

LABOUR FORCE SURVEY

| | | | |
|---|-------------------------------|--|--|
| 1.Place of residence Street Dwelling number..... | Voivodship code | | |
| | Local Statistical Office code | | |
| | Dwelling identifier (IDM) | | |

| | | | | | |
|---|--------------|----|-----|----|---|
| 2.Dwelling sampling number | | | | | Household file ZG LABOUR FORCE SURVEY |
| | Survey round | | | | |
| | I | II | III | IV | |
| 3.Number of households in dwelling in the survey rounds | | | | | |
| 4.Within-dwelling household number | | | | | |
| 5.Census cluster and enumeration district number | | | | | |
| 6.Census-2002 ED number | | | | | |
| 7.Survey starting date | | | | | |
| 8.Sample number | | | | | |

Part 1. Household members

A. PRESENT

ABSENT who meet one of the following criteria:
the duration of actual absence is 3 months or less,
the duration of actual absence is longer than 3 months, and
the total period of absence (actual and planned) is shorter than 1 year

1. Information about household members and connections inside the household

| Person number | Last and first name (with respondent's permission) | Number of person who is | | | Marital status code ^{a)} | Level of attained education ^{b)} | Sex 1-M 2-F | Citizenship | | Country of birth | | Relationship to the household head ^{c)} | |
|---------------|---|------------------------------|--------|--------|-----------------------------------|---|-------------------|-------------|------|------------------|------|--|------|
| | | spouse or cohabiting partner | father | mother | | | | name | code | name | code | name | code |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 01 | | | | | | | 1 2 | | | | | | |
| 02 | | | | | | | 1 2 | | | | | | |
| 03 | | | | | | | 1 2 | | | | | | |
| 04 | | | | | | | 1 2 | | | | | | |
| 05 | | | | | | | 1 2 | | | | | | |
| 06 | | | | | | | 1 2 | | | | | | |
| 07 | | | | | | | 1 2 | | | | | | |

a) Marital status code:
1 – single
2 – married
3 – widow, widower
4 – divorced or separated

b) Level of the highest attained education:
00 – tertiary with academic degree (at least doctorate)
10 – tertiary, Master degree or equivalent
01 – tertiary Licentiate, Engineer
12 – College diploma/certificate
20 – post-secondary school certificate
30 – vocational secondary
40 – general secondary
50 – basic vocational
60 – lower secondary (gimnazjum)
70 – primary
80 – incomplete primary
90 – without school education

c) Relationship code:
01 – head of household
02 – spouse
03 – cohabiting partner,
04 – son, daughter
05 – son-in-law, daughter-in-law
06 – father, mother, father-in-law, mother-in-law
07 – grandfather, grandmother, grandson, granddaughter, great grandson, great granddaughter
08 – brother, sister
09 – uncle, aunt, other relative
10 – unrelated household member

2. Additional information about household members

| Person number | Survey round | Year of birth | Have you already had your birthday this year? 1 – yes 2 – no | Level of disability ^{d)} (enter with respondent's permission) | Duration of residence in Poland | | Where did you live a year ago? 1 - in the same gmina 2 - not in the same gmina, but in the same voivodship 3 - in the other voivodship (name/code) 4 - in the other country (name/code) | Duration of absence from the household | | Reason for absence ^{b)} | Place of stay of person absent (staying in Poland - voivodship and place name and territorial code of the place; staying abroad – name and code of the country) | Participation in the survey ⁱ⁾ | ZD questionnaire number |
|---------------|--------------|---------------|--|---|---------------------------------|---|---|--|---|----------------------------------|---|---|-------------------------|
| | | | | | Actual ^{e)} | Planned ^{d)} (total including actual) [enter only for persons staying in Poland shorter than 1 year] | | actual (in months) | Planned ^{e)} (total including actual) | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 01 | I | | | | | | | | | | | | |
| | II | | | | | | | | | | | | |
| | III | | | | | | | | | | | | |
| | IV | | | | | | | | | | | | |
| 02 | I | | | | | | | | | | | | |
| | II | | | | | | | | | | | | |
| | III | | | | | | | | | | | | |
| | IV | | | | | | | | | | | | |
| 03 | I | | | | | | | | | | | | |
| | II | | | | | | | | | | | | |
| | III | | | | | | | | | | | | |
| | IV | | | | | | | | | | | | |
| 04 | I | | | | | | | | | | | | |
| | II | | | | | | | | | | | | |
| | III | | | | | | | | | | | | |
| | IV | | | | | | | | | | | | |
| 05 | I | | | | | | | | | | | | |
| | II | | | | | | | | | | | | |
| | III | | | | | | | | | | | | |
| | IV | | | | | | | | | | | | |
| 06 | I | | | | | | | | | | | | |
| | II | | | | | | | | | | | | |
| | III | | | | | | | | | | | | |
| | IV | | | | | | | | | | | | |
| 07 | I | | | | | | | | | | | | |
| | II | | | | | | | | | | | | |
| | III | | | | | | | | | | | | |
| | IV | | | | | | | | | | | | |

