

Form LF1
5/99

Form ____ of ____



**GOVERNMENT OF PAKISTAN
FEDERAL BUREAU OF STATISTICS
LABOUR FORCE SURVEY**

Survey
Period:

Code

Section 1: IdentificationProcessing
Code

1. Province:		8. Address:	
2. District:		9. Serial number of household: →	
3. Tehsil/Taluka:		10. Name of head of household	
4. City/Town:		11. Father's name:	
5. Mouza/Deh/Village:		12. Respondent's name:	
6. Enumeration Block Code		13. Respondents Sex 1=male. 2=female →	
7. Locality:		14. Respondent's relation to head of household: →	
		1 = head of household	
		2 = other member of household	
		3 = others	

Section 2: Field Operations

Item	Date	Name	Designation	Signature
(1)	(2)	(3)	(4)	(5)
1. Survey				
2. Inspection (i)				
3. (ii)				
4. Checking/editing in the Regional/Field Offices				
5. Coding of R/F Offices				
6. Despatch to Headquarters				
7. Receipt at Headquarters				

Section 3: Editing at Regional Offices / Headquarters

Item	Date	Name	Designation	Signature
(1)	(2)	(3)	(4)	(5)
1. Editing by staff				
2. Checking by officer (i)				
3. (ii)				
4. Despatch to D.P. Section				

SECTION 4: Household Composition and Demographic Information

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Sl. No.	Name of Household members who usually live here. Do not list guests, visitors, etc.	ALL PERSONS 5 YEARS AND ABOVE				ALL PERSONS 10 YEARS AND ABOVE									
		Relation to Head	Present Status	Sex	Age	Marital Status	Literacy	Educational Level	Current Enrolment	Technical/Vocational Training	How long has been living in this district?	Migration	Previous residence before moving here. (Give name of the district. If abroad give name of the country)	Previous residence was located in	Main reason for migration.
	(List members according to sequence given in Col. 3)	1. Head 2. Spouse 3. Son/daughter (unmarried) 4. Son/daughter (married) 5. Father/mother 6. Brother/sister 7. Other relative 8. Servant 9. Non-relative	1. Present 2. Temporarily absent	1. Male 2. Female	In completed years	1. Never married 2. Married 3. Widow/widower 4. Divorced	Can read and write with understanding in any language? 1. Yes 2. No	01. No formal education 02. K.G., Nursery 03. K.G., but below primary 04. Primary but below middle 05. Middle but below matric 06. Matric but below intermediate 07. Inter. but below degree 08. Degree in engineering 09. Degree in medicine 10. Degree in agriculture 11. Degree in other subjects 12. Post graduate	01. Currently not enrolled 02. K.G., Nursery 03. Primary 04. Middle 05. Matric 06. Intermediate 07. Graduation in engineering 08. Graduation in medicine 09. Graduation in agriculture 10. Graduation in other subjects 11. Post graduate	Has ever completed any technical/vocational training such as auto or engine mechanics, carpentry, typing, computer etc. 1. Yes 2. No If YES, describe the type of training.	1. Since birth (Go to next person) 2. Less than one year 3. 1-4 years 4. 5-9 years 5. 10 years & above			1. Rural 2. Urban	1. Job transfer 2. Finding a job 3. Education 4. Business 5. Health 6. Marriage 7. With parent 8. Returned to his home 9. Other
(1)	(2)	Code (3)	Code (4)	Code (5)	(6)	Code (7)	Code (8)	Code (9)	Code (10)	Code (11)	(12)	Code (13)	(14)	Code (15)	Code (16)
1		1													
2															
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8															
9															
10															
11															
12															
13															
14															
15															

REMARKS:

Section 5: CURRENT ACTIVITY

(All persons 10 years and above)

S.No:

Name

(Tick the correct entry for each question)

1. Did.... do any work for pay, profit or family gain during last week, at least for one hour on any day?

1. ☐ Yes (Skip to Q. 7)

2. ☐ No

Note :- Work includes:

a) the production and processing of primary products whether for market, barter or own consumption;

b) the production of all other goods and services for the market and, in the case of households producing such goods and services, the corresponding production for own consumption;

c) Own account construction.

