

REPUBLIC OF NAMIBIA

**THE NAMIBIA HOUSEHOLD INCOME AND
EXPENDITURE SURVEY (NHIES)
1993/1994**

DAILY RECORD BOOK

**NATIONAL PLANNING COMMISSION
CENTRAL STATISTICS OFFICE**

CENTRAL STATISTICS OFFICE
National Planning Commission
Private Bag 13356
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NAMIBIA HOUSEHOLD INCOME AND EXPENDITURE SURVEY

1993 - 1994

FORM II: Household Record Book

For recording daily household receipts and expenditure items

This Information is collected under the Statistics Act No. 66 of 1976,
and confidential thereunder

CLASSIFICATION INFORMATION (to be filled in by the interviewer before leaving the record-book to the household)

Region			
District			
PSU Number			
Rural (R)/Urban (U) Classification			
Sample Household Number			
Survey Month			
Interviewer No.			

Physical Location of Household:

Name of Head of Household:

This book is filled in by:

This form is to be given at first visit to the household.

TO THE HOUSEHOLD

You have been selected to participate in the National Household Income & Expenditure Survey carried out by the Central Statistics Office on behalf of the Namibian government. This book is given to you in order to help you remember all transactions during the month you participate in the survey.

All transactions are to be recorded day by day. Each page in the following should be used for recording one day's transactions.

By transactions we mean all purchases of commodities, either paid in cash or in kind. Small as well as large transactions, all have to be recorded. Further, all incomes - in cash and in kind - shall be recorded, as well as all own produce (crops, animal etc) you use in the household. Finally, gifts given away and received, in cash as well as in kind, shall be recorded.

Fill in the book day by day. For each day all transactions are recorded on a separate page, one transaction per line. For each transaction you fill in a description of the commodity/transaction, specify the unit (please use standard measures like kg, liter, etc as much as possible), specify the quantity, the price (in N\$/Rand and cent). If you note the price or value of a transaction, you do not have to note the unit or quantity.

EXAMPLE

Let us assume that you (your household) had the following transactions on the first day of the month:

<u>Purchase in local store:</u>			Price
1) 1	kilogram	bananas	1.65
2) 1	bag	millet (5 kgs)	6.75
3) 1	packet	matches	0.25

<u>Meals outside</u>			
4) 1	serving	take-away chicken	4.10
5) 2	cans	beer (340 ml)	6.80

<u>Consumption of own produce</u>			
6) 1/2	basin	spinach (100 grammes)	

<u>Gifts given away</u>			
7) 20		cigarettes to a neighbour	

<u>Taken from own business</u>			
8) 4	tins	tinned fish (140 gr)	13.92

<u>Income</u>			
9)	monthly income		700.00
10)	remittances		500.00
11)	2 chicken sold (9.75 a piece)		19.50

In this case, the form for the first day of the month (Nov) should be filled as illustrated on the next page.

EXAMPLE

Daily Record of Household Expenditure and Receipts

Day: 1 Month: 11 Year: 93 PSU No: Sample HH No:

Item no.	Description of Item	Unit	Quantity	Price/Value		FOR OFFICE USE	
				N\$/R	c	C/K	CODE
1	Bananas, bought			1	65		
2	Millet, bought			6	75		
3	Matches, bought			0	25		
4	Take-away chicken			4	10		
5	Beer (taken at bar)			6	80		
6	Spinach from garden	gram	100				
7	Cigarettes given to neighbour	piece	20				
8	Tinned fish taken from own shop			13	92		
9	Monthly income			700	00		
10	Remittances received			500	00		
11	Chicken sold			19	50		
12							
13							
14							
15							
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17							
18							
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21							
22							
23							
24							

Daily Record of Household Expenditure and Receipts

Day: Month: Year: PSU No: Sample HH No:

Item no.	Description of Item	Unit	Quantity	Price/Value		FOR OFFICE USE	
				N\$/R	c	C/K	CODE
1							
2							
3							
4							
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7							
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23							
24							

Daily Record of Household Expenditure and Receipts

Day: Month: Year: PSU No: Sample HH No:

Item no.	Description of Item	Unit	Quantity	Price/Value		FOR OFFICE USE	
				N\$/R	c	C/K	CODE
1							
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