

Viet Nam Living Standards Survey (VLSS) 1997-98

Supplementary Instructions to Survey Teams

## MONOGRAPH ON THE HOUSEHOLD LIVING STANDARDS SURVEY 1997/98

Main contents newly supplemented or amended to the household questionnaire post training.

### **Section 0.**

Instructions for recording religion of the household head.

### **Section 1:**

In the interviewer handbook and the household questionnaire, there have been some changes made to exceptions in specifying household members.

In the household questionnaire, question 4 inserted code;

KNOW A PART, question 5 can be recorded KB to DAY, MONTH

In the interviewer handbook, add explanation to part D

### **Section 2:**

Part A : added question 5

Part C: change question 1 from level into grade

Part D: interviewer handbook added instructions on recording of question 2 , part D

Part E: in question 1, Level I should be replaced with Level II; insert code OTHER to question 11 ( with explanation on how to recird in the interviewer handbook)

### **Section 3:**

Question 7: Further explanation is made on "regular activities"

Questions 9,13,17,21 explains further about drug purchase when seeking health consultation and treatment at health facilities.

Question 39 to 43: More explanation about self-purchase of drugs

### **Section 4:**

Add further explanation about occupation recording.

### **Section 6:**

Calculation of the household including land, not only construction value

In calculating area should include also auxiliary areas which are not linked to the house used by the household.

### **Section 7:**

For language code use ethnic code

**Section 8:**

Supplement 8 kinds of vaccines

**Section 9:**

In sales of crop products should include also products remaining from previous harvests  
Livestock raising including piglets less than 2 months old  
The crop products remaining at the time of the interview includes products for storage, saving, accumulation.

**Section 10:**

Insert space for recording the fourth activity/occupation and more

Insert question on "agent"

**Question 12:**

For annual expenditures, home production and non-purchase were added.

**II. Regulations for asking schools**

1) for an EA prior to Tet, do not ask schools out of the surveyed communes

for EAs after the Tet, ask 2 lower secondary schools, 1 upper secondary school within 10 km diameter and in the same district if there is no lower and upper secondary schools in the commune. For cases of upper secondary and high school beyond the 10km diameter, and can be asked to other persons ( teachers of the upper and high schools in the commune or others ) who know about those schools, record only the information they know. For items they don't know, record KB and finally note clearly by whom the information is provided.

**Subject-matter announcement No 1**  
**The Household Living Standards survey 1997 - 1998**

**I- The Household Questionnaire**

**Section 0.**

*Page 2*

**Household number:** At the commune/ward selected from the Multi-purpose Household survey, the team leader should renumber the selected households from 1 to 15 in each village/hamlet /cluster.

**Section 1.**

*Page 6*

**Question 5:** record year with four digits, instead of two digits as previously.

*Page 8*

Profession code of over 34 can be forced when entering the data. The data entry program will be revised after Tet to allow normal entry.

*Page 9*

Opinions consider this part redundant is wrong. This part is designed to see among the interviewed persons in the Living standards survey 1992-1993 , who is interviewed in this survey, who is not and the reasons why. Those recorded information in question 6 are those who are included in both surveys. During analysis comparisons will be made of changes in the family living conditions during 1992/1993 - 1997/1998. The team leader should copy all household information in the 1992/1993 period from the household list in the past (old one) to questions 1,2 ,3,4. For persons interviewed this time, the team leader records to the question 6 a new idcode from Section 1 Part A of the household questionnaire in the 1997/1998 survey. Code in question 2 (old code in 1992/1993) may be different from that in question 6 (the 1997/1998 code). Questions 7 to 11 are reserved for those who are not interviewed this time and are for interviewers to record. For example: in the 1992/1993 Living Standards Survey Mr. Hai's household had 5 persons, including Mr. Hai, 1 son, 1 daughter in-law and two grandchildren. Mr. Hai was then 76 years old and the household head with code 1. This time his household members remain unchanged, but due to his old age, the head of household position has been transferred to his son therefore, the team leader should copy names, codes, sexes ages of the five members of Mr. Hai's in the 1992/1993

Survey verbatim to questions 1, 2,3,4. Question 5 coded 1 for all five persons and question 6 recorded new codes of these five persons, for example Mr. Hai in the first row, question 2 has code 1 but question 6 has code 5; Mr. Hai's son in the second row with code 2 but question 6 with code 1.

