

KINGDOM OF CAMBODIA
NATION RELIGION KING

Cambodia Socio-Economic Survey

2003-04

Field Operations Manual for:

- Form 3: Household Questionnaire,
- Form 4: Dairy sheets of:
 - Household expenditures & consumption of own-produced food
 - Household income & receipts,
- Form 5: Time use sheet

National Institute of Statistics
Ministry of Planning
Phnom Penh, Cambodia

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1 INTRODUCTION

2 FORM 3: HOUSEHOLD QUESTIONNAIRE

The Household Questionnaire (Form 3) has 16 sections that will be administered to the household during the first visit to the household, and in the following 4 weeks:

FIRST VISIT

1. Initial visit
 - A. List of household members
 - B. Summary of presence in the household
 - C. Information on migration
 - D. Food consumption during the last 7 days

WEEK 1:

2. Education and literacy
3. Housing

WEEK 2:

4. Household economic activities
 - A. Land ownership
 - B. Production of crops including fruits and vegetables etc.
 - C. cost of cultivation of crops (including fruits and vegetables)
 - D. hypothetical questions on rental and sales market
 - E. Inputs and outputs of livestock raising activities
 - F. Input and outputs from fish cultivation and fishing/trapping of aquatic products
 - G. inputs and outputs from forestry and hunting
 - H. Inventory of household non-agricultural economic activities during the past 12 months
5. Household liabilities
6. Household income from other sources

WEEK 3:

7. Durable goods and other expenses
 - A. Durable goods
 - B. Other expenditures
8. Construction activities in the past 12 months
9. Nutrition
 - A. Rice consumption
 - B. Other food
 - C. Vulnerability
10. Fertility and child care
 - A. Fertility history
 - B. Child feeding and vaccinations
11. Mortality

WEEK 4:

12. Health check of children
13. Current economic activity
 - A. Activity status during the past 7 days
 - B. Main occupations during the past 7 days
 - C. Employment and earnings in the last 12 months
14. Health
 - A. Illness during the past 4 weeks
 - B. Smoking information
15. Hiv/aids
16. Victimization
 - A. Household security

- B. Victim of theft
- C. Victim of accidents

The Core Questionnaire for Household should be administered to the head of household or to the spouse of the head of household. If it is impossible to administer the questionnaire to either of these persons (for example, because they are both absent during the entire period of the survey), the questionnaire may be administered to another adult household member who is sufficiently knowledgeable. There are a few exceptions to that:

- Section 10. *FERTILITY AND CHILD CARE* should be administered to all women aged 15-49 years usually residing in the household, **personally**.
- Section 13. *CURRENT ECONOMIC ACTIVITY* should be also administered by the interviewer to all household members aged 10 years and older, **personally**.
- Section 15. *HIV/AIDS*, should be administered to all members in the household aged 15 and above **personally**.
- Section 16. *VICTIMIZATION, Part D: VICTIM OF VIOLENCE*, the interviewer should ask each household member **personally**, only for children the interviewer can ask their parents

Let's see now each section in detail:

2.1 THE COVER

Supervisors are required to fill in certain information in Part A on the cover page of each questionnaire before it is given to the interviewer.

Before administering the questionnaire, check that the following information has been filled in by Supervisors on the cover page (this information will be obtained from the NIS):

- Province/City (name and code),
- District/Khan (name and code),
- Commune/Sangkat (name and code),
- Sample Village/Mondol (name and code),
- Zone Code, Sector Code,
- Sector (Urban=1, Rural=2)

The interviewer will complete the following items in Part B on the cover page at the time of interview:

- Name of Household Head,
- Address of the sample household;
- Date of Initial Interview;
- Date of last visit;
- Interviewer's Name;
- Interviewer's Id code (3-digits);
- Interviewer's Signature;
- Team number (2-digits)
- Number of the month (from 01 to 15)

The interviewer should write the Sample Reference Number of the household in Part A.

After checking the completed questionnaire, **the Supervisor** will complete the following additional items in Part C of the cover page:

- Supervisor's Name
- Supervisor's Id code (2-digits)
- Date Checked by Supervisor,

- Date of Re-interview (if necessary);
- Supervisor's Signature.

Part D will be filled by the Re-interviewer in those cases where a Re-interview is conducted.

The Part “**To be completed after filling-out the list of household members**” should be completed by the interviewer when hi/she has finished the initial visit.

The last Part : Reception/Preparation/Data Entry/Approval will be filled in the office.

2.2 01-INITIAL VISIT

The following three parts must be completed during the initial visit.

2.2.1 A. LIST OF HOUSEHOLD MEMBERS

Respondent. The interviewer must contact the head of household to complete this part. If he/she is not at home then and only then try with his/her spouse. If both of them are absent, then the interviewer can contact another adult household member.

Note: Definition of a household:

A household is a group of persons (or a single person) who usually live together and have a common arrangement for food, such as using a common kitchen or a common food budget. The persons may be related to each other or may be non-relatives, including servants or other employees, staying with the employer.

Students, boarders and employees residing in and having a common food arrangement with the household are considered members of the household if they have been in the household for more than a year or if they have no other place of residence.

However, if there are 5 or more boarders/lodgers in a housing unit, they should not be reported as members of the household. They are considered to be living in a dormitory or boarding house operated by the household.

Boarding houses with more than 5 persons are considered to be institutional households. An institutional household is a group of 5 or more unrelated persons living together. Other examples are military barracks, prisons, student dormitories, etc. Institutional households are not covered by this survey.

Households of foreigners will be included in this survey.

Column 1: It is pre-printed and is the “Id. Number” or the “Id Code” of each household member. These ID Numbers will be used in recording answers to several questions throughout the Household Questionnaire. It is vitally important to record the same unique ID number (from col.1 of the List of Household Members) for each individual throughout the Household Questionnaire, when needed.

Column 2: The interviewer must ask the respondent about each individual being a household member.

The ID numbers (in col. 1) and names of members (to be written in col. 2) will form the List of Household Members usually residing in the household. Ask the person interviewed the question: “How many persons usually reside in this household?” Then list each of these individuals down in the column 2 marked “Name of household member.” Start with the household head, followed by his/her spouse and then list other members from the oldest to the youngest.

Note: Household Member: A usual member of a household is any person who has been normally living in the household and sharing arrangements for food for at least one year, or one who has no other residence. Thus, most students going to school away from home are considered to be members of their family household, rather than a household at the location of their school, unless they have stayed continuously at the household close to their school for more than a year. However, a person who has moved recently, i.e., less than one year ago, is considered to be a member of a household at his destination if he does not plan to return to the old household within one year. Similarly, a person who has moved out of a household recently with no intention to return is no longer considered a member of that household.

A person is counted as a household member if he/she lives here or has been absent for less than 12 months.

Only when you have finished with the list of all household members in this column, you can proceed with columns 3 to 14 about each individual. Ask questions in column 3 to 14 about the first person, and only when finished, go on with the second household member, and so on.

Column 3: Write "1" for males and "2" for females.

Column 4: Try to get the exact date of birth for each person. If the date is not known, ask if the animal sign of the Buddhist/ Cambodian calendar is known. If the animal sign is known, enter the code for this sign plus 3,000 under "year" in col. 4c (for example, if the number of the animal is '3' you must write 3,003 in in column 4c, or if the number of the animal is 9, you must write 3,009 in column 4c), and write '98' in column 4a (day) and '98' in column 4b (month). This information would help in entering age in col.5. If the respondent doesn't know the animal sign, then write '98' in col 4c (year).

Column 4: For age in years, write '00' if is a baby less than 1 year. Write '96' if the person is 96 years old or more.

If the interviewee has difficulty in answering the question, compute the person's age from the reported date of birth. Note that age should be in completed years, or age at last birthday.

If it is not possible to calculate the age, then write '98'.

Column 5: Ask the relationship of each individual, to the head of the household.

Note: The head of household is the adult member of the household who is accepted and recognised by the other household members as head.

Column 7: Ask whether the father of the individual you are asking about, lives in the household, and if this is the case copy his **Id Number** in this column. If no, then write '00', which will indicate that the father doesn't live in the same household.

Column 8: Ask whether the mother of the individual you are asking about, lives in the household, and if this is the case copy her **Id Number** in this column. If no, then write '00', which will indicate that the mother doesn't live in the same household.

Column 9: This question should be asked **only** about household members aged 15 years old and above.

Persons who have been widowed or divorced but remarried are also to be recorded as currently married.

Column 10: This question should be asked **only** about household members aged 15 years old and above . For the individuals who are "Currently married (code 2 in column 9)" or "Live together (code 3 in column 9)" ask whether the spouse lives in the household, and if this is the case copy his/her **Id Number** in this column. If no, then write '00', which will indicate that the spouse doesn't live in the same household.

Column 11: Ask which is the ethnic group of the individual you are asking about.

Note how the **Id Numbers** are repeated on this page. You must write the entries for each person against the same **Id Number** on each page.

Column 12: Note in this question you should register any language spoken by each household member, excluding "Khmer". You can write up to 3 different languages.

If the household members doesn't speak any other language, write '0' and go on with next question.

Column 13: This questions asks whether the household member you are asking about is absent from home.

Column 14: Write down in this column the number of months the individual has been absent from home during the past 12 months. If less than 1 month, then write '0', and if was always present during the past 12 months, then write the code '98'.

Go on this the following household member registered in the list (column 2).

2.2.2 B. SUMMARY OF PRESENCE IN THE HOUSEHOLD

Respondent: The interviewer must contact the head of household to complete this part. If he/she is not at home then and only then try with his/her spouse. If both of them are absent, then the interviewer can contact another adult household member.

This part is to be completed by the interview at the end of each period.

Note: All questions must be asked about all individuals.

- The last day of week 1, you must complete columns 2a, 2b, 2c and 2d **for each household member**.
- The last day of week 2, you must complete columns 3a, 3b, 3c and 3d **for each household member**.
- The last day of week 3, you must complete columns 4a, 4b, 4c and 4d **for each household member**.
- The last day of month, you must complete columns 5a, 5b, 5c and 5d **for each household member**.

Column a: If the person was present all the days of this period, then write '1' for Yes and go on with the following household member.

Column b: If the person was not present all the week, then ask the number of days the person was present in the household, during the period.

Column c: You must inquire whether all the consumption expenditures of the person you are asking about were registered in the diary, during the days when he/she was absent. If this is not the case, then write code '2' for No and complete column d, otherwise go on with the following household member.

Column d: Try to obtain the estimated total amount in riels of his/her consumption expenditures, while he/she was absent from home in the period asked.

Note: Do not include any expenses made by this person that were already recorded in the diary.

2.2.3 C. INFORMATION ON MIGRATION

Respondent: The interviewer must contact the head of household to complete this part. If he/she is not at home then and only then try with his/her spouse. If both of them are absent, then the interviewer can contact another adult household member.

Note: All questions must be asked only about individuals 5 years old and older.

Column 1: It is pre-printed and is the "Id. Number" or the "Id Code" of each household member.

Note: *Id Numbers* are repeated on this page. You must write the entries for each person on this section **against the same Id Number from the household list.**

There will be some empty lines: those that correspond to household member that are outside the age-range defined for this section.

It is vitally important to record the information about a person in front of the same unique Id number (from col.1 of the List of Household Members: Initial visit, Part A)

Column 2: If the person has **always** lived in the village where he/she lives now, then write down code '1' for Yes and go on with the next person aged 5 years old or more.

Column 3: When making this question, help the respondent asking "*Where was ..[NAME].. living exactly 5 years ago, that is, in (mention month and year)?*"

If the person is under 5 years of age, write 98 in col. 3.

If the respondent needs assistance to recall the date, the interviewer may remind him/her big event happened 5 years ago

Column 4: Number of times he/she has moved means the number of times the person has moved from village (or town) to village (or town).

Column 5: You must record the month and the year when the individual moved to this village, for the **last time** (if he/she has moved more than one time). If the respondent doesn't remember the month, then write '98' in column 5a.

Column 6: Ask about the **main reason** why the person moved to this village, for the **last time** (if he/she has moved more than one time).

Column 7: Ask from where the person moved to this village the **last time**. (if he/she has moved more than one time).

Column 8: This is a general question: ask if the person has ever lived abroad **for working reasons**.

Go on with the next person aged 5 years old or more.

2.2.4 D. FOOD CONSUMPTION DURING THE LAST 7 DAYS

Respondent: The household member who knows most about food consumption in the last 7 days.

Reference period: The last 7 days. You can help the respondent, saying, for instance: "**.... that is, since last Wednesday until yesterday....**"

In this part, there is a list of groups of items, and for each group (**each line**) you must try to get first the **estimate quantity consumed** during the last 7 days *of each group of items*, and then:

Column 2: How much was paid in total (in riels) for the consumed quantity that was **purchased in cash** (if any), and then

Column 3: The **imputed value** (in riels) of what was consumed and came from own production or received as payment in kind for work, or as gift, or free collection (if any).

Note: You **do not** write down in the questionnaire the estimate quantity of each group of items consumed during the last 7 days. You only record the value in riels of that quantity, separating what was purchases in-cash, and what was received in different ways (own production or received as payment in kind for work, or as gift, or free collection).

Column 4: Input Column 2 + Column 3

This is the last Part of the **initial visit**. Check over the sections completed to make sure that all questions have been answered properly. Make sure that all your handwritten responses **are legible**. Do not change any responses unless you ask the question again from the respondent. Also, if you find a missed question (other than those which were intentionally skipped), or you notice a confusing response, recheck it with the respondent.

2.3 02-EDUCATION AND LITERACY

This section must be completed during week 1

Respondent: The interviewer must contact the head of household to complete this part. If he/she is not at home then and only then try with his/her spouse. If both of them are absent, then the interviewer can contact another adult household member.

Note: *All questions must be asked only about individuals 5 years old and older.*

Column 1: It is pre-printed and is the "Id. Number" of each household member.

Note: *Id Numbers* are repeated on this page. You must write the entries for each person on this section **against the same Id Number from the household list**.

There will be some empty lines: those that correspond to household member that are outside the age-range defined for this section.

It is vitally important to record the information about a person in front of the same unique Id number (from col.1 of the List of Household Members: Initial visit, Part A)

Column 2: Ask whether the person you are asking about can read a simple message, in any language. Enter code "1" (Yes) for persons who know how to read a simple message even if they can no longer do so because of some physical defect or illness (e.g., blindness). Also enter code "1" for a blind person who can read using the Braille script.

