

HBS

2004

Household Budget Survey

3.1. DIARY

Questionnaire Code: 3.1.	Job Type: 3 2 5 1	Interval: <input type="text"/> <input type="text"/>	Year: 2004
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[illegible]

		CHANGES:
COUNTY:		
SETTLEMENT:		
ADDRESS:		
NAME/SURNAME OF THE HEAD OF THE HOUSEHOLD:		

INTRODUCTION

The Central Bureau of Statistics carries out the Household Budget Survey, which is used to collect information about the personal consumption of the population. The majority of EU countries use the diary to collect data on everyday expenses. The diary is used to collect data on the day-to-day expenditure on food, beverages, tobacco and other consumer goods during a two-week period. The household member who is most familiar with the household expenditure should keep the diary. Data collected in the diary is used to calculate the volume and composition of the consumption of food, beverages, tobacco products and other consumer goods and is used solely for research purposes.

How to fill in the diary?

Use a new page in the diary for each day of the week. If one page of the diary is insufficient for a particular day, continue on the next page, and write in the same date as on the previous page. On the new page, number the rows from 21 - 40 and continue to write in your purchased articles from that day. Do not skip rows when filling in the tables.

What expenditure is written in the diary?

Only expenditure on food, beverages, tobacco products and consumer goods purchased by your household or given as gifts is written in the diary. **By consumer goods we mean products for personal care and hygiene, newspapers, magazines and cleaning materials for your house/flat.**

Write all of your daily expenditure in the diary, regardless of the method of payment (cash, cheque, credit card, or line of credit); write in the full price for each individual article.

What expenditure is not written in the diary?

If you are preparing a major celebration (anniversary, christening, wedding...) during the survey period, do not write in expenditure related to the celebration in the diary. Expenditure on holiday festivities and minor family celebrations (e.g. birthday parties, etc.) should be written in the diary.

When do you fill in the diary?

We recommend that you fill in the diary every day. As a reminder, you may use your receipts, which you may attach to the diary.

What is the best way to fill in the diary?

Each day, write in the date. Write in each expense in a separate row and state whether it was bought, consumed from your own production, received or given as a gift. Also write in the code of the establishment in which the purchase was made. If an article was bought as a gift, then write it in only under the gifts given column, not as bought and then given away as a gift. If an article was bought for personal consumption, but unexpectedly given away as a gift, then write that article in under items bought. For articles which were bought, write in the quantity, the unit of measure, and the value. If an article was consumed from your own production, received or given away as a gift, write in only the quantity and the unit of measure. If on a particular day you did not have any expenditure, then do not write anything for that day in the diary. On the next day, continue writing in the diary where you left off; write in the corresponding date; (do not skip pages in the diary).

The establishment where the goods were purchased can be a shop, a supermarket/department store/retail outlet, a market, a kiosk or other shopping establishment. For each article purchased, write in the code of the establishment where it was purchased, in the appropriate column.

By shop we mean a (small) shop/corner store which is fully serviced or self-serviced.

By supermarket/department store/retail outlet we mean (larger) shops with a wide assortment of goods - with both food and non-food items.

By market we mean the sale of goods in the open air or in a covered area (designated for this purpose).

By kiosk we mean the sale of goods from a small (fixed or portable) building.

By other shopping establishments we mean the sale of goods from independent stalls/booths, or other improvised spaces for the sale of goods on the streets, or in shops, or the sale of goods through canvassing/soliciting, etc.

Describing the purchase

For each article of food or drink, describe exactly what you bought. For example, write:

“corn bread” and not just “bread”

“beef on the bone” and not just “beef”

“low-fat milk” and not just “milk”.

For each article write in whether it is fresh, frozen or preserved.

If someone who is not a member of your household does the shopping for you, but you cover the costs, then write those purchases in the diary.

If you purchase goods abroad, convert the expenses into kuna.

Thank you for your co-operation.

LIST OF UNITS FOR ARTICLES OF FOOD, BEVERAGES, TOBACCO PRODUCTS AND CONSUMER GOODS

◆ BREAD AND CEREALS

Rice	kg
Bread	kg
Toast	kg
Rolls	piece
Pasta (macaroni, spaghetti, noodles)	kg
Filo pastry	kg
Flour	kg
Cakes/Pastries (industrially made or from a pastry shop, in kilograms)	kg
Cakes/Pastries (industrially made, or from a pastry shop)	piece
Crisp-bread	kg
Wafers (for cakes and pies)	kg
Bread crumbs	kg
Biscuits (tea biscuits, gingerbread cookies, crackers)	kg
Flat cakes, meat pies, pizza, doughnuts	piece
Grains (corn, wheat, buckwheat, millet)	kg
Cereals (oats, corn, muesli ...)	kg
Soya (soya flour)	kg
Malt, malt extracts and malt flour	kg
Starch (potatoes, other types ...)	kg
Dietary preparations (based on flour, malt extracts)	kg

