

collecting statistics

on

agricultural population and employment

fao statistics division

with the cooperation of
the united nations fund for population activities

FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS
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PREFACE

The dearth of information on rural and agricultural populations and employment was well recognized in the FAO Programme for the 1980 World Census of Agriculture (WCA) where countries were urged to develop this segment of statistics by utilizing the agricultural and population censuses both as means to compile data and as a framework for implementing more frequent surveys within an integrated statistical system. In Resolution No. 14/75 on the Programme for the 1980 WCA, the Eighteenth Session of the FAO Conference held in November 1975, besides urging member nations to carry out their national census of agriculture, requested FAO to "promote, in consultation with the United Nations and other interested international organizations, the fullest possible compatibility between the results of the agricultural and population censuses, particularly with respect to agricultural population".

While there have been significant improvements in the quality and coverage of statistics in most developing countries, the collection of adequate data on labour force, manpower and the socio-economic characteristics of the rural and agricultural populations has not had an adequate share in such improvements. This situation is perhaps not entirely due to lower priority accorded to this sector of statistics within the national statistical programmes, but also because there has been a lack of adequate guidelines on the appropriate concepts, definitions and methods needed for the collection of useful information for national and international purposes.

This Guide is intended to assist countries in the planning and execution of programmes for the collection of agricultural population and employment statistics which are a major component of the statistics needed for agrarian reform and rural development. It supplements the general guidelines contained in the Programme for the 1980 WCA and presents a comprehensive framework of almost all the relevant statistical components characterizing agricultural population and employment and other related fields such as small-scale and part-time farming, locality or community statistics, under-employment, farm typology, the role of women in agriculture, etc.

It is hoped that the experience of countries in the use of this Guide, coupled with its use in related training programmes, will result in an increase of the availability of data on agricultural population and employment and in the improvement of their quality. Users of this Guide will no doubt note that, while an attempt has been made to cover almost all relevant programmes for collecting data on agricultural population and employment, a large measure of flexibility is retained in the recommendations and proposed statistical programmes, leaving it to countries to select and decide on the appropriate programmes to be implemented, in a manner consistent with the stage of their statistical development and their current and future data requirements.

The preparation of this Guide was mostly the work of an FAO Consultant, Doctor J.B. Simaika, formerly FAO Regional Statistical Adviser for Africa. In preparing this Guide, the Consultant undertook extensive consultations with the interested international and regional organizations and with a large number of national and international experts. FAO wishes to acknowledge and express its appreciation of the contributions made by all those consulted and their useful comments on a related report and a preceding draft of this Guide (FAO documents ESS/MISC/75-4 of May 1975 and ESS/12 of October 1977 prepared by the same Consultant).

Last but not least, FAO acknowledges the generous financial support of the United Nations Fund for Population Activities (UNFPA) for most of the activities involved in the preparation of this Guide.

Users of this Guide are kindly invited to communicate their comments on its contents and to convey the results of their experience in its use to the Director, Statistics Division, FAO, Rome, Italy. We would also appreciate receiving copies of methodological and practical material describing their censuses and surveys relating to agricultural population and employment and their reports containing the resulting data.

R.D. Narain
Director
Statistics Division

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CHAPTER 1

BASIC PRINCIPLES, PURPOSE AND MAIN CHARACTERISTICS OF THE GUIDE

Historical Background

1. Recent trends in development planning, particularly for rural areas, emphasize the great importance of more adequate information on those who are economically dependent on agriculture and the characteristics of the corresponding agricultural population, as well as on employment in agricultural activities. There is a particular need for more detailed information on holders and other members of their households and on their involvement in agricultural work and in other activities, as well as on the landless agricultural workers, as a means of raising the levels of living of rural populations. These requirements call for a more rational approach to the collection of data on the human resources on the holding and their employment, with the aim of harmonizing the concepts, definitions, classifications and methods involved in population and agricultural censuses and in the more frequent labour-force and agro-economic surveys.
2. Programmes of the world censuses of agriculture preceding the 1980 Programme (4) ^{1/} attempted to collect information on the total number of persons, classified by age groups, living on agricultural holdings, including holders and members of their households not actually residing on the holdings. Many of the censuses did not result in adequate data on population and employment in agriculture, as an appreciable part of the agricultural population does not live on agricultural holdings nor pertains to households of agricultural holders and can be reached only through household surveys. Moreover, it is extremely difficult to avoid duplication in enumerating persons economically active in agriculture, using the holdings as the unit of enumeration, as a significant number may work on more than one holding. Increasing interest in obtaining information on part-time farming is also developing, and the collection of some of the required data on this subject may unduly overburden the agricultural census questionnaire. Lastly, because of the need to collect more frequent and detailed information on agricultural employment, and because of the seasonal nature of agricultural work, the scope of the information which may feasibly be collected through the census of agriculture alone will not meet the major needs for data on population and employment in agriculture. Such information is more easily collected through the population census and traditional labour force surveys or through special agricultural labour force inquiries.
3. The Statistics Advisory Committee of Experts to the Food and Agriculture Organization of the United Nations, reviewed the draft of the Programme for the 1980 World Census of Agriculture and in particular the Section dealing with Agricultural Population and Employment (Sixth Session in 1973 (8) and Seventh Session in 1975 (9)), and made a number of observations and recommendations, of which the most relevant are:
 - The experience gained in compiling data on agricultural employment and labour through the agricultural census has shown that the agricultural census was not fully adequate for this purpose. The need to obtain more frequent data on these subjects reflecting seasonal variations indicated the importance of additional and more frequent surveys.
 - Difficulties arose from different definitions and concepts relating to "farm population" and "population dependent on agriculture" in both the agricultural and the

^{1/} Numbers given in brackets refer to the serial number of the reference as given in Annex 5 - List of References.

population censuses, particularly those relating to matching population and agricultural census data. More systematic studies should be made on the subject of adequately compiling and linking population and agricultural census data on farm populations and on the related concepts and definitions.

- The need for further study of the various aspects of part-time farming by FAO and, in particular, whether the assessment of the extent of part-time farming was to be made on the basis of criteria relating to time spent, proportion of income earned, value of sales or employment characteristics. The material on part-time farming is to be included in the Supplement to the 1980 World Census of Agriculture Programme dealing with agricultural population and employment, in view of the close relationship of the two subjects.
- Assistance to the countries appeared to be mostly needed in ...
 - (iii) the preparation by FAO of supporting technical and practical material for the 1980 Programme in the form of supplementary documentation on population, employment and part-time farming and on community statistics, which contain concepts, definitions, methodology, questionnaires, tabulations, etc. for the guidance of countries.

4. Accordingly, in the Programme for the 1980 World Census of Agriculture (4) a balance is attempted between that information on members of holder's households and on agricultural employment which can advisably be collected through the census of agriculture and that which can better be collected through the population census and monthly or quarterly surveys. There is general agreement that the agricultural census should provide the means to collect information on agricultural population and employment which complements data obtained through other inquiries. The census information will also facilitate the planning and conduct of the more frequent surveys.

5. The FAO Conference, at its Eighteenth Session (10) approved the Programme for the 1980 World Census of Agriculture. In its Resolution 14/75 on the subject, the Conference highlighted the importance of agricultural population and employment and indicated inter alia that "Realising the need for establishing close links between the censuses of agriculture and population, both in respect of identification of enumeration units and of collection of information on agricultural population and labour force.....Requests the Director-General to:(c) promote, in consultation with the United Nations and other interested international organizations, the fullest possible compatibility between the results of the agriculture and population censuses, particularly with respect to agricultural population".

6. On the basis of the above recommendations, the FAO, with the financial support of the United Nations Fund for Population Activities, recruited a Consultant to undertake a study and analysis of the current international and national recommendations and practices on agricultural population and employment in censuses of population and agriculture and in agricultural and labour force surveys. The Consultant's report (15) covered:

- An analytical review of the international recommendations on the different concepts, definitions and classifications related to the subject matter;
- A review of the national practices and, in particular, the modifications countries introduced in implementing the international recommendations in order to adapt them to their specific conditions. A cross section of some 20 countries developing as well as developed (about 4 countries in each of the 5 FAO regions into which the world is sub-divided) were covered in this study;
- Recommended measures for the improvement of related definitions, classifications and methods of collection of the data.

The report "Agricultural Population and Employment" published in mimeographed form by FAO, Ref. No. ESS/MISC/75-4, was circulated to interested international organizations, to a number of national statistical offices and to a selected number of experts for comments.

7. The present Guide is mainly based on this report. The Guide is also enriched through the addition of a number of sections, in particular on the methodology and the organization of an integrated system of censuses and surveys for the collection of data on agricultural population and employment. The relevant comments and suggestions made on the report, and also those made on a draft of this Guide (FAO document No. ESS/12), which was widely circulated, by the national and international statistical agencies and experts were taken into consideration and many were incorporated in the final version of the Guide. Extensive use was made of the national and international publications dealing with related problems and some relevant items appear either as an integral part of the text or as examples and illustrations.

Purpose of the Guide

8. The Guide is intended to serve those persons concerned with censuses and surveys aimed at measuring the different aspects of the agricultural population and employment whether the population is defined as farm population, population dependent on agriculture, population active in agriculture, etc., and whether the agricultural activity is main or secondary, full-time or part-time, etc. However, it must be made clear that the Guide cannot cover all aspects of the problems involved (e.g. all different aspects of under-employment in agriculture or all types of part-time farming), some of which still are and for a long time to come will continue to be the subject of study and research. On such complicated issues, the scope and coverage of the proposed surveys and recommendations are limited to the more significant and/or the more readily measurable aspects. Furthermore, prevailing socio-economic conditions in countries pose different types of problems which cannot be dealt with separately. The recommendations contained herein will have to be adapted to local conditions and to national requirements and capacities.

9. The Guide aims to provide a major amount of flexibility and to be as complete as possible. It is a well recognized fact that the levels of statistical development differ widely between countries and that it is impossible to propose a single system of statistics to be applied universally or even regionally. It is also obvious that statistical censuses and surveys should be designed to meet the national needs of the country and that they should provide the information on the topics of greatest interest to the users within the country. The desirability of achieving regional and worldwide comparability is also very important and should be aimed at but not at the expense of national objectives.

10. For these reasons and because of the limitations imposed on large scale operations such as an agricultural census, the scope of the Guide is much larger than the corresponding Section in the Programme for the 1980 World Census of Agriculture. It covers a wider range of subjects and the subjects are more detailed in many respects. Different facets of the same concept are shown and alternative procedures to obtain the information are proposed which permit the choice of one or more of a number of different alternatives. Whenever a related international recommendation exists, it is generally given as one of the alternatives.

11. Different definitions of the same concept are given, each definition aiming at satisfying a particular need. It is recommended to collect data, whenever possible, on the different dimensions of a concept and present it in such a manner as to enable their combinations in various ways to suit diverse needs. Also, more detailed classifications are proposed which permit, through different types of aggregation, the emergence of data corresponding to different concepts.

Consistency and Comparability

12. Although data on the characteristics of a population ^{1/} at a fixed point of time or during a certain time-reference period have an intrinsic value, justification and uses, statistics are more and more collected in order to measure the changes in the characteristics of the population over time; to measure the differences between the characteristics for different geographic, sectoral and other subdivisions of the population; to make medium or long term projections and finally to make regional and international comparisons.

13. For all purposes other than those where statistics are meant to give a static picture of a certain state of affairs, the data, to be of any use, should be consistent over time and the data from different regions or sources should be compatible. This implies that concepts and classifications should not be changed through time or, if they are to be changed in order to improve their quality or coverage, the change should be done in such a way as to permit the separate identification of the data corresponding to the old as well as to the new concept or classification.

14. Furthermore, regional and international comparability implies a large degree of standardization of the basic concepts and the basic classifications of the data at least in the more or less homogeneous regions of the world. For decades now, the statistical offices of the international organizations have been methodically engaged in this task. However, due to the wide variety of conditions, not only between different countries but also sometimes within the same country, the standard definitions are not always considered by the national statistical offices to be directly applicable to their conditions and so they modify or otherwise adapt them to suit their own needs.

15. Standardization of certain concepts is impossible and in such a case, direct comparability of the data between countries or regions becomes meaningless. It is obvious that such a situation exists when, as can be seen in certain of the tables published in international yearbooks, the footnotes showing the deviations from the standard concept or the definitions of the concept as used by the countries are almost as numerous as the countries for which the data are given (e.g. urban population) (39). Such a concept may have a certain value for each country separately but, if comparability between countries is desired, new studies of the phenomenon and on how to measure it need to be carried out.

Dichotomy and Classification

16. Many of the concepts used in the study of socio-economic characteristics of populations are generally presented in the form of a dichotomy. Thus, we have the rural/urban populations, the full-time/part-time workers or the permanent/temporary workers, the modern/-traditional sectors of farming or the commercial/subsistence farms, etc. This was done in order to simplify the problem of collection and to permit rapid and easy comparison between two and only two categories; moreover, it was sufficient to define only one term of the dichotomy, the other being automatically determined.

17. However, many of such characteristics depend on more than one factor, and, even when they depend on only one factor, this factor may be of the continuous type and an arbitrary dividing line is to be determined and kept fixed in order to enable comparisons over time. Moreover, in order to make comparability over space (between countries and populations) possible, international organizations have recommended dividing lines which may or may not be applicable to all countries or regions. Thus for example, rural areas may have some degree of urbanization, traditional farms may use some modern techniques and subsistence

^{1/} Population is taken here in the wider statistical sense of a complete group of units, e.g. a population of households' incomes or a population of agricultural fields.

farms may sell a part of their production. Also, a fixed dividing line like a minimum age limit of 15 years to qualify a person for economic activity may not be applicable to countries where the school-leaving age is 18 or to those developing countries where children under 10 years are economically active.

18. At an early stage of statistical development this simplistic approach might be satisfactory. However, very soon difficulties accumulate and the simple dichotomy is no more accepted. This state of affairs led countries and international organizations to consider more complex classification. In general, they did not go far enough: they still kept to as few as possible the number of classes. Thus, a new concept of semi-urban (28) was introduced and the temporary workers were subdivided into 4 classes according to the period of work (less than $1/4$, $1/4 - 1/2$, $1/2 - 3/4$, $3/4$ and over) (102), etc.

19. If, for this a priori classification into 2 or more categories, information is requested on one or more characteristics and then some kind of synthesis is to be done to place the individual in the right category, it seems that it would be much simpler to record the value of the characteristic or characteristics in their primary form and then carry out a posteriori the required manipulations and classifications. This is a simple mechanical operation easily done, given the present state of computing facilities.

20. As a simple illustration, let us consider the classification into full-time and part-time and let the definition of full-time be: a person is working full-time if he has worked 35 hours or more during the previous week. In order to answer a closed question like: Did you work 35 hours or more during last week? (or alternatively: have you worked less than 35 hours?), a person who works regularly a fixed number of hours per week will answer on the basis of that knowledge "yes" or "no", while a person who does not work regularly during fixed hours will have to review day by day the number of hours of work, add them together, get a total number of hours worked and then answer "yes" or "no". In both cases, the person before answering knows the correct number of hours worked. Thus, it would be as simple to ask the person the open question: how many hours did you work last week? This, moreover, will not only permit classification into full-time and part-time as defined above, but will also permit any other requested classification, e.g. less than 5 hours, 5-10, 10-20, 20-30, 30-40, 40-50, 50-60, 60 and over, which might give a better picture of the intensity of work.

21. Such detailed classification may also permit through different aggregations the presentation of information on different concepts or different definitions of the same concept. As an illustration, let us consider the subdivision of holdings into six categories according to the holder's and holder's family's activities on the holding and off the holding as given in a study on part-time farming in France (105):

- 1.A. The holder works full-time on the holding, has no activity off the holding and no member of his family has an activity off the holding;
- 1.B. The holder works full-time on the holding and at least one member of his family has an activity off the holding;
- 2.A. The holder works part-time on the holding and has no activity off the holding and also no member of his family has an activity off the holding;
- 2.B. The holder works part-time on the holding and has no activity off the holding but at least one member of his family has an activity off the holding;
- 3.A. The holder has an activity off the holding but no member of his family has an activity off the holding;
- 3.B. The holder has an activity off the holding and also at least one member of his family has an activity off the holding.

Such a classification would permit the following aggregations:

- | | |
|----------------------------------|--|
| 3.A. + 3.B. | Constitutes the holdings where the holder works part-time off the holding; |
| 3.A. + 3.B. + 2.A. + 2.B. | Constitutes the holdings where the holder works only part-time on the holding; |
| 3.A. + 3.B. + 2.A. + 2.B. + 1.B. | Constitutes the holdings which do not require that all the holder's family (including the holder) work on the holding; |
| 1.A. + 2.A. | Constitutes the holdings where no member of the holder's household (including the holder) works off the holding. |

22. Similarly, if detailed socio-economic information is collected on individual members of a group (household, family, holder's household, etc.), not only could the individuals be classified according to one or more of the socio-economic characteristics but also the groups themselves, given certain a priori assumptions, could be classified into a variety of ways which would answer different needs. For example, if the information on the individual members of a household includes: branch of economic activity (industry), income and intensity of activity (time worked), the classification of the households by industry could be based on the following criteria:

- Major number of members whose activity (or main activity) is in a particular industry;
- Major number of members whose income (or main income) is from a particular industry;
- Major total time worked by the members is in a particular industry;
- Major total income of the members is from a particular industry.

Thus, 4 different definitions of agricultural households (and also households in other sectors of the economy) could be obtained each satisfying a particular need. Moreover, combination of criteria may provide more refined classification, e.g.:

- Households with major activity in agriculture and major income also from agriculture;
- Households with major activity in agriculture but major income from outside agriculture;
- Households with major activity outside agriculture but major income from agriculture.

Objectives and Uses of Statistics of Agricultural Population and Employment

23. The overall objective for the collection of data on agricultural population and employment as formulated in the "1950 Programme of the World Census of Agriculture" (1) was to obtain the basic information which would permit the formulation of plans for the improvement of the welfare of those who live in rural areas and in particular those who secure their livelihood from agriculture. It was also mentioned that information was also desired about people who worked in agriculture and their dependants.

24. A main objective of collecting the relevant data through a census of agriculture and/or agro-economic surveys is to permit the study and analysis of the relationship

between the holding characteristics and the characteristics of the agricultural population associated with it. This objective will not be easily attained if the information on agricultural population is collected through a population census as it will present problems of matching the data obtained from the population census and that obtained from the census of agriculture, problems which are, in general, very difficult to solve.

25. The Eighth International Conference of Labour Statisticians (42) adopted a Resolution in which the general objective for the development of a comprehensive system of statistics of the labour force was "to provide an adequate statistical basis for the analysis of economic and social problems of the labour force, of employment and unemployment and, in particular, for the formulation and application of policies designed to promote economic development".

26. On the other hand, the Eleventh International Conference of Labour Statisticians (45) dealt specifically with the problem of under-employment and the Resolution adopted then pointed out that "the primary object of measurement and analysis of under-employment and other aspects of the under-utilization of manpower is to contribute towards making and appraising short-term and long-term policies and measures, and, in particular, manpower planning and projections, designed to promote full, productive and freely chosen employment".

27. In particular, the statistical study of employment in agriculture is basically aimed at providing the information which would permit the formulation of development plans for the improvement of the standard of living of that population which secures its livelihood through its activity in the agricultural sector: holder, unpaid family workers, other agricultural workers, and the dependants. It is also needed for the evaluation of the adequacy of employment and the extent of under-employment in agriculture and for the estimation of the relationship of inadequate employment to poverty. It could also provide the basis for the solution of the social problems of agricultural people not having enough work: creation of new jobs or establishment of local industries for the surplus labour.

28. The phenomenon of part-time farming has always existed, although not measured, in many developing countries and recently it has been gaining importance in some developed countries. One of the objectives of the collection of data on the agricultural population and employment is the search for a coherent interpretation of the phenomenon in relation to the economic activities of the members of the holder's household on and off the holding and to the characteristics of the holding both production-wise and structure-wise.

29. Other more specific objectives for the collection of data on agricultural population and employment are to carry out studies and analyses of the following topics:

1. The intensity of agricultural activities in the different seasons of the agricultural year;
2. The time spent on different activities on and off the farm, in and out of the agricultural branch of the economy;
3. The time spent on different specific agricultural operations for the establishment of norms of production;
4. The women and children's participation in the agricultural activities on the holding;
5. The migration of workers from (or to) the agricultural branch to (or from) other branches of economic activities;
6. The establishment of agro-economic and agro-social indicators.

Data Requirements

30. The above list of objectives is far from being exhaustive. Some developed countries may have other objectives or supplementary ones to add to it, while many developing or even developed countries may feel that a programme of statistics which aims at satisfying all these objectives is too ambitious and costly to be practical. For these reasons, the programme of the collection of data on agricultural population and employment proposed in this Guide is left flexible and it is up to the national authorities to decide on the set of objectives to be attained.

31. To attain the above objectives, statistical data should be collected on four different types of observational units:

- Individual persons
- Farms or holdings
- Households
- Localities, villages or small administrative sub-divisions

Moreover, it would be better if the collection of the data on the different statistical units was done simultaneously in order to facilitate the extraction of the relationships between the respective characteristics.

Diversity of the Needs and Flexibility of the Programme

32. Considering the great variety of conditions in developed and developing countries and the corresponding variety of needs for statistical information, the FAO thought that it was not practical to include in the Programme for the 1980 World Census of Agriculture all the items of importance to particular countries. Thus, a single list of items was produced for all the regions of the world with an indication of those items (marked by an asterisk*) which may be considered as essential for national and international purposes. The Programme has also left an opening for countries to supplement the information recommended to be collected to meet their own requirements.

33. Moreover, the scope of the 1980 Programme with respect to socio-economic and other aspects of agriculture, in particular those relating to agricultural population and employment, was very limited as can be seen from Section 3 of Chapter 3 of the Programme which is shown in Annex 1. It was felt that, in order to obtain reliable data on these aspects, specialized in-depth surveys have to be carried out and, in order to assist in the planning of such surveys, the present Guide has been prepared. Also, for the same purpose, some simple items were introduced in the 1980 Programme, items which should provide key information to facilitate subsequent inquiries.

34. On the other hand, this Guide aims at providing a comprehensive programme for the collection of data on agricultural population and employment, in which most, if not all, the important aspects of the problem are dealt with. Although a comprehensive programme may appear to be ambitious for most countries, it is felt that a comprehensive programme with the option left to countries to decide on which parts of the programme it wishes to implement is more useful than a truncated one which obviously could not be relevant. The programme, proposed herein, is flexible in the sense that those aspects which are of no interest to a given country can be ignored and the corresponding items dropped. Moreover, those countries which are at an early stage of statistical development can limit their programme to the most essential statistical operations, namely the census of agriculture followed by a multi-round agro-economic survey.

Integrating the Sources of Information

35. One or another of the different facets of the complex issue of collecting statistical data on agricultural population and employment appear in many of the statistical activities

of a country. It is evident that some of the data requirements are dealt with as an integral part of the following statistical activities:

Administrative statistics and data files
Censuses of population and demographic surveys
Censuses of agriculture and agro-economic surveys
Censuses of establishments
Labour force surveys
Household surveys
Specialized surveys

36. The main problem is one of establishing an integrated system for the collection of the required data in such a way as to make the most efficient use of the limited resources and to coordinate the operations so that:

1. The same concepts, definitions and classifications are used in all the component parts of the programme;
2. The data from the different sources are compatible and complementary;
3. Use is made of the work done in operation to improve the design and the carrying out of the subsequent operations;
4. Large operations like censuses should provide a basis (frames for example) for smaller subsequent operations like sample surveys.

37. A medium-term programme of the statistical activities should be formulated during the planning stage. Such a programme would spell out, inter alia:

- The time-table of the different operations;
- The frequency of operations: once-for-all surveys, yearly surveys, quarterly surveys, ad hoc specialized surveys, etc.;
- The survey methods to be used including the number of rounds for multi-round surveys, etc.

This medium-term programming does not mean a rigid approach to statistical work. The list of projects or operations is not fixed once and for all. Experience and time might show that some points were not taken into account adequately and, in some cases, new items or projects may need to be introduced in the programme.

Structure of the Guide

38. Chapter 2 to Chapter 4 of the Guide deal with the substantive topics to be investigated for the collection of statistical data on the agricultural population and employment and a review of the related concepts, definitions, classifications and tabulations. The topics covered concern:

- Characteristics of individual persons (demographic, activity, economic);
- Characteristics of households (size, structure, activity, economic);
- Characteristics of holdings (type, size, structure).

The review of concepts is limited to the multi-facet concepts and their definitions on the basis of different criteria. More straightforward concepts and their definitions as

recommended by the international organizations are given in alphabetical order as Annex 2. In order to secure regional and international comparability, standard classifications of the items are also given.

39. Chapter 5 to Chapter 7 cover the methodology which could be followed for the collection of the required data including a proposal for the establishment of a system of statistics which could integrate the possible sources of information and take care of most aspects of the problem. They deal specifically with the techniques of collecting the statistical data and, since agricultural population and employment statistics involve complex problems of combining data from widely different sources, the related methodology is covered in a very general way because, in practice, the statistician in charge must be given considerable latitude in respect of the operating decisions which need to be taken in organizing and carrying out the statistical programme.

40. A specimen of an integrated reasonable programme for the collection of statistics on agricultural population and employment, a programme which could be implemented without great difficulties even by developing countries, is given at the end of Chapter 7.

41. Chapter 8 gives a short list of problems on which further research work is to be carried out. A number of suggestions and recommendations are given but they are provisional and an acceptable solution has still to be found. It is hoped that interested statisticians will take up the challenge, study the problems and produce adequate solutions.

42. The following annexes are given at the end of the Guide for reference and illustrative purposes:

1. Section 3 of Chapter 3 of the Programme for the 1980 World Census of Agriculture entitled "Agricultural Population and Employment";
2. A set of concepts and definitions of topics relevant to the subject matter of the Guide as recommended by international organizations;
3. Specimen questionnaires from selected countries;
4. Specimen summary reports on a number of relevant surveys carried out recently.
5. A selected list of references related to the subject matter of the Guide.

CHAPTER 2

TOPICS AND RELATED CLASSIFICATIONS FOR AN OVERALL STUDY OF AGRICULTURAL POPULATION AND EMPLOYMENT

General Remarks

43. This Chapter covers most of the topics needed for a comprehensive study of agricultural population and employment including the relationships between holdings' characteristics and households' characteristics and those of the agricultural population associated with them. Each topic is accompanied by the recommended classification and the appropriate time-reference period. The Chapter is divided into 3 sections:

- (a) Topics concerning individual persons
- (b) Topics concerning households
- (c) Topics concerning holdings

44. The basic topics which are essential for the study of agricultural population and employment are marked with an asterisk (*). It is recommended that countries should make every effort to collect the statistical data concerning these topics. The other topics are very useful and countries may wish to consider them, but they need not be given first priority in the programme of agricultural statistics, especially in the case of those topics for which the cost of collecting the information is very high or where the resources available are limited.

45. No distinction is made in the list between primary topics and derived topics. Primary topics are those for which data are collected by means of a specific question or questions in the survey questionnaire. Derived topics are those for which information is deduced from the inter-relationship between the replies given to two or more questions in the questionnaires or from the replies to a particular question or questions given by two or more respondents. Many of the topics on households are derived through the aggregation of the data concerning the individual members of the household.

46. In any country the list of topics to be covered should be determined upon a balanced consideration of:

- The needs of the country, national as well as local, to be served by the data;
- The probable willingness and ability of respondents to give adequate information on the topics;
- The degree of accuracy and/or precision of the information;
- The total national resources available for enumeration, processing, tabulation and publication;
- The achievement of a high degree of international comparability both within regions and on a world-wide basis.

47. In order to ensure comparability of the data, classifications for the items and topics are proposed for the three sets of characteristics concerning individual persons, households and holdings. Selection would be made from the classifications listed below according to the processing and tabulating plans envisaged for the different censuses and surveys. The classifications are meant for tabulation purposes and not necessarily for inclusion in the questionnaires which should better contain open quantitative questions.

48. Countries may wish to have more detailed classifications. In such a case it is recommended that the dividing lines used in the more detailed classification include all those recommended here. On the other hand, some countries may find that the classification is too detailed and may wish to have a fewer number of classes. In such a situation, it is recommended that the dividing lines be a sub-set of those proposed in this chapter (i.e. consolidate some of the classes) in order to ensure regional and international comparability. It is also possible to subdivide certain classes and consolidate others but always conforming to the above recommendations.

Topics on Characteristics of Individual Persons and Related Classifications

49. Residence characteristics

<u>Topic</u>	<u>Classification</u>	<u>Time reference period</u>
Place of usual residence	- urban - semi-urban - rural	one year
* Place of usual residence	- farm - non-farm	one year
Place of previous residence	- administrative sub-division	fixed date in the past
* Appurtenance to a holder's household	- yes - no	point of time

50. Personal characteristics

* Sex	- male - female	point of time
Marital status	- single - married - widowed - legally separated - divorced	point of time
* Age (at last birthday)	- less than 10 years - 10 to 14 years - 15 to 24 years - 25 to 34 years - 35 to 44 years - 45 to 54 years - 55 to 64 years - 65 years and over	point of time
* Age (summary classes)	- less than 15 years - 15 to 34 years - 35 to 64 years - 65 years and over	point of time

<u>Topic</u>	<u>Classification</u>	<u>Time reference period</u>
Level of education	<ul style="list-style-type: none"> - First level not completed - First level completed - First stage of second level completed - Second stage of second level completed - First or second stage of third level completed 	point of time
Relationship to a reference person (head, supporter or main income earner)	<ul style="list-style-type: none"> - spouse - child - spouse of child - grandchild or great grandchild - parent or parent of spouse - other relative - domestic employee - other person not related 	point of time
Identification of main supporter of a dependent person		point of time
51. <u>Characteristics of economic activity</u>		
Activity status (current)	<ul style="list-style-type: none"> - economically active <ul style="list-style-type: none"> i) employed ii) unemployed - not economically active <ul style="list-style-type: none"> i) home-maker ii) student iii) income recipient iv) other 	short period, e.g. one week
* Activity status (usual)	<ul style="list-style-type: none"> - active most of the time - occasionally active - not active <ul style="list-style-type: none"> i) independent ii) dependent 	one year
Category of dependant	<ul style="list-style-type: none"> - children below the minimum age for usual or compulsory entrance in schools - children above minimum school entrance age but below the minimum school leaving age 	point of time

<u>Topic</u>	<u>Classification</u>	<u>Time reference period</u>
	- other children up to an age specified according to the country's practice	
	- adults	
* Occupation	for each topic:	one year
- main	classification according to	
i) in which most of the time is spent	ISCO with 2 digits for Major Group 6 and one digit for all other major groups	
ii) secondary		
iii) subsidiary		
* Industry (branch of economic activity)	for each topic:	one year
- of main occupation	classification according to ISIC with 3 digits for Major Division 1 and one digit for all other major divisions	
i) in which most of the time is spent		
ii) which brings major income		
- of secondary occupation		
- of subsidiary occupation		
* Status in employment	for each topic:	one year
- for main occupation	- employer	
- for secondary or subsidiary occupation if 6.0, 6.1, 6.2 of ISCO	- own-account worker (self-employed)	
	- unpaid family worker	
	- member of producers' cooperative	
* Economic activity on the holding (agricultural work) ^{1/}	- permanent	one year
	- occasional	
	- none	
* Economic activity off the holding	for each topic:	one year
- non-agricultural work in the household enterprise	- permanent	
- agricultural work on other holdings	- occasional	
	- none	
- non-agricultural work outside the household		

^{1/} The terminology "on the holding" in relation to topics on persons or households refers to the holding operated by the person or by one or more persons of the same household.

<u>Topic</u>	<u>Classification</u>	<u>Time reference period</u>
Time worked (hours/week)	for each topic:	one week
- on the holding	- less than 15 hours	
- non-agricultural work in the household enterprise	- 5 to 14 hours	
- paid agricultural work on other holdings	- 15 to 24 hours	
- paid non-agricultural work outside the household	- 25 to 34 hours	
	- 35 hours and over	
* Time worked (days/year)	for each topic:	one year
- on the holding	- less than 10 days	
- non-agricultural work in the household enterprise	- 10 to 49 days	
- paid agricultural work on other holdings	- 50 to 99 days	
- paid non-agricultural work outside the household	- 100 to 149 days	
- unpaid work off the holding (labour exchange)	- 150 to 199 days	
	- 200 to 249 days	
	- 250 days and over	
52. <u>Other economic characteristics</u>		
* Source of livelihood	for each topic:	one year
- main source	- economic activity (wages, salaries, fees, etc.)	
- other sources	- pensions of all kinds	
	- benefits and assistance (other than pensions)	
	- property or other investments	
	- support by another person or persons	
* Industry of source of livelihood	for each topic:	one year
- main industry	classification according to the ISIC with 3 digits for Major Division 1 and one digit for all other major divisions	
- other industries		
Dependency of livelihood on agriculture	- economically active exclusively in agriculture	one year
	- economically active in agriculture and outside agriculture	
	- economically actively exclusively outside agriculture	
	- not active but dependent on an agricultural income	
	- non active but dependent on a non-agricultural income	

<u>Topic</u>	<u>Classification</u>	<u>Time reference period</u>
Industry (branch of economic activity of the supporter of a dependant)	classification according to ISIC with 3 digits for Major Division 1 and one digit for all other major divisions	one year
Share of income derived from agricultural industry	<ul style="list-style-type: none"> - less than 1/4 - 1/4 to less than 1/2 - 1/2 to less than 3/4 - 3/4 and over 	one year
* Type of remuneration for paid agricultural workers	<ul style="list-style-type: none"> - in cash - in kind - in cash and in kind 	one year
Wages and/or salaries per day of agricultural workers	a limited number (3-5) of classes, taking into account the general level of salaries in the country	day
Income of each member of holder's household	for each topic (in appropriate units equivalent to:)	one year
i) from the holding <ul style="list-style-type: none"> - monetary - non-monetary (valued at retail prices) 	<ul style="list-style-type: none"> - less than 100 dollars - 100 to less than 250 dollars - 250 to less than 500 dollars - 500 to less than 1 000 dollars 	
ii) from other sources <ul style="list-style-type: none"> - monetary - non-monetary (valued at retail prices) 	<ul style="list-style-type: none"> - 1 000 to less than 2 500 dollars - 2 500 to less than 5 000 dollars - 5 000 to less than 10 000 dollars - 10 000 dollars and over 	

Topics on Characteristics of Households and Related Classifications

53. Most of the topics of this section are derived topics generally obtained through the aggregation or the collation of data corresponding to the individual members of the household.

54. Structural characteristics

<u>Topic</u>	<u>Classification</u>	<u>Time reference period</u>
Residence status	<ul style="list-style-type: none"> - farm - non-farm 	point of time
* Size of household (number of persons)	<ul style="list-style-type: none"> - 1 person - 2 persons - 3 persons - 4 persons 	point of time

<u>Topic</u>	<u>Classification</u>	<u>Time reference period</u>
	- 5 persons	
	- 6 to 9 persons	
	- 10 persons and over	
Type of household	- one-person household	point of time
	- nuclear household	
	- extended household	
	- composite household	
* Number of persons	for each topic:	point of time
- economically active	- 1 person	
- economically active in agriculture	- 2 persons	
- economically active in other industries	- 3 persons	
- not economically active	- 4 persons	
- independent	- 5 persons	
- dependent	- 6 to 9 persons	
	- 10 persons and over	
55. <u>Characteristics of economic activity</u>		
Total time worked: (man-hours per week)	for each topic:	one week
- work on the holding	- less than 20 man-hours	
- non-agricultural work in the household enterprise	- 20 to 49 man-hours	
- paid agricultural work on other holdings	- 50 to 99 man-hours	
- paid non-agricultural work outside the household	- 100 to 149 man-hours	
- unpaid work off the holding (exchange labour)	- 150 to 199 man-hours	
	- 200 to 249 man-hours	
	- 250 man-hours and over	
* Total time worked: (man-days per year)	for each topic:	one year
- work on the holding	- less than 50 man-days	
- non-agricultural work in the household enterprise	- 50 to 99 man-days	
- paid agricultural work on other holdings	- 100 to 249 man-days	
- paid non-agricultural work outside the household	- 250 to 499 man-days	
- unpaid work off the holding (exchange labour)	- 500 to 999 man-days	
	- 1 000 to 2 499 man-days	
	- 2 500 man-days and over	

<u>Topic</u>	<u>Classification</u>	<u>Time reference period</u>
56. <u>Other economic characteristics</u>		
* Dependency of holder's household on the holding	<ul style="list-style-type: none"> - dependent entirely on the holding - derives greater portion of income from holding and supplements it through: <ul style="list-style-type: none"> i) activities in the household enterprise ii) paid work on other holdings iii) paid non-agricultural work outside the household - derives greater portion of income from work off the holding <ul style="list-style-type: none"> i) activities in household enterprise ii) paid work on other holdings iii) paid non-agricultural work outside the household 	one year
Holder's household income	for each topic: (in appropriate units equivalent to)	one year
Total income		
i) from the holding	<ul style="list-style-type: none"> - less than 100 dollars - 100 to less than 250 dollars - 250 to less than 500 dollars - 500 to less than 1 000 dollars 	
- monetary		
- non-monetary (valued at retail prices)		
ii) from other sources	<ul style="list-style-type: none"> - 1 000 to less than 2 500 dollars - 2 500 to less than 5 000 dollars - 5 000 to less than 10 000 dollars - 10 000 to less than 25 000 dollars - 25 000 dollars and over 	
- monetary		
- non-monetary (valued at retail prices)		

Topics on Characteristics of Holdings and Related Classifications

57. <u>Structure characteristics</u>		
* Size of holding in terms of:	for each topic:	point of time
- total area	- under 0.1 ha	
- agricultural area	- 0.1 and under 0.2 ha	
- cropland area	- 0.2 and under 0.5 ha	
- arable land	- 0.5 and under 1 ha	

<u>Topic</u>	<u>Classification</u>	<u>Time reference period</u>
	<ul style="list-style-type: none"> - 1 and under 2 ha - 2 and under 3 ha - 3 and under 4 ha - 4 and under 5 ha - 5 and under 10 ha - 10 and under 20 ha - 20 and under 50 ha - 50 and under 100 ha - 100 and under 200 ha - 200 and under 500 ha - 500 and under 1 000 ha - 1 000 and under 2 500 ha - 2 500 ha and over 	
* Size of holding in terms of number of heads of livestock	<ul style="list-style-type: none"> - 1 and 2 head - 3 and 4 head - 5 to 9 head - 10 to 19 head - 20 to 49 head - 50 to 99 head - 100 to 199 head - 200 to 499 head - 500 head and over 	point of time
Sector of agriculture	<ul style="list-style-type: none"> - private - public - collective <ul style="list-style-type: none"> i) with common land ownership ii) with private land ownership 	point of time
* Type of holding (destination of output)	<ul style="list-style-type: none"> - mainly for home consumption - mainly for sale 	agricultural year
Type of holding (crop, livestock)	<ul style="list-style-type: none"> - crop holding - livestock holding - poultry holding - mixed holding - other (e.g. silkworm, beehives, etc.) 	point of time

<u>Topic</u>	<u>Classification</u>	<u>Time reference period</u>
Type of holding (degree of specialization of cultivation)	<ul style="list-style-type: none"> - extensive monoculture name of crop to be indicated - intensive monoculture name of crop to be indicated - pluricultural cultivation <ul style="list-style-type: none"> i) with industrial crops ii) without industrial crops 	point of time
* Type of holding (labour inputs)	<ul style="list-style-type: none"> - all farm work done by members of holder's household (no external labour hired) - exclusively occasional or seasonal workers are hired - permanent workers are hired 	agricultural year
Type of holding (level of improved techniques)	<ul style="list-style-type: none"> - modern - progressive - traditional 	point of time
Tenure of land	<ul style="list-style-type: none"> - owned or in ownerlike possession - rented from others <ul style="list-style-type: none"> i) for an agreed amount of money and/or produce ii) for a share of the produce iii) in exchange for services iv) other rental arrangements - operated on squatter basis - operated under tribal or traditional communal forms of tenure - operated under more than one form of tenure 	point of time
Level of mechanization	<ul style="list-style-type: none"> - use only simple hand- operated implements - use mainly animal- operated or animal- traced machinery and implements - use of machinery and equip- ment operated by mechanical or electric power 	agricultural year

<u>Topic</u>	<u>Classification</u>	<u>Time reference period</u>
Use of progressive techniques	<ul style="list-style-type: none"> - irrigation - drainage - improved seeds - fertilizers, pesticides and insecticides - improvement of stock - efficient storage for grains, other crops and feed - covered sheds for livestock 	agricultural year
58. <u>Characteristics of economic activity</u>		
Agricultural work (operations)	for each topic:	agricultural year
<ul style="list-style-type: none"> - by members of holder's household - by hired permanent workers - by hired occasional or seasonal workers 	<ul style="list-style-type: none"> - preparation of the land - sowing or planting - crop husbandry (care of the growing crop) - harvesting - animal husbandry - marketing of the produce - administration and supervision - other 	
* Number of permanent workers	for each topic:	agricultural year
<ul style="list-style-type: none"> - members of the holder's household - hired workers 	<ul style="list-style-type: none"> - 1 worker - 2 workers - 3 workers - 4 workers - 5 workers - 6 to 9 workers - 10 workers and over 	
Total time worked on the holding (man-hours per week)	for each topic:	one week
<ul style="list-style-type: none"> - by members of holder's household - by hired permanent workers - by hired occasional or seasonal workers 	<ul style="list-style-type: none"> - less than 20 man-hours - 20 to 49 man-hours - 50 to 99 man-hours - 100 to 149 man-hours - 150 to 199 man-hours - 200 to 249 man-hours - 250 man-hours and over 	
* Total time worked on the holding (man-days per year)	for each topic:	agricultural year
<ul style="list-style-type: none"> - by members of holder's household - by hired permanent workers - by hired occasional or seasonal workers 	<ul style="list-style-type: none"> - less than 50 man-days - 50 to 99 man-days - 100 to 249 man-days - 250 to 499 man-days - 500 to 999 man-days - 1 000 to 2 499 man-days - 2 500 man-days and over 	

<u>Topic</u>	<u>Classification</u>	<u>Time reference period</u>
Total time worked on each of the agricultural operations (man-days per year)	for each topic:	agricultural year
- preparation of the land	- less than 20 man-days	
- sowing or planting	- 20 to 49 man-days	
- crop husbandry (care of the growing crop)	- 50 to 99 man-days	
- harvesting	- 100 man-days and over	
- animal husbandry		
- marketing the produce		
- administration and supervision		
- other		
59. <u>Other economic characteristics</u>		
Volume of production for each main crop	for each topic:	agricultural year
	- less than 1 metric ton	
	- 1 to under 5 metric tons	
	- 5 to under 10 metric tons	
	- 10 to under 50 metric tons	
	- 50 to under 100 metric tons	
	- 100 to under 200 metric tons	
	- 200 metric tons and over	
Volume of sales for each main cash crop	for each topic:	agricultural year
	- less than 1 metric ton	
	- 1 to under 5 metric tons	
	- 5 to under 10 metric tons	
	- 10 to under 50 metric tons	
	- 50 to under 100 metric tons	
	- 100 to under 200 metric tons	
	- 200 metric tons and over	
Value of total production (valued at prices of first point of sale)	(in appropriate monetary units equivalent to:)	agricultural year
	- less than 100 dollars	
	- 100 to under 250 dollars	
	- 250 to under 500 dollars	
	- 500 to under 1 000 dollars	
	- 1 000 to under 2 500 dollars	
	- 2 500 to under 5 000 dollars	
	- 5 000 dollars and over	
Value of total sales	(in appropriate monetary units equivalent to)	agricultural year
	- less than 100 dollars	
	- 100 to under 250 dollars	
	- 250 to under 500 dollars	
	- 500 to under 1 000 dollars	
	- 1 000 to under 2 500 dollars	
	- 2 500 to under 5 000 dollars	
	- 5 000 dollars and over	

CHAPTER 3

REVIEW OF SOME CONCEPTS AND DEFINITIONS

60. This chapter deals mainly with a small number of multi-facet concepts for which a universal definition is not or has not been recommended. A particular definition, based on a certain criterion, may be suitable under the conditions prevailing in a country or to the aims for collecting the information but not so under other conditions or if the aims for collecting the data are different. Moreover, if and when more than one objective is to be satisfied and thus more than one aspect of the concept is to be considered, collection of the primary data should be done in such a way as to permit the derivation of the data corresponding to the required aspects of the concept. Relevant concepts, international recommendations on definitions, classifications and time-reference periods are given in Annex 2.