Column 3: Ask whether the person you are asking about can write a simple message, in any language. Enter code "1" (Yes) for persons who know how to write a simple message even if they can no longer do so because of some physical defect or illness (e.g., blindness). Also enter code "1" for a blind person who can write using the Braille script.

Column 4: This includes any type of school, at any time of the person's life (for at least one year).

Column 5: Here you should ask about the highest level successfully **completed** by the person.

Note 1: If the person is a child currently going to school, then the highest level successfully completed is what he/she completed last schooling year. Let's say he/she is currently in 4th grade, then the last level successfully completed is 3rd grade.

Note 2: For children who failed their final examinations during the last academic year, the highest grade level successfully completed may have been completed **more than one year ago**.

Column 6: Ask whether the person is currently attending school. By current we mean attendance in school during this academic semester or year.

If he/she is not, then leave columns 7, 8 and 9 in blank, and ask question in column 10.

Note: If the child is on holidays, he/she must be considered as being in the school system.

Column 7: You should use the following codes:

- 98 = Don't know
- 00 = Pre-school/Kindergarten
- 01 = Class one
- 02 = Class two,
- 03 = Class three,**
- 04 = Class four**
- 05 = Class five**
- 06 = Class six**
- 07 = Class seven**
- 08 = Class eight**
- 09 = Class nine**
- 10 = Class ten**
- 11 = Class eleven
- 12 = Class twelve
- 13 = Secondary school certificate,
- 14 = Technical/vocational pre-secondary diploma/certificate
- 15 = Technical/vocational post-secondary diploma/certificate
- 16 = College/university undergraduate,
- 17 = College /university graduate
- 18 = Post-graduate
- 19 = Other (Specify).

That is, codes from 01 to 12 are used for the same grades.

Note: Note that the codes to be entered in cols. 5 and 7 will generally be different. For a student currently studying in class nine, the entry in col. 5 would be 8 but the entry in col. 7 would be 9.

Column 8: Ask if the school is public or private. A public school is a Government-owned or -operated school, while a private school is one operated or owned by a non-government entity, including religious denominations, missionaries, private individuals or companies, and NGOs. Schools run by pagodas will be treated as public. Enter code 1 or code 2 depending on the answer.

Column 9: Include any private lessons the individual is taking after school, as for example: languages, math, science, music, sports, computer classes outside the formal school system, etc.

After completing this question, go on with column 11, and leave column 10 blank.

Column 10: Ask this question only if the person is below 18 years of age. Note that this question is applicable to:

- All individuals who have attended school in the past (“Yes” in col. 4) but are not currently in school (“No” in col. 6),
- All individuals who have never gone to school (“No” in col. 4).

If more than one reason, ask for the most important.

Column 11: Ask whether the person has attended to non formal classes in the past. Non formal classes include, for example:

- Literacy programmes
- Vocational training on tailoring, Motor repairing, Khmer classical music training, Hairdressing, etc.
- Post literacy programmes as Agricultural training includes such as planting vegetable, mushrooms, raising fish, animal, etc.
- Others

Column 14: If the person is in one of the following situations:

- Currently attending school (“Yes” in col. 6), or
- Currently taking private lessons after school (“Yes” in col. 9) , or
- Currently attending non-formal classes (“Yes” in col. 12)

then ask for the educational expenses on the different items listed in cols 14a to 14g, during the past school year. You can help the respondent identifying the past school year: “...*that is since september 2001 to june 2002....*”

Note: If the interview takes place (for example) in june 2004, then the past school year is from <i>september 2002 to june 2003</i>
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So, it is the **last completed** school year.

If cannot separate it into the categories, write the total amount in column 14h.

2.4 03-HOUSING

<i>This section must be completed during week 1</i>
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Respondent: The interviewer must contact the head of household to complete this part. If he/she is not at home then and only then try with his/her spouse. If both of them are absent, then the interviewer can contact another adult household member.

Question 1: Ask for the number of households residing in the same housing unit as their household.

Note: A housing unit is a structurally separated and independent place of abode. It may have been constructed, built, converted or arranged for human habitation, such as commercial, industrial, and agricultural buildings, or natural and man-made shelters such as caves, boats, abandoned trucks, culverts and similar structures which are used as living quarters.

Question 2: Enter the floor area **occupied by the household** in square meters, taking into account the number of floors in the building *occupied by the household*. So, if a dwelling has two floors and each floor has 100 square meters of space, and the household occupies all the rooms in this dwelling, then the total floor area occupied by the household is 200 square meters. If the respondent does not know the exact total area, ask for an estimate.

Question 3: Ask the number of rooms in the dwelling unit used by the household.

Note: Do not include kitchen, toilet and bathrooms.

Question 4: Outer wall material: This question can be answered through observation, but, if in doubt, ask the person interviewed. For a two-storied house, especially in the rural areas, where the ground floor is used for poultry, grain storage, storage of farm implements etc. and the household lives on the upper floor, report the material used in walling the upper floor.

If the household has more than one material of the outer wall, then write the two most important, indicating the percentage for each of them.

The same instruction is valid for Question 5 (inner wall material), Question 6 (roof material) and Question 7 (floor material).

Question 8: Ask for the **main** source of **lighting**.

Question 9: Ask for the **main** source of drinking water in **wet season**.

If the main source of water in wet season is not "01 = Piped in dwelling or on premises" or "07 = Rainwater", then ask the questions 10, 11 and 12.

Question 10: Ask what is the distance to the nearest drinking water source in wet season. The answer must be in meters.

Question 11: Ask which household members are fetching water in the wet season. There is space to write up to 3 **Id Numbers**, if more than 3 ask for the three more important. Copy those **Id Numbers** from the list of household members (Initial visit, Part A).

Question 12: Ask how many minutes per day do they spend in total on fetching water in wet season, that is **in total all the household members that fetch water** in wet season.

The same instructions are valid for the dry season, questions 13 to 16.

Question 17: Ask how much were the water charges paid last month. Write "0" if they didn't pay anything.

Question 18: Ask whether the household boiled or otherwise treated the drinking water last month. The answers are: 1=Yes, always, 2=Yes, sometimes and 3=No, never.

Question 19: If the household did treat water in some way during the last month (in question 18), then ask for each method, if it was used. The answers can be 1=Yes or 2=No:

You must ask for each of the methods:

- a. Did you boil your drinking water last month?
- b. Did you filter your drinking water last month?
- c. Did you use chemicals to treat your drinking water last month?
- d. Did you use Vongs method to treat your drinking water last month?
- e. Did you use other method to treat your drinking water last month?

Question 20: Report the toilet facility available in the dwelling, even if some members of the household use another facility.

Question 21: Ask how much the household spend for sewage or waste water disposal last month. Write 0 if they did not spend any amount.

Question 22: Ask how much the household spend for garbage collection last month. Write 0 if they did not spend any amount.

Question 23: Fuel for cooking :

- a. Ask what type of fuel does the household **mainly** use for cooking
- b. If the type of fuel are: "01 = Firewood", or "02 = Charcoal", or "03 = Firewood and Charcoal", then ask which household members fetch firewood and/or charcoal. There is space to write up to 3 **Id Numbers**, if more than 3 ask for the three more important. Copy those **Id Numbers** from the list of household members (Initial visit, Part A).
- c. Ask how many **hours per week** in total do all household members spend on collecting firewood. If less than 1 hour, write 0.

Question 24: Ask how much did the household spend on each item last month (including lights and cooking):

- a. How much did you spend on Electricity last month?
- b. How much did you spend on Gas (LPG) last month?
- c. How much did you spend on Kerosene last month?
- d. How much did you spend on Firewood last month?
- e. How much did you spend on Charcoal last month?
- f. How much did you spend on Battery last month?
- g. How much did you spend on other energy sources last month?

Question 25: Ask about some facilities:

- a. Does the household have a separate kitchen?
- b. Does the household have a bath with WC?
- c. Does the household have only bathroom?
- d. Does the household have a only WC?
- e. Does the household have a corridor?
- f. Does the household have a balcony?
- g. Does the household have shed for poultry/animals?
- h. Does the household have a garage?
- i. Does the household have a compound?
- j. Does the household have a garden?

The answers are 1=Yes or 2=No

Question 26: Ask what is the area of the yard belonging to this house. Write '0' if there is no yard.

Question 27: Ask for the legal status of the dwelling.

If the answer is 1= Owned by the household, then skip to question 29.

If the answer is 2 = Not owned but no rent is paid, or 4 = Other (Specify) then go on this next section and leave question 28 and 29 blank.

If the answer is 3=Rented, then go on with question 28.

Question 28: For rented houses (which is code "3 = Rented" in question 27), ask how much did they pay for rent of this house last month.

Question 29: Only for households owned or rented, ask how much did they spend on maintenance and minor repairs last month.

This is the last Part of **Week 1**. Check over the sections completed to make sure that all questions have been answered properly. Make sure that all your handwritten responses **are legible**. Do not change any responses unless you ask the question again from the respondent. Also, if you find a missed question (other than those which were intentionally skipped), or you

notice a confusing response, re-check it with the respondent.

2.5 04-HOUSEHOLD ECONOMIC ACTIVITIES

This section must be completed during week 2

Respondent. The interviewer must contact the head of household to complete this part. If he/she is not at home then and only then try with his/her spouse. If both of them are absent, then the interviewer can contact another adult household member.

2.5.1 A. LAND OWNERSHIP

Question 1: Ask if any member of the household owns or operates land (owned, rented in, rented out, shared cropped, free use of communal land, etc.) which is used for vegetable gardening, agricultural or farming activities - crop cultivation, livestock raising, fishing and fish breeding, and (private) forestry. If the answer is NO, then skip all parts B, C, D on on with part E.

Note: Include any land, even if the household doesn't operate it, because it is rented-out.

Question 2: Record the total number of plots

Note: Ask questions from col. 4 to col. 22 **for each plot**. Start with the first one and when you have finished with all questions about this plot, only then go on with the second plot, and so on.
Proceed plot by plot.

Column 3: Plot Number: This is a pre-printed serial number, used to identify each plot owned or operated by the household.

Column 4: Ask the area of the plot. Record the area in col. 4a, and the area unit in 4b.

Column 5: Ask for the tenure type of the plot.

Column 6: Ask for the plot's type of land.

Column 7: Ask the year when they first have/start using the plot.

Column 8: Ask the way in which the plot was acquired. Note there is a special code for the plots that are rented-in: code '6'.

Column 9: Ask whether the household members have a paper to certify your ownership or rental agreement.

Column 10: If they do have a paper, ask for the type of paper.

Column 11: Ask what did they grow on this plot. Refer to the las season (wet or dry).

Column 12: Ask if the plot is irrigated or not. The answers are: "1 = Yes, dry season", "2 = Yes, wet season", "3= Yes, both", "4=No, never".

Column 13: Ask what kind of investments they have done in the plot, since they acquired it (since they use it, if they rent it in or occupied for free). There is space to write up to three different investments. If there are more than three, ask for the three most important.

If they haven't done any investment then write code "01=None" and then go on with question 15.

Note: Code "07 = Establish orchard" means growing FRUIT trees (any kind of fruit trees) for sale or for own consumption (e.g., papaya tree, rambutan tree, mangosteen tree, durian tree, coconut tree.....).

Column 14: If they have done an investment, ask in what year it was done. If more than one, ask for the most important one.

Column 15: Ask if they can use the plot as collateral.

Note: We want to know if they have the right, not if they have used the plot as a collateral. They may have the right to use it as a collateral and have never used this right.

Column 16: If it can be used as collateral, ask when they started having the rights to use it so. If more than one, ask for the most important one. The 'most important' according to the respondent.

Column 17: Ask if they have ever had conflicts with the plot.

Column 18: If yes, ask when did it happen. If more than one conflict, ask for the most important.

Column 19: Ask the type of conflict.

Column 20: Ask how long did it take them to solve the conflict. The answer must be in months.

Column 21: This is a hypothetical question, ask the respondent how much he/she thinks would it cost to rent a plot like this in the same village, for the following three cases:

- a. Yearly value of renting-in a plot like this in this village, during both seasons.
- b. Monthly value of renting-in a plot like this in this village, only during dry season.
- c. Monthly value of renting-in a plot like this in this village, only during wet season.

Column 22: This is also a hypothetical question, ask the respondent how much he/she would pay to buy a plot like this in the same village. Try to get an estimation.

2.5.2 B. PRODUCTION OF CROPS INCLUDING FRUITS AND VEGETABLES etc.

Question 1: Ask if they have produced crops including fruits and vegetables, during the past two seasons. If yes, then write code 1=Yes, and go on with questions in columns 2 to 12. If no, then leave those questions blank and go on with Part D.

Note: If in Part A, Column 11, there is at least one plot where the household members cultivated rice and/or other crops (codes 1, 2 or 3), then the answer to this question should be Yes.

Column 2: It is a serial pre-printed number and is used to distinguish between different crops cultivated in the same plot.

Note: In this part B, the lines are separated into two groups: the first group is to register crops or by products cultivated in the past wet season, and the second for crops cultivated in the past dry season.

You must proceed plot by plot, in the following way:

“In plot number 1, what crops, including fruit and vegetables did you grow in the past wet season?” Use one line for each different crop or by-product cultivated. One plot can be repeated, as many times as different plot were grown on it.

Column 3: Copy the plot number from column 3 in Part A. Use lines 1 to 7 for **past wet season**.

Note: Use one line for each different crop cultivated in the same plot.

Column 4: Write the description of the crop or by-product.

Note: Try to write the name of the crop as clear as possible, because this name will be used to code the crop later.

Then ask again: ***“In plot number 1, did you grow any other crops, including fruit and vegetables during the past wet season?”***

Once you have finished with the past wet season for **plot number 1**, ask the same questions, for the same plot but this time about the **past dry season**:

“And in the same plot number 1, what crops, including fruit and vegetables did you grow in the past dryseason?” This time use lines from 09 to 15.

Once you have finished with plot number 1, proceed in the same manner with plot number 2, and so on.

For example, if a household operates 6 plots, and they cultivate the following:

- a. In **plot number 1** the household members cultivate two different crops in the past Wet season: potatoes, and carrots and one crop in the past Dry season: onions
- b. In **plot number 2**, they cultivated rice in the past Wet season, and nothing in the past dry season.
- c. In **plot number 3**, they did not cultivate anything at all, in the past two seasons.
- d. In **plot number 4**, they cultivated one crop in the past Wet season: cassava, and in the past dry season they cultivated two crops: green gram and long green beans.
- e. In **plot number 5**, they cultivated one crop in the past Wet season: sugar cane, and in the past dry season they cultivated only the same crop again: sugar cane.
- f. In **plot number 6**, they cultivated one crop in the past Wet season: sweet potatoes, and in the past dry season they cultivated also one crop: sugar cane.