2. Even if did not work last week for some reason, did have a job or enterprise such as a shop, business, farm or service establishment (fixed or mobile)?

1. ☐ YES, a job (Skip to Q. 4)

2. ☐ YES, an enterprise such as a shop, business, farm or service establishment (fixed or mobile) (Skip to Q. 4)

3. ☐ NO, but plans to take a job within a month. (Skip to Q. 26)

4. ☐ NO

3. Did..... help to work for family gain in a family business or family farm during last week?

1. ☐ YES (Skip to Q. 7)

2. ☐ NO (Skip to Q. 26)

4. Why did not work last week?

1. ☐ Illness or injury

2. ☐ Strike or lockout

3. ☐ Holiday, Ramzan, vacation or leave of absence

4. ☐ Off-season inactivity

5. ☐ Due to bad weather

6. ☐ Due to mechanical breakdown

7. ☐ Due to shortage of raw material

8. ☐ Educational and training leave

9. ☐ Maternity or parental leave

10. ☐ Other reasons i.e. reductions in economic activity such as: lower production due to less demand; or shortage of irrigation water; or load shedding (gas or electricity) (specify) _____

11. ☐ Other voluntary or personal reasons, e.g. religious or social activities or attended political gathering, etc. (specify) _____

12. ☐ Other involuntary reasons (law and order situation, etc.) (specify) _____

5. How long has.... been continuously absent from that job or enterprise such as a shop, business, farm or service establishment (fixed or mobile)?

1. ☐ Less than a month give No. of days _____

2. ☐ A month or more

6. What kind of attachment does have to that job or enterprise? ☐

1. ☐ Own enterprise such as shop, business, farm or service establishment (fixed or mobile).
2. ☐ Payment for duration of absence.
3. ☐ Assurance of agreement on return to work.
4. ☐ Other form of attachment such as profit sharing, etc.

7. ☐ Own account worker agriculture (Skip to Q.14)

8. ☐ Owner cultivator (Skip to Q. 14)
9. ☐ Share cropper (Skip to Q. 14)
10. ☐ Contract cultivator (Skip to Q. 14)
11. ☐ Unpaid family worker agriculture (Skip to Q.14)
12. ☐ Unpaid family worker(Non-Agri.)
13. ☐ Other, such as a member of a producer's cooperative, etc.

7. What was ... main occupation, e.g. what was the nature of work that did? ☐

.....
.....

8. What was the nature of work done by the enterprise such as shop, business, farm, service establishment (fixed or mobile), office/institution where worked? ☐

.....
.....

9. What was employment status? (Read all the options to the respondent). ☐

1. ☐ Regular paid employee with fixed wage
2. ☐ Casual paid employee
3. ☐ Paid worker by piece rate or work performed
4. ☐ Paid non-family apprentice
5. ☐ Employer
6. ☐ Own account worker non-agriculture

10. What kind of enterprise? ☐

1. ☐ Federal Govt.(Skip to Q.14)
2. ☐ Provincial Govt.(Skip to Q.14)
3. ☐ Local body Govt.(Skip to Q.14)
4. ☐ Public enterprise (Corporation by act of national or provincial assembly) (Skip to Q.14)
5. ☐ Private limited company (Skip to Q.14)
6. ☐ Public limited company (Skip to Q.14)
7. ☐ Cooperative society (Skip to Q.14)
8. ☐ Individual ownership
9. ☐ Partnership
10. ☐ Other (Specify) _____

11. Does the enterprise keep written accounts? ☐

1. ☐ Yes
2. ☐ No
3. ☐ Don't know

(Continued in next column)