Size and Type of Holding

61. The size and type of holding are major characteristics investigated in agricultural censuses and in agro-economic surveys not only for their intrinsic value as desirable information but also as criteria for the cross-classification of the different characteristics of the holding and, in particular, the characteristics of the related population and labour force.

Size of the holding

62. The concept of size of holding can be defined in a number of ways according to the basis of measurement. It can be measured in terms of area, output, livestock, trees, labour, etc. Moreover, each of these can have different facets which satisfy certain objectives but not others.

63. The concept of area to be considered could be:

- Total area: which may or may not be satisfactory according to the size of unproductive land
- Agricultural area: which includes meadows and pastures, may be more relevant when the holding includes both crops and livestock
- Crop area or arable land area: one or the other of which could be particularly relevant if the size is to be correlated with the labour inputs.

64. The agricultural output can be measured in terms of volume or of value. Moreover, the volume could be the volume of total production or only the volume of the marketed products (sales) and similarly the value could be the total value of the production or only the income of the farmer from the sales. However, since the volume of production of different crops is not additive, it should be shown separately by crop and only for the main crop or crops.

65. Since the number of heads of different species of livestock are not additive, the use of the total number of heads of livestock as a measure of the size has no meaning unless only one and the same species is considered throughout or if some kind of conversion table is so prepared as to give the equivalent of the different species to a standard unit. It would be still more useful if this livestock standard unit were made equivalent to some land area so that a more comprehensive measure of the size of the holding combining both the area of the holding and its livestock is defined.

66. In holdings consisting only of tree plantations, the size of the holding (other than the area) could be the total number of trees or only the number of trees in producing age. However, if the plantation consists of different species of trees of different importance, some conversion table should be established in order to make the number of trees of different species additive.

67. The size of labour requirements may also be a measure of size of the holding except that it varies appreciably with the degree of mechanization. Moreover, in the traditional sector of agriculture, the work on the farm is mostly done by members of the holder's household in an irregular and perhaps not very efficient way and this may decrease the value of such a measure of size.

Minimum size

68. In the censuses of agriculture, especially those carried out on a complete enumeration basis, practical considerations make it necessary to limit the enumeration to holdings above a certain limit of size. Further, most of the agro-economic surveys carried out subsequent to a census use as a frame the results of the census of agriculture and thus do not cover holdings below that lower limit. This results in a situation in which the most vulnerable section of the agricultural population is not investigated at all. In order to remedy such a situation, it is essential that some key question be introduced in the censuses of population to identify these small holdings which could then be investigated on a sampling basis.

Type of holding

69. From the above review of size of holding it can be seen that the measures of size depend on the type of holding. In the Programme for the 1970 World Census of Agriculture, a particular item on type of holding was introduced. This item covered two of the facets of the concept "type of holding", namely the concept based on the destination of the agricultural output (mainly for home consumption or mainly for sale) and the concept based on vegetal or animal production. The latter was limited to those holdings which produced mainly for sale and the classification based on the most important activity was: crop holdings, livestock and poultry holdings, mixed holdings and others.

70. Because of the discouraging experience of many developing countries in 1970 World Census of Agriculture in collecting data on type of holding and the lack of agreement on criteria of general applicability, the items on type of holding were dropped in the Programme for the 1980 World Census of Agriculture. The 1980 Programme left it open to countries to collect relevant data on type of holdings according to their own requirements and countries were encouraged to undertake the necessary research for this purpose. However, because of the importance of this subject, more details (see para. 57) and a larger programme of cross-tabulations are proposed in this Guide so that holdings and their characteristics could be cross-classified according to a number of different facets of the concept of type of holding in a flexible way to meet national requirements.

Sectors of Agriculture

Private, public and collective

71. Holdings operated by a civil person or persons (one or more individuals or one or more households) have widely different characteristics from those operated by a juridical person (i.e. corporation, cooperative, collective, etc.). Moreover, it is also found that the characteristics of holdings operated by juridical persons may still differ widely according to the type of juridical persons. Thus, it was found useful to sub-divide the agriculture into a number of distinct (with no overlap) sectors and to present the data separately for each of these sectors. This could be done a priori and moreover, the questionnaires and the methods used for collecting the data may differ from one sector to the other.

72. A reasonably simple classification would be to subdivide the holdings into the following three sectors:

1. The Private sector which includes all holdings operated by individuals or households;
2. The Public sector which covers those holdings operated by a central or local government either directly or through a special body;
3. The Collective sector which covers the holdings operated by a group of persons who voluntarily or by mandate of the governing authority join together to exercise land rights in common. However, if a member of a collective receives a plot for his own personal use, this plot will be part of the private sector.

Modern, progressive and traditional

73. Another classification of agricultural holdings is based on the importance of the holding and the degree of utilization of advanced agricultural techniques. In this classification, the holdings are subdivided into: modern, progressive and traditional.

74. Such a classification would be very useful especially in stratified sample surveys of holdings with different sampling fractions for the three sectors. However, no simple definition which would show the exact limits of the different sectors can be given. The following attempts have been made to define these sectors:

75. Holdings in the modern sector (sometimes called estates, agricultural establishments or simply large farms) have to conform to certain recognized criteria. These criteria are based on:

- Size of the holding: above a certain fixed limit;
- Destination of the products: for sale;
- Labour inputs: use of paid permanent workers;
- Mechanization: use of important machinery and equipment;
- Organization: book-keeping of records of activities, inputs and output.

76. Holdings in the progressive sector conform to some of the above criteria but not all. They are of a moderately large size, they produce mainly for sale but some of the produce is for home consumption and some mechanization and modern agricultural techniques have been introduced in the operation of the holding.

77. Holdings in the traditional sector are generally small in size, produce mainly for home consumption, do not employ, or only occasionally employ paid labour and use simple agricultural implements.

78. From the above it can be seen that the definitions are rather vague and thus are differently interpreted by the countries which quite often use only the dichotomy modern/-traditional farming or commercial/subsistence farming.

79. For precision purposes, in the organization of sample surveys it would be very useful that the distinction between the different sectors be done a priori and that they be considered as different domains of study with perhaps different questionnaires and different methods of collecting the data. It is recommended that at least the so-called modern sector, whatever be the definition used by the country, be identified, that a separate list of the farms belonging to it be established and that a larger sampling fraction (or the totality) of these farms be investigated.

Agricultural Population

80. The concept of agricultural population covers different groups of individuals according to the criterion used to identify the members of the group. In the past, the different agencies collecting data on agricultural population used different criteria leading to different types of agricultural population. Thus, the statistical data on agricultural population were not comparable or coherent. In order to remedy the situation, these different groups of population were given different names which, however, were not always well adapted. In what follows, the two concepts of rural population and farm population are reviewed and the two other concepts, namely agricultural population activity-wise and agricultural population income-wise, are proposed.

Rural population

81. There has been no internationally recognized definition of rural population or rural areas nor of its complementary part, urban population or urban areas. Each country decides for itself what it considers to be an urban area; the remaining area is then defined as rural. This is unfortunate but cannot be fully remedied. (cf. Chapter 8)

82. In the past and until now, in many developing countries, rural areas and rural population were considered to be agricultural and the so-called rural population was assumed to be equivalent to agricultural population. However, in a number of countries, the difference is now being taken into account in socio-economic surveys and the households are subdivided into four groups: rural agricultural, rural non-agricultural, urban agricultural and urban non-agricultural households.

Farm population

83. The concept of farm population has been based indifferently on one or another of two different criteria: the criterion of residence and the criterion of appurtenance to a holder's household and also on a combination of both. In what follows, the term "farm household" will be restricted to the residence concept and not the definition given in the 1970 and preceding agricultural census programmes, while for the population of a holder's household the term "farming household" will be used.

84. In a number of censuses of housing, a question based on the residence criterion was asked, namely, "Is the dwelling situated on a farm?". For the 1980 World Census of Agriculture, the census information on the population based on the second criterion, is restricted to the holders and members of their households. On the other hand, for the previous world censuses of agriculture, the concept of farm population was based on both criteria. The farm population included the members of the holder's household whether or not they resided on the holding and also all other persons living on the holding.

85. Figure 1 shows the two populations: Farm and Farming Populations in which the Farm Population 'A' is based on the residence criterion, i.e. all persons whose usual residence is on a farm (holding) and the Farming Population 'B' which includes all agricultural holders and the members of their households. The intersection 'AB' of these two populations is constituted by those holders and members of their households who reside on the holding.

86. The concepts of rural population, of farm population and of population of farming households do not represent and should not, therefore, be confused with the concept of agricultural population. In fact, the farm population in whichever way it is defined and the farming population both include persons active in other branches of economic activity and also inactive persons who do not depend for their livelihood on the agricultural industry. Moreover, they do not cover all persons active in agriculture, in particular paid agricultural workers, neither do they cover all persons who depend for their livelihood on agriculture.

87. It is worth while noting here that the exclusion of the hired agricultural workers and their households from the farm or farming population, and still considering such a population to be equivalent to or representative of the agricultural population, will result in a very large under-estimation. In fact, the ratio of the number of hired agricultural workers' households to the number of holders' households varies amongst countries from '10 percent' to '200 percent and more' with a world average of the order of '50 percent'.

Agricultural population (activity-wise)

88. The concept of agricultural population can be based on the criterion of economic activity and the definition may be made to depend either on the industry (branch of economic activity) or on the occupation. Moreover, the definition can be taken in a wider or more restricted way. Thus, the agricultural industry can be limited to the ISIC Major Group 111 or, if it is of importance to the country, it could cover a larger part of the totality of ISIC Major Division 1. Similarly, the agricultural occupation could be limited to the ISCO Groups 6.0, 6.1 and 6.2 or generalized into ISCO Major Group 6, if the country so wishes. In the case where the wider definition is used, it is recommended that the country tabulate separately the data corresponding to the restricted definition of agriculture for national, regional and international comparability purposes.

89. The corresponding definitions are:

- The agricultural population consists of all economically active persons engaged in the agricultural industry irrespective of where they live or work, and their dependants.
- The agricultural population consists of all economically active persons engaged in an agricultural occupation irrespective of where they live or work, and their dependants.

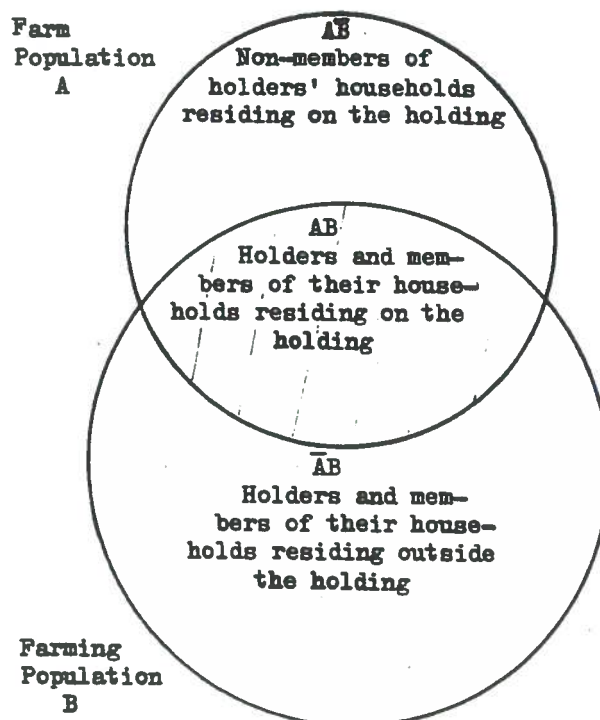


Figure 1 - Farm and Farming Populations

90. These definitions cover two different populations with a large common part which consists of those persons who have an agricultural occupation and are active in the agricultural industry 'AB'. The residual population in the first case ' \overline{AB} ' consists of those persons whose occupation is non-agricultural but are active in the agricultural industry (e.g. a veterinarian or an accountant under ISCO working on a large holding), while in the second (not very frequent) case it consists of those persons whose occupation is agricultural but are active in a non-agricultural industry ' \overline{AB} ' (e.g. an agricultural worker under ISCO active in the food manufacturing industry) (see Figure 2).

91. These definitions of an agricultural population seem to be the best and the data on such a population could be easily obtained if and when certain points have been clarified. These points relate to:

- The time-reference period
- The main activity of persons with multiple jobs
- The identification of the supporter of the dependants.

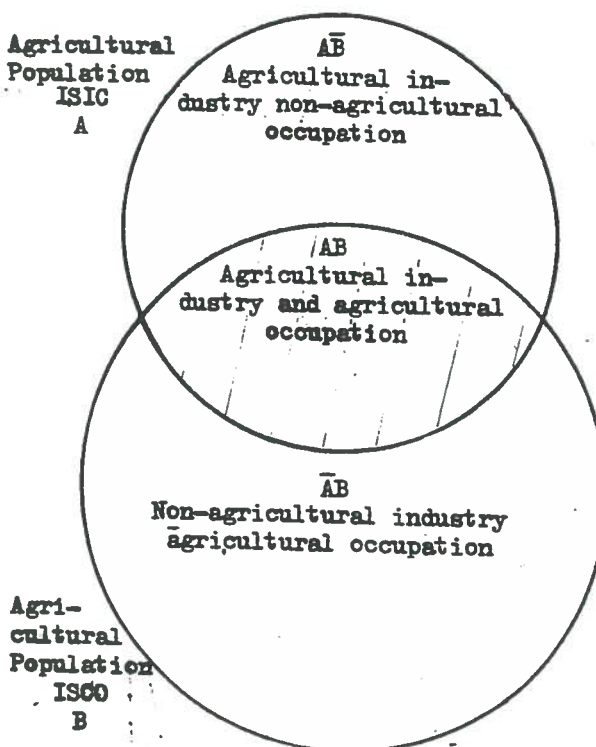


Figure 2 - Agricultural Population activity-wise ISIC and ISCO

92. Since there is a highly seasonal pattern in agricultural activities, a brief time-reference period of a week (or a day) may not be the best to apprehend all the persons active in agriculture. For this reason it has been recommended (any many countries are following the recommendation) to record, besides the current activity, the usual activity of the person.

93. The case of persons with multiple jobs is a more difficult one as it presents problems of definitions of what is the main job and what is the secondary, etc. and problems of data collection (information on the different jobs implies an increase in the number of items in the questionnaires).

94. The main job can be defined either on the basis of the major time spent or on the basis of the major income, and the countries which did not leave the term undefined used one or the other of these definitions. Both definitions have got their own merits. However, a recommendation for the use of only one of them will not answer all the needs of the users. For this reason, it is recommended to get information on both of them, i.e. list the different jobs and determine the one that occupies the person most of the time and the one that procures him the major income. This will permit the different classifications which will satisfy the needs of most of the users. Naturally, on each of the jobs, information on occupation, industry and status in employment are to be collected. If this is done, frames for subsequent sample surveys to study different aspects of multiple activities and, in particular, part-time farming will be readily available.

95. The problem of identifying the supporter of the dependants in a household requires the introduction of an additional item in the questionnaire. This was done only in a few countries in the past; most of the others attached the dependants to the head of the household and some to the head of the family nucleus. If it is thought complicated to attach the dependants to the real supporter, an acceptable alternative could be to attach them to the main income earner in the household or family nucleus if such a person was identified.

And, in such cases, tabulations of the households or families according to the characteristics of the main income earners would be much more useful than tabulations according to the head of the household.

Agricultural population (income-wise)

96. This variant of the concept of agricultural population is based on the criterion of main source of income. The definition is:

- The agricultural population consists of all the persons who derive their main income from the agricultural industry and their dependants.

97. Here again, as for the preceding concept of agricultural population, the definition can be taken in the limited sense and cover only ISIC Major Group 111 or it can be extended to cover the totality of ISIC Major Division 1, and also the same points have to be taken account of (cf. Para. 88 and 93-95). Moreover, the source of livelihood should also be identified as one of the "industries" and not only according to type of income (economic activity, pensions, benefits, etc.).

98. The time-reference period does not present any problem since the usual time-reference period for items such as income or source of livelihood is fairly long, some six months or more. The identification of the major source of income (when multiple sources exist) presents no particular problem as long as the incomes are presented in monetary terms. Complications arise only when one of the sources of income is self-employment and, in particular, operating a subsistence farm. The problem of identifying the supporter of a dependant can be treated in the same way as in paragraph 95.

99. Figure 3 shows the intersection of the agricultural population activity-wise "A" and the agricultural population income-wise "B". The intersection "AB" consists of the persons who are active in agriculture and who derive the major part of their income from the agricultural industry and their dependants. The residual "A \bar{B} " of the agricultural population activity-wise consists of those persons who derive the major part of their income from agriculture but are not active in agriculture and their dependants (e.g. an absentee landlord who derives his income from renting the land and is otherwise inactive). The residual " $\bar{A}B$ " of the agricultural population income-wise are those persons who are active in agriculture but derive the major part of their income from non-agricultural sources (e.g. a pensioner operating a small holding).

Recommended definition of agricultural population

100. For purposes of regional and international comparability, it might be better to select the definition which is most suitable and recommend it for universal use. The following definition of Agricultural

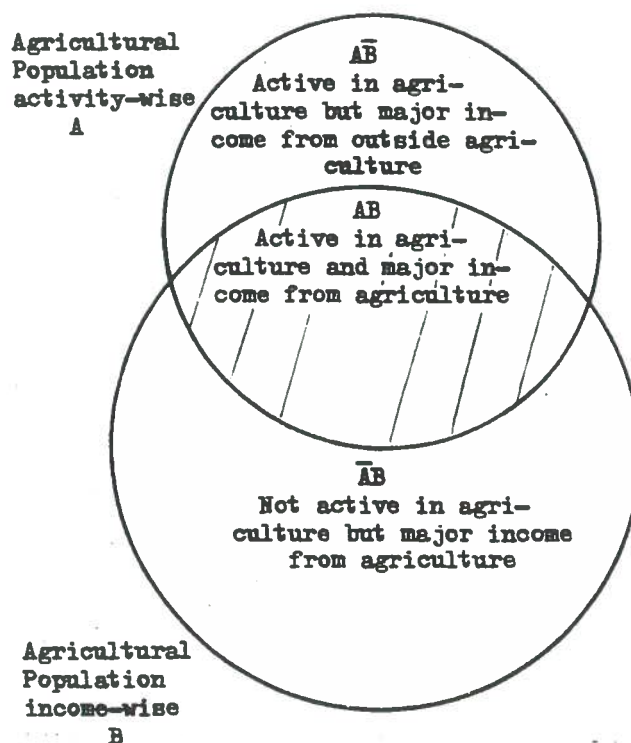


Figure 3 - Agricultural Population activity-wise and Agricultural Population income-wise

Population, based on the usual type of economic activity and the industry is recommended:

- All economically active persons engaged mainly in the agricultural industry (ISIC Major Group 111) during the reference year irrespective of where they live or work and their dependants.

Again, countries may extend this definition to cover ISIC Major Division 1 as long as the data are also tabulated for ISIC Major Group 111 separately.

Agricultural Household

101. The concept of "household", its definition and composition as recommended by the international organizations are given in detail in Annex 1 (Section 3 of Chapter 3 of the Programme for the 1980 World Census of Agriculture) and in Annex 2 (International Recommendations on Concepts, Definitions, Classifications and Time-reference Period and Related Specifications). In what follows, the concept of "Agricultural Household" is reviewed and three different definitions based on three different criteria are given. A synthesis of two of the definitions is then recommended as the most suitable one for the purposes of this Guide.

Farm household

102. As already mentioned in Paragraphs 83 and 84, the concept of farm population and hence that of farm household is used in the restricted sense and is based on the criterion of residency. It is limited to households usually residing on a holding. Thus, it excludes households residing in near-by villages or in towns and could represent only a small fraction of the agricultural households. The usefulness of such a definition is limited to the study of the socio-economic conditions of households actually living on a farm.

Farming household

103. The definition of farming household is based on the criterion of operating a holding and, since the census of agriculture is to cover *inter alia* all holdings operated by individual persons or households, the definition should be comprehensive and can be spelled out as follows:

"Households in which at least one member (not necessarily the head, the reference person or the main income earner) is operating a holding".

104. Such a definition is specially useful when the socio-economic characteristics of the household are to be related to the characteristics of the holding. However, it does not cover all agricultural households as it excludes the households of landless agricultural workers and also those of members of holdings operated by a juridical person.

Agricultural household (activity-wise)

105. Another definition of agricultural household can be based on the criterion of the economic activity in agriculture of one particular member of the household: the head, the reference person, or preferably the main income earner. The coverage of such a definition is quite large. However, this definition excludes those farming households in which the operator of the holding is not the head, the reference person or the main income earner (a rare situation).

106. Figure 4 shows the intersections of these different definitions of agricultural households. The set "R" represents the first definition based on the residence criterion, the set "F" represents those conforming to the definition based on the criterion of farming, i.e. operating a holding, and the set "A" is based on the agricultural activity criterion. The different intersections in the figure are self-explanatory as it is obvious, for example, that the region denoted "AF" consists of households in which the head (or reference person or main income earner) is economically active in agriculture and also that at least one member of the household is operating a holding, but where the household resides outside the holding.

Recommended definition of an agricultural household

107. For the purpose of this Guide, the definition based on residence is considered irrelevant and the recommended definition is based on a combination of the two other criteria, namely:

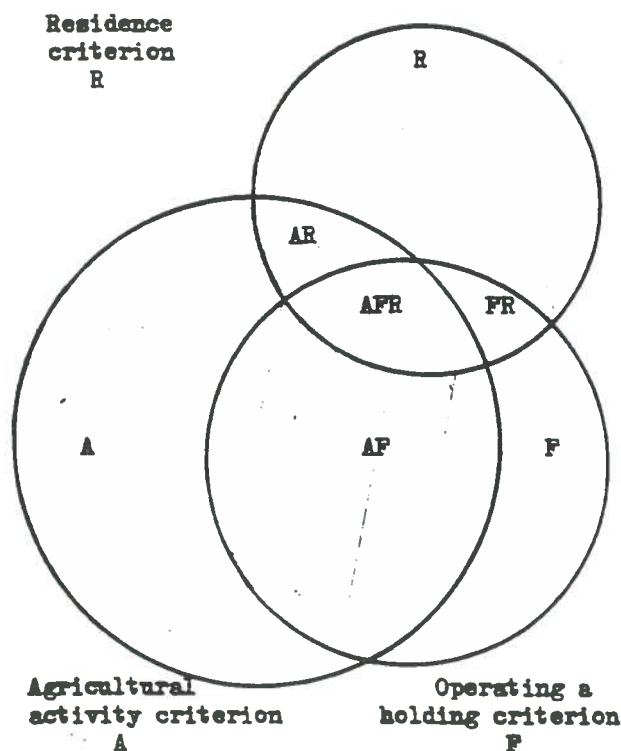


Figure 4 - Agricultural Households

"A household is considered to be an agricultural household when at least one member of the household is operating a holding or when the household head, reference person or main income earner is economically active mainly in agriculture".

Employment in Agriculture

108. The general concepts, definitions and classifications on labour force, employment, unemployment, under-employment, etc., recommended by the International Labour Office and the successive conference of labour statisticians were elaborated in the framework of and well adapted to an industrial (non-agricultural) society on the basis of the existence of well organized establishments with employers, employees, workers, fixed wages, fixed hours of work, etc. Important problems arose when one came to the application of these concepts, etc. to those branches of economic activity where the business is carried out on a family or household basis: a self-employed person and some unpaid family help. This was particularly the case in the small trade industry and in agriculture.

109. For this reason, agricultural statisticians introduced new concepts or other definitions and classifications for old concepts in order to suit better their objectives. However, these new concepts, definitions and classifications were not harmonized with those recommended by the ILO and this led to a situation in which different sets of data assumed to measure the same phenomenon were published.

110. The amount of agricultural work to be carried out on a holding is irregular and may change from day to day. It is also seasonal: there are periods of time where the work is intensive and others when it is almost non-existent. It depends on weather conditions, farmers may wait for rain or other favourable conditions, etc. For these reasons, the agricultural statistician is not so much interested in measuring the volume of employment and unemployment on a fixed date or during a short period of time. He is much more interested in quantifying the total volume of work to be carried out on the holding, its distribution according to the source of labour inputs, its inter-relation with the size, type and other characteristics of the holding, etc.

Time-reference period

111. It is clear from the above that a short time-reference period (one week) is not adequate for information on activity in agriculture. The information is to cover the whole (agricultural) year. Since this cannot be easily done in a one-round census or survey, it has to be collected through multiple-round (monthly, for example) surveys and, in each round, the information should cover a reasonable period of time to give a valid picture of the distribution of work throughout the agricultural year.

Economic activity

112. In order to be included in the category of economically active, the international recommendations (54) require that the person be:

1. Above a specified age
2. At work with a job or seeking work for pay or profit
3. If unpaid family worker, work for a specified minimum amount of time (at least one-third of the normal working hours).

113. Application of this last condition to the agricultural industry may exclude a large section of the economically active in agriculture, namely a large number of young people and many of the female workers who divide their working time between study or housework and work on the holding. It is recommended that the amount of work done by each of these two sections of the population, young people and female part-time workers, be evaluated and, if found significant, compared with the amount of work done by full-time agricultural workers and classified by age, sex and volume of work. Thus, a more comprehensive picture of activity in agriculture will be available and also an aggregation of the data corresponding to the international recommendation could be obtained.

114. Data collected on the type of economic activity can be based either on the labour force concept of "current" activity or on the concept of "usual" activity. When the labour force concept is adopted, a short time-reference period of one week or less is generally used, while for the concept of usual activity, it is recommended that a specified twelve-month period be used as the reference period. Although it is difficult to collect data on economic characteristics on both bases in censuses, it is recommended that countries do so whenever possible. Alternatively, data on agricultural activity collected in censuses could be based on the usual activity while data collected through frequent labour force surveys be based on the current activity.

Intensity of the economic activity

115. Different concepts were proposed to measure the intensity of the economic activity. The simplest concept is the one which subdivides the employed into full-time and part-time. The concept of full-time is based on the assumption that a certain normal amount of work (measured generally in terms of time spent) is to be carried out by the employed person in order to receive the corresponding full salary.

116. Since this normal amount of work (in general, hours per week) differed from country to country and differed also from industry to industry within the same country and, moreover, since it is difficult to establish such a norm for self-employed persons, it is recommended here to classify the amount of work into a number of class brackets, thus permitting different a posteriori aggregations and rendering comparability between industries or countries more useful.

117. The recommendations made in the past programmes of the world censuses of agriculture to measure the intensity of the economic activity on the holdings were to classify the workers into three categories: "Permanent", "Temporary" and "Occasional", the

classification being based on the length of time worked: more than 6 months (or more than 1/2 of the normal work) for permanent, from 4 to 6 months (or from 1/3 to 1/2 of the normal time) for temporary and less than 4 months (or less than 1/3) for occasional workers. In the Programme for the 1980 World Census of Agriculture, the classification is reduced to 'Permanent' and 'Occasional' where permanent work means that it is carried out on a regular and continuous basis, otherwise the work is considered to be occasional. Seasonal work (like harvest work) done at a fixed period of the year is included under occasional work in the 1980 Programme.

118. Thus, the concept of permanent is given here in the context of continuity and regularity of the activity throughout the agricultural year. The volume of work (number of hours or number of days) carried out on the holding by the different persons cannot be measured through a one-time census operation when the time-reference period is long but has to be investigated in multi-round sample surveys. Thus, whenever the work on the holding is of the continuous type like animal husbandry, the activity of the person who is in charge of carrying out this type of work will be classified as permanent irrespective of the length of time devoted to work. For seasonal activities such as preparation of land, planting, weeding, harvesting, the activity of the person will be considered as permanent if that person takes part in all (or almost all) the activities.

119. The concept of 'time worked' in the agricultural industry is much more difficult to apprehend than in other branches of economic activity. Since agricultural work includes working in the fields, preparing agricultural products for marketing, taking farm products to market, bringing farm requisites from town, keeping farm records, etc., there is no fixed working place. Part of the work is done on the holding, another part in the holder's dwelling, still another in the markets or in the town, etc. Moreover, the distances between these different sites of work may be long and time-consuming. It is, therefore, recommended that care should be taken to include all the relevant periods of work and travel time when recording the time worked by the farmer, the family workers and the paid workers.

120. In order to measure the amount of work put in for the operation of a farm and thus facilitate the study of the inter-relationships between the size and type of farm and the labour inputs, a number of countries have introduced the concept of a 'man-year' unit of work. This unit is defined as the amount of agricultural work carried out by an able man during a year, the year being taken in some cases as a number of hours (e.g. 2 800 hours) and in others as a number of days (e.g. 275 days). Such a unit would be quite useful for comparison purposes. However, it should be determined after a study of the time worked in the agricultural industry and not based on norms obtained from non-agricultural industries.

Source of Livelihood

121. The main source of livelihood was one of the topics recommended as basic for the 1970 round of population censuses (18). In the proposed recommendations for future censuses of population (29) the topic is presented in the Annex as one of the topics which had been mentioned as 'other useful topics' in one of the regional recommendations for the 1980 census of population. The recommended classification of this topic for the 1970 census was:

- (a) Economic activity (wages, salaries, fees, commissions, pay in kind, subsistence production, sickness and maternity compensation and other income derived from economic activity);
- (b) Pensions of all kind.....; 1/
- (c) Benefits and assistance (other than pensions).....; 1/
- (d) Property or other investment (.....); 1/
- (e) Support by another person or persons.

1/ The details are given in Annex 2.

122. For the purpose of this Guide, information on the industry of the main source of livelihood of the individual persons is essential whenever the concept of agricultural population income-wise (para. 96) is to be applied and such a population identified. Thus, it is recommended that an effort be made by those countries which are interested in such a concept to collect the relevant data.

123. Such a classification was carried out by a number of countries in the 1960 round of population censuses as can be seen in the UN publication European Population Censuses: The 1960 Series (27) which mentions explicitly that some countries had collected data on the topic and used it to classify the total population by the industry (branch of activity) from which their livelihood was derived.

Income

124. The topic income, which may be of great value to certain countries but of negligible interest to others, was given as an additional topic in both the 1960 and the 1970 Recommendations for the Censuses of Population (18), (27). The Draft Principles and Recommendations for the 1980 Population and Housing Censuses (29) shows it as a topic which was considered as "other useful topic" in a majority of regional recommendations.

125. The information to be collected on income is spelled out (29) as:

- the monthly income in cash from the occupation of economically active persons;
- the annual income in cash of households regardless of source.

This information is meant to provide an input into statistics on the distribution of income, consumption and accumulation of households in addition to the immediate census purposes it serves.

126. In almost all countries (developing as well as developed), the collection of data on income is very difficult and the data may be at most approximate even when it is limited to cash income. However, if the socio-economic characteristics of individual persons and of households are to be studied, the information on income is essential and it is the job of the statistician to take up the challenge and produce the methods which could give some indications on the relative importance of income or at least some of its qualitative characteristics.

127. In the agricultural economy, the situation is much more complicated since the cash income is only a part and sometimes a small part of the total income. The non-monetary income may be of as much importance as the monetary one. Agricultural workers may receive part or the totality of their wages in kind, and the holders' households' income includes the auto-consumption of some of the holding's produce as well as the value of the sales. Moreover, it is essential to classify the income into occupational income of economically active persons or non-occupational and also according to the industry of its source as agricultural or from other industries.

128. Thus, the characteristics of income relevant to the purpose of this Guide are:

1. monetary or non-monetary
2. occupational or non-occupational
3. from agriculture or from other industries.

129. Whenever it is found that data on the amount of income for these characteristics cannot be obtained or are too inaccurate to be of any value, classification into a small number of classes may be still useful. Such a classification could be: less than 1/4, from 1/4 to 1/2, from 1/2 to 3/4, 3/4 and more. Or more simply, collect the information on the characteristics of the major part of the income, e.g. the major part of the income of the households is non-monetary, from agriculture and through the economic activity of the members of the household.

CHAPTER 4

BASIC AND OTHER DESIRABLE TABULATIONS

130. The number of topics given in Chapter 2 is quite large and since the topics and items are to be cross-tabulated in different ways, this could lead to an almost unlimited number of tables, a situation which is neither practical nor desirable. However, this situation permits a judicious choice of those tabulations which are most adapted to the objectives of the studies and surveys. In the present chapter, a number of basic and other desirable tables will be listed as a guidance and illustration of what type of tabulations and cross-tabulations (not all of them are essential) can be planned for a study of agricultural population and employment. The list of tables, grouped by major topics, is given in a tabular form: the first column gives the number of the table or tables, the second shows the item to be tabulated already classified basically, the third contains other criteria of classification, and in the last, more criteria of cross-classification are enumerated.

131. Tabulations based on the classifications of the second column are of the elementary type and are obviously basic. The cross-tabulations obtained by using the classifications in the third column are of great interest to most of the countries and thus could be recommended for universal use as basic. The cross-classifications in the fourth column lead to more sophisticated cross-tabulations which may be of interest to some countries but not to others, and it is left to the countries to select those cross-classifications which they consider of great importance to their objectives of collecting data on agricultural population and employment.

132. Total Population

<u>No. of table</u>	<u>Item and basic classification</u>	<u>Classified by</u>	<u>Cross-classified by</u>
1.1	Total population by age and sex	type of locality	
1.2	" " " " " "	rural/urban	
1.3	" " " " " "	farm and non-farm residence	level of education
1.4	" " " " " "	" " "	main source of live- lihood
1.5	" " " " " "	" " "	economic dependency (industry of main source of income)
1.6	" " " " " "	" " "	size of household

133. Economically Active Population

<u>No. of table</u>	<u>Item and basic classification</u>	<u>Classified by</u>	<u>Cross-classified by</u>
2.1	Economically active population by sex and summary age groups	activity status	main source of livelihood
2.2	" " "	occupation	level of education
2.3	" " "	occupation	industry
2.4	" " "	occupation	status in employment
2.5	" " "	industry	level of education
2.6	" " "	industry	status in employment
2.7	" " "	status in employment	level of education
2.8	" " "	main occupation	secondary occupation
2.9	" " "	industry of main occupation	industry of secondary occupation

134. Population of Private (not Institutional) Households

<u>No. of table</u>	<u>Item and basic classification</u>	<u>Classified by</u>	<u>Cross-classified by</u>
3.1	Population of private households by sex and summary age groups	relationship to main supporter (major income earner)	activity status
3.2	" " "	occupation of main supporter	size of household
3.3	" " "	industry of main supporter	" " "
3.4	" " "	status in employment of main supporter	" " "

135. Dependants and Supporters

<u>No. of table</u>	<u>Item and basic classification</u>	<u>Classified by</u>	<u>Cross-classified by</u>
4.1	Number of dependants by sex and summary age groups	activity status	
4.2	Number of dependants supported by economically active supporters by sex of dependant	category of dependant	occupation of supporter
4.3	" " "	" "	industry of supporter
4.4	" " "	" "	status in employment of supporter
4.5	" " "	" "	economic dependency (industry of main source of income of supporter)

<u>No. of table</u>	<u>Item and basic classification</u>	<u>Classified by</u>	<u>Cross-classified by</u>
4.6	Number of dependants supported by not economically active persons by sex of dependant	category of dependant	main source of livelihood of supporter
4.7	Number of main supporters by sex and summary age groups	occupation	number of dependants
4.8	" " "	industry	" " "
4.9	" " "	status in employment	" " "

136. Population of Farming Households

(Households in which at least one member operates a holding)

<u>No. of table</u>	<u>Item and basic classification</u>	<u>Classified by</u>	<u>Cross-classified by</u>
5.1	Population of farming households by sex and summary age groups	size of holding ^{1/}	type of holding ^{1/}
5.2	" " "	size and/or type of holding ^{1/}	size of household
5.3	" " "	" "	activity status
5.4	" " "	" "	occupation
5.5	" " "	" "	industry
5.6	" " "	" "	status in employment
5.7	" " "	" "	main source of livelihood
5.8	" " "	" "	economic dependency (industry of main source of income)
5.9	" " "	" "	time worked on the holding
5.10	" " "	" "	time worked off the holding
5.11	" " "	" "	time worked in agriculture
5.12	" " "	" "	time worked outside agriculture
5.13	" " "	time worked on holding	time worked off the holding

^{1/} Since there are several definitions and classifications for size of holding and for type of holding (cf. paragraph 57), the appropriate classification or classifications should be selected according to the objectives.

137. Holders

<u>No. of table</u>	<u>Item and basic classification</u>	<u>Classified by</u>	<u>Cross-Classified by</u>
6.1	Number of holders by sex and age groups	size and type of holding ^{1/}	size of household
6.2	" " "	" "	number of dependants
6.3	" " "	" "	main source of income
6.4	" " "	" "	main occupation
6.5	" " "	" "	industry
6.6	" " "	" "	status in employment
6.7	" " "	" "	secondary occupation
6.8	" " "	" "	time worked on the holding
6.9	" " "	" "	time worked off the holding
6.10	" " "	" "	time worked in agriculture
6.11	" " "	" "	time worked outside agriculture

138. Agricultural Population
(activity-wise and/or income-wise)

<u>No. of table</u>	<u>Item and basic classification</u>	<u>Classified by</u>	<u>Cross-classified by</u>
7.1	Agricultural population by sex and summary age groups	sector of agriculture	activity status
7.2	" " "	" "	level of education
7.3	" " "	" "	main occupation
7.4	" " "	" "	main industry
7.5	" " "	" "	main status in employment
7.6	" " "	" "	secondary occupation
7.7	" " "	" "	main source of livelihood
7.8	" " "	" "	economic dependency (industry of main source of income)
7.9	" " "	" "	time worked in agriculture
7.10	" " "	" "	time worked outside agriculture
7.11	" " "	" "	number of dependents

^{1/} See footnote, page 37.

139. Farming Households
(Households in which at least one member operates a holding)

<u>No. of table</u>	<u>Item and basic classification</u>	<u>Classified by</u>	<u>Cross-classified by</u>
8.1	Number of farming households by size and/or type of household	urban and rural	farm and non-farm residence
8.2	" " "	main occupation of supporter	secondary occupation of supporter
8.3	" " "	number of members of the household economically active, by sex	number of dependants
8.4	" " "	" "	number of members of the household economically active on the holding and off the holding, by sex
8.5	" " "	number of income earners by sex	total income
8.6	" " "	total income	share of income from holding
8.7	" " "	" "	main source of livelihood
8.8	" " "	by size and/or type of holding ^{1/}	number of members of household economically active on the holding
8.9	" " "	" "	total income
8.10	" " "	" "	income from holding
8.11	" " "	number of members of household economically active on the holding, by sex	" "

140. Agricultural Households (activity-wise)
(Households in which the main income-earner (or supporter) is active in agriculture)

<u>No. of table</u>	<u>Item and basic classification</u>	<u>Classified by</u>	<u>Cross-classified by</u>
9.1	Number of agricultural households by size and/or type of household	urban and rural	farm and non-farm residence
9.2	" " "	number of economically active persons by sex	number of dependants
9.3	" " "	" "	number of economically active in agriculture, by sex

^{1/} See footnote, page 37.

<u>No. of table</u>	<u>Item and basic classification</u>	<u>Classified by</u>	<u>Cross-classified by</u>
9.4	Number of agricultural households by size and/or type of household	occupation and status of main earner	main source of livelihood of household
9.5	" " "	number of income earners by sex	total income
9.6	" " "	total income	share of income from agriculture
9.7	" " "	" "	share of income of main earner

141. Agricultural Holdings

<u>No. of table</u>	<u>Item and basic classification</u>	<u>Classified by</u>	<u>Cross-classified by</u>
10.1	Number of holdings by size and/or type <u>1/</u>	number of permanent workers (household members and hired workers)	income from holding
10.2	" " "	" "	value of total output
10.3	" " "	" "	value of sales
10.4	" " "	" "	level of mechanization
10.5	" " "	total time worked	" "
10.6	" " "	time worked by household members	type of agricultural work (operations) on the holding
10.7	" " "	type of agricultural work (operations) on the holding	time worked by hired permanent workers
10.8	" " "	" "	time worked by hired occasional workers
10.9	Crop areas (for each main crop)	time worked by hectare	level of mechanization
10.10	" " "	" "	use of progressive techniques

1/ See footnote, page 37.

CHAPTER 5

MAIN SOURCES OF THE DATA

142. The required data on agricultural population and employment are so complex that they cannot be obtained from only one source or through one single statistical operation. Different activities of the national statistical offices provide some valuable information on one or another of the various aspects of the problem and some surveys may be more efficient than others in producing the required information. In this chapter, the possible sources of the information on agricultural population and employment are reviewed and, for each source, the type of data which are obtained or which could be obtained through small modifications in the questionnaire and methodology of collecting the information are given together with the coverage and an evaluation of the accuracy or precision.

Administrative Records and Data Registers

143. Administrative records, although very useful in many respects, are not necessarily the best source for data on agricultural population and employment for one or another of the following reasons:

- The information may be of a static nature showing the situation at a given point in time and up-dating it regularly and frequently may prove to be very difficult and costly;
- The coverage of the information is not always complete since the data are generally collected from a comparatively more developed sector of the active population;
- The information may be based on eye or office estimates with the implication that the data may be far from accurate;
- The data may be purposively biased if the informant feels that he has to lose through giving the correct information.

144. The most relevant administrative sources are:

- The population or locality data files where the information concerning the population is based on the data collected on the occasion of the immediately preceding census of population and on the available measures of population changes. Some of the changes are based on established indicators and others are based on estimations made by the local authorities;
- Records of the labour employment offices and of unemployment insurance (benefits) agencies. These records cover the number of employed and unemployed, the economic characteristics of their activity and the periods of time of employment and unemployment. However, the agricultural industry is not generally well covered due to its peculiar situation where a large proportion of the economically active persons in it are either self-employed or unpaid family help;
- Taxation statistics. Taxation in the agricultural industry varies from country to country: it can be based on the size and type of holding, on the total value of the output or the total value of the sales or it could be based on the personal income of the economically active members of the household, etc. In general, taxation statistics can be used to classify farming households according to their level

of income, one of the criteria for their stratification in view of carrying out more in-depth agro-economic surveys;

- Farm registers. Farm registration is generally carried out annually through self-enumeration or reports prepared by the farmers or by juridical holders on a specific questionnaire. The collected information covers: structural characteristics of the holding including equipment; inputs covering labour inputs in detail; output or sales and stocks.

145. As an illustration of the type of information on agricultural employment collected through farm registration, the relevant section on labour force in the Farm Registration Form used in Sweden (156) is shown in Annex 3A.

Censuses of Population and Housing

146. Censuses of population and housing could be the best source for information on the size and distribution of the agricultural population (or, for that matter, on the classification of the total population by branch of economic activity), whatever be the criteria used for the definition of such a population (or populations). For this to happen, minor modifications may need to be brought in the coverage, classification or tabulation of some of the topics (primary or derived) recommended in the programmes of the population and housing censuses.

147. In what follows, the relevant topics (recommended, useful or additional), on which data were collected in the preceding censuses of population and also those recommended for future censuses, are listed and the minor modifications to be introduced in order to make possible the collection of data on the different concepts of agricultural population are proposed. Moreover, since the results of the population censuses are often used for the preparation of sampling frames for subsequent studies and sample surveys on specific components of the total population, a number of key (screening) questions are proposed to identify one or another of these particular components of the population or of the households.

Relevant topics in censuses of population

148. Before reviewing the different topics, it is useful to point out that, in population censuses, the primary unit of enumeration is the individual person. However, the "household" which constitutes the general framework within which individuals are identified, is also an additional unit of enumeration in its own right and also constitutes a very useful unit of analysis. Thus, it is important to collect socio-economic data not only on individual persons but also on households.

