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Law of the Republic of Moldova N 412-XV as of 09.12.2004 on Official Statistics

Adopted by Decree No. 122 of the National Bureau of Statistics on 22.11.2013

Household Budget Survey

HOUSEHOLD DIARY

Part II



Year of the survey				
Month				
Code of the territory			Code	
Place of residence (urban-1, rural -2)				
Participation in the panel survey (yes-1, no-0)				
Houdehold number			Houd	

Name of the interviewer _____

First visit viz1 Day Month Year
Second visit viz2 Day Month Year

2014

HOW TO FILL IN THE DIARY

DEAR RESPONDENT,

Please be guided by the instructions of the interviewer and the rules below when you fill in the Diary.

☞ THE HOUSEHOLD DIARY IS FILLED IN EVERY DAY

Starting from the 16th day and until the end of the month, you should record only EXPENDITURES ON NON-FOOD PRODUCTS, SERVICES AND OTHER PAYMENTS (pages 10-25).

☞ EACH PURCHASE SHOULD BE RECORDED IN THE RESPECTIVE SECTION

All purchases and payments made within 15 days, except for utility bills should be recorded in the respective section of each day on a separate page (pages 10-25).

UTILITY BILLS should be registered in a separate Section IV (page 8) with indication of the amount for each type of services.

FOOD PRODUCTS FOR CURRENT CONSUMPTION FROM PRIVATE SUBSIDIARY FARMING, AS WELL AS STOCKS AND RECEIVED FREE-OF-CHARGE should be registered on a daily basis in Section V (pages 26-27).

☞ IT IS NECESSARY TO RECORD ALL THE PURCHASES AND PAYMENTS MADE DURING THE SURVEYED MONTH by all members of the household, including by third persons at the request and for the account of this household.

☞ EACH PURCHASE OR PAYMENT IS RECORDED IN A SEPARATE LINE

☞ GOODS AND PRODUCTS SHOULD BE RECORDED AS DETAILED AS POSSIBLE

To summarize the received information each good is coded, therefore we request you to describe each purchase or service as detailed as possible (see examples below).

☞ AMOUNT, COST AND PURPOSE OF PURCHASE SHOULD BE RECORDED FOR EVERY GOOD

☞ INCOME SHOULD BE RECORDED FOR EVERY MEMBER OF THE HOUSEHOLD AND AS DETAILED AS POSSIBLE TO ENSURE PROPER CODING BY THE INTERVIEWER

All income received by the household during the surveyed month, EXCEPT FOR THE INCOME FROM THE SALE OF AGRICULTURAL PRODUCTS AND INCOME FROM ABROAD, should be recorded in Section I (page 5) with the indication of the name of the household member.

REMITTANCES FROM ABROAD should be registered in Section I.I (page 5).

INCOME FROM THE SALE OF AGRICULTURAL PRODUCTS AND OTHER INCOME FROM INDIVIDUAL AGRICULTURAL ACTIVITY, AS WELL AS EXPENDITURES RELATED WITH AGRICULTURAL ACTIVITY are recorded in Sections B II (page 6), II.I (page 7), and III (page 7) of the Diary of daily records.

WHAT SHOULD NOT BE RECORDED IN THE DIARY OF THE HOUSEHOLD

☞ PURCHASES MADE AT THE REQUEST OF ANOTHER HOUSEHOLD FOR ITS ACCOUNT

☞ GOODS RECEIVED FREE OF CHARGE AND DONATED TO ANOTHER HOUSEHOLD

Example of how Section I “Cash income of all members of the household” should be filled in.

The household consists of 5 persons: Valera (husband), Elena (wife), Nikolay (son), Natalia (daughter) and Maria (grandmother).

At the beginning of the month, there were 150.0 MDL from the previous month. This amount should be recorded in the line “Cash balance as of beginning of the month”.

Valera works as an engineer and received salary in the amount of 3800.0 MDL. In addition, he sold an old TV set for 460.0 MDL.

Elena works as a nursery teacher, but she is on maternity leave taking care of daughter Natalia and receives childcare allowance in the amount of 600.0 MDL. During her free time, Elena knits on order and during the surveyed month, she made a sweater for which she received 400.0 MDL.

Grandmother Maria is a pensioner and she receives monthly pension in the amount of 900.0 MDL. In addition, she received 40 kg of corn for some occasional work, the value of which is 80 MDL.

Nikolay is a student and receives a scholarship in the amount of 550.0 MDL; he also works as an operator in an internet-café and received salary in the amount of 700.0 MDL.

I. Cash income of all members of the household

Note! Columns 7 and 8 are not filled in for social payments: pensions, allowances, compensations, etc.

No. of the line	Code of the person <i>(from the 1st column of the 3rd section of the Main Questionnaire)</i>	Income code <i>(is taken from classification)</i>	Name of the income recipient	Indicate the income type	Received		Indicate the income type Permanent....1 Occasional.....2	Indicate the income frequency At least once a month.....1 At least once in 3 Months.....2 At least once in 6 months....3 At least once year.....4 Other (indicate)..... 5	
					MDL	bani			
rind	cod	venit			suma	tipven	desven		
1	2	3	4	5	6	7	8		
			Valera	Salary	3800	00	1	1	
			Elena	Knitted a sweater	400	00	2	3	
			Elena	Child care allowance	600	00	X	X	
			Maria	Old age pension	900	00	X	X	
			Nikolai	Scholarship	550	00	X	X	
			Nikolai	Salary	700	00	1	1	
			Valera	Sale of a TV set	460	00	2	5	
			In-kind wage						
			Maria	Occasional work, 40 kg of corn	80	00	2	3	

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I. Cash income of all members of the household

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No. of the line	Code of the person (from the 1 st column of the 3 rd section of the Main Questionnaire)	Income code (is taken from classification)	Name of the income recipient	Indicate the income type	Received		Indicate the income type Permanent.....1 Occasional.....2	Indicate the income frequency At least once a month.....1 At least once in 3 months.....2 At least once in 6 months.....3 At least once a year.....4 Other (indicate).....5
					MDL	bani		
rind	cod	venit			suma		tipven	desven
1	2	3	4	5	6		7	8
1								
2								
3								
4								
5								
6								
7								
8	In-kind wage							
9								
10								
11								
12								
13								
14								
15								

I.I. Cash income of the household from abroad

Line number	You're your household received money from anyone abroad ? Yes.....1 No.....2	How often do you receive money from abroad? At least once a month1 At least once in three months2 At least once in six months.3 At least once a year4 Other (indicate).....5	Indicate the country from which you received money	Indicate the amount received last time, MDL	Indicate the amount received within the last 12 months, MDL
rind	primit	frban	tara	venult	venit12
1	2	3	4	5	6
1					

2					
3					

* Do not fill in grey columns. They are filled in by the interviewer.

II. Cash income from individual agricultural activity

rind	Code	Has your household sold any agricultural products? Yes.....1 No.....2	Indicate the received income, MDL		
			During the current month	During the last 12 months (excluding the current month)	
1	2	3	4	5	6
	Income from sale of fruit and vegetables				
1	Apples, pears, quince	911111			
2	Peach, plum, cherry, apricot and other stone fruits	911112			
3	Fresh grape	911113			
4	Strawberry, raspberry, currant, gooseberry and other orchard berries	911114			
5	Dried fruit. Berries	911115			
6	Nuts	911116			
7	Other fruit	911117			
8	Income from sale of processed fruit and berries (jam, confiture, etc.)	911118			
	Income from sale of vegetables and cucurbits crop				
9	cabbage	911120			
10	tomatoes	911121			
11	cucumber	911122			
12	Sweet pepper	911123			
13	Aubergine	911124			
14	onion	911125			
15	Bean cultures (bean, pea, lentil)	911126			
16	Potatoes	911127			
17	Other vegetables	911128			
18	Melons, water-melons	911129			
19	Income from sale of processed vegetables (preserves, pickles, etc.)	911130			
	Income from sale of grain, sunflowers, edible roots and tobacco				
20	Grain (wheat, barley, rye, oat)	911131			
21	Corn	911132			
22	Sunflower	911137			
23	Sugar beet	911133			
24	Tobacco	911134			
25	Income from sale of vegetable oil	911135			
26	Income from sale of flour	911136			
	Income from sale of livestock products				
27	Cow, goat milk	911140			X
28	Cottage cheese	911141			X
29	Sour cream	911143			X
30	Eggs	911144			X
31	Brynza	911142			
32	pork, beef	911145			
33	lamb, goat meat	911146			
34	Poultry, rabbit, nutria meat	911147			
35	Wool	911148			
36	Bee honey	911149			
37	Income from sale of animals	911151			
38	Income from sale of poultry	911152			
39	Income from sale of nursery plants, seedlings	911161			
40	Income from sale of home-made wine	911171			
41	Other income from individual agricultural activity (indicate)_____	911191			

II.I. Other income from individual agricultural activity

rind		Code	Have you household had any income from letting out? Yes.....1 No.....2	Indicate the received income, MDL			
				For the current month		For the last 12 month (excluding the current month)	
				in cash	in-kind	in cash	in-kind
		venit	realiz	vencurb	vencurn	venit12b	venit12n
42	Income from letting out land	911311					
43	Income from letting out agricultural equipment and provision of some agricultural services to other households (ploughing, seeding, transportation of products, other)	911211					

III. Expenditures on individual agricultural activity

rind		Code	Has your household undertaken any expenditures on individual agricultural activity? Yes.....1 No.....2	Indicate the cost value, MDL (if the expenditures were <i>in-kind</i> , indicate their tentative cost)	
				During the current month	For the last 12 month (excluding the current month)
		chelt	efect	chelcur	chelcur12
1	2	3	4	5	6
	EXPENDITURES				
1	Payment to hired help	171211			
2	Purchase of seeds and seedlings (potato, onion, corn, etc.)	171113			
3	Utilization of self-produced seeds and seedlings (potato, onion, corn, etc.)	171114			
4	Purchase of mineral fertilizers	171111			
5	Purchase of chemical crop protection products	171112			
6	Purchase of diesel fuel (petrol)	171133			
7	Purchase of perennial plantings	171115			
8	Purchase of domestic animals	171116			
9	Purchase of poultry	171117			
10	Purchase of fodder (grain feed, compound feed, hay, corn feed, etc.)	171118			
11	Utilization of self-produced fodder (grain feed, compound feed, hay, corn feed, etc.)	171119			X
12	Electric power	171135			
13	Expenditures on make-up water	171134			
14	Expenditures on agricultural works (soil cultivation, seeding, harvesting, shepherd, etc.)	171120			
15	Expenditures on transportation related to agricultural activity	171121			
16	Expenditures on zootechnical and veterinary services (insemination, sheep shearing, etc.)	171122			
17	Land rent payment (if payment was in-kind, please indicate tentative cost)	171311			
18	Land tax	171411			
19	Mandatory social security contributions	171212			
20	Other expenditures (indicate)_____	171911			

IV. Expenditures on payment of housing and utilities services

Name of payment			Code	During the current month		For the last 12 month (excluding the current month)	
				MDL	bani	MDL	bani
rind			chelt	chelcur		chelt12	
1			2	3		4	
Electric power	1	Electric power	045101			X	X
Gas	2	Piped gas	045211				
	3	Liquefied (bottled) gas	045221				
Heating and hot water	4	Centralized heat supply	045501				
	5	Hot water	044301			X	X
	6	Liquid fuel	045301				
	7	Coal	045401				
	8	Firewood, brushwood, etc.	045402				
9	Other fuel	045403					
Cold water	10	Cold water and sewage	044201			X	X
Elevator	11	Payment for elevator maintenance	044401			X	X
Other housing and utility services	12	Trash pickup	044101			X	X
	13	Payment for electricity in the communal entrance hallway	044402			X	X
	14	Payment for the building maintenance	044403			X	X
	15	Other utility services	044404			X	X
	16	Expenditures on repair of the communal entrance hallway, outdoor amenities	044405				
Telephone	17	Payment for landline telephone	081301			X	X
	18	Payment for mobile telephone, refill cards	081302			X	X
	19	Payment for the Internet, as well as for the packages including the Internet, telephone and TV	081303			X	X
Antenna, radio	20	Cable, digital television	092221			X	X
	21	Radiobroadcasting	092222			X	X
Housing rent payment	22	Apartment rent payment (non-privatized apartment)	041101			X	X
	23	Payment for leased dwelling	041102				
	24	Payment of dwelling of the students	041103				
Other	25	Other expenditures (alarm system, door phone, etc.) indicate _____	044406			X	X

IV.I. Income from social allowance

	Code	Did your household receive any social allowance within the last 12 months? Yes.....1 No.....2	Indicate the amount of the allowance received during current month, MDL	Indicate the amount of the allowance received during last 12 months, MDL <i>(excluding the current month)</i>	For how many months within the last 12 months did you receive the allowance ? <i>(excluding the current month)</i>
1	2	3	4	5	6
Social allowance	1	906611			
Allowance for cold season	2	906612			

Example how to record daily expenditures

DATE January 16

In this section, please indicate expenditures of all household members on eating-out: in cafes, restaurants, canteens, etc. Record expenditures in the respective line, for instance, if you had lunch in a café, record the expenditures in line 2. If you used services of street vendors, record the expenditures in line 5, where you also record other products bought in the street (buns, pies, etc.).

1. Expenditures on eating-out

Please indicate all cash expenditures in restaurants, cafes, canteens and other public catering establishments. Also record expenditures on food delivery services (for instance, pizza, etc.)

rind	chelt	Paid	
		MDL	MDL
		cost	
1	Restaurant	111111	
2	Cafe, bar	111121	25 70
3	Canteen	111201	
4	Food delivery service	111301	
5	Other (for instance, street trade)	111401	2 50

Record all expenditures on purchase of clothes and footwear in the table. Indicate the name of the good as detailed as possible. Indicate what specifically was purchased: clothes – coat, dress, trousers, etc.; footwear – warm, sport, indoor, etc. Also, indicate please who it was purchased for.

3. Expenditures on clothes and footwear

No. of the line	Expenditure code	Name of the garment and footwear	Indicate where it was bought Organized trade (shops).....1 Non-organized trade (private persons, market).....2	Indicate the purpose of the purchase Personal consumption...1 Gift.....2 Other.....3	Amount	Is purchased for		Totally paid	
						a man	a woman		
rind	chelt		sursa	scop	cant	cost		cost	
1	2	3	4	5	6	7		8	
		Jeans	1	1	1	V		400	00
		Winter jacket	2	1	1		V	300	00
		Fur coat	2	1	1		V	1180	00
		Pantyhose	2	2	2		V	30	00

Record all expenditures on other non-food products and services. Indicate the name of the good or service as detailed as possible. For instance, if you purchased a medicine, indicate which one: internal, external, medical herbs, vitamin products, etc. When you record transportation expenditures, indicate what means of transport you used: railway or motor transport. If you used municipal transport, indicate that you bought a ticket or a pass.
Expenditures on utility bills are recorded separately on page 8 of the Diary.

4. Expenditures on goods and services

Do not record taxes and compulsory deductions in columns 4, 5, 6, 8

No. of the line	Expenditure code	Name of goods and services Do not forget to record expenditures on medicines, newspapers, transportation, education, health care, toiletries, income tax, contributions to the Social Fund, health insurance, etc.	Indicate where it was bought Organized trade (shops).....1 Non-organized trade (private persons, market).....2	Indicate the purpose of the purchase Personal consumption..1 Gift.....2 Other.....3	Amount	Totally paid		If purchased on credit or by instalment, please indicate the total value of the purchase	
						MDL	bani		
rind	chelt		sursa	scop	cant	cost		costcred	
1	2	3	4	5	6	7		8	
		Washing powder		1	1 package	20	50		
		Petrol	1	1	10 l	175	00		
		Haircut	2	1	-	30	00		

		Footwear repair	2	1	-	20	00		
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DATE _____

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		MDL	bani
		cost	
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						a man	a woman	a child under the age of 13	MDL	bani
rind	chelt		sursa	scop	cant				cost	
1	2	3	4	5	6	7			8	
1										
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rind	chelt		sursa	scop	cant	cost		costcred	
1	2		4	5	6	7		8	
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rind	chelt		sursa	scop	cant	cost		costcred	
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3	Canteen	111201	
4	Food delivery service	111301	
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3. Expenditure on clothes and footwear

Line number	Expenditure code	Name of the garment and footwear	Indicate where it was bought Organized trade (shops).....1 Non-organized trade (private persons, market).....2	Indicate the purpose of the purchase Personal consumption..1 Gift.....2 Other.....3	Amount	Is purchased for			Totally paid	
						a man	a woman	a child under the age of 13	MDL	bani
rind	chelt		sursa	scop	cant				cost	
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Do not record taxes and compulsory deductions in columns 4, 5, 6, 8

4. Expenditures on goods and services

No. of the line	Expenditure code	Name of goods and services Do not forget to record expenditures on medicines, newspapers, transportation, education, health care, toiletries, income tax, contributions to the Social Fund, health insurance, etc.	Indicate where it was bought Organized trade (shops).....1 Non-organized trade (private persons, market).....2	Indicate the purpose of the purchase Personal consumption..1 Gift.....2 Other.....3	Amount	Totally paid		If purchased on credit or by instalment, please indicate the total value of the purchase	
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1. Expenditures on eating-out

Please indicate all cash expenditures in restaurants, cafes, canteens and other public catering establishments. Also record expenditures on food delivery services (for instance, pizza, etc.)

rind	chelt	Paid	
		MDL	bani
		cost	
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V. Purchase of food products from private subsidiary farming, stocks and food products received free of charge

<p>Dear Respondent! Please pay attention to the following when you fill in this Section:</p> <ul style="list-style-type: none"> • Amount of purchased products is indicated for each week. After that, the total amount of these products for 2 weeks is summed up in Column 5 "Total". • In column 6 "Indicate approximate cost of consumed products" the total cash amount for the products consumed during two weeks is calculated (from column 5). Note! If it is difficult for you to evaluate the cost of these products, just think at what cost you could have bought them. • For each product indicate the source of the product in column 7: <p><u>1. Agricultural activity (including the quota)</u> – products received as a result of your own agricultural activity and cattle rearing, both primary products (fruit, vegetables, meat, eggs, etc.), and processed ones (canned fruit and vegetables, flour, sausages and canned meat, butter, cottage cheese, sour cream, pickles, wine, moonshine). Products received as payment for land lease are also recorded here, if they were procured during the month of the survey.</p> <p><u>2. Individual non-agricultural activity</u> – products received as a result of <i>individual non-agricultural activity</i>, for instance, a household bakes cakes for sale and one of such cakes was consumed in the household during the surveyed month.</p> <p><u>3. From forest, fishing, and hunting</u> – products obtained as a result of this activity.</p> <p><u>4. From parents, children, friends and other persons</u> – products received free of charge from private persons.</p> <p><u>5. From working place</u> – products received as salary or free of charge, for instance New Year or Easter presents.</p> <p><u>6. Social assistance</u> – products received by the household free of charge as assistance from social assistance office or local authorities.</p> <p><u>7. Stocks</u> – products purchased in large amount prior to the beginning of the surveyed month and consumed during the reported period, i.e. during the month of the survey. Small balances of products remained from the previous month are not considered stocks.</p> <p>NOTE!</p> <ul style="list-style-type: none"> • Period of consumption larger than "0" can be only for the products received free of charge, for which the following codes are indicated in Column 7: 3, 4, 5, 6, 8. • The Section is filled in during the I and II half of the month. Please, to avoid duplication of information indicate actually consumed amount of products. Products purchased during the first 2 weeks of the month are not considered "stocks" if they were recorded in Section 2 as purchases. 		<p>Name of the food products</p>		<p>Code</p>		<p>Amount</p>			<p>Unit o measu re (l, kg)</p>		<p>Indicate approximate cost of consumed products</p>		<p>Source of the product (including quota).....1 Individual non- agricultural activity..2 From forest, fishing, hunting.....3 From parents, children, etc....4 From working place ...5 Social assistance..6 Stocks.....7 Other.....8</p>		<p>Expected period of consumpti on, months (for the goods purchased within 2 weeks code 0)</p>
						I week	II weeks	Total	MDL	bani	cost		sursa	percons	
						rind	chelt	cant1	cant2	cant	cost		sursa	percons	
		1	2	3	4	5			6	7	8				
Bakery product s	1	Wheat bread	011121				kg								
	2	Wheat flour	011141				kg								
	3	Corn flour	011142				kg								
	4	Pasta	011131				kg								
Rice and grain	5	Rice	011111				kg								
	6	Various grains	011191				kg								
Milk and dairy product s	7	Cow and goat milk	011411				l								
	8	Cottage cheese	011451				kg								
	9	Cheese, brynza	011452				kg								
	10	Sour cream, cream	011461				kg								
Eggs	11	Sour milk products	011462				l								
	12	Butter	011511				kg								
Oil	13	Eggs	011471				units								
	14	Vegetable oil	011541				l								
Meat and meat product s	15	Beef, veal	011211				kg								
	16	Pork	011221				kg								
	17	Lamb, goat meat	011231				kg								
	18	Meat of other domestic animals (rabbit, horse meat)	011241				kg								
	19	Poultry meat	011251				kg								
	20	Meat products and semi-processe products (mince, diced meat etc.)	011261				kg								
	21	Smoked sausage	011271				kg								
	22	Cooked sausage products	011272				kg								
	23	Liver and other sausage	011273				kg								
	24	Smoked meat	011274				kg								
	25	Precooked meat and poultry products (boiled, fried meat)	011275				kg								
	26	Meat and meat-and-cereal canned products	011276				kg								
	27	Meat by-products (head, tongue, etc.)	011291				kg								
	28	Game meat (wild boars, ducks, etc...)	011292				kg								
	29	Lard and other fat	011591				kg								
30	Cabbage	011711				kg									
31	Tomatoes	011721				kg									
32	Cucumbers	011722				kg									

	1	2	3	4	5		6	7	8
Vegetables	33	Sweet pepper	011723				kg		
	34	Aubergine	011724				kg		
	35	Garlic	011725				kg		
	36	Other vegetables (indicate)_____	011726				kg		
	37	Beet	011731				kg		
	38	Carrot	011732				kg		
	39	Other edible roots	011733				kg		
	40	Bulb onion	011734				kg		
	41	Marrow, pumpkin	011735				kg		
	42	Melons, water-melons	011736				kg		
	43	Fresh mushrooms	011737				kg		
	44	Beans, peas	011741				kg		
	45	Sauerkraut	011712				kg		
	46	Pickled tomatoes	011727				kg		
	47	Pickled cucumbers	011728				kg		
48	Canned vegetables	011751				kg			
49	Potatoes	011781				kg			
Fruit	50	Apples, pears, quince	011621				kg		
	51	Peach, plum, cherry, apricot and other stone fruits	011622				kg		
	52	Fresh grape	011631				kg		
	53	Strawberry, raspberry, currant, etc.	011641				kg		
	54	Forest fruits and berries	011651				kg		
	55	Dried fruits and vegetables	011661				kg		
	56	Nuts	011671				kg		
57	Canned fruit and vegetables (stewed fruit)	011691				kg			
Fish and fish products	58	Fresh and frozen fish	011311				kg		
	59	Smoked, salted, dried fish	011321				kg		
	60	Other fish products	011331				kg		
	61	Canned fish	011391				kg		
Jam, honey, juice	62	Sugar	011811				kg		
	63	Jam, confiture, marmalade	011821				kg		
	64	Bee honey (natural)	011822				kg		
	65	Fruit, berry juice	012231				l		
Wine	66	Vegetable fruit	012241				l		
	67	Home-made grape wine	021221				l		
	68	Fruit and vegetable home-made wine	021222				l		
Other products	69								
	70								
	71								
	72								
	73								
	74								
	75								
	76								
	77								
	78								