<p>12. How many persons are engaged in the enterprise (including working proprietors, unpaid family workers, paid employers)? <input type="text"/></p> <p>1. <input type="checkbox"/> Number of persons, if less than 10</p> <p>2. <input type="checkbox"/> 10 or more</p>	<p>17. What was the nature of activities.....did one year ago? <input type="text"/></p> <p>1. <input type="checkbox"/> Same job</p> <p>2. <input type="checkbox"/> Other job in same enterprise</p> <p>3. <input type="checkbox"/> Employee in other enterprise</p> <p>4. <input type="checkbox"/> Own account worker in the same kind of activity.</p> <p>5. <input type="checkbox"/> Own account worker in other kind of activity.</p> <p>6. <input type="checkbox"/> Not working.</p> <p>7. <input type="checkbox"/> Don't know.</p>																										
<p>13. Are there any regular paid employees in the enterprise? <input type="text"/></p> <p>1. <input type="checkbox"/> Yes</p> <p>2. <input type="checkbox"/> No</p>																											
<p>14. Where did carry out the work? (Read all the options to the respondent). <input type="text"/></p> <p>1. <input type="checkbox"/> At his/her own dwelling</p> <p>2. <input type="checkbox"/> At family or friends dwelling</p> <p>3. <input type="checkbox"/> At the employer's house</p> <p>4. <input type="checkbox"/> On the street</p> <p>5. <input type="checkbox"/> On country side</p> <p>6. <input type="checkbox"/> In a shop, business, office or industry</p> <p>7. <input type="checkbox"/> Other: _____ (Specify)</p>	<p>18. How many hours did work each day during the last week at his/her <u>main</u> occupation and any subsidiary occupation? Total <input type="text"/></p> <p>In case did not work on any particular day code.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></th> <th style="width: 20%; text-align: center;">Days</th> <th style="width: 10%; text-align: center;">Hours Worked</th> <th style="width: 10%;"></th> </tr> </thead> <tbody> <tr> <td rowspan="2">(18.1) A If had a job or enterprise on that day</td> <td style="text-align: center;">Saturday</td> <td style="text-align: center;"><input type="text"/></td> <td rowspan="2" style="text-align: center; border: 1px solid black;">18.1</td> </tr> <tr> <td style="text-align: center;">Sunday</td> <td style="text-align: center;"><input type="text"/></td> </tr> <tr> <td rowspan="4">(18.2) B If had no job or enterprise on that particular day but <u>available</u> for work</td> <td style="text-align: center;">Monday</td> <td style="text-align: center;"><input type="text"/></td> <td rowspan="4" style="text-align: center; border: 1px solid black;">18.2</td> </tr> <tr> <td style="text-align: center;">Tuesday</td> <td style="text-align: center;"><input type="text"/></td> </tr> <tr> <td style="text-align: center;">Wednesday</td> <td style="text-align: center;"><input type="text"/></td> </tr> <tr> <td style="text-align: center;">Thursday</td> <td style="text-align: center;"><input type="text"/></td> </tr> <tr> <td rowspan="2">(18.3) C If had no job or enterprise on that particular day and <u>not</u> <u>available</u> for work.</td> <td style="text-align: center;">Friday</td> <td style="text-align: center;"><input type="text"/></td> <td rowspan="2" style="text-align: center; border: 1px solid black;">18.3</td> </tr> <tr> <td style="text-align: center;">Total</td> <td style="text-align: center;"><input style="width: 40px;" type="text"/></td> </tr> </tbody> </table> <p style="margin-top: 10px;">Note: If total is nil (did not work last week) or If total is 35 or more, skip to Q. 20.</p>		Days	Hours Worked		(18.1) A If had a job or enterprise on that day	Saturday	<input type="text"/>	18.1	Sunday	<input type="text"/>	(18.2) B If had no job or enterprise on that particular day but <u>available</u> for work	Monday	<input type="text"/>	18.2	Tuesday	<input type="text"/>	Wednesday	<input type="text"/>	Thursday	<input type="text"/>	(18.3) C If had no job or enterprise on that particular day and <u>not</u> <u>available</u> for work.	Friday	<input type="text"/>	18.3	Total	<input style="width: 40px;" type="text"/>
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	Total	<input style="width: 40px;" type="text"/>																									
<p>15. What was the location of the enterprise? <input type="text"/></p> <p>1. <input type="checkbox"/> Urban</p> <p>2. <input type="checkbox"/> Rural</p>																											
<p>16. In addition to the main occupation, did also work in any subsidiary occupation last week? <input type="text"/></p> <p>1. <input type="checkbox"/> YES</p> <p>2. <input type="checkbox"/> NO</p>																											