149. The following list, covering the regional and the global recommendations (18), (28), of the relevant topics recommended for the 1970 population censuses shows separately the "basic" and "additional" topics subdivided into primary and derived.

<u>Basic Topics</u>	<u>Primary</u>	<u>Additional Topics</u>
- Sex		- Farm or non-farm residence
- Age		- Length of employment or unemployment
- Type of activity (current or usual)		- Time worked
- Main source of livelihood		- Income
- Dependency relationship (actual or presumed)		- Identity of main supporter or dependent person
- Occupation		- Secondary occupation

Basic Topics

Additional Topics

Primary (cont.)

- Industry
- Status
- Educational attainment

- Secondary industry
- Secondary status

Derived

- Number of dependants living in the same household as the main supporter
- Socio-economic status
- Type of household
- Size of household
- Number of members of household whose main source of livelihood is economic activity
- Number of dependent members of household

- Number of economically active members of household

150. For the 1980 and subsequent censuses of population more flexibility is given to the countries in the choice of topics and it is no longer considered necessary to distinguish between priority topics and "other useful" topics on a global basis. Rather, it is recommended that each country take into consideration, in the first place, the topics accorded priority in its region. On this basis, different lists of topics are provided in the Draft Principles and Recommendations for Population and Housing Censuses (29), namely:

1. a list of topics which were included as "priority" topics in the majority of the regional recommendations.
2. a list of topics not included in the first list but included in the majority of regional recommendations either as "priority" or "other useful" topics.
3. a list of topics not falling into either of the first two lists but mentioned in the recommendations of at least one region.

Further, a tabular presentation of the "priority" and "other useful" topics in each set of regional recommendations is shown in an Annex.

151. A list of primary (that appear on the questionnaire) topics relevant to the purpose of this Guide and extracted from the above 3 lists is given below:

List 1

Place of usual residence
Relationship to head or other reference member of the household
Sex
Age
Marital status
Educational attainment
Activity status
Occupation
Industry
Status in employment

List 2

Time worked
Income
Sector of employment

List 3

Dependency
Main source of livelihood
Farm or non-farm residence

Types of agricultural population obtainable from censuses of population

152. The concept of "farm population" based on the criterion of residence, (para. 83 and 102), i.e., the persons living on a farm or agricultural holding whether or not they are working on the farm can be directly obtained from the topic "farm or non-farm residence".

153. The concept of "population of farming households", (para. 85 and 103), i.e. the holders (civil persons only) and members of their households, can be derived from the census of population by identifying all the households of which one member or more is operating a farm, which means that the member concerned declares "farmer" as one of his occupations (main, secondary or subsidiary). For this reason, it is useful to collect data on secondary or subsidiary occupations of economically active persons. Alternatively, a specific question could be put in the household questionnaire to identify such households.

154. A cross-classification of the two concepts given above will produce the data on the "farm population" as defined in the programmes for the 1950, 1960 and 1970 World Censuses of Agriculture, since the definition covers both the holders and members of their households whether living or not on the holding and other persons (not members of holders' households) living on the holding.

155. The definitions of farm population and farming population are not very satisfactory. The population covered includes persons who are not active in agriculture and persons who depend for their livelihood on other branches of economic activity, but who are either members of holders' households or live on holdings, while it excludes a large number of agricultural workers and of persons who depend for their livelihood on agriculture but who do not reside on holdings and who are not members of holders' households. The concepts of agricultural population based on the activity criterion or on the income criterion are more rational.

156. The definition of "agricultural population activity-wise", namely:

"all economically active persons engaged in the agricultural industry (ISIC Major Group 111) irrespective of where they live or work and their dependants"

or alternatively

"all economically active persons engaged in an agricultural occupation (ISCO Groups 6.0, 6.1 and 6.2) irrespective of where they live or work and their dependants"

requires that data on main industry (or alternatively on main occupation) together with data on dependency relationships be collected. The economic activity considered here must be the usual activity and not the current one and that to each economically active person be attached the number of dependants of which he is the main supporter.

157. The definition of "agricultural population income-wise", namely:

"all persons who derive their main income from the agricultural industry (ISIC Major Group 111) and their dependants"

requires that data be collected on the industry of the main source of livelihood and also on dependency relationship. The "industry of the main source of livelihood" is an economic characteristic of persons and households which has an intrinsic value besides serving to classify the population by the industry from which it derives its main source of livelihood.

158. The classification of total population according to the industry of the main source of livelihood could be done by the introduction in the census of population of the topic "industry of support" defined as the industry of the main source of livelihood and covering all individual persons irrespective of sex or age and regardless of whether they are economically active or not, dependent or independent.

Key (screening) questions for the construction of sampling frames

159. If the censuses of population are to play the essential role of providing frames for different types of sample surveys, they questionnaires should contain the specific key questions which would identify the groups of households or individual persons with those common characteristics which are relevant to the type of survey or inquiry to be carried out subsequently.

160. The topics recommended for the censuses of population include explicitly or implicitly a number of these key questions and it is only necessary to sort out and list the relevant groups of individual persons or households during the processing phase of the census data. Other key questions may need to be introduced afresh in order to separate the concerned population.

161. A frame of individual holders can be easily obtained from the census of population through the item on usual occupation if it covers not only the main occupation but also the secondary or other subsidiary occupations. It could also be obtained through a direct question of the type

Do you operate an agricultural holding?

162. A frame of private agricultural holdings (holdings operated by individual persons or households) could be obtained through the topic on usual occupation when the main (or a subsidiary) occupation declared is "farmer" and if it is assumed that there is a one-to-one correspondence between "farmer" and "agricultural holding". This assumption is not always true since

- A farmer may operate more than one farm or holding
- Two or more farmers may be associated in the operation of one holding.

163. To get over this difficulty the following (or similar) supplementary questions are to be put to those who declare "farmer" as one of their usual occupations:

1. How many holdings do you operate?
2. Do you operate the holding (i) as a sole holder?
(ii) in association with other holders?
3. If 2(ii), give names and addresses of associates.

164. A frame of farming households (households in which one or more members operate an agricultural holding) (para. 103) can be obtained by separating and listing those households

in which at least one member declares "farmer" as one of his usual occupations. Here again, a direct question can be put, e.g.

Does any member of the household operate an agricultural holding?

165. A frame of agricultural households activity-wise (households in which the head, reference person or main income-earner is economically active in agriculture) (para. 105) is constructed on the basis of the industry (or alternatively the occupation) of the main usual activity of the head, reference person or main income-earner in the household. When the concept of main income-earner is used, he has to be identified since he may not necessarily be the head of the household.

166. A frame of multi-job persons or persons with multiple occupations (persons who have simultaneously more than one occupation) is easily obtained through the topic "secondary occupation". However, there is another group of persons with multiple occupations which is composed of those who, in a regular way, are economically active in one industry during part of the year and in a different industry during another part of the year, e.g. farmers and agricultural workers who take another occupation during the slack agricultural seasons.

167. A frame of persons with successive occupations during the year cannot be established through the recommended topics of the census of population. If, for agricultural statistics purposes, this group of persons is to be identified, a specific question is to be put to those persons who declare a usual economic activity in agriculture, e.g.

Do you take another occupation during the slack agricultural seasons?

168. Finally, the sorting of census cards for individual persons' characteristics and then for households' characteristics may prove to be a complicated operation, specially in countries where the system of sorting is physical. In order to simplify these operations, it is recommended that, at an early stage of processing the data, a set of summary household cards, which would contain the essential structural and socio-economic characteristics of the household, be constituted. Such a set of household cards may be processed separately for developing the frames for the relevant studies and also for obtaining the information pertinent to the households as units of analysis and tabulation.

Censuses of Agriculture

Evaluation of censuses of agriculture as a source of the required data

169. For censuses of agriculture, the primary unit of enumeration is the "holding" and it is also the main unit of analysis and tabulation. The enumeration is generally limited to those holdings which conform to certain recognized criteria and which fall above certain prescribed lower limits of size. The respondent is generally the holder or some knowledgeable member of his household and in both cases they cannot provide adequate information about the socio-economic characteristics of the agricultural workers they employ and even more so, about the socio-economic characteristics of the workers' households.

170. For these reasons, censuses of agriculture cannot produce unbiased estimates of the total agricultural population unless they are supplemented by auxiliary sample surveys. Even then, they could at best cover the part of the agricultural population composed of:

1. Holders and members of their households who are economically active in agriculture together with their dependants;
2. Participants in cooperative, collective and communal holdings and members of their households who are economically active in agriculture together with their dependants.
2. Permanent agricultural hired workers and their dependants.

The agricultural population of the small holdings (holdings below the prescribed minimum size) and the occasional or seasonal workers (who may work on more than one holding) and their dependants would still remain excluded.

171. Labour inputs cannot be easily quantified through censuses of agriculture and, when this is done, the results are not generally very accurate. What can be obtained are data on qualitative attributes of the workers and of the work together with the numbers of persons involved. On the other hand, censuses of agriculture can provide complete and efficient sampling frames for in-depth surveys and studies on the agricultural activities and employment in holdings.

Relevant items in a census of agriculture

172. Programmes of the world censuses of agriculture prior to the 1980 Programme attempted in one way or another to cover some of the basic characteristics of the agricultural population and its employment. Thus,

1. On the holder, information was to be collected concerning his age, his main occupation (agricultural or non-agricultural) and the number of days of paid work off the holding.
2. On (a) the members of the holder's household; (b) the participants of cooperative, collective and communal holdings and their households; and (c) paid agricultural workers, information was required separately for each group concerning their number classified by sex, age classes (less than 15 years, 15 to 64 years, 65 years and over) main occupation (agricultural, non-agricultural) and by the intensity of their agricultural activity (permanent, temporary and occasional).
3. On other persons living on the holding, the required information covered their numbers classified by sex and age classes.

Moreover, the programmes recommended to supplement the censuses by carrying out multi-round seasonal surveys in which the same type of information was to be collected but with a short time-reference period of one week in each round. In addition, the total number of man-days worked on the holding during the reference week was to be collected.

173. The items proposed in the programme for the 1980 World Census of Agriculture were purposively limited to the demographic characteristics and the characteristics of the type of activity of the members of the holder's (civil person only) household and to the number of hired permanent agricultural workers classified by sex. However, the programme also stipulated that countries should supplement the information collected on civil persons to cover also juridical holdings through the introduction of appropriate items or through separate surveys (cf. Annex 1).

174. In what follows, two versions of a list of relevant items which could be included in a census of agriculture are given: a short version and an extended one. These versions are in line with the proposed items in the 1980 WCA programme although more detailed: some items have been subdivided, etc. Countries may wish to utilize either the 1980 census programme list or the shorter version on a complete enumeration basis and the more detailed one on a sample selected randomly either from the population of holdings or in the light of the answers to the questions relating to the short version.

175. The components of the population to be investigated are:

1. Holders and members of their households irrespective of the place of residence.
2. Participants of cooperative, collective and communal holdings and members of their households.
3. Permanent agricultural hired workers and members of their households.

The statistical information on these three groups should be tabulated separately and consolidated whenever meaningful.

176. The items in the short version are:

S1. Utilization of hired labour

- S1.1 All farm work is done by the members of the holder's household (no external labour has been hired)
- S1.2 Only occasional or seasonal workers have been hired
- S1.3 Permanent workers have been hired

S2. Demographic characteristics (individually for members of Group 1 in para. 175)

- S2.1 Name
- S2.2 Age
- S2.3 Sex
- S2.4 Relation to holder

S3. Economic activity (individually for members of Group 1 in para. 175)

- S3.1 Works exclusively on the holding
- S3.2 Works on the holding and off the holding
- S3.3 Works exclusively off the holding
- S3.4 Not economically active

S4. Activity off the holding (individually for persons in S3.2 and S3.3)

- S4.1 In agriculture
- S4.2 In non-agricultural activity
- S4.3 In both

S5. Hired permanent workers (for holdings in S1.3)

- S5.1 Number
- S5.2 Name and address of each worker

S6. Participants in cooperative, collective or communal holdings (Group 2 in para. 175)

- S6.1 Number
- S6.2 Name and address of each participant

177. Items S1.1, S1.2 and S1.3 identify specific groups of holdings on which further studies could be carried out.

Item S3.2 identifies those members of the holder's household who are partially active on the holding and partially off the holding.

Item S5.2 gives the frame of hired permanent agricultural workers and is to be obtained through the interview of the holders who declare utilizing (or having utilized) hired permanent workers.

Item S6.2 is the frame of participants in cooperative, collective and communal holdings and it could be prepared in advance independently from the actual census-taking operations.

178. The items in the extended list are:

Information on items E1, E2, E3 and E4 are to be collected on each individual member of the three groups in para. 175.

E1. Demographic characteristics

- E1.1 Name
- E1.2 Age
- E1.3 Sex
- E1.4 Relation to the holder or main supporter (for 1 in para. 175) or to the head of the household or main supporter (for 2 and 3 in para. 175)

E2. Dependency for livelihood

- E2.1 Economically active in agriculture (on the holding and/or on other holdings)
- E2.2 Economically active outside agriculture (in other non-farm activities)
- E2.3 Economically active in agriculture and outside agriculture
- E2.4 Not economically active but dependent on agriculture
- E2.5 Not economically active but dependent on non-agricultural income

E3. Activity ON the holding

- E3.1 Regularity of the activity
 - E3.11 permanent
 - E3.12 occasional or seasonal
- E3.2 Type of remuneration
 - E3.21 in cash
 - E3.22 in kind
 - E3.23 in cash and in kind
 - E3.24 none
- E3.3 Type of activity
 - E3.31 preparation of the land
 - E3.32 sowing and/or planting
 - E3.33 crop husbandry (care of the growing crop)
 - E3.34 harvesting
 - E3.35 animal husbandry
 - E3.36 marketing the produce
 - E3.37 administration and supervision
 - E3.38 several (or all) farm activities

E4. Activity OFF the holding

- E4.1 Branch of economic activity (industry)
 - E4.11 agriculture
 - E4.12 other than agriculture

- E4.121 manufacturing
- E4.122 trade and services
- E4.123 other
- E4.2 Type of remuneration
 - E4.21 in cash
 - E4.22 in kind
 - E4.23 in cash and in kind
 - E4.24 none
- E4.3 Number of days for which remuneration was or would be recieved
- E5. Occasional or seasonal hired labour (for each farm operation in which hired occasional labour was engaged)
 - E5.1 Identification of the operation
 - E5.11 preparation of the land
 - E5.12 sowing and/or planting
 - E5.13 harvesting
 - E5.14 other
 - E5.2 Duration of each operation (number of days or hours)
 - E5.3 Number of hired occasional workers separately for each operation
 - E5.4 Total number of man-days or man-hours of hired occasional labour
 - E5.5 Total cost of hired occasional labour

179. As an illustration of the type of additional items that are introduced by countries in their censuses of agriculture in order to satisfy their needs of data on agricultural population and employment, the sections K, L, M and N of the questionnaire used in Norway for "The 1969 Census of Agriculture" are given as Annex 3B in the original language as well as its translation into English. It can be seen that it includes items on:

- Relative importance of the holding as source of income
- Type of work off the holding
- Number of working days of the holder and his spouse on and off the holding
- Total number of days of work on the holding
- Number of days of work and number of workers separately for the two semesters, subdivided into permanent and casual and also into members of the household and paid workers.

180. In Annex 3C is given the section on "Population et main d'oeuvre" of the questionnaire used in France for the "Recensement général de l'agriculture 1970-71". It can be seen that it includes additional items on:

- Specification of the type of work carried out by the holder off the holding
- Classification of the intensity of activity on the holding subdivided into: part time (less than 1/4, 1/4 to less than 1/2, 1/2 and over) and full-time
- Activity off the holding of the members of the holder's household and also of the permanent paid workers
- Source of pensions received.

Multi-round Sample Surveys

181. Agricultural activities and employment in agriculture are subject to large seasonal variations. Adequate information should therefore refer to a whole year, but because of the difficulty of remembering facts over a long period of time, it is necessary to limit the inquiry to a much shorter period, like a week. Therefore, adequate information has to be collected through a series of sample surveys conducted at different times during the agricultural year.

182. There is need to stress the recommendation that the different types of surveys which could produce the required information on agricultural population and employment should not be carried out in isolation. They should be organized as components of an integrated system of statistics, in close relation with both the population census and the census of agriculture and that the concepts, definitions and classifications of the topics on agricultural population and employment be in perfect harmony within the integrated system.

183. The multi-round sample surveys with a component covering agricultural activities and employment can be classified according to their primary objectives into two major groups:

1. Agricultural surveys where the study is to cover inter alia the labour inputs, agricultural employment, etc. on the holding in relation to the structural, economic and other characteristics of the holding;
2. Household surveys where the study is to cover inter alia the individual persons economically active in agriculture in relation to their socio-economic conditions and those of their households.

184. In the first group, the primary unit of enumeration and analysis is generally the holding and the surveys are related to or in conjunction with the census of agriculture which also provides the sampling frame. In the second group, the primary units of enumeration are both the individual persons and the households. The sampling frame is the aggregate of private households (institutional households are usually ignored in such surveys) in the country and can be obtained from the census of population.

185. A different group of surveys is composed of the labour force surveys where the primary unit is the establishment or where the sample of enumeration units is selected from a list of economically active persons. Surveys of establishments may contribute valid information on agricultural activities and employment, specially on the organized sub-sector, when the agricultural branch of economic activity is well covered. On the other hand, when the sample is selected from lists of individual workers, the results on the agricultural branch of economy may be biased due to the fact that a large number of unpaid family workers active in agriculture may not be considered as economically active, given the strict rules recommended by the ILO for their inclusion in that category, and thus will not be covered by the survey.

Agricultural surveys

186. Not all the agricultural sample surveys collect data on the agricultural activities and employment on the holding. Some surveys like those on crop areas, yields and production, livestock, use of treatments, etc., may have no item relating to agricultural employment. Others like surveys of cost of production may have items on labour inputs but these will be limited to the crop or crops under investigation and not cover the totality of the economic activity of the holding except if the cultivation on the holding is of the monoculture type. Only agro-economic sample surveys and specialized surveys like those on labour inputs in agricultural holdings can adequately contribute to the collection of the required data on agricultural employment.

187. Agro-economic surveys are probably the best source for data on agricultural activities and employment since they permit the study and analysis of the interrelationships between the characteristics of the holding, the characteristics of the workers associated with it and the volume and level of productivity of the agricultural work undertaken. They generally include items on:

- The structural characteristics of the holding (size, type, crop areas, livestock, etc.)
- The economic characteristics of the holding (structure and value of the inputs, volume and value of the output, etc.)
- The characteristics of the labour force employed and the amount of work carried out on the holding for the different agricultural operations and during the different agricultural seasons
- The share of the income of the holder's household from the holding and the wages paid for the hired workers.

188. Such surveys should be spread out over the agricultural year and a reasonable frequency for collecting the relevant information could be quarterly rounds. However, some countries may wish to have more frequent visits to the sample holdings: monthly visits or once every two months, or they might limit the survey rounds to one for each agricultural season.

189. Information on the structural characteristics which are not supposed to change during the agricultural year would be collected during the first round. Data on the agricultural activities and employment, on inputs and wages paid to the agricultural workers would be collected at each round. Data on output and income (sales, etc.) could be collected either at the last round or at appropriate rounds.

190. In agro-economic surveys with the holding as unit of enumeration, a number of the required topics for a proper study of agricultural population and employment are not necessarily covered. These may include:

- the personal characteristics of the members of the holder's household;
- the activity of the members of the holder's household off the holding;
- the structure of the holder's household income.

191. As an illustration of the type of questionnaires used for such agro-economic surveys: the comprehensive and very detailed questionnaire used for "The 1977-78 Integrated Rural Survey" in Kenya (116) is given as Annex 3D. It includes the following forms:

- Form 1 - Description of household members
- Form 2 - Description of holding and household
- Form 3 - Capital assets and non-capital farm inputs
- Form 4 - Crops in store and livestock
- Form 5 - Inputs used on planted crops
- Form 6 - Labour data
- Form 7 - Purchases and expenses
- Form 8 - Monthly production and disposal of crops
- Form 9 - On-farm crop disposal and local sales
- Form 10 - Livestock data (production, disposal, etc.)
- Form 11 - Non-farm income, summaries and check lists
- Form 12 - Area measurements.

192. The forms 1 and 2 were dispensed once only at the start of the survey. The forms 3, 4 and 5 were dispensed twice during the period (one year) the survey was in the field: once at the opening and once at the closing stages of the survey. The forms 6, 7, 8, 9, 10 and 11 were dispensed 13 times to each respondent: once every 4-week cycle.

Household surveys

193. Household surveys have an advantage over agro-economic surveys, based on the holding as the unit of enumeration, in that they cover all types of households (not only farming households) and thus permit comparisons and inter-sectoral analyses between the different branches of the economy. Unfortunately, in general they do not cover the particulars of the establishment, household enterprise or holding with which the household may be associated.

194. Household surveys are aimed at measuring several socio-economic characteristics of the population. The subjects (22) that could be covered are:

- Demographic characteristics
- Health
- Food consumption and nutrition
- Housing conditions and facilities
- Educational characteristics and cultural activities
- Employment
- Economic level of the household.

195. Some of the household surveys are of the multi-subject type and cover most of these aspects while others are more specialized and cover only one or two of the above subjects, e.g. food consumption surveys, labour force surveys. Household surveys relevant to the study of agricultural population and employment would be those which cover inter alia the subject of employment and that of economic level besides some characteristics of the holding whenever the household is associated with an agricultural holding.

196. It would be useful, when organizing a household survey, to separate, from the start, the households associated with some household enterprise from the others. In particular, farming households (cf. para. 153) should make a class apart and, besides the questionnaires or forms common to all the households, specific questionnaires on the characteristics of the holding should be prepared and filled at appropriate rounds during the survey period. This would permit the study and analysis of the inter-relationships between the characteristics of the holding and those of the household and household members associated with it. The same could be done for other household enterprises.

197. Household labour force surveys are more specific in their objectives and the topics recommended relate mostly to the following:

- Personal characteristics of the members of the household: age, sex, marital status, level of education, etc.
- Activity status (employed, unemployed and not in the labour force): at work, with a job but not at work, without a job and seeking or wanting work, kind of job sought, duration of unemployment, reasons for not seeking a job
- Occupation, industry and status in employment: present or in last job, main and subsidiary
- Time worked: normal time and time actually worked, in main and other subsidiary occupations, reasons for short-time work, wish or search for more work
- Wages, salaries and income: weekly wages/salary for employees, monthly earnings from enterprise for own-account workers, structure of household income.

198. More specific surveys on agricultural employment on holdings are sometimes carried out. In the sample survey on Labour Input in Agriculture carried out during the period 13 June 1968 to 31 May 1969 in Yugoslavia, the purpose of the investigation was to collect data falling into three basic groups:

- Work on the holding
- The employment of members of the holding outside the holding
- The utilization of the remaining time.

This provided an insight into the extent of work of farmers on their own holdings, the structure of hours worked and their seasonal occupations. It was also intended to estimate the extent to which outside labour was engaged, and when and to what extent members of the holder's household work outside their own holding, and what kind of jobs they were engaged in. The questionnaire of this survey, in diary form, is given as Annex 3E in the original language as well as its translation into English.

199. The main items covered in current and past household sample surveys relate to:

- Particulars and structure of the household
- Selected demographic and personal characteristics of the household members
- Potential man-power and labour force supply
- Labour force, employment and unemployment
- Economic activities, main, secondary and subsidiary occupations
- Distribution of time spent on economic activities, domestic work, services and leisure time
- Attitudes towards work, employment and unemployment
- Employment difficulties
- Degree of participation of women in economic activities
- Source and level of income (monetary and in kind)
- Amount and structure of individual income and household income
- Expenditure and consumption patterns
- Salaries and wages
- Indicators of level of living and poverty.

200. As illustrations of questionnaires used in household surveys, the questionnaires "Tarjeta de Registro de Hogares" (Household form) and "Mano de Obra (Labour force) used in the "Encuesta Nacional de Hogares" (National Household Survey) in Mexico is given as Annex 3F, while the questionnaire used for the "Survey on Household Labour Force" in the Philippines is given as Annex 3G.

CHAPTER 6

METHODS OF COLLECTING THE DATA

201. It is seen from the preceding chapter that there is more than one source which could provide relevant information on one or another aspect of agricultural population and employment. To each source of data corresponds a system of planning, organization, execution of the statistical operations of collecting the data as well as of processing, tabulating and analysing the collected data. Many manuals and handbooks have been published on the methods recommended and the methods utilized by the countries to collect socio-economic statistics including data on employment in agriculture. Mention, in particular, should be made of the highly relevant FAO and UN publications on these subjects, namely:

Report on the 1960 World Census of Agriculture, Vol. III, Methodology (6)

Report on the 1970 World Census of Agriculture (7)

Taking Agricultural Censuses (9a)

Programme for the 1980 World Census of Agriculture (4)

Methodology of Demographic Sample Surveys (19)

Handbook of Population Census Methods (21)

Handbook of Household Surveys (22)

Manual on Demographic Sample Surveys in Africa (35)

Sample Surveys of Current Interest (the different reports) (20)

202. In the above publications, there are extensive and comprehensive chapters or sections dealing with various aspects of data collection including:

- Legislation, planning, budget, etc.
- Cartographic preparation, frames, sample design
- Pretesting, pilot studies and surveys
- Staff recruitment, training, manuals of instructions
- Questionnaires and tabulation plans
- Organization and execution of field work
- Data processing and publication programmes.

It is recommended that these publications be carefully studied by the statisticians in charge of censuses and surveys in order to plan their activities in the most efficient way.

203. In this chapter, the general aspects of the organization of a census or a survey to collect information is not discussed, as this would only mean a repetition of what has already been recommended and published elsewhere. The discussion is limited to a review of those practical issues and methodological problems directly relevant to the collection of data on employment in agriculture and for which no unique method could be universally recommended. The review covers: frames and statistical units, sampling design, techniques of enumeration and periodicity of collection and time coverage.

Frames and Statistical Units

204. The study of the socio-economic conditions of the agricultural population requires the collection of statistical data on universes composed of different types of elementary units: individual persons, holdings and households, e.g.

- the universe of agricultural workers: all the individual persons economically active in agriculture
- the universe of agricultural holdings
- the universe of agricultural households (activity-wise): all the households of which the head, the reference person or the main income-earner is economically active in agriculture.

205. For a proper study, utilizing complete enumeration or sampling techniques, a complete list (the frame) of all the individual units and their addresses or a list (frame) of different units through which all the enumeration units could be identified, should be available. This is very rarely the case for, even when the list is established immediately after a complete enumeration census of population or agriculture, changes may occur between the time the list is prepared (or up-dated) and the time when the inquiry is carried out. Also, very often the universe is truncated on purpose, leaving out what is considered to be a negligible fraction, e.g. when a minimum size is fixed for holdings or when only the "main" activity or source of income is considered. In such a case, the results of the survey relate to the domain of study (the truncated part) and not to the whole universe.

206. The situation is relatively safe when the survey is associated with or immediately follows the complete enumeration census from which the frame was extracted. Such would be the case for a certain number of useful frames for subsequent inquiries and sample surveys related to agricultural population and employment. Thus, from a census of population, frames for the following universes could be established through the use of appropriate screening questions:

- Private households
- Farming households
- Persons active in agriculture
- Holders
- Multi-job persons.

From a census of agriculture, frames for holdings of a certain size, type or specific characteristics could be established.

207. For the construction of different types of frames of households to be used in subsequent surveys and studies, countries may find it practical to take advantage of the primary operation of listing households for a census of population or housing and prepare at that time a "household file" with a card for each household recording its various characteristics (cf. para. 168). In such a case, a simple sorting operation based on a given set of characteristics would produce the required frame.

208. However, with the passing of time, frames very rapidly become obsolete, except possibly frames of area segments, and the operation of up-dating them is very difficult and time-consuming. Experience shows that, even in rural areas, a frame of households older than a couple of years might not be usable. For this reason, sample surveys where the enumeration unit is the household or the individual person are generally carried out on multi-stage sampling bases.

209. For multi-stage sampling surveys, the universe (or alternatively the domain of study) is subdivided into a number of separate, well defined and clearly identifiable parts or segments which serve as primary sampling units and the frame at that stage is the list of

these units or segments together with some of their characteristics. For the subdivision to be valid and the frame to be complete and accurate, every enumeration unit must belong to one and only one of these primary sampling units. This implies that the aggregate of primary units covers all the members of the universe and that the boundaries of these segments are defined without ambiguity so that an individual member of the universe cannot belong to two different primary units. Another useful condition is that the primary units should not cross the boundaries of domains for which separate statistics are required. For example, if separate information is required on the private households and on the institutional households, it is better to separate them right at the beginning into two different domains of study and subdivide them separately into primary units.

210. A sample of these primary units is then selected and each primary unit can be:

1. Investigated on a complete enumeration basis (one-stage cluster sampling);
2. Considered as a separate domain and in each a frame (or list) of the elementary units is prepared and a sample of elementary units is selected (two-stage sampling);
3. Considered as a separate domain and subdivided into a number of parts (each part being a group or cluster of elementary units) which will be considered as secondary sampling units;

and so on. It is to be noted that, at each stage of subdivision of a sampling unit into smaller sampling units, every elementary unit of the larger sampling unit must belong to one and only one of the smaller sampling units.

211. Two types of material are usually available for the construction of frames at the primary sampling stage:

1. Enumeration areas constructed for the population and/or housing census or the census of agriculture. They are generally accompanied by sketch maps showing their boundaries and also by a number of qualitative or quantitative characteristics which permit their stratification in homogeneous groups of primary units;
2. Administrative units: small subdivisions of the country for government administrative purposes, e.g. villages. These units generally consist of an aggregate of individual persons, families or households under one single administrative jurisdiction. They are also generally accompanied by some characteristics like size, main type of activity, etc., which help in their stratification.

212. The first type of units (area units) are more stable in time and, if their boundaries are well defined and recognizable on the ground and the frame is complete, i.e. covers entirely the universe or the domain of study, then any newly created elementary unit can be assigned without ambiguity to one or the other of the primary units. However, area units are very difficult to construct, specially in developing countries where recognizable boundaries can only be found for very large areas. Also, the ancillary information required for their stratification is not, in general, readily available. However, the situation may improve as a result of recent technological advances in remote sensing.

213. Administrative villages as primary sampling units have been used more often than area units during the last decade in a large number of developing countries. For, in many developing countries, it was found that the construction of a frame of area units was almost impossible while lists of administrative villages almost always existed and were revised periodically. However, a frame of villages is not very stable: new hamlets may spring up in the vicinity of a village or in far away places which do not belong to any already existing administrative village; villages may be abandoned altogether or shifted elsewhere; villages may be split into two or more villages or a number of hamlets or villages may be consolidated into one village. In fact, an examination of the lists of villages used in the past often showed that they were not reasonably free from defects such as inaccuracy, incompleteness, duplication, etc.

214. Frames of villages can be checked by sending out questionnaires to administrative officers and/or sending teams of special investigators who would tour the country systematically, division by division, and ascertain, with the help of the local authorities or other knowledgeable persons and the use of the available information the completeness and accuracy of the list. The investigators can also collect ancillary information on each of the villages in the course of their visits. This operation might be a costly and time-consuming operation; however, it is essential that it be carried out if frames are to be complete and accurate.

215. Some countries have recently introduced in their statistical system a Locality Data File or Community Statistics File which they keep up-to-date. The file covers every locality (or village or smallest administrative unit) of the country and it contains a large number of sets of data on different aspects of the structure and on the socio-economic characteristics of each of the localities. Whenever such an up-dated file exists, it provides an accurate and complete frame for the localities as primary units. Moreover, for stratification purposes, one could select from the whole range of data contained in the file those most suitable for the objectives of the sample survey to be carried out.

216. The secondary sampling units could be the ultimate (or elementary) units or they could be intermediate units. Thus they could be individual persons, e.g. agricultural holders, households, houses or blocks of houses, etc. Generally, no ready made lists of secondary units exist and the listing and enumeration of these units is to be carried out for each selected (sample) primary unit. The preparation of a complete list of holdings or households in a village is not easy. Lists prepared with the help of the village chiefs were found to be seriously incomplete. Listing of households by 'dwelling-to-dwelling' enumeration is an arduous and costly operation; however, it might be the only way to prepare a satisfactory frame in a number of developing countries.

217. The process of preparing complete and accurate lists and enumerating the units is to be carried out at every stage of sampling and it is recommended to collect, during the enumeration stages, some relevant qualitative or quantitative information on the characteristics of the unit in order to improve the efficiency of sampling.

Sampling Design

218. The main objective of selecting an appropriate sample design is to optimize the precision of the required data, taking into account the general socio-economic conditions in a country and of the available resources for the inquiry. Thus, the sample design will depend mainly on:

- The dispersion in space (throughout the domain of study or the country) of the units to be enumerated
- The level of administrative or other divisions of the country for which separate data are required
- The degree of variability of the characteristics of the units under study
- The degree of precision of the required data
- The techniques of enumeration to be used
- The cost of collecting and processing the data
- The available budget.

219. When a complete and accurate frame (list) of enumeration units is available, a one-stage sampling design could be very efficient and the estimates made from such a sample are generally more precise than estimates obtained from a multi-stage sample of the same size. However, given the large dispersion of the units over the country (or domain of study), the cost of collecting the data is much larger than in a multi-stage design where the primary units are compact areas of which only a sample is to be investigated.

220. A one-stage sample can be selected from the list of elementary units in either a random or a systematic way. The two methods of selection are almost equivalent when the elementary units are listed in a random way, but the systematic selection has the advantage of being easier to carry out. Moreover, the precision of the estimates can be improved if, in the case of systematic selection, the elementary units are re-ordered or re-arranged before the selection according to some important variate known to be positively correlated with the characteristics to be investigated.

221. Another type of one-stage sampling is the cluster (or area) sampling where the universe is divided into a number of primary units, each one of them being a group or cluster of elementary units. A sample of clusters is then selected and all the elementary units within the cluster are investigated. This is the case when individual persons are the elementary units, the household is the primary unit or cluster, and all the individual persons belonging to the sample households are investigated. The collection of the data through such a design is much less costly than the collection in simple random sampling but the precision of the estimates is much lower for the same size of sample. The precision of the results would be better if the elementary units in the cluster were highly heterogeneous.

222. In many situations, multi-stage sampling is unavoidable due to the difficulty of preparing lists of elementary units not only for the universe but very often also within the primary sampling units. However, the precision of the results decreases with the introduction of new stages in the sampling design and with every new stage a new addition to the variance of the estimate is introduced. The size of this increase in the variance depends naturally on the degree of variability of the sampling units at that particular stage. Thus, it is recommended not to increase the number of stages and preferably to limit them to 2 or 3 at the utmost.

223. It is sometimes convenient and economical to collect information on certain items from all units of a sample and information on other items (or more detailed information) from only some (a sub-sample) of these units. Such a sampling design is called two-phase (or, if repeated sub-sampling, multi-phase) and is mostly used to enlarge the scope of the surveys, e.g. information on the type of activity is obtained from the complete sample, while information on hours of work, salaries, income, etc. are collected from the sub-sample. For the study of agricultural activities and employment, where the items are complex, numerous, and have different degrees of variability, it is recommended that multi-phase designs be used. In the first phase, information is collected on the items of very high variability and on the more important and straightforward items from all the elementary units of the sample while more delicate or complex issues will be treated and the information concerning them collected during the following phases from sub-samples.

224. Very often the universe is subdivided into strata (sub-populations) chosen either for convenience: administrative or geographic subdivisions, branches of the economy, etc. or on the basis of greater homogeneity in respect to some characteristic (or characteristics). Strata are then considered as separate universes and they are sampled separately using the same or different sampling designs or even, one or more strata are investigated on complete enumeration basis while for the investigation of the others, samples are drawn. In general, stratification increases the precision of the results and for a greater precision, stratification should be made in such a way as to maximize the variability between the strata and minimize the variability of the elementary units within each stratum. Allocation of the elementary units to the wrong stratum (stratum to which they do not belong) may cancel all the advantages of stratification and if, moreover, the wrong allocation of the units is accompanied by differing sampling fractions in the different strata, the precision of the results may be lower than in simple random sampling.

225. In probability sampling, to each elementary unit is attached the probability of its selection in the sample. This probability may be uniform, i.e., each elementary unit having the same probability of being selected (probability equal to the sampling fraction) or to

each unit is attached, a priori, a specific probability on the basis of some prior knowledge of its importance or size. The selection of the sample units with probability proportional to some measure of the size of the unit may be very useful in increasing the precision of the results; however, if wrong probabilities are attached to the units, the precision of the estimates might suffer. Also, since the study covers many characteristics of the units some of which may be positively correlated, some uncorrelated and others negatively correlated with the size of the unit, using selection with probability proportional to some measure of size may improve the precision of the data on the first set of characteristics, keep stationary the precision of the second set and decrease the precision of the third group.

Techniques of Enumeration

226. To standardize and facilitate the process of collecting the information on the enumeration units, a questionnaire with a fixed set of items is prepared and has to be filled for every ultimate sampling unit. There are different methods of filling the questionnaire:

1. The questionnaire is distributed by mail or by hand to the respondents who fill in the data themselves. This procedure is called self-enumeration;
2. An investigator, generally called enumerator, visits the respondent and fills in the questionnaire, either on the basis of the answers given by the respondent or measuring the characteristics of the enumeration unit. These procedures are called the interview method and the objective measurement method respectively.

227. The self-enumeration method assumes that the respondent is literate and that he has been exposed to statistical surveys on several occasions and has developed some experience in co-operating with various surveys (which is not always the case in many developing and even developed countries). The questionnaires used in self-enumeration are generally more complicated and contain definitions and explanations of the terms and concepts, instructions on how to fill in the answers, indications regarding the units that have to be used to express the replies and sometimes, some samples are provided to help readers to visualize better what is meant by different questions.

228. The great majority of censuses and surveys are carried out through the utilization of enumerators. Enumerators may introduce biases and errors in the data collected, and in order to reduce such errors and to standardize the system of collection of the data, they are specially trained inter alia on:

- The coverage and definitions of terms and concepts and the corresponding units
- How to conduct the interview
- How to fill in the questionnaire
- How to measure certain characteristics
- How to detect internal inconsistencies in the replies, etc.

and they are provided with manuals of instructions to help them, especially in ambiguous cases.

229. The self-enumeration method is generally the quickest and least costly method of collecting the statistical information while the technique which involves objective measurement by enumerators (like weighing the produce or measuring the time spent on a given operation) is the most expensive and time-consuming. The interview method lies in between. The method to be utilized in a specific survey depends mainly on the educational and socio-economic level of the respondents. Another factor to take into consideration is the level of non-response which is generally much higher in the self-enumeration method than in the interview method.

230. Very often, the self-enumeration method using mail questionnaires is combined with the interview method. In a two-phase sample survey, the first phase concerning a large sample is carried out through a simple mail questionnaire while the sub-sample is investigated by interview and using much more detailed questionnaires. Also, respondents who keep accounting records may be requested to complete a questionnaire and return it by mail within a reasonable period of time while those who do not keep accounting records may be visited and interviewed.

231. In some household surveys where the questionnaire is in the form of a diary in which the required information is to be recorded on a daily basis during a certain period of time, this operation is carried out either by the head of the household if he is literate or by a responsible and literate member of the household and, in the case where no literate member of the household exists, the enumerator is to visit the household periodically and record himself the required information.

232. In developing countries the self-enumeration method is very rarely used and if used, this is done only for the so-called modern sector. The methods usually used are a combination of the interview method and the objective measurement method. Some information, which can be obtained directly from the respondent with an acceptable degree of accuracy, is collected through the interview method; objective measurements are carried out for the rest of the information.

Periodicity of Collection and Time Coverage

233. Since agricultural operations are highly variable with the time of the year, the period of survey operations is generally a complete calendar year. In some cases, the survey operations are carried out continuously throughout the year; thus, the enumerator observes and records data on a certain number of units during a certain period of time (e.g. one week), then he moves on to a similar group of units and repeats the operations during an equal period of time and so on all through the year. In other cases, the survey operations are carried out at a number of fixed points of time during the year. For the latter procedure, the sample time unit assumes importance and failure to ensure representativeness in the time dimension may give biased results.

234. The reporting period, i.e. the length of time for which a unit is under observation and study, should be reasonably short but not so short as to render the information useless. Short reporting periods permit to increase the sample size and hence, the increase in the overall precision of the results for the same cost or the same number of enumerators. They also do not tire the respondents and secure more easily their collaboration. However, they have a great disadvantage in the fact that they cannot cover a complete cycle of activities and may make it necessary to resort to retrospective questions with the risk of reducing the accuracy of the information, due to memory lapses of the respondents.

235. The time-reference period, i.e. the period of time to which the data refer, depends on the type of information to be collected. For certain items it would be a point of time, for others a very short period like a couple of days or a week and for other still, it has to be much longer and may cover a whole agricultural season or a year. Thus, the number of hours of agricultural work done by the holder on a holding may refer to a day in time budget surveys, or a week in agro-economic surveys, while the number of hours of agricultural work done by occasional paid workers may refer to an agricultural season, e.g. harvesting time.

236. The selection of the proper time-reference period should be made in such a way as to enhance the use and value of the information collected in the survey. Moreover, the time-reference period should not be too far removed from the reporting period in order not to strain respondents' memories and to improve the accuracy of the data collected on the required information.

237. Time-reference periods and reporting periods naturally depend on the time sampling scheme, on the methods of collection of the data and on the number of times a given unit is investigated during the period of survey operations. Sometimes, the unit is investigated once and for all, in others the investigation is repeated after a long interval of time (e.g. once every semester or quarter), or the unit is investigated periodically (every month, say) for a certain period of time (e.g. 6 months) and then dropped out of the sample. In a number of surveys, time sampling has been carried out in the following way: the survey operations period is divided into a number N of equal periods of time and the sample is also divided into the same number N of sub-samples each of which being representative of the universe. The units in each sub-sample are visited and investigated during one single period. In the case where the units of the sub-samples are to be investigated twice during the year (at six months interval), the number of sub-samples is equal to one-half the number of periods $N/2$ (where N is even). When the survey is of the current type, i.e. running year after year, the sampling units (primary and/or secondary) are generally rotated either completely or partially. In the Japan Monthly Labour Force Survey, one-fourth of the sample enumeration districts (psu's) and one-half of the households (ssu's) are rotated every month.

Countries' Practices in Collecting the Data

238. In order to collect information on the socio-economic conditions of the agricultural population and on its activities, countries have used different types of sampling surveys. The surveys varied widely in scope: from the multi-purpose type of survey in which almost every subject was included to the very specialized surveys which dealt with only one particular aspect of the problem. They also varied in geographical coverage: some of them covered both the urban and rural sectors of the population while others were limited to only one of these sectors or to a particular group of the population. Furthermore, techniques of enumeration, sampling schemes, periodicity of collection and time coverage differ widely from one country to another and from one survey to another.

239. The purpose of this section is to draw attention to Annex 4 containing eight selected illustrative summary reports of national surveys with components related to the subject matter of this Guide. These summary reports are based on communications made by the countries concerned to the United Nations (20). These reports are as follows:

- 4A The Survey of the Time Budget of Employees and Peasants in ROMANIA
- 4B The Labour Force Surveys in SWEDEN
- 4C The Rural Life Survey in the UNITED STATES
- 4D The Sample Survey on Labour Input in Agriculture in YUGOSLAVIA
- 4E The Labour Force Sample Survey in EGYPT
- 4F The National Sample Survey 1967 in INDONESIA
- 4G The Multi-subject Survey in IRAN
- 4H The Survey on Married Women, Family and Work in DENMARK.

240. The inclusion of a summary report of a survey in Annex 4 does not necessarily imply the endorsement of the sampling design, nor the method used for field enumeration, nor any other aspect of the survey. Furthermore, no attempt is made to present an analysis of the procedures used or to compare the relative efficiencies of the different techniques.

241. It is evident that, to a considerable extent, the methods utilized in any of these surveys are dictated by considerations peculiar to the circumstances in each country, such as the subject matter of the enquiry, the expenditure authorized, the number of competent persons available, the nature and reliability of prior information that can serve as a frame, etc. Reference may be made to the issues of the United Nations publication "Sample Surveys of Current Interest" (20), referred to above, which contain summary reports of other national surveys relevant to the subject matter of this Guide.

CHAPTER 7

INTEGRATED APPROACH TO THE COLLECTION OF THE DATA

General Considerations

Some remarks on integration

242. In general, the collection of agricultural statistics in the statistically developed countries passed through several stages. It started with the collection of the information through reports from administrative sources and the reports were based on some kind of eye estimates and office guesses. The next stage included the establishment of some field agencies. The staff of such agencies were gradually trained in making eye estimates and reporting data periodically. Later, the field agencies were used to carry out simple, occasional sample surveys. Finally, an elaborate system of large-scale data collection projects grew up gradually. Parallel to that, a research programme was also incorporated in the programme of work with a view to studying the various aspects of data collection techniques.

243. In the less developed countries the development was different. Due to the urgent needs of the planning agencies for data to enable the formulation of national economic and social development programmes, the collection of the data was organized on an ad hoc basis. In some countries, censuses and surveys were carried out in a hurry whenever the authorities felt the need for the related information and when the necessary funds were made available. Moreover, the surveys were carried out separately from each other with different concepts and definitions, different methodology and different personnel. Further, the end of a survey was frequently at the same time as the end of the survey organization and the end of the material which was used.

244. The study of the state of agricultural statistics in different countries and of its development has pointed out the need to prepare rational integrated statistical programmes which would indicate the type of data to be compiled, the methods to be utilized, the organization needed, together with a time schedule for all the components of the programme. Such a programme is, of course, a compromise resulting from a consideration of the national needs for data, the general conditions of the country, the available human and financial resources and all other relevant conditions of work.

245. A strong argument for the utilization of an integrated programme of statistical work is of a methodological and cost reduction nature. The various statistical projects have, in general, a certain number of points of contact. The identification of common points between surveys makes it possible to combine various activities and thus reduce the cost of implementation of the programme as a whole and improve the efficiency of the work.

246. Agricultural statistics programmes are related to the programmes of other branches of statistics and there is a need for adequate coordination and cooperation between the different statistical agencies. Data on agricultural population, labour force and food consumption are closely related to the census of population as well as to demographic, labour force and household surveys. Accordingly, some of the projects included in the agricultural statistics programme may be more economically carried out as part of or in conjunction with the related statistical activities outside the programme. On the other hand, some projects of agricultural statistics are useful in other branches of statistics. This is why coordination and harmonization of concepts, definitions and methods is necessary in the different sectors of the statistical programmes.

Relationships between population, housing and agricultural censuses

247. Censuses of population, housing and agriculture have been used to secure information on the persons who are connected with agriculture. However, the concepts used in each census vary and, because of different enumeration units, their criterion for enumerating the agricultural population differed. Censuses of agriculture enumerated those people who are living on the agricultural holdings or in the households of the agricultural holders. Thus, they could not be the means of enumerating also the agricultural labourers and their dependants who live outside the agricultural holdings. Censuses of population using the occupational affiliation with agriculture as one of the criteria would include these persons. Nevertheless, a number of people living on and/or operating small holdings but whose main economic activity is outside agriculture would usually be excluded from the agricultural population together with their dependants, unless precautions are taken to avoid this phenomenon (cf. para. 156).

248. Censuses of agriculture include in their scope information on employment in agriculture. The same topic is investigated in censuses of population which provide data on employment in all occupations and branches of industry and, therefore, provide a count of the persons working in agriculture. However, the population census does not always give a good assessment of the persons working in agriculture, as the results depend largely on the time reference which might be the period when agricultural work is on the ebb and then the population census figures may seriously under-estimate the population engaged in agriculture.

249. The coverage of the agricultural population through the census of agriculture can be improved if

1. The concept of minimum size of the holding is dropped or if the holdings below the minimum size were investigated on a sampling basis;
2. The investigation covered:
 - Holders and members of their households
 - Participants in cooperative, collective and communal holdings and members of their households
 - Hired permanent agricultural workers and members of their households;
3. Only those members of the households who are active in agriculture and their dependants were included in the agricultural population.

The census of agriculture will still miss the occasional agricultural workers and their dependants, the number of which might or might not be significant according to the structure of the labour force in the country.

250. Satisfactory coverage of the agricultural population through the census of population is more easily secured if some minor changes were introduced in the programme. These are:

1. The collection of information on the usual economic activity;
2. The collection of information on the secondary or subsidiary economic activity (industry and/or occupation);
3. The separate tabulation of the economically active population by main and subsidiary activity;
4. The tabulation of the economically active persons by industry and/or occupation (main and subsidiary) would also show the corresponding number of dependants of the economically active population.

251. A population or housing census taken not too long before an agricultural census can be of assistance in organizing the latter. The agricultural census can use the same

enumeration districts as have been prepared for the census of population. This saves the cost of separate demarcation for the census of agriculture and, at the same time, makes it possible to utilize the information collected on the enumeration districts as ancillary information in the preparation for the agricultural census.

252. A recently held census of population or of housing can provide a list of holdings or a list of farming households (households in which at least one member is operating a farm) (cf. para. 207), particularly if it includes relevant information either directly on the operation of a farm or indirectly on the cultivation of land and the keeping of livestock, information which could be a useful indicator of the existence of a holding.

Planning an Integrated Programme

253. Given the complex structure of the requested information on agricultural population and employment, no one single statistical operation will provide all the needed data. Thus, there is the need to prepare a medium-term programme of statistical activities to cover the different aspects of the problem. The programme is to be articulated in such a way as to make use of the information gathered in one operation for the preparation in an efficient way of the following operations.

254. The content of the programme will vary from country to country according to the level of statistical development and the available resources and will depend on the objectives to be attained and the priorities attached to them. For this reason, no universal or even regional programme can be recommended, and what will be given here is only an illustrative example consisting of a number of censuses and surveys which could cover all the required information and in each of which certain facets of the problem can be investigated. The preparation of a national integrated programme can be done only by each country in such a way as to take into account its own statistical organization and statistical requirements. However, it is recommended that whenever a country intends to carry out one of these censuses and surveys it should make full use of the possibility of obtaining the relevant data on agricultural population and employment.

Allocation of the items to different censuses and surveys

255. In trying to allocate the items on agricultural population and employment to the different statistical operations of the programme, it will be clear that certain items can be allocated to more than one operation. Here again, it is up to the country to decide which items of information are to be collected from which source. In the following paragraphs, an illustrative example of how the items can be allocated to the different censuses and surveys is given. There will be quite a number of duplications, but there is no harm in that since it is improbable that countries will carry out all the proposed surveys. On the contrary, the existence of this duplication will introduce more flexibility in the choice of the component surveys of the country programme.

256. Some items are common to almost all the relevant censuses and surveys. These relate to characteristics of individual persons and to those of households. They are the following:

Individual characteristics

- Sex and age
- Type of usual activity
- Main occupation, industry and status in employment
- Secondary occupation and industry
- Main source of livelihood
- Dependants and supporters

Household characteristics

- Size and type
- Identification of main income-earner or supporter
- Number of economically active
- Number of dependants
- Income

257. Besides providing information on a limited number of relevant basic items, censuses of population are specially amenable to providing data on the agricultural population, whatever be the concepts and definitions used. The statistical information will be derived through processing and tabulation of the primary data. The basic items are:

- Place of usual residence
- Farm and non-farm residence
- Appurtenance to a farmer's household
- Usual economic activity or occupation
- Industry of main source of livelihood
- Identification of the supporter of a dependant

and the derived topics are:

- Farm population (residence criterion)
- Agricultural population (activity criterion)
- Agricultural population (income criterion)
- Farming households (at least one member is operating a holding)
- Agricultural households, activity-wise (head, reference person or main income-earner is active in agriculture)

258. The relevant items in censuses of agriculture are:

- Type of holding (different concepts, see paras. 69-70)
- Size of holding (different concepts, see paras. 62-68)
- Tenure of land
- Level of mechanization
- Volume or value of output
- Number of permanent workers (members of the holder's household)
- Number of hired permanent workers
- Activity of members of holder's household on the holding, on other holdings or outside agriculture
- Use of occasional or seasonal workers
- Time worked by hired occasional or seasonal workers

259. More detailed information on agricultural activities can be collected in agro-economic surveys based on the holding as enumeration unit and which include such surveys as farm management surveys, cost of production surveys, etc. and which cover in general only the comparatively developed sectors of agriculture (the modern sector, the commercial sector, the collective sector, etc.). The corresponding items would be:

- Type of holding
- Size of holding
- Tenure of land
- Level of mechanization
- Utilization of advanced techniques
- Utilization of agricultural services
- Number of permanent workers (separately household members and paid workers)
- Cost of inputs
- Wages and salaries
- Labour inputs in man-hours (or man-days):
 - by agricultural operation
 - by crop and unit of area
 - for livestock husbandry
 - by permanent and occasional workers separately
 - by household members and hired workers separately
- Volume and value of production:
 - by crop
 - and/or livestock species
- Volume and value of sales:
 - by crop
 - and/or livestock species.

260. In agro-economic surveys based on the farming households as a unit of enumeration and which cover, in particular, the subsistence sector of agriculture, the main items are:

- Type of holding
- Size of holding
- Tenure of land
- Level of mechanization
- Utilization of hired workers
- Number of permanent workers (household members and paid workers)
- Time spent by the household members in
 - (i) agricultural work on the holding
 - (ii) non-agricultural work in the household enterprise
 - (iii) agricultural work on other holdings
 - (iv) non-agricultural work outside the household
- Man-days of work by permanent workers on the holding
- Man-days of work by occasional workers on the holding
- Remuneration of hired workers
- Volume and value of production
- Volume and value of sales
- Income from the holding
- Income from other sources.

261. In agro-economic surveys, the relationships of size, type and some other characteristics of the holding to the population associated with the holding and to the activities of the members of the holder's household and those of the paid workers were emphasized. In the socio-economic household surveys with the private households as units of enumeration, which include the multi-purpose household surveys, etc., the main objective is the study of and the comparison between the social and economic characteristics and, in particular, the level of living of the agricultural population and those of the non-agricultural population living under similar conditions. For this, the universe is generally divided into four separate domains of study:

- The rural agricultural households
- The rural non-agricultural households
- The urban agricultural households, and
- The urban non-agricultural households.

262. The relevant items to be included in such surveys are:

- Type of household
- Size of household
- Type of current activity
- Duration of employment and unemployment
- Causes of unemployment
- Normal time worked
- Wages and salaries
- Monetary and non-monetary income
- Distribution of time between gainful economic activities, household activities, rest, leisure, etc.
- Housing conditions
- Level and distribution of expenditure.

263. Some surveys on employment are based on the individual person as enumerative unit and, in general, the sample is directly selected from lists of individual persons having given characteristics. Such surveys include specific labour force surveys, surveys on multiple-job holders, surveys on part-time farmers, surveys on time budget, etc. The topics covered by these surveys relate generally to the activity and income of the persons concerned and the questionnaires include very often questions on "intentions" and "reasons". The relevant items cover:

- Type of economic activity: current
usual
- Occupation, industry and status in main activity
secondary activity
subsidiary activity
- Reasons for having more than one occupation
- Normal time worked
- Number of hours of work per day in each occupation (during reference week)
- Reasons for not working
- Reasons for working less than usual

- Overtime worked
- Wish to work more
- Length of period of employment
- Length of period of unemployment
- Type of action taken to search for employment
- Size and type of farm operated
- Wages or salaries in cash and in kind
- Income from farm
- Income from other sources
- Number of dependants

Phasing the programme

264. It is obvious that, in planning the different phases of the programme (or its distribution over the years), the large statistical operations like censuses, which produce frames for sampling surveys and can also be used in different ways to improve the planning and execution of smaller operations, should have precedence in time. Moreover, when planning these large operations, the fact that they are to be used also for purposes other than the immediate objectives, is to be taken into account.

265. Thus, the segmentation of the country into enumeration districts must be done in such a way as to serve efficiently not only the census of population but also the census of agriculture and the related sample surveys. Similarly, the research programmes and the pilot studies and surveys should deal in a global way with the problems to be confronted in the different components of the statistical programme. This is also valid for the programme of training of the office and field personnel.

266. An illustration of the type of distribution in time (5 years) of a number of censuses and surveys relevant to the study of the agricultural population and employment is as follows:

First year:

- Preparations: planning the programme of work, segmentation into enumeration districts, preparation of lists, calendar of operations, tabulation plans and questionnaires, etc.
- Research programme: studies, pilot surveys, tests of questionnaires, etc.
- Training programme: training of office and field personnel, instruction manuals, etc.

Second year:

- Census of population and housing: execution, preliminary processing and tabulation
- Preparation of frames: information on enumeration districts, lists of private households, of farming households, of agricultural households, lists of persons with multi-occupations, lists of agricultural holders and establishments, etc.

Third year:

- Census of agriculture: execution, preliminary processing and tabulation
- Preparation of frames of holdings: lists of modern farms, of collective farms, of subsistence farmers, etc., lists of permanent agricultural workers

- Continuing labour force surveys on the basis of the establishments as a framework for the enumeration of the labour force

Fourth year:

- Continuing agro-economic surveys of large farms including collective farms, etc., on the basis of lists of holdings
- Agro-economic sample survey with the farming households as unit of enumeration
- Household labour force sample survey with private households as units of enumeration and also a frame of individual persons

Fifth year:

- Up-dating of the frames of households
- Socio-economic household sample surveys on the basis of private households separately for urban and rural, agricultural and non-agricultural
- Sample survey of part-time farmers
- Sample survey of labour inputs in agriculture separately for collective farms, large commercial farms and subsistence farms.

Programming guidelines

267. It is always useful to start the programming exercise with a broader list of projects, no matter what the order of priority may be, taking into consideration not only the immediate aims but also the long-term objectives; the programmes is then gradually reduced to the most urgent and feasible projects. The projects included in the programme for immediate implementation will have to contain many details while for those which will be implemented at a later date, the details can be filled in later in the light of experience gained and making use of the results obtained in carrying out the more urgent projects.

268. In planning the programmes of statistical activities, a balance should be established between the amount and type of the required data and the available resources and facilities. The relevant resources and facilities to be considered include: the budget, number of staff, their qualifications, transport and communications, mapping material, data processing equipment, general education of the population, ability and willingness of the population to co-operate, the institutional set-up, etc.

269. The detailed characteristics that should be specified for each of the statistical projects (censuses and surveys) included in the programme of work are to cover:

- The name of the project in sufficient detail;
- The agency or agencies responsible for the survey and the field organization for its execution;
- The type of survey: complete enumeration, probability sampling, purposive selection, etc.;
- The scope or contents: List of items together with the administrative level of the publication of the required information (by provinces, etc.);
- The geographic coverage: nation-wide, selected administrative regions, selected economic regions, selected localities, etc.;
- The sector of economy: socialist sector, private sector, modern large holdings, subsistence farming, agricultural households, etc.;
- The method of collecting the data: self-enumeration by mail, through a diary, by interview, by direct observation and objective measurements, by a combination of different methods;

- The time coverage: the time-reference period for each of the items, the period of survey operations, the reporting period, the periodicity of data collection, the number of rounds, etc.;
- The frame: its source and specification such as lists of households from the preceding census of population, new list of holdings, etc.;
- The sampling design: stages, phases, enumeration units, probability of selection of the units, size of the sample, methods of estimation, etc.;
- The training of the personnel: level of the personnel to be trained, numbers, duration of the training, subjects covered and type of training, etc.;
- The processing of the data: manual, computer, levels of tabulations and cross-tabulation, etc.;
- The cost of the project and its breakdown into:
 - organization and coordination
 - planning and designing the survey (office work)
 - supplies and equipment
 - field operations
 - data processing
 - analysis and publication of the results.

270. For the integration of the projects into a harmonious whole, it is necessary to decide, at the planning stage of the programme, for each of the projects whether it is to be carried out:

- (a) Independently of all the others;
- (b) If one or more of its components is/are to be common or carried out simultaneously with the corresponding components of other projects;
- (c) If the project is to utilize one or more components of projects preceding it in time;
- (d) If one or more of its components is/are to be used in the planning of subsequent projects.

It is to be noted that (b), (c) and (d) are not mutually exclusive.

271. The components or characteristics of a statistical project relevant for integration could be:

- Research, pilot studies and surveys
- The frame
- The sample and/or sub-samples
- Training of the personnel
- The field personnel (supervisors and enumerators)
- Processing of the data
- The methods of estimation
- The results as supplementary or ancillary information.

A Reasonable Programme

272. The problem of estimating the agricultural population and its employment was not given enough importance in the past to justify the establishment of a statistical programme

specifically designed for the collection of the related data. In most statistically developed countries, the data were obtained as a by-product of other more important statistical activities and this state of affairs might remain unchanged for some time to come. In many cases, the required data were collected through four main statistical operations of which two relate to the total population: the census of population and the periodic (monthly or quarterly) labour force surveys and the other two relate to the agricultural sector: the census of agriculture, and the periodic surveys of agricultural establishments (holdings). Very rarely, these were supplemented with an ad hoc survey dealing specifically with the agricultural labour force (e.g. agricultural labour productivity or farm wage rates and hours worked) in the context of some agro-economic survey.

273. For these reasons it would be unrealistic to recommend an extensive programme for the collection of data on agricultural population and employment, especially for statistically less developed countries. What could be recommended is to make use of the existing or projected programme of statistical activities to collect the required data through some modifications in the scope and/or coverage of the surveys and in the tabulation of the results. This could be supplemented by the carrying out of one-time sample surveys to deal in some depth with certain aspects of particular interest to the planning authorities in the country.

274. Thus, a reasonably substantive medium-term programme for the collection of the relevant data could cover the following operations:

1. The introduction of some items in the census of population to identify the agricultural population according to the concept or concepts chosen and to construct frames for the subsequent surveys;
2. In conjunction with the census of population, the undertaking of an auxiliary sample survey to study the activities of persons with multi-occupations;
3. The introduction of the items in paragraph 178 above or some similar items as an integral part of the census of agriculture, and for which the data is to be collected on a sampling basis;
4. In conjunction with the census of agriculture, the undertaking of an auxiliary sample survey to study the problems of part-time farming;
5. The inclusion in the labour force survey of a specific component on the labour force of agricultural establishments, in particular in the collective, socialist and modern sectors of agriculture;
6. The inclusion in the programme of current agricultural statistics of a component on the time spent on the different agricultural operations and on the wages of the paid workers;
7. The carrying out of a sample survey on farming households in which the characteristics of the holding would be correlated with the socio-economic characteristics and activities of the members of the household;
8. The carrying out of a household survey to cover the rural and urban and agricultural and non-agricultural households from which the socio-economic characteristics of different types of households could be compared.

275. Although the above programme is not to be considered a minimum programme to be implemented by all countries, still it is quite feasible for many developing countries. Naturally, some of the operations may appear to be of scarce interest to a certain country and, in that case, it could skip it. In particular, operation 2 is meant only for those countries in which the number of multi-job persons is significant and the related information is of particular importance. Similarly, for operation 4, only countries in which the phenomenon of part-time farming constitutes a problem to be studied are advised to carry out such a survey.

276. The characteristics of the surveys in such a programme of statistical activities are shown in the following tabular form:

**AGRICULTURAL POPULATION AND EMPLOYMENT
A FEASIBLE PROGRAMME OF CENSUSES AND SURVEYS**

Title	Type	Relevant topics	Method	Geographical coverage	Sector of economy	Frame	Enumeration units	Time-reference period	Periodicity	Sampling design
1. Census of population	Complete enumeration	Internationally recommended topics usual activity, secondary occupation and industry, dependants	Interview or self-enumeration	Nationwide	All households and all individual persons	Enumeration districts	Individual persons and households	Fixed date for personal items, one week for current activities, one year for usual activities and economic topics	One-time	-
2. Survey of persons with multiple occupations	Sample survey	Main, secondary and subsidiary economic activities; time worked, wages, salaries and dependants	Interview	Nationwide	Households and all branches of economic activity	List obtained from census of population	Individual persons	One month or maybe one week at each round	Monthly or quarterly rounds	One-stage stratified random sampling with equal probability
3. Census of Agriculture	1st phase: complete enumeration 2nd phase: sample	1st phase: items in 1980 MCA Programme or items in para. 225 2nd phase: time in para. 227	Interview for topics on the economic activities and personal characteristics	Nationwide	All agricultural holdings in the phase also householders of permanent workers	Enumeration districts from population census; lists of holdings	Holdings and individual persons	The agricultural year	One-time	-
4. Survey of part-time farming	Sample survey	Economic activities "on" and "off" the holding, time worked on and off the holding, in agriculture and outside agriculture, monetary and non-monetary incomes from holding and from outside resources.	Interview	Nationwide or specific agricultural regions	Farming households in which at least one member is active off the holding, small subsistence holdings	Lists from the census of agriculture	Holdings, farming households and individual persons	The agricultural year	Monthly or quarterly rounds	Stratified random sampling
5. Labour force survey of establishments	Sample survey	Economic activities and characteristics, time worked, wages, salaries and income	Interview or self-enumeration	Nationwide	Non-agricultural sectors of economy: collective, socialist and modern sectors of agriculture	Lists from censuses of population and agriculture	Establishments, holdings and individual persons	One month at each round to cover the agricultural year	Monthly or quarterly rounds	Stratified sampling and selection with probability proportional to a measure of size
6. Current surveys of agricultural holdings	Sample survey	Size and type of holding, work on and off the holding, time worked on agricultural operations, wages, salaries paid, volume and value of output and sales, income	Interview for topics on individual characteristics, activities and economic activities and maybe a diary on time worked on agricultural operations	Nationwide or specific agricultural regions	All agricultural holdings	Up-dated lists of holdings within selected enumeration districts or villages	Holdings and individual persons	The agricultural season or year	One round for each agricultural season	Two-stage stratified sampling: pps, enumeration districts or villages; non-pps, holdings; partially rotating sample
7. Socio-economic survey of farming households	Sample survey	Size and type of holding, size and type of household, work on and off the holding, time worked on agricultural and non-agricultural activities, inputs and outputs, income from all sources monetary and non-monetary	Interview	Nationwide or specific economic regions	All private (non-institutional) holdings	Up-dated lists of farming households within selected enumeration districts or villages	Holdings, farming households and individual persons	One month at each round to cover the agricultural year	Monthly or quarterly rounds	Two-stage stratified sample pps, enumeration districts or villages; non-pps, farming households; partially rotating sample kept in the sample for selected periodic rounds
8. Household multi-subject survey	Sample survey	Size and type, economic activities, time budget, economic and non-economic activities, income from all sources, expenditure, housing conditions	Interview and self-enumeration (use of diary) for time budget	Nationwide	Separately for urban and rural agricultural and non-agricultural private households	Up-dated list of private households within selected enumeration districts or villages	Household and individual persons	One week at each round to cover the whole year	Continuous or monthly rounds	Two-stage stratified sample pps, partially rotating sample kept in the sample for a number of rounds

CHAPTER 8

TOPICS NEEDING FURTHER STUDY

277. In preparing their national statistical programme of work, while they take into consideration the needs for statistical data and the international recommendations, statisticians are sometimes confronted with difficulties and problems for which no ready-made solution is available. Generally, statisticians produce their own solution which may or may not be applicable in other circumstances or under different conditions and the resulting statistical data may suffer from lack of comparability either over time in the same country or between countries. Thus, there is an urgent need for in-depth studies of, at least, the problems more commonly encountered and subsequently for more detailed recommendations.

278. The difficulties which are more frequently faced appear in the areas of concepts, definitions and classifications and in the methodology used for collecting the data. Some of the topics for which further research is to be carried out are the following:

- Urban-rural classification and typology of localities
- Some labour force concepts
- The part-time farming phenomenon
- The participation of women and children in agricultural activities

Urban/Rural Classification and Typology of Localities

279. "Urban and rural" and "Locality" are two of the derived topics which appeared as "priority" topics in the majority of regional recommendations for the 1980 census of population. However, it is recognized that no clear-cut definition of urban and/or rural could be recommended universally. On the other hand, apart from the recommended classification of localities by size and/or density of the population, a certain number of criteria for the classification of localities are proposed. The main criteria are: percentage of the economically active population in agriculture; the availability of electricity and/or piped water in living quarters; the ease of access to medical care, schools and recreation facilities. Another suggested solution is to distinguish between agricultural localities, market towns, industrial centres, service centres and so forth within size-categories of localities (29).

280. The publication of separate data for population living in urban and rural areas or in different types of localities was supposed to serve a large variety of purposes. Some of those purposes mentioned in (32) are:

1. Comparison of the social and economic characteristics of the population living in different types of areas;
2. Study of changes in the distribution of the population as a result of industrialization and urbanization;
3. Formulation of policies for the development of local industries;
4. Formulation of plans for the achievement of a better equilibrium between highly industrialized and less industrialized regions;
5. Stratification of the universe for sample surveys.

281. In order to attain these objectives, the classification into rural and urban is not sufficient. A large volume of statistical information is needed on each locality. Thus,

Purposes 1 and 5 imply that a clear-cut division exists between the urban type and the rural type of locality;

For purpose 2, information on the degree of industrialization and the degree of urbanization (a rather complex concept) of each locality is essential;

For purpose 3, information on the availability of labour, availability of infrastructure, degree of under-employment, etc. is needed;

And purpose 4 requires information on levels of households' income, sectoral distribution of the labour force, etc.

282. The Group of Rapporteurs on "locality statistics and the urban-rural classification" in its Report (32) recommended the classification of localities according to total population, active population, and percentage of active population engaged in service activities. On these bases, it proposed a multi-criterion breakdown of the localities first into rural, intermediate and urban and then within each category according to the percentage of the active population in different economic activities.

283. The recommendations presented in paras. 279 and 282 constitute a step forward in the study of the classification of localities and can be considered as a provisional solution of the problem. But, what is needed is an in-depth study of the different characteristics of localities, a study which would lead to the selection of a significant set of these characteristics and then to their combination in a rational way to produce what could be called a "Typology of Localities".

284. In the meantime, it is recommended that the practise, started in a small number of countries (developed as well as developing), of the keeping and up-dating of what may be called "Locality data files" or "Village data files" be widely followed.

285. Such a locality file is to be established for every locality (or village or smallest administrative unit) of the country concerned and it should contain data on different aspects of the village socio-economic activities, on agriculture and on availability of infrastructures and services. The establishment of locality files is not very costly: most of the data they contain are generally collected as a matter of routine by different government agencies or collected in previous censuses and the rest (or all) could be collected through a specific questionnaire to be filled by the locality "chief" or any other knowledgeable person in the locality.

286. In what follows is given a long list of topics on localities. They are subdivided into major groups and no distinction is made between "basic topics" and "other useful topics", the choice being left to the countries.

Topics for the study of localities

287. Topics on the geographical situation

Place of settlement

Meteorological variables

Type of locality

Proximity to sea, lake, etc.

Sources of historic and natural interest

Topics on accessibility

- Location of or distance from different types of roads
- Distance from administrative centres
- Distance from marketing centres
- Distance from railway station or stopping point of rural bus/coach
- Means of access
- Period of accessibility during the year

Topics on transport and communication

- Regular transport services
- Telephone and telegraph
- Postal services
- Radios
- Newspapers

Topics on population and housing

- Total population by age and sex
- Density of population
- Migration
- Number of housing units
- Housing conditions

Topics on agriculture

- Land use
- Land tenure
- Number of holdings
- Pattern of farming
- Agricultural techniques
- Agricultural implements
- Producers' cooperatives

Topics on economic activity and labour force

- Type of industrial establishments
- Number of industrial establishments
- Marketing establishments
- Total labour force
- Number of persons economically active in agriculture
- Number of persons economically active in services
- Number of persons economically active in manufacturing and other industries

Topics on education

- Level of illiteracy
- Type, level and capacity of schools

School attendance
Cultural facilities

Topics on health

Medical facilities
Availability of doctors, nurses, pharmacists, etc.
Availability of hospital, dispensary, health centre, etc.
Sanitation measures

Topics on water, gas, electricity, etc.

Source of water supply
Type of fuel
Type of lighting
Sewerage system
Garbage disposal

Topics on public installations

Administrative bureau
Police station
Reading room
Coffee house
Grocer, baker
Bath
Barber
Eating place
Hotels
Bank or credit establishment
Leisure installations (sports grounds, etc.).

288. As an illustration, a "village schedule" used in India for the "Mysore Population Study" (126) carried out by the United Nations in collaboration with the Government of India is given as Annex 3H. The village level survey was carried out only in 186 villages drawn from three zones in the rural part of Mysore State, stratified by the size of the village population.

Revision of Some Labour Force Concepts

289. The studies to standardize labour force statistics started in the early nineteen twenties with a classification of industries and occupations and the methods for the collection of data on unemployment. It was in 1938 that the definition of "gainfully occupied" was introduced, a definition which excluded housework by members of a family in their own homes and also excluded young persons but no age-limit was given. Detailed definitions, classifications, scope and nature of statistics to be collected on labour force, employment and unemployment were made in 1954 through a resolution adopted by the Eighth International Conference of Labour Statisticians (42) and these have not been modified since.

290. In general, the recommendations in the programmes of the different rounds of population censuses have been in conformity with the above Resolution except for some changes

relating to the lower age-limit of the economically active population, the time-reference period and the amount of work during the reference period. On the other hand, in the programmes for the world censuses of agriculture, the concepts and definitions used for the labour force and employment in agriculture were slightly different, as they took the peculiarities and seasonality of the work in agriculture into consideration.

291. Moreover, national practices relating to these concepts and definitions differed widely. Countries did not strictly follow the recommendations but modified them to suit their particular conditions and sometimes, the definitions of a concept differed in the same country according to the agency collecting the required data. The main divergences concerned the required specifications for a person to be included in or excluded from the labour force and/or the employed and unemployed categories. In particular, the treatment of the unpaid family worker and the evaluation of the intensity of the activity and its classification varied widely from country to country.

Work and economic activity

292. The concept of work or economic activity was based until 1954 on the criterion of gainful occupation: "an occupation for which the person engaged therein is remunerated, directly or indirectly, in cash or in kind" (42). It included the unpaid family worker, but excluded housework in own home. Later, work or economic activity was defined as "the supply of labour for the production of economic goods and services during the time-reference period" (18). The labour force which is equivalent to the economically active population is subdivided into the civilian labour force and the armed forces. No recommendations are made on the collection of the related statistical information on members of the armed forces. The civilian labour force is subdivided into the employed and the unemployed and strict rules for the inclusion and exclusion of persons in these two categories are given in the international recommendations (42). The categories excluded from the labour force comprise home-makers, students, income recipients and others.

293. More and more persons and organizations are questioning the validity of the classification. In particular, the home-makers object to the fact that the goods and services for which they supply the necessary labour are not considered as "economic" and that the value of their products is excluded from the measure of income in national accounts.

294. The recommendation that participation in an economic activity should always take precedence over participation in a non-economic activity does not solve the problem. It is time that more studies be carried out on the definitions and classifications of work and activity (economic and non-economic) carried out by the individual persons irrespective of their sex or age.

Unpaid family worker

295. Unpaid family worker is one of the categories of "status in employment" and, in order to qualify for such a status and hence to be included in the labour force, a person must have worked a specified minimum amount of time (at least one-third of normal working hours) without pay, in an economic enterprise operated by a related person living in the same household (18). Recently, the requirement of "living in the same household" has been waived in the case where it is customary for young persons to work without pay for a related person who does not live in the same household (29).

296. The requirement for the unpaid family worker to have worked at least one-third of the normal working hours during the reference period seems to be inappropriate when compared with the requisites for paid workers to qualify as employed and even more so when compared with the requisites for the unemployed. This is evident if one considers that an employee or an own-account worker who has worked one hour during the time-reference period (e.g. one week) is classified as employed or, in the worst of cases, as unemployed, while an unpaid family worker who has worked in an "economic" activity one-fourth of

the normal working hours and had also other so-called "non-economic" activities like home-making or studying will not qualify as economically active.

297. The problem of the treatment of unpaid family workers is of great importance in agriculture since, in the great majority of cases both in developed and in developing countries, the holding is run on a household basis and all or almost all the members of the household take part in the agricultural operations while only one person, the holder, is definitely considered as economically active and classified as an own-account worker or, in the case where permanent workers are hired, as an employer.

298. Generally, in the agricultural industry, the economic activity is subject to seasonal variations and no normal working hours can be determined. The amount of man-hours of work required during a given week depends on the agricultural operations to be carried out at that particular time of the year. In order to answer the objection to normal hours of work, it is proposed to relate the time worked in agriculture by the unpaid family worker during the time-reference period to the time worked by a hired permanent worker during the same period of time or to the time worked by the holder himself. This is an improvement but it still does not answer the objection made in para. 296 on the difference between the treatment of unpaid family workers and that of paid workers.

299. In the preceding chapters of this guide, the problem of unpaid family workers was not discussed. The recommendations made were to measure separately the time worked by each of the members of farming households subdivided into: on the holding, in non-agricultural household enterprise, on other holdings and in other industrial enterprises outside the household. This would permit any desirable *a posteriori* classification of the activity of the individual members of the household. This way of evading the problem has its advantages. However, the problem of establishing an appropriate measure of the economic activity of unpaid workers has still to be faced and more studies have to be undertaken if a satisfactory solution is to be universally recommended.

Under-employment and under-utilization of manpower

300. In order to plan for adequate rural employment opportunities and mobilize the under-utilized labour resources for productive purposes, it is necessary that reliable statistical data on the level of unemployment and under-employment in agriculture be available. While unemployment estimates can be important for developed countries, it is much more important for developing economies to have estimates of under-employment. Economic activity varies from none or very little employment to the fullest employment possible and no universal cut-off point in this continuum can be recommended to divide the employed into "fully" and "under" employed. The problem of measuring the level of under-employment becomes more complicated in the case of those small holdings in which the agricultural work is carried out by the holder and members of his household and where no permanent workers are employed.

301. The international recommendations on methods of measuring employment and unemployment are not adequate to cope with the problem of under-employment, particularly in the developing countries. For this reason, the ILO made a number of studies on the problems involved in the measurement of under-employment and prepared reports which led to a Resolution concerning measurement and analysis of under-employment and under-utilization of manpower which was adopted by the Eleventh International Conference of Labour Statisticians in 1966 (45).

302. The concept of under-employment was subdivided into two non-overlapping groups: visible and invisible under-employment and the latter into disguised and potential. Definitions of these different concepts are given in Measurement of Under-employment (46) and read:

• "visible under-employment", which involves persons involuntarily working part-time or for shorter than normal periods of work;

“invisible under-employment”, which exists when a person's working time is not abnormally reduced but whose employment is inadequate in other respects;

“disguised under-employment”, which exists when a person's job does not permit full use of his highest existing skill or capacity, or when his earnings from employment are abnormally low;

“potential under-employment”, which exists when a person is employed in an establishment or economic unit whose productivity is abnormally low.

303. From the above, it is easily seen that, except for visible under-employment where the number of hours worked by each individual is compared with some “normal period of work”, for all other concepts of under-employment, the situation is much more complex. In order to establish “norms” and carry out later comparisons and analyses, information is to be collected on:

- The size and type of holding and, in particular, the different types of cultivation and livestock raising;
- The number of hours of work required for the operation of the holding or to produce a given output compared to the number of labour hours available or supplied;
- The number of hectares required under a given type of cultivation to provide the household with a given standard income.

304. The topics given in paras. 49 to 59 on the characteristics of individual persons, households and holdings when properly cross-classified and analysed may prove to be a good base for a preliminary study of under-employment and under-utilization of manpower in agriculture. For a more in-depth study, more detailed information on the activities of the members of the holder's household and on the management of the holding is necessary.

305. Some of the additional detailed topics which could be investigated in relation to the problem of under-employment in agriculture are the following:

- The skills or the type of professional education, the individual persons have;
- The length of the periods of unemployment and their distribution over the agricultural year;
- The reasons for not working or not working full-time during the time-reference period;
- The desire and/or the search for a gainful (or more gainful) occupation
- The time spent on
 - (i) the different operations of the Holding (separately for each operation)
 - (ii) other economic activities
 - (iii) travel to the farm, to the market, etc.
 - (iv) home-making activities
 - (v) physiological needs
 - (vi) learning
 - (vii) rest
- The cropping pattern over the agricultural year (mixed and successive cropping, etc.
- The length of periods of soil occupation, crop husbandry, etc. (for each crop)
- Seasonability of the required agricultural work, its distribution over the year
- The yields per hectare of the major crops.

306. The above list is only indicative of the type of supplementary information to be collected over and above the topics shown in paras. 49-59. More studies should be carried out on the problem of measuring under-employment and under-utilization of manpower before recommendations on the data to be collected, the methods of collection and analysis of the results can be formulated

Part-time Farming

307. The "part-time farming" concept covers a wide variety of situations of which the most important ones are:

1. Small holdings which do not require the available manpower of the members of the household and leave the holder and/or members of his household not fully employed on the holding (one or more of the members working off the holding);
2. Small holdings which do not provide enough to secure the livelihood of the farmer's household, the deficit being compensated through off the farm jobs;
3. Holdings in which agricultural work is carried out only during a season (e.g. the rainy season in some African countries) and where the holder and/or members of his household emigrate during the off-season to other areas or other sectors of the economy to secure more work or income;
4. Holdings in which agricultural work is carried out during a short period of the day (e.g. 2 hours per day) throughout the year (e.g. some specialized monoculture holdings);
5. Holdings operated by full-time government officials or enterprise employees and holdings operated by pensioners, etc., where the agricultural income is combined with a fixed and stable non-agricultural income, which may be the main source of livelihood.

308. The concept of "part-time farming" should not be confused with that of "part-time farmer". In the former, we are dealing with the farming enterprise or holding, in particular a holding operated by a household, and investigating its capacity of providing enough work and/or of securing the livelihood of the persons associated with it (the holder's household). In the latter, the unit of investigation is the individual "farmer" and his type of economic activity. He could be a multi-job person, one of whose occupations is farming, or he could work regularly and full time on the holding during the agricultural cropping season and change to another branch of economic activity during the slack agricultural period.

309. The situations numbered 1, 2 and 3 in para. 307 are of great importance to most developing and some developed countries. In these cases, part-time farming is associated with the problem of under-employment in agriculture and the problem of non-viable holdings. A statistical study of these situations and of the socio-economic characteristics of the households operating such small holdings will assist the authorities in formulating plans for the improvement of the economic level of the farming households. Of, maybe, less importance is the case of "spare-time farming" or "leisure farming" where operating a holding is a supplementary occupation of a person already fully occupied in another industry and who carries out the farming during his spare-time periods.

310. In order to measure the incidence of part-time farming, the countries which collected data and carried out analytical studies of the phenomenon, established widely different concepts and dividing lines. The concepts were based on the time-worked criterion (absolute or relative time worked on and off the holding) and/or the income from the holding and from other sources (also in absolute or relative terms). The information in some cases concerned the holder as an individual person: time worked by the holder and/or income of the holder from the different sources. In other cases, it concerned the holding as a complex unit: total time worked by the holders and members of his household (or family), and/or output, sales and income from the holding and all other incomes of the members of the holder's household.

311. Some illustrations of the definitions used by the countries to collect information on part-time farming are given below:

- United Kingdom, a part-time farmer is one who works less than 40 hours per week on the farm;
- U.S.A., a part-time farmer is the one who works more than 100 days off the farm and whose sales are below \$2 500.
- Belgium, a part-time farmer derives more than 50 percent of its income from outside agriculture and/or in which 50 percent or more of work time is off the holding;
- Austria, a part-time farmer is the one who is engaged mainly off the holding and gets just an additional income from his farm;
- France, see para. 21.

312. It is clearly seen from the above that what has been studied or measured is one or the other of the different facets of the problem of part-time farming. The information needed to satisfy different users is rather complex and consists of detailed data on:

- the distribution of the time worked on and off the holding and during all the agricultural seasons (or throughout the year), not only for the holder himself but also for each member of his household;
- the output of the holding: separately for sales and auto-consumption;
- the individual incomes of the holder and of each member of his household from work off the holding.

313. The necessary topics for the study of the socio-economic characteristics of part-time farming households do not differ much and are mostly included in the list of topics in paras. 49 to 59 and para. 305. In fact, the data collected in an in-depth multi-round sampling survey of part-time farms concerning time worked on the holding and off the holding during the different seasons and income from the holding and from other sources outside the holding will permit all kinds of classifications, cross-classifications and tabulations according to the purpose, specially if the data is cross-classified with the data on the main characteristics of the holding: area, production, type of farming, level of mechanization, etc. Thus, a more comprehensive picture of farm activities and output can be assembled for a study of productivity and viability of the part-time holdings and could also give the basis for employment policies in that particular sector of agriculture.

314. The main problem is to formulate a rational definition of part-time farming, based on a combination of criteria, which could be used by almost all the countries. Or, if this cannot be done, to formulate a small number of definitions, based on different sets of criteria, each of which would correspond to a particular situation or to a particular type of part-time farming. The study of this problem is still to be undertaken.

The Participation of Women and Children in Agricultural Activities

315. The participation of women and children in the productive activities has been underestimated in the past due to a number of factors, some of which are conceptual and others traditional. Women were considered, and very often considered themselves, as home-makers even when they had a significant economic activity, and this was more so in developing countries. Children below a certain minimum age were considered either as unable to contribute significantly to the economic activities or that their activity consisted in studying at schools and not of a gainful nature.

316. Moreover, in the international recommendations for the measurement of economic activities, the necessary qualifications for women and children to be included in the labour force or economically active population are much harsher than those requested from adult males. For example, the agricultural holder does not need to do any work on the holding

to be considered as economically active (3), while his wife is considered a housewife not economically active unless she works at least 15 to 20 hours per week on the holding, as practiced in a number of countries.

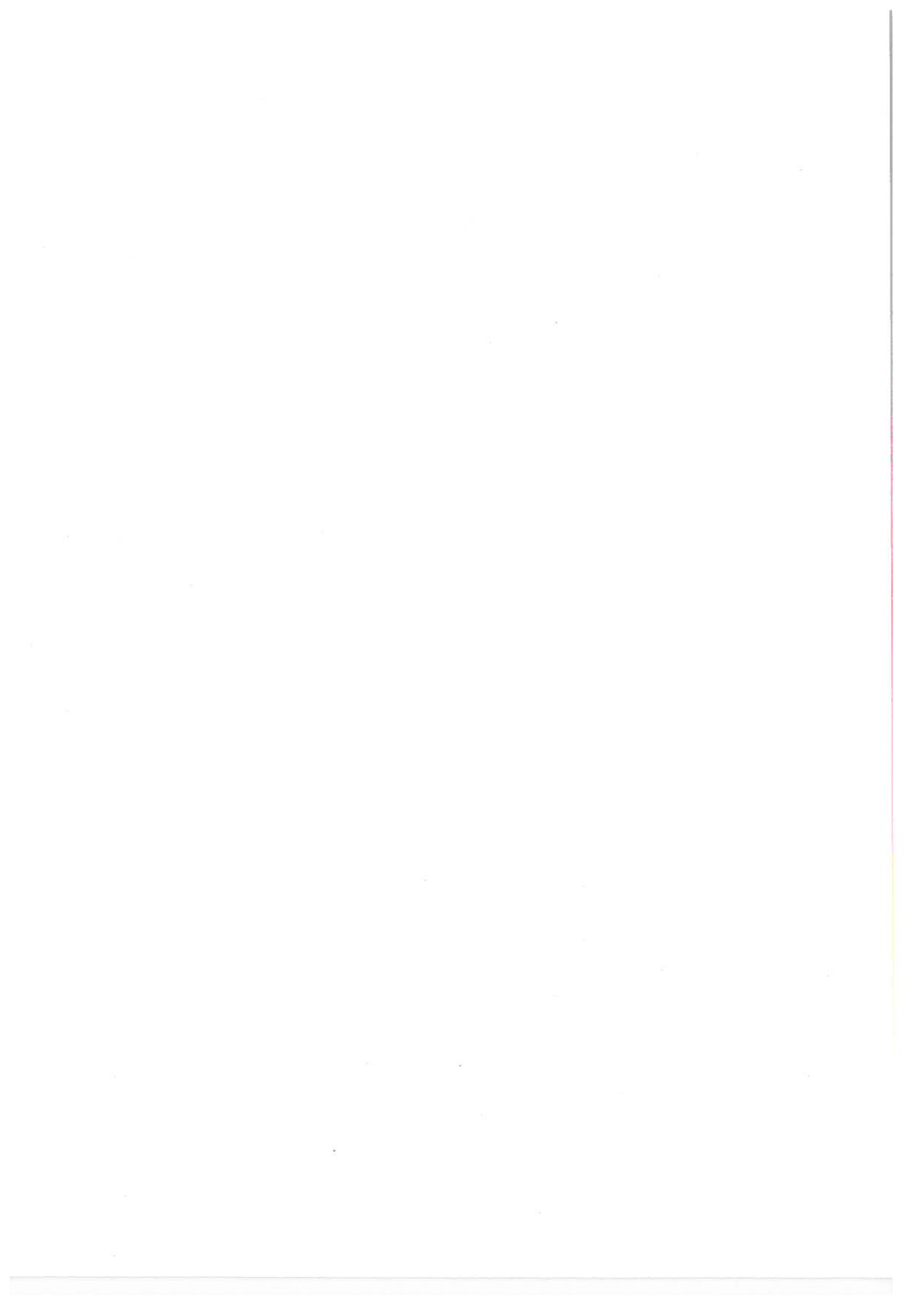
317. In order to remedy to a certain degree this state of affairs, the Draft Principles and Recommendations for Population and Housing Censuses (29) have presented two recommendations: one on the minimum age of children to be included in the agricultural labour force and the other on ensuring that economically active women are not automatically classified as home-makers. These recommendations are:

1. "Countries that have a large proportion of their labour force engaged in agriculture, a type of activity in which, normally, many children participate, will need to select a lower minimum age than will highly industrialized countries, where employment of young children is rare. In order to permit international comparisons of data on the economically active population, however, any tabulations of economic characteristics not cross-classified by detailed age should at least distinguish between persons under 15 years of age and those 15 years of age and over."
2. "The difficulty often faced in identifying economically active women is very serious. The stereotype that women are usually confined to home-making duties can result in a serious loss of data on women's economic activity in many countries where such activity is becoming increasingly significant. Unless enumerators are explicitly instructed to ask about the possible economic activity of the women in the household exactly as they do for men, they may tend automatically to enter women as home-makers, particularly if the women are married, without asking whether they participate in any other activity. This tendency seems to be most pronounced in rural areas where most men are engaged in agriculture and the contribution of their wives and daughters as unpaid family workers in agriculture is easily overlooked, but it can also occur in urban areas where modern labour-force conditions are changing the traditional economic role of women. Great care should be taken, therefore, to impress upon enumerators the importance of investigating the economic activity of women."

It is to be noted that the condition, for the unpaid family worker, to work a specified minimum amount of time (at least one-third of the normal working hours) has not been changed.

318. Traditionally, in many countries, women and children were not generally considered as head of household, main supporter, agricultural holder, etc. whenever an adult male (even when inactive and a dependant) was present in the household. And, since many tabulations of the population are based on the socio-economic characteristics of the head of the household or on the socio-economic characteristics of the agricultural holder, the picture given by such tabulations of the statistical information is biased.

319. The tabulations of the population that have been proposed in this Guide include almost always the classification of the individual persons by sex and summary age groups so that the contribution of the women and the young children below a certain age could be estimated and if, a posteriori, it was found that this contribution was negligible, they could be excluded from the statistical tables to be published. However, this solves one aspect only of the problem and more study is to be carried out in order to investigate fully the type of contribution women and children are giving and how their participation in the development process can be improved. Countries are becoming interested in such studies and are carrying out surveys on that particular subject. As an illustration, the summary report on the national survey on "Married Women, Family and Work" carried out in Denmark is given as Annex 4H.



ANNEX 1**EXTRACT FROM THE PROGRAMME FOR THE 1980 WORLD CENSUS OF AGRICULTURE****Scope of agricultural censuses**

The FAO Programme for the 1980 World Census of Agriculture is confined to major group 111 (Agriculture and livestock production) of the United Nations *International standard industrial classification of all economic activities* (ISIC),¹ which covers all activities contributing to the production of characteristic products of agriculture. Generally, the characteristic products of agriculture are those indicated under the proposed census items in Sections 5 and 6 of Chapter 3 of this Programme. The agricultural activities from major group 111 included in the 1980 Programme are listed in Section 3 under the definition of agricultural work.

The scope of the 1980 Programme thus excludes major groups 112 (Agricultural services) and 113 (Hunting, trapping and game propagation), as well as Division 13 (Fishing) of ISIC Major Division 1 (Agriculture, hunting, forestry and fishing).

The census of agriculture should, in principle, cover all holdings in the country. For small holdings below a certain minimum size, information is sometimes collected through special surveys or smaller-size sample inquiries. It is recommended that countries cover all the important applicable census items proposed in Chapter 3. Information on some of these items may be collected separately from the main census programme, either through special surveys or subsamples.

Countries should adapt the coverage of the national census of agriculture to their own needs and conditions. If the census does not cover the smallest holdings, the minimum size limit should be as small as practicable.

In many countries two or more cropping seasons exist and double or multiple cropping of the same piece of land is common practice; hence, the agricultural census should encompass the total agricultural use of the land on the holding during the agricultural year.

Forestry, fishing and agricultural services

Forestry and fishery are also sometimes undertaken on an agricultural holding. Data on such activities by agricultural holdings were included in the Programme for the 1970 World Census of Agriculture. However, in most countries only a very small part of the production comes from agricultural holdings, and reasonably reliable data were obtained only by relatively few countries. Such data might better be collected through supplementary surveys. Countries

may wish to supplement the proposed census items in Chapter 3 with one or two key items for the identification of holdings engaging in forestry and fishery activities and the relative scale of such activities.

In view of the need for adequate agricultural development planning, also for forestry and fishery, countries are urged to consider the possibility of conducting inquiries on forestry and fishery in conjunction with the census of agriculture, in order to harmonize the related concepts, definitions and tabulation programmes of these three important branches of economic activity. It should be noted in this connection that in many countries aerial photographs and satellite imagery can simultaneously provide area frames for agricultural surveys and related forestry and fishery inquiries.

Not enough information is available for agricultural service establishments. In particular, relationships of holdings with these establishments have not yet been adequately studied in most countries. Such information is of great importance to complete the data on agriculture in the broader sense and to enhance the data base required for many development planning and economic policy considerations. Much of the data on such establishments will, however, have to be acquired through separate inquiries because the holding is not the appropriate statistical unit for this purpose. The Programme for the 1980 World Census of Agriculture contains a few items which will facilitate the linking and analysis of data obtained from the census of agriculture and a census of agricultural service establishments and the describing of the general characteristics of farm/nonfarm relationships, which are becoming more important in both developed and developing countries. Countries are therefore urged to undertake censuses or surveys of nonfarm agricultural services, preferably in conjunction with the agricultural census, and to harmonize the related concepts, definitions and tabulations.

Section 3 - Population and employment**Information to be collected**

This section deals mainly with the demographic characteristics and economic activity of members of the holder's household and with the utilization of hired agricultural workers other than members of the holder's household. The items proposed in this section are suggested for holders characterized as "civil persons" as defined under "legal status" in Section 2. The information to be collected for item 31 includes name, age, sex and relationship to the household head for each member of the holder's household, including the holder himself. Under items 32.1 and 32.2, only an indication of the category of type of

¹ United Nations, Statistical Papers, Series M, No. 4, rev. 2, 1968.

activity of each member of the holder's household who is *at or above a specified age* is to be reported. The number, by sex, of hired permanent workers who are not members of the holder's household is to be reported under item 33. Only an indication of the utilization of occasional hired workers, not members of the holder's household, is to be shown under item 34.

Countries should supplement the information to be collected on civil persons either by introducing appropriate items applicable to other categories of holders by legal status or through a separate survey of juridical holders, so as to extend such data to cover all holdings in the country. Information from juridical persons can often be collected by a mail survey, as records are usually kept on most aspects of the operation of their holdings. The resulting information, when supplemented by data from population censuses and monthly or quarterly traditional labour force and other special surveys on agricultural population and employment, will result in better integrated estimates of farm employment, particularly if care is exercised to ensure adequate harmonization of the definitions, classifications and tabulations used.

Proposed census items

- *31 Demographic characteristics of each member of the holder's household (starting with the holder)
 - *31.1 Name
 - *31.2 Age
 - *31.3 Sex
 - *31.4 Relationship to holder
- *32 Characteristics of the type of activity of members of the holder's household (including the holder) at or above a specified age
 - *32.1 For a recent week
 - *32.11 Mainly agricultural work on the holding
 - *32.12 Mainly work off the holding
 - *32.13 Not economically active
 - *32.2 For the agricultural year
 - *32.21 Engaged usually in agricultural work on the holding
 - *(a) Permanent
 - *(b) Occasional
 - *32.22 Usually working off the holding
 - *32.23 Not economically active
- *33 Number of hired permanent agricultural workers on the holding other than members of the holder's household
 - 33.1 Males
 - 33.2 Females
- *34 Indication of the utilization of hired occasional agricultural workers on the holding other than members of the holder's household
 - *34.1 Utilized
 - *34.2 Not utilized

Time reference

The information under item 31 refers to a *specific date*, which may be the day of enumeration or another day close to it. Two time reference periods are involved for the information under item 32: a recent week, which may be the week ending on or

preceding the enumeration day, is proposed for item 32.1; the agricultural year is proposed for item 32.2. The time reference for items 33 and 34 is the agricultural year.

General explanations

This section replaces Section 4 (Employment in agriculture) and Section 5 (Farm population) of the 1970 Programme. The proposed census items constitute a major deviation from the 1970 Programme. The main changes are as follows:

1. Detailed items on the composition and the type of activity of members of the holder's household are introduced for holdings operated by civil persons, while the item for holdings operated by juridical persons and the methods of collecting the required information are to be determined by each country.
2. Items on persons living on the holding and on labour employed on the holding are less numerous in the 1980 Programme.
3. The concept of farm population used in the 1970 Programme is not retained.

The items included in this section classify members of the holder's household by age and sex and by economic and usual economic activity for those members who are economically active. This permits ascertainment of the total number of members of the holder's household who are engaged mainly in agricultural work on the holding being surveyed and of the total number of permanent agricultural workers, by sex [items 32.21(a) and 33], for holders who are civil persons. Information is also collected on members of the holder's household not economically active during the two proposed time reference periods.

For joint holders, the information on the proposed items in this section should be obtained from each of the joint holders or partners of the same holding. A copy of the part of the questionnaire concerning this section should be completed for each joint holder and attached to the completed questionnaire for the holding being surveyed. However, special care should be taken to avoid duplication in collecting the data from joint holders, as some of them may also operate a holding separately and another jointly with others. Also, for certain tabulations by age of holder (see Chapter 4) one of the joint holders may have to be identified as a senior holder.

Normally, no serious difficulties arise in collecting the proposed information on population and employment for members of the holder's household in developed countries, as there is usually only one holder

in each household. In some developing countries, particularly under conditions of traditional agriculture, some problems may frequently arise. In particular, more than one holder may belong to the same household, and some of these holders may use on their holdings not only their own labour and means of production but also labour and production means of the household or of other holders in the same household. To avoid such difficulties, two procedures have been used by countries facing such problems (see Section 2):

1. All the land and livestock operated by members of the same household are considered as one holding when it is not possible to adequately distinguish separate technoeconomic units of agricultural production of the members of the household. In this case one member of the household is considered to be the holder.
2. Especially where the household is very large, as in the extended families prevalent in some countries, the household may be split into subhouseholds, each with one holder and a corresponding separate holding.

Where such problems are important, countries are in the best position to adopt the most appropriate procedures. Details of the procedure used should be clearly indicated in the census reports.

Countries may wish to supplement the items proposed for this section by including questions on whether economically active household members are or are not working for pay on and off the holding and the type of remuneration received (cash or kind) and on the name, address, age and sex of each permanent hired agricultural worker on the holding who is not a member of the holder's household. Also, more details on the economic activity of members of the holder's household working mainly off the holding may be added to the proposed census items. Additional information can be obtained as well for juridical holdings. The relevant part of the proposed tabulation programme in Chapter 4 may then be extended to enable the provision of corresponding tables covering all holdings in the country.

Items 33 and 34 of the proposed census items are partly intended, *inter alia*, to facilitate the use of the census information in designing more frequent, preferably monthly or quarterly, surveys of employment in agriculture. As recommended in Chapter 2, such surveys are essential for obtaining adequate information on employment in agriculture. The information on usual economic activity during the whole agricultural year supplements that obtained on

economic activity for a shorter reference period. It is essential to ensure the harmonization of the definitions used in the national agricultural census with those used in the population census and the more frequent employment surveys, so as to obtain adequately comparable, complementary and compatible data from those sources.

Definitions and detailed explanations

HOUSEHOLD

The concept of "household" is based on the arrangements made by persons, individually or in groups, for providing themselves with food or other essentials for living. A household may be either: (a) a one-person household, that is, a person who makes provision for his own food or other essentials for living without combining with any other person to form part of a multi-person household or (b) a multi-person household, that is, a group of two or more persons who make common provision for food or other essentials for living. The persons in the group may pool their incomes and have a common budget to a greater or lesser extent; they may be related or unrelated persons, or a combination of both.

Households usually occupy the whole, part of, or more than one housing unit, but they may also be found living in camps, in boarding houses or hotels, or as administrative personnel in institutions, or they may be homeless. Households consisting of extended families which make common provision for food, or of potentially separate households with a common head, resulting from polygamous unions, may occupy more than one housing unit.¹

The persons involved in the above arrangements are counted as members of the household. Members of the holder's household also include the holder himself. Care should be exercised not to miss members of the holder's household who are temporarily away, while temporary visitors should be excluded.

For the agricultural census a large household with more than one holder may have to be split into separate subhouseholds, each treated as a single household (see *General explanations*).

AGE

Age of a member of the holder's household is the estimated or calculated interval of time between the date of birth and the time reference date for item 31, expressed in completed solar years. Children below one year of age may be specified as such or indicated by the number of completed months.

¹ United Nations *International standard industrial classification of all economic activities*. Statistical Papers, Series M, No. 4, rev. 2, 1968, page 27.

RELATIONSHIP TO THE HOLDER

This relationship may be categorized as the holder himself; the holder's wife, husband, father, mother, son, daughter, brother, sister or other relations (including blood relations and connections through marriage or adoption); and domestic servants or other persons not related to the holder. Countries are expected to harmonize these categories with those used in their population censuses, taking account of international recommendations in this respect. The holder may or may not be head of the household and may be operating the holding singly or jointly with another holder (see Section 1 for definition of holder).

TYPE OF ACTIVITY²

Economically active persons are those who furnish labour for the production of economic goods and services. Information on type of economic activity and on persons not economically active is collected for persons *at or above a minimum age*. The minimum age limit adopted for item 32 should be set in accordance with the conditions in each country, but no higher than 15 years. Since in most developing countries children usually participate in agricultural work, a lower minimum age limit will normally be desirable. To facilitate international comparisons of data collected on item 32, any tabulations should at least distinguish between persons under 15 years of age and those aged 15 or more. A separate tabulation for persons under 10 years of age is also recommended when the minimum age limit is below 10 years (see Chapter 4 for proposed tabulations by age classes).

The time reference for data on type of activity in population censuses and most related surveys is usually a short period, one day or a few days, but not exceeding one week. The collection of data for a longer reference period is necessary in the case of seasonal activities or in situations where a short period is not sufficient to reflect the *usual type of economic activity*. For this reason the agricultural year has also been chosen as a time reference for data under item 32, in addition to the one-week time reference period required for data on type of activity.

Economically active population includes persons in the civilian labour force and in the armed forces. In collecting and tabulating the data a separate category of "members of the armed forces" may be maintained, so that the category can be deducted from the total labour force whenever desirable. The civilian labour force comprises persons employed and unemployed during the reference period (see *The International Standardisation of Labour Statistics*, 1959, International Labour Office, Geneva, pp. 44-45). These two groups are distinguished for this section in accordance with the following criteria:

- (a) *Employed*. The employed comprise all persons, including family workers, who worked during the reference period or who had a job in which they had previously worked, but from which they were temporarily absent because of illness or injury, industrial disputes, vacation or other leave, or temporary interruption of work for such reasons as bad weather, mechanical breakdown or production requirements.
- (b) *Unemployed*. The unemployed consist of all persons who during the reference period were not working, but who were seeking work for pay or profit, including those who never worked before. Also included are persons who during the reference period were not seeking work because of temporary illness, because they had made arrangements to start a new job subsequent to the reference period or because they were on temporary or indefinite lay-off without pay. Where employment opportunities are very limited, the unemployed should also include persons who were not actively seeking it because they believed that no jobs were open. For members of a holder's household, the criterion of pay or profit need not apply, as such members need not be paid.

In classifying members of the holder's household by type of activity, participation in an economic activity always has precedence over noneconomic activity. Hence, employed and unemployed persons should not be included in the not economically active population. For example, students and housewives are classified as economically active if they participate in an economic activity during the reference period.

Not economically active persons are those at or above the specified age limit who do not participate in any economic activity during the reference period. Such persons fall under the following four classes:

- (a) Persons not economically active who are engaged in household duties in their own home, such as housewives and other relatives and members of the household responsible for the care of the home or children. Note that paid domestic servants should be classified as economically active.
- (b) Persons not economically active who attend any regular educational institution, public or private, for systematic instruction at any level of education.
- (c) Persons not economically active who receive income from property or other investment, royalties or pensions from former activities, or public aid or private support.
- (d) All other persons not economically active who do not fall into any of the above three classes, such as children not attending school and disabled members of the household.

² *Ibid.*, paragraphs 288, 290-296.

AGRICULTURAL WORK

Agricultural work on the holding refers to all activities of the holder and his labour force concerning planning, management and operation of the holding. It includes feeding and caring for livestock and poultry; working in the field and in market or kitchen gardens; supervising agricultural workers; keeping farm records (including bookkeeping and secretarial work); preparing agricultural products for marketing (including packaging); taking farm products to market; bringing feed, fertilizer or other supplies from town to the holding; repairing fences, farm equipment, machinery, etc.; constructing farm buildings and fences; and engaging in land reclamation and improvement and other related activities. It excludes work related to the operation of the home (domestic work), construction work done by persons employed specifically to do such work, labour performed by inmates of institutions, work by persons employed by a contractor and handicraft work.

In principle, all agricultural work is conceived to be undertaken on holdings and belongs to the economic activities classified under ISIC major group 111 (Agriculture and livestock production).¹ These are defined as follows: growing of field crops, fruits, grapes, nuts, seeds, tree nurseries (except those of forest trees), bulbs, vegetables, flowers both in the open and under cover; tea, coffee, cocoa and rubber plantations; raising of livestock, poultry, rabbits, bees, fur-bearing or other animals; production of milk, wool, fur, eggs, honey; and silkworm egg and cocoon raising. Also included are establishments primarily engaged in landscape gardening (e.g., the planting and care of lawns, flower gardens, shade and ornamental trees). The processing of agricultural products on farms and plantations is also covered by this group if it is not feasible to report separately on the production and processing of agricultural products (e.g., grapes, rubber, tea leaves, olives, oil nuts and milk).

A member of the holder's household at or above the specified minimum age limit is to be classified according to three types of activity for each of the two time reference periods used in item 32. The term "mainly" in items 32.11 and 32.12 and the term "usually" in items 32.21 and 32.22 mean that the largest proportion of the working time of the person concerned during each of the two reference periods is spent or expected to be spent in the corresponding type of economic activity or in the usual economic activity of the holding being surveyed. Work "off the holding" includes both agricultural work on other holdings and nonagricultural work (including nonagricultural work in the holder's household). The classification of members of the holder's household under item 32.21 into "permanent" and "occasional" workers is to be determined by the same criteria used for hired permanent and occasional workers under items 33 and 34 as defined below, whether the household members are paid or not paid for their agricultural work on the holding. Each economically active mem-

ber of the holder's household during the agricultural year should be classified either as a permanent or an occasional worker if he was usually engaged in agricultural work on the holding during the agricultural year. If such a member was usually unemployed during the agricultural year but was otherwise expected to engage in agricultural work on the holding, he should be classified as an occasional worker under item 32.21(b). If such an unemployed person was expected to work usually off the holding during the agricultural year, he should be classified under item 32.22. Similarly, in the case of the one-week reference period an unemployed person expected to have been active mainly in agricultural work on the holding should be classified under item 32.11 and otherwise under item 32.12.

Hired Permanent Agricultural Worker

This refers to any person whose services are utilized on a regular and continuing basis for pay in cash or in kind during the agricultural year in agricultural work on the holding being surveyed.

The total number of days worked during the agricultural year (normally six months or more) has been used to distinguish between a permanent and an occasional worker in some countries. However, a permanent worker may actually work for less than six months during the agricultural year, especially in crop husbandry in countries which have one cropping season. Countries may wish to determine a minimum number of working days or months in accordance with their own agricultural and other relevant conditions.

Hired permanent workers on the holding may be persons who engage in other work, especially during periods when no significant agricultural work is undertaken on the holding.

Permanent agricultural workers who are members of the holder's household should not be included under item 33, as these are covered under item 32.21(a) whether they are paid or unpaid.

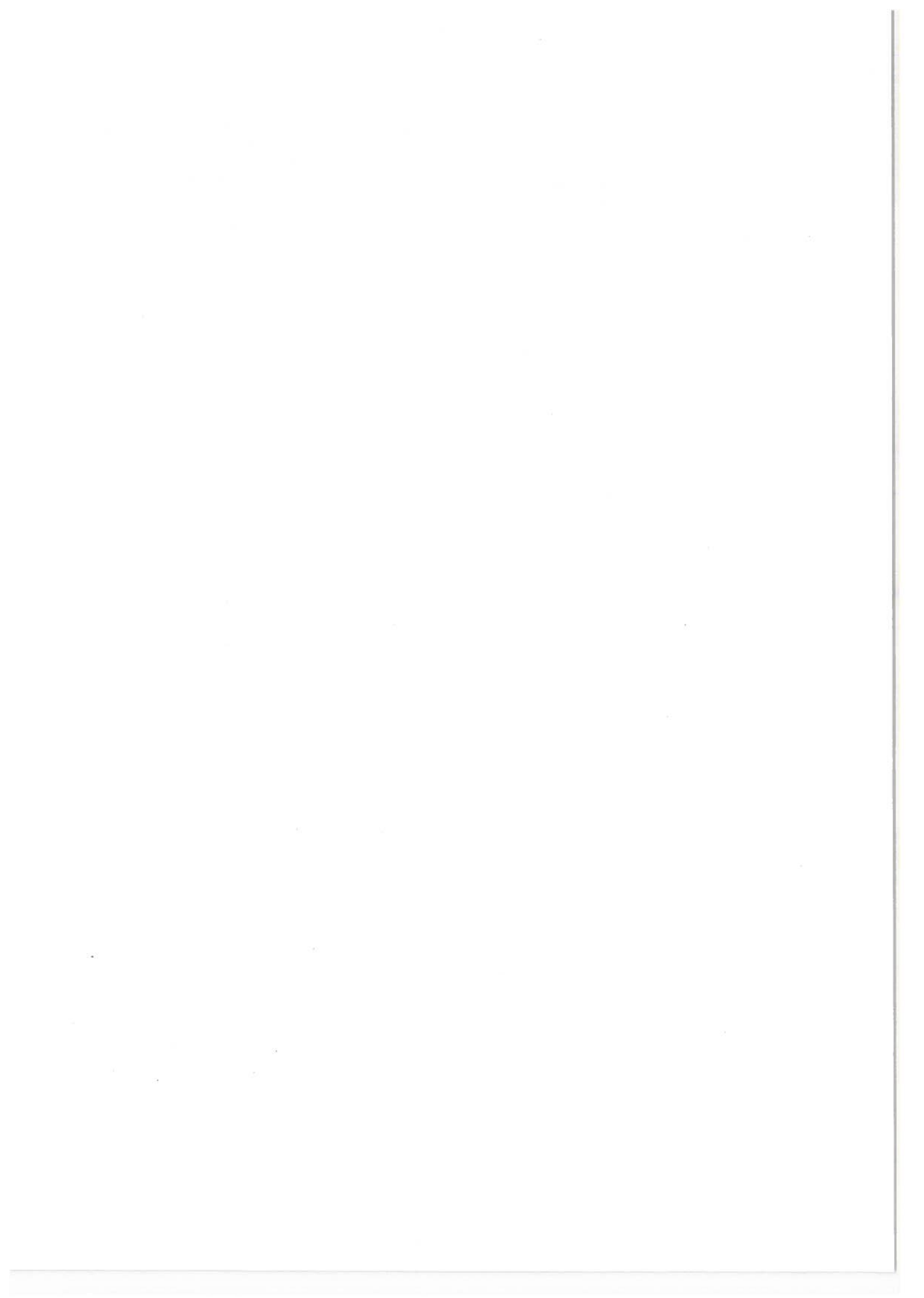
Countries should attempt to harmonize the definitions of permanent worker used in their agricultural censuses and other related population and labour force censuses and surveys.

Hired Occasional Agricultural Worker

This refers to any hired worker whose services are utilized in agricultural work on the holding during the year for pay in cash or in kind and who is not a hired permanent worker. Generally, an occasional worker is one who is not expected to work on the holding on a regular, continuing basis, even though he may happen to be hired on various occasions during the agricultural year.

The proposed census item on occasional agricultural workers is limited in scope, its purpose being to identify holdings which use hired occasional workers other than members of the holder's household for the collection of more detailed information through special surveys. Occasional workers who are members of the holder's household should not be entered under item 34, but are reported either under item 32.21(b) or item 32.22.

¹ United Nations *International standard industrial classification of all economic activities*. Statistical Papers, Series M, No. 4, rev. 2, 1968, page 27.



ANNEX 2INTERNATIONAL RECOMMENDATIONS ON CONCEPTS, DEFINITIONS, CLASSIFICATIONS,
TIME REFERENCE PERIODS AND RELATED SPECIFICATIONS ¹Activity Status (29)

Activity status is the relationship of each person to economic activity during a specified period of time. Information should be collected for each person at or above the minimum age for which economic characteristics are to be tabulated on whether or not the person is economically active.

Particular attention should be given to groups that may be especially difficult to classify. Among these are persons seeking work for the first time and persons receiving pensions consequent upon retirement from one job who are, at the same time, working at another job. The first group should be separately identified in the relevant tabulations. The second group should be classified as economically active in accordance with the principle that participation in an economic activity takes precedence over any non-economic activity.

Even more serious than these problems is the difficulty often faced in identifying economically active women. The stereotype that women are usually confined to home-making duties can result in a serious loss of data on women's economic activity in many countries where such activity is becoming increasingly significant. Unless enumerators are explicitly instructed to ask about the possible economic activity of the women in the household exactly as they do for men, they may tend automatically to enter women as home-makers, particularly if the women are married, without asking whether they participate in any other activity. This tendency seems to be most pronounced in rural areas where most men are engaged in agriculture and the contribution of their wives and daughters as unpaid family workers in agriculture is easily overlooked, but it can also occur in urban areas where modern labour force conditions are changing the traditional economic role of the women. Great care should be taken, therefore, to impress upon enumerators the importance of investigating the economic activity of women.

The recommended classification of the population according to activity status is as follows:

Economically active

Employed

Unemployed

has worked before

is seeking work for the first time

Not economically active

Home-makers

Students

Income recipients

Others.

In classifying the population by activity status, participation in an economic activity should always take precedence over participation in a non-economic activity; hence employed and unemployed persons should be excluded from the not economically active population, even though they may also be, for example, students or home-makers.

¹ Some of the given recommendations refer to concepts and definitions etc., in the programmes for censuses of population and agriculture preceding the 1980 programmes. They have been included because of the additional information they contain but they may have been superseded.

Age (18)

Age is the estimated or calculated interval of time between the date of birth and the date of the census, expressed in the largest possible completed units of solar time, i.e., years for adults and children and months for infants under one year of age. This information may be secured either by obtaining the year, month and day of birth or by asking directly for age at the last birthday. The first method usually yields more precise information, but it is impossible to use in enumerating illiterate population and in any case, it involves additional processing in converting the answers into completed years. The direct question on age at last birthday is more economical to process but may yield less precise results, since it more easily permits approximate replies. It is, however, the appropriate question to use when a considerable proportion of the population cannot give a precise birth date. When it is not possible to obtain the ages of the persons enumerated in terms of either date of birth or completed years, it is suggested that enumerators be instructed to record age in groups which would roughly differentiate among: infants under 1 year of age; young children between 1 year and 5 years of age, older children (6-14); men in the economically active ages and women in the childbearing ages (15-45); and men and women beyond these ages.

The FAO recommended classification of age (4) is as follows:

less than 10 years, 10 to 14 years, 15 to 24 years, 25 to 34 years, 35 to 44 years, 45 to 54 years, 55 to 64 years, 65 years and above.

Agricultural Industry (16)

Industry refers to the activity of the establishment in which an economically active person worked during the time-reference period established for data on economic characteristics or last worked, if unemployed. For purposes of international comparability, it is recommended that countries compile their data in accordance with the 1968 revision of the International Standard Industrial Classification of all Economic Activities (ISIC) (16). If this is not possible, provision should be made for the categories of the classification employed to be convertible to the 1968 revision of the ISIC or at least to the major (three-digit) groups of this classification.

The major Division 1. AGRICULTURE, HUNTING, FORESTRY AND FISHING is subdivided as follows: 1/

Division 11 Agriculture and hunting

- 111 1110 Agricultural and livestock production
- 112 1120 Agricultural services
- 113 1130 Hunting, trapping and game propagation

Division 12 Forestry and logging

- 121 1210 Forestry
- 122 1220 Logging

Division 13 130 Fishing

- 1301 Ocean and coastal fishing
- 1302 Fishing not elsewhere classified

1/ For the full text of the Classification and, in particular, major group 111, including the descriptions of the industries, see United Nations: International Standard Industrial Classification of All Economic Activities, Statistical papers, Series M, No. 4, Rev. 2, (New York, 1968). This is the latest revision of ISIC at the time of preparing this Guide. The most recent revision should be used.

Two time-reference periods are recommended by FAO (4):

1. a recent week which may be the week ending on or preceding the enumeration day for the current activity;
2. the agricultural year for the usual activity.

Agricultural Occupations (47)

Occupation refers to the kind of work done during the time-reference period established for data on economic characteristics by the person employed (or performed previously by the unemployed), irrespective of the industry or the status in which the person should be classified. For purposes of international comparisons, it is recommended that countries compile their data in accordance with the International Standard Classification of Occupations, 1968 (ISCO, 1968) (47) issued by the International Labour Office. If this is not possible, provision should be made for the categories of the classification employed to be convertible to the ISCO, 1968 or at least to the minor (two-digit) groups of this classification. If it is thought that many persons in a country have more than one occupation during the time-reference period, information on the secondary occupation may also be collected.

The major Group 6. AGRICULTURAL, ANIMAL HUSBANDRY AND FORESTRY WORKERS, FISHERMEN AND HUNTERS is subdivided as follows: 1/

- 6-0 Farm managers and supervisors
 - 6-00 Farm managers and supervisors
 - 6-00.20 Farm manager
 - 6-00.30 Farm supervisor
- 6-1 Farmers
 - 6-11 General farmers
 - 6.11.10 General farmer
 - 6-12 Specialized farmers
 - 6-12.20 Field crop farmer
 - 6-12.30 Orchard, vineyard and related tree and shrub crop farmer
 - 6-12.40 Livestock farmer
 - 6-12.50 Dairy farmer
 - 6-12.60 Poultry farmer
 - 6-12.70 Horticultural farmer
 - 6-12.90 Other specialized farmers
- 6-2 Agricultural and animal husbandry workers
 - 6-21 General farm workers
 - 6-21.05 Farm worker (general)
 - 6-21.10 Farm helper (general)

1/ For the full text of the Classification, including the definitions of the occupations, see ILO: International Standard Classification of Occupations - Revised Edition, 1968 (Geneva, 1969).

6-22 Field crop and vegetable farm workers

- 6-22.10 Field crop farm worker (general)
- 6-22.20 Vegetable farm worker
- 6-22.30 Wheat farm worker
- 6-22.40 Cotton farm worker
- 6-22.50 Rice farm worker
- 6-22.60 Sugar-cane farm worker
- 6-22.90 Other field crop and vegetable farm workers

6-23 Orchard, vineyard and related tree and shrub crop workers

- 6-23.20 Orchard worker
- 6-23.30 Vineyard worker
- 6-23.40 Tea plantation worker
- 6-23.50 Rubber plantation worker
- 6-23.90 Other orchard, vineyard and related tree and shrub crop workers

6-24 Livestock workers

- 6-24.10 Livestock worker (general)
- 6-24.20 Beef cattle farm worker
- 6-24.30 Sheep farm worker
- 6-24.40 Pig farm worker
- 6-24.50 Fur-bearing animal farm worker
- 6-24.90 Other livestock workers

6-25 Dairy farm workers

- 6-25.10 Dairy farm worker (general)
- 6-25.20 Milker (machine)
- 6-25.90 Other dairy farm workers

6-26 Poultry farm workers

- 6-26.10 Poultry farm worker (general)
- 6-26.20 Poultry hatchery worker
- 6-26.90 Other poultry farm workers

6-27 Nursery workers and gardeners

- 6-27.20 Market garden worker
- 6-27.30 Nursery worker
- 6-27.40 Gardener
- 6-27.90 Other nursery workers and gardeners

6-28 Farm machinery operators

- 6-28.20 Motorized farm equipment operator
- 6-28.90 Other farm machinery operators

6-29 Agricultural and animal husbandry workers not elsewhere classified

- 6-29.20 Apiary worker
- 6-29.30 Sericulture worker
- 6-29.40 Tree tapper (except rubber)
- 6-29.50 Irrigator
- 6-29.60 Groundsman
- 6-29.90 Other agricultural and animal husbandry workers

6-3 Forestry workers

6-31 Loggers

- 6-31.10 Logger (general)
- 6-31.20 Tree feller and buckler
- 6-31.30 High climber (logging)
- 6-31.40 River driver
- 6-31.90 Other loggers

- 6-32 Forestry workers (except logging)
 - 6-32.20 Forest supervisor
 - 6-32.30 Forestry worker
 - 6-32.40 Timber cruiser
 - 6-32.50 Forest fire-fighter
 - 6-32.90 Other forestry workers
- 6-4 Fishermen, hunters and related workers
 - 6-41 Fishermen
 - 6-41.20 Deep-sea fisherman
 - 6-41.30 Inland and coastal waters fisherman
 - 6-49 Fishermen, hunters and related workers not elsewhere classified
 - 6-49.20 Fish farm worker
 - 6-49.30 Oyster farm worker
 - 6-49.40 Whale hunter
 - 6-49.50 Seal hunter
 - 6-49.60 Trapper and hunter
 - 6-49.90 Other fishermen, hunters and related workers

Two time-reference periods are recommended by FAO (4):

1. a recent week which may be the week ending on or preceding the enumeration for the current occupation;
2. the agricultural year for the usual occupation.

Agricultural Population (1) [✓]

The definition of agricultural population should cover those people who secure their livelihood from agriculture. The proposed definition of the agricultural population (all persons living on agricultural holdings plus those holders and their households who reside elsewhere) is not the most desirable definition for all countries, but it appears to be the most practical definition for use in a census of agriculture. In most countries the majority of agricultural workers live on the holdings or in the households of the holders. If the number of these workers and of their dependents is known, it may be possible, with the aid of other information, to estimate the total number of persons actually dependent upon agriculture. For more detailed discussion see the United Nations report Problems of Defining, Identifying and Measuring the Agricultural Population (Studies of Census Methods, No. 3).

The time-reference is a well defined point of time, a specific date which could be the enumeration day.

Agricultural Production (3)

Agricultural production for census purposes includes the growing of field crops, fruits, grapes, nuts, seeds, tree nurseries (except those of forest trees), bulbs, vegetables and flowers, both in the open and under glass; production of coffee, tea, cocoa, rubber; and the production of livestock and livestock products, poultry and poultry products, honey, rabbits, fur-bearing animals, silkworm cocoons, etc.

Forestry and fishery production carried on as an ancillary activity on an agricultural holding is also considered as agricultural production. However, if agricultural activity is carried on as an ancillary activity in a unit, the major activity of which is forestry, the forest area and production should be excluded from the census but the area devoted to agriculture should be included.

The time reference period is the agricultural year.

[✓]This has been superseded by the recommendations for the 1980 World Census of Agriculture given in Annex 1 and/or by the recommendations in this Guide.

Agricultural Work (4)

Agricultural work on the holding refers to all activities of the holder and his labour force concerning planning, management and operation of the holding. It includes feeding and caring for livestock and poultry; working in the field and in market or kitchen gardens; supervising agricultural workers; keeping farm records (including book-keeping and secretarial work); preparing agricultural products for marketing (including packaging); taking farm products to market; bringing feed, fertilizer or other supplies from town to the holding; repairing fences, farm equipment, machinery, etc.; constructing farm buildings and fences; and engaging in land reclamation and improvement and other related activities. It excludes work related to the operation of the home (domestic work), construction work done by persons employed specifically to do such work, labour performed by inmates of institutions, work by persons employed by a contractor and handicraft work.

Two time-reference periods are recommended by FAO:

1. a recent week which may be the week ending on or preceding the enumeration for the current activities;
2. the agricultural year for the usual work.

Dependant (18)

A dependant is a person who relies on the support of another person or persons for his or her main source of livelihood. Dependants are identified through the classification by main source of livelihood (given later), in which all dependants are classified in category (e). If it is desired to identify presumed supporters of dependants within the same household or family nucleus, this may be accomplished at the data-processing stage on the basis of pre-set criteria. In order to identify the actual supporter of each dependant within the same household, however, a direct question must be asked. If the supporter lives in a different household from his dependant, additional questions will be required to identify him satisfactorily.

Economically Active Population (29)

The economically active population comprises all persons of either sex who furnish the supply of labour for the production of economic goods and services during the time-reference period chosen for the investigation. It includes both persons in the civilian labour force and those serving in the armed forces. In compilations of the data, a separate category of "members of the armed forces" may be desirable. The civilian labour force comprises both persons employed and those unemployed during the time-reference period.

The time-reference period for census data on economic characteristics should be the same for all topics. The adoption of a specific time reference for census data on economic characteristics is fundamental to the concept of the economically active population. There is, however, no consensus on whether the time-reference period should be a brief one (not longer than one week immediately preceding the census) or longer (ranging from the month immediately preceding the census to as much as the 12-month period immediately preceding the census, or the calendar year preceding the census). The use of both a brief and a longer period, for different purposes, is also a possibility.

The period of not more than one week yields precise information on current activity that is particularly useful as an input to a system of integrated data on employment, unemployment and other labour-force connected information obtained on a current basis apart from the census. Current economic characteristics are also simpler to investigate than "usual" characteristics because the brief time-reference period avoids many of the complications that can occur when the long period is used.

The brief period may not, however, be appropriate for situations where the predominant employment is of a seasonal nature and persons are likely to engage in more than one occupation during the course of a year or to be unemployed at particular times of the year. This situation may occur in predominantly agricultural economies but may also be found in industrial economies.

The particular advantage of a longer reference period is that it can provide information on the economic activity of most consequence to each individual over the longer period and also the opportunity of collecting information not relevant to a brief time-reference period, for example on an occupation that is followed at a different time of the year from the occupation reported for the one-week period. The longer reference period is needed, for instance, when asking if persons reporting a non-agricultural activity during the shorter period did some work in connection with agriculture during the longer period.

In view of the advantages and disadvantages of both the "current" and the "usual" activity approach, countries will have to decide for themselves which approach is more appropriate to their needs or whether both concepts should be used if feasible. In arriving at a decision, each country should take into account the relevant regional recommendations. Regardless of which approach is used, a specific time-reference period (either one week or longer, as appropriate) should be established and clearly stated in the instructions and in connection with the relevant tabulations.

The minimum age-limit adopted for the census questions on economic activity should be set in accordance with the conditions in each country, but never higher than 15 years. Countries that have a large proportion of their labour force engaged in agriculture, a type of activity in which, normally, many children participate, will need to select a lower minimum age than will highly industrialized countries, where employment of young children is rare. In order to permit international comparisons of data on the economically active population, however, any tabulations of economic characteristics not cross-classified by detailed age should at least distinguish between persons under 15 years of age and those 15 years of age and over.

Educational qualifications (18)

Educational qualifications are the qualifications (i.e., degrees, diplomas, certificates etc.) which an individual has acquired, whether by full-time study, part-time study or private study; whether conferred in his home country or abroad; and whether conferred by educational authorities, special examining bodies or professional bodies. The acquisition of an educational qualification, therefore, implies the successful completion of a course of study.

Information on qualifications received should be collected primarily for persons having completed a course of study. Such information should include the title of the highest degree, diploma or certificate received, with an indication of the field of study if the title does not make this clear.

The most recent recommendation (30) on the classification of levels of education is given below:

1. First level not completed
 - 1.1 No schooling
 - 1.2 Partly completed
2. First level completed (ISCED 1)
 - 2.1 No education at the second level
 - 2.2 First stage of the second level partly completed
3. First stage of the second level completed (ISCED 2)
 - 3.1 No education at the second stage of the second level
 - 3.2 Second stage of the second level partly completed

4. Second stage of the second level completed (ISCED 3)
 - 4.1 No education at the third level
 - 4.2 First stage of the third level partly completed
5. First or second stage of the third level completed (ISCED 5, 6 or 7)
 - 5.1 Programmes at the first stage of the type that leads to an award not equivalent to a first university degree completed (ISCED 5)
 - 5.2 Programmes at the first stage of the type that leads to a first university degree or equivalent completed (ISCED 6)
 - 5.3 Programmes at the second stage of the type that leads to a post-graduate degree or equivalent partly completed (ISCED 7)
 - 5.4 Programmes at the second stage of the type that leads to a post-graduate university degree or equivalent completed (ISCED 7)

This classification should be basic at the one-digit level and optional at the two-digit level on the understanding that it would be recognized in the recommendations that some countries may not be able to distinguish basic headings 3. and 4.

Subdivision of the second and third levels by type of education is recommended for those countries where it is feasible. Within the second level, the subdivisions should be:

- (a) General education, which does not aim at preparing the pupils directly for a given trade or occupation;
- (b) Vocational education, which aims at preparing the pupils directly for a trade or occupation other than teaching;
- (c) Teacher training, which aims at preparing the pupils directly for teaching.

Within the third level, the subdivisions should be:

- (a) Education at universities and equivalent institutions leading to an academic degree;
- (b) Teacher education at non-university institutions;
- (c) Other education at non-university institutions.

Employed (54)

Persons in employment consist of all persons above a specified age in the following categories:

- (1) (a) at work; persons who performed some work for pay or profit during a specified brief period, either one week or one day;
- (b) with a job but not at work; persons who, having already worked in their present job, were temporarily absent during the specified period because of illness or injury, industrial dispute, vacation or other leave of absence, absence without leave, or temporary disorganization of work due to such reasons as bad weather or mechanical breakdown.
- (2) Employers and workers on own account should be included among the employed and may be classified as "at work" or "not at work" on the same basis as other employed persons.
- (3) Unpaid family workers currently assisting in the operation of a business or farm are considered as employed if they worked for at least one-third of the normal working time during the specified period.

(4) The following categories of persons are not considered as employed:

- (a) workers who during the specified period were on temporary or indefinite lay-off without pay;
- (b) persons without jobs or businesses or farms who had arranged to start a new job or business or farm at a date subsequent to the period of reference;
- (c) unpaid members of the family who worked for less than one-third of the normal working time during the specified period in a family business or farm.

Employment in Agricultural Work (3) ¹

The persons employed in agricultural work include:

- (a) The holder, regardless of the amount of time he has spent in agricultural work;
- (b) Members of his family and unrelated persons living in his household, not receiving full wages in money or kind, and who are engaged in agricultural activities (including care of poultry, cheesemaking, etc., but excluding domestic servants);
- (c) Participants in co-operative, collective, and communal holdings;
- (d) All persons working for pay on the holding.