## **Section 2:**

*Page 15*

Question 2, move "extra education fee" next "education fee" but data entry program has not yet been revised therefore key puncher should pay attention to this and enter data correctly.

Add code 99: "other branch" to List of professional training sector and code 99 to "other occupations" to List of technical worker training, technician of Vietnam.

*Page 17*

Question 5: turn skip pattern after code 3 into : ">> 15  
next page

## **Section 4:**

*Page 34*

Question 20: MONTH stands before YEAR, but the data entry programmed YEAR before MONTH. Key puncher should be aware and pay attention to this. Data entry program will be revised after TET

*Page 40*

Question 5 is incorrect, after TET the printing house will correct all forms. For the immediate future, for timely correction, it is proposed that the interview teams should correct the question with pencil into ; " HAS THIS PERSON WORKED IN THE LAST 5 YEARS? CHECK QUESTION 4 IN THIS PART". No change to response code. For the already interviewed households, re-interviewer this question and the next questions if the answer to this is 1 (interviewed in the second round and re-enter data)

*Page 41*

Question 10: Use the **National Economic branch code** in pages to record code **Branch code** , do not mistakenly use the UNIVERSITY TRAINING LIST printed in the above page.

*Page 42*

Question 4; change the skip pattern into 7 instead of 8

## **Section 14**

*Page 106*

Question 23 if the guarantor for loans is not a relative (code 15), then interviewer should record clearly to Section O Part D who he/she is, e.g. employer of the hired workers or of the local authority or other people.

*Page 109*

Question 22: as question 23 in page 106 above.

*Page 110*

Change >> Part B into >> part C

## **The commune/ward questionnaire**

### **Section 4**

Question 15; Record as follow:

Suppose for annual crop land, 60 % of the area is of assigned to long-term use, 20 % due to transfer, 7 % from inheritance, 8 % due to exchange, 5 % other sources. Then question 15 coded 1 to the first column, code 2 to the second column

## **The price questionnaire**

For Television set, take price of the Mono not the stereo type

Grey cement, take price of the PC 30, not PC 40

Ramofon, take the domestic 100 tablet jar, 50 mg

Insulin, take the 400UI/10 milliliter (usually made in France, or Germany)

On the occasion of the new year, the Steering Committee wishes all interview team members good health. We call for solidarity and co-operation to overcome difficulties of the first survey cluster and see you soon.

## **SURVEY STEERING COMMITTEE**

### **Further Announcement**

1. Section 4 " Apart from remuneration and salary" (question 22 PART B, question 14 PART D) if all columns A→ I recorded 0 then do not enter this question.
2. Section 4, PART A, Question 13 if an adult person has never done any job, record PROFESSION CODE 00
3. Inform the SC immediately if there are any old households (1992 - 1993) without household number so this issue can be resolved.

**Subject-matter announcement No 2**  
**The Household Living Standards survey 1997 - 1998**

HOUSEHOLD QUESTIONNAIRE

**Section 0**

*Page 2*

**Household number:** After Tet the data entry program will be revised to enter number 30. Presently, the biggest digit that can be entered is 20 therefore the solution is as follows. At the commune/wards of the 1992 - 1993 VLSS, the household number in 1992 - 1993 is smaller than 20 then it can be used as the household number for this survey and recorded this number to page 2 and question 2 page 3. If there is any number in the HOUSEHOLD NUMBER in 1992 - 1993 bigger than 20 then there are two ways of numbering households in this time.

The first way: Team leader takes one number among 1 to 20 which does not coincide with HOUSEHOLD NUMBERS in 1992 - 1993 smaller than 20 as the number for this time and record that number to page 2, record HOUSEHOLD NUMBER in 1992 - 1993 bigger than 20 to question 2 page 3. For example: at a cluster there were 16 households numbered in 1992 - 1993 as: 1,2,3,4,5,6,7,8,9,10,12,13,14,15 and 25. Households numbered smaller than 15 can be kept unchanged and be recorded to page 2 and 3. Household numbered 25 can be numbered one of 11, 16, 17, 18,19, 20 since these numbers do not coincide with HOUSEHOLD NUMBERS in 1992 - 1993 and are smaller than 20. Suppose the team leader selects 11. This number will be recorded to HOUSEHOLD NUMBER in page 2 and HOUSEHOLD NUMBER 25 in 1992 - 1993 will be recorded to Question 2 page 3.

