

# **Sierra Leone Integrated Household Survey 2017-2018**

## **Supervisor Manual**

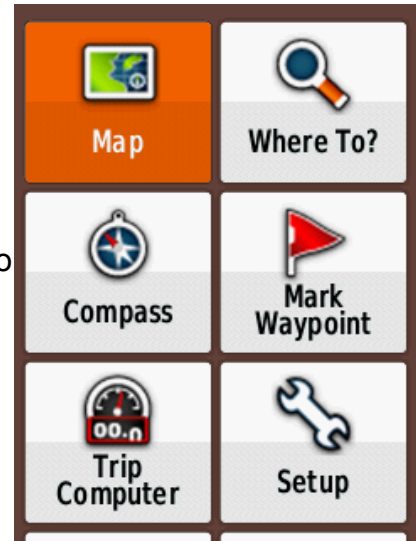
**revised version - May 2018**

# USE OF GPS UNITS

## General

The GPS unit has 6 buttons: three on the left hand side, two on the right and one on the front. To put the GPS unit on, press the power/light button on the righthand side. Once the unit has started up and connected to the satellites, it will show you the main menu (image at right). Note that the GPS unit may not work well indoors. In some areas, it may take a minute or two for the unit to be ready to use. The button on the front can be used like a joystick to scroll up and down / left and right. Press the button to select.

Make sure to turn the GPS unit off when not in use to conserve batteries. To change the batteries, turn the small metal loop on the back 90 degrees to the left, and remove the battery cover. The GPS unit takes 2 AA (finger) batteries.



## GPS Coordinates of Households

You will take the coordinates of each household and write them on the front of Book 3. The coordinates should be taken standing outside in front of the house where the household lives. Put on the GPS unit. From the main menu, use the button on the front to scroll to "Mark Waypoint" (first image below) and press the button to select. It will then show you the location with two numbers, one for N and one for W (second image below). Copy these numbers with all 5 decimal places to the front of Book 3.



	002
Note	
Location	
N 08.48586° W 013.23343°	
Elevation	
_____m	
Map	Done

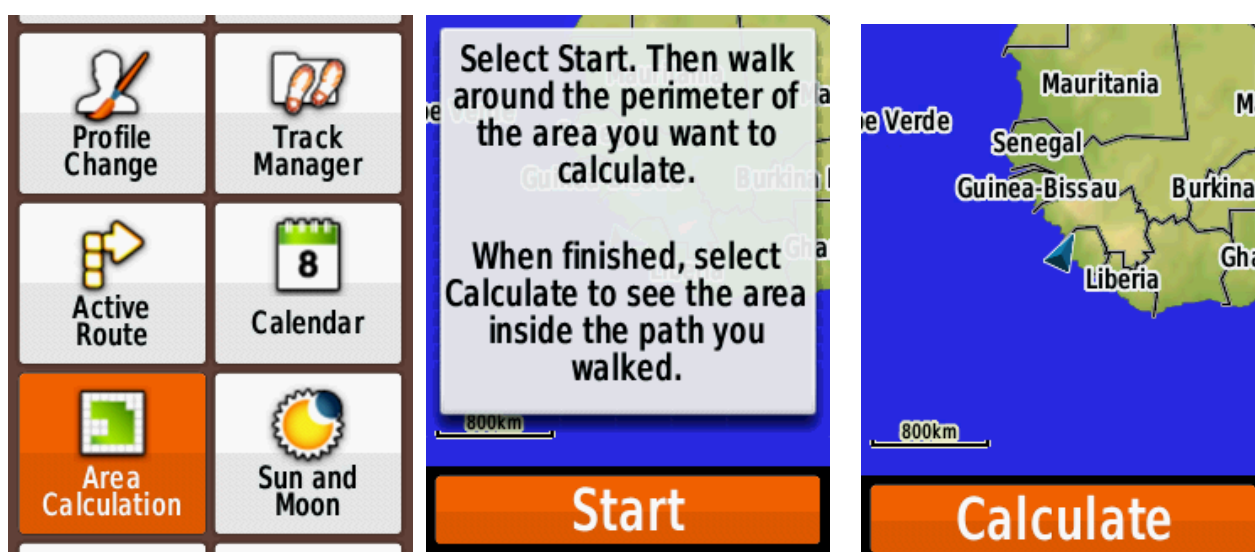
GPS coordinates of household

N	8.48586°
W	13.23343°

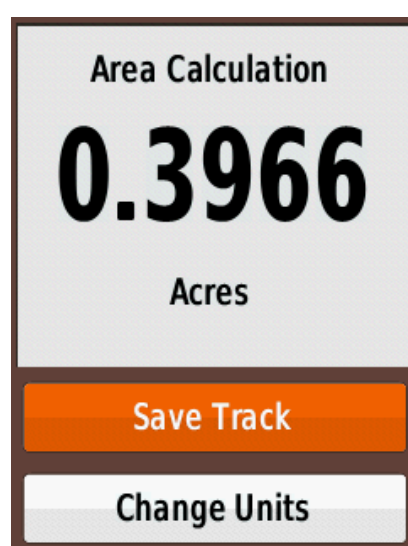
Then press the back button to return to the main menu, or the light/power button to turn off the unit.

## GPS Measurement of Fields

You will also take the location and size of each farm plot in section R. Walk to one corner of the first farm plot. Turn on the GPS unit, and from the main menu select “Mark Waypoint” as above. Take the coordinates of the field, and record them in R24. Then, use the back button to return to the main menu. From the main menu, scroll to “Area Calculation” and select. Press the front button again to select “Start.” Walk around the boundary of the farm plot. Once you have walked all around the farm plot and returned to the corner where you started, press the front button to select “Calculate.”

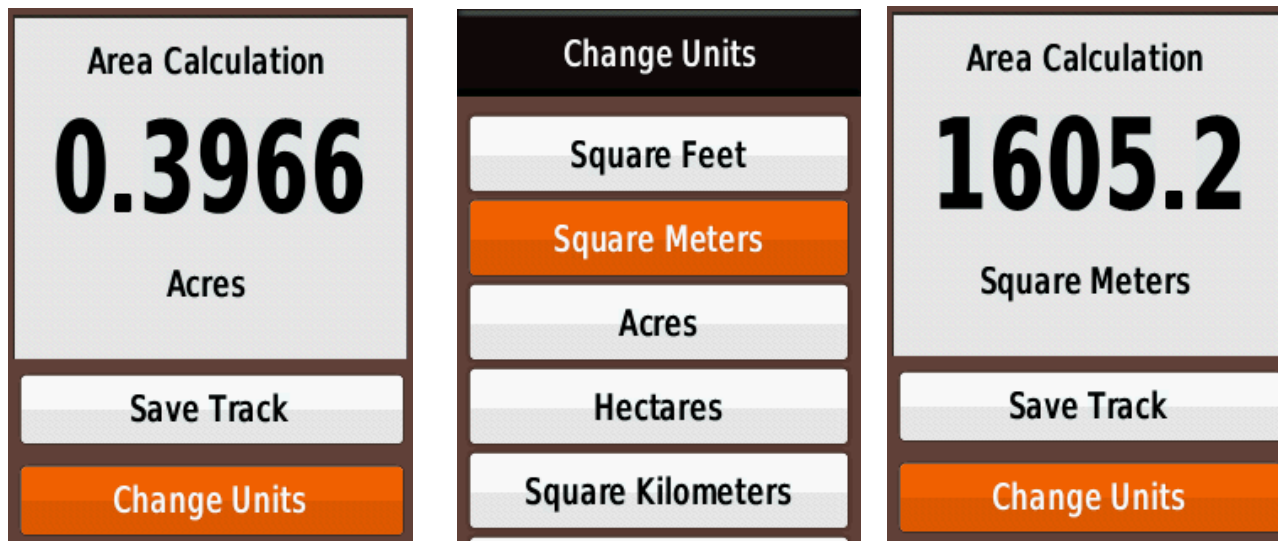


The GPS unit will now show you the area in acres. Copy this area to R25, rounding to one decimal place. (If the area is less than 0.05 acres, you will record 0).