In this case, the questionnaire should be completed as follows, before going on with questions in columns 5 to 12.

SERIAL NUMBER	COPY THE PLOT NUMBER FROM PART A	What crop(s) have you grown (on what plots)?	
		Name of crop or by-product	NIS code

(1)	(2)		(3)
PAST WET SEASON			
01	1	Potatoes	
02	1	Carrots	
03	2	Rice	
04	4	Cassava	
05	5	Sugar cane	
06	6	Sweet potatoes	
07			
08	TOTAL		
PAST DRY SEASON			
09	1	Onions	
10	4	Green gram	
11	4	Long green beans	
12	5	Sugar cane	
13	6	Sugar cane	
14			
15			
16	TOTAL		

Note: Only once you have finished making the list of all crops, including fruits and vegetables that were grown in all the plots listed in Part A, then proceed with questions 4 to 12 for **each crop** cultivated in **each plot** listed in columns 3 and 4, **in each of the past two seasons**.

Column 5: In this column you must write the code for the unit code used to measure the crop cultivated:

- 1 = Thang
- 2 = Tao
- 3 = Kg
- 4 = Other (Specify)

Note: All quantities in columns 6, 7, 8, 9 and 10 **will be expressed in this unit of quantity** registered in column 5.

Column 6: Write how much was produced in the plot written in column 3, of the crop described in column 4, in the corresponding past season. If you are asking about crops listed in lines 1 to 7, then you are asking about **the past wet season**. But if you are asking about crops listed in lines 09 to 15, then you are asking about **the past dry season**.

Column 7: Ask for the quantity lost of that crop, cultivated in that plot in that season, that is rotted, lost, eaten by birds, rodents, etc.

Column 8: This is a calculation, column 6 – column 7.

Column 9: Ask how much of this crop, in that plot, in that season was given as crop rent.

Column 10: Ask what was the sale price of the crop produced, in that plot, in that season. The price would be expressed as Riels per the unit of quantity registered in column 5.

For example, if in column 5 the unit used for that crop, in that plot, in that season was **Thang**, then in this column 10 it will be the price of one **Thang** of that crop.

But if in column 5 the unit used for that crop, in that plot, in that season was **Kilogram**, then in this column 10 it will be the price of one **Kilogram** of that crop.

Column 11: It is a calculation: Col 8 * Col 10

Column 12: It is also a calculation: Col 9 * Col 10

In the example above, you should ask:

For line serial number 01:

Column 5: "What is the unit of quantity you used to measure the potatoes harvested in plot number 1 in the **past wet season**?" Answer: **Kilograms**

Column 6: "How many **kilograms** of potatoes were produced / harvested, in plot number 1 in the **past wet season**?" Answer: 40 **kilograms**

Column 7: "How many **kilograms** of potatoes were lost (rotted, lost, eaten by birds, rodents, etc.) after the harvest, in plot number 1 in the past wet season?" Answer: 5 **kilograms**

Column 9: "How many **kilograms** of the potatoes harvested in plot number 1 in the **past wet season**, were given as crop rent?" Answer: 0 **kilograms**

And so on.....

For line serial number 12:

Column 5: "What is the unit of quantity you used to measure the sugar cane harvested in plot number 5 in the **past dryseason**?" Answer: **Tao**

Column 6: "How many **Tao** of sugar cane were produced / harvested, in plot number 5 in the **past dry season**?"

And so on.

Note: In this example sugar cane was cultivated three times, one in plot number 5 in wet season, other in the same plot number 5 but in dry season and one time in plot number 6 in dry season. Each time you ask about the sugar cane cultivated in each plot, in each season.

We do not want the total quantity of sugar cane produced by the household as a big total.

2.5.3 C.COST OF CULTIVATION OF CROPS (including Fruits and Vegetables)

In this part you will find a list of items, from 01 to 16. For each item in the list you must ask how much was spent on it (in total, for all crops in all plots) in the last wet season and how much in the last dry season.

2.5.4 D.HYPOTHETICAL QUESTIONS ON RENTAL AND SALES MARKET

In this part, you will find a list of different types of land:

- 1 Wet season land
- 2 Dry season land
- 3 Wet & dry season land
- 4 Chamkar land
- 5 Vegetable garden land
- 6 Idle land
- 7 Other land (specify)

and for each type, you must ask the hypothetical questions from columns 2 to 23. Those questions are divided into 4 topics:

- Hypothetical questions about **renting-in** each type of land
- Hypothetical questions about **renting-out** each type of land
- Hypothetical questions about **purchasing** each type of land
- Hypothetical questions about **selling** each type of land

Note: Proceed line by line, that is,

1. Ask all questions from 2 to 23 about "Wet season land", and then
2. Ask all questions from 2 to 23 about "Dry season land",
3.
4. Ask all questions from 2 to 23 about "Idle land",
5. Ask at the end all questions from 2 to 23 about "Other land" (if the respondent mention a type of land not specified in the list).

RENT-IN & RENT-OUT

Column 2: You ask the respondent for the current rental rate for the type of land you are asking about, in this village. The rental rate should be in Riels per Hectare.

QUESTIONS ABOUT RENT-IN

Column 3: Ask whether they want to **rent-in** some land of the type you are asking about (or rent-in some more land, in case they already rent-in some) at the rental rate registered in column 2. If they want to, go on with column 7 and leave columns 4-6 blank.

Column 4: If they do not want to, ask why not.

Column 5: Now ask if they would want to **rent-in** some land (or more land) if the price is reduced to 2/3 of its current level. Help them and tell them what is the rental rate reduced.

The rental rate reduced to 2/3 is to multiply the rental rate in column 2 by 0,67. For example, if the rental rate per hectare is 100,000 riels, the the reduced rental rate would be 67,000 riels per hectare.

If they would want to, write code 1=Yes and go on with column 7 and leave column 6 blank.

Column 6: Ask why they wouldn't want to **rent-in** land at this reduced rental rate. Then go on with column 8. Leave column 7 blank.

Column 7: This question should be asked if the household would want to **rent-in** more land (at the original rental rate or at the reduced rental rate). Ask how many hectares they would like to **rent-in**.

QUESTIONS ABOUT RENT-OUT: DO NOT ASK LANDLESS HOUSEHOLDS

Column 8: Ask whether they want to **rent-out** some land of the type you are asking about (or rent-out some more land, in case they already rent-out some) If they want to, go on with column 12 and leave columns 9-11 blank.

Column 9: If they do not want to, ask why not.

Column 10: Now ask if they would want to **rent-out** some land (or more land) if the rental rate is increased to 1 and 1/3 of its current level. Help them and tell them what is the rental rate increased.

The increased rental rate to 1 and 1/3 is to multiply the rental rate in column 2 by 1,33. For example, if the rental rate per hectare is 100,000 riels, the the increased rental rate would be 133,000 riels per hectare.

If they would want to, go on with column 12 and leave column 11 blank.

Column 11: Ask why they wouldn't want to **rent-out** land at this increased rental rate . Then go on with column 13. Leave column 12 blank.

Column 12: This question should be asked if the household would want to **rent-out** land (at the original rental rate or at the increased rental rate). Ask how many hectares they would like to **rent-out**.

PURCHASE & SALES

Column 13: You ask the respondent for the current sale price rate for the type of land you are asking about, in this village. The sale price rate should be in Riels per Hectare.

QUESTIONS ABOUT PURCHASE

Column 14: Ask whether they want to **buy** some land of each type (or buy some more land, in case they already have some) at the sale price rate registered in column 13. If they want to, go on with column 18 and leave columns 15-17 blank.

Column 15: If they do not want to, ask why not.

Column 16: Now ask if they would want to **buy** some land (or more land) if the sale price rate is reduced to 2/3 of its current level. Help them and tell them what is the sale price rate reduced.

The sale price rate reduced to 2/3 is to multiply the sale price rate from column 13 by 0,67. For example, if the sale price rate per hectare is 100,000 riels, the the reduced sale price rate would be 67,000 riels per hectare.

If they would want to, write code 1=Yes and go on with column 18 and leave column 17 blank.

Column 17: Ask why they wouldn't want to **buy** land at this reduced sale price rate. Then go on with column 19. Leave column 18 blank.

Column 18: This question should be asked if the household would want to **buy** more land (at the original sale price rate or at the reduced sale price rate). Ask how many hectares they would like to **buy**.

QUESTIONS ABOUT SALES: DO NOT ASK LANDLESS HOUSEHOLDS

Column 19: Ask whether they want to **sell** some land of the type you are asking about . If they want to, go on with column 23 and leave columns 20-22 blank.

Column 20: If they do not want to, ask why not.

Column 21: Now ask if they would want to **sell** some land of the type you are asking about if the sale price rate is increased to 1 and 1/3 of its current level. Help them and tell them what is the sale price rate increased.

The increased sale price rate to 1 and 1/3 is to multiply the sale price rate in column 13 by 1,33. For example, if the sale price rate per hectare is 100,000 riels, the the increased sale price rate would be 133,000 riels per hectare.

If they would want to, go on with column 23 and leave column 22 blank.

Column 22: Ask why they wouldn't want to **sell** land at this increased price. Then go on with Part E. Leave column 23 blank.

Column 23: This question should be asked if the household would want to **sell** some land (at the original price or at the increased price). Ask how many hectares they would like to **sell**.

2.5.5 E. INPUTS AND OUTPUTS OF LIVESTOCK RAISING ACTIVITIES

Question 1: This question will define whether any of the household members have had any livestock in the past 12 months. If they haven't, then skip the table below, and go on with part F.

In this part, there is a list of 10 animals/birds, and for each of them you must ask questions in cols. 3 to 14.

Question 2: It is a pre-printed serial number that identify each different type of animal or bird.

Note: Proceed line by line, that is,

1. Ask all questions from 3 to 4 about "Cattle", and then
2. Ask all questions from 3 to 4 about "Buffaloes", and then
3.
4. Ask all questions from 3 to 4 about "Quail", and then
5. Ask all questions from 3 to 4 about any other animals or birds not listed.

Column 3: For each animal/bird, ask whether somebody in the household have raised any, during the past 12 months. If No, then go on with the following animal/bird in the list, and leave cols. 3 to 13 blank.

Note 1: By have raised an animal or bird during the past 12 months we mean have raised **own animal or bird**.

Note 2: Have raised an animal or bird during the past 12 months doesn't mean they have them now. They may have raised some during the past 12 months, and now not to have any.

Column 4: Ask the number of animals or birds of the type you are asking about, currently owned by the household. Note that this may be zero.

Column 5: Ask the sale's value of all the animals or birds of the type you are asking about, currently owned by the household. Note that this may be zero, if currently they don't have any.

Column 6: Ask the number of animals or birds of the type you are asking about, owned by the household 12 months ago. Note that this may be zero.

You should help the respondent, asking, for example: "*How many sheep did you have 12 months ago, that is in ...[july]... last year?*"

Note: The number owned 12 months ago **is not the same** than the amount they have owned during the past 12 months.

The number owned 12 months ago is the number owned in an exact and precise month of the past year (which is exactly 12 months ago)

Column 7: Ask the total sales value of the animals or birds of the type you are asking about, owned by the household 12 months ago, at the price 12 month ago.

Note: It doesn't mean they actually sold them, you should try to get an estimate value of the number of the animal or bird owned exactly 12 months ago (of the type you are asking about).

You should help the respondent, asking, for example: "*What was the total sales value of all sheeps you had 12 months ago, that is in ...[july]... last year?*"

Column 8: Value of all animals or birds of the type you are asking about, sold during the past 12 months. This is actual sales, done by the household during the past 12 months.

Column 9: Value of all animals or birds of the type you are asking about, bought during the past 12 months. This is actual purchases, done by the household during the past 12 months.

Column 10: Ask for the estimated value of all animals or birds of the type you are asking about, consumed in the household during the past 12 months.

You should help the respondent, asking, for example: "*What is the value in riels of all chicken you have consumed in your household during the past 12 months ago, that is in since ...[october 2002]...until ...[september 2003]...?*"

Column 11: Ask for the estimated value of all animals or birds of the type you are asking about, used for barter, or given as gift, or charity, etc. during the past 12 months.

You should help the respondent, asking, for example: "*What is the value in riels of all chicken you have used for barter, or given as gift, or charity, etc. during the past 12 months ago, that is in since ...[october 2002]...until ...[september 2003]...?*"

The following 3 columns are about livestock products (milk, butter, eggs, hide and skin, manure etc.).

Note: Be careful when asking questions 12, 13 and 14. It depends on the animal or bird the examples you can give of livestock products. For example, do not mention eggs when asking about horses, or milk when asking about chicken!

For the same animal or bird, in those three questions we ask about all the products, if there is more than one.

Column 12: Ask the value of the products sold from the type of animal or bird you are asking about, during the past 12 months.

You should help the respondent, asking, for example if you are in line serial number 07: Chickens: "*What is the value in riels of all eggs you have sold during the past 12 months ago, that is in since ...[october 2002]...until ...[september 2003]...?*"

Column 13: Ask the value of the products from the type of animal or bird you are asking about, that were consumed in the household during the past 12 months.

You should help the respondent, asking, for example if you are in line serial number 01: Cattle: "*What is the value in riels of all the milk consumed in the household during the past 12 months ago, that is in since ...[october 2002]...until ...[september 2003]...?*"

Column 14: Ask the value of the products from the type of animal or bird you are asking about, that were used for barter, or given as gift, or charity, etc. in the household during the past 12 months.

Example: an hypothetical household with the following characteristics:

- The interview is in March 2004.
- Then, the past 12 months are from March 2003 to February 2004.

- They bought 3 cattle in April 2003, for a total amount of 500 riels.
- They sold those 3 cattle in October 2003, for a total amount of 550 riels.

Then, the answers to the first questions would be like this:

SERIAL NUMBER	Type of animal or bird	Has anyone in your household raised any ..[LIVESTOCK].. in the past 12 months? 1=Yes 2=no (=>> Next animal)	Number of ..[LIVESTOCK].. currently owned ? If none, write '0'	What would be the total sales value of ..[LIVESTOCK].. currently owned? Write '0' if nothing	Number of ..[LIVESTOCK].. owned 12 months ago? If none write '0'	Total sales value of ..[LIVESTOCK].. owned 12 months ago at the then prevailing prices? Write '0' if nothing	Value of ..[LIVESTOCK].. sold during the past 12 months? Write '0' if nothing	Total paid for ..[LIVESTOCK].. bought during the past 12 months? Write '0' if nothing
			NUMBER	RIELS	NUMBER	RIELS	RIELS	RIELS
(1)		(2)	(3)	(4)	(5)	(6)	(7)	(8)
01	Cattle	1	0	0	0	0	550	500

The second table of this part has a list of 5 items. You must ask for each item, the total amount spent on that during the past 12 months, by all the household members involved in livestock raising activities.