The second way: Team leader re-numbers consecutively all households from the 1992 - 1993 VLSS from 1 to 16. If there are replaced households, number them from 17 to 20. These numbers will be recorded to HOUSEHOLD NUMBER in page 2. Question 2 page 3 should be recorded the correct HOUSEHOLD NUMBER in 1992 - 1993. For example, a household in 1992 - 1993 has the HOUSEHOLD NUMBER as 15 and is re-numbered as 10 this time then record 10 to HOUSEHOLD NUMBER in page 2, record 15 to question 2 page 3.

## **Section 1**

*Page 8*

Numerical order of children: can be the same as the with member idcode.

## **Section 2**

*Page 10*

Question 3: One person already completed high school, took university examinations but failed and has been studying for re-taking of the examination, then it is agreed as non-school attending, record 2

*Page 18*

Question 15: including fees for studying for examinations

## **Section 4**

**Page 25**

Question 13: if do nothing, record 0

*Page 26:*

Question 4: correct as " In this work did you work in a field, garden or forest plot belonging to yourself or your household or raise livestock or aquatic products or process home-produced crops or output for your household? "

*Page 28*

Question 22: if there is no information in all columns from A to I, record 0 to all those columns

*Page 40*

Question 1, 2: Pupils of over 15 years of age, school attending is the main work but still have income and that has been recorded in the part of for the last 7 days or in the last 12 months, then code 1 in question 1, record age in question 2 and ask the following relevant questions.

Question 6: Calculate as of the interview time

Question 8: Five years prior to the interview time

## **Section 5**

*Page 44*

Question 12: only included working with income. Exclude going out, going to school, disease treatment, v.v.



**Section 8**

*Page 52*

Question 26, 27: times in question 27 may be smaller or the same as that in question 26

**Section 9**

*Page 71*

Question 44, 45 if it can be split then sill record 1 in question 44 and record the split part to the respective columns, other columns record DK.

**Section 10**

*Page 83*

Question 19: If coded 2 then >> PART B

*Page 87*

Question 7: **Profession code** is the activity/occupation code valued from 1 to 4, not profession code in the List of Profession codes.

**Section 11**

*Page 88, 89, 90*

Question 4: Record 0 if there is no home production or non-purchase

*Page 91 to 95*

Question 11: the total consumption amount in months recorded in question 10, not the average amount per month.

**SURVEY STEERING COMMITTEE**

### Subject-matter announcement No 3

#### The Household Living Standards survey 1997 - 1998

##### HOUSEHOLD QUESTIONNAIRE

1. The contents in the Subject-matter announcement No 1, 2 of the STEERING COMMITTEE before the Lunar New Year, comments and recommendations of consultants after the inspection period, opinions in the "learning from experience" meeting after Tet have been updated to the interviewer's handbook. It is proposed that the team leader and interviewer abandon the old interviewer's handbook and use the new one.
2. There are, however, 3 errors remain to be corrected:
  - Page 70, question 39 be corrected : "...before moving to questions 38-41" into " Before moving to questions 40-41"
  - Page 71, question 47 be corrected: "...before moving to question 50" into before moving to question 48"
  - Page 80, 81: question 6 and 8: if we ask in the way printed in the questionnaire, we can't count the amount the household has purchased, sold machines, equipment in the last 12 months. Therefore it should be corrected as follow: **in question 6 and 8, drop "including part of other households"** that is, only count the amount purchased by the household, not count part of other household. **Question 7 and 10 should be kept unchanged** . Team leader and interviewer is proposed to delete the **"including part of other household"** in question 6 and 8 before interviewing the household. For example: At the interview time, the household has no big tractor, but the household has bought one with another household sharing half which was sold before the interview time. The purchase price of the tractor is 100 million Dong, the selling price is 85 million Dong, calculating for this example as follow: Row "big tractor" question 2 recorded 2, question 5 recorded 1, question 6 recorded 0.5 , question 7 recorded 100000, question 8 recorded 1, question 9 record 0.5, question 10 recorded 85000.