23	24		25
Completed by the supervisor when they visit the EA			
Was the farm measured? 1 yes 2 no, refused 3 no, too far 4 no, other	leave blank if not measured		
	GPS location		Size of plot       acres
	Make sure you use decimal degrees.		
	N °	W °	
1	8.48579	13.23330	0.4

For small farm plots (less than 0.1 acres), check the estimate of area in square meters given R10. Scroll down and select “Change Units.” Scroll down to “Square Meters” and select. The unit will now show you the area in square meters.



## Settings of GPS Units

The settings on the GPS unit may revert to default values when you change the batteries. The only setting you may need to change is the position format. From the main menu, scroll and select “Setup”. This will show you the setup menu. Scroll down to “Position Format” and select.



This will show you various options for the position format. For the SLIHS, you should always use hddd.ddddd°. If anything else is displayed, press the front button to select, then scroll to the top of the list of possible formats to select the correct position format.

# WEIGHING AND MEASURING CHILDREN

## Units

new  
notes

Make sure to use the correct units and the correct number of decimal places, as indicated on the questionnaire:

E24 (MUAC) - record in mm, no decimal places. Should be in the range 50 to 300.

E25 (weight) - record in kilograms with one decimal place.

E27 (height) - record in cm, no decimal places.

## Weighing

new  
notes

Make sure that the scale is displaying the weight in kilograms. If you are not able to change the settings on the scale to display kilograms, you can calculate the weight in pounds (lb) to kilograms as follows:

weight in kilograms =  $0.454 \times \text{weight in lbs}$

So if the scale reads 12.34 lb, calculate  $12.34 \times 0.454 = 5.60236$ . Round to one decimal place, and record 5.6

## Measuring Height

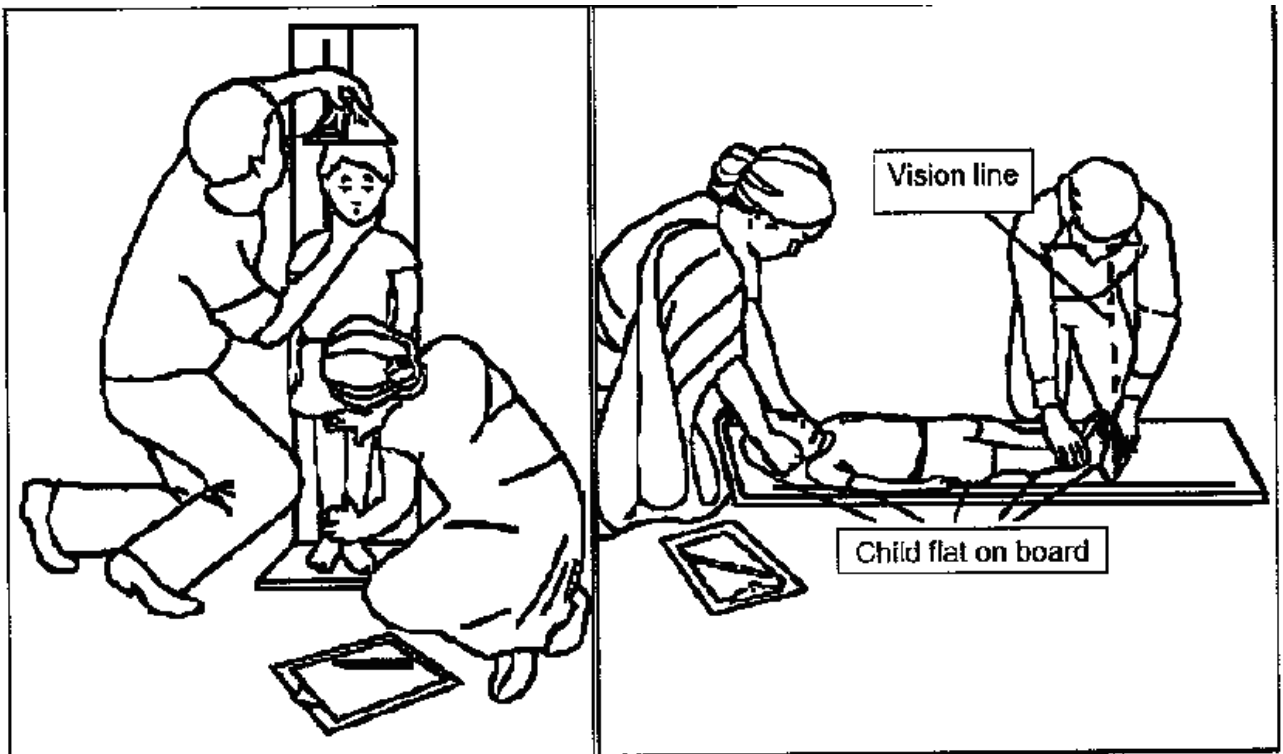
Assemble the three pieces of the height measuring boards and fasten them together with the metal clips.

Children aged more than 2 years old are measured standing up. Children less than 2 years old are measured lying down. If the age is difficult to assess, children of more than 85 centimeters are measured standing, those less than or equal to 85 centimetres, lying down.

For children of more than 2 years, the measuring board is set up in a place where there is room for movement. The child's shoes are removed. The child is placed on the measuring board, standing upright in the middle of the board. The child's ankles and knees should be firmly pressed against the board by the assistant while the measurer positions the head and the cursor.

The child's head, shoulders, buttocks, knees and heels should be touching the board. The measurer reads the measure to the nearest 0.1 centimetre. The assistant writes down the measurement and repeats it to the measurers to make sure it has been correctly heard and recorded.

For children of less than 2 years old, the measuring board is placed on the ground. The child is gently placed, lying down the middle of the board. The assistant holds the sides of the child's head and positions the head until touching the foot board. The measurer places his hands on the child's ankles or knees. While positioning the child's legs, he positions the cursor up against the bottom of the child's feet, which should be at right angles. He reads the measure. The remaining procedures are the same as for standing children.



# CONSISTENCY CHECKS

## General

new  
notes

Make use of the error reports generated by the data entry program. This can help identify many issues with the data entered. Data entry clerks and supervisors should carefully review the error reports and make sure that all errors are addressed before the team leaves the cluster. There should not be any invalid codes in the data finally submitted. If the interviewer has written an invalid code, the supervisor must contact the interviewer to determine the correct code. Please also pay close attention to the errors generated from the household roster. A male cannot be listed as a person's biological mother. The data entry application will produce an error message in this case, do not ignore it.