Members of the holder's household who work on the holding and receive full wages in money or kind for their work are to be classified as persons working for pay.

Some countries may wish to modify the definition for (b), Unpaid members of the holder's household to include only those members of the holder's household who did agricultural work on the holding during the reference week for at least one third of the number of hours which constitute a normal work week.

Two time-reference periods are proposed (4) for the information on type of activity: 1) a recent week, which may be the week ending on or preceding the enumeration day, 2) the agricultural year.

Farm Population (3) ¹

The farm population consists of persons who are members of holders' households and all other persons living on agricultural holdings. The population so defined includes, among others, the holders, participants in cooperative, collective and communal holdings, and members of their households whether they are living on holdings or not. Agricultural labourers who do not live on the holding should not be included.

Information on farm population should relate to a specific date, such as the day of enumeration or some other day close to it.

The population is to be classified by age (wide classes) and sex.

¹ This has been superseded by the recommendations for the 1980 World Census of Agriculture given in Annex 1 and/or by the recommendations in this Guide.

Farming Household (22)

A farming household could be defined as a household of which at least one member operates an agricultural holding. Farming households could be broken down by rural and urban, by size of the agricultural holding, etc.

Gainfully Occupied (work for pay) ¹ (54)

For the purpose of international classification, any occupation for which the person engaged therein is remunerated, directly or indirectly, in cash or in kind - i.e., any principal remunerated occupation or any secondary occupation which is the sole remunerated occupation of the person concerned - is to be considered as a gainful occupation. Housework done by members of a family in their own homes is not included in that description, but work done by members of a family in helping the head of the family in his occupation is so included, even though only indirectly remunerated. The occupation of persons working in labour camps or other similar institutions or on unemployment relief projects is to be considered as a gainful occupation.

The particulars given should be based, generally speaking, on the occupation at the moment of the census. A person who has recently exercised a gainful occupation is to be considered as still engaged in that occupation even though, by reason of sickness, injury, vacation or inability to obtain work, he may, at the time of the census, be temporarily not working.

Young persons of working age and not at school, who have never actually exercised a gainful occupation, are not to be treated as part of the gainfully occupied population, even though they may be seeking work and consequently included in statistics of unemployment. It is, however, desirable that censuses should be so taken that the number of young persons in this situation can be ascertained.

Head or Other Reference Member of Household (29)

In identifying the members of a household it is traditional first to identify the household head and then the remaining members of the household according to their relationship to the head. The head of the household is defined as that person in the household who is acknowledged as such by the other members. (Although it has been agreed that a more desirable definition for purposes of dependancy statistics would be the person who bears the chief responsibility for the economic maintenance of the household, it is not recommended that this definition be applied because of the difficulty of collecting information needed to determine economic responsibility). This procedure is based on the assumption that one person in the household, i.e. the head, has primary authority and responsibility for household affairs and, in the majority of cases, is its chief economic support.

In most countries of the world, this procedure is still appropriate but in countries where spouses are considered equal in household authority and responsibility and may share economic support of the household, the concept of head of household is no longer considered valid even for family households. In order for the relationship among members of the household to be determined, the latter countries may prefer (a) that the members of the household designate one among them as a reference member with no implication of headship or (b) that provision be made for designations of joint headship where desired. These possibilities have been taken into account in the regional census recommendations for the European countries.

¹ This has been superseded by the Resolution of the Eighth Conference of Labour Statisticians (42)

Hired Manager (4)

A hired manager is a person who takes technical and administrative responsibility for managing a holding on account of a holder who may be a civil or juridical person. The manager is responsible for making day-to-day decisions in operating the holding including the management and supervision of the hired labour. For this responsibility he is paid in cash or in kind; and, in this case he is not considered the holder. However, in addition to managing the holding, he may also have or share the economic and financial responsibility; and in this case he is usually considered a holder or a joint holder, as the case may be.

Holder (4)

The holder is a person who exercises management control over the operations of the agricultural holding and takes the major decisions regarding the utilization of the available resources. He has technical and economic responsibility for the holding, which he may operate directly as owner or tenant or through a manager to whom he has delegated the responsibility for day-to-day management of the work.

When two or more persons belonging to different households share jointly the operation of the holding, each of them should be recorded as a joint holder.

When two or more persons jointly operating a holding are members of the same household, only one (generally the head or another senior member of the household) should be regarded as the holder. However, if a member of such a household independently operates another piece of land, he is to be considered the holder of this land (which should be counted as a separate holding). If in the case of large plantations or cooperatives or collective holdings a distinct piece of land is assigned to an individual worker for his own operation with the right to its usufruct, each such individual should be considered as a holder and the piece of land thus operated as a separate holding.

Under conditions of traditional agriculture prevailing in some parts of the world, the holder may be regarded as the person who - with or without the help of others - operates land or raises livestock in his own right (i.e., the person who decides on what crops to grow and livestock to raise, when, where and how, and has the right to determine the utilization of the products). Agricultural operations carried out and commodities produced by different members of a holder's household will normally be sufficiently pooled so that there is only one holder.

In very large households with extended families, such as households of tribal chiefs or polygamous holders, groups of household members may occupy different dwelling units or sleeping quarters within a compound or scattered over a large area. It may thus be more convenient to distinguish the existence of several holders, each with his subhousehold within the over-all jurisdiction of the head of the household, provided that their respective agricultural operations can be discerned with sufficient clarity for census purposes.

Holder's Main Occupation (3) ¹

The main occupation of the holder is the occupation on which the holder spends most of his working time.

¹ This has been superseded by the recommendations for the 1980 World Census of Agriculture given in Annex 1 and/or by the recommendations in this Guide.

Holding (4)

A holding, for agricultural census purposes, is a techno-economic unit of agricultural production comprising all livestock kept and all land used wholly or partly for agricultural purposes and operated under the management of one person or more, without regard to title, legal form, size or location. The holding as a techno-economic unit under a single management generally has the same means of production, such as labour, farm structures, machinery or draught animals.

The above definition covers practically all holdings engaged in agricultural production and includes livestock holdings with practically no significant agricultural land or for which land is not an indispensable element of production. However, this definition need not exclude special cases, such as tree holdings, which in some countries are operated by persons who do not have any right to agricultural use of the land on which the trees are grown. Tree holdings should be covered and reported as such in those countries where this practice is common.

Household (18)

The concept of household is based on the arrangements made by persons, individually or in groups, for providing themselves with food or other essentials for living. A household may be either (a) a one-person household, that is, a person who makes provision for his own food or other essentials for living without combining with any other person to form part of a multiperson household or (b) a multiperson household, that is, a group of two or more persons who make common provision for food or other essentials for living. The persons in the group may pool their incomes and have a common budget to a greater or lesser extent; they may be related or unrelated persons or a combination of both.

Households usually occupy the whole, part of or more than one housing unit, but they may also be found living in camps, in boarding houses or hotels or as administrative personnel in institutions or they may be homeless. Households consisting of extended families which make common provision for food or of potentially separate households with a common head, resulting from polygamous unions, may occupy more than one housing unit.

Household Composition (18)

Household composition is a derived topic for which the information comes from the answers to the question on relationship to the head of the household. The composition of the private household can be examined from different points of view, but for census purposes it is recommended that the primary aspect that should be considered is the number of family nuclei of which the private household is composed.

Although the family and the family nucleus are usually also identified from the answers to the question on relationship to the head of the household, household and family are separate unique entities which are not interchangeable.

Since the smallest family nucleus must contain at least two related persons, the analysis of household composition according to the number of family nuclei need be undertaken only for multiperson households. A household which consists of a man and wife, their two never-married children and a married daughter and her husband would be considered to be composed of two family nuclei.

Household Income (54)

Household income is the sum of money income and income in kind and consists of receipts which, as a rule, are of a recurring nature and accrue to the household or to individual members of the household regularly at annual or at more frequent intervals.

Household income is derived from the following main sources: employees' salaries, wages and other related receipts from employers, net income from self-employment, business profits, income from personal investments (rent, interest, dividends), royalties and commissions. For purposes of household surveys it is convenient to include as income the periodic payments received regularly from an inheritance or trust fund, alimony, pensions, annuities, scholarships, remittances and other cash assistance regularly received, and various other periodic receipts, together with social security and assimilated benefits in cash and in kind.

Household income in kind includes wage payments in kind, goods and services transferred free of charge by an enterprise (including farm) to an employee or to the household of the owner or part owner of the enterprise; it includes also the value of home produce consumed within the same household (e.g. agricultural products, livestock products). Where an employee buys from his employer, for his household's consumption, goods or services at concessionary prices and thus obtains a significant advantage, the value of these concessions may also be taken into account as income in kind. The estimated net rental value of owner-occupied housing is in principle also to be treated as income in kind and, similarly, the estimated gross rental value to the occupier of rent-free housing, whether obtained as wages in kind or otherwise.

Housing Unit (22)

A housing unit is a structurally separate and independent place of abode. It may (1) have been constructed, built, converted, or arranged for human habitation, provided that it is not, at the time of the survey, used wholly for other purposes and that in the case of mobile, improvised and collective premises, it is occupied at the time of the survey, or (2) although not intended for habitation, actually be in use as such at the time established as reference for the survey. Consequently, a housing unit may be (1) an occupied or vacant house, apartment, independent room or group of rooms, (2) an occupied hut, cabin, trailer, hotel, institution, camp or (3) a barn, cave or any other shelter used as living quarters at the time of the survey.

The essential features of the housing unit as defined above are separateness and independence. An enclosure may be considered separate if surrounded by walls, fences, etc., and covered by a roof so that a person or group of persons can isolate themselves from other persons in the community for purposes of sleeping, preparing and taking their meals or protecting themselves from the hazards of climate and environment. The criterion for "independence" is direct access from the street, etc., or, more generally, an enclosure is considered independent when the occupants can come in or go out of their living quarters without passing through anybody else's premises.

Income (29)

For population census purposes, income should be defined as (a) monthly income in cash from the occupation of economically active persons and (b) the total annual cash income of households regardless of source.

As thus defined, the information collected can provide an input into statistics on the distribution of income, consumption and accumulation of households in addition to the immediate census purposes it serves.

The occupational income of employed persons should include wages and salaries of employees, income of members from producers' cooperatives, and entrepreneurial income of employers and own-account workers operating unincorporated enterprises.

In addition to the occupational income of its economically active members, the total cash income of the household should include, for example, interest, dividends, rent, social security benefits, pensions and life insurance annuity benefits of all its members. The concepts involved in determining cash income are not simple to grasp and respondents may be unable or unwilling to provide exact information. For example, occupational income should include social security, pension fund contributions and direct taxes withheld from employees' salaries but some persons will undoubtedly not include these amounts in reporting their salaries. Significant items of total household income may also be excluded or misstated. Despite any instructions given to enumerators, therefore, the data collected can be expected to be approximate at best. As an aid to the interpretation of the results, tabulations of the data should be accompanied by a description of the items of income assumed to be included and, if possible, an estimate of the accuracy of the figures.

Industry (29)

Industry refers to the activity of the establishment in which an economically active person worked during the time-reference period established for data on economic characteristics or last worked, if unemployed. For purposes of international comparability, it is recommended that countries compile their data in accordance with the most recent revision of the International Standard Industrial Classification of All Economic Activities (ISIC) available at the time of the census. At the time the present recommendations were prepared, the latest revision of the ISIC was in 1968. If it is not possible to compile the data exactly in accordance with ISIC, provision should be made for the categories of the classification employed to be convertible to ISIC or at least to its major (three-digit) groups. If the national data are not classified in accordance with the ISIC, an explanation of the differences should be given in the census publications.

For persons reporting more than one industry during the time-reference period, the industry in which the person's main occupation was performed should be considered to be the main industry. If, however, the main occupation was performed in more than one industry, criteria for determining which is the main industry will have to be established in the same way as for determining the main occupation.

If data on secondary occupation are collected, information on industry in regard to the secondary occupation may also be collected.

Intensity of Activity on the Holding (3) ^{1/}

Workers on the holding during the census week may be classified as permanent, temporary, or occasional workers, depending on the amount of time they worked on the same holding during the year preceding the census.

Permanent workers are those who had been employed on the holding for a total period of at least half the working time during the year.

Temporary workers are those who had been employed on the holding for a total period of less than one half but more than one third of the working time during the year.

^{1/} This has been superseded by the recommendations for the 1980 World Census of Agriculture given in Annex 1 and/or by the recommendations in this Guide.

Occasional workers are those who had not previously worked on the holding and those who had been employed on the holding for a total period of less than one third of the working time during the year.

No definition is offered for "working time during the year". Countries will need to determine in the light of their own conditions whether to use the entire year or a shorter period, such as the part of the year during which agricultural work is done.

Persons who are engaged in agricultural work but generally work less than a full day may be classified according to the number of days on which they worked, or according to the total number of hours which they worked. The census reports should specify which basis was used.

Land Use Categories (4)

(1) Arable land

This refers to all land generally under rotation, whether it is under temporary crops, temporarily fallow or used as temporary meadows.

(2) Land under permanent crops

This means land cultivated with crops occupying the land for a long period of time and which crops do not need to be planted for several years after each harvest. Land under trees and shrubs producing flowers such as roses and jasmine is classified in this category. It also includes nurseries, except those for forest trees (which should be classified under "wood or forest land"). Permanent meadows and pastures are, however, excluded.

(3) Land under permanent meadows and pastures

This means land in the holding used permanently, i.e., five years or more, for herbaceous forage crops, either seeded and cared for or existing naturally (wild prairie or grazing land). Permanent meadows and pastures on which trees and shrubs are grown should be recorded under this heading only if the growing of forage crops thereon is the most important use of the area.

(4) Wood or forest land

This includes all wood lots or tracts of timber, natural or planted, which constitute part of the holding and which have, or will have, value as wood, timber or other forest products. Nurseries of forest trees should also be classified under this category. It excludes wood or forest land used only for recreation purposes; such land should be reported under the category of "land in the holding, n.e.s.".

(5) All other land, n.e.s.

This includes all other land in the holding, not elsewhere classified, whether potentially productive or not. Some countries may wish to subdivide this class into potentially cultivable and uncultivable categories.

(6) Cropland consists of the sum of (1) arable land and (2) land under permanent crops.

(7) Agricultural land consists of the sum of (1) arable land, (2) land under permanent crops and (3) land under permanent meadows and pastures.

(8) Total area of the holding consists of the sum of all the five primary categories.

Livelihood (Main Source of) (18)

The main source of livelihood is the principal source from which each person has derived his economic sustenance for a substantial period of time (e.g., six months or longer) immediately preceding the date of the census.

The data should be collected so as to permit a classification of the population into persons whose main source of income is:

- (a) Economic activity (wages, salaries, fees, commissions, pay in kind, subsistence production, sickness and maternity compensation and other income derived from economic activity);
- (b) Pensions of all kinds paid by the state, other public bodies, co-operative organizations, enterprises or institutions (old-age pensions, superannuation pensions, survivors' pensions, disability and invalidity pensions, veterans' pensions, etc.);
- (c) Benefits and assistance (other than pensions) provided by the state, other public bodies, co-operative organizations, enterprises or institutions (scholarships, unemployment benefits and relief, family allowances, aid provided to inmates of mental or other hospitals or of institutions for the care of the aged, the needy, the infirm or orphans, etc.);
- (d) Property or other investments (rents, interest, dividends, royalties, e.g. from land or mineral rights, life insurance benefits, etc.);
- (e) Support by another person or persons. The main source of livelihood should be investigated for both economically active persons and those who are not economically active. Some economically active persons (such as many married women) may actually be dependent on other persons for their main source of livelihood, others may receive their principal income from financial investments. On the other hand, some persons who are not economically active may have a substantial private income although a great many will be dependent on another person, on the state or on a private institution.

Locality (18) (29)

For census purposes, a locality should be defined as a distinct population cluster (also designated as inhabited place, population centre, settlement etc.) of which the inhabitants live in neighbouring buildings and which has a name or a locally recognized status. It thus includes fishing hamlets, mining camps, ranches, farms, market towns, villages, towns, cities and many other population clusters which meet the criteria specified above. Any departure from this definition should be explained in the census report as an aid to the interpretation of the data.

Localities as defined above should not be confused with the smallest civil divisions of a country. In some cases, the two may coincide. In others, however, even the smallest civil division may contain two or more localities. On the other hand, some large cities or towns may contain two or more civil divisions, which should be considered only segments of a single locality rather than separate localities.

A large locality of a country (i.e., a city or a town) is often part of an urban agglomeration, which comprises the city or town proper and also the suburban fringe or thickly settled territory lying outside of, but adjacent to, its boundaries. The urban agglomeration is, therefore, not identical with the locality but is an additional geographic unit which includes more than one locality.

The recommended classification of localities according to size (number of inhabitants) (18) is:

less than 200 inhabitants	
200 - 499	"
500 - 999	"
1 000 - 1 999	"
2 000 - 4 999	"
5 000 - 9 999	"
10 000 - 19 999	"
20 000 - 49 999	"
50 000 - 99 999	"
100 000 - 499 999	"
500 000 - and more	"

Minimum Size of Holding (4)

Ideally, the census should include all holdings in a country; however, for practical reasons it is necessary to limit the enumeration to those holdings which conform to certain recognized criteria and fall above certain prescribed minimum size limits. No uniform lower limits for area, volume or value of output, number of live-stock or trees, or labour requirements, for example, are suggested here, for these will vary by country. Nevertheless, in view of the large number of small holdings in many countries and their considerable contribution to the production of some important food crops, it is strongly urged that the minimum size of holdings covered in the census be set as low as possible. Where holdings below the specified minimum size are important, they may be investigated through special inquiries.

Normal Hours of Work (54)

- (1) Normal hours of work are the hours of work fixed by or in pursuance of laws or regulations, collective agreements or arbitral awards.
- (2) Where not fixed by or in pursuance of laws or regulations, collective agreements or arbitral awards, normal hours of work should be taken as meaning the number of hours per day or week in excess of which any time worked is remunerated at overtime rates or forms an exception to the rules or custom of the establishment relating to the classes of workers concerned.
- (3) Statistics of hours actually worked should include:
 - (a) Hours actually worked during normal periods of work;
 - (b) Time worked in addition to hours worked during normal periods of work, and generally paid at higher rates than normal rates (overtime);
 - (c) Time spent at the place of work on work such as the preparation of the workplace, repairs and maintenance, preparation and cleaning of tools, and the preparation of receipts, time sheets and reports;
 - (d) Time spent at the place of work waiting or standing-by for such reasons as lack of supply of work, breakdown of machinery, or accidents, or time spent at the place of work during which no work is done but for which payment is made under a guaranteed employment contract;
 - (e) Time corresponding to short rest periods at the workplace, including tea and coffee breaks.

(4) Statistics of hours actually worked should exclude:

- (a) Hours paid for but not worked, such as paid annual leave, paid public holidays, paid sick leave;
- (b) meal breaks;
- (c) Time spent on travel from home to work and vice versa.

Because of the wide differences among countries with respect to wage payments for holidays and other periods when no work is performed, it does not seem feasible at this time to adopt international definitions of hours paid for. Many countries will find, however, that statistics of hours paid for, while not suitable as a substitute for hours actually worked, can be useful for internal purposes and that they will commonly be readily available from payrolls and other records.

Not Economically Active Population (18)

The not economically active population comprises the following functional categories:

- (a) Home-makers: persons of either sex, not economically active, who are engaged in household duties in their own home; for example, housewives and other relatives responsible for the care of the home and children. (Domestic servants working for pay, however, are classified as economically active.)
- (b) Students: persons of either sex, not economically active, who attend any regular educational institution, public or private, for systematic instruction at any level of education;
- (c) Income recipients: persons of either sex, not economically active, who receive income from property or other investment, royalties or pensions from former activities;
- (d) Others: persons of either sex, not economically active, who are receiving public aid or private support, and all other persons not falling into any of the above categories, such as children not attending school.

Since some individuals may be classifiable in more than one category of the not economically active population (e.g., a person may be a student and a home-maker at the same time), the enumeration instructions should indicate the order of preference for recording persons in one or another of the categories. Consideration might also be given to presenting the categories on the census questionnaire in the preferred order because persons tend to answer with the first category that applies to them.

Occupation (29)

Occupation refers to the kind of work done during the time-reference period established for data on economic characteristics by the person employed (or the kind of work done previously, if unemployed), irrespective of the industry or the status in employment in which the person should be classified.

For purposes of international comparisons, it is recommended that countries compile their data in accordance with the latest revision available at the time of the census of the International Standard Classification of Occupations (ISCO) issued by the International Labour Office. At the time the present recommendations were prepared, the latest revision of ISCO was in 1968. If it is not possible to compile the data exactly in accordance with ISCO, provision should be made for the categories of the classification employed to be convertible to ISCO, or at least to its minor (two-digit) groups. If the national data are not classified in accordance with ISCO, an explanation of the differences should be given in the census publications.

For persons reporting more than one occupation during the time-reference period, criteria will have to be established for determining which is the main occupation. The decision can, for example, be based on the occupation on which most time was spent during the period or it can be based on the most remunerative occupation during the period. In some cases, however, respondents may insist on one of their occupations being considered as the main one on the basis of their own subjective criteria. To avoid this possibility, it may be advisable not to ask directly for the main occupation or which one was most remunerative.

If it is thought that many persons in a country have more than one occupation during the time-reference period, information on the secondary occupation may also be collected.

Relationship to Head or Other Reference Member of the Household (29)

After identification of the head or other reference member of the household, the remaining members of the household should be distinguished in relation to that person, as appropriate, as: (a) spouse, (b) child, (c) spouse of child, (d) grandchild or great-grandchild, (e) parent (or parent of spouse), (f) other relative, (g) domestic employee or (h) other person not related to the head or other reference member. Where this classification is considered too detailed for successful collection of the information, categories (e) and (g) may be eliminated; persons who would fall into either of these categories can then be identified, as appropriate, as "other relative" or "person not related to the head or other reference member".

Sector of Employment (29)

Sector of employment refers to the sector of the economy in which an economically active person works. For census purposes, the basic distinction to be made should be between the public sector and the private sector. Because there is not yet any inter-regional consensus on the sub-categories of sectors to be identified, countries should consult the appropriate regional recommendations for further guidance. Depending upon the structure of the national economy, some countries may wish to subdivide the public sector into, for example, (a) general government and (b) publically owned and controlled enterprises. The private sector may, for example, be subdivided into (a) privately owned and/or controlled enterprises and (b) household and unincorporated enterprises. Cooperative enterprises may be separately identified.

Status in Employment (29) (18)

Status (as employer, employee, etc.) refers to the status of an economically active individual with respect to his or her employment, that is, whether he or she is (or was, if unemployed) an employer, own-account worker, employee, unpaid family worker or a member of a producers' cooperative, as defined below:

- (a) Employer: a person who operates his or her own economic enterprise or engages independently in a profession or trade, and hires one or more employees. Some countries may wish to distinguish among employers according to the number of persons they employ.
- (b) Own-account worker: a person who operates his or her own economic enterprise or engages independently in a profession or trade, and hires no employees.

- (c) Employee: a person who works for a public or private employer and receives remuneration in wages, salary, commission, tips, piece-rates or pay in kind.
- (d) Unpaid family worker: a person who works a specified minimum amount of time (at least one third of normal working hours), without pay, in an economic enterprise operated by a related person living in the same household. If there is a significant number of unpaid family workers in enterprises of which the operators are members of a producers' co-operative who are classified in category (e), these unpaid family workers should be classified in a separate subgroup.
- (e) Member of producers' co-operative: a person who is an active member of a producers' co-operative, regardless of the industry in which it is established. Where this group is not numerically important, it may be excluded from the classification and members of producers' co-operatives should be classified to other headings, as appropriate.
- (f) Persons not classifiable by status: experienced workers with status unknown or inadequately described and unemployed persons not previously employed.

A category of "unpaid apprentices" may be needed in some countries. This category should not, however, include apprentices who receive pay in kind, or meals and sleeping quarters, who should be classified as "employees".

If data on secondary occupation are collected, information on status (as employer, employee, etc.) in regard to the secondary occupation may also be collected.

Time Worked (29)

Time worked is the total time worked by persons reported as employed during the time-reference period used in the investigation of economic characteristics. If the reference period is the week preceding the census, time worked should be reported in hours. If the reference period is up to the 12 months preceding the census, time worked should be reported in days or months, as appropriate.

If the reference period is one week, the amount of time worked should be related to each occupation reported for the person concerned. If, therefore, secondary occupation is investigated, time worked at the principal occupation and time worked at a secondary occupation should be indicated separately.

If a longer reference period is used, it may not be possible to relate time worked to a particular occupation for persons who have had several occupations over the period. The longer period is useful, however, for determining intensity of activity in general.

Type of Household (29)

Households should be classified by type according to the number of family nuclei they contain and the relationship, if any, between the family nuclei and the other members of the household. The relationship should be through blood, adoption or marriage to whatever degree is considered pertinent by the country. The types to be distinguished should be:

- (a) One-person household;
- (b) Nuclear household, defined as a household consisting entirely of a single family nucleus;
- (c) Extended household, defined as a household consisting of either:

- (i) A single family nucleus and other persons related to the nucleus;
 - (ii) Two or more family nuclei related to each other plus other persons related to at least one of the nuclei; or
 - (iii) Two or more persons related to each other but none of whom comprises a family nucleus.
- (c) Composite household, defined as a household consisting of either:
- (i) A single family nucleus plus other persons, some of whom are related to the nucleus and some of whom are not;
 - (ii) A single family nucleus plus other persons, none of whom is related to the nucleus;
 - (iii) Two or more family nuclei related to each other plus other persons, some of whom are related to at least one of the nuclei and some of whom are not related to any of the nuclei;
 - (iv) Two or more family nuclei related to each other plus other persons, none of whom is related to any of the nuclei;
 - (v) Two or more family nuclei not related to each other, with or without any other persons;
 - (vi) Two or more persons related to each other but none of whom comprises a nucleus, plus other unrelated persons, or
 - (vii) Non-related persons only.

In the census tabulations, all countries should distinguish at least between one-person, nuclear, extended and composite households. Where feasible, the subcategories shown above should also be distinguished but countries may find it appropriate to modify the classification according to national circumstances. For example, in countries where almost all households contain only one family nucleus at most, the distinction between nuclear, extended and composite households may be applied only to households containing one nucleus or no nucleus; multi-nuclear households may be shown as an additional category without any further classification by type. In countries where multi-nuclear households are comparatively common, further breakdowns of extended and composite households, distinguishing those with three, four or more family nuclei, may be helpful.

Under-employment (54)

Under-employment exists when a person's employment is inadequate, in relation to specified norms or alternative employment, account being taken of his occupational skill (training and working experience). Two principal forms of under-employment may be distinguished: visible and invisible.

- (1) Visible under-employment is primarily a statistical concept directly measurable by labour force and other surveys, reflecting an insufficiency in the volume of employment. It occurs when a person is in employment of less than normal duration and is seeking, or would accept, additional work.
- (2) Invisible under-employment is primarily an analytical concept reflecting a misallocation of labour resources or a fundamental imbalance as between labour and other factors of production. Characteristic symptoms might be low income, under-utilization of skill, low productivity. Analytical studies of invisible under-employment should be directed to the examination and analysis of a wide variety of data, including income and skill levels (disguised under-employment) and productivity measures (potential under-employment) to which some further reference is made below.

Elements and methods of measurement and analysis of visible under-employment

Two major elements of the measurement and analytical estimation of visible under-employment may be distinguished:

- (a) the number of under-employed persons;
 - (b) the quantity of under-employment (in terms of man-years, man-days and man-hours, etc.).
- (1) For the purpose of identifying persons in visible under-employment as well as for other purposes, such as providing estimates of labour input, persons in employment should be classified according to duration of work. For different countries, and for different purposes, "duration of work" may be measured in terms of hours or days per week, days per month, days or weeks per year and so on. Where the period is one week, from the point of view of international comparisons, it would be useful if, in addition to whatever categories are used for the country's own analysis, the results could be made convertible to the following categories:
 - (a) according to hours of work per week: less than 15, 15-34, 35-39, 40-47, 48 or more;
 - (b) according to days of work per week: less than 2, 2-4, 5 or more.
 - (2) For purposes of identifying and classifying persons in visible under-employment, all persons in employment of less than normal duration for economic reasons should be classified according to pertinent characteristics such as sex, age group, branch of activity, status (as employer, employee, etc.), duration of work and, where possible, income. Classification by extra time available for work (not exceeding the normal duration), while also useful, requires to be interpreted with caution since it involves subjective elements whose influence is generally difficult to control in survey procedures.
 - (3) The seasonal and chronic components of visible under-employment should be distinguished where feasible, especially in agriculture.

Data on visibly under-employed persons may be obtained within the framework of labour force and other surveys. If the survey provides for observation of labour force characteristics on a current basis over a full year, comprehensive and reliable data on seasonal changes in employment may be obtained. As a minimum the data should be based on current observation at two points of time within a 12-month period, preferably corresponding to seasonal peak and slack.

The quantity of visible under-employment, expressed in terms of labour units in man-years, man-days or man-hours, etc., can be estimated by analysis of data on the distribution of visibly under-employed persons by the duration of work or the duration of extra time available for work. In practice, a variety of such estimates may be derived depending on the assumptions made and the analytical methods followed.

Elements and methods of measurement and analysis of invisible under-employment

Disguised under-employment

- (1) For the purposes of analysing disguised under-employment, information on income is essential. In developing countries satisfactory estimates of data on income can generally be obtained by labour force sample surveys only in regard to paid employees; for other worker categories elaborate family budget surveys may supply usable data on broad income groups. In developed countries and, in some cases in developing countries as well, satisfactory data on earnings may be available from labour force sample surveys and from other sources such as tax returns.

- (2) Methodology for the analysis of disguised under-employment according to the skill under-utilization criterion still remains to be developed. Experimental surveys and studies, particularly in regard to limited sectors or specific worker categories concerned, should be undertaken for the purpose.

Potential under-employment

- (1) Potential under-employment, an aspect of under-employment which may be studied by the criterion of low labour productivity, may be considered to exist when a person is employed in an establishment or economic unit whose productivity is abnormally low.
- (2) The primary focus of interest in the productivity approach to under-employment is in the dynamic assessment of the relationship between labour availability and needs over time as productivity rises in the process of economic development and in sectoral and regional productivity comparisons.
- (3) The potentially under-employed cannot be directly identified but where detailed data on the labour force and production are available analysis based on these data may provide broad indicators of the number and characteristics of persons potentially under-employed and the amount of such under-employment.
- (4) In various sectors of the economy, in particular in agriculture, estimation of "labour surplus" or "labour force reserves" can be obtained by comparing labour units available and labour units actually utilized or required under various assumptions regarding productivity.

Unemployed (54)

- (1) Persons in unemployment consist of all persons above a specified age who, on the specified day or for a specified week, were in the following categories:
 - (a) workers available for employment whose contract of employment had been terminated or temporarily suspended and who were without a job and seeking work for pay or profit;
 - (b) persons who were available for work (except for minor illness) during the specified period and were seeking work for pay or profit, who were never previously employed or whose most recent status was other than that of employee (i.e., former employers, etc.), or who had been in retirement;
 - (c) persons without a job and currently available for work who had made arrangements to start a new job at a date subsequent to the specified period;
 - (d) persons on temporary or indefinite lay-off without pay.
- (2) The following categories of persons are not considered to be unemployed:
 - (a) persons intending to establish their own business or farm, but who had not yet arranged to do so, who were not seeking work for pay or profit;
 - (b) former unpaid family workers not at work and not seeking work for pay or profit.

Urban and Rural (29)

Because of national differences in the characteristics that distinguish urban from rural areas, the distinction between urban and rural population is not yet amenable to a single definition that would be applicable to all countries nor even, for the most part to the countries within a region. Where there are no regional recommendations on the matter, countries must establish their own definitions in accordance with their needs.

The traditional distinction between urban and rural areas within a country has been based on the assumption that urban areas, no matter how they are defined, provide a different way of life and usually a higher level of living than is found in rural areas. In many industrialized countries, this distinction has become blurred and the principal difference in the circumstances of living between urban and rural areas tends to be a matter of the degree of concentration of population. Although the differences between urban and rural ways of life and levels of living remain significant in developing countries, rapid urbanization in these countries has created a great need for information related to different sizes of urban areas.

Hence, although the traditional urban-rural dichotomy is still needed, a classification by size of locality can usefully supplement the dichotomy or even replace it where the major concern is with characteristics related only to density along the continuum from the most sparsely settled areas to the most densely built-up localities. A basic classification by five size-categories has been recommended for the ECE countries (30).

Density of settlement may not, however, be a sufficient criterion in many countries, particularly where there are large localities that are still characterized by a truly rural way of life. Such countries will find it necessary to use additional criteria in developing classifications that are more distinctive than a simple urban-rural differentiation. Some of the additional criteria that may be useful are the percentage of the economically active population employed in agriculture, the general availability of electricity and/or piped water in living quarters and the ease of access to medical care, schools and recreation facilities. In some countries, where the facilities noted above are available in some areas that are still rural in that agriculture is the predominant employment, it might be advisable to adopt different criteria in different parts of the country. Care must be taken, however, to ensure that the definition used does not become too complicated for application to the census and comprehension by the users of the census results.

Even in the industrialized countries, it may be considered appropriate to distinguish between agricultural localities, market towns, industrial centres, service centres and so forth, within size-categories of localities.

Even where size is not used as a criterion, the locality is the most appropriate unit of classification for national purposes as well as for international comparability. If it is not possible to use the locality, the smallest administrative unit of the country should be used.

ANNEX 3ARELEVANT SECTION OF THE FORM USED FOR THE
ANNUAL FARM REGISTRATION IN SWEDEN

- INFORMATION REQUESTED FOR
- * THE AGRICULTURAL STATISTICS
 - * THE REGISTER OF ENTERPRISES
IN AGRICULTURE AND FORESTRY
 - * THE CROP INSURANCE

Form used in the annual farm
registration in Sweden.
Translated from Swedish (and
slightly shortened)

NUMBER OF PERSONS ENGAGED ON THE HOLDING 24TH JUNE, 1971

Report the number of persons over 15 years of age belonging to the labour force of the holding. Include also persons who normally should belong to the labour force on 24th June, 1971 but who were away from work that day because of illness, holidays etc. Household duties shall not be reported.

Category		Males		Females	
		15-66years		67 yrs and more	15-66 years
		Liabile for military service	Others		
Holder(s) and members of his (their) family(ies)		Number	Number	Number	Number
<u>Permanently employed persons</u> Everyone who regularly takes part in the work, consequently also per- sons who are part-time employed, e.g. in animal breeding. Report with respect to the normal number of working hours a week	→ more than 30 hrs. a week				
	→ 30 hrs. a week or less				
	→ Other labour				
	→ more than 30 hrs. a week				
	→ 30 hrs. a week or less				
→ TOTAL of permanently employed persons					
<u>Temporarily employed persons</u> All persons temporarily employed and other per- sons working only for a short period	→ Holder(s) and members of his (their) family(ies)				
	→ Other labour				
	→ TOTAL of temporarily employed persons				

ANNEX 3BRELEVANT SECTIONS OF THE QUESTIONNAIRE USED FOR THE
1969 CENSUS OF AGRICULTURE IN NORWAY**K. THE HOLDER AND HIS HOUSEHOLD ON THE DAY OF THE CENSUS.**

(Manager, Bailiff and the like should not be considered as holder but as outside labour. Only one person should be entered as holder)

			Insert Cross	
Is the holder a	Juridical person (school, institution and the like)	17	1	
	Male		2	
	Female		3	
Is the holder	Single	18	1	
	Married		2	
	Widow, widower, separated, divorced		3	

Children of the holder, whether working on the holding or not	Under 15 years of age		19	Number
	15 years of age and over	Male	20	
		Female	21	
		Other members of the holder's household		22

L. AGRIVOCATIONAL TRAINING

This covers technical training of at least 5 months duration including correspondence courses.

Insert Cross

Type of training		Holder and Spouse		Others working on the holding
		Male	Female	
Agriculture	23	1	2	3
Horticulture	24			
Forestry	25			
Domestic science	26			

M. SOURCE OF LIVELIHOOD

Relative significance of the holding as the source of livelihood for the holder and his spouse (income includes: wages, pensions, investments, benefits, etc.)	For the holder and his spouse the holding is:			Insert cross	
	the sole source of livelihood	27	1		
	the most important source of livelihood		2		
	not the most important source of livelihood		3		

If the holding is not the main source of livelihood, which is the most important source of income for the holder and his spouse	Insert cross			
			Holder and Spouse	
			Male	Female
	Agriculture, forestry and hunting	28		
	Fishing and trapping	29		
	Manufacturing industry	30		
	Building and construction	31		
	Transport and communications	32		
	Other industries	33		
	Pensions, benefits, capital income, etc.	34		

Distribution of the work contribution between holder and spouse 14.4.1968-13.4.1969

				No. of working days
holder	on the holding	in agriculture and horticulture	35	
		in forestry	36	
	off the holding		37	
spouse	on the holding	in agriculture and horticulture	38	
		in forestry	39	
	off the holding		40	

N. FAMILY AND HIRED WORKERS (15 years of age and over)
excluding the holder and spouse

Permanent workers includes only persons who work on the holding as their sole employment throughout the reported period

		Number of persons	
Permanent family workers	14.4.1968 - 13.10.1968	41	M
		42	F
	14.10.1968 - 13.4.1969	43	M
		44	F
Permanent outside hired workers	14.4.1968 - 13.10.1968	45	M
		46	F
	14.10 1968 - 13.4.1969	47	M
		48	F
Occasional family workers	14.4.1968 - 13.10.1968	49	M
		50	F
	14.10.1968 - 13.4.1969	51	M
		52	F
Occasional outside hired workers	14.4.1968 - 13.10.1968	53	M
		54	F
	14.10.1968 - 13.4.1968	55	M
		56	F

Distribution of the total work contribution (permanent and occasional)

			No. of working days
Males	in agriculture and horticulture	57	
	in forestry	58	
Females	in agriculture and horticulture	59	
	domestic work	60	

Hjemmeværende barn (barn som bor på bruket) van sett om de arbeider på bruket eller ikke		Under 15 år	19	Personer		Fordeling av arbeidsinnsatsen til bruker og ektemake 14/4 1968—13/4 1969. (Husarbeid skal ikke tas med). (Se rettledning).																								
15 år og over	Gutter	20	Jenter	21																										
Andre familiemedlemmer som bor på bruket utenom bruker og ektemake					22	<table border="1"> <thead> <tr> <th colspan="2"></th> <th colspan="2">Dagsverk</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Mann</td> <td>På bruket</td> <td>I jord- og hagebruk</td> <td>35</td> </tr> <tr> <td></td> <td>I skogen</td> <td>36</td> </tr> <tr> <td>Utenom bruket</td> <td></td> <td>37</td> </tr> <tr> <td rowspan="3">Kvinne</td> <td>På bruket</td> <td>I jord- og hagebruk</td> <td>38</td> </tr> <tr> <td></td> <td>I skogen</td> <td>39</td> </tr> <tr> <td>Utenom bruket</td> <td></td> <td>40</td> </tr> </tbody> </table>			Dagsverk		Mann	På bruket	I jord- og hagebruk	35		I skogen	36	Utenom bruket		37	Kvinne	På bruket	I jord- og hagebruk	38		I skogen	39	Utenom bruket		40
		Dagsverk																												
Mann	På bruket	I jord- og hagebruk	35																											
		I skogen	36																											
	Utenom bruket		37																											
Kvinne	På bruket	I jord- og hagebruk	38																											
		I skogen	39																											
	Utenom bruket		40																											
L. Fagutdanning Omfatter fagutdanning av minst 5 måneders varighet. Brevskolekurs som tilsvarer minst 5 måneders fagskole tas med.						N. Arbeidshjelp på bruket 15 år og eldre utenom bruker og ektemake Gårdsbestyrer, forvalter o.l. skal regnes som fremmed arbeidshjelp. Som fast hjelp regnes bare personer som har arbeid på bruket som eneste yrke i hele perioden.																								
Sett kryss Bruker og ektemake Andre som arbeider på bruket Mann Kvinne																														
Jordbruksskole	23	1	2	3																										
Hagebruksskole	24																													
Skogbruksskole	25																													
Husmorskole	26																													
M. Bruket som levevei og arbeidsplass (Skal ikke fylles ut for upersonlige brukere.) Som «bruket» regnes jordbruk (med hagebruk og husdyrhold), egen skog og grunneierbetting jakt og fiske på eget bruk. Annen virksomhet på eiendommen som f.eks. sagbruk, verksted o.l. regnes som virksomhet utenom bruket.																														
Den relative betydning av bruket som inntektskilde for bruker og ektemake. (Som inntekt regnes både arbeids-, kapital- og pensjonsinntekt. Se også rettledning).	For bruker og ektemake er bruket:	Eneste levevei	27	1		Familie-medlemmer i fast arbeid (Se ovenfor) 14/4 1968 —13/10 1968 M 41 K 42 14/10 1968 —13/4 1969 M 43 K 44 Fast fremmed arbeidshjelp. (Se ovenfor) 14/4 1968 —13/10 1968 M 45 K 46 14/10 1968 —13/4 1969 M 47 K 48																								
		Viktigste levevei		2																										
		Ikke viktigste levevei		3																										
Sett kryss Bruker og ektemake Mann Kvinne																														
Dersom bruket ikke er eneste levevei:	Viktigste arbeid eller inntekt utenom bruket for bruker og ektemake	Jordbruk, skogbruk, jakt	28			Tilfeldig hjelp av familie-medlemmer 14/4 1968 —13/10 1968 M 49 K 50 14/10 1968 —13/4 1969 M 51 K 52 14/4 1968 —13/10 1968 M 53 K 54 14/10 1968 —13/4 1969 M 55 K 56																								
		Fiske, fangst	29																											
		Industri	30																											
		Bygg, anlegg	31																											
Sett kryss Bruker og ektemake Mann Kvinne																														
K. Brukeren og familien hans på tellingsdagen. Gårdsbestyrer, forvalter o.l. skal ikke regnes som bruker, men som fremmed arbeidshjelp. Bare én person skal oppgis som bruker.																														
Brukeren er:	Upersonlig (Skole, anstalt, institusjon o.l.)	17	1			Fordeling av arbeidsinnsatsen på bruket for den samlede faste og tilfeldige arbeidshjelp. (Arbeidshjelp oppgitt under post 41-56).																								
	Mann	2																												
	Kvinne	3																												
	Ugift	18	1																											
Brukeren er:	Gift	2				Dagsverk Menn I jord- og hagebruk 57 I skogen 58 Kvinner I jord- og hagebruk 59 Husarbeid 60																								
	Enke, enkemann, separert, skilt	3																												

is flere leiekontrakter, oppgi summen av alle leieavgifter. Hvis vederlag gis i form av arbeid, omgjør dette i penger.
 2) skal bare besvares av bruk som har både eget og leid areal.