Column 15: It is a serial number used to identify the expense.

Column 16: Ask how much was spent during the past 12 months on each item listed, due to the raising animals or birds activities.

2.5.6 F. INPUT AND OUTPUTS FROM FISH CULTIVATION AND FISHING/TRAPPING OF AQUATIC PRODUCTS

Question 1: Ask whether the household has raised fish (or any other aquatic product like frogs or crocodiles) during the past 12 months. If no, the write code 2=No and go on with question 7.

Question 2: Ask whether the household has its own pond for fish or shrimp culture. If no, the write code 2=No and go on with question 7.

Column 3: This is the Pond Number. Use a different line for each different pond owned by the household.

Column 4: Ask the area in square meters of the pond you are asking about.

Column 5: Ask how much would they have to pay to buy a pond like the one you are asking about, in this village.

Column 6: Ask how much would they have to pay per month to rent a pond like the one you are asking about, in this village.

Question 7: Ask whether the household member have catch fish, shrimp, crabs, oysters, etc. during the past 12 months? If no, write code 2=No and go on with Part G.

Note: They may have caught some of those items in the sea, in rivers, in lakes, in rice plantations etc...

Only if yes on questions 1 or 2 or 7, ask the two boxes below:

Box 1: EXPENDITURES: You have a list of expenditure items, and for each of them you have to ask the question in column 9.

Column 8: Is the expense number.

Column 9: Ask how much the household has spent on each of the items listed during the past 12 months.

Box 2: INCOME: You have a list of income items, and for each of them you have to ask the question in column 11.

Column 10: Is the income number.

Column 11: Ask how much the household has received from each of the items listed during the past 12 months. From lines 2 to 6, try to get an estimation.

2.5.7 G.INPUTS AND OUTPUTS FROM FORESTRY AND HUNTING

Question 1: Ask if any household member collected firewood, charcoal, timber or other forest products during the past 12 months.

Question 2: Ask if any household member collected palm juice, root crops, herbs, honey or hunt wild animals or birds during the past 12 months.

If code 1=Yes on questions 1 or 2 ask the following questions, if the answer is 2=No to both of them then skip to Part H.

That is, if any household member collected firewood, charcoal, timber or other forest products, or collected palm juice, root crops, herbs, honey or hunted wild animals or birds during the past 12 months, then ask the first table, and then the second table on the right of the page.

Column 3: This is the product number.

For each item (line):

- 01 *Sawing logs*
- 02 *Firewood*
- 03 *Wood for charcoal*
- 04 *Rattan, bamboo, palm leaves, other fibrous material*
- 05 *Palm juice*
- 06 *Root crops, fruits and vegetables*
- 07 *Herbs*
- 08 *Honey*
- 09 *Wild animals and birds*
- 10 *Other products (specify)*

ask:

Column 4: The amount received from sales during the past 12 months

Column 5: The imputed value of what was consumed in the household

Column 6: The imputed value of such products given away for gifts, charity, barter, etc (column 4).

Column 7: Is the total, which is Col 4 + Col 5 + Col 6.

Column 8: This is the expenditure number.

For each expenditure item:

- 1 *Transport costs including transport to market*
- 2 *Fuel or draft animal feed*
- 3 *Hired labour charges*
- 4 *Tools, equipment, including maintenance*
- 5 *Commissions, tips, rents, etc.*
- 6 *Other (specify)*

ask

Column 9: The expenses in riel during the past 12 months, related to this Forestry and Hunting activities.

2.5.8 *H. INVENTORY OF HOUSEHOLD NON-AGRICULTURAL ECONOMIC ACTIVITIES DURING THE PAST 12 MONTHS*

Question 1: It is to determine whether in the household are some household members who ran a non-agricultural enterprise or business during the past 12 months. If no, they go on with Section 5.

Note: In this part we ask about **non-agricultural** enterprises or business. That is, do not include any economic activity covered in the previous parts A, B, C, E, F, G.

First Table: List of enterprises / business

If yes, then start with the first table, where you must make the list of all enterprise or business activities performed during the past 12 months,

Column 2: It is preprinted, and is to identify the activity. This number will be used in other questions of this same part.

in the column named "**Description of the Activity**", write the description of the enterprise or business.

For each of the activities, write down the main product in the column named "**Main Product**".

Those two descriptions will be used to give the "**NIS Industry code**" (col. 3) later. You can add up to 8 different activities. If it happens that there are more, refer to the 8 most important.

Column 4: Ask who in the household is the most knowledgeable about the enterprise you are asking about. Copy his/her **Id Number** from the List of Household members (Initial Visit, Part A).

Columns 5 to 12: Copy the **Id Numbers** from the List of Household members (Initial Visit, Part A) of all the other household members involved in the activity.

Second Table: Expenses on the enterprises / business activities

In this table you have a list of 18 different expenses-items, and then you have 8 columns, one for each activity listed in the previous table. In each column (that is for each activity) ask the expenses for each of the 18 items. Write zero if no expenses for any of them.

Note: These expenses are only related with the business/enterprise, not with the household!

Line N° 19 is to register the total.

Note: Be extremely careful in writing the expenses for:

1. Enterprise N° 1 from the first table, in col. 14,
2. Enterprise N° 2 from the first table, in col. 15
3.
4. Enterprise N° 8 from the first table, in col. 21.

Do not mix them!

Third Table: Income from the enterprises / bussiness activities

In this table you have a list of 20 different income-items, and then you have 8 columns, one for each activity listed in the previous table. In each column (that is for each activity) ask the expenses for each of the 20 items. Write zero if no expenses for any of them.

Note: This income is only related with the bussines/entreprise.

Line N° 21 is to register the total.

Note: Be extremely careful in writing the income from:

1. Enterprise N° 1 from the first table, in col. 23,
2. Enterprise N° 2 from the first table, in col. 24
3.
4. Enterprise N° 8 from the first table, in col. 30.

Do not mix them!

2.6 05-HOUSEHOLD LIABILITIES

This section must be completed during week 2

Respondent: The interviewer must contact the head of household to complete this part. If he/she is not at home then and only then try with his/her spouse. If both of them are absent, then the interviewer can contact another adult household member.

Question 1: It is to determine whether somebody in the household have outstanding loans or debts to other households or institutions. If no, skip the table and go on with question 9.

If they have, then ask questions in columns 2 to 8:

Column 2: Pre-printed loan number. There is space to write up to 3 different outstanding loans or debts to other households or institutions.

Column 3: Ask how old is the debt in months.

Column 4: Ask from whom the loan was obtained. If from more than one source, write the 3 most importants.

Column 5: Ask what was the primary purpose (or main purpose) for which the household borrowed the money.

Column 6: Ask what was the total amount borrowed, inically.

Column 7: Ask what is the monthly rate of interest, as a percentage. If no interest, write 0, and if they don't know the monthly rate of interest, write 98.

Column 8: Ask how much of the amount in Col. 6 is still to be repaid, including interest.

Note: If they haven't paid back any amount, then this column 8 will be equal to the amount in column 6, plus the interest in column 8.

After finishing with all the loans, go on with question 10, and leave question 9 in blank.

Question 9: Ask if in the case the household gets into acute need for assistance, there are other related households on whom they could rely upon for assistance, to borrow in cash or in kind 100 000 riels.

Question 10: Ask if there are some related households whom the household would feel obliged to assist in case of acute need for assistance, to lend in cash or in kind 100 000 riels.

2.7 06-HOUSEHOLD INCOME FROM OTHER SOURCES

This section must be completed during week 2

Respondent: The interviewer must contact the head of household to complete this part. If he/she is not at home then and only then try with his/her spouse. If both of them are absent, then the interviewer can contact another adult household member.

In this section, you will find a list of 13 sources of income not included in previous sections, such as pensions, remittances, interests, dividends, etc.

For each line, ask for the total amount received for all the household members from this source, during the past 12 months. Write zero if nothing was received.

Note: Income registered in this section does not include income registered in section 4 (Household Economic Activities).

This is the last Part of **Week 2**. Check over the sections completed to make sure that all questions have been answered properly. Make sure that all your handwritten responses **are legible**. Do not change any responses unless you ask the question again from the respondent. Also, if you find a missed question (other than those which were intentionally skipped), or you notice a confusing response, recheck it with the respondent.

2.8 07-DURABLE GOODS AND OTHER EXPENSES

This section must be completed during week 3

Respondent: The interviewer must contact the head of household to complete this part. If he/she is not at home then and only then try with his/her spouse. If both of them are absent, then the interviewer can contact another adult household member.

2.8.1 A. DURABLE GOODS

In this part there is a list of 46 durable goods. You should ask questions 3 to 7 about each of them.

Column 1: Is the pre-printed serial number identifying each item.

Column 2: It is the Product Code, and is pre-printed too

Column 3: For each of items in the list, you must ask first how many of this “item” the household owns (the number owned in total, by all the household members). If they don’t have any, then write ‘0’ under column 3, and go on with the next durable good, leaving columns 4-7 blank. If they do have, write in this column 3 the total number owned. You should ask, for example: “How many radios do you have?”

Column 4: In this column you must inquire the way in which the item(s) was(were) acquired. As they may have more than one item, there is place to write the way for up to 4 items (for example, 4 radios). If there are more, ask for the 4 more recent ones.

Column 5: Ask:

- a. How many of this(these) this ..[ITEM]s.. were acquired or received within the last 12 months, and
- b. How many of this(these) this ..[ITEM]s.. were acquired or received before the last 12 months

Note: Column 5a + 5b must be equal to column 3.

Column 6: If the item was purchased (or received) within the last 12 months, then ask what was the purchase value of it (or the imputed value, if it was a gift or payment in-kind).

Column 7: If the item was purchased (or received) before the last 12 months, then ask how much could they get for this(these) item(s), if they sold it(them).

2.8.2 B. OTHER EXPENDITURES

This section must be completed during week 3

Respondent: The interviewer must contact the head of household to complete this part. If he/she is not at home then and only then try with his/her spouse. If both of them are absent, then the interviewer can contact another adult household member.

You will find here a list of expenses, and for each of them you should ask how much (in total) was spent by the household, in the period of time printed under the column “Time period”

For example:

Line 1: “How much did your household spent in total on clothing and footwear (tailored clothes, ready-made clothes, rain clothes, underwear, baby clothes, diapers, hats, shoes, boots, etc.), during the past 6 months, that is from ..[MONTH].. until last month?”

Or

Line 6: “How much did your household spent in total on Personal effects (costume/gold jewellery, handbags, wallets, wristwatch, clocks, umbrellas) during the past 12 months, that is from ..[MONTH].. until last month?”

2.9 08-CONSTRUCTION ACTIVITIES IN THE PAST 12 MONTHS

This section must be completed during week 3

Respondent. The interviewer must contact the head of household to complete this part. If he/she is not at home then and only then try with his/her spouse. If both of them are absent, then the interviewer can contact another adult household member.

Question 1 is a filter question, and it is used to determine whether the household owns any buildings used for residential, agricultural, commercial or industrial purposes or not. It doesn't matter if they use it or not (the building maybe rented-out). If they **do not** own any building, then write down the answer ("2"=NO), skip the complete section and go on with next section. If yes, then ask the Columns 2 to 17.

Note 1: Do not include any building used by the household but that it is rented-in

Note 2: Do include the house in which they live, if it is owned by the household

Column 2: Is pre-printed in the questionnaire and is used to identify each building owned by the household.

Column 3: This is the type of use given to the building. The building can be used for different purposes at the same time, you can see that you have space to write up to three different types of uses. Write down the most important first, and so on.

Column 4: Ask what is the total area of the building, in square meters.

Note: It is the area of the building, do not include yard or garden, if any.

Column 5: Ask how much they would have to pay to buy a building like this in the village. Try to get the estimation from the interviewee.

Column 6: Ask how much they would have to pay to rent a building like this in the village. Try to get the estimation from the interviewee.

Column 7: Ask if a part of the building is rented-out. If no, then skip to column 9.

Column 8: If a part of the building is rented-out, ask how much they receive monthly from this rent.

Column 9: Ask if the building has been constructed, extended or repaired in the last 12 months, that is, since ..[MONTH].. last year? If no, then write code 2=No and go on with the next building.

Column 10: Ask if it was a construction, extension or reparation of the building. If more than one during the past 12 months, ask for the most important to them.

If the answer is "2=Extension" or "3=Repair", then skip to column 14 and leave columns 11, 12 and 13 blank.

If it was constructed during the past 12 months, then ask:

Column 11: Ask when (year and month) did the construction start.

Column 12: Ask when the household members started to use this building. If not yet used enter "00" for year and "00" for month.

Column 13: Ask who built (or who are building, if not yet finished) the building.

From this question until the end of the section, you ask about all buildings that were constructed, extended or repaired during the past 12 months:

Column 14: Ask how much did they pay those who helped, hired or contracted.

For building still under work the cost up till now.

Column 15: Ask how much they have spent for materials, for the construction, extension or repairation of the building.

For building still under work the cost up till now.

Column 16: This column should be completed only if the respondent cannot to separate labour and materials (columns 14 and 15).

Column 17: If in column 13 the respondent answers that some household members have helped in the construction/repairation/extension of the building, then you must try to get an estimation of the value of this work, that is, how much would have costed to hire people to do the same work done by the household members.

Note: In this question, include only the **household members** that worked for free.

Column 18: Now you must try to get an estimation of the value of the work of other who helped (for free), different than household members, That is, how much would have costed to hire people to do the same work done by those people.

Note: In this question, include relatives, neighbours, friends, etc. that worked for free.

Column 19: Only for buildings not yet completed: Ask what would be the estimated remaining cost of the building completed.

2.10 09-NUTRITION

This section must be completed during week 3

2.10.1 A. RICE CONSUMPTION

Respondent: The interviewer must interview each member to complete this part. Mothers can answer for their children.

Column 1: It is pre-printed and is the "Id. Number" or the "Id Code" of each household member.

Note: You must write the entries for each person on this section **against the same Id Number from the household list.**

It is vitally important to record the information about a person in front of the same unique Id number (from col.1 of the List of Household Members: Initial visit, Part A)

Column 2: Ask how many plates of rice the household member you are asking about had for **breakfast**.