## Book 1

Check that the number of household members indicated on the cover page matches the total number of lines used in Section A.

### Section A:

Check the household roster carefully, particularly A1, A2, A6, A7, A9 and A12. Are the relative ages and relationships consistent? If one person lists a second person as their spouse, does the second person also list the first? Are spouse pairs of opposite sex? Are those persons indicated as biological mothers female? (And biological fathers male?) Are they of the appropriate relative age?

Are the ages and dates of birth (A4 and A5) consistent?

### Section B:

Do the educational progressions in B5 - B8 make sense? The progression in B9?

Are the codes used in B5 consistent with the age of the person? The three digit codes in the far right are applicable for those born roughly before 1987, that is, those people who are approximately 30 or older at the time of the survey.

B9. Make sure only the two-digit codes for the current educational system are used here.

Check highest qualification against age, using the following table:

Level/Qualification (B8) and Minimum Age	
Level/Qualification	Minimum Age
NPSE (Common / Selective Entrance Exam)	10
BECE	12
GCE O level	15
WASSCE	16
GCE A Level	16

Vocational qualification	18
Teaching certificate (TC, HTC)	20
Technical (OND or HND)	20
Nursing cert. (SECHN, SRN)	20
Other certificate or diploma	15
First degree (BA, BSc etc)	20
Higher (masters, PhD etc)	24

Check that B10, B13 and B18 are correct according to B9.

If B24 (reason not went to school) is 1 [sickness] make sure that the person was indicated as sick / injured in D3 and having had to stop usual activities for some days in D5.

## Section D:

If prenatal care or under-five visit with vaccination is mentioned in D8, make sure this is reflected in F6 or E12 respectively. Make sure that this type of visit is appropriate for this person (ie that the person is a woman of child bearing age or a child under 5 respectively)

If D8 is 1-7 (some kind of routine check-up or preventative care) then D13 should be 96 [preventative care].

## Section F:

If F1 is 2 [no], check that woman is not listed as biological mother in A12.

Check that totals in F3 are consistent by sex with those listing the woman as biological mother in A12 (a woman may have some children living elsewhere).

## Section H:

Check consistency of H3 and H4.

Check ISIC and ISCO coding in H13 and H26.

Check the hours worked in H13 with the hours worked in different types of activities in H3. The number of hours worked in the main activity (H13) should be equal to (or less than) the hours worked in the corresponding kind of activity in H3.

If there are non-zero values for 2 or more of H3a, H3b, H3c and H3e, then H25 (secondary work) should be coded 1 [yes].

If H6 (reason not worked) is 1 [health reasons] make sure that the person was indicated as sick / injured in D3 and having had to stop usual activities for some days in D5.

For questions H3 (parts a, b, c and e), H14 and H27 the data entry application only allows for two digits for these questions. It is possible (although unlikely) that a person works more than 99 hours in 7 days at one of these activities (this would mean working more than 14 hours every day of the week). If the person actually worked more than 99 hours, the DEC should enter 99.

new  
notes

## Section I:

Check ISIC and ISCO coding in I2.



If I3 is coded 1 [yes], check that the activity listed in I2 really is the same as in either H13 or H26. Check that the ISIC and ISCO codes match for the same activity.

## Book 2:

### Section K:

If the household reports using a modern stove or cooker in K24, make sure that they report owning some kind of modern stove / cooker in section L, lines 290 to 212.

### Section P:

Are businesses profitable, that is gross receipts (P8) more than the sum of expenses (P11, P13, P14 and P15)?

## Book 3:

### Section R:

Check that all the plots listed as producing harvest in R20 are included in either section S or section T.

Check that all the crops / fish listed in R6 are included in either section S or section T of section V (questions V35 or V36).

### Section S:

If 3 [already listed] is coded for S15, make sure that a previous line has a crop on the same plot with S15 coded as 1 [yes]. Ditto S19 and S23.

Check R30 (total amount harvested), R38d (part of harvest sold) and R39 (amount of harvest sold to make sure they are consistent. If all the harvest is sold, R30 should equal R39.

R30		R38					R39		
quant	unit	seed	consum	labor	sold	input	quant	unit	
1500	71	1	9	0	10	0	750	71	ok
10	76	0	0	0	20	0	10	76	ok
10	76	0	0	0	20	0	9	76	not ok
1500	71	1	9	0	10	0	100	71	not ok
100	71	2	3	5	5	10	25	71	ok

### Section T:

If 3 [already listed] is coded for T14, make sure that a previous line has a crop on the same plot with T14 coded as 1 [yes]. Ditto T18 and T22.

## **Book 4A/4B:**

Check that the amounts of food look reasonable to sustain the life of the members of the household.

## **Inter-book checks:**

### **Books 1 and 2**

All enterprises in H16 and H29 and I7 are listed in P. Check that the ISIC code given in P1 matches the ISIC code used for household members who reported working in this NFE in H13, H26 or I2.

The number of mobile phones owned given in L1/2 line #224 should be consistent with the number of people reporting to own mobile phones given in C22 (allow that one person can own more than one mobile phone.)

If a person is self-employed (3 or 4 in H15, H28 or I6) check that the distinction 3 [self employed WITHOUT regular employees] or 4 [self employed WITH regular employees] corresponds to the employment practices of the NFE in which the person works, as recorded in P9.

If household members are reported to be involved in NFEs in section P, make sure that is reflected in H3a.

### **Books 1 and 3**

Check if any household members reported any ffarm activities in H16, H28 or I7. If so, check that the corresponding sections in book 3 reflect those activities . 901-903: appropriate crops recorded in sections S or T. 904: raising of livestock reported in section W. 905: hunting/forestry reported in section U. 906: fishing activities reported in section V. The person reporting this activities in H should be listed as participating in the activity in Book 3, unless there are two other adults who are the main persons responsible for this activity.

If household members are reported to be involved in ffarm activities in book 3, make sure that is reflected in H3c.

### **Books 3 and 4**

If any consumption in Book 4 is reported from own production, check that the appropriate crop / livestock is recorded in Book 3. For example, if the household reports consuming rice from own consumption, check that rice (crop 01) is listed in section S. If eggs are reported from home consumption, check that chickens (or other poultry) are reported as raised in section W.

### **Books 2 and 4**

If the household reports purchasing cooking gas in Section Y line #4521, make sure they report owning a gas stove in Section L line #211.

If the household reports purchasing fuel for a vehicle in Section Y (lines #7221, 7222) or spending money on vehicle maintenance / repair / supplies (lines #7225, 7231) check if they report owning a vehicle in Section L lines #221 or 222.

If the household reports purchasing fuel for a generator in Section Y (lines #7223, 7224) check if they report owning a generator in Section L line #220.

## **SKIP PATTERNS**

Remember: skips always take you to another question in the same section.