◆ FISH

All types of fish	kg
Fresh shellfish, molluscs, scampi, snails ...	kg
Tinned fish	kg
Caviar and hard-roe	kg
Tinned (snails, shellfish)	kg

◆ MEAT

All types of (fresh) meat	kg
Pâté	kg
Tinned meat	kg
Meat extracts (jellies, bouillon)	kg
Sausages (headcheese, blood sausage ...)	kg
Sausage casing (dried and frozen)	kg

◆ MILK, DAIRY PRODUCTS AND EGGS

Milk	l
Powdered milk	kg
Milk products (sour milk, yoghurt)	l
Cheese spread	kg
Cream, ricotta cheese	l
Fresh, spreadable, hard cheese	kg
Eggs	piece

◆ OILS AND FATS

Butter, margarine	kg
Edible oils (sunflower seed, pumpkin seed, corn)	l
Lard, pig-fat	kg
Bacon fat	kg
Crackling	kg
Fat, suet	kg

◆ FRUIT

All types of fruit	kg
Dried fruits (prunes, raisins, poppy seeds, carob, coconut, seeds)	kg
Frozen fruit	kg
Baby food (fruit-based)	kg
Dietary preparations, made from fruit	kg

◆ VEGETABLES

All types of (fresh) vegetables	kg
Fresh herbs/spices, pot herbs/vegetables	bundle
Tinned vegetables	kg
Dried vegetables	kg
Preparations made from potatoes (chips, flakes, croquets, mash, gnocchi and fries)	kg
Sweetcorn, pop corn	kg
Baby food (made from vegetables)	kg
Dietary preparations	kg

◆ **SUGAR, JAM, CHOCOLATE, HONEY AND CONFECTIONERY**

All types of sugar, jams, chocolate, honey and confectionery products	kg
Chewing gum	piece
Ice cream, larger packages	kg
Ice cream, smaller packages	piece
Baby food	kg
Dietary preparations	kg

◆ **OTHER FOOD PRODUCTS**

Mustard	kg
Ketchup	kg
Mayonnaise	kg
Various sauces (soya)	kg
Vinegar	l
"Vegeta"	kg
Pepper and paprika	kg
Garlic	kg
Other herbs/spices (ginger, pimento ...)	kg
Salt	kg
Soup/Broth	kg
Instant sauces	kg
Baker's yeast	kg
Baking powder, vanilla sugar, whipped cream	kg
Fruit extracts	kg
Soya-based products	kg
Artificial sweeteners (aspartame, saccharin)	kg

◆ **COFFEE, TEA, COCOA**

All types of coffee, tea, cocoa	kg
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◆ **MINERAL WATER, SOFT DRINKS AND JUICES**

All types of mineral waters, soft drinks and juices	l
Concentrates for the preparation of beverages	kg

◆ **SPIRITS**

All types of spirits	l
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◆ **WINE**

All types of wine	l
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◆ **BEER**

All types of beer	l
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◆ **TOBACCO**

Cigarettes	package
Cigars and cigarillos	piece
Tobacco for cigarettes, cigarette paper	kg, package
Pipe tobacco	kg

◆ **PERSONAL HYGIENE PRODUCTS**

Personal hygiene products (make-up, make-up remover, products for shaving, for showering, for sunbathing, lotions, hair spray, etc.)	piece
Other products (toilet paper, handkerchiefs, cotton wool, nappies/diapers, paper towels etc.)	piece, package

◆ **NEWSPAPERS AND MAGAZINES**

Newspapers and magazines	piece
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◆ **CLEANING PRODUCTS**

Products for cleaning and maintenance (soaps, detergents, fabric softeners, products for cleaning windows, floors, polishes, disinfectants etc.)	piece, package
Cleaning materials (brushes, brooms, sponges, shovels)	piece
Paper products (serviettes, tablecloths, extractor filters, kitchen towels, aluminium foil, paper plates)	piece, package
Other consumable products (matches, candles, safety-pins, needles, hangers, nails, glue)	piece, package