Column 3: Ask how many plates of rice the household member you are asking about had for **lunch**.

Column 4: Ask how many plates of rice the household member you are asking about had for **dinner**.

Column 5: Ask how many plates of rice the household member you are asking about had in **other moments**.

Note: If the quantity of rice is less than one plate, please record a half (0.5) or a quarter (0.25)

of plate

2.10.2 B. OTHER FOOD

Respondent: The interviewer must contact the head of household to complete this part. If he/she is not at home then and only then try with his/her spouse. If both of them are absent, then the interviewer can contact another adult household member.

In this part you have a list of foods:

- 1 Eggs (any) NUMBER
- 2 Fish/fish paste, squid, shrimp and prawns, etc. KILOGRAM
- 3 Other meat (beef, pork, chicken, duck, etc.) KILOGRAM
- 4 Green leafy vegetables KILOGRAM
- 5 Orange vegetables (pumpkin, carrot, orange sweet potato, etc.) KILOGRAM
- 6 Orange fruits (Ripe mango, ripe papaya, jackfruit, etc.) KILOGRAM

and for each of them you must ask:

Column 2: The number of times the household members consumed that food in the past 7 days.

Column 3: How much was consumed in total in the last 7 days.
You may help them with the last 7 days, for example if the day of the interview is Tuesday, then you can tell the respondent: "Than is since Tuesday last week until yesterday".

Note: For all the items you should use "Kilograms", except for eggs, wich use "Number of".

2.10.3 C. VULNERABILITY

Question 1: Ask whether the household used iodized salt, yesterday.

Question 2: Ask if in the last 12 months, the household had enough food all days or if there were there days and weeks with very little or no food so that the household had to starve. If they answer code 1=Yes, then gon on with next section.

Question 3: Ask how many of the last 52 weeks did the household have so little food that it was starving. Write "0" if less than 1 week.

2.11 10-FERTILITY AND CHILD CARE

This section must be completed during week 3

2.11.1 A. FERTILITY HISTORY

Respondents: Each woman aged 15 to 49 years old, and you must interview **each woman personally**.

Column 1: Is a pre-printed serial number.

Column 2: In this case the "**Id Number**" of the woman is not pre-printed. You must copy the "Id Number" from the list of household members (Initial Visit: Part A).

Column 3: If you couldn't interview the woman personally, then in this column you have to copy the "**Id Number**" of the respondent from the list of household members (Initial Visit: Part A).

Column 4: Ask how old was she when she first married. Write “90” if never married and “98” if doesn’t know.

If the woman recalls the date of her first marriage but not her age at the time, her age may be calculated by subtracting her date of birth from the date of her marriage. If she happens to know the duration since her first marriage, her age at that time could be obtained by subtracting the duration from her current age. Try to make the calculation from the information that the woman is most confident about.

Column 5: Ask the woman for the total number of children (male (5a) and females (5b) separately) she has given birth to alive, that is that showed any sign of life after birth.

It is important to distinguish between still-births and live births. A still-birth is a baby that is born dead, and should not be included in any reporting in this questionnaire. A live birth is a baby that was born alive, breathing at the time of birth even if it died soon afterwards. Generally, a live birth is one in which the baby lived at least long enough to cry. Only live births should be reported in subsequent columns.

Column 6: Ask how many of those children are currently living in this household. 6a: Males and 6b: females.

Column 7: Ask how many of those children are outside this household. 7a: Males and 7b: females.

Column 8: Ask how many of those children have died. 8a: Males and 8b: females.

This may be a difficult question for both the interviewer and the respondent, but it is important to ask for this information as the respondent or the woman herself would prefer not to mention the death of a child. However, accurate responses to this question are needed in order to calculate the level of infant and child mortality in Cambodia and to develop programmes to reduce such mortality.

Column 9: Ask how many of those children died before 5 years of age. 9a: Males and 9b: females.

Column 10: Ask how many of those children died before 1 year of age. 10a: Males and 10b: females.

<p>Note: Answer in column 10 must be less or equal to answer in column 9, and both of them must be less or equal to answer in column 8.</p>
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2.11.2 B. CHILD FEEDING AND VACCINATIONS

Respondents: Each woman who has a child aged up to 2 years (do include adopted children). You must try to interview **each woman personally**. If there are no children aged up to two years old, then go on with the next section.

Column 1: It is a serial number, used to identify the children.

Column 2: In this case the “**Id Number**” of the woman is not pre-printed. You must copy the “**Id Number**” from the list of household members (Initial Visit: Part A).

Column 3: If the child lives in the household, then copy his/her “**Id Number**” from the list of household members (Initial Visit: Part A). Otherwise, write “98” and go on with following child of the same woman or with the next woman.

<p>Note: The same woman can use one, two or even more lines: One for each child aged up to 2 years.</p>
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Column 4: Ask after birth of that child, what was the first thing she gave to him/her to drink.

Column 5: Ask if she ever breastfed the child. If no, write code 2=No and skip to column 7a.

Column 6: Ask her how long after birth of the child she initiated breastfeeding him/her.

If she started breastfeeding the child only some minutes after the delivery, then write the answer in column 6a (Minutes), and leave columns 6b (Hours) and 6c (Days) blank.

If she started breastfeeding the child some hours after the delivery, then write the answer in column 6b (Hours), and leave columns 6a (Minutes) and 6c (Days) blank.

If she started breastfeeding the child some days after the delivery, then write the answer in column 6c (Days), and leave columns 6a (Minutes) and 6b (Hours) blank.

Column 7: There are 7 questions in this big column. You should ask each of them and write down then answer in the corresponding column:

a. "In total, how many times yesterday during the day and night was your child given plain water? **Write down the answer in column 7a.**

b. "In total, how many times yesterday during the day and night was your child given infant formula? **Write down the answer in column 7b.**

c. "In total, how many times yesterday during the day and night was your child given other milk, such as powered or sweet condensed milk? **Write down the answer in column 7c.**

d. "In total, how many times yesterday during the day and night was your child given fruit juice, such as coconut water? **Write down the answer in column 7d.**

e. "In total, how many times yesterday during the day and night was your child given any other liquids, such as sugar water, teas, canned soft drink (Coca Cola, 7 up etc...)? **Write down the answer in column 7e.**

f. "In total, how many times yesterday during the day and night was your child given rice soup water, samlo broth and soup broth? **Write down the answer in column 7f.**

Column 8: Ask how many times did the child eat foods, such as rice, rice soup snack etc other than liquids yesterday during the day and night. Write the number of times. Write "0" if nothing.

Column 9: Ask if she (the mother of child) had night-blindness during the child's pregnancy (the child you are asking about).

VACCINATIONS:

Column 10: Ask if the child has a yellow card.

There are several options:

1. The child has a yellow card.

- a. You can see the card. Then, copy the information from the card into columns 11 to 14.
- b. The yellow card has been lost, so you cannot see it. Try to collect the information from the mother of the child or other household member.

- If the mother or other household member does remember the information on vaccinations for that child then complete the information in columns 11 to 14.
 - If the mother or other household member do not remember the information on vaccinations for that child then write "98" for "don't know" for year and month.
2. The child **does not** have a yellow card. Try to collect the information from the mother of the child or other household member.
 - a. If the mother or other household member does remember the information on vaccinations for that child then complete the information in columns 11 to 14.
 - b. If the mother or other household member does not remember the information on vaccinations for that child but she/he remembers the child **was** vaccinated, then write "66" for "don't know" for year and month.
 3. The child has never been vaccinated. In this case, write code 3, and go on with next child.

2.12 11-MORTALITY

This section must be completed during week 3

Respondent: The interviewer must contact the head of household to complete this part. If he/she is not at home then and only then try with his/her spouse. If both of them are absent, then the interviewer can contact another adult household member.

Question 1: You should ask if any member of the household (child or grown up) has died during the last 12 months. If no, then write down the answer (2=No) and go on with next section.

Question 2: If yes, you should how many have died during the past 12 months.

Then complete the table below, about all death persons:

Column 3: Pre-printed line number. It is used to identify each death person.

Column 4: Ask how old was the person when he/she died. If the person was older than 5 years old, then write the answer in years. If he/she was 5 years or less when he/she died, then write the age in years and months.

Column 5: Ask what was the sex of the death person.

Column 6: Ask what was the relationship of the dead person to the head of the household.

Column 7: Ask what was the cause of death. "*Cause of death as stated by any medical person, otherwise as best known by the respondent. Otherwise describe the illness or symptoms the deceased was suffering from. Otherwise accept don't know as answer.*"

Write the description of the cause of death as clear as possible.

Column 8: Ask if the cause of death was stated by a medical person.

This is the last Part of **Week 3**. Check over the sections completed to make sure that all questions have been answered properly. Make sure that all your handwritten responses **are legible**. Do not change any responses unless you ask the question again from the respondent.

Also, if you find a missed question (other than those which were intentionally skipped), or you notice a confusing response, recheck it with the respondent.

2.13 12-HEALTH CHECK OF CHILDREN

This section must be completed during week 4

To be asked about each household member who is a child aged up to 6 years old.

Column 1: Is a pre-printed serial number.

Column 2: Copy the child's "Id Number" from the list of household members (Initial Visit: Part A).

Column 3: Write down the date the child was measured.

Column 4: Write down the child's height measured in **centimeters**. Do write down one decimal point, even if it is zero. If the child was not measured, then write down "998.0"

Column 5: Only if the child was measured, ask if the height was measured standing up or lying down.

Column 6: Write down the child's weight measured in **kilograms**. Do write down one decimal point, even if it is zero. If the child was not weighted, then write down "998.0"

Column 7: Ask the mother or other household member if the child is given vitamin A.

Column 8: **Only for children 1 year old or more**: ask the mother or other household member if the child suffers from night-blindness.

2.14 13-CURRENT ECONOMIC ACTIVITY

This section must be completed during week 4

Respondents: Each household member aged 10 years and older. ***You must interview each member personally.***

2.14.1 A. ACTIVITY STATUS DURING THE PAST 7 DAYS

Column 1: It is pre-printed, and it is the "Id Number".

Note: You must write the entries for each person on this section **against the same Id Number from the household list.**

There will be some empty lines: those that correspond to household member that are outside the age-range defined for this section.

It is vitally important to record the information about a person in front of the same unique Id number (from col.1 of the List of Household Members: Initial visit, Part A)

Column 2: If you couldn't interview the member personally, then in this column you have to copy the "Id Number" of the respondent from the list of household members (Initial Visit: Part A).

Column 3: Ask the household member if he/she has done any work at all, even one hour, during the past 7 days (worked on farm, private or public sector, own account or in a business belonging to someone else in your household etc.). If Yes, write code 1=Yes and skip to column 5.

Column 4: If no, then ask the household member if he/she has a job from which he/she was temporarily absent (e.g.: absent due to holiday or illness). If no, then write code 2=No and skip to column 7.

Column 5: If the household member did do any job (even for one hour) during the past 7 days, then ask how many hours did he/she work in total in the past 7 days. Write down the number of hours.

Column 6: Then ask if this the number of hours that he/she wants to work per week, or if he/she would prefer to work more or less hours. The codes are:

1=Same
2=Less
3=More

If the answer is code 1=Same, then skip to column 12. If the answer is code 2=Less or code 3=More, then skip to column 10.

Column 7: If the household member **did not do** any job (even for one hour) during the past 7 days, ask whether he/she was available for work during the past 7 days.

Column 8: If the household member **did not do** any job (even for one hour) during the past 7 days, ask whether he/she was actively seeking work during the past 7 days. If no, then write code 2=No and skip to question 10.

Column 9: Ask in what ways he/she tried to find a job. Enter up to three codes.

Column 10: Ask how many hours he/she wants to work per week. Enter the number of hours per week. Write "0" if nothing.

Note: You ask this question to all household members (10 years and older) who have not worked during the past 7 days, even to those who may not be interested in having a job (as for example, students). In such a case you will probably get '0' as answer, which means they do not want to work.

Column 11: If the answer to question in Column 6 was code 3=more hours or was available for work (code '1' in Col. 7) or actively seeking work (code '1' in Col. 8) then ask how long he/she has been unemployed/ or working less hours than he/she wants to.

Unemployed

Unemployed persons are persons in the labor force who did not work or had no job or business during the reference week but were reported available and actively looking for work. Also, considered as unemployed are persons without job or business who were reported as available for work but were not looking for work because of their belief that no work was available or because of temporary illness/disability, bad weather, pending job application or waiting for job interview.

Column 12: Ask how many occupations did he/she have in the past 7 days. Write "0" if none, and go on with next person aged 10 years or older. Otherwise, go on with column 2 in Part B.

2.14.2 B. MAIN OCCUPATIONS DURING THE PAST 7 DAYS

Column 1: It is pre-printed, and it is the "**Id Number**". Use the same line used in Part A.

You can see that in this sheet each big line (which corresponds to one household member) is divided into two small lines: One to be used for the primary occupation, and the second one for the secondary occupation.

Column 2: Ask for the household member's primary and the secondary occupations during the past 7 days. If only one, then use only one small line. Write the description in column 2a.

Write a clear description of the specific work the person did. For example, do not write "factory worker" but write what the person did in the factory, such as 'weaving machine operator' or 'machine repairman'. Occupation refers to the type of work, trade, or profession performed by the person, such as paddy farmer, physician, primary school teacher, carpenter, beauty shop operator etc. If the person had a job but did not work because of leave, vacation or illness, write the occupation to which he was expected to return. The description should be sufficiently detailed, so that the occupation code can be entered in col. 2b in the office.

For a person who was engaged in two or more types of occupation during the past week, the primary occupation was one which was accepted as such by the person considering time spent, income earned, legal or social status etc. The secondary occupation was that which was accepted as the next most important judging by the same criteria.

Occupation

Occupation refers to the type of work, trade or profession performed by the individual during the reference period. If the person is not at work but with a job, occupation refers to the kind of work that the person will be doing when he reports for work.

Primary Occupation

If any member had more than one economic activity – wage employment or self-employment – during the reference period (say, past 7 days or past 12 months), then the primary occupation was one which the respondent accepts as such based on time spent and /or income earned from different activities and other considerations like social and legal status. If the person was engaged in only one occupation, then that was his/her primary occupation.

Secondary Occupation

If any member had more than one economic activity – wage employment or self-employment – during the reference period (say, past 7 days or past 12 months), then the secondary occupation was one which the respondent accepts as the most important based on time spent on and income earned from different activities and other considerations like social and legal status among all occupations of the person excluding the primary occupation.

Column 3: For each of the two occupations (if there are 2), ask the household member in what kind of economic activity, like agriculture, manufacturing, construction, trade or service, did he/she work in the past 7 days. Use the first small line for the primary occupation, and the second for the second occupation. Write the description in column 3a.

Write a clear description of the industry corresponding to the primary occupation recorded in col.2a. Ask the question printed in the column heading. In recording the industry, be as specific as possible. Do not write 'farming', but specify the main type of farming like rice farming or orchard or vegetable farm or livestock raising. Mention the main product – good or service – produced by the activity so that the industry code can be entered in col.3b in the office.

While "occupation" refers to the person's work, "industry" refers to the type of work of the employer organization. Take the example of a truck driver in a logging company. That person's occupation is truck driver, but his industry is forestry. Similarly, an accountant in a textile factory is an accountant by occupation, but his industry would be textile manufacturing.

Industry or Kind of Economic Activity

Industry or kind of economic activity refers to the nature of work done (the goods and services

produced) by the institution or the workplace or enterprise where the person works.

Column 4: For each of the two occupations, ask how many **hours** did he/she work in this primary/secondary occupation in the **past 7 days**.

Column 5: For each of the two occupations, ask how many **days** did he/she work in this primary/secondary occupation in the **past month**.

Column 6: Ask what was the employment status for each of the two occupations.

Column 7: Ask under what type of employer did he/she work, in each of the two occupations.

Column 8: Ask only if paid employee (code '1' in Col 6.) for the occupation: How much did he/she earn as salary /wages from this activity last month. Write the amount in riels.

2.14.3 C. EMPLOYMENT AND EARNINGS IN THE LAST 12 MONTHS

Column 1: It is pre-printed, and it is the "**Id Number**".

Note: You must write the entries for each person on this section **against the same Id Number from the household list**.

There will be some empty lines: those that correspond to household member that are outside the age-range defined for this section.

It is vitally important to record the information about a person in front of the same unique Id number (from col.1 of the List of Household Members: Initial visit, Part A)

Column 2: Ask the household member what were his/her main 2 activities during the past 12 months?

If any of the three answers are codes:

01 = Paid employee

02 = Employer

03 = Own account worker/ self-employed

04 = Unpaid family

then ask questions in column 3 to 8. Otherwise, go on with the next household member aged 10 years or more.

From column 3 to 8, you will see two small lines for each person: for the 2 more important occupations.

Column 3: Ask for the household member's primary and the secondary occupations during the past 12 months. If only one, then use only one small line. Write the description in column 3a.

Column 4: For each of the two occupations (if there are 2), ask the household member in what kind of economic activity, like agriculture, manufacturing, construction, trade or service, did he/she work in the past 12 months. Use the first small line for the primary occupation, and the second for the second occupation. Write the description in column 4a.

Note: If any of the two main occupations during the past 12 months is the same than the one they have done during the past 7 days and was already recorded in Part B, copy descriptions from part B, for columns 3 and 4.

Column 5: For each of the two occupations (if there are two), ask the household member under what type of employer did he/she work.

Column 6: Ask him/her how many months did he/she work in this occupation during the past 12 months.

Column 7: Ask him/her:

- a. Average number of hours worked per week.
- b. Average number of days worked per week

Those averages are referred to the number of months when he/she worked (registered in column 6).

For example, if the household member worked in an occupation only 4 months during the past 12 months, we want to know:

- a. Average number of hours worked per week, during those 4 months.
- b. Average number of days worked per week, during those 4 months.

Column 8: Ask only if paid employee (code '1') in Column 2:

Ask how the person is paid (Daily/Weekly/Monthly) and then write the wage/salary/earning in the corresponding column.

- 8a: Average **daily** wages/salaries
8b: Average **weekly** wages/salaries
8c: Average **monthly** wages/salaries

Write '98' when not applicable (8a, or 8b or 8c)

2.15 14-HEALTH

<i>This section must be completed during week 4</i>
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Respondent: The interviewer must contact the head of household to complete this part. If he/she is not at home then and only then try with his/her spouse. If both of them are absent, then the interviewer can contact another adult household member.

Ask about all the household members.

2.15.1 A. ILLNESS DURING THE PAST 4 WEEKS

Column 1: It is pre-printed and is the "**Id. Number**" of each household member.

<p>Note: You must write the entries for each person on this section against the same Id Number from the household list.</p>

<p style="text-align: center;"><i>It is vitally important to record the information about a person in front of the same unique Id number (from col.1 of the List of Household Members: Initial visit, Part A)</i></p>

Column 2: Ask how the respondent would evaluate the health of the household member you are asking about.

Column 3: Ask for a similar evaluation, but comparing with people of the same age.

Column 4: Ask what disability has the household member you are asking about . If none, then write "00" and skip to column 6.

Disability

A restriction or lack of ability to perform an activity in the manner or within the range considered normal for a human being is defined as disability. It describes functional limitation or activity restriction caused by an impairment. The survey ascertained information by inquiring whether the person had any major problem with his/her body, mind or behavior that limited the persons ability to participate in work, school, or ordinary social life, which is a permanent or long-term condition but not temporary illness.

Column 5: Ask what was the cause of this disability.

Column 6: Ask if the household member you are asking about has had any illness, injury or other health problem in the past 4 weeks. If no, then skip to column 13.

Illness

For the purpose of this survey, any short-term or long-term health problem such as a sickness, injury, or a pregnancy related problem was defined as illness.

Column 7: Ask what was the type of illness, injury or other health related symptom. Ask for the most important one.

Column 8: Ask whether the household member seek care for any health problem in the past 4 weeks. If no, write code 2=No and skip to column 10.

Column 9: Ask which provider the household member usually consults for care. .

Column 10: Ask if the household member you are asking about was hospitalised for treatment/care during past 4 weeks. If no, write code 2=No and skip to column 12.

Column 11: If yes, ask how many days was he/she hospitalised during past 4 weeks. If he/she entered the hospital prior to four weeks ago, but remained in the hospital for some time during the four week period then also you should enter "1=Yes".

Note: The term hospitalisation used refers to treatment in a hospital or clinic which requires spending at least one night in the facility. A synonym is "inpatient care". "Outpatient care" refers to treatment in a hospital or clinic which does not require an overnight stay.

Column 12: Ask how much in total was spent on medical care in the past 4 weeks, including all fees or charges paid to health personnel or health care institutions, cost of medicines, and other supplies, for that household member.

Column 13: Ask if the household member uses (hammock) mosquito net while sleeping.

Column 14: Ask if the nets of this person were impregnated with safe pyrethroid insecticide to prevent malaria transmission during the past 12 months, that is since ..[MONTH]..last year.

2.15.2 B. SMOKING INFORMATION

To ask about all household members aged 15 and over.

Column 1: It is pre-printed and is the "Id. Number" or the "Id Code" of each household member.

Note: You must write the entries for each person on this section **against the same Id Number from the household list**.

There will be some empty lines: those that correspond to household member that are outside the age-range defined for this section.

It is vitally important to record the information about a person in front of the same

unique Id number (from col.1 of the List of Household Members: Initial visit, Part A)

Column 2: Ask if the person is a daily smoker, that is if he/she smokes at least one cigarette everyday. Is yes, then write code 1=Yes and skip to column 5.

Column 3: If the person is not a daily smoker, then ask if he/she smokes sometimes.

Column 4: Ask if he/she has at any time during his/her life, been a daily smoker. If yes, then write code "1=Yes" and skip to column 6. If no, then write code "2=No" and skip to column 7.

For daily smokers:

Column 5: Ask how many cigarettes does he/she usually smoke per day.

Column 6: Ask for how many years in total he/she has been smoking daily. *If less than one year, write '0'*

For all household members aged 15 years and more:

Column 7: Ask whether the household member thinks smoking cigarettes can be harmful to one's health.

2.16 15-HIV/AIDS

This section must be completed during week 4

Respondents: Each household member aged 15 years and older. ***You must interview each member personally.***

Column 1: It is pre-printed and is the "**Id. Number**" of each household member.

Note: You must write the entries for each person on this section **against the same Id Number from the household list.**

There will be some empty lines: those that correspond to household member that are outside the age-range defined for this section.

It is vitally important to record the information about a person in front of the same unique Id number (from col.1 of the List of Household Members: Initial visit, Part A)

Column 2: Ask the person if he/she has ever heard of an illness called AIDS. If no, then write code 2=No and go on with next household member aged 15 years or more.

Column 3: Ask the person if he/she thinks there is something one can do to avoid getting AIDS or the virus that causes AIDS.

If no, then write code "2=No" and skip to column 5
If don't know, then write code "3=Don't know" and skip to column 5

If yes, then:

Column 4: Ask what he/she thinks one can do to avoid becoming infected.

Note: Do not read the codes to the respondent.

When he/she mention the first thing, then look for the code in the list and write this code in column 4a.

You can probe the respondent: "*Anything else...?*" Write the code of the second answer in column 4b, and so on.

Code up to 5 answers.

Column 5: Ask if he/she has ever been tested to see if he/she has AIDS.

If **no**, then write code "2=No" and skip to column 7

If **unsure**, then write code "3=Unsure" and skip to column 7

If yes, then:

Column 6: Ask where did he/she go for the test.

Note: Do not read the alternative codes!

After this answer, go on with next household member aged 15 years or more.

For persons who have never been tested to see if they have AIDS:

Column 7: Ask if he/she would want to be tested for AIDS.

Column 8: Ask if he/she knows a place where he/she could go to be tested for AIDS.

If **no**, then write code "2=No" and go on with next household member aged 15 years or more.

If yes,

Column 9: Ask where he/she can go for the test. Use the codes from column 6.

Note: Do not read the alternative codes!

2.17 16. VICTIMIZATION

This section must be completed during week 4

Respondent. The interviewer must contact the head of household to complete this part. If he/she is not at home then and only then try with his/her spouse. If both of them are absent, then the interviewer can contact another adult household member.

2.17.1 A. HOUSEHOLD SECURITY

Question 1: Ask if they feel safe from crime and violence in their neighborhood.

Question 2: Ask if they feel they can rely on local police to protect their family and their property.

2.17.2 B. VICTIM OF THEFT

Question 1: Ask if the household or any of the household members been exposed to theft, burglary or robbery in the last 12 months.

If no, then write code "2=No" on go on with Part C.

If Yes, then ask them for each such event suffered by the household, use one line for each event:

Column 2: Is pre-printed, is used to identify each event.

Column 3: Ask who was the victim of the theft, burglary or robbery. Copy the “**Id Number**” from column 1 in the List of Household Members: Initial visit, Part A . If more than 1 household member, then ask for the one that suffered the most from the event.

Column 4: Ask in what month happened this event (theft, burglary or robbery). Write down the number of the month.

Column 5: Ask what it was, that is a theft, a burglary or a robbery.

Column 6: Ask if the event was reported to some authorities. If no, then write code “2=No” and skip to column 8.

If yes,

Column 7: Ask to which authority the event was reported.

Column 8: Ask wheter the event (theft, burglary or robbery) went to court procedure.

Column 9: Finally, ask how much was lost by this event, in riels. Try to get an estimation from the respondent.

2.17.3 C. VICTIM OF ACCIDENTS

Question 1: Ask if anyone in the household has had an accident that caused injury in the last 12 months.

If no, then write code “2=No” on go on with Part D.

If Yes, then ask them for each such event suffered by the household members, use one line for each event:

Column 2: Is pre-printed, is used to identify each event.

Column 3: Ask who was the victim of the event (accident). Copy the “**Id Number**” from column 1 in the List of Household Members: Initial visit, Part A . If more than 1 household member, then ask for the one that suffered the most from the accident.

Column 4: Ask where the accident happened.

Column 5: Ask in what month happened this accident. Write down the number of the month.

Column 6: Ask if the injury was so serious that medical care was needed.

Column 7: Ask how long did it take for the injury to heal.

2.17.4 D. VICTIM OF VIOLENCE

Respondents: Each household member. **You must interview each member personally, only for children you can ask their parents.**

Column 1: It is pre-printed and is the “**Id. Number**” of each household member.

Note: You must write the entries for each person on this section **against the same Id Number from the household list.**

It is vitally important to record the information about a person in front of the same unique Id number (from col.1 of the List of Household Members: Initial visit, Part A)

Column 2: Ask if he/she has you been exposed to any act of violence that caused injury in the last 12 months.

If no, then write code "2=No" on go on with next household member.

If yes,

Column 3: Ask the type of violence he/she has been exposed to, during the past 12 months. Write up to 3 codes.

Column 4: Ask how often he/she has been exposed to any act of violence that caused injury in the last 12 months.

Column 5: Ask if any of these events (acts of violence) has been reported to some authorities. If no, then write code "2=No" and skip to column 8.

If yes,

Column 6: Ask to which authority the event(s) was(were) reported.

Column 7: Ask if any of these acts of violence went to court procedure.

Column 8: Ask if this(these) act (s)of violence were committed by some stranger or by someone known to him/her.

Column 9: Ask if the injury caused by this (these) act(s) of violence were so serious that medical care was needed.

Column 10: Ask how long did it take for the injury to heal.

This is the last section of the Household Questionnaire. Check over the whole questionnaire to make sure that all questions have been answered properly. Make sure that all your handwritten responses **are legible**. Do not change any responses unless you ask the question again from the respondent. Also, if you find a missed question (other than those which were intentionally skipped), or you notice a confusing response, recheck it with the respondent.

3 DIARY FOR EXPENDITURES AND CONSUMPTION OF OWN-PRODUCED FOOD

3.1 Expenses

- Do use one different line for each expense made by any household member, during the period of the interview. As coded in column 8 that expense could have been:
 - Paid in cash,
 - Paid in-kind,
 - Acquired as gift in kind,
 - Purchased on credit
- Do register all purchases made on credit on the day within the diary month the product or service was delivered
- Do register in column 8 all gifts from persons not belonging to the household. Gifts to persons outside are registered in col 10.
- Do register all expenses made on food eaten away from home (meals at work, school, restaurants, snacks, coffee, alcoholic drinks, softdrinks purchased outside home).
- Do register all expenses in prepared meals bought outside and eaten at home.

Note 1: Remittances sent to people belonging to other households, in Cambodia or abroad, should be included as gifts in col 10..

Note 2: For gifts received or given in-kind, you must estimate the value. For example, estimate the value of 3 kilos of rice given as a gift to a neighbor household.