### **BOOK 1**

#### **SECTION A: Household Roster**

- 4. If 16 years old or more → 6
- 5. if 9 years old or younger → 9
- 6. separated → 8; widowed → 8; never married → 8; divorced → 8
- 9. If a member of the HH → 12
- 12. If a member of the HH → 15
- 15. if 3 months or less → 17

#### **SECTION B: General Education**

- 1. If yes → 3
- 2. Other any response → EOS
- 3. If no → 5
- 6. Still in Primary/Secondary **OR** no higher education/drop out → 8
- 9. If did not attend school at all during these years → 25
- 10. If no → 16
- 13. If no → 15
- 14. any response → 16
- 16. If no → 18
- 18. If no → 25
- 23. If 8 days or more → 28
- 24. Any response → 28
- 27 if no → EOS
- 31. If no → EOS

#### **SECTION C: Alternate Education and Information/Communication Technology**

- 1. If yes → 3
- 2. Any response → 4
- 4. If no → 7
- 7. If no → 9
- 9 if no → 11 **OR** other → 11
- 11. If no → 13
- 13 if no → 15 **OR** other → 15
- 15. If no → 17
- 18. If no → 20
- 20. If no → 22
- 22 if no → 26
- 27. If no → EOS
- 28. if on another's mobile phone → 30, **OR** on computer at work/ office → 30 computer at school → 30, **OR** internet cafe / commercial internet facility → 30, **OR** other → 30

#### **SECTION D: General Health and Disability**

- 1. If no → 3

- 3. If no → 8
- 6. If yes → 9
- 7. If any response → 20
- 8. If no → 20
- 10. If patient's home → 13
- 15. If no → 17
- 19 if yes → 21
- 20. if no → 24
- 25. If no → 28

### **SECTION E: Child Preventative Health**

- 1. If no → 3
- 7. If no → 12
- 8. If yes → 10
- 12. If no vaccines have been given → 15
- 14. If any response → 16
- 16. If toilet / latrine → 18
- 18. If no → 23
- 22. If no, not present → EOS, **OR** If, refused EOS, **OR** if, no other → EOS
- 26. If child is not weighed or measured → EOS

### **SECTION F: Women's Reproductive Health**

- 1. If no → 20
- 5. If no → 20
- 6. If no → 12
- 11. If any response → 13
- 13. If still pregnant → EOS, **OR** if still birth → 15, **OR** if miscarriage → 20, **OR** if abortion → 20
- 14. If a member of the HH → 18
- 18. If no → 20
- 20. If no → 24
- 21. If rhythm, withdrawal or abstinence → EOS
- 23. If any response → EOS



### **SECTION G: Health, Knowledge, Behavior and Attitude**

NO SKIP IN THE ENTIRE SECTION G

### **SECTION H: Employment and Time Use – Last 7 Days**

- 3c. If 0 → 3e
- 4. If yes, market-orientated → 13
- 5. If no → 9
- 6. If off season in agriculture → 9, **OR** health reasons → 13, **OR** vacation leave → 13, **OR** maternity / paternity leave → 13
- 7. if two months or less → 13
- 8. If yes → 13
- 9. If no → 11
- 10. any response → 12
- 12. if question H4 = 1 **OR** 2, continue with H13 otherwise → EOS
- 15. employee, regular → 17, **OR** employee, casual or seasonal → 17, **OR** paid apprenticeship → 17

- 16. any response → 25
- 25. If no → 32
- 28. employee, regular → 30, **OR** employee, casual or seasonal → 30, **OR** paid apprenticeship → 30
- 32. If no → EOS
- 35. If no → EOS
- 37. If no → EOS

### **SECTION I: Employment and Time Use – Last 12 Months**

- 1c. If the person has not done any of these activities → EOS, If 0 in c → e
- 3. If yes → EOS
- 6. employee, regular → 8, employee, casual or seasonal → 8, paid apprenticeship → 8
- 7. any response → EOS

### **SECTION J: Migration**

- 1. If yes → 6
- 6. If no → EOS
- 8. If yes → EOS

## **BOOK 2**

### **SECTION K: Housing**

- 6. If rents → 11, **OR** provided free by family / friend → 10, **OR** provided free by other → 10, **OR** nomadic / temporary → 16
- 10. If any response → 16
- 14. If no → 16
- 29. If yes → 31
- 30. If any response → 39
- 35. If no meter → 39
- 39. If no → 41
- 43. If in dwelling/compound → 45
- 50. If no facility → 53

new  
skip  
pattern

### **SECTION L: Durable Goods**

- 1. If no → Next Line (NL)

### **SECTION M: Social Assistance/subjective Wellbeing**

- 2. If no → next line
- 16. If no → 21
- 21. If no → next line

### **SECTION N: Non-Food Consumption**

- 1. if no → next line,
- 2. if 12 or more → 4
- 1. if any response → next line

### **SECTION O: Financial Services**

- 1. If no to 1&2 → 11
- 11. If no → 15
- 15. If no → 23
- 20. If no → next line

- 23. If no → 30
- 28. record 00 if not yet → next line
- 30. If no → 40
- 40. If no → 49
- 49. If no → next line
- 52. If no → next line

### **SECTION P: Non-Farm Enterprises**

- 0. If no → next section
- 10. If none, record 00 and → 12
- 12. If producer/services → 14
- 13. if any response → 15
- 16. If no → 18

### **SECTION Q: Deaths**

- 1. If no → EOB
- 7. If no → 9

## **BOOK 3**

### **SECTION R: Agricultural Assets and Land**

- 1. If no → 3
- 3. If no → next line
- 8. If no → next section
- 13. If no → 15
- 15 if no → 17
- 17. If no → 20
- 20. If yes → 23
- 21. If cultivated **OR** let fallow → 23

### **SECTION S: Annual Crops**

- 2. If no annual crop write 000 → Next Section
- 9. If saved from last harvest → 11
- 15. If no **OR** already listed → 19
- 19. If no **OR** already covered → 23
- 23. If no **OR** already covered → 26
- 28. If no → 30
- 36. If no → 38
- 38. If sold none of the crop → next line
- 43. If no → next section

### **SECTION T: Permanent Crops**

- 2. If no permanent crop write 000 → Next Section
- 7. If within the last 12 months → 9
- 8. If no → 14
- 10. If saved from last harvest → 12
- 14. If no → 18, **OR** already covered → 18
- 18. If no → 22 **OR** already covered → 22
- 22. If no → 25, **OR** already covered → 25
- 27. If no → 29



- 30. If none → next line
- 33. If no → 35
- 35. If the respondent sold NONE of the crop → next line
- 40. If no → Next Section

#### **SECTION U: Forestry**

- 1. If no → Next Line
- 6. If share out of 20 beads if none sold → 8

#### **SECTION V: Fishing**

- 1. If No → next line
- 7. If no → next line
- 9. If separate motor → 12
- 11. If no → 13
- 21. If constructed **OR** others → next Line
- 23. If 0 → next line
- 37. If none sold → EOS

#### **SECTION W: Livestock**

- 0. no → EOB
- 1. If no → next line
- 5. If 0 → 7
- 7. If 0 → 9
- 13. If 0 → 15
- 15. If 0 → 17
- 19. If 0 → NL
- 20. If 0 → NL