FOOD, BEVERAGES, TOBACCO AND CONSUMER GOODS BOUGHT,

Express the quantities in litres, kilograms, pieces, packages

	TYPE OF EXPENDITURE	BOUGHT			List the code of the establishment where you made your purchase: (see below)
		quantity	unit	value (in kuna)	
1	2	3	4	5	6
1	half-brown bread	0,75	kg	6	1
2	pork (on the bone)	1	kg	35	3
3	cigarettes	1	package	10	4
4	eggs	5	piece	5	3
5	"Čarli" - dishwasher liquid	1	piece	9	2
6	toilet paper	10	piece	14	2
7	newspapers	1	piece	5	4
8	cotton wool	1	piece	6	2
9	hand cream	1	piece	12	2
10	chocolate				
11	cheese - hard				
12	carrots				
13	nappies/diapers	1	package	112	2
14	Ariel - washing powder	1	package	60	2
15	glue	1	package	18	1
16	hair spray	1	piece	18	2
17	soap	1	piece	3,80	2
18	paper tissues	1	piece	1	2
19	rolls	1	piece	2	5
20					

TYPES OF SHOPPING ESTABLISHMENTS

1. **Shop** - By which we mean a (small) shop/corner store which is fully serviced or self-serviced.

2. **Supermarket/department store/retail outlet** - By which we mean (larger) shops with a wide assortment of goods - with both food and non-food items

3. **Market** - By which we mean the sale of goods in an open-air or covered area (designated for this purpose)

4. **Kiosk** - By which we mean the sale of goods from a small (fixed or portable) building

5. **Other (shopping establishment)** - By which we mean the sale of goods from independent stalls/booths, or other improvised spaces for the sale of goods on the streets or in shops, or the sale of goods through canvassing/soliciting (door to door), etc.

CONSUMED FROM OWN PRODUCTION, RECEIVED OR GIVEN AWAY AS GIFTS

A7 Date: day 15 month 01

CONSUMED FROM OWN PRODUCTION				RECEIVED AS GIFTS				GIVEN AS GIFTS			
quantity	unit	average regional retail price	value	quantity	unit	average regional retail price	value	quantity	unit	average regional retail price	value
to be filled in by the CBS				to be filled in by the CBS				to be filled in by the CBS			
7	8	9	10	11	12	13	14	15	16	17	18
01											
02											
03											
04											
05											
06											
07											
08											
09											
10								0,1	kg		
11				0,5	kg						
12	0,5	kg									
13											
14											
15											
16											
17											
18											
19											
20											

- ⇒ Write in the purchase date.
- ⇒ Describe each purchase in detail. Pay particular attention to noting whether the food was bought fresh or frozen. Also, for meat, note whether it is with bones or without.
- ⇒ When purchasing on credit (or by credit card) write in the total amount, regardless of any monthly rates.
- ⇒ If one page of the diary (with 20 lines) is insufficient to write in your daily purchases, continue on the next page (with line number 21).
- ⇒ IMPORTANT - please do not skip rows when filling in the tables.

FOOD, BEVERAGES, TOBACCO AND CONSUMER GOODS BOUGHT,

Express the quantities in litres, kilograms, pieces, packages

	TYPE OF EXPENDITURE	BOUGHT			List the code of the establishment where you made your purchase: (see below)
		quantity	unit	value (in kuna)	
1	2	3	4	5	6
1					01
2					02
3					03
4					04
5					05
6					06
7					07
8					08
9					09
10					10
11					11
12					12
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17					17
18					18
19					19
20					20

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CONSUMED FROM OWN PRODUCTION, RECEIVED OR GIVEN AWAY AS GIFTS

A7 Date: day ____ month ____

CONSUMED FROM OWN PRODUCTION				RECEIVED AS GIFTS				GIVEN AS GIFTS			
quantity	unit	average regional retail price	value	quantity	unit	average regional retail price	value	quantity	unit	average regional retail price	value
to be filled in by the CBS				to be filled in by the CBS				to be filled in by the CBS			
7	8	9	10	11	12	13	14	15	16	17	18
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TO BE FILLED IN BY THE INTERVIEWER

A8 DID YOUR HOUSEHOLD PURCHASE ANY OF THE ARTICLES LISTED IN THE DIARY ABROAD?

YES

NO ⇒ END

OF YOUR TOTAL EXPENDITURE ON THE GROUPS OF ARTICLES LISTED BELOW, ESTIMATE THE AMOUNT SPENT ABROAD

Table 2.

		AMOUNT SPENT ABROAD (amount in kuna)
1.	Bread and cereals	
2.	Meat	
3.	Fish	
4.	Milk	
5.	Oil and fats	
6.	Fruit	
7.	Vegetables	
8.	Sugar, jam, chocolate, confectionery	
9.	Other food products	
10.	Coffee, tea, cocoa	
11.	Mineral water, soft drinks, juices	
12.	Spirits	
13.	Wine	
14.	Beer	
15.	Tobacco products	
16.	Personal hygiene products	
17.	Newspapers and magazines	
18.	Products for household cleaning	

A9

INTERVIEWER'S REMARKS: