 Does any member of this household currently have a second wage & salary job? If yes provide details below.

Person Number				
Number of hours worked a week (usual, including overtime) in second job				

a) Gross cash pay for this job	\$	\$	\$	\$
b) Commission	\$	\$	\$	\$
c) Tips	\$	\$	\$	\$
d) Payment in kind – rent	\$	\$	\$	\$
e) - food	\$	\$	\$	\$
h) - utilities	\$	\$	\$	\$
i) - other	\$	\$	\$	\$
TOTAL (a + b + c + d + e + f + g)	\$	\$	\$	\$
Less deductions (tax, pension, social security)	\$	\$	\$	\$
NET EARNINGS	\$	\$	\$	\$
Allotments – telephone	\$	\$	\$	\$
- electricity	\$	\$	\$	\$
- water	\$	\$	\$	\$
- cable tv	\$	\$	\$	\$
- loan repayments	\$	\$	\$	\$
- other	\$	\$	\$	\$
TAKE HOME EARNINGS	\$	\$	\$	\$

2. Agriculture, Livestock, Fishing and Other Sales

NB: For all of section 2, make sure only the sales and expenses relevant to the household are included.

2.1 & 2.2 Agriculture:

For estimated sales, provide a best guess estimate as to what the sales would have been for each item over the last 30 days.

For estimated expenses, provide the expenses incurred over the last 30 days only, to assist with the production of these crops which were sold – examples may be for fertilizer or tools (used mostly for the crops sold), or payment (including “in-kind”) for labour to a person outside the household.

If expenses are incurred for crops grown which are home consumed as well as sold, try to determine what proportion of the expenses would have been on just the crops sold.

2. Agriculture, Livestock, Fishing and Other Sales

Agriculture

2.1 Has any member of your household sold any of the following cash or root crops in the last 30 days?

Yes		1	No		2	GO TO 2.2
-----	--	---	----	--	---	-----------

Type of Crop	Sales (a)	Expense (b)	Net (a-b)	Office Use Only
1. Tapioca	\$	\$	\$	92201
2. Taro	\$	\$	\$	92202
3. Sweet Potato	\$	\$	\$	92203
4. Ginger (Sionga)	\$	\$	\$	92204
5. Yam	\$	\$	\$	92205
Other (specify)				
	\$	\$	\$	
	\$	\$	\$	

2.2. Has any member of your household sold any of the following fruit and vegetables in the last 30 days? *If yes, give details below*

Yes		1	NO		2	GO TO Q2.3
-----	--	---	----	--	---	------------

Type of Crop	Sales (a)	Expenses (b)	Net (a-b)	Office Use Only
1. Betelnut/Buuch	\$	\$	\$	92206
2. Banana	\$	\$	\$	92207
3. Lemon/Lime	\$	\$	\$	92208
4. Pineapple	\$	\$	\$	92209
5. Water Melon	\$	\$	\$	92210
6. Mango	\$	\$	\$	92211
7. Papaya	\$	\$	\$	92212
8. Nappa	\$	\$	\$	92213
9. Noni	\$	\$	\$	92214
10. Beans	\$	\$	\$	92215
11. Peppermint/Kebui	\$	\$	\$	92216
12. Kangkum	\$	\$	\$	92217
13. Okra	\$	\$	\$	92218
14. Green / Dry Coconut (Lius)	\$	\$	\$	92219
Other (specify)				
	\$	\$	\$	
	\$	\$	\$	

2.3 Livestock

For estimated sales, provide the best guess estimate as to the value of sales for the last 30 days only.

Estimated expenses may include expenses such as feed for the animals or the costs associated with constructing an enclosure for the animals. Make sure the expenses occurred in the last 30 days.

Where home consumption occurs for livestock which is also sold, provide a best guess estimate as to the proportion of expenses associated with the livestock sold.

2.4 Seafood

For estimated sales, provide the best guess estimate as to the value of sales for the last 30 days only.

Estimated expenses may include expenses such as petrol for the boat, nets or or the purchase of other fishing equipment. Make sure the expenses occurred in the last 30 days.

Where home consumption occurs for seafood which is also sold, provide a best guess estimate as to the proportion of expenses associated with the seafood sold.

Livestock

2.3 Has any member of your household sold any of the following livestock in the last 30 days? If Yes, give details below

Yes		1	
No		2	GO TO Q2.4

Type of Livestock	Sales (a)	Expenses (b)	Net (a-b)	Office Use Only
1. Pig	\$	\$	\$	92220
2. Cattle	\$	\$	\$	92221
3. Chicken	\$	\$	\$	92222
4. Others (specify)				
	\$	\$	\$	
	\$	\$	\$	

Seafood

2.4 Has any member of your household sold any of the following seafood in the last 30 days? If Yes, give details below.

Yes		1	
No		2	GO TO Q2.5

Type of Seafood	Sales (a)	Expenses (b)	Net (a-b)	Office Use Only
1. Fish	\$	\$	\$	92223
2. Crab (Coconut)	\$	\$	\$	92224
3. Crab (Mangrove)	\$	\$	\$	92225
4. Lobster	\$	\$	\$	92226
5. Green Snail	\$	\$	\$	92227
6. Trochus	\$	\$	\$	92228
7. Ngimes	\$	\$	\$	92229
8. Eremrum	\$	\$	\$	92230
9. Ngduul	\$	\$	\$	92231
10. Kim	\$	\$	\$	92232
11. Oruer	\$	\$	\$	92233
12. Molech	\$	\$	\$	92234
13. Irimd	\$	\$	\$	92235
14. Turtle	\$	\$	\$	92236
15. Other (specify)				
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	

2.5 *Homemade produce*

For estimated sales, provide the best guess estimate as to the value of sales for the last 30 days only.

Estimated expenses may include expenses such as the purchase of ingredients or the hire of labour (including payments in-kind) to assist with the production. Make sure the expenses occurred in the last 30 days.

Where home consumption occurs for homemade produce which is also sold, provide a best guess estimate as to the proportion of expenses associated with the homemade produce sold.

2.6 *Handicrafts*

For estimated sales, provide the best guess estimate as to the value of sales for the last 30 days only.

Estimated expenses may include expenses such as the purchase of materials or the hire of labour (including payments in-kind) to assist with the production. Make sure the expenses occurred in the last 30 days.

Homemade Produce

2.5 Has any member of your household sold any of the following home made produce in the last 30 days? If Yes, give details below.

Yes		1	
No		2	GO TO Q2.6

Type of Homemade Produce	Sales (a)	Expenses (b)	Net (a-b)	Office Use Only
1. Process Tapioca	\$	\$	\$	92237
2. Local Bread	\$	\$	\$	92238
3. Cake (Pie, Abrabang, etc.)	\$	\$	\$	92239
4. Bento	\$	\$	\$	92240
5. Coconut Oil	\$	\$	\$	92241
Other (specify)				
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	

Handicrafts

2.6 Has any member of your household sold any of the following handicrafts in the last 30 days? If Yes, provide details below.

Yes		1	
No		2	GO TO Q3.1

Type of Handicraft	Sales (a)	Expenses (b)	Net (a-b)	Office Use Only
1. Mat	\$	\$	\$	92242
2. Basket	\$	\$	\$	92243
3. Hand held Fan	\$	\$	\$	92244
4. Wood Carving (storyboard)	\$	\$	\$	92245
5. Necklaces, earrings, rings	\$	\$	\$	92246
6. Grass skirts	\$	\$	\$	92247
7. Pigs Tusk	\$	\$	\$	92248
8. Painting	\$	\$	\$	92249
9. Fish lures	\$	\$	\$	92250
10. Spears	\$	\$	\$	92251
11. Spear Gun	\$	\$	\$	92252
12. Fish Nets	\$	\$	\$	92253
13. Pandanus purses	\$	\$	\$	92254
Other (specify)				
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	

3. Other Self Employed & Business Operations

This section should be filled by persons whose main activity is a:

- sole proprietor;
- a partner in a business;
- ‘own account worker’ in agriculture, fishing, handicrafts etc; or
- Any other form of self employment.

It includes persons earning income from hobbies or other activities. For example, someone earning money from selling taro, coconuts, etc should complete this section.

NOTE: Check to make sure the person is reporting his or her **earnings, drawings** or **income** from the business and **not** the **business turnover**.

3. Other Self Employed & Business Operations

3.1 Did any member of the household receive regular income from any other commercial activities during the last 12 months, which weren't covered in the previous question?

Examples include:

- a) Operation of a transport business
- b) Operation of a retail store
- c) Operation of a trade business (e.g., electrician, mechanic, plumber, etc)
- d) Tourism business

Yes		1	
No		2	GO TO Q4.1

Please give details of the income earned from the above commercial activities: Answer below for the total for all persons involved in the activity in the household

BUSINESS	Business 1	Business 2	Business 3
1. Nature of Activity			
2. Number of persons involved in this activity			
3. Type of industry			
Office Use Only (ISIC)			
4. Total sales or gross earnings	\$	\$	\$
5. Total expenses (incl. labour, material, transport etc.)	\$	\$	\$
6. Estimated value of drawings from business (include items used for consumption at home)	\$	\$	\$

BUSINESS	Business 4	Business 5	Business 6
2. Nature of Activity			
2. Number of persons involved in this activity			
3. Type of industry			
Office Use Only (ISIC)			
4. Total sales or gross earnings	\$	\$	\$
5. Total expenses (incl. labour, material, transport etc.)	\$	\$	\$
6. Estimated value of drawings from business (include items used for consumption at home)	\$	\$	\$

4. Previous jobs in the last 12 months

This section should be answered by household members who used to have a regular full-time or regular part-time job that are no longer held. Such as:

- i. Regular job(s) given up in the specified period in order to take up new one(s)
- ii. Regular job(s) given up to go into retirement
- iii. Regular job(s) given up because of the redundancy, sickness, etc.

Gross amount received means the amount of money received as payment for the job or service before any deductions such as PAYE tax; superannuation; rent; mortgage repayments; etc., are subtracted.

Please include any overtime, bonuses, and/or taxable allowances contained in the regular pay slip.

Note: do not include any 'special' one-off type payments or any irregular income (e.g. termination payouts, prepayments of leave).

() Yes () No **If NO Go To 5.1**

() No

If NO Go To 5.1

[illegible]

5. Services provided to other private households

In this section include all irregular jobs held at random times during the specified period. Jobs such as babysitting, planting and clearing taro plantations, mowing of the lawn, etc:

- Record the gross pay for the last 12 months in total (include value of goods received for payment in kind).

If more than one person in this household has been involved in the same activity, then combine the earnings over the last 12 months for each person involved.

5. Services provided to other private households

5.1 In the last 12 months, did any member of this household receive any money from casual jobs for other households or non-profit organisations? 'Casual jobs' include casual work such as lawn mowing, baby-sitting etc. done for other households.

() Yes () No If NO Go To 6.1

5.2 For each job please provide the following information about the income:

Type of Job (e.g. lawn mowing, baby sitting, work in taro patch)	Gross Pay in last 12 months		Office use only
	Cash	In Kind (*)	
Lawn mowing	\$	\$	94201
Baby sitting / Child minding	\$	\$	94202
Work in food garden	\$	\$	94203
Repair work	\$	\$	94204
Adhoc Labour	\$	\$	94205
Fishing/Hunting assistance	\$	\$	94206
House Cleaner/Domestic	\$	\$	94207
Other (specify)	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	

(*) estimate the value of any items provided according to how much they would have cost to buy

6. Receipts from Custom Occasions

If the money was provided to the household, list it under the household head.

Encourage respondents to refer to records where they exist

6. Receipts from Custom Occasions

6.1 In the last 12 months, did any member of this household receive any money for a custom occasion?

() Yes () No If NO Go To 7.1

6.2 For each occasion please provide the following information about the receipt:

Person No.						
Type of custom occasions	Amount Received in the last 12 months					Office use only
Funeral	\$	\$	\$	\$	\$	93103
Ocheraol	\$	\$	\$	\$	\$	93104
Omengat/Ngasech	\$	\$	\$	\$	\$	93105
House Party	\$	\$	\$	\$	\$	93106
Other (specify)	\$	\$	\$	\$	\$	
	\$	\$	\$	\$	\$	
	\$	\$	\$	\$	\$	
	\$	\$	\$	\$	\$	

7. Welfare benefits/allowances

This section includes all income received by members of the household as a form of benefit provided by the Department of Home Affairs or any other source.

- Record the gross receipts for the year (include value of goods received for payment in kind).

7.1 Welfare benefits

- If a social welfare benefit is paid to more than one person in the household, record the total amount received for the last 12 months as separate amounts for each person.
- **Note:** This section covers both benefits paid by any government or non government agency as well as any other regular benefit payment (social security, pension).
- **Include:** Maintenance received for child custody (child support).
- **Include:** Welfare benefits from overseas.