### **BOOK 4**

#### **SECTION X: Food purchases and Consumption**

- 5. Own produce → 9, **OR** in kind → 8, **OR** gift & free → 8
- 7. Any response → next line

#### **SECTION Y: Non-Food Expenditures**

**No Skip**

#### **MEANING OF ABBREVIATIONS AND SYMBOLS**

NL = NEXT LINE  
 EOS = END OF SECTION  
 → = SKIP

# ISIC CODES

## AGRICULTURE, FORESTRY AND FISHING

- 010 Crop and animal production, hunting and related service activities
  - 011 Growing of non-perennial crops
    - rice, cassava, vegetables*
  - 012 Growing of perennial crops
    - coffee, cocoa, fruits, oil palm*
  - 013 Plant propagation
  - 014 Animal production
    - beekeeping*
  - 015 Mixed farming
    - farms that have both perennial and non-perennial crops, or crops and animals*
  - 016 Support activities to agriculture and post-harvest crop activities
    - extension worker, sprayer*
  - 017 Hunting, trapping and related services
- 020 Forestry and logging
  - 021 Logging
    - collecting firewood, cutting fence sticks, production of charcoal in the forest*
  - 022 Gathering of non-wood forest products
    - palm wine tapping, collecting wild fruit or plants*
- 030 Fishing and aquaculture
  - 031 Marine fishing
    - ocean fishing, collecting cockles, oysters, crabs etc*
  - 032 Freshwater fishing
    - river fishing*
  - 033 Aquaculture
    - fish farming*

## MINING AND QUARRYING

- 050 Mining of coal and lignite
- 060 Extraction of crude petroleum and natural gas
- 070 Mining of metal ores
  - 071 Mining of iron ore
  - 072 Mining of bauxite
  - 073 Mining of gold
  - 074 Mining of rutile
  - 075 Mining of limonite
  - 076 Mining of other metal ore
- 080 Other mining and quarrying
  - 081 Quarrying of stone, sand and clay
  - 082 Mining of diamonds
- 090 Mining support service activities

## MANUFACTURING

- 100 Manufacture of food products
  - 101 Processing and preserving of meat
    - butchering*
  - 102 Processing and preserving of fish, crustaceans and mollusks



- smoking/drying fish*
- 103 Processing and preserving of fruit and vegetables  
*roasting groundnuts, making plantain chips, groundnut paste*
- 104 Manufacture of vegetable and animal oils and fats  
*making palm oil*
- 105 Manufacture of dairy products
- 106 Manufacture of grain mill products, starches and starch products  
*milling rice, making garri, foo foo, rice flour*
- 107 Manufacture of other food products  
*making bread, confectionary such as groundnut cake, coconut cake*
- 108 Manufacture of prepared animal feeds
- 110 Manufacture of beverages  
*making ginger beer, poyo, omole; packet water production; Kadco, Sierra Leone Brewing Company*
- 120 Manufacture of tobacco products
- 130 Manufacture of textiles  
*weaving country cloth*
- 140 Manufacture of wearing apparel  
*tailoring*
- 150 Manufacture of leather and related products
- 160 Manufacture of wood and of products of wood and cork, except furniture;  
manufacture of articles of straw and plaiting materials  
*sawmills, making boards / hardboard*
- 170 Manufacture of paper and paper products  
*making Nice sanitary pads*
- 180 Printing and reproduction of recorded media  
*photocopying, binding*
- 190 Manufacture of coke and refined petroleum products
- 200 Manufacture of chemicals and chemical products  
*fertilizer, soap, paint*
- 210 Manufacture of basic pharmaceutical products and pharmaceutical preparations
- 220 Manufacture of rubber and plastics products  
*Milla*
- 230 Manufacture of other non-metallic mineral products  
*cement*
- 240 Manufacture of basic metals
- 250 Manufacture of fabricated metal products, except machinery and equipment  
*making metal doors / gates, aluminum items*
- 260 Manufacture of computer, electronic and optical products
- 270 Manufacture of electrical equipment
- 280 Manufacture of machinery and equipment n.e.c.
- 290 Manufacture of motor vehicles, trailers and semi-trailers
- 300 Manufacture of other transport equipment  
*building boats*
- 310 Manufacture of furniture  
*carpentry, mattress factory*
- 320 Other manufacturing  
*jewelry making*
- 330 Repair and installation of machinery and equipment

## **ELECTRICITY, GAS, STEAM AND AIR CONDITIONING SUPPLY**

350 Electricity, gas, steam and air conditioning supply

*EDSA, Afrigas, production of ice*

## **WATER SUPPLY; SEWERAGE, WASTE MANAGEMENT AND REMEDIATION ACTIVITIES**

360 Water collection, treatment and supply

*GVWC*

370 Sewerage

*emptying septic tanks / latrines*

380 Waste collection, treatment and disposal activities; materials recovery

*Klin Salone/Masada, collecting scrap metal*

390 Remediation activities and other waste management services

## **CONSTRUCTION**

410 Construction of buildings

*carpentry, masonry, general contracting*

420 Civil engineering

*construction of roads, dams etc*

430 Specialized construction activities

*plumbing, electrical wiring, installing air conditioners, laying tile*

## **WHOLESALE AND RETAIL TRADER; REPAIR OF MOTOR VEHICLES AND MOTORCYCLES**

450 Wholesale and retail trade and repair of motor vehicles and motorcycles

*garage, washing cars*

460 Wholesale trade, except of motor vehicles and motorcycles

*importing, commercial bottling facilities*

470 Retail trade, except of motor vehicles and motorcycles

471 Retail sale in non-specialized stores

*fullah or other small shop*

472 Retail sale of food, beverages and tobacco in specialized stores

473 Retail sale of automotive fuel in specialized stores

*NP, Safecon etc*

474 Retail sale of information and communications equipment in specialized stores

*selling mobile phones*

475 Retail sale of other household equipment in specialized stores

*selling fabric / hardware / furniture / plates, spoons etc*

476 Retail sale of cultural and recreation goods in specialized stores

*selling books / newspapers / stationary / CD/DVD plates / toys*

477 Retail sale of other goods in specialized stores

*selling clothing (incl. junks) / cosmetics / medicine / culture*

478 Retail sale via stalls and markets

*stalls or tables in fixed locations*

479 Retail trade not in stores, stalls or markets

*street trading (either mobile or by the side of the road)*

## **TRANSPORTATION AND STORAGE**

- 490 Land transport and transport via pipelines
  - 491 Transport via railways or pipeline
  - 492 Land passenger transport
    - taxi, poda poda, motorbike*
  - 493 Land freight transport
    - transport driving*
- 500 Water transport
- 510 Air transport
- 520 Warehousing and support activities for transportation
  - working at water quay*
- 530 Postal and courier activities

## **ACCOMMODATION AND FOOD SERVICE ACTIVITIES**

- 550 Accommodation
  - hotels, guest houses*
- 560 Food and beverage service activities
  - 561 Restaurants and mobile food service activities
    - restaurants, cookeries and street food*
  - 562 Event catering and other food service activities
  - 563 Beverage serving activities
    - bars*