^{d)} Level of disability:

- 1 – certificate of severe level of disability or equivalent,
- 2 – certificate of moderate level of disability or equivalent,
- 3 – certificate of minor level of disability or equivalent,
- 9 – lack of certificate of disability level or equivalent; child below 15 years of age

^{e)} Actual duration of stay in Poland:

3 months or shorter – code 98; longer than 3 months, but shorter than 1 year – code 97; 1 year or longer - exact number of years (within the range -1-96); 00 - born in Poland

^{b)}Planned duration of stay in Poland:

shorter than 12 months – exact number of months; 1 year or longer – code 12

^{a)} Planned duration of absence:

shorter than 12 months – exact number of months; 1 year or longer – code 12

Notice:

Code 12 may be entered only when actual duration of absence is no longer than 3 months. If the period of actual absence is longer than 3 months and the person plans to stay outside the household (actual and planned absence) for 1 year or longer the interviewer should enter this person into part B or C of the ZG File.

^{b)}Reason of absence code:

in Poland in collective households in connection with:
01 – performing work/ staying in an employee lodging house; **02** – education /staying in a boarding school, dormitory, student hostel; **03** –other reasons (staying in social welfare home, pensioners' home, orphanage, etc.)

in Poland outside collective households in connection with:
04 – employment; **05** – other reasons (e.g. stay in hospital);
 Abroad in connection with:
06 – employment; **07** – job search; **08** – education; **9** – other reasons

ⁱ⁾ Participation in the survey code:

1– there is ZD questionnaire; **2**– temporarily absent – no ZD questionnaire; **3**- refused interview – no ZD questionnaire; **4**- arrived – there is ZD questionnaire; **5**- arrived, but temporarily absent – no ZD questionnaire; **6**- arrived, but refused interview – no ZD questionnaire; **7**- left the household – no ZD questionnaire

B. PERSONS STAYING IN POLAND IN COLLECTIVE HOUSEHOLDS FOR MORE THAN 3 MONTHS (actual stay) WHOSE DURATION OF ABSENCE FROM THE HOUSEHOLD (total - actual and planned) IS 1 YEAR OR MORE

1. Personal information

| Person number | Last and first name (with respondent's permission) | Sex 1-M 2-F | Year of birth | Has the absent person already had his/her birthday this year? 1 – Yes, 2 – No | | | | Level of attained education ^{a)} | Relationship to the household head | |
|---------------|---|-------------------|---------------|--|----|-----|----|---|------------------------------------|--------------------|
| | | | | survey round | | | | | name | code ^{b)} |
| | | | | I | II | III | IV | | | |
| 1 | 2 | 3 | 4 | 5 | | | | 6 | 7 | 8 |
| 01 | | | | | | | | | | |
| 02 | | | | | | | | | | |

^{a)} Level of attained education: 00 – tertiary with academic degree (at least doctorate), 10 – Master degree or equivalent, 11 – Licentiate, Engineer, 10 – College diploma/certificate, 20 – post-secondary school certificate, 30 – vocational secondary, 40 – general secondary, 50 – basic vocational, 60 – lower secondary (gimnazjum), 70 – primary, 80 – incomplete primary, 90 – without school education ^{b)} Relationship code: 02 – spouse, 03 – cohabiting partner, 04 – son, daughter, 05 – son-in-law, daughter-in-law, 06 – father, mother, father-in-law, mother-in-law, 07 – grandfather, grandmother, grandson, granddaughter, great grandson, great granddaughter, 08 – brother, sister, 09 – uncle, aunt, other relative, 10 – unrelated household member

2. Information about reasons of absence and place of residence

| Person number | 1 | 01 | | | | 02 | | | |
|---|---|----|----|-----|----|----|----|-----|----|
| Survey round number | 2 | I | II | III | IV | I | II | III | IV |
| Reason of absence ^{a)} | 3 | | | | | | | | |
| Voivodship of residence of person absent during interview | 4 | | | | | | | | |
| Place of residence of person absent during the interview | 5 | | | | | | | | |
| Territorial code | 6 | | | | | | | | |

^{a)} Reason of absence: 1 – performing work/ staying in an employee lodging house; 2 – education /staying in a boarding school, dormitory, student hostel; 3 – other reasons (staying in social welfare home, pensioners' home, orphanage, etc.)