Examples of expenses:

- EXPENSES ON FOOD ITEMS (You bought them):
 - Cereals (rice, bread, corn, wheat flour, rice flour, corn meal, rice cakes, noodles, biscuits, etc.)
 - Fish (fresh fish, salted and dried fish, canned fish, shrimp, prawn, crab, etc.)
 - Meat & poultry (beef, buffalo, mutton, lamb, pork, chicken, duck, innards, incl liver, spleen, dried beef)
 - Eggs (chicken egg, duck egg, quail egg, fermented/salted egg, etc.)
 - Dairy products (fresh milk, condensed or powdered milk, ice cream, cheese, other dairy products, etc.)
 - Oil and fats (rice bran oil, vegetable oil, pork fat, butter, margarine, coconut/frying oil, etc.)
 - Fresh vegetables (trakun, onion, shallot, cabbage, spinach, carrot, beans, chilli, tomato, etc.)
 - Tuber (cassava, sweet potato, potato, traov, sugar beet, etc.)
 - Pulses and legumes (green gram, dhal, cowpea, bean sprout, other seeds, etc.)
 - Prepared and preserved vegetables (cucumber pickles, other pickles, tomato paste, etc.)
 - Fruit (banana, orange, mango, pineapple, lemon, papaya, durian, watermelon, grape, apple, canned and dried fruits, etc.)
 - Other produce (coconut, cashew nut, lotus nut, peanut, gourd seed, other nuts)
 - Sugar, salt and spices (sugar, jaggery, salt, chocolate, candy, coriander, red pepper spice, garlic, ginger, soy sauce, fish sauce, monosodium glutamate, etc.)
 - Tea, coffee, cocoa

- Non-alcoholic beverages (canned or bottles soft drink, mineral water, fruit juice, fruit syrup, etc.)
- Alcoholic beverages (beer, wine, whisky, scotch, other distilled spirits)
- EXPENSES ON OTHER NON-FOOD ITEMS (You bought them):
 - Clothing and footwear (tailored clothes, ready-made clothes, rain clothes, underwear, baby clothes, diapers, hats, shoes, boots, etc.)
 - Furnishings and household equipment and operation (curtain, household appliances, cooking utensils, servant's salary etc.)
 - Recreation (entertainment services, recreational goods and supplies, tourist travel)
 - Personal effects (costume/gold jewellery, handbags, wallets, wristwatch, clocks, umbrellas)
 - Special occasions, as funerals, weddings, parties, rituals, cash gifts, charity, etc.
 - Tobacco products (cigarettes, mild tobacco, strong tobacco, etc.)
 - Other food products (fried insects, peanut preparation, flavoured ice, ice, other food products)
 - Food taken away from home (meals at work, school, restaurants, snacks, coffee, alcoholic drinks, softdrinks purchased outside home)
 - Prepared meals bought outside and eaten at home
- OTHERS
 - Any input **bought** for any household member's agricultural activity (such as fertilizers, tools, etc.)
 - Any input **bought** for manufacturing activity (raw material for any enterprise belonging to any household member, as for example: wood or tools for woodwork, cloth for tailoring, etc.)
 - Any input **bought** for any household member's services activity (food for own restaurant, inputs for hair-dressers, etc.)
 - Any item **bought** for other household production such as construction material to repair or build own house
 - Offerings, donations, charities, etc. to any church, organization, etc.
 - Interests and payback of loans received from others
 - Taxes paid

3.2 Consumption

- Do register all food consumed in the household that comes from own-production on the day it is consumed whether from stock or harvested that day.
- Do register all expenditures on food in cash or in kind on the day it was acquired but do not register any of such food on the day it was consumed

4 DIARY FOR HOUSEHOLD INCOME AND RECEIPTS

- Do use one different line for each income or receipt received by any household member, during the period of the interview. That income or receipt could have been received:
 - In cash,
 - In-kind,
 - Bartered

Examples of incomes or receipts from:

- Wage or salary (in cash or kind)
- Production or sales of agricultural or forestry products

- Production or sales of fishing or hunting
- Sales of manufactured products
- Receipts from services rendered
- Sales of own property
- Received as gift
- Remittances received
- Pensions or other social assistances
- Dividends, interests, commissions, rents, payback of loans, etc.
- Study support in cash or kind (Scholarships, stipends or other)
- Other

5 Examples for “Diary for Household Income and Receipts” and “Diary for Household Income and Receipts”

1. “A household member owns a small restaurant. He buys 6 coca-colas, and the price paid is 1,200 Riels (200 Riels each). He sells 5 at 300 Riels each, and consume (drink) the fifth.”

For this example, you need to use 2 lines in the Expenditures and consumption of own-produced sheet, and 1 line in the Household income and receipts sheet:

PAGE N° 01		Expenditures and consumption of own-produced food									
LINE NUMBER	FOR THE HOUSEHOLD			FOR NIS	FOR THE HOUSEHOLD		FOR ENUMERATORS			FOR NIS	
	DATE (DD/MM)	ITEM DESCRIPTION	UNIT OF QUANTITY	CODE OF UNIT	QUANTITY	VALUE IN RIELS	FORM OF ACQUISITION	ORIGIN	PURPOSE		ITEM CODE
							1=Paid in cash 2=Paid in kind 3=Purchased on credit 4=Gift received 5=Stock of own-produced	1=Household production 2=Produced in Cambodia 3=Imported from abroad 4=Don't know	01=Own household consumption 02=For agricultural production 03=For manufacturing production 04=For services production 05=For other household production 06=Gifts & remittances to other households 07=Offerings, donations, charities, etc. 08=Interests and payback of loans 09=Taxes 10=Other (specify)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	
01	12/10	Cocacola	Unit		5	1000	1	2	04		
02	12/10	Cocacola	Unit		1	200	1	2	01		

PAGE N° 01		Household Income and Receipts						
LINE NUMBER	FOR THE HOUSEHOLD			FOR NIS	FOR THE HOUSEHOLD		FOR ENUMERATORS	FOR NIS
						TYPE OF INCOME	KIND OF INCOME	

(1)	(2)	(3)	(4)	CODE OF QUANTITY	QUANTITY	VALUE IN RIELS	(8)	(9)	(11)
01	13/10	Cocacola	Unit		5	1500	1	05	

01=Wage or salary (in cash or kind)
02=Agricultural or forestry production or sales
03=Fishing or hunting production or sales
04=Sales of manufactured products
05=Receipts from services rendered
06=Sales of own property
07=Received as gift
08=Remittances received
09=Pensions or other social assistances
10=Dividends, interests, commissions, rents, payback of loans, etc.
11=Study support in cash or kind (Scholarships, stipends or other)
12=Other (specify)

1=In cash
2=In kind
3=Bartered

2. "A household buys 2 kilograms of potatoes during the month of the interview, they pay in total 500 Riels. The same day they eat (consume) all the 2 kilograms."

Only one line is needed, for the expense. The consumption must not be registered, because it doesn't comes from own-production stock:

PAGE N° 01		Expenditures and consumption of own-produced food						
LINE NUMBER	FOR THE HOUSEHOLD			FOR NIS	FOR THE HOUSEHOLD		FOR ENUMERATORS	FOR NIS
						FORM OF ACQUISITION	ORIGIN	PURPOSE
						1=Paid in cash 2=Paid in kind 3=Purchased on credit 4=Gift received 5=Stock of own-produced	1=Household production 2=Produced in Cambodia 3=Imported from abroad 4=Don't know	01=Own household consumption 02=For agricultural production 03=For manufacturing production 04=For services production 05=For other household production 06=Gifts & remittances to other households 07=Offerings, donations, charities, etc. 08=Interests and payback of loans 09=Taxes

	DATE (DD/MM)	ITEM DESCRIPTION	UNIT OF QUANTITY	OF UNIT	QUANTITY	VALUE IN RIELS			10=Other (specify)	ITEM CODE
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
01	10/10	Rice	Kilograms		2	500	1	2	01	

3. "A household has bought 3 kilograms of flour two months ago, and they have paid in total 300 Riels. During the month of the interview, they eat (consume) all the 3 kilograms."

No line is needed for this, because the expense was made two months ago, and it is not consumption of own production.

4. "A household member is a taxi driver. During one of the interview days, he receives in total 1,000 Riels for the work, but he used 50 Riels to buy a sandwich for lunch, 200 Riels to buy some vegetables for his household, and he also filled-up the car tank, and that costed 240 Riels, so at the end of the day he goes home with only 510 Riels."

This should be solved like this:

PAGE N° 01		Expenditures and consumption of own-produced food								
LINE NUMBER	FOR THE HOUSEHOLD			FOR NIS	FOR THE HOUSEHOLD			FOR ENUMERATORS		FOR NIS
	DATE (DD/MM)	ITEM DESCRIPTION	UNIT OF QUANTITY	CODE OF UNIT	QUANTITY	VALUE IN RIELS	FORM OF ACQUISITION	ORIGIN	PURPOSE	ITEM CODE
							1=Paid in cash 2=Paid in kind 3=Purchased on credit 4=Gift received 5=Stock of own-produced	1=Household production 2=Produced in Cambodia 3=Imported from abroad 4=Don't know	01=Own household consumption 02=For agricultural production 03=For manufacturing production 04=For services production 05=For other household production 06=Gifts & remittances to other households 07=Offerings, donations, charities, etc. 08=Interests and payback of loans 09=Taxes 10=Other (specify)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

01	16/10	Sandwich	Unit		1	50	1	2	01	
02	16/10	Vegetables	Kilograms		1,5	200	1	2	01	
03	16/10	Gasoline	Litro		20	240	1	2	04	

PAGE N° 01		Household Income and Receipts								
LINE NUMBER	FOR THE HOUSEHOLD			FOR NIS	FOR THE HOUSEHOLD			FOR ENUMERATORS	FOR NIS	
	DATE (DD/MM)	ITEM DESCRIPTION	UNIT OF QUANTITY	CODE OF QUANTITY	QUANTITY	VALUE IN RIELS	TYPE OF INCOME 1=In cash 2=In kind 3=Bartered	KIND OF INCOME		ITEM CODE
								01=Wage or salary (in cash or kind) 02=Agricultural or forestry production or sales 03=Fishing or hunting production or sales 04=Sales of manufactured products 05=Receipts from services rendered 06=Sales of own property 07=Received as gift 08=Remittances received 09=Pensions or other social assistances 10=Dividends, interests, commissions, rents, payback of loans, etc. 11=Study support in cash or kind (Scholarships, stipends or other) 12=Other (specify)		
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(11)
01	16/10	From taxi	Riel		1,000	1,000	1	05		

5. "A household harvest 50 kilograms of rice, during the month of the interview"

This should be solved like this:

PAGE N° 01		Household Income and Receipts						
LINE NUMBER	FOR THE HOUSEHOLD			FOR NIS	FOR THE HOUSEHOLD		FOR ENUMERATORS	FOR NIS

							TYPE OF INCOME	KIND OF INCOME		
								DATE (DD/MM)	ITEM DESCRIPTION	UNIT OF QUANTITY
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)		(11)
01	15/10	Rice	Kilograms		50	4,000 (*)	2	02		

(*) This is calculated according to the market price in the village of the 50 kilograms of rice.

6. "A household consumes, a certain day of the month of the interview, 0,5 kilograms of potatoes, 2 kilogram of rice and 1 kilogram of dried fish and all the three items comes from stock of own-production"

This should be solved like this:

PAGE N° 01		Expenditures and consumption of own-produced food								
LINE NUMBER	FOR THE HOUSEHOLD			FOR NIS	FOR THE HOUSEHOLD			FOR ENUMERATORS		FOR NIS
								ORIGIN	PURPOSE	
							FORM OF ACQUISITION			
							1=Paid in cash 2=Paid in kind 3=Purchased on credit 4=Gift received 5=Stock of own-produced	1=Household production 2=Produced in Cambodia 3=Imported from abroad 4=Don't know	01=Own household consumption 02=For agricultural production 03=For manufacturing production 04=For services production 05=For other household production 06=Gifts & remittances to other households 07=Offerings, donations, charities, etc. 08=Interests and payback of loans 09=Taxes	

				CODE OF UNIT					10=Other (specify)	ITEM CODE
	DATE (DD/MM)	ITEM DESCRIPTION	UNIT OF QUANTITY		QUANTITY	VALUE IN RIELS				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
01	07/10	Potatoes	Kilograms		0,5	100 (*)	5	1	01	
02	07/10	Rice	Kilograms		2	300 (*)	5	1	01	
03	07/10	Dried fish	Kilograms		1	250 (*)	5	1	01	

(*) This is calculated according to the market price of each food item.

7. "A household has a big container of rice. Some months ago, they have bought some rice and put it into the container. Another household gave them as a gift some kilograms of rice. They put into the same container. Also, they harvested rice, and put it into the same container. One day, during the month of the interview, they consume 4 kilograms of rice "

When something like this happens, you must ask them to estimate the proportion of each type of rice, and if they think the rice harvested (which is own-production) is the most, then you must treat this case as consumption of stock of own-production. If no, then **do not** record this consumption in the diary.

Then, if the example above is like this:

"A household has a big container of rice. Some months ago, they have bought 10 kilograms of rice and put it into the container. This month, another household gave them as a gift 5 kilograms of rice. They put into the same container. This month also, they harvested 20 kilograms of rice, and put it into the same container One day, during the month of the interview, they consume 4 kilograms of rice"

Then, you need one line in the "Expenditures and consumption of own-produced food" sheet, to register the rice consumed, and two lines in the "Household Income and Receipts" sheet: one for the rice received as gift and another for the rice harvested:

PAGE N° 01		Expenditures and consumption of own-produced food								
LINE NUMBER	FOR THE HOUSEHOLD			FOR NIS	FOR THE HOUSEHOLD			FOR ENUMERATORS		FOR NIS
							ORIGIN	PURPOSE		
							FORM OF ACQUISITION 1=Paid in cash 2=Paid in kind 3=Purchased on credit		1=Household production 2=Produced in	01=Own household consumption 02=For agricultural production 03=For manufacturing production 04=For services production 05=For other household production

	DATE (DD/MM)	ITEM DESCRIPTION	UNIT OF QUANTITY	CODE OF UNIT	QUANTITY	VALUE IN RIELS	4=Gift received 5=Stock of own-produced	Cambodia 3=Imported from abroad 4=Don't know	06=Gifts & remittances to other households 07=Offerings, donations, charities, etc. 08=Interests and payback of loans 09=Taxes 10=Other (specify)	ITEM CODE
01	15/10	Rice	Kilograms		4	100 (*)	5	2	01	

(*) This is calculated according to the market price of rice.