## **INFORMATION AND COMMUNICATION**

- 580 Publishing activities
  - publishing newspapers*
- 590 Motion picture, video and television programme production, sound recording and music publishing activities
- 600 Programming and broadcasting activities
  - SLBC*
- 610 Telecommunications
  - SierraTel, Airtel, Africell etc; DSTV*
- 620 Computer programming, consultancy and related activities
- 630 Information service activities

## **FINANCIAL AND INSURANCE ACTIVITIES**

- 640 Financial service activities, except insurance and pension funding
  - Bank of Sierra Leone, private banks or MFI, money changers*
- 650 Insurance, reinsurance and pension funding, except compulsory social security
- 660 Activities auxiliary to financial service and insurance activities

## **REAL ESTATE ACTIVITIES**

- 680 Real estate activities

## **PROFESSIONAL, SCIENTIFIC AND TECHNICAL ACTIVITIES**

- 690 Legal and accounting activities
- 700 Activities of head offices; management consultancy activities
- 710 Architectural and engineering activities; technical testing and analysis
- 720 Scientific research and development
  - SSL*
- 730 Advertising and market research

- 740 Other professional, scientific and technical activities  
*photography, translation*
- 750 Veterinary activities

#### **ADMINISTRATIVE AND SUPPORT SERVICE ACTIVITIES**

- 770 Rental and leasing activities
- 780 Employment activities
- 790 Travel agency, tour operator, reservation service and related activities
- 800 Security and investigation activities  
*security companies*
- 810 Services to buildings and landscape activities
- 820 Office administrative, office support and other business support activities

#### **PUBLIC ADMINISTRATION AND DEFENSE; COMPULSORY SOCIAL SECURITY**

- 840 Public administration and defense; compulsory social security  
*includes most government offices: Ministries, NRA/NASSIT, police, fire force, local government, traditional authorities*  
*NOTE: government schools included under 85 (Education) and government clinics / hospitals under 86 (Human Health)*

#### **EDUCATION**

- 850 Education

#### **HUMAN HEALTH AND SOCIAL WORK ACTIVITIES**

- 860 Human health activities  
*hospitals, clinics, labs*
- 870 Residential care activities
- 880 Social work activities without accommodation

#### **ARTS, ENTERTAINMENT AND RECREATION**

- 900 Creative, arts and entertainment activities
- 910 Libraries, archives, museums and other cultural activities
- 920 Gambling and betting activities
- 930 Sports activities and amusement and recreation activities

#### **OTHER SERVICE ACTIVITIES**

- 940 Activities of membership organizations
- 950 Repair of computers and personal and household goods
- 960 Other personal service activities  
*hairdressing, funeral activities, shoe shining*

#### **ACTIVITIES OF HOUSEHOLDS AS EMPLOYERS**

- 970 Activities of households as employers of domestic personnel
- 980 Undifferentiated goods- and services-producing activities of private households for own use

#### **ACTIVITIES OF EXTRATERRITORIAL ORGANIZATIONS AND BODIES**

- 990 Activities of extraterritorial organizations and bodies

# ISCO CODES

## LEGISLATORS, SENIOR OFFICIALS AND MANAGERS

### Chief executives, senior officials and legislators

- 111 Legislators and senior officials  
*includes traditional chiefs and village heads*
- 112 Managing directors and chief executives

### Administrative and commercial managers

- 121 Business services and administration managers  
*finance manager, HR manager*
- 122 Sales, marketing and development managers

### Production and specialized services managers

- 131 Production managers in agriculture, forestry and fisheries
- 132 Manufacturing, mining, construction, and distribution managers
- 133 Information and communications technology service managers
- 134 Professional services managers

### Hospitality, retail and other services managers

- 141 Hotel and restaurant managers
- 142 Retail and wholesale trade managers  
*wholesale traders*
- 143 Other services managers

## PROFESSIONALS

### Science and engineering professionals

- 211 Physical and earth science professionals
- 212 Mathematicians, actuaries and statisticians
- 213 Life science professionals
- 214 Engineering professionals (excluding electro-technology)
- 215 Electro-technology engineers
- 216 Architects, planners, surveyors and designers  
*building contractors*

### Health professionals

- 221 Medical doctors
- 222 Nursing and midwifery professionals  
*senior nurses*
- 223 Traditional and complementary medicine professionals
- 224 Paramedical practitioners  
*radiologists, laboratory technician*
- 225 Veterinarians
- 226 Other health professionals  
*dentists, pharmacists, optometrists*

### Teaching professionals

- 231 University and higher education teachers
- 232 Vocational education teachers
- 233 Secondary education teachers
- 234 Primary school and early childhood teachers
- 235 Other teaching professionals  
*private tutors, language or music teachers*

### Business and administration professionals

- 241 Finance professionals  
*accountant, auditor*

242 Administration professionals

*HR expert*

243 Sales, marketing and public relations professionals

**Information and communications technology professionals**

251 Software and applications developers and analysts

252 Database and network professionals

**Legal, social and cultural professionals**

261 Legal professionals

*lawyers, judges*

262 Librarians, archivists and curators

263 Social and religious professionals

*pastors, imams*

264 Authors, journalists and linguists

*translators*

265 Creative and performing artists

*musicians, announcers on radio or TV*

**TECHNICIANS AND ASSOCIATE PROFESSIONALS**

**Science and engineering associate professionals**

311 Physical and engineering science technicians

312 Mining, manufacturing and construction supervisors

313 Process control technicians

314 Life science technicians and related associate professionals

315 Ship and aircraft controllers and technicians

**Health associate professionals**

321 Medical and pharmaceutical technicians

*x-ray technicians, lab or pharmacy assistants*

322 Nursing and midwifery associate professionals

*assistant/auxiliary nurses/MCHA*

323 Traditional and complementary medicine associate professionals

324 Veterinary technicians and assistants

325 Other health associate professionals

*community health worker*

**Business and administration associate professionals**

331 Financial and mathematical associate professionals

*accounts assistant, bookkeeper*

332 Sales and purchasing agents and brokers

333 Business services agents

334 Administrative and specialized secretaries

335 Regulatory government associate professionals

**Legal, social, cultural and related associate professionals**

341 Legal, social and religious associate professionals

342 Sports and fitness workers

343 Artistic, cultural and culinary associate professionals

**Information and communications technicians**

351 Information and communications technology operations and user support technicians

352 Telecommunications and broadcasting technicians

**CLERKS**

**General and keyboard clerks**

411 General office clerks

412 Secretaries (general)

413 Keyboard operators

**Customer services clerks**

421 Tellers, money collectors and related clerks  
*bank teller, money changers*

422 Client information workers  
*receptionists, census enumerators*

**Numerical and material recording clerks**

431 Numerical clerks  
*payroll clerk*

432 Material-recording and transport clerks

**Other clerical support workers**

441 Other clerical support workers

**SERVICE WORKERS AND SHOP AND MARKET SALES WORKERS**

**Personal service workers**

511 Travel attendants, conductors and guides

512 Cooks  
*caterers, cookery makers*

513 Waiters and bartenders

514 Hairdressers, beauticians and related workers

515 Building and housekeeping supervisors

516 Other personal services workers

**Sales workers**

521 Street and market salespersons  
*stall and market salesperson, street food vendors*  
*NOTE: street traders are under 952 below*