C. PERSONS STAYING ABROAD FOR MORE THAN 3 MONTHS (actual stay) WHOSE DURATION OF ABSENCE FROM THE HOUSEHOLD (total - actual and planned) IS 1 YEAR OR MORE

1. Personal information

| Person number | Last and first name (with respondent's permission) | Sex 1-M 2-F | Year of birth | Has the absent person already had his/her birthday this year? 1 – Yes, 2 – No | | | | Level of attained education ^{a)} | Relationship to the household head | |
|---------------|---|-------------------|---------------|--|----|-----|----|---|------------------------------------|--------------------|
| | | | | survey round | | | | | name | code ^{b)} |
| | | | | I | II | III | IV | | | |
| 1 | 2 | 3 | 4 | 5 | | | | 6 | 7 | 8 |
| 01 | | | | | | | | | | |
| 02 | | | | | | | | | | |

^{a)} Level of attained education: 00 – tertiary with academic degree (at least doctorate), 10 – Master degree or equivalent, 11 – Licentiate, Engineer, 10 – College diploma/certificate, 20 – post-secondary school certificate, 30 – vocational secondary, 40 – general secondary, 50 – basic vocational, 60 – lower secondary (gimnazjum), 70 – primary, 80 – incomplete primary, 90 – without school education ^{b)} Relationship code: 02 – spouse, 03 – cohabiting partner, 04 – son, daughter, 05 – son-in-law, daughter-in-law, 06 – father, mother, father-in-law, mother-in-law, 07 – grandfather, grandmother, grandson, granddaughter, great grandson, great granddaughter, 08 – brother, sister, 09 – uncle, aunt, other relative, 10 – unrelated household member

2. Information about reasons and duration of absence and place of residence

| Person number | 1 | 01 | | | | 02 | | | |
|--|---|----|----|-----|----|----|----|-----|----|
| Survey round number | 2 | I | II | III | IV | I | II | III | IV |
| Reason of absence ^{a)} | 3 | | | | | | | | |
| Duration of absence ^{b)} | 4 | | | | | | | | |
| Country of residence of person absent during the interview | 5 | | | | | | | | |
| Territorial code | 6 | | | | | | | | |

^{a)} Reason of absence from Poland: 1 – employment, 2 – job search, 3 – education, 4 – other.

^{b)} Duration of actual absence code: 1 – the person stays abroad shorter than 1 year, 2 – the person stays abroad 1 year or more.

Part 2. Summary characteristics of the household

| Specification | For every survey round number | | | |
|---|-------------------------------|----|-----|----|
| | I | II | III | IV |
| Number of household members (part 1A) | 1 | | | |
| Of which: number of persons aged 15 years or more | 2 | | | |
| Number of persons staying in collective households (part 1B) | 3 | | | |
| Number of persons staying abroad (part 1C) | 4 | | | |
| Is any of the household members a holder of a farm or a plot? YES – 1, NO - 0 | 5 | | | |
| Total arable area of a farm or a plot in hectares (with 2 decimal digits) | 6 | | | |
| The purpose of the production of the agricultural holding during the last 12 months ^{a)} | 7 | | | |
| Code of the household's main source of maintenance | 8 | | | |
| Code of the household's additional source of maintenance | 9 | | | |

^{a)} Purpose of production of agricultural holding code:

- 1 – non-agricultural
- 2 – producing only for their own needs
- 3 – producing mostly for their own needs
- 4 – producing mostly for the market

^{b)} Code of the household's main and additional source of maintenance:

- 1 – paid employment
- 2 – work on own agricultural holding
- 3 – work in own business outside private agriculture
- 3 – self-employment outside private agriculture
- 4 – retirement pension
- 5 – disability pension
- 6 – unemployment benefit
- 7 – pre-retirement benefit
- 8 – other social benefits
- 9 – other non-earned source of maintenance

Part 3. Supplementary information

| Specification | For every survey round number | | | |
|--|-------------------------------|----|-----|----|
| | I | II | III | IV |
| Reasons for lack of ZD questionnaire | | | | |
| Interviewer's number | | | | |
| Total time of interview in the households in minutes (ZG and ZD) | | | | |

Interviewer's comments

| Contact information | | | |
|---|---------------------|--|----|
| Telephone number | At home | | a) |
| | At work | | |
| | Mobile phone number | | |
| Email address | | | b) |
| The preferred time (hours) of the next visit: | | | |

^{a)} Code for lack of possibility to contact the household by phone:

- 1 – the household does not have contact phone number
- 2 – the household did not provide the contact phone number

^{b)} Code for lack of possibility to contact the household via email

- 1 – the household does not have email address
- 2 – the household did not provide the email address