PAGE N° 01		Household Income and Receipts								
LINE NUMBER	FOR THE HOUSEHOLD			FOR NIS	FOR THE HOUSEHOLD			FOR ENUMERATORS	FOR NIS	
	DATE (DD/MM)	ITEM DESCRIPTION	UNIT OF QUANTITY	CODE OF QUANTITY	QUANTITY	VALUE IN RIELS	TYPE OF INCOME 1=In cash 2=In kind 3=Bartered	KIND OF INCOME 01=Wage or salary (in cash or kind) 02=Agricultural or forestry production or sales 03=Fishing or hunting production or sales 04=Sales of manufactured products 05=Receipts from services rendered 06=Sales of own property 07=Received as gift 08=Remittances received 09=Pensions or other social assistances 10=Dividends, interests, commissions, rents, payback of loans, etc. 11=Study support in cash or kind (Scholarships, stipends or other) 12=Other (specify)	ITEM CODE	
										(1)
01	03/10	Rice	Kilograms		20	4,000 (*)	2	02		
02	05/10	Rice	Kilograms		5	700 (*)	2	07		

(*) This is calculated according to the market price of rice.

8. "A certain day, during the month of the interview, a household milked their own cow and got 4 liters of milk. This day, they consumed 3 liters of this milk, and the following day they consume the rest (which is 1 liter)"

This should be solved like this:

PAGE N° 01		Household Income and Receipts							
LINE NUMBER	FOR THE HOUSEHOLD			FOR NIS	FOR THE HOUSEHOLD		FOR ENUMERATORS	FOR NIS	
	DATE (DD/MM)	ITEM DESCRIPTION	UNIT OF QUANTITY	CODE OF QUANTITY	QUANTITY	VALUE IN RIELS	TYPE OF INCOME	KIND OF INCOME	
							1=In cash 2=In kind 3=Bartered	01=Wage or salary (in cash or kind) 02=Agricultural or forestry production or sales 03=Fishing or hunting production or sales 04=Sales of manufactured products 05=Receipts from services rendered 06=Sales of own property 07=Received as gift 08=Remittances received 09=Pensions or other social assistances 10=Dividends, interests, commissions, rents, payback of loans, etc. 11=Study support in cash or kind (Scholarships, stipends or other) 12=Other (specify)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(11)
01	22/10	Milk	Liters		4	400 (*)	2	02	

(*) This is according to the market price of the 4 liters of milk.

PAGE N° 01		Expenditures and consumption of own-produced food						
LINE NUMBER	FOR THE HOUSEHOLD			FOR NIS	FOR THE HOUSEHOLD		FOR ENUMERATORS	FOR NIS
						FORM OF ACQUISITION	ORIGIN	PURPOSE

	DATE (DD/MM)	ITEM DESCRIPTION	UNIT OF QUANTITY	CODE OF UNIT	QUANTITY	VALUE IN RIELS	1=Paid in cash 2=Paid in kind 3=Purchased on credit 4=Gift received 5=Stock of own-produced	1=Household production 2=Produced in Cambodia 3=Imported from abroad 4=Don't know	01=Own household consumption 02=For agricultural production 03=For manufacturing production 04=For services production 05=For other household production 06=Gifts & remittances to other households 07=Offerings, donations, charities, etc. 08=Interests and payback of loans 09=Taxes 10=Other (specify)	ITEM CODE
01	22/10	Milk	Liters		3	300	5	1	01	
02	23/10	Milk	Liters		1	100	5	1	01	

9. "During the month of the interview, a household buys a tractor on credit and the day they get it they **do not pay anything**, and will pay a certain amount each month for many months. The price of the tractor is 1,000,000 riels, but because of the interests they will have to pay in total 1,100,000 riels"

This should be solved like this:

PAGE N° 01		Expenditures and consumption of own-produced food								
LINE NUMBER	FOR THE HOUSEHOLD			FOR NIS	FOR THE HOUSEHOLD			FOR ENUMERATORS	FOR NIS	
	DATE (DD/MM)	ITEM DESCRIPTION	UNIT OF QUANTITY	CODE OF UNIT	QUANTITY	VALUE IN RIELS	FORM OF ACQUISITION 1=Paid in cash 2=Paid in kind 3=Purchased on credit 4=Gift received 5=Stock of own-produced	ORIGIN 1=Household production 2=Produced in Cambodia 3=Imported from abroad 4=Don't know	PURPOSE	ITEM CODE
									01=Own household consumption 02=For agricultural production 03=For manufacturing production 04=For services production 05=For other household production 06=Gifts & remittances to other households 07=Offerings, donations, charities, etc. 08=Interests and payback of loans 09=Taxes 10=Other (specify)	

(1)	(2)	ITEM DESCRIPTION (3)	TY (4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
01	08/10	Tractor	Unit		1	1,100,000	3	3	02	

10. "A certain day, during the month of the interview, a household barter (with another household) 3 kilograms of rice to get 1 chicken"

This should be solved like this: there are two transactions, one should be in the income sheet and is to 'sell' or 'barter' the rice, and the other should be in the expenditure sheet, and is to 'buy' the chicken:

PAGE N° 01		Household Income and Receipts								
LINE NUMBER	FOR THE HOUSEHOLD			FOR NIS	FOR THE HOUSEHOLD		FOR ENUMERATORS	FOR NIS		
	DATE (DD/MM)	ITEM DESCRIPTION	UNIT OF QUANTITY	CODE OF QUANTITY	QUANTITY	VALUE IN RIELS	TYPE OF INCOME	KIND OF INCOME	ITEM CODE	
							1=In cash 2=In kind 3=Bartered	01=Wage or salary (in cash or kind) 02=Agricultural or forestry production or sales 03=Fishing or hunting production or sales 04=Sales of manufactured products 05=Receipts from services rendered 06=Sales of own property 07=Received as gift 08=Remittances received 09=Pensions or other social assistances 10=Dividends, interests, commissions, rents, payback of loans, etc. 11=Study support in cash or kind (Scholarships, stipends or other) 12=Other (specify)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(11)	
01	22/10	Sale of rice	Kilograms		3	1000 (*)	3	02		

(*) This is the market price of one chicken.

PAGE N° 01		Expenditures and consumption of own-produced food									
LINE NUMBER	FOR THE HOUSEHOLD			FOR NIS	FOR THE HOUSEHOLD			FOR ENUMERATORS		FOR NIS	
	DATE (DD/MM)	ITEM DESCRIPTION	UNIT OF QUANTITY	CODE OF UNIT	QUANTITY	VALUE IN RIELS	FORM OF ACQUISITION	ORIGIN	PURPOSE		ITEM CODE
									PURPOSE		
							1=Paid in cash 2=Paid in kind 3=Purchased on credit 4=Gift received 5=Stock of own-produced	1=Household production 2=Produced in Cambodia 3=Imported from abroad 4=Don't know	01=Own household consumption 02=For agricultural production 03=For manufacturing production 04=For services production 5=For other household production 06=Gifts & remittances to other households 07=Offerings, donations, charities, etc. 08=Interests and payback of loans 09=Taxes 10=Other (specify)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	
01	22/10	Chicken	Number		1	1000 (*)	2	2	01		

(*) This is the market price or 3 kilograms of rice.

Note: In barter exchange like this the household sells 3 kilograms of rice at the market price of one chicken. And the household buys on chicken at the market price of 3 kilograms of rice.

11. "A certain day, during the month of the interview, a household receives 5,000 riels as a gift from someone else belonging to another household"

PAGE N° 01		Household Income and Receipts								
LINE NUMBER	FOR THE HOUSEHOLD			FOR NIS	FOR THE HOUSEHOLD			FOR ENUMERATORS		FOR NIS
							TYPE OF INCOME	KIND OF INCOME		
								KIND OF INCOME		
							1=In cash 2=In kind 3=Bartered	01=Wage or salary (in cash or kind) 02=Agricultural or forestry production or sales 03=Fishing or hunting production or sales 04=Sales of manufactured products 05=Receipts from services rendered 06=Sales of own property 07=Received as gift 08=Remittances received		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	

	DATE (DD/MM)	ITEM DESCRIPTION	UNIT OF QUANTITY	CODE OF QUANTITY	QUANTITY	VALUE IN RIELS			ITEM CODE
01	22/10	Gift in money	Riels		5,000	5,000	1		07

09=Pensions or other social assistances
10=Dividends, interests, commissions, rents, payback of loans, etc.
11=Study support in cash or kind (Scholarships, stipends or other)
12=Other (specify)

12. "A certain day, during the month of the interview, a household receives 5,000 riels as a gift from someone else belonging to another household, and buys a TV set with that money"

PAGE N° 01		Household Income and Receipts								
LINE NUMBER	FOR THE HOUSEHOLD			FOR NIS	FOR THE HOUSEHOLD			FOR ENUMERATORS	FOR NIS	
	DATE (DD/MM)	ITEM DESCRIPTION	UNIT OF QUANTITY	CODE OF QUANTITY	QUANTITY	VALUE IN RIELS	TYPE OF INCOME	KIND OF INCOME		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(11)	

1=In cash
2=In kind
3=Bartered

01=Wage or salary (in cash or kind)
02=Agricultural or forestry production or sales
03=Fishing or hunting production or sales
04=Sales of manufactured products
05=Receipts from services rendered
06=Sales of own property
07=Received as gift
08=Remittances received
09=Pensions or other social assistances
10=Dividends, interests, commissions, rents, payback of loans, etc.
11=Study support in cash or kind (Scholarships, stipends or other)
12=Other (specify)

	DATE (DD/MM)	ITEM DESCRIPTION	UNIT OF QUANTITY	CODE OF QUANTITY	QUANTITY	VALUE IN RIELS	3=Bartered	08=Remittances received 09=Pensions or other social assistances 10=Dividends, interests, commissions, rents, payback of loans, etc. 11=Study support in cash or kind (Scholarships, stipends or other) 12=Other (specify)	ITEM CODE
01	22/10	TV set	Unit		1	5,000	2		07

PAGE N° 01		Expenditures and consumption of own-produced food								
LINE NUMBER	FOR THE HOUSEHOLD			FOR NIS	FOR THE HOUSEHOLD			FOR ENUMERATORS	FOR NIS	
	DATE (DD/MM)	ITEM DESCRIPTION	UNIT OF QUANTITY	CODE OF UNIT	QUANTITY	VALUE IN RIELS	FORM OF ACQUISITION	ORIGIN	PURPOSE	ITEM CODE
									01=Own household consumption 02=For agricultural production 03=For manufacturing production 04=For services production 5=For other household production 06=Gifts & remittances to other households 07=Offerings, donations, charities, etc. 08=Interests and payback of loans 09=Tax 10=Other (specify)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
01	22/10	TV set	Unit		1	5,000	4	3	01	

6 TIME USE MODULE

This sheet has to be applied to all household members aged 5 years and above. One sheet for each person.

You will sample the day of the month for each household before or during the initial interview (Initial Visit). Household members should be shown the sheet one or two days before the sampled day and instructed on how to fill it out. Best is if they do it during the day by attending to the sheet 3 or 4 times. However, if they cannot do it during the day or they forgot about it or if they were away, the interviewer can interview them the next day or so. The interviewer should try to visit the household couple of times during that day. And he should bring some extra sheets to replace, crumpled or lost sheets.

If in any household there are members who cannot do it by themselves, then ask other household member is to do it for the 5-year old or the old frail grandfather.

The interviewer should be prepared to do a clean copy with lines drawn in such a way that it can be read and understood by the scanner machines.

At the top of the sheet the following information, before completing the time use itself:

1. Enter the PSU number and the Serial Number of the Household.
2. After, mark with a 'X' the they of the week the person filled-out this sheet (An 'X' below Monday or An 'X' below Tuesday, etc.) But only one day should be marked.
3. Write the name of the household member
4. Mark with an 'X' the Id Number of the person who will complete the sheet. You must look for the In Number looking at the Household Questionnaire, Initial Visit, Part A: List of the Household Members, column 1. For example, if the household member who will fill-out the sheet is Id Number '04', then mark with a 'X' the box below the number '04':

For example:

To be completed by all household members aged 5 and above

0	1	0	0	1	0	4
---	---	---	---	---	---	---

DAY
(MARK WITH 'X')

MON	TUE	WED	THU	FRI	SAT	SUN
			X			

Name of the household member
Jhon Smith

ID CODE (MARK
WITH 'X')

1	2	3	4	5	6	7	8	9	10	11	12
			X								

There are 5 instructions at the top:

(1) **Draw your timeline without interruption horizontally and vertically:** This means you write one complete line, without interruption, as for example:

INCORRECT:

--	--	--	--	--	--	--	--	--	--	--	--	--	--

CORRECT:

--	--	--	--	--	--	--	--	--	--	--	--	--	--

(2) No double lines (no two activities) for the same half hour: We do not accept parallel activities, as for example:

INCORRECT:

Collecting firewood												
Hunting												
Fishing												

(3) Horizontal line in the middle of cells:

CORRECT:

														
---	--	--	--	--	--	--	--	--	--	--	--	--	--	--

INCORRECT:

														
---	--	--	--	--	--	--	--	--	--	--	--	--	--	--

(4) Vertical lines along right wall of cells:

INCORRECT:

Collecting firewood														
Hunting														
Fishing														

INCORRECT:

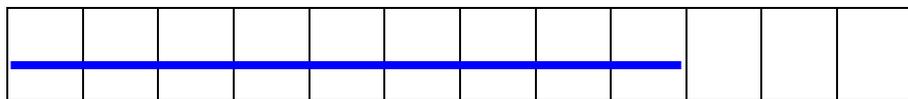
Collecting firewood														
Hunting														
Fishing														

CORRECT:

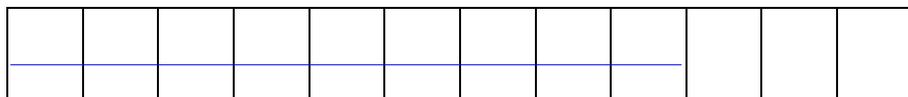
Collecting firewood														
Hunting														
Fishing														

(5) Use a black felt pen

CORRECT:



INCORRECT:



All those instructions are very important, because the Time Use Sheets will be entered automatically through a scanner machine, then all lines need to be very clearly drawn. Remember you must do a clean copy of each sheet, with lines drawn only horizontally in such a way that it can be read and understood by the scanner machines.

In the sheet, you'll find a list of 22 activities, which are:

- 1 Sleeping
- 2 Eating, drinking, personal care
- 3 School (also homework)
- 4 Work as employed
- 5 Own business work
- 6 Tending rice
- 7 Tending other crops
- 8 Tending animals
- 9 Fetching water
- 10 Collecting firewood
- 11 Hunting
- 12 Fishing
- 13 Buying/shopping
- 14 Construction