3-6
ANNEX 3C

**QUESTIONNAIRE SUR LA POPULATION ET LA MAIN D'OEUVRE DU
RECENSEMENT GENERAL DE L'AGRICULTURE 1970-71 DE FRANCE**

0,6

A - FAMILLE

1 - Le chef d'exploitation

- 48.- Nationalité actuelle du chef d'exploitation (voir code) **0,0**
- 49.- Enseignement reçu par le chef d'exploitation :
Enseignement général niveau secondaire ou supérieur : oui = 1, non = 0
Enseignement agricole : Enseignement supérieur = 1, autres = 2, non = 0
- 50.- En quelle année le chef d'exploitation actuel a-t-il pris la direction effective de l'exploitation qu'il dirige actuellement **0,0**
- 51.- En quelle année le chef d'exploitation actuel a-t-il pris pour la 1ère fois la direction d'une exploitation agricole **0,0**
- 52.- Le chef d'exploitation fournit-il uniquement du travail de direction oui = 1, non = 0 **0,0**
- 53.- Nombre d'enfants actuellement vivants du chef d'exploitation **0,0**
- II - La famille du chef d'exploitation (y.c. ABSENTS TEMPORAIRES appelés sous les drapeaux, hospitalisés, pensionnaires)
- 54.- Effectif total des personnes de la famille du chef (y.c. ce dernier) vivant ou ayant travaillé sur l'exploitation au cours de la campagne agricole 1969-70 **0,0**

Personnes de la Famille vivant ou ayant travaillé sur l'exploitation au cours de la campagne agricole 1969-70 (indiquer en clair le lien de parenté par rapport au chef d'exploitation)	No des personnes		Lien (voir code Lien)		Sexe : M=1, F=2		Année de naissance		Position (voir code Position)		Activité sur l'exploitation (voir code Activité)		Temps suivis actuellement (voir code Temps suivis)		Retraites (voir code Retraites)		Code		Activité «extérieure»		Libellé exact en clair	
	No des personnes		Lien (voir code Lien)		Sexe : M=1, F=2		Année de naissance		Position (voir code Position)		Activité sur l'exploitation (voir code Activité)		Temps suivis actuellement (voir code Temps suivis)		Retraites (voir code Retraites)		Code		Activité «extérieure»		Libellé exact en clair	
Chef d'exploitation	0,1	0,0																				
	0,2																					
	0,3																					
	0,4																					
	0,5																					
	0,6																					
	0,7																					
	0,8																					
	0,9																					
	1,0																					
	1,1																					
	1,2																					

- Si plus de 12 personnes prendre une feuille supplémentaire

4,3,2,0

III - Recherche d'emploi :

- 55.- Y-a-t-il des personnes membres de la famille du chef d'exploitation (y.c. ce dernier) qui cherchent un emploi extérieur à l'exploitation agricole oui = 1, non = 0 **9,8**
(n'indiquer ici que les personnes ayant fait des démarches dans ce but)
- 56.- Si oui, n° des personnes concernées (inscrire de gauche à droite) : **9,9,0**

IV - Activité(s) non agricole(s) non salariée(s) :

(si non à question 9 p 1, le paragraphe concerne la personne physique ou morale pour le compte de laquelle l'exploitation est mise en valeur)

- 57.- Le chef d'exploitation ou une personne de sa famille vivant sur l'exploitation exerce-t-il une activité non salariée différente de l'exploitation agricole (activité para-agricole, forestière, artisanale commerciale, industrielle, de transport libérale, etc. entr'aide exclue)? oui = 1, non = 0 **9,9,0**
- 58.- Si oui à 57, nature précise de cette activité non salariée (voir code) **0,0**

B - MAIN D'OEUVRE NON FAMILIALE

- I - Main d'œuvre saisonnière ou occasionnelle (entr'aide exclue) oui - non **9,9,0**
- 59.- Nombre de jours de travail fournis au cours de la dernière campagne agricole par la main d'œuvre saisonnière ou occasionnelle masculine féminine **0,0**
- II - Main d'œuvre non familiale occupant un emploi permanent (occupation régulière à temps partiel ou à temps plein)
- 60.- Effectif de la main d'œuvre non familiale occupant un emploi permanent (salariés) **0,0**

61 - Main d'œuvre non familiale occupant un emploi permanent (salariés) (occupation régulière à temps partiel ou à temps plein) **0,7**

N° des personnes	Ni logé ni nourri ou nourri seulement - 0	Logé - 1	Logé et nourri - 2	Sexe (M = 1, F = 2)	Année de naissance	Position (voir code)	Activité sur l'exploitation (a)	T partiel - 0,9 - 1/4 - 1/2 - 3/4 - 1	Temps complet - 1/2 et plus - 4	Aucune - 0	exercée à titre second - 2	Code	Activité « extérieure »
													Nature précise de l'activité « extérieure »
													Libellé exact en clair
0 0 1													
0 0 2													
0 0 3													
0 0 4													
0 0 5													
0 0 6													
0 0 7													
0 0 8													
0 0 9													
0 1 0													

- Si plus de 10 salariés prendre une feuille supplémentaire.

(a) Sur la base de 300 jours de 8 heures.

▲ 4

OBSERVATIONS :

Code Lien de Parenté (par rapport au chef d'exploitation)	Code Position	Code Etudes suivies actuellement	Code Retraites
00 - Chef d'exploitation 01 - Epoux, épouse 02 - Fils, fille 03 - Gendre, bru 04 - Petit-fils, petite-fille, arrière petit-fils, arrière petite-fille 05 - Frère, sœur 06 - Beau-frère, belle-sœur 07 - Père, mère, beau-père, belle- mère 08 - Grand-père, grand-mère, arrière grand-père, arrière grand-mère 09 - Oncle, tante 10 - Neveu, nièce 11 - Cousin, cousine (germain) 12 - Autre parent (cousin éloigné) 13 - Non apparenté (ami, personne prenant pension, etc...) 14 - Chef d'exploitation associé de GAEC 15 - Membre de la famille des associés de GAEC (travail- lant sur le GAEC ou non, recensés par ailleurs dans les exploitations individuelles).	0 = Rien à signaler MEMBRES DE LA FAMILLE 1 = A travaillé au cours de la dernière campagne agricole et a quitté définitivement l'exploitation (décès ou autre motif) 2 = A commencé à travailler sur l'exploitation en cours de campagne SALARIES 3 = A travaillé au cours de la dernière campagne et a défi- nitivement quitté l'exploita- tion sans avoir été remplacé par un autre salarié 4 = A commencé à travailler sur l'exploitation en cours de campagne sans remplacer un autre salarié 5 = Est également salarié perma- nent sur une autre exploita- tion 6 = Est également salarié perma- nent sur deux autres exploi- tations ou plus	0 = Aucune 1 = Enseignement primaire ou école maternelle 2 = Enseignement général secondaire 3 = Enseignement technique non agricole 4 = Enseignement technique agricole 5 = Enseignement supérieur	0 = Aucune RETRAITE UNIQUE 1 = Retraites agricoles (y.c. retraites de salariés agricoles) 2 = IVD ou pré IVD 3 = Retraites de la fonction publi- que ou des services publics ou nationalisés (armée, police, PTT, SNCF, etc...) 4 = Retraites du secteur privé (ouvriers et employés du com- merce et de l'industrie, cadres, artisans, commerçants, etc...) 5 = Autres retraites (économique- ment faible pensions de veuve de guerre, invalidité) RETRAITE MULTIPLE 6 = 1 + 2 7 = 1 + (3 ou 4 ou 5) 8 = 2 + (3 ou 4 ou 5) 9 = Retraites multiples non agricoles.

0,8

N° cadastral du siège ou quartier de recensement

Section et numéro (numéro facultatif)

Quartier de recensement

Section numéro

Refus : total = 1, partiel = 2, néant = -

NOM et PRENOMS, ADRESSE du CHEF D'EXPLOITATION (ou de la personne pour laquelle il travaille si NON à quest. 9 p. 1)

ANNEX 3D

QUESTIONNAIRE FOR THE RURAL SURVEY 1977-78 IN KENYA

Zone	Dist.	Loc.	Sub- Loc.	E.A.	Farm	Card							
1	2	3	4	5	6	7	8	9	10	11	12	13	14

FORM I

(1) Name	(2) Num- ber	(3) Relationship to Head	(4) Age	(5) Sex	(6) Marital Status	(7) Attending School or College Full-time?	(8) If 'Yes' State Type of School or College	(9) If 'No' State Highest Grade Reached	(10) Does Member have a Job off His/Her Shamba?	(11) If 'Yes' State Type of Job	
Enter Full Name		1. Head 2. Son 3. Daughter 4. Father 5. Mother 6. Other Relative 7. No Relative	In Years (O if Less than 1 Year)	1. Male 2. Female	1. Single 2. Married 3. Widowed 4. Divorced 5. Separated	1. Yes 2. No	1. Primary 2. Secondary 3. University 4. Other (State)	1. Standard 4 2. Standard 7 or 8 3. Form II 4. Form IV 5. Form VI 6. University Degree 7. Other (State)	1. Yes 2. No	1. Operating Another Farm 2. Labouring on Another Farm 3. Rural Non-Ag. Enterprise 4. Teaching, Local or Kenya Govt. or Statutory Board 5. Employed in Town (Private Sector or Co-operative)	
	15 16		17	18 19	20	21	22	23	24	25	26
	27 28		29	30 31	32	33	34	35	36	37	38
	39 40		41	42 43	44	45	46	47	48	49	50
	51 52		53	54 55	56	57	58	59	60	61	62
	63 64		65	66 67	68	69	70	71	72	73	74
	15 16		17	18 19	20	21	22	23	24	25	26
	27 28		29	30 31	32	33	34	35	36	37	38
	39 40		41	42 43	44	45	46	47	48	49	50
	51 52		53	54 55	56	57	58	59	60	61	62
	63 64		65	66 67	68	69	70	71	72	73	74
	15 16		17	18 19	20	21	22	23	24	25	26
	27 28		29	30 31	32	33	34	35	36	37	38
	39 40		41	42 43	44	45	46	47	48	49	50
	51 52		53	54 55	56	57	58	59	60	61	62
	63 64		65	66 67	68	69	70	71	72	73	74
	15 16		17	18 19	20	21	22	23	24	25	26
	27 28		29	30 31	32	33	34	35	36	37	38
	39 40		41	42 43	44	45	46	47	48	49	50
	51 52		53	54 55	56	57	58	59	60	61	62
	63 64		65	66 67	68	69	70	71	72	73	74

GPK (L)

FORM 2																											
DESCRIPTION OF HOLDING AND HOUSEHOLD																											
FARM NO.																											
SUB-LOCATION																											
DISTRICT																											
A. THE HOLDING AND THE HOUSEHOLD																											
(1) How many Separate Holdings are there on the Farm ?		(2) Which Holding was Selected ?		(3) How many Parcels does the Sample Holder have: (a) Within the Sample Sub-Location ? (b) Outside the Sample Sub-Location ?		(4) How many miles away is the farthest Parcel from the Homestead ?		(5) Is the Farm Operator: 1. The Owner 2. His Wife 3. His Son 4. Another Relative 5. A Non-Relative		(6) Is the Owner Resident: 1. On the Holding 2. Off the Holding but within the District 3. Outside the District		(7) What is the Total Size of the Household ?		(8) How many Sub-Units are there within the Household ?													
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28

B. DISTANCES TO NEAREST SERVICES AND AMENITIES										
	(1) Main Drinking Water Supply		(2) Primary School	(3) Government Secondary School	(4) Harambee Secondary School	(5) Health Centre	(6) Market	(7) Post Office	(8) Bus Route	(9) Metajau Route
	(a) Wet Season	(b) Dry Season								
(1) Under 0.9 Miles										
(2) 1—1.9 Miles										
(3) 2—3.9 Miles										
(4) 4—7.9 Miles										
(5) Over 8 Miles										
	29	30	31	32	33	34	35	36	37	38

C. DESCRIPTION OF DWELLINGS—NUMBER OF BUILDINGS LIVED IN BY HOUSEHOLD MEMBERS WITH THE FOLLOWING SPECIFICATIONS (exclude store-hus)																		
	(1)		(2)		(3)		(4)		(5)		(6)		(7)		(8)		(9)	
	Thatched	Mud and Wood	Thatched	Stone and Brick	Thatched	Other	Corrugated Sheets	Mud and Wood	Corrugated Sheets	Stone and Brick	Corrugated Sheets	Other	Mud and Wood	Stone and Brick	Other	Other	Other	
ROOF																		
WALLS																		
	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56

FORM 3

OPENING/CLOSING VALUATION (*delete where applicable)

FARM NO.

SUB-LOCATION

CAPITAL ASSETS AND NON-CAPITAL FARM INPUTS

HOUSEHOLD GOODS	ITEM	Number
1. Radio		
2. Clocks and Watches		
3. Sewing Machines		
4. Paraffin or Gas Stoves		
5. Irons		
6. Paraffin or Gas Lamps		
7. Torches		
8. Stools		
9. Chairs		
10. Tables		
11. Sofas		
12. Beds		
13. Mattresses		
14. Wardrobes		
15. Cupboards		

LAND	AVERAGE PRICE PER ACRE

DISTRICT		MONTH	
ITEM	(1) Year Purcha- sed or Entered	(2) Value when New	(3) Value at Present
PERMANENT IMPROVEMENTS, BUILDINGS, AND BUILDING MATERIALS Examples:— Houses Stores Dairy Water Tanks Piping Fences Gates Barbed Wire Poles Etc.			
TOTAL		Number of Units	Total Value
NON-CAPITAL FARM INPUTS IN STORE Examples:— Fertilizers Insecticides Plant Sprays Dips Vaccines Medicines Milking Jelly Piglets Poultry Feed Cattle Feed Salt Etc.			
TOTAL		Number of Units	Total Value

GPK (L)

FORM 4

OPENING/CLOSING VALUATION (*delete where applicable)

CROPS IN STORE AND LIVESTOCK

NON-SPECIFIED CROPS IN STORE		SPECIFIED CROPS IN STORE	
(1) Cost Per Kilo	(2) No. of Kilos	(1) Cost Per Kilo	(2) No. of Kilos
1.		1.	
2.		2.	
3.		3.	
4.		4.	
5.		5.	
6.		6.	
7.		7.	
8.		8.	
9.		9.	
TOTAL VALUE		TOTAL VALUE	

IMPROVED LIVESTOCK		Office use only LIVESTOCK UNITS	
(1) NUM- BERS	(2) TOTAL VALUE	(1) NUM- BERS	(2) TOTAL VALUE
1. Bulls over 3 years		1. Bulls over 3 years	
2. Bulls 1—3 years		2. Bulls 1—3 years	
3. Bulls under 1 year		3. Bulls under 1 year	
4. Steers over 3 years		4. Steers over 3 years	
5. Steers 1—3 years		5. Steers 1—3 years	
6. Steers under 1 year		6. Steers under 1 year	
7. Cows		7. Cows	
8. Heifers 1 year and over		8. Heifers 1 year and over	
9. Female Calves		9. Female Calves	
10. Oxen		10. Oxen	
TOTAL CATTLE		TOTAL CATTLE	
11. Mature Sheep		11. Mature Sheep	
12. Immature Sheep		12. Immature Sheep	
TOTAL SHEEP		TOTAL SHEEP	
13. Mature Goats		13. Mature Goats	
14. Immature Goats		14. Immature Goats	
TOTAL GOATS		TOTAL GOATS	
15. Mature Pigs		15. Mature Pigs	
16. Immature Pigs		16. Immature Pigs	
TOTAL Pigs		TOTAL Pigs	
17. Other Stock		17. Other Stock	
a.		a.	
b.		b.	
c.		c.	
TOTAL VALUE OF OTHER STOCK		TOTAL VALUE OF OTHER STOCK	

OPK (L)

FARM No.

SUB-LOCATION

MONTH

DISTRICT

FORM 3

OPENING/CLOSING VALUATION (*Delete where applicable)

FARM NO.

SUB-LOCATION

INPUTS USED ON PLANTED CROPS

Non-Specified Crops	(1) Home Grown Seed	(2) Purchased or Given Seed	(3) Machinery Contract	(4) Fertilizers	(5) Sprays, Insectici- des, etc.	(6) Labour and Other costs	Specified Crops	(1) Y E A R	(2) R A N S	(3) Home Grown Seed	(4) Purchased or Given seed	(5) Machinery Contract	(6) Fertilizers	(7) Sprays, Insectici- des, etc.	(8) Labour and Other costs
	Shillings	Shillings	Shillings	Shillings	Shillings	Shillings				Shillings	Shillings	Shillings	Shillings	Shillings	Shillings
1.							1.								
2.							2.								
3.							3.								
4.							4.								
5.							5.								
6.							6.								
7.							7.								
8.							8.								
9.							9.								
TOTAL							TOTAL								

CREDIT. (To be completed at opening valuation only.)

TYPE OF LOAN	(1) YEAR LOAN ISSUED	(2) PERIOD OF LOAN	(3) AMOUNT OF LOAN	(4) ANNUAL REPAYMENT
1. DEVELOPMENT LOAN				
2. LAND PURCHASE LOAN				
3. HIRE PURCHASE ON MACHINERY				
4. ADVANCE ON G.M.R.				
5. LOANS FROM CO-OPERATIVES				
6. BANK LOANS				
7. OTHER FARM CREDIT				
TOTAL FARM CREDIT				
8. NON-FARM CREDIT				

GPK (L)

[illegible]

[illegible]

FORM 8

MONTHLY PRODUCTION AND DISPOSAL OF CROPS

FARM NO.		SUB-LOCATION		CYCLE		DISTRICT												
Non-Specified Crops		(1) Average Price per Kilo	(2) In Store at Time of Last Monthly Visit		(3) Harvested Since Last Monthly Visit		(4) Sold to Co-ops, or Marketing Boards Since Last Monthly Visit		(5) In Store at Present		(6) Residual used on Holding or Sold in Local Market (2)+(3)-(4)-(5)=(6)		(7) Purcha- sed Seed	(8) Machi- nery Contract	(9) Fertili- zers	(10) Sprays, Insecti- cides Etc.	(11) Other Costs Bags, Manure, Etc.	
			Sh.	cts.	Kilos	Shillings	Kilos	Shillings	Kilos	Shillings	Kilos	Shillings						Kilos
Name of Crop																		
1.																		
2.																		
3.																		
4.																		
5.																		
6.																		
TOTALS																		

SPECIFIED CROPS		(1) Average Price per Kilo	(2) In Store at Time of Last Monthly Visit		(3) Harvested Since Last Monthly Visit		(4) Sold to Co-ops, or Marketing Boards Since Last Monthly Visit		(5) In Store at Present		(6) Residual used on Holding or Sold in Local Market (2)+(3)-(4)-(5)=(6)		(7) Purcha- sed Seed	(8) Machi- nery Contract	(9) Fertili- zers	(10) Sprays, Insecti- cides Etc.	(11) Other Costs Bags Manure, Etc.	
			Sh.	cts.	Kilos	Shillings	Kilos	Shillings	Kilos	Shillings	Kilos	Shillings						Kilos
Name of Crop																		
1.																		
2.																		
3.																		
4.																		
5.																		
6.																		

CPK (L)

[illegible]

NON-FARM INCOME, SUMMARIES AND CHECKLISTS

CHECKLIST OF MONTHLY INCOME AND EXPENDITURE
(Office Use Only)

Farm No. _____
 Sub-Location _____
 District _____ Cycle _____

A. NON-FARM INCOME AND REVENUE SINCE LAST MONTHLY VISIT

Non-Farm Income and Revenue	Sh.	cts.
1. Sale of Capital and Household Assets		
2. Income From Regular Employment		
3. Income From Casual Employment		
4. Remittances From Relatives		
5. Other Gifts (Including Dowry and Agreement Fees)		
6. Sales From Trading and Homecrafts		
7. Miscellaneous (Pension, Rent, Hiring out Equipment)		
TOTAL NON-FARM INCOME		
8. Loans Received		

B. SUMMARY OF FARM ACTIVITIES SINCE LAST MONTHLY VISIT

Crops Planted		Crops Harvested		
Crop	Land Units	Crop	Land Units	Are Land Units now Fallow?
1.		1.		
2.		2.		
3.		3.		
4.		4.		
5.		5.		
6.		6.		
7.		7.		

INCOME		Shillings	EXPENDITURE		Shillings	CHECKLIST
1. Non-Farm Income			*1. (a) Food and Drink—Cash			Enumerator _____
2. Loans Received			(b) Food and Drink—Credit			Date Given to Supervisor _____
3. Crop Sales to Co-ops, etc.			*2. (a) Other Household Purchases—Cash			Signature _____
(a) Non-Specified Crops			(b) Other Household Purchases—Credit			Supervisor _____
(b) Specified Crops	1		*3. (a) Other Expenditure—Cash			Date sent to P.S.O. _____
	2		(b) Other Expenditure—Credit			Signature _____
	3		*4. (a) Farm Purchases and Expenses—Cash			Date sent to Nairobi _____
	4		(b) Farm Purchases and Expenses—Credit			P.S.O.'s Signature _____
*4. Local Market Crop Sales			5. Purchases of Cattle			Edited By _____
1			6. Purchases of other Livestock			Editing, Checking, and Amending _____
2			TOTAL			Completed on _____
3						Signature _____
4						Summarized By _____
5						Date _____
6						Signature _____
5. Sale of Cattle and Cattle Products						
6. Sale of Other Livestock and Products						
*7. Sale of Milk						
TOTAL						

*Weekly Totals to be Grossed up Before Entering.

ORIG - 1 RECALL - 2	E.A. FARM CARD	SUB- LOC.	DIST.	ZONE
15	121314	89	567	34

AREA MEASUREMENTS

SHEET NO. OF

FARM NO

SUB-LOCATION

DISTRICT.....MONTH.....

LAND UNIT NO.	LAND UNIT	CROP (1)	Y (2)	N (3)	CROP (4)	Y (5)	R (6)	A - B		B - C		C - D		D - E		E - F		F - G		G - H	
								F.B.	METRES	F.B.	METRES	F.B.	METRES	F.B.	METRES	F.B.	METRES	F.B.	METRES	F.B.	METRES
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ZONE	DIST	LOC.	SUB- LOC.	E.A.	FARM CARD	ORIG. - RECALL	ACRES				NO. OF CASH-NO. OF COCO- P.V. NUT TREES NUT TREES																																																																																																																																																																																																																																																																																																																																																																																																																																																	
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1	23	5	5	6	7	8	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	4

ANNEX 3EDIARY-QUESTIONNAIRE FOR THE 1968-69 SURVEY ON
LABOUR INPUT IN YUGOSLAVIAFederal Socialist Republics
of YugoslaviaSurvey of Labour
Input in Agriculture
1968-69Labour Diary
Data on Holding

Republic	
Commune	
Village	
Street and No.	

Enumeration District Code									
Holding Serial No.									

Card

--

1. Individual members

	Name of member	Sex	Occupation	Age
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

3. Land owned
and used

		1968 June		1969 May	
		ha	a	ha	a
1	Total owned				
2	Rented to others				
3	Rented from others				
4	Total used				
5	Arable land				
6	Orchards				

2. Total members

		1968 June		1969 May	
		ha	a	ha	a
7	Vineyards				
8	Meadows				
9	Pastures				
10	Fish ponds				
11	Woods				
12	Non productive				

Labour Diary
for holding members

Enumeration District							
Code							
Holding Serial No.							

Member's serial No.

Sex

Occupation

Age

Survey month

(Member's name)

Month Year.....

	Number of hours of activity by day of month						Total 6 days			Code	
	13	14	15	28	29	30					
Number of hours of sleep from midnight											
Work on wheat											
Work on maize											
Number of hours of sleep before midnight											
Total	24	24	24	24	24	24	1	4	4		

SOЦИЈАЛИСТИЧКА ФЕДЕРАТИВНА РЕПУБЛИКА ЈУГОСЛАВИЈА
САВЕЗНИ ЗАВОД ЗА СТАТИСТИКУ

Социјалистичка република	
Општина	
Месито	
Улица и број	

Бројче СБ, бр. 460-1745/1 "Сл. лист СФРЈ", бр. 12/66.	
Датум: 09-09/66	

Број статистичког круга	8	7
Редни број газдинства	1	11

Корисно 1 12

ДНЕВНИК РАДА

Подаци за газдинство

1. Подаци о члановима газдинства

Ред. број	Презиме и име чланова газдинства	Пол	Земљанство	Старост
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

2. Укупан број чланова

14

3. Власителска и коришћена поврлина

	1966	1969	1966	1969
	јуна хелари	маја хелари	јуна хелари	маја хелари
1. Укупна власителска поврлина земљиште	22	22	70	70
2. Дато у скуп	30	30	76	76
3. Унето у скуп	38	38	20	20
4. Укупна коришћена поврлина (5-12)	46	46	28	28
5. Ораница и беога	34	34	36	36
6. Већина	52	52	44	44

Број статистичког круга	8	7
Редни број газдинства	2	11

Редни број члана 13

ДНЕВНИК РАДА ЧЛАНОВА ГАЗДИНСТВА

Пол 14

Земљанство 15

Година старост 17

Месец 8 18

4 19

(име и презиме члана)

Август 1968.

Vrste rada	Časovi rada i ostalo vreme po danima (datumima)											Ukupno časova za 6 dana	Sifra rada		
	13	14	15	29	30	31	1	2	3	4	5				
Spavanje ujutru do 8hova												1	3	2	24
Radovi na plenicima													0	1	28
Radovi na kukuruzu													0	2	32
															36
															40
															44
															48
															52
															56
															60
															64
															68
															72
															76
															80
															24
															28
												2			32
															36
															40
															44
															48
Spavanje do ponoći časova															51
Ukupno	24	24	24	24	24	24	24	24	24	24	1	4	4		51

Codes for kind of activity on which time is spentWork on own agricultural holding

- 01 Wheat
- 02 Maize
- 03 Other temporary crops
- 04 Orchards
- 05 Vineyards
- 06 Meadows and pastures
- 07 Livestock, poultry, bees, fish
- 08 Forestry
- 09 Processing of preserves (fruits and vegetables)
- 10 Other processing
- 11 General work on the holding
- 12 Marketing of products and shopping
- 13 Investment work on holding
- 14 Maintenance work on holding
- 15 Investment and maintenance work on living quarters
- 16 Reforestation
- 17 Handicrafts for own needs
- 18 Handicrafts for sale
- 19 Providing meals and accommodation for outsiders
- 20 Household work
- 21 Family obligations

Work off the holding


- 22 Temporary work on other private holdings
- 23 Temporary work on cooperative's and government holdings
- 24 Temporary non-agricultural work
- 25 Permanent work on other private holdings
- 26 Permanent work on cooperative's and government holdings
- 27 Permanent non-agricultural work

Other time spent

- 28 Free time including rest and meals
- 29 Holiday time including cultural and social activities
- 30 Bad weather
- 31 Sickness
- 32 Sleep

ENCUESTA NACIONAL DE HOGARES IN MEXICO

[illegible]

 SECRETARIA DE INDUSTRIA Y COMERCIO DIRECCION GENERAL DE ESTADISTICA ENCUESTA NACIONAL DE HOGARES MANO DE OBRA <small>(FORMA EHM - 1)</small>															Forma _____ de _____ formas				
CONFIDENCIAL. —Esta encuesta está autorizada por la Ley. Toda la información se mantendrá con carácter estrictamente confidencial.																			
2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
TRANSCRIBA DE LA TARJETA DE REGISTRO DE HOGARES (TRH) Forma EHM-300																		PARA USO DE LA OFICINA	
a. Período de la encuesta (19)	b. Número de la entidad (1)	c. Número del municipio (2)	d. Número del estrato (3)	e. Distribución/semana (4)	f. Número de control (5)	g. Número de serie (6)	h. Número de la TRH (7)											Estado final de la entrevista	
i. Estado final de la entrevista 1 <input type="checkbox"/> Entrevista completa → Núm. de renglón del informante _____ <input type="checkbox"/> Sin entrevista → Persona que suministra la información _____ ↓ Marque el motivo abajo <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p style="text-align: center;">TIPO A</p> 2 <input type="checkbox"/> Nadie en la casa en el momento de la entrevista 3 <input type="checkbox"/> Ausente temporalmente 4 <input type="checkbox"/> Se negó a dar información 5 <input type="checkbox"/> Otro (vivienda ocupada) (Especifique) _____ <p style="text-align: center;">TIPO B</p> 6 <input type="checkbox"/> Desocupada — adecuada para habitarse 7 <input type="checkbox"/> Desocupada — inadecuada para habitarse 8 <input type="checkbox"/> Desocupada — en construcción (no lista para habitarse) 9 <input type="checkbox"/> Desocupada — usada temporalmente para negocio o almacenaje </div> <div style="width: 45%;"> <p>i. Nombre del jefe del hogar: _____</p> <hr/> <p>k. Nombre del entrevistador: _____ Número _____</p> <hr/> <p>Fecha de la entrevista: _____</p> <p style="text-align: center;">TIPO C</p> <input type="checkbox"/> Demolida <input type="checkbox"/> Tienda de campaña, trailer, casa, etc., cambiada de sitio <input type="checkbox"/> Negocio o almacén permanente <p style="text-align: center;">OTRO (Especifique)</p> <p>_____</p> <p>_____</p> <p>_____</p> </div> </div>																			
PARA USO DE LA OFICINA																			
DATOS DE LA VIVIENDA (de la THR Forma EHM-300)										CARACTERISTICAS PERSONALES DE LOS MENORES DE 12 AÑOS (de la TRH Forma EHM-300)									
l. Tipo de vivienda (22)										t. Núm. de renglón (9)		u. Parentesco (11)		v. Sexo (13)		w. Edad (15)			
m. Número de viviendas en la construcción (23)										33-34		35		36		37-38			
n. Cuartos (24)																			
o. Tenencia (25)																			
p. Teléfono (26)																			
DATOS SOBRE EL HOGAR (de la TRH)																			
q. Núm. de residentes en el hogar (1) Total										26-27									
(2) Relacionados con el jefe										28-29									
r. Núm. de personas solteras menores de 18 años (1) Emparentadas con el jefe (incluso sus propios hijos)										30									
(2) Hijos del jefe del hogar										31									
s. Tipo de hogar										32									
Observaciones:																			

SOLO PARA PERSONAS DE 12 AÑOS DE EDAD O MAS								
1. Número de renglón de la T.R.H.	Nombre de la persona:	PARA USO DE LA OFICINA						
		t. Número de renglón (9)	u. Parentesco (11)	v. Sexo (13)	w. Edad (15)	x. Estado civil (16)	y. Casado (16)	z. Número de hijos propios (11)
		33-34	35	36	37-38	39	40	41-42
43	<p>2. ¿Qué hizo.....la mayor parte de la SEMANA PASADA?</p> <p>Elija uno { trabajó? se dedicó a los quehaceres de su hogar? fue a la escuela? o hizo alguna otra cosa?</p> <p>y agregue</p> <p>1 <input type="checkbox"/> Trabajó T (Salte a 4)</p> <p>2 <input type="checkbox"/> Ayudó en negocio familiar sin retribución AF (Salte a 2a)</p> <p>3 <input type="checkbox"/> Tiene empleo; pero no trabajó TE</p> <p>4 <input type="checkbox"/> Buscó trabajo BT</p> <p>5 <input type="checkbox"/> Quehaceres de su hogar QD</p> <p>6 <input type="checkbox"/> Asistió a la escuela AE</p> <p>7 <input type="checkbox"/> Jubilado o pensionado J</p> <p>8 <input type="checkbox"/> Incapacidad permanente para trabajar NT (Salte a 3)</p> <p>9 <input type="checkbox"/> Otro OT (Pase a 2a)</p> <p style="text-align: center;">(Especifique)</p>	50	<p>4. ¿Trabajó.....en más de un empleo, negocio o rancho la SEMANA PASADA?</p> <p><input type="checkbox"/> SI → 4a. ¿En cuántos empleos o negocios trabajó.....?</p> <p><input type="checkbox"/> NO (Pase a 5.1) _____ (Número) (Pase a 5.2)</p>					
44	<p>2a. ¿Trabajó.....en algo la SEMANA PASADA como:</p> <p>Elija uno { vender, cultivar, fabricar algo? coser o lavar ropa ajena; vender, fabricar algo? dar clases; vender o fabricar algo?</p> <p>1 <input type="checkbox"/> SI (Salte a 4)</p> <p>2 <input type="checkbox"/> NO</p>	51-52	<p>5. 1) ¿Cuántas horas efectivas trabajó.....la SEMANA PASADA en su empleo o trabajo?</p> <p>Lunes _____ (horas)</p> <p>Martes _____ (horas)</p> <p>Miércoles _____ (horas)</p> <p>Jueves _____ (horas)</p> <p>2) ¿Cuántas horas efectivas trabajó.....la SEMANA PASADA en todos sus empleos o trabajos?</p> <p>Viernes _____ (horas)</p> <p>Sábado _____ (horas)</p> <p>Domingo _____ (horas)</p> <p>TOTAL _____ (horas)</p>					
45	<p>2b. Durante la SEMANA PASADA.....trabajó en alguna otra actividad por la que obtuvo dinero o espera obtenerlo?</p> <p>3 <input type="checkbox"/> SI (Salte a 4)</p> <p>4 <input type="checkbox"/> NO (Si tiene TE en 2 salte a 7)</p>	53-54	<p>5a. ¿Trabajó.....algunas horas extras o sobretiempo la SEMANA PASADA?</p> <p><input type="checkbox"/> SI → 5b. ¿Cuántas horas extras trabajó.....?</p> <p>_____ (horas)</p> <p>¿Incluyó esas horas en las que me informé antes?</p> <p><input type="checkbox"/> SI (Pase a 5c)</p> <p><input type="checkbox"/> NO (Sume en 5 y pase a 5c)</p>					
46	<p>2c. Aunque.....no trabajó la SEMANA PASADA, ¿tiene (él o ella) algún empleo, negocio o trabajo del que estuvo temporalmente ausente o en el que va a empezar a trabajar en un periodo menor de 30 días?</p> <p>5 <input type="checkbox"/> SI (Salte a 7)</p> <p>6 <input type="checkbox"/> NO</p>	55-56	<p>5c. Durante la SEMANA PASADA dejó.....de trabajar algunas horas o días o tomó algún tiempo libre por enfermedad, fiestas, poco trabajo, etc.?</p> <p><input type="checkbox"/> SI → 5d. ¿Cuántas horas dejó de trabajar?</p> <p>_____ (horas)</p> <p>Anteriormente usted me dijo que.....trabajó _____ (Anotación en 5) horas la SEMANA PASADA. ¿Es ese el tiempo correcto después de deducir las horas que.....dejó de trabajar la SEMANA PASADA?</p> <p><input type="checkbox"/> SI <input type="checkbox"/> NO (Reste en 5 y pase a "Instrucción")</p>					
47	<p>2d. ¿Trabajó.....durante la SEMANA PASADA ayudando a algún familiar en un rancho o negocio propio, sin recibir pago a cambio? (No cuente los trabajos propios del hogar)</p> <p>7 <input type="checkbox"/> SI</p> <p>8 <input type="checkbox"/> NO (Salte a 8)</p>	57	<p style="text-align: center;">INSTRUCCION</p> <p>Vea 5 y marque si trabajó:</p> <p><input type="checkbox"/> Menos de 40 horas (Pase a 6)</p> <p><input type="checkbox"/> 40 o más horas (Salte a 9)</p>					
48	<p>2e. ¿La SEMANA PASADA trabajó.....ayudando a la familia en un rancho o negocio menos de 15 horas?</p> <p>1 <input type="checkbox"/> SI (Salte a 8)</p> <p>2 <input type="checkbox"/> NO (Salte a 4)</p>	58-59	<p>6. ¿Normalmente trabaja.....40 horas o más a la semana?</p> <p>1 <input type="checkbox"/> SI</p> <p>2 <input type="checkbox"/> NO (Salte a 7c)</p>					
49	<p>3. ¿Por qué causa está.....incapacitado permanentemente para trabajar?</p> <p>1 <input type="checkbox"/> Invalidez física</p> <p>2 <input type="checkbox"/> Invalidez mental</p> <p>3 <input type="checkbox"/> Enfermedad crónica</p> <p>4 <input type="checkbox"/> Otra _____</p> <p style="text-align: center;">(Especifique)</p>		<p>6a. ¿Cuál fue la razón por la cual.....no trabajó el número normal de horas la SEMANA PASADA?</p> <p>1 <input type="checkbox"/> Falta de trabajo</p> <p>2 <input type="checkbox"/> Escasez de materiales</p> <p>3 <input type="checkbox"/> Reparaciones en la planta o maquinaria</p> <p>4 <input type="checkbox"/> Empezó un nuevo trabajo en la semana</p> <p>5 <input type="checkbox"/> Dejó de trabajar en la semana</p> <p>6 <input type="checkbox"/> Días festivos (religiosos o cívicos)</p> <p>7 <input type="checkbox"/> Conflicto de trabajo</p> <p>8 <input type="checkbox"/> Mal tiempo</p> <p>9 <input type="checkbox"/> Enfermedad propia</p> <p>10 <input type="checkbox"/> Vacaciones</p> <p>11 <input type="checkbox"/> Demasiado ocupado con el trabajo de la casa, de la escuela, asuntos personales</p> <p>12 <input type="checkbox"/> Otra _____</p> <p style="text-align: center;">(Especifique)</p>	(Salte a 9)				

SOLO PARA PERSONAS DE 12 AÑOS DE EDAD O MAS

7. ¿Por qué no trabajó... la SEMANA PASADA?		8. ¿Ha hecho... algo para conseguir trabajo en los dos últimos meses?	
60	1 <input type="checkbox"/> Estaba enfermo	67	1 <input type="checkbox"/> SI
	2 <input type="checkbox"/> Estaba de vacaciones		2 <input type="checkbox"/> NO (Salte a 13)
	3 <input type="checkbox"/> Conflicto obrero-patronal		
	4 <input type="checkbox"/> Mal tiempo		
	5 <input type="checkbox"/> Nuevo empleo en el que empezará en menos de 30 días		
(Pase a 7a)		8a. ¿Qué ha hecho... en los dos últimos meses para conseguir empleo?	
61	6 <input type="checkbox"/> Suspensión temporal (menos de 30 días)	68-69	1 <input type="checkbox"/> Consultó con agencia pública de empleo
	7 <input type="checkbox"/> Suspensión indefinida		2 <input type="checkbox"/> Consultó con agencia privada de empleo
	8 <input type="checkbox"/> Factores estacionales		3 <input type="checkbox"/> Consultó directamente con el empleador
	9 <input type="checkbox"/> Otros		4 <input type="checkbox"/> Recurrió al sindicato
	(Especifique)		5 <input type="checkbox"/> Puso o contestó anuncios
(Pase a 7a)		6 <input type="checkbox"/> Consultó con amigos, parientes	
		7 <input type="checkbox"/> Otro	
		(Especifique)	
		8 <input type="checkbox"/> Nada (Salte a 13)	
7a. ¿Recibe... sueldo o salario por el tiempo que no trabajó la SEMANA PASADA?		8b. ¿Cuándo fue la última vez que hizo alguno de estos trámites?	
61	1 <input type="checkbox"/> SI	70	1 <input type="checkbox"/> Hace menos de 1 mes
	2 <input type="checkbox"/> NO		2 <input type="checkbox"/> De 1 mes a 2 meses
	3 <input type="checkbox"/> Trabaja por su cuenta		3 <input type="checkbox"/> 2 meses o más
		(Pase a 8c1)	
		(Salte a 13)	
7b. ¿Cuántas horas trabaja normalmente a la semana... en todos sus empleos o trabajos?		8c. 1) ¿Cuántas semanas ha estado buscando trabajo?	
62-63	(horas) Marque si: <input type="checkbox"/> Menos de 40 horas (Pase a 7c)	71-72	2) ¿Hace cuántas semanas empezó a buscar trabajo...?
	<input type="checkbox"/> 40 horas o más (Salte a 9)		3) ¿Hace cuántas semanas está suspendido...?
		(Semanas)	
7c. ¿Preferiría... trabajar 40 horas o más?		8d. ¿Ha estado... buscando trabajo de: (si está suspendido o va a empezar en un nuevo empleo: ¿Es el empleo de... a)	
64	1 <input type="checkbox"/> SI	73	1 <input type="checkbox"/> tiempo completo?
	2 <input type="checkbox"/> NO (Salte a 9)		2 <input type="checkbox"/> tiempo parcial?
7d. ¿Hay alguna razón por la cual... no puede trabajar 40 horas o más a la semana?		8e. ¿Cuándo trabajó... por última vez en un empleo o actividad de tiempo completo que durara dos semanas consecutivas o más?	
65-66	1 <input type="checkbox"/> SI (Especifique la razón)	74	1 <input type="checkbox"/> Hace menos de 3 meses
	2 <input type="checkbox"/> Falta de trabajo		2 <input type="checkbox"/> De 3 meses a 6 meses
	3 <input type="checkbox"/> Escasez de materiales		3 <input type="checkbox"/> De 6 meses a 1 año
	4 <input type="checkbox"/> Semana normal de trabajo inferior a 40 horas		4 <input type="checkbox"/> De 1 año a 2 años
	5 <input type="checkbox"/> Sólo encontró trabajo de tiempo parcial		5 <input type="checkbox"/> De 2 años a 3 años
	6 <input type="checkbox"/> Demasiado ocupado con el trabajo de la casa, de la escuela, asuntos personales, etc.		6 <input type="checkbox"/> De 3 años a 5 años
	7 <input type="checkbox"/> Otras		7 <input type="checkbox"/> 5 años y más
(Especifique)		8 <input type="checkbox"/> Nunca ha trabajado	
		(Salte a 8f)	
		(Salte a 8g)	
		8f. ¿Por qué motivo dejó ese empleo o actividad?	
		75-76	
		(Si está suspendido o con nuevo empleo para empezar en 30 días, salte a 9)	
		77-78	
		8g. ¿Qué clase de trabajo está buscando...?	
		8h. ¿Había alguna razón particular para que... no aceptara un trabajo la SEMANA PASADA?	
		1 <input type="checkbox"/> SI (Especifique la razón)	
		2 <input type="checkbox"/> NO (Pase a 9)	
		(Pase a 9)	