522 Shop salespersons  
*small or "fullah" shopkeepers*

523 Cashiers and ticket clerks

524 Other sales workers

**Personal care workers**

531 Child care workers and teachers' aides

532 Personal care workers in health services

**Protective services workers**

541 Protective services workers  
*police officer, firefighter, security guard / caretaker*

**SKILLED AGRICULTURAL AND FISHERY WORKERS**

**Market-oriented skilled agricultural workers**

611 Market gardeners and crop growers  
*growing crops mainly for sale*

612 Animal producers  
*honey producers*

613 Mixed crop and animal producers

**Market-oriented skilled forestry, fishery and hunting workers**

621 Forestry and related workers  
*charcoal producers, beekeepers, palm wine tappers*

622 Fishery workers, hunters and trappers

**Subsistence farmers, fishers, hunters and gatherers**

*subsistence implies mainly for own household consumption, even if some is sold*

- 631 Subsistence crop farmers
- 632 Subsistence livestock farmers
- 633 Subsistence mixed crop and livestock farmers
- 634 Subsistence fishers, hunters, trappers and gatherers

## **CRAFT AND RELATED TRADES WORKERS**

### **Building and related trades workers, excluding electricians**

- 711 Building frame and related trades workers  
*carpenters building houses, bricklayers/masons*
- 712 Building finishers and related trades workers  
*plasterers, roofers, tile setters, plumbers*
- 713 Painters, building structure cleaners and related trades workers

### **Metal, machinery and related trades workers**

- 721 Sheet and structural metal workers, moulders and welders, and related workers
- 722 Blacksmiths, toolmakers and related trades workers
- 723 Machinery mechanics and repairers  
*vehicle mechanics / fitters*

### **Handicraft and printing workers**

- 731 Handicraft workers  
*makers of traditional items (country cloth, woven mats, clay pots etc)*
- 732 Printing trades workers

### **Electrical and electronic trades workers**

- 741 Electrical equipment installers and repairers  
*electricians wiring new buildings*
- 742 Electronics and telecommunications installers and repairers

### **Food processing, wood working, garment and other craft and related trades workers**

- 751 Food processing and related trades workers  
*fish smokers, garri makers, cookery sellers*
- 752 Wood treaters, cabinet-makers and related trades workers  
*carpenters making furniture*
- 753 Garment and related trades workers  
*tailors*
- 754 Other craft and related workers  
*stone breakers, sand miners*

## **PLANT AND MACHINE OPERATORS AND ASSEMBLERS**

### **Stationary plant and machine operators**

- 811 Mining and mineral processing plant operators
- 812 Metal processing and finishing plant operators
- 813 Chemical and photographic products plant and machine operators
- 814 Rubber, plastic and paper products machine operators
- 815 Textile, fur and leather products machine operators
- 816 Food and related products machine operators
- 817 Wood processing and papermaking plant operators
- 818 Other stationary plant and machine operators

### **Assemblers**

- 821 Assemblers

### **Drivers and mobile plant operators**

- 831 Locomotive engine drivers and related workers
- 832 Car, van and motorcycle drivers



- taxi / poda poda driver, driver for office / private person, okada rider*  
833 Heavy truck and bus drivers  
*transport driver*  
834 Mobile plant operators  
835 Ships' deck crews and related workers

## **ELEMENTARY OCCUPATIONS**

### **Cleaners and helpers**

- 911 Domestic, hotel and office cleaners and helpers  
*domestic worker*

- 912 Vehicle, window, laundry and other hand cleaning workers

### **Agricultural, forestry and fishery labourers**

*NOTE: subsistence farmers and skilled agricultural laborers are above in 611-633*

- 921 Agricultural, forestry and fishery labourers

### **Labourers in mining, construction, manufacturing and transport**

*labourer implies physical labour requiring little specialized skill*

- 931 Mining and construction labourers  
*artisan miners*

- 932 Manufacturing labourers

- 933 Transport and storage labourers  
*omokelenkey drivers, load toters*

### **Food preparation assistants**

- 941 Food preparation assistants

### **Street and related sales and service workers**

- 951 Street and related service workers

- 952 Street vendors (excluding food)  
*street traders*

### **Refuse workers and other elementary workers**

- 961 Refuse workers

- 962 Other elementary workers  
*firewood and water collectors, messengers*

## **ARMED FORCES**

### **Commissioned armed forces officers**

- 011 Commissioned armed forces officers

### **Non-commissioned armed forces officers**

- 021 Non-commissioned armed forces officers

### **Armed forces occupations, other ranks**

- 031 Armed forces occupations, other ranks

## FOOD ITEM CODES

<b>Bread and Cereals</b> 101 rice - imported 102 rice - local 103 bread 104 rice/cassava bread 105 biscuits (packaged) 106 maize - yellow 107 maize - white 108 guinea corn / sorghum 109 millet 110 other grains 111 macaroni / noodles 112 wheat flour 113 other flour 114 fried cakes (made with flour) 115 <i>agidi</i> (steamed corn dough) 116 baked cakes, biscuits ( <i>kingdriver</i> ) 117 pap (cooked) 118 cheese balls, snack stix etc 119 oatmeal (quaker), corn flakes 120 baby cereal  <b>Meat</b> 201 chicken 202 <i>fowl foot</i> (chicken feet) 203 duck 204 guinea fowl 205 wild birds 206 other domestic poultry 207 cow beef 208 <i>cow kanda</i> (beef skin) 209 mutton (sheep) 210 pork 211 goat meat 212 wild game meat ( <i>bush meat</i> ) 213 other meat (not poultry) 214 tinned/package meat	<b>Fish and Seafood</b> 301 bonga / awefu - fresh 302 bonga / awefu - dried 303 bonga / awefu - smoked 304 catfish - fresh 305 catfish - dried 306 catfish - smoked 307 couta / kinni - fresh 308 couta / kinni - dried 309 couta / kinni - smoked 310 gwangwan - fresh 311 gwangwan - dried 312 gwangwan - smoked 313 herring - fresh 314 herring - dried 315 herring - smoked 316 ladyfish - fresh 317 ladyfish - dried 318 ladyfish - smoked 319 freshwater fish - fresh 320 freshwater fish - dried 321 freshwater fish - smoked 328 other ocean fish - fresh 329 other ocean fish - dried 330 other ocean fish - smoked 331 crab 332 shrimps 333 other shellfish (cockles, oysters) 334 snails 335 frog 336 canned fish (sardines) 337 fish balls	<b>Milk, Cheese and Eggs</b> 401 milk powder 402 yogurt 403 fresh milk 404 baby milk powder 405 milk - tinned, unsweetened 406 milk - tinned, sweetened 407 cheese 408 other milk products 409 chicken eggs 410 other eggs  <b>Oils and Fats</b> 501 palm oil ( <i>palm wine</i> ) 502 palm kernel oil 503 groundnut oil 504 coconut oil 505 margarine ( <i>butter</i> , golden gate) 506 vegetable oil (imported yellow oil) 507 other fats and oils 508 groundnut paste  <b>Fruit</b> 601 banana 602 mango 603 <i>popo</i> (papaya) 604 pineapple 605 orange 606 guava 607 <i>bota piya</i> (avocado) 608 lime 609 grapefruit 610 <i>lemon</i> (tangerine) 611 watermelon 612 wax apple / rose apple 613 <i>rosti plum</i> 614 star fruit 615 sweet sop ( <i>switi sap</i> ) 616 sour sop 617 breadfruit ( <i>monki bred</i> ) 618 <i>bobi wata</i> (star apple) 619 <i>chuk chuk plum</i> 620 <i>malombo</i> 621 other fresh fruit 622 canned/frozen/dried fruit
---	---	---