SECTION 6: UNDEREMPLOYMENT

19. Why did ... work less than 35 hours during last week?

1. ☐ Normally works the same number of hours
2. ☐ Illness or injury,
3. ☐ Holiday, Ramzan, vacation or leave of absence
4. ☐ Strike
5. ☐ Mechanical or electrical breakdown
6. ☐ Shortage of raw materials or fuel
7. ☐ Lockout, lay-off
8. ☐ Bad weather, off-season
9. ☐ Other voluntary or personal reasons, e.g. religious or social activities or attended political gathering, etc. _____
(Specify)
10. ☐ Other involuntary reasons law and order situation, etc. _____
(Specify)
11. ☐ Educational and training leave
12. ☐ Maternity or parental leave
13. ☐ Other i.e. reduction in economic activity such as: lower production due to less demand; or shortage of irrigation water; or load shedding (gas or electricity) _____
(specify)

20. Was.... available for additional work?

1. ☐ YES
2. ☐ NO

21. Did seek any alternative work last week?

1. ☐ YES
2. ☐ NO

SECTION 7: FOR PAID EMPLOYEES ONLY

For persons who were given codes 1 - 4 in Q. 9.

For persons having codes 5 - 11 in Q. 9,
This interview is completed go to next person.

22. At main work, what is the periodicity of payment?

1. ☐ Daily
2. ☐ Weekly
3. ☐ Fortnightly (Skip to Q. 24)
4. ☐ Monthly (Skip to Q. 24)
5. ☐ Other periodicity: _____
Specify
6. ☐ Piece rate basis for service performed
7. ☐ Other: _____
(Specify)

23. How much money did earn from the main work last week?

- ☐ Cash Rs. _____ (Skip to Q. 25)
- ☐ Kind (including free or subsidised housing, transport etc. give market value) in Rs. _____ (Skip to Q. 25)

24. How much money did earn from the main work last month?

- ☐ Cash Rs. _____
- ☐ Kind (including free or subsidised housing, transport etc. give market value) in Rs. _____

25. How much money did receive last year in bonuses? (i.e amount in addition to his usual pay, remuneration etc.)?. (whether annually, quarterly or adhoc basis, calculate for the year)

- ☐ Rs. _____
- ☐ None.

This interview is completed go to next person

Section 8: UNEMPLOYMENT

26. Was available for work during the last week?
(Read all the options and mark the appropriate one)

1. ☐ Within this household only
2. ☐ Within this village/town/city only
3. ☐ Anywhere in this District
4. ☐ Anywhere in this Province
5. ☐ Anywhere in Pakistan
6. ☐ Not available (Skip to Q. 39)

27. What type of work would be available for? (Read all the options to the respondent and mark the preferred one)

1. ☐ Full-time paid employment with government
2. ☐ Full time paid employment with private business/ industry
3. ☐ Part-time paid employment
4. ☐ Self employment given the necessary resources & facilities
5. ☐ Other type of employment such as on commission, contract employment, daily wages, etc.

28. When was the last time that was seeking work?

1. ☐ During the last week
2. ☐ 1 to 4 weeks ago
3. ☐ 1 to 2 months ago
4. ☐ 3 to 6 months ago
5. ☐ 7 to 12 months ago
6. ☐ More than 1 year ago (Skip to Q. 31)
7. ☐ Never has sought work (Skip to Q. 31)

29. How long has been seeking work?

1. ☐ less than a month
2. ☐ 1 to 2 months

(Continued in next column)

3. ☐ 3 to 6 months
4. ☐ 7 to 12 months
5. ☐ more than 1 year

30. What steps has taken during the last year in search of work?
(Read all options and mark all mentioned by the respondent, more than one answer acceptable)

1. ☐ Applied to prospective employer
2. ☐ Checked at worksites, farms, factories, markets, etc.
3. ☐ Applied for permit or license to set up own enterprise such as a shop, business, farm, or service establishment (fixed or mobile)
4. ☐ Looked for land, building, machinery or equipment for setting up own enterprise such as shop, business, farm, service establishment (fixed or mobile)
5. ☐ Sought assistance from friends or relatives
6. ☐ Placed or answered advertisements
7. ☐ Registered with Government employment agency
8. ☐ Registered with private employment agency
9. ☐ Arranged for financial resources
10. ☐ Applied for loan/credit
11. ☐ Other: _____ (Specify)
12. ☐ No specific step
13. ☐ Unknown

31. Would ... be willing to

1. ☐ only work for wage or salary on locally prevailing terms consistent with qualifications and experience

or
2. ☐ take any job on any terms or conditions?

<p>32. Has.... ever worked in</p> <ul style="list-style-type: none"> - a job or business - a farm or by fishing - other household economic activities (collecting wood, milling/grinding food, etc.) <p>1. <input type="checkbox"/> Yes (Ask Q.33)</p> <p>2. <input type="checkbox"/> NO (This interview is completed go to the next person)</p>	<p>9. <input type="checkbox"/> Contract cultivator</p> <p>10. <input type="checkbox"/> Unpaid family worker</p> <p>11. <input type="checkbox"/> Other, such as a member of a producer's cooperative, etc.</p>
<p>33. Did work in the last 12 months?</p> <p>1. <input type="checkbox"/> Yes</p> <p>2. <input type="checkbox"/> No</p>	<p>38. What was the kind of enterprise?</p> <p>1. <input type="checkbox"/> Federal Govt.</p> <p>2. <input type="checkbox"/> Provincial Govt.</p> <p>3. <input type="checkbox"/> Local body Govt.</p> <p>4. <input type="checkbox"/> Public enterprise (Corporation by act of national or provincial assembly)</p> <p>5. <input type="checkbox"/> Private limited company</p> <p>6. <input type="checkbox"/> Public limited company</p> <p>7. <input type="checkbox"/> Cooperative society</p> <p>8. <input type="checkbox"/> Individual ownership</p> <p>9. <input type="checkbox"/> Partnership</p> <p>10. <input type="checkbox"/> Other (Specify) _____</p> <p style="border: 1px solid black; padding: 2px;">This interview is completed go to next person</p>
<p>34. What was ... occupation, in other words, what was the nature of work previously did?</p> <p>.....</p> <p>.....</p> <p>35. What was the nature of work done by the enterprise such as shop, business, farm, service establishment (fixed or mobile), office/institution where previously worked?</p> <p>.....</p> <p>.....</p>	<p>39. Why was ... not available for work? (Read all the options to the respondent)</p> <p>1. <input type="checkbox"/> Illness</p> <p>2. <input type="checkbox"/> Will take a job within a month</p> <p>3. <input type="checkbox"/> Temporarily laid off</p> <p>4. <input type="checkbox"/> Apprentice and not willing to work</p> <p>5. <input type="checkbox"/> Student and not willing to work</p> <p>6. <input type="checkbox"/> Housekeeping and not willing to work</p> <p>7. <input type="checkbox"/> Retired and not willing to work</p> <p>8. <input type="checkbox"/> Agricultural landlord/property owner and not willing to work</p> <p>9. <input type="checkbox"/> Too young to work</p> <p>10. <input type="checkbox"/> Too old to work</p> <p>11. <input type="checkbox"/> Unable to work/handicapped</p> <p>12. <input type="checkbox"/> Other reason: _____ (Specify)</p>
<p>36. For how many years has..... been doing this sort of work?</p> <p>1. <input type="checkbox"/> Less than one year</p> <p>2. <input type="checkbox"/> One year but less than 5 years</p> <p>3. <input type="checkbox"/> Five years but less than 10 years</p> <p>4. <input type="checkbox"/> Ten years or more</p> <p>37. What was employment status? (Read all the options to the respondent).</p> <p>1. <input type="checkbox"/> Regular paid employee with fixed wage</p> <p>2. <input type="checkbox"/> Casual paid employee</p> <p>3. <input type="checkbox"/> Paid worker by piece rate or work performed</p> <p>4. <input type="checkbox"/> Paid non-family apprentice</p> <p>5. <input type="checkbox"/> Employer</p> <p>6. <input type="checkbox"/> Own account worker non-agriculture</p> <p>7. <input type="checkbox"/> Owner cultivator</p> <p>8. <input type="checkbox"/> Share cropper</p> <p style="text-align: right;">(Continued in next column)</p>	

SECTION 9: Persons 10 years and above with codes 6 or 12 in question 39				
WORK ACTIVITY (First, ask all the questions listed below and tick '1' for each activity that the person was engaged in during the last week and '2' for each activity that the person did not engaged in, second for each '1' answer, go back and ask the number of hours worked during the last week).	1= YES	For each YES, how many hours did work last week?		
	2= No	Total hours	Own Family	Other people for cash or payment in kind?
	(1)	(2)	(3)	(4)
40. During the last week did ... help or work in :				
(i) Agricultural operations, such as ploughing, sowing, transplanting rice, picking cotton, collection of vegetables & fruit, harvesting crops, weeding fields?	<input type="checkbox"/>			
(ii) Processing food, namely milling, grinding, drying seeds, maize or rice husking?	<input type="checkbox"/>			
(iii) Livestock operations, such as meat, feeding and milking animals, churning milk, grassing, collection of cowdung and preparing dung cakes?	<input type="checkbox"/>			
(iv) Poultry raising, such as feeding poultry birds, collection & packing of eggs, giving injections or medicine to birds and preparation of feeds?	<input type="checkbox"/>			
(v) Construction work, such as mud plaster of roofs and walls of house and godown, construction and repair of boundary walls, rooms, etc.?	<input type="checkbox"/>			
(vi) Collection of firewood or cotton sticks for use as fire wood for household consumption?	<input type="checkbox"/>			
(vii) Bringing water from outside to the house, taking food from house to farm?	<input type="checkbox"/>			
(viii) Making clothes, sewing pieces of cloth or leather, knitting, embroidery, mat and rope making, ginning, spinning and weaving?	<input type="checkbox"/>			
(ix) Shopping and marketing?	<input type="checkbox"/>			
(x) Washing, mending or pressing clothes?	<input type="checkbox"/>			
(xi) Caring for children or health care of ill persons?	<input type="checkbox"/>			
(xii) Helping children do homework or other educating activities?	<input type="checkbox"/>			
(xiii) Cleaning and arranging the house?	<input type="checkbox"/>			
(xiv) Other activities which produce goods or services at home which are generally available in the market?	<input type="checkbox"/>			
Specify: _____				
41. Occupation				<input type="checkbox"/>
42. Industry				<input type="checkbox"/>
43. Employment Status				<input type="checkbox"/>
44. Number of hours worked				<input type="checkbox"/>
This interview is completed go to the next person				