7.2 Social Security and Pension Plan payments received

- Include payments received from local and from overseas sources
- 7.2a includes regular social security and pension plan payments
- 7.2b includes lump sum social security and pension plan payments
 - **Note:** If a 'lump sum' payment has been received, indicate the reason for the payment (withdrawal e.g., house repairs, travel, living expenses etc. Also if possible include the period covered by these lump sum payments.

7. Welfare benefits/allowances

7.1 In the last 12 months, did any member of this household receive any social welfare benefit payments from the government/ other non profit agency or any other regular benefit payments?

() Yes () No If NO Go To 7.2a

What was the gross amount received for these benefit payments in the last 12 months?

Type of benefit / allowance	Person Number				Office use only
	\$	\$	\$	\$	
	\$	\$	\$	\$	

7.2a In the last 12 months, did any member of this household receive any regular social security and pension plan payments?

() Yes () No If NO Go To 7.2b

What was the gross amount received for these regular superannuation payments?

Source of social security or pension plan/retirement	Person Number					Office Use Only
Republic of Palau (ROP)						
- Social Security	\$	\$	\$	\$	\$	95201
- Pension Plan	\$	\$	\$	\$	\$	95202
Other Republic of Palau (OROP) – Social Security	\$	\$	\$	\$	\$	95203
Overseas (OS) - specify _____	\$	\$	\$	\$	\$	95204

7.2b In the last 12 months, did any member of this household receive any lump sum social security or pension plan payments?

() Yes () No If NO Go to 8.1

If Yes Please fill in the table below

	Person Number			Office Use Only
Source – Please Circle (see 7.2a for Abbreviation)	ROP(SS) / ROP(PP) OROP / OS _____	ROP(SS) / ROP(PP) OROP / OS _____	ROP(SS) / ROP(PP) OROP / OS _____	
Amount	\$	\$	\$	95205
Reason				

8. Other income

In this section record any other income received by household members not covered in previous sections.

- **Interest on bank accounts**

Record the gross amount received, including tax deducted at source.

- **Rent**

Ensure that all expenses claimed for tax purposes are deducted from the gross rent received. Such expenses may include depreciation, repairs and maintenance, mortgage interest, rates and insurance.

- **Honoraria**

A honoraria is a (voluntary) fee specially for professional services nominally rendered without payment (e.g., honorary auditor for NPF accounts)

- **Dividends**

Record the cash amount received, plus Resident Withholding tax deducted at source. In the case of shares received in lieu of dividends, record the gross value of the dividend foregone, before the deduction of the Withholding taxes.

- **Matrimonial**

Record the total amount of money received by the respondent less the Settlement Respondent's share of the net profit proceeds (sale contract price less sale expenses) from the sale of the matrimonial home.

- **Remittances**

Record amounts of cash and goods received from overseas relatives. Record values in US dollars.

- **Housie, Lotto, Bingo, Raffle, Power Ball etc**

Income from gambling and betting over the last 12 months (to check the information from the income and expenditure diary).

8. Other income

8.1 In the last 12 months, did any member of this household receive any income from the following sources?

Person No.						
Income Source	Gross amount received in the last 12 months				From: 1. Republic of Palau 2. Overseas 3. Both	Office use only
Remittances: Cash	\$	\$	\$	\$		93117
Goods	\$	\$	\$	\$		93118
Interest	\$	\$	\$	\$		94104
Rent – House	\$	\$	\$	\$		94105
Rent – Lease for land	\$	\$	\$	\$		94122
Income from partnership as non-working shareholder	\$	\$	\$	\$		94107
Income as a non-working proprietor	\$	\$	\$	\$		94108
Directors fees, honoraria, remuneration for committees and boards	\$	\$	\$	\$		94106
Life Insurance	\$	\$	\$	\$		94112
Sale of motor vehicle	\$	\$	\$	\$		94113
Sale of other assets	\$	\$	\$	\$		94121
Inheritance	\$	\$	\$	\$		94114
Matrimonial property settlement	\$	\$	\$	\$		94115
Irregular child support for dependent child	\$	\$	\$	\$		94116
Royalties	\$	\$	\$	\$		94109
Other (please specify)						
	\$	\$	\$	\$		
	\$	\$	\$	\$		
	\$	\$	\$	\$		
Office use only						

END OF QUESTIONNAIRE

(Thank you)