<b>Vegetables</b> 702 onions 703 cassava leaf 704 potato leaf 705 <i>kren kren</i> leaf 706 <i>sowa sowa</i> (sorrel) 707 okra - fresh 708 okra - dried 709 eggplant ( <i>garden egg</i> , <i>jublox</i> ) 710 tomatoes 711 cucumber 712 <i>jackatoe</i> 713 <i>mokabi</i> 714 carrots 715 runner beans 716 cabbage, lettuce 717 green onions ( <i>leaf yabbas</i> ) 718 other vegetables 719 tomato paste 720 other canned/frozen vegetables  <b>Tubers</b> 731 cassava 732 garri 733 plantains 734 sweet potato - red 735 sweet potato - white 736 <i>chinese yam</i> 737 <i>irish potato</i> 738 yam 739 cocoyam 740 fufu / cassava dough 741 other roots / tubers 742 plantain chips, cassava cake  <b>Pulses, Nuts and Seeds</b> 751 groundnuts: unshelled, raw 752 groundnuts: unshelled, boiled 753 groundnuts: shelled, raw 754 groundnuts: shelled, roasted 755 bambara groundnut 756 big beans 757 back-eyed beans 758 beans <i>akara</i> or <i>olele</i> 759 coconut	760 sesame ( <i>benni</i> ) 761 soya beans 762 <i>egusi</i> 763 other pulses / beans 764 other nuts / seeds  <b>Sugar, jam, honey, chocolate and confectionary</b> 801 sugar 802 honey 803 jam 804 ice cream, ice lollipops 805 coconut cake, groundnut cake, <i>kanye</i> , banana bread 806 other sweets and confectionary  <b>Other Food</b> 901 ginger 902 baking soda / baking powder / yeast 903 salt 904 white/black pepper 905 garlic 906 maggi / jumbo / white maggi / packet seasoning 907 <i>ogiri</i> , <i>kenda</i> , <i>tola</i> other locally made seasonings 908 <i>parmanji</i> , parsely, other herbs (fresh or dried) 909 mayonnaise 910 pepper - fresh 911 pepper - dried 912 other seasonings  <b>Chocolate, Tea and Cocoa</b> 011 coffee (nescafe) 012 chocolate drinks (cocoa, Ovaltine, Milo etc) 013 tea leaf 014 <i>atye</i> (herbal tea) 015 black/white mint ( <i>dye mint</i> )	<b>Mineral waters, soft drinks, fruit and vegetables juices</b> 021 bottled water 022 sachet water 023 malt drinks (Maltina) 024 soft drinks (coke, rubber drink) 025 energy drinks (Battery) 026 ginger beer - local 027 fresh juice  <b>Alcoholic Beverages</b> 031 <i>omole</i> 032 rum, gin other liquor in sachet 033 other spirits 041 palm wine ( <i>poyo</i> ) 042 wine 043 other alcoholic beverage (ie Savannah, Red Bull) 051 beer / stout  <b>Tobacco and Stimulants</b> 061 cigarette 062 other tobacco 071 kola nut 072 bitter kola  <b>Prepared Meals</b> 081 cooked rice and soup 082 cassava / foofoo / acheke and soup 083 other starch with soup 084 chicken/fish and chips/fried rice 085 shawarma, hamburger etc 086 bread and butter / mayonnaise / sweet milk 087 bread and boiled eggs / baked beans / luncheon meat 088 beans salad / Krio salad 089 <i>yebbe</i> 090 <i>brown soup</i> 091 hot prepared drink (tea, cocoa etc)
---	---	---

## CALENDAR OF HISTORICAL EVENTS

1914 - First World War	1973 - May: General Elections – A.P.C. Unopposed
1918 - Influenza Epidemic	1974 - Second Census
1919 - First Railway Strike	1980 - July: Hosting of O.A.U. Summit in Freetown
1919 - Anti-Syrian Riots	1985 - National Population Census
1920 - First Motor Car in Sierra Leone	1988 - May: Death of Siaka Stevens
1922 - First Agricultural Show (Kenema)	1990 - Inflow of Liberian Refugees into Sierra Leone (May)
1925 - Visit of Prince of Wales	1991 - Rebel Incursions into Sierra Leone (March)
1926 - Second Railway Strike	1992 - NPRC Coup D'etat (April 29)
1928 - First Deluge (Flood)	1996 - Presidential and Parliamentary Elections
1934 - Locusts Disaster	1997 - AFRC Coup D'etat (May 25)
1936 - Introduction of Native Administration in Sierra Leone	1998 - Restoration of President Tejan Kabbah's Government
1939 - Second World War	1999 - Rebels Attack Freetown (January 6)
1942 - Quota Rice	2002 - Official declaration of peace in Sierra Leone
1945 - Third Deluge (Flood)	
1947 - Earth Tremor on Friday	May 2002 - post-war presidential/MP elections
1947 - Paramount Chiefs Nominated to Legislative Council	Dec 2004 - census
1947 - Return of ex-Servicemen	Aug 2007 - presidential/MP elections, first round
1953 - Coronation of Queen Elizabeth II	Sept 2007 - presidential elections, second round
1954 - Adult Suffrage Commission	July 2008 - local council elections
1955 - February Freetown Riot General Strike	April 2011 - 50 <sup>th</sup> Anniversary of Independence
1965 - Cox-George Commission	Nov 2012 - presidential/MP/LC elections
1957 - First General Election	March 2014 - Ebola cases announced in Guinea
1959 - Train Disaster in S-S Curve	May 2014 - first Ebola cases reported in SL
1960 - Constitutional Conference	Sept 2014 - first Ebola lock-down
1961 - Independence	March 2015 - second Ebola lock-down
1961 - Queen's Visit to Sierra Leone	April 2015 - schools re-open
1962 - Second General Elections	Sept 2015 - flooding in Freetown
1963 - First National Census	Nov 2015 - official end of Ebola outbreak
1963 - First Governor-General for Sierra Leone Appointed	Dec 2015 - census
1964 - Death of Sir Milton Margai	April 2017 - voter/civil registration
1964 - Introduction of decimal currency in Sierra Leone	Aug 2018 - Regent landslide
1967 - General Elections	
1967 - Coup d'Etat, Lansana Coup, NRC Government	
1968 - Overthrow of Juxon-Smith	
1968 - National Coalition Government - APC & SLPP	
1968 - A.P.C. Government with Dr. Siaka Stevens as Prime Minister	
1970 - Fornah and Bash-Taqi resign from APC	
1971 - Declaration of Republic with Siaka Stevens as Prime Minister	
1971 - Right hand traffic	
1973 - Last Railway Phasing Out	