SOLO PARA PERSONAS DE 12 AÑOS DE EDAD O MAS			
	<p>DESCRIPCION DEL EMPLEO PRINCIPAL: Ahora quisiera que me diera algunos datos sobre el empleo, negocio o trabajo principal que.....tenia la SEMANA PASADA (o la última vez que tuvo un empleo, negocio o trabajo regular)</p> <p>9. ¿En dónde (o para quién) trabajóla SEMANA PASADA (o la última vez que lo hizo)? (Nombre de la compañía, empresa, rancho, organización, negocio, patrón, etc.)</p> <p>_____ (Pase a 9a)</p> <p>97 <input type="checkbox"/> Nunca ha trabajado (Salte a 14)</p>	94-96	<p>(Solo para P y CP en 11)</p> <p>12b. ¿La SEMANA PASADA (o la última vez que trabajó) empleó..... en su trabajo o negocio, a una o más personas por jornales, sueldo, salario o pago en especie?</p> <p><input type="checkbox"/> SI → 12c. ¿A cuántas personas empleó..... a cambio de un sueldo, salario o jornal?</p> <p>_____ (Número)</p> <p>99 <input type="checkbox"/> NO</p>
80-81	<p>9a. ¿A qué se dedicaba esa(e) empresa (o negocio, institución, dependencia) en donde.....trabajó la SEMANA PASADA (o la última vez que lo hizo)? (Por ejemplo: venta de zapatos al menudeo, cultivo de algodón)</p> <p>_____</p> <p>_____</p> <p>_____</p>		<p>12d. ¿Cuáles fueron las entradas o ingresos totales de.....en su trabajo, profesión o negocio el MES PASADO (o el último mes que trabajó)?</p> <p>_____ (Pesos)</p>
	<p>9b. ¿Esta actividad es principalmente:</p> <p>1 <input type="checkbox"/> artesanía?</p> <p>2 <input type="checkbox"/> fabricación de productos (industria)?</p> <p>3 <input type="checkbox"/> comercio al mayoreo?</p> <p>4 <input type="checkbox"/> comercio al menudeo?</p> <p>5 <input type="checkbox"/> agricultura?</p> <p>6 <input type="checkbox"/> construcción?</p> <p>7 <input type="checkbox"/> servicios domésticos?</p> <p>8 <input type="checkbox"/> otros servicios?</p> <p>9 <input type="checkbox"/> gobierno?</p> <p>10 <input type="checkbox"/> otros? _____ (Especifique)</p>	97-101	<p>12a. ¿Cuánto ganó.....el MES PASADO (o el último mes que trabajó) en su trabajo, profesión o negocio, después de descontar los gastos que tuvo que hacer en él?</p> <p>_____ (Pesos)</p>
82-83		102-106	<p>12f. ¿Cuánto ganó.....la SEMANA PASADA (o la última semana que trabajó) en otros trabajos o negocios?</p> <p>_____ (Pesos)</p> <p>1 <input type="checkbox"/> Sólo tiene o tenía un trabajo (Salte a 14)</p>
		107	<p>13. ¿Estaría.....dispuesto a aceptar de inmediato un trabajo pagado, ya sea de tiempo completo o de tiempo parcial?</p> <p>1 <input type="checkbox"/> SI (Pase a 13a)</p> <p>2 <input type="checkbox"/> TAL VEZ.....depende (Especifique) _____</p> <p>_____ (Pase a 13a)</p> <p>7 <input type="checkbox"/> NO</p> <p>8 <input type="checkbox"/> NO SE (Salte a 13b)</p>
84-86	<p>10. ¿Cuál es el nombre de la ocupación, oficio o profesión que.....desempeñó en su trabajo la SEMANA PASADA (o la última vez que trabajó)? (Por ejemplo: agricultor, secretaria mecanógrafa, panadero, tapicero de muebles)</p> <p>_____</p> <p>_____</p> <p>_____</p>		
	<p>10a. ¿Cuáles eran las actividades o tareas más importantes que desarrolló.....en ese trabajo? (Por ejemplo: archivar, repartir material, operar un torno, cuidar la fábrica)</p> <p>_____</p> <p>_____</p> <p>_____</p>	108-109	<p>13a. ¿Cuáles son las razones por las que.....no busca trabajo?</p> <p>1 <input type="checkbox"/> Cree que no hay trabajo en su especialidad o en su zona</p> <p>2 <input type="checkbox"/> No pudo encontrar trabajo</p> <p>3 <input type="checkbox"/> Le falta escolaridad, capacitación o experiencia</p> <p>4 <input type="checkbox"/> Los empleadores lo consideran demasiado joven o demasiado viejo</p> <p>5 <input type="checkbox"/> Otras personas no lo han encontrado</p> <p>6 <input type="checkbox"/> No tiene con quien dejar a los niños</p> <p>7 <input type="checkbox"/> Otras responsabilidades familiares</p> <p>8 <input type="checkbox"/> Está en la escuela</p> <p>9 <input type="checkbox"/> Gravemente enfermo o incapacitado</p> <p>10 <input type="checkbox"/> Otras _____</p> <p>_____ (Especifique)</p> <p>98 <input type="checkbox"/> No sé</p>
87	<p>11. ¿En su trabajo de la SEMANA PASADA (o de la última vez que trabajó).....era:</p> <p>1 <input type="checkbox"/> obrero o empleado por jornal, salario, comisión o pago en especie?A (Pase a 12)</p> <p>2 <input type="checkbox"/> patrón, empresario o empleador?P } (Salte a 12b)</p> <p>3 <input type="checkbox"/> trabajador por cuenta propia?CP</p> <p>4 <input type="checkbox"/> trabajador familiar sin remuneración?AF (Salte a 14)</p>		
88-92	<p>(Solo para A en 11)</p> <p>12. ¿Cuánto ganó..... la SEMANA PASADA (o la última semana que trabajó) en su empleo, antes de descontar las deducciones?</p> <p>_____ (Pesos) (Pase a 12a)</p> <p>1 <input type="checkbox"/> Sólo recibió pago en especie (Salte a 12f)</p>	110	<p>13b. ¿Intenta.....buscar trabajo pagado de cualquier clase en los siguientes 12 meses?</p> <p>1 <input type="checkbox"/> SI definitivamente</p> <p>2 <input type="checkbox"/> SI probablemente</p> <p>3 <input type="checkbox"/> TAL VEZ.....depende (Especifique) _____</p> <p>_____ (Pase a 13c)</p> <p>7 <input type="checkbox"/> NO</p> <p>8 <input type="checkbox"/> NO SE</p>
93	<p>12a. ¿Además recibió.....algunas prestaciones como casa, comida, ropa, etc.?</p> <p>1 <input type="checkbox"/> SI 2 <input type="checkbox"/> NO</p> <p>_____ (Salte a 12f)</p>		

SOLO PARA PERSONAS DE 12 AÑOS DE EDAD O MAS			
	13c. ¿Cuándo trabajó.....por última vez en un empleo o actividad regular?		MIGRACION
111	1 <input type="checkbox"/> Hace menos de 1 año 2 <input type="checkbox"/> De 1 año hasta 2 años 3 <input type="checkbox"/> De 2 años hasta 3 años 4 <input type="checkbox"/> De 3 años hasta 4 años 5 <input type="checkbox"/> De 4 años hasta 5 años 6 <input type="checkbox"/> 5 años o más 7 <input type="checkbox"/> Nunca ha trabajado	118 119-121 122-123	14. ¿Vivía.....en este mismo municipio hace 5 años? 1 <input type="checkbox"/> SI (Salte a 15) 2 <input type="checkbox"/> NO
	(Pase a 13d) (Solte a 14)		14a. ¿En qué municipio y estado vivía.....en esta fecha hace 5 años? Municipio _____ Entidad (o país) _____
	13d. ¿Por qué dejó.....ese trabajo?		GRADO DE INSTRUCCION
112	1 <input type="checkbox"/> Razones personales, familiares, de la escuela 2 <input type="checkbox"/> Enfermedad o accidente 3 <input type="checkbox"/> Jubilación, retiro, vejez 4 <input type="checkbox"/> Condiciones de trabajo insatisfactorias (horas, salario, etc.) 5 <input type="checkbox"/> Cierre de la empresa, departamento o sección 6 <input type="checkbox"/> Automatización de la empresa 7 <input type="checkbox"/> Trabajo estacional terminado 8 <input type="checkbox"/> Otros _____ (Especifique)	124 125-126	15. ¿Terminó y aprobó.....algún año de estudios? 1 <input type="checkbox"/> SI 2 <input type="checkbox"/> NO (TERMINE)
	13e. ¿A qué se dedicaba la empresa, negocio o institución en donde.....trabajó la última vez que lo hizo?	127	15a. ¿Cuál fue el último año que terminó y aprobó.....en: primaria?año 1 secundaria o prevocacional?año 2 preparatoria o vocacional?año 3 (Si tiene 2º o 3er. año en preparatoria o vocacional) 15b. ¿Obtuvo.....el certificado de estudios de preparatoria o vocacional? 1 <input type="checkbox"/> SI 2 <input type="checkbox"/> NO
113-114			15c. ¿Realizó.....algún otro tipo de estudios? (Por ejemplo: universitarios, comerciales, técnicos) <input type="checkbox"/> SI 900 <input type="checkbox"/> NO (TERMINE) Especifique el último año aprobado y la especialidadaño de (Especialidad)
115-117	13f. ¿Qué ocupación, oficio o profesión desempeñaba.....en ese trabajo (o negocio)?	128-130	15d. ¿Terminó.....la carrera o especialidad?
	(Pase a 14)	131	1 <input type="checkbox"/> SI 2 <input type="checkbox"/> NO
OBSERVACIONES			

QUESTIONNAIRE FOR THE SURVEY OF HOUSEHOLDS ON LABOUR FORCE IN THE PHILIPPINES

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRADE
BUREAU OF THE CENSUS AND STATISTICS

This inquiry is authorized by Commonwealth Act No. 591. All information collected is strictly confidential and cannot be used for taxation, investigation or enforcement purposes.

Province/City District
Mun./City District
Barrio
ED No. Area Code
Sample H.H. No.
Date of sheets

1. Does your family raise crops, fruits, nuts, etc. in at least 1,000 sq. meters of land any time during the year, or now raise at least 20 heads of cattle, goats, pigs, etc., or at least 100 chickens, ducks, etc.?		1 Yes 2 No (Skip to 2.)		1a (If Yes) Who in the family is a farmer or raiser by usual occupation? First name		1 With one 2 None	
2. Household member number	01	02	03				
3. Name of member of household (Family name followed by first name.)	Name:	Name:	Name:				
4. Relation of member to head of household	1 Head 2 Wife 3 Son/daughter-in-law 4 Son/daughter-in-law	5 Grandchild 6 Father/mother 7 Other relative 8 Servant, boarder, etc.	1 Head 2 Wife 3 Son/daughter-in-law 4 Son/daughter-in-law	5 Grandchild 6 Father/mother 7 Other relative 8 Servant, boarder, etc.			
5. Sex	1 Male 2 Female	1 Male 2 Female	1 Male 2 Female				
6. Age at last birthday (Prefix "0" to 1 to 9, enter "00" for under 1)	years	years	years				
FOR PERSONS 10 YEARS OLD AND OVER							
7. Civil (marital) status	1 Single 2 Married	3 Widowed 4 Divorced/sep.	1 Single 2 Married	3 Widowed 4 Divorced/sep.			
8. What was doing most of the time last week, (working for pay or profit or without pay on family farm or enterprise/schooling/housekeeping) or something else?	1 Working (Skip to 10) 2 Schooling 3 Housekeeping 4 Other/nothing	1 Working (Skip to 10) 2 Schooling 3 Housekeeping 4 Other/nothing	1 Working (Skip to 10) 2 Schooling 3 Housekeeping 4 Other/nothing	1 Working (Skip to 10) 2 Schooling 3 Housekeeping 4 Other/nothing			
9. Did he do any work at all last week not counting housekeeping in own home and work around the house?	1 Yes 2 No (Skip to 14)	1 Yes 2 No (Skip to 14)	1 Yes 2 No (Skip to 14)	1 Yes 2 No (Skip to 14)			
IF PERSON WORKED LAST WEEK—Working in 8 or Yes in 9							
10. How many hours did he work last week? (Prefix "0" to 1 to 9)	hours	hours	hours	hours	10		
11. Did he want more hours of work last week?	1 Yes (Skip to 13) 2 No	1 Yes (Skip to 13) 2 No	1 Yes (Skip to 13) 2 No	1 Yes (Skip to 13) 2 No			
12. Why did he not want more hours of work last week? (If No in 11)	1 Worked fully 2 Schooling 3 Housekeeping (Skip to 22)	4 Too young/old 5 Physical defect 6 Other (Skip to 22)	1 Worked fully 2 Schooling 3 Housekeeping (Skip to 22)	4 Too young/old 5 Physical defect 6 Other (Skip to 22)			
13. Did he look for more work last week? (If Yes in 11)	1 Yes 2 No (Skip to 22)	1 Yes 2 No (Skip to 22)	1 Yes 2 No (Skip to 22)	1 Yes 2 No (Skip to 22)			

IF PERSON DID NOT WORK AT ALL LAST WEEK—No in 9

14. Even though he did not work, did he have a job or business last week? (If Yes in 14) 15. Why was he not working last week?	1 Yes 2 No (Skip to 16)	1 Yes 2 No (Skip to 16)	1 Yes 2 No (Skip to 16)
	1 Vacation 2 Temp. ill 3 Strike 4 Layoff/N. job 5 Off-season 6 Other (Skip to 22)	1 Vacation 2 Temp. ill 3 Strike 4 Layoff/N. job 5 Off-season 6 Other (Skip to 22)	1 Layoff/N. job 2 Off-season 3 Other (Skip to 22)

IF PERSON HAD NO JOB OR BUSINESS LAST WEEK—No in 14

16. If he had no job or business, did he want full-time work last week? (If No in 16) 17. Why did he not want full-time work last week?	1 Yes (Skip to 18) 2 No	1 Yes (Skip to 18) 2 No	1 Yes (Skip to 18) 2 No
	1 Too old/Rt 2 Schooling 3 Housekeeping 4 Disabled/permanent illness (Omit 18 to 25)	1 Too old/Rt 2 Schooling 3 Housekeeping 4 Disabled/permanent illness (Omit 18 to 25)	1 Too young 2 Taking vacation 3 Other 4 Disabled/permanent illness (Omit 18 to 25)

IF PERSON WANTED WORK LAST WEEK—Yes in 16

18. If he wanted work, did he look for work last week? (If No in 18) 19. Why was he not looking for work last week? (If Yes in 18) 20. How many weeks has he been looking for work? (Prefix "0" to 1 to 9)	1 Yes (Skip to 20) 2 No	1 Yes (Skip to 20) 2 No	1 Yes (Skip to 20) 2 No
	Reason: (Skip to 21)	Reason: (Skip to 21)	Reason: (Skip to 21)

IF PERSON WORKED OR HAD A JOB OR BUSINESS LAST WEEK OR WORKED BEFORE—Working in 8 or Yes in 9, 14 or 21

22. What was his job or occupation? (Be specific. Ex: Farmer, Typist, Auto mechanic)	Job or occupation:	Job or occupation:	Job or occupation:
	Business or industry:	Business or industry:	Business or industry:

23. In what kind of business or industry? (Be specific. Ex: Paly farm, Sari-sari store, Rice mill, Road construction)

24. Class of worker	1 Wage/salary, private 2 Wage/salary, Government 3 Self-employed	1 Wage/salary, private 2 Wage/salary, Government 3 Self-employed	1 Wage/salary, private 2 Wage/salary, Government 3 Self-employed
	pesos	pesos	pesos

(If Working in 8 or Yes in 9 or 14, and Wage/salary, private or Government in 24)

26. How much money wage or salary (including payroll deductions, etc.) did he earn in all jobs last week? (Round to nearest peso. Prefix "00" to P1 to P9 and "0" to P10 to P99)	pesos	pesos	pesos

26. Number of household members enumerated (For "head" only. Prefix "0" to 1 to 9)

27. Who is the respondent? (Enter "1" for him only) (Leave Blank.)			

28. Employment status:

Emp. — AG — Unemp —	Emp. — AG — Unemp —	Emp. — AG — Unemp —
Emp. — NONAG — NLF —	Emp. — NONAG — NLF —	Emp. — NONAG — NLF —

ANNEX 3HTHE VILLAGE SCHEDULE OF THE MYSORE POPULATION STUDY 1961 IN INDIA**THE MYSORE POPULATION STUDY**

The following village schedule is taken from United Nations, *The Mysore Population Study*, Population Studies No. 34, United Nations, New York, 1961. The village level survey was carried out in 186 villages drawn from three zones in the rural parts of Mysore state, stratified by the size of the village population.

UNITED NATIONS - GOVERNMENT OF INDIA
POPULATION SURVEY

VILLAGE SCHEDULE**1. LOCATION AND TYPE****A. Name:**

- (a) District
- (b) Taluk
- (c) Hobli
- (d) Village

B. Type (Check one):

- (a) Government
- (b) Non-Government

C. Distance to nearest town (Check one):

- (a) Less than 3 miles
- (b) 3 to 10 miles
- (c) More than 10 miles

2. TRANSPORTATION AND COMMUNICATION**A. Distance to nearest motorable road (Check one):**

- (a) In the village
- (b) Less than 3 miles
- (c) 3 to 10 miles
- (d) More than 10 miles

B. Type of nearest motorable road (Check one):

- (a) Kutchra
- (b) Pucca

C. Distance to nearest railway and bus stations (Check one in each column):

	Railway	Bus
(a) In the village
(b) Less than 3 miles
(c) 3 to 10 miles
(d) More than 10 miles

D. Distance to nearest post office (Check one):

(a) In the village
(b) Less than 3 miles
(c) 3 to 10 miles
(d) More than 10 miles

E. Distance to nearest telegraph office (Check one):

(a) In the village
(b) Less than 3 miles
(c) 3 to 10 miles
(d) More than 10 miles

3. LAND UTILISATION

A. Number of acres used in each way during the year 1950-51. (If possible, give the acreage in each category. If such data are not available, give at least estimates, using rough figures, of the total land area under the major heads (d), (h), (j), (k) and (l), and the percentage falling in each sub-category.)

	Irrigated (1)	Unirrigated (2)	Total (3)
Area sown at least once during the year:			
(a) Sown once
(b) Sown twice
(c) Sown three or more times
(d) Total sown (in acres)
(a + b + c)
Agricultural land not sown during the year:			
(e) Current fallow
(f) Land used for pasture
(g) Land used for
(i) Orchards
(ii) Plantations

(h) Total agricultural land not sown (in acres) (e + f + g)
(i) Total agricultural land (d + h)
Non-agricultural land:	
(j) Forests
(k) Cultivable waste land
(l) Land not available for cultivation (village sites, parks, non-cultivable marshes, etc.)
(m) Total non-agricultural land (j + k + l)
(n) Grand total land area (i + m)
Remarks. - State source of data if obtained from records or status of informant and methods of estimation, if any, that were used.

B. Acreage of agricultural land used for principal crops during the year 1950-51. [List the four main food crops and the two principal non-food crops produced during the year. Give acreage used during the year for each crop; if such data are not available, give at least rough estimates (using figures for total areas sown and percentage of it used for each of these crops). In case the same land was used for more than one crop, i.e., if one crop is sown after another is harvested, the acreage should be included separately for each crop grown on it. If they are sown simultaneously, proportionate areas under each crop should be taken.]

	Crop (1)	Acres (2)
Food crops:		
(a)
(b)
(c)
(d)
Non-food crops:		
(e)
(f)
Remarks. - State source of data, if obtained from records, or status of informant and methods of estimation, if any, that were used.

4. LAND TENURE

C. Irrigated area during the year 1950-51. (If possible, give the number of acres under each type of irrigation during the year. If such data are not available, give at least rough estimates, using figures of the total acreage under irrigation and the percentage under each type).

	Acres
Land irrigated from:
(a) Government canals
(b) Private canals
(c) Tanks
(d) Surface wells
(e) Tube-wells
(f) Other sources
(g) Total irrigated land
[Check with Col. 1 for 3 A (f)]

D. What was the area of agricultural land [corresponding 3 A (f) (3)] in the village 10 years ago (1940-41)?

Acres
.....

E. Give the total area under irrigation at each date indicated:

	Acres
(a) 30 years ago (1920-21)
(b) 20 years ago (1930-31)
(c) 10 years ago (1940-41)
(d) 1950-51 [same as 3 C (g)]

F. If canal irrigation exists, when was it first introduced? (Check one):

(a) More than 30 years ago
(b) 20 to 30 years ago
(c) 10 to 20 years ago
(d) Less than 10 years ago

G. If tube-well irrigation exists, when was it first introduced? (Check one):

(a) More than 30 years ago
(b) 20 to 30 years ago
(c) 10 to 20 years ago
(d) Less than 10 years ago

A. Area of agricultural land cultivated by "owners" and "tenants" during 1950-51 and three years ago (1947-48). (If possible, give the number of acres held under the two categories. If such data are not available, give at least rough estimates based on total agricultural land and the percentage of it under the two categories):

	1950-51	1947-48
(a) Area of land cultivated by owners
(b) Area of land cultivated by tenants
(c) Total agricultural land
[Compare with 3 A (f), Col. (3)]		

B. Has the proportion of land under category (b) in 4 A changed during the last 3 years? (Check one):

(a) No change
(b) Increased
(c) Diminished

5. PATTERN OF FARMING

A. Size of Holdings:

(a) State in the table below the number of holdings of different sizes now found in the village in the years 1950-51 and 1940-41:

Size of holdings	Number of holdings	
	1950-51 (2)	1940-41 (3)
(1) Less than 1 acre
1 to 3 acres
3 to 5 acres
5 to 10 acres
10 to 20 acres
Total

(b) Has there been any change during the last 10 years in the average size of holdings? (Check one):

(i) No change
(ii) Increased in size
(iii) Diminished in size

B. Fragmentation:

(a) State in the table below the number of agricultural plots of different sizes now found in the village in the years 1950-51 and 1940-41:

Size of plot	Number of plots	
	1950-51 (2)	1940-41 (3)
(1)		
Less than 1/4 acre
1/4 to 1/2 acre
1/2 to 1 acre
1 to 3 acres
3 to 5 acres
5 to 10 acres
10 to 20 acres
Over 20 acres
Total

(b) Has there been any change during the last 10 years in the average size of agricultural plots? (Check one):

- (i) No change
 (ii) Increased in size
 (iii) Diminished in size

C. Co-operative Farming:

(a) Do farmers in the village co-operate in regard to the following? (Check appropriate column against each entry):

	Yes	No
(i) In the use of ploughs
(ii) In the use of bullocks
(iii) At harvesting time
(iv) For storing grain
(b) Do farmers in the village, at all, pool their resources and cultivate their land on a co-operative basis? (Check one):		
(i) Yes
(ii) No

If "Yes" is checked, state the area of land so cultivated during 1950-51:

Acres

D. Collective Farming:

Are there any collective or State farms in the village? (Check one):

Yes No
 (a) Collective farms
 (b) State farms
 If "Yes", state area of land in the village during 1950-51 under
 Acres
 (a) Collective farms
 (b) State farms

6. NEW CROPS OR VARIETIES

A. Have any new crops or varieties been introduced during the last 10 years? (Check one):

New crop New varieties
 (a) Yes (a) Yes
 (b) No (b) No

B. If "Yes" in A, fill the following table:

Name of crop or variety (1)	When introduced (Revenue year) (2)	Was it introduced by local farmers (without assistance from governmental or other agencies)? State "Yes" or "No" (3)	Area under it during 1950-51 (in acres) (4)
.....
.....
.....
.....
.....

7. AGRICULTURAL IMPLEMENTS

A. Are there any iron ploughs in the village? (Check one):

(a) Yes
 (b) No
 If "Yes", give the percentage of such ploughs to the total

8. AGRICULTURAL TECHNIQUES

B. Give in regard to agricultural operations listed in column 1 of the following table the type of non-mechanical implements (operated without aid of power) commonly used 10 years ago, any modified or new types (operated without aid of power) introduced during the last 10 years and the extent to which modified or new types are now used:

(1) Agricultural operation	Type of non-mechanical implements commonly used 10 years ago	Name of new types or modifications made during last 10 years If no new types or modifications introduced in the last 10 years, enter "Nil" and ignore Col. 4	[To be filled except where "Nil" is entered in Col. (3).] Extent of use of new or modified implements Code: Widely used 1 Fairly common 2 Rarely used 3 (4)
Ploughing Sowing Harvesting Threshing Winnowing Polishing			

C. Are mechanical means (with the aid of power) used at all for lifting water in the village? (Check one):
 (a) Yes
 (b) No
 If "Yes", describe briefly the devices used and the reasons for using them. (Spontaneous responses should be used in entering the reasons.)

D. Are mechanical means (with the aid of power) used at all in agricultural operations such as sowing, harvesting, threshing, etc.? (Check one):
 (a) Yes
 (b) No

A. Were any chemical fertilizers used during 1950-51? (Check one):
 (a) Yes
 (b) No
 If "Yes", were these introduced by local farmers (without subsidy from governmental or other agencies)? State "Yes" or "No":

 B. Were any compost manures used during 1950-51? (Check one):
 (a) Yes
 (b) No
 If "Yes", is composting extensively practised in the village? State "Yes" or "No":

9. MARKETING AND TRADING OF AGRICULTURAL PRODUCE

A. What is the predominant method by which farmers sell or market agricultural products? (Check one):
 (a) Selling to other household in the village
 (b) Selling to the village shopkeeper
 (c) Supplying to the village co-operatives
 (d) Selling outside the village in the village market or *Sarai*
 (e) Selling it outside the village in a nearby town

B. If A (a) is checked, do any of the households in the village use the barter system? (Check one):
 (a) Yes
 (b) No

C. If A (d) of A (c) is checked, what is the predominant and most advanced method of transporting the produce to the market or town?

11. INDUSTRIAL ESTABLISHMENTS COVERED BY FACTORY ACT

A. How far from the village is the nearest industrial establishment which comes under the Indian Factories Act of 1948 (i.e., employing 20 or more persons without power or employing 10 or more persons with power)? (Check one):

- (a) In the village
 (b) Less than 3 miles
 (c) 3 to 10 miles
 (d) More than 10 miles

B. If A (a) or A (b) is checked, give the number of establishments of different types as found in the village and within 3 miles of it; the source of power used; and for all establishments of each type the average daily number of employees are not available, give approximate estimates and mark "Est".

Type of establishment (indicate product of manufacture)	Number of establishments		[Check one out of Col. (4) to (7)] Source of power used				Daily number of employees in all establishments of same type during the last 12 months (8)	Daily number of employees in all establishments of same type from this village (9)
	Perennial	Seasonal	Electric	Steam or oil	Natural water or wind	Animal or manual		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
.....
.....
.....

12. INDUSTRIAL ESTABLISHMENTS NOT COVERED BY FACTORY ACT

A. Are there any industrial establishments in the village not covered by the Factory Act (i.e., not employing 20 or more persons without power or not employing 10 or more persons with power) and located either in a house or in a separate structure and operated during particular seasons or during the whole year, but employing one or

Mode of transport (1)	Predominant mode of transport [Check against one of the items given in Col. (1)] (2)	Most advanced mode of transport [Check against one of the items given in Col. (1)] (3)
(a) Manual labour
(b) Pack animals or bullock carts
(c) Motor vehicles

10. CO-OPERATIVE SOCIETIES

For each of the following types of co-operatives indicate whether or not such a co-operative is active in the village, has membership in it, and if so, its present membership in the village. State also if a unit is located in the village and since when:

Type of Co-operative (1)	To be asked if "Yes" in Col. (2)			
	Is such a co-operative active in the village? (Yes or No) (2)	What is the present membership in the village? (3)	Is there a unit in the village? (Yes or No) (4)	If "Yes" in Col. (4), when was it established? (Give calendar year) (5)
A. Agricultural credit
B. Consumer co-operative
C. Marketing
D. Other single-purpose co-operative (Specify)
E. Multi-purpose co-operative (Specify)

more paid workers daily for a period of not less than 3 months in the year? (Check one):
 (a) Yes
 (b) No

B. If "Yes" in A (a), give the following particulars:

Type of establishment (indicate product of manufacture) (1)	Numbers of establishments		(Check one of Col. (4) to (7)) Source of power used				Daily number of employees in establishments of same type during the last 12 months (8)
	Perennial (2)	Seasonal (3)	Electric (4)	Steam or oil (5)	Natural water or wind (6)	Animal or manual (7)	
.....
.....
.....
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.....
.....
.....
.....

13. MINES

A. How far from the village is the nearest mine? (Check one):

- (a) In the village
 (b) Less than 3 miles
 (c) 3 to 10 miles
 (d) More than 10 miles

B. If A (a) or A (b) is checked, give the following particulars, separately, for mines of same type producing the same product, located in the village or within 3 miles of it:

Type of mine (indicate product mined) (1)	Number of establishments (2)	Daily number of employees in establishments of same type (3)	Daily number of employees in establishments of same type from this village (4)
.....
.....
.....
.....
.....
.....
.....
.....
.....

14. TRADE UNIONS

List any trade unions, labour organisations, kisan sabhas, etc., who have members in the village:

Name of union (1)	Its functions (2)	Membership in village (3)
.....
.....
.....
.....
.....
.....
.....
.....
.....

15. ELECTRICITY

A. How far is the nearest public supply line for electric power from the village? (Check one):

- (a) In the village
 (b) Less than 3 miles
 (c) 3 to 10 miles
 (d) More than 10 miles
 If A (a) is checked, answer B and C.

B. When was it installed? (Check one):

- (a) More than 30 years ago
 (b) 20 to 30 years ago
 (c) 10 to 20 years ago
 (d) Less than 10 years ago

C. Is electric power used in the village? (Check one):

- (a) Yes
 (b) No
 If "Yes", check all uses now made in the village:
 (a) Industry
 (b) Irrigation
 (c) Domestic
 (d) Street lighting

16. PRIMARY AND SECONDARY SCHOOLS

A. Where is the nearest Primary School? (Check one):

- (a) In the village
 (b) Less than 3 miles
 (c) 3 to 10 miles
 (d) More than 10 miles
Answer question B only if A (a) is checked.

B. Give the number of primary schools in the village, groups served, type of management and total enrolment:

- | | Number |
|------------------------------------|--------|
| (a) Primary schools in the village | |
| (b) Sex: | |
| (i) Schools for boys only | |
| (ii) Schools for girls only | |
| (iii) Schools for both sexes | |
| (c) Management: | |
| (i) Private schools | |
| (ii) State-aided schools | |
| (iii) State-owned schools | |
| (d) Total enrolment: | |
| Enrolment from the village: | |
| (i) Boys | |
| (ii) Girls | |

C. Where is the nearest Secondary School? (Check one):

- (a) In the village
 (b) Less than 3 miles
 (c) 3 to 10 miles
 (d) More than 10 miles

D. If C (a) is checked, state what proportion of all children in this village, who attend Secondary School, normally attend during the busiest agricultural seasons? (Check one):

- (a) Less than half
 (b) More than half

E. Give average school leaving age (years) separately for boys and girls:

- (a) Boys
 (b) Girls

17. CULTURAL FACILITIES

A. Where is the nearest public library (or reading room)? (Check one):

- (a) In the village
 (b) Less than 3 miles
 (c) 3 to 10 miles
 (d) More than 10 miles

B. Is there at least one radio in the village? (Check one):

- (a) Yes
 (b) No

If "Yes", indicate whether any of the radios is for public use. (Check one):

- (a) Yes
 (b) No

C. Where is the nearest cinema? (Check one):

- (a) In the village
 (b) Less than 3 miles
 (c) 3 to 10 miles
 (d) More than 10 miles

18. MEDICAL FACILITIES

A. Indicate the nearest distance from the village to each of the following (Check one under each column):

	Hospital (1)	Dispensary (2)	Doctors practising			
			Allopathy (3)	Unani (4)	Ayurvedic medicine (5)	Homeopathy (6)
						Trained midwife or Dai (7)
(a) In the village
(b) Less than 3 miles
(c) 3 to 10 miles
(d) More than 10 miles

- B. Indicate the type of management of the nearest hospital and of the nearest dispensary (Check one in each column):
- | | |
|----------|------------|
| Hospital | Dispensary |
| (1) | (2) |
| | |
| | |
| | |
| | |
- (a) State or Local Government
(b) Private philanthropic
(c) Private
- C. Are there any public drainage installations in the village? (Check one):
- (a) Yes
(b) No
If "Yes", specify the type. (Check one):
(a) Closed drainage
(b) Open canals, paved
(c) Open canals, unpaved
- D. Has the village arrangements for regular street cleaning? (Check one):
- (a) Yes
(b) No
- E. Has the village got arrangements for regular garbage removal? (Check one):
- (a) Yes
(b) No

19. PUBLIC HEALTH ACTIVITY

- A. Have large-scale anti-malaria measures been carried out in this village during the last 3 years? (Check one):
- (a) Yes
(b) No

21. EPIDEMICS

Was there any epidemic of small pox, plague or cholera in the village after Gansch 1950 (15th September 1950)? If Yes, enter date of outbreak, particulars regarding duration of epidemic and number of deaths:

Name of disease (1)	Was there an outbreak? Yes or No (2)	Date of outbreak (3)	Duration of epidemic (4)	Number of deaths (5)
Small pox
Plague
Cholera

20. SANITATION

- A. Indicate predominant source of village drinking water supply. (Check one):

- (a) Piped supply
(b) Tube-well
(c) Surface well
(d) Tank
(e) River

- B. Are public latrines provided? (Check one):

- (a) Yes
(b) No
If "Yes", specify the type most prevalent. (Check one):
(a) Pit or bore-hole privy
(b) Surface or pail privy
(c) Septic tank or flush toilet

22. POPULATION CHARACTERISTICS

- (a) By sex: (i) Males
(ii) Females
(iii) Total
(b) By literacy: (i) Males
(ii) Females
(iii) Total
Inspector's signature and number
Commencement of work
Date of:
Completion of work

ANNEX 4A.SUMMARY REPORT ON THE SURVEY OF THE TIME BUDGET OF EMPLOYEES
AND PEASANTS IN ROMANIA (20)

On the basis of the sample of family budgets of employees and peasants, inquiries into their time budget were carried out.

The inquiry into the time budget of employees and peasants was aimed at: (a) obtaining a body of data which would enable characterization of the way time is utilized in a working and rest day; (b) studying the relation between various major chapters of the time budget (time devoted to professional work, to domestic work and services, to meeting physiological needs and to leisure); (c) studying the structure of the time budget and especially the use of spare time by taking into account the status of surveyed individuals, sex, age, family size, number of children in the family, level of education, place of residence and work, occupation; (d) bringing forth the causes which give rise to losses of time or a large consumption of time, reducing and removing them as well as indicating the ways of extending spare time and of making a more rational use of it; (e) analyzing the time spent in travel connected with professional activity and trade supply activity, as well as with the domestic activities within households.

In all the inquiries into the time budget the unit of observation was the individual (worker, engineer, employee, etc.) selected from the industrial enterprises included in the sample and individuals 16 years of age and over from peasant's families of co-operatives.

The inquiry covered employees who were in the enterprise at the time of registration or at the place of residence (in the case of peasants) and were engaged in normal activities (persons away from the locality; sick persons were not included).

For each individual under observation both the characteristics concerning the individual and the family to which the individual belonged and the characteristics concerning the time spent for various activities in a 24-hour day were covered.

The following were used as characteristics of the individual and family under investigation: (a) social category or occupation of individuals, (b) sex and age, (c) family status (head of the family, wife, son, daughter, etc.), (d) marital status, (e) size of family to which he (she) belongs, (f) number of children in the family, (g) educational level, (h) branch of industry where he (she) is employed, (i) place of residence (in the locality where he (she) is employed or in another locality), (j) distance from home to the place of work, (k) shift on which the employees work, (l) days of the working week and the days of rest, (m) possession of the family of household goods and goods for cultural purposes.

The second large group of characteristics was made up of the activities carried out by each individual in a 24-hour day from which the structure of the time budget as well as the size of each time expenditure separately were determined.

The broad chapters of the time budget were: (a) time devoted to professional activities: (i) working time in enterprises, institutions, (ii) travelling time to and from working place, (iii) other activities of employees at their place of work (personal hygiene before and after work, taking over the shift, etc.); (b) working time in agriculture: (i) in agricultural producer co-operatives, (ii) on personal plots of households; (c) time devoted to construction activities: (i) in agricultural producer co-operatives, (ii) on personal plots of households; (d) domestic industry activities; (e) activities for turning to account agricultural products: (i) of agricultural producer co-operatives, (ii) of personal farms; (f) activities for rendering services to third parties; (g) time spent for domestic activities and services in the household: (i) purchases of food and non-food products, (ii) time spent in going for shopping and waiting while making purchases, (iii) food preparation, (iv) upkeep of the dwelling and courtyard, (v) underwear washing and

ironing, (vi) making and repair of clothing and footwear, (vii) solving various problems in institutions, (viii) other domestic activities and services; (h) care of children; (i) education of children; (j) time spent in meeting physiological needs: (i) taking meals at home, at the canteen, etc., (ii) personal care, (iii) sleep; (k) time spent for education, cultural and recreative activities (spare time): (i) learning and extending one's qualifications, (ii) book reading, (iii) paper and magazine reading, (iv) attendance in cinemas, theatres, clubs, etc., (v) radio listening, television watching, (vi) artistic and literary activities, (vii) visits, meetings, conversations, entertainments, drives, (viii) visiting museums, exhibitions, etc., (ix) practicing sports and attending sports events, (x) inactive rest, (xi) other educational, cultural and recreational activities; (l) public activities.

The groups of activities were detailed in the nomenclature of activities. The nomenclature of the activities included in the time budget covered in a systematic way the activities which may occur during a 24-hour day according to their nature. It specified for each kind of activity which formed either a general group or a subgroup of activity, a detailed list of all kinds of common activities which made it up and on the basis of which the activities included in the registration form were classified.

Data were collected by photographing the activities of employees and peasants during a 24-hour period. Simultaneously, the subject completed a form containing intervals with short time divisions, where he logged chronologically the time spent for various activities.

This procedure, based on the self-enumeration method, had the advantage of providing data of a more precise nature than other methods.

A sample was taken from each branch with probability proportional to size (p.p.s.), i.e. the number of employees in each branch. Within each branch the selection of enterprises was made after classifying them in groups (small, medium, and large) by taking into account the number of workers. A p.p.s. sample of workers was taken from each group of enterprises.

The selection of enterprises by each branch and district was made from lists prepared for each size-class of enterprises, where they were entered in descending order of the number of workers. The enterprises were then selected by using systematic sampling from each size-class. The selection within these enterprises of the individuals investigated was also made according to the principle of random sampling. A systematic sample was selected from the records containing all the workers engaged in the basic activity of the enterprise (the register of employees, the payroll, etc.).

The selection of the sample of peasants in co-operatives was made by starting from the family (not the individual), where individuals 16 years of age and over were investigated. The records used to this effect were the list of peasants' families in co-operatives in the family budgets investigating centres.

The last inquiry carried out in January 1967 covered some 2,000 workers selected from 125 industrial enterprises belonging to engineering industries, the iron and steel industry, the textile industry (the same sample of enterprises and industries as in 1964) as well as 1,300 individuals 16 years of age and over selected from persons included in the inquiry into the peasants' family budgets.

The inquiry into the time budget of employees and peasants was not an isolated inquiry but part of a series of inquiries into the time budget of employees and peasants carried out by the Central Statistical Board since 1961. The latest inquiries were carried out in 1964 and 1967 on the basis of some independent samples of workers selected from some branches of industry to investigate the time budget of employees and on the basis of the sample of peasants' family budgets to investigate the time budget of peasants. In the previous inquiries into the time budget each individual had completed the time budget for two days and in the latest inquiries for seven.

The registration forms completed by the surveyed individuals were summarized by categories of population (employees, peasants in co-operatives, etc.) making at the same time groupings according to the characteristics presented in the survey programme (sex, age, occupation, place of residence, etc.).

The data on the time budget were expressed in average and relative magnitudes. The data in average magnitudes were expressed in the form of average time expenditures per individual for various activities in a 24-hour day (working day, rest day) in the period of time surveyed (one week). Average time expenditures were computed as a ratio of time expenditures on each kind of activity in a 24-hour day to the total number of individuals (man-days). Also, groupings and distributions according to the amount of time spent for various activities by categories of population, sex, age, occupation, educational level, etc. were made from the data obtained.

ANNEX 4BSUMMARY REPORT ON THE LABOUR FORCE SURVEYS IN SWEDEN (20)

The labour force survey (LFS) has been carried out by the National Central Bureau of Statistics (SCB) since 1961. During the sixties the surveys were carried out quarterly and since 1970 each month. The aim of the LFS is to map out and illustrate changes in employment and unemployment for the entire labour market. The principal user is the National Labour Market Board, which through these surveys obtains a basis for its estimates of the economic situation and its labour market policies. Other users are the Forecasting Institute and the National Accounts Unit of the SCB, the Ministry of Finance and the labour market organizations.

Data are collected about the number of persons in, and not in, the labour force; the number of persons employed, at work, absent from work, unemployed, latently looking for work, and part-time workers. Some important distribution variables are sex, marital status, age, number of children, industry, occupation, occupational status, region, and hours of work. Observation period is one week.

The survey population consists of persons registered in Sweden and aged 14-74 years. Up to and including August 1968, a sub-register taken from the civil registration records of persons born on the fifteenth of any month was used as a sampling frame. Since November 1968, the SCB register of the total population (RTB) has been used. The RTB is also based on the civil registration and is updated every month. The number of persons living in Sweden which are not registered has been estimated to be 0.04 per cent. Persons newly immigrated to Sweden are also missing from the RTB. The time-lag for immigrants in the RTB does not exceed 16 months and amounts to about 0.04 per cent of the registered population.

Once a year a sample is drawn, distributed over strata: county, sex, marital status and nationality. Within each stratum the sampling is systematic. As the individuals are listed by age in the register, the sample can also be regarded as stratified by age. This national sample is then randomly distributed over a number of groups, called panels; each includes about 1 500 persons. The panels obtained in this way are used in rotation.

In each monthly survey about 22 000 persons are interviewed. During three consecutive months three independent samples are used, 1/8 of the sample are rotated each quarter, i.e. the oldest panels are replaced by new ones.

The interviews are, as far as possible, made by telephone. If this is impossible, personal visits are made. The average rate of response to interviews in 1977 was 93 per cent. The interviews are preferably carried out with the respondent. Where the respondent is unavailable, the interview can, during certain conditions, be carried out with another responsible member of the household. The indirect interviews carried out in this manner amounted in 1977 to 11 per cent of the total number.

The survey results are currently published in the SCB series Statistiska Meddelanden (Statistical Reports), Subgroup Am.

ANNEX. 4C.SUMMARY REPORT ON THE RURAL LIFE SURVEY IN THE UNITED STATES (20)

In 1967 a rural life survey was conducted by the United States Department of Agriculture in the five east north central states to determine the extent and the causes and characteristics of poverty in a relatively prosperous agricultural area. Geographically the population to be surveyed was limited to the open country, that is, cities, towns, small villages, and suburban housing developments were not included. All households, farm and non-farm, in the open country were included in the population to be surveyed, except households with farm operators selling more than \$10,000 of farm produce in 1966.

The questionnaire was divided into several sections dealing with the following subjects: household composition; jobs and activities of household members including attitudes towards their work; employment difficulties, handicaps, and possibilities of overcoming them; amount and sources of income, assets and liabilities; sources of food and costs; medical costs; and quality of housing.

For this survey a two-stage area sample was used. The first-stage units were counties, 68 of which were selected for the sample. Approximately, 4,000 open country households were contacted by 150 interviewers who had received two days of special training for this survey. The average length of interview was about two hours. Everyone 16 years old and over in each household was interviewed.

Poverty status of the household was determined on the basis of the adjusted per capita income. In the analysis the characteristics and potentials of various types of low income people were examined using a classification based on age, health, family structure, and income-producing resources. The study was basically programme oriented, aimed at identifying various types of poverty target groups, through intensive cross-classification analysis, and at evaluating, through simulation procedures, the outcomes of alternative anti-poverty proposals.

The survey was sponsored by the Economic Research Service. Sampling design and data collection were done by the Statistical Reporting Service.

ANNEX 4D.SUMMARY REPORT ON THE SAMPLE SURVEY ON LABOUR INPUT IN AGRICULTURE IN YUGOSLAVIA (20)
1968 - 1969

The Federal Institute for Statistics of Yugoslavia carried out a sample inquiry on labour input in agriculture within the census of agriculture holdings between 13 June 1968 and 31 May 1969.

The purpose of the investigation was to collect data falling into three basic groups: (a) work on the holdings, (b) the employment of members of the holding outside the holding, and (c) the utilization of remaining time. This provided an insight into the extent of work of farmers on their own holdings, the structure of hours effected and their seasonal occupations. It was also intended to estimate the extent to which outside labour was engaged; and when and to what extent members of the holding work outside their own holding, and what kind of jobs they were engaged in.

The population from which the sample for this investigation was selected included all holdings of individuals. The sampling units were holdings, viz. all members who lived on them, regardless of where they were employed.

The data on the work performed and on the employment of members off the holding were obtained on the basis of the diary which was kept for each selected holding. The diary was kept primarily by the manager of the holding or, in case of his insufficient literacy, by another member of the holding, but under his supervision. For those holdings for which there was no one to keep the diary (the case when all members were illiterate or incapable for other reasons), an interviewer came twice a month, on the first and the sixteenth of the month, to interview the members of the holding and complete the diary for three previous days. In this way a diary was kept for six days of each month.

Since the keeping of a diary was very time consuming to the members of the holdings, a relatively small sample was selected. It consisted of 3,200 holdings or 0.12 per cent of all holdings. A two-stage sample was used in which statistical districts (permanent territorial units) represented the first-stage sampling units. These districts were selected with probability proportional to the number of holdings. Ten holdings were selected from each statistical district and from lists which were brought up to date. The selection of holdings was done systematically. The holdings within a district were selected with equal probability, regardless of the size of the holding.

The estimation was done for the republics and autonomous provinces as well as for the country as a whole. The first group of data - work on the holding - separated the work of local labour of the holding from the work of hired labour. The work performed was specified according to agricultural branches and types of jobs. The second group of data - employment of the members off the holding - indicated how much time the members of the holding spent working temporarily or permanently on non-agricultural jobs or on other holdings. The third group of data referred to the way in which the rest of the time was consumed. It included leisure time used for rest, recreation and social activities and the time not utilized due to weather inclemencies or illness. The time spent for sleeping was recorded separately.

The collected data were processed in the Federal Institute for Statistics on electronic computers. Four groups of tables were planned for republics and autonomous provinces, as well as for the country as a whole. The first group of tables was to contain estimates of annual totals, the second group of tables monthly totals, and the third group the work performed specified according to a series of indicators (age of members, size of holding, work performed per hectare, per capita income, etc.). The last fourth group of tables, was to contain the distribution of members according to total working hours, working hours spent on the