##### HOUSEHOLD LISTING A

The responsibility for contacting the local authorities to make a household listing in form A is assigned to the Team leader. Upon arrival at the locality, if the 32 households in the 1992 - 1993 VLSS or 30

households of the multipurpose household survey remain unchanged, and will be interviewed this time, do not make a list of the households. Otherwise, if replacement is required, make a list of households in form A.

If there is available a list of household of selected village/hamlets or clusters and a photocopier, copy that list for a replacement of list A. If there is not available such photocopier and list of the household is so long, say around 1000 households, the following method should be applied:

Suppose the local list has 1000 households. Divide this list into 10 sections ( section 1, 2, 3, ... section 10 ), each section has 100 households. Use the one digit random table to choose one number from 1 to 10. The random number will be respective to one of the 10 sections. Record to List A the selected section, that is only 100 household are included in the list A. For example, if number 3 is chosen then section 3 is selected, record names of the 100 households of section 3 to list A to select the replaced households. By this way only 100 household list can be made instead of 1000 households.

#### RESPONSIBILITY OF ANTHROPOMETRIST

Anthropometrist has to fulfill three tasks:

- Take anthropometry measurement ( height, weight, armbrace)
- Collect data to the price questionnaire
- Compare the entered data in the computer with data of the questionnaire

These three tasks have been stated in page 4 of the team leader's handbook. For the time prior to the Lunar New Year, some anthropometrist did not perform well task 3. It is proposed that anthropometrist follow consistently this work. How to do this comparison will be instructed by team leader and key puncher.

#### SURVEY STEERING COMMITTEE

# **SOME AMENDMENTS TO DATA ENTRY PROGRAM AS OF JANUARY 13, 1998**

This document presents a list of amendments and screens where data needs to be re-entered for all survey households. Prior to reentering these questionnaires, data entry operators should re-install the program on the diskettes that contains the attached amended programs.

Section	Amendments	Screen to be re-entered
cluster code	Limits to be changed into 001-999	
HH Order	Limits to be changed into 01- 30	
Section 1A	Question 5 record 4 digits limited to 1880-1998	A2
Section 1 B	Question 8 and 16 on profession code have been revised from 01-99	
Section 1 C*	Numerical order of non-family children may coincide with household member code	
Section 2D	Revised order of question 2 from A - L as in the questionnaire	2D
Section 2B	Inserted data entry field for question 10	2 B
Section 2 E	Revised skip pattern for code 3 to question 15,	
	Revised structure of question 16-17	
Section 3	Question 58 has fixed row unit gram into 1000 Dong	
Section 4 B	Revised limits for question 7 from 0 -52, still enter question 22	
Section 4D	Question 20 will reverse the order	
	MONTH - YEAR into YEAR - MONTH	4 D2
Section 4 G	Revised limits for question 2 from 8 to 60	
Section 4 H	Revise skip pattern of question 4 to 7 ( the questionnaire will be revised)	
Section 6 B	Question 12 with limits from 0.3 - 400.0	
Section 8		
Section 9F	Revise the width of quantity field	9F
Section 10 B	Re-enter expenditures items	10 B
Section 11		
Section 12	Question 1 revised code list (add	12 B

B	code 145/164/165)	
Section 12 C	Check cases of furniture codes >> 24, enter more	12 C
Section 12 D 2	Question 9 is split into 3 columns ( first, second, third)	12 D 2
Section 13		
Section 14 A/B	Question 23/22, changed relation code	14 A 3 and 14 B 3
Section 15	Re-enter due to changes in arm circumference	15

Social- environment department  
The general statistics office of vietnam

**Subject-matter announcement No 4**  
**The Household Living Standards survey 1997 - 1998**

The HOUSEHOLD QUESTIONNAIRE

*In the old data entry program there was a small error: that is the 07 screen of the old data entry program is different from Section 07 in the household questionnaire (page 49 - 50), therefore, in order to assure the right information as the questionnaire, it is proposed to key puncher re-enter screen 07 after a new specific program has been installed.*

Old data entry program	New data entry program
Question 7: WRITE THE NUMERICAL ORDER OF THE FOUR MOST IMPORTANT ACTIVITIES/OCCUPATIONS : the first, second, third(different from the questionnaire)	Question 7: WRITE THE NUMERICAL ORDER OF THE FOUR MOST ACTIVITIES/OCCUPATIONS : the first, second, third, fourth

**The community questionnaire**

In the data entry program the price questionnaire has been revised in screen 0 (abandon Codes of district, province/city and replaced with commune/ward Code)

**It is proposed to key puncher :**

- if the price questionnaire has not been entered, re-install the new data entry program then enter the data.
- if the questionnaire has been entered, new program will be applied from the next EA on.

## **Subject-matter announcement No 5**

### **The Household Living Standards survey 1997 - 1998**

The Steering Committee would like to express its most sincere greetings and wish good health to all staff working in the field. The Steering Committee highly appreciates efforts of all staff overcoming difficulties in weather, transports, daily activities to successfully fulfill the assigned work. Hopefully, such efforts would be developed so that we can obtain the highest results.

Based on the checking results of consultants and regional staff after the second cluster 2, the Steering Committee announces the following points:

- 1) Team leader and interviewer is proposed to read carefully the handbooks. If anything is unclear, discuss it internally within the interview team. If any point is not consistent, inform the regional supervisor and the Steering Committee.
- 2) As proposed by some staff, some reports that use data of the Living Standards Survey 1992 - 1993 will be sent to each regional staff and interview team to see how the data being collected are used.
- 3) Each regional staff will have a set, each interview team has 3 books titled "The National economics system", including groups of branch and details of each branch, which facilitates the coding.
- 4) Each interview team will have a professional report prepared by consultants after the checking episode of the EA 2, sent by the Steering Committee. All interview teams are proposed to read and follow the instructions.
- 5) Regional staff is reminded by the Steering Committee of contents to be checked in interview teams:
  - Observe the way interviewer asks the households
  - Observe the way anthropometric measurements are done by the anthropometrist
  - Observe team leader re-interviewing the household (if any)
  - Check date of entering data and date recorded in the questionnaire, check information recorded in Section 0C
  - Check lists of household and replacement of households
  - Randomly check some completed questionnaires for consistency and logic, completeness and other issues,

correlating with Form C to assure that team leader has found out all errors.

- Check completed community questionnaire for consistency, logic, completeness and other issues
- Discuss with other interview teams about errors found during checking, about methodology, working method of interviewer, anthropometrist, organization of the team, hassles to be settled and errors found in the questionnaire.

6) Apart from points specified in the consultant's reports, the following issues of professional should be made public to the interview teams:

- " Soldiers serving National Services and will come back and live in the household" is now, regulated as not be household member.
- In the new data entry program, some questions in the household and community questionnaires are revised as:

#### **Household questionnaire**

##### **Section 06:**

- **Question 34:** Do you have a joint or individual electric meter?

Add code: do not have .....3 ( if this code arises, key puncher has to enter it, do not revise data in the old program)

##### **Section 14 Part B:**

- **Question 5:** code of borrower/borrowing organization

Add code: Other .....4 (>>8) ( if this code arises, key puncher has to enter it, do not revise data in the old program)

#### **Community questionnaire**

##### Commune/ward form

##### **Section 1**

- **Question 8:** what are the main religions in the village/hamlet ?

Add code: non-religion .....8 ( if this code arises, key puncher has to enter it, do not revise data in the old program)



**Section 2:**

**Question 6:** which projects/programs of the Government or other organizations are being implemented in this commune/ward ?

Add code: none .....8 (>9) ( if this code arises, key puncher has to enter it, do not revise data in the old program)

Interview form for school ( questions 10, 11, 12, 13 and question 40 in general situation Section ):

- **Question 10, 11:** enlarge data field from 3 digits to 4 digits
- Change position of **questions 10, 11, 12, 13** as in the school questionnaire
- **Question 40** (excellent) enlarge data field from 2 digits to 3 digits

Key puncher is proposed to re-enter the **Interview Form for school** ( from question 10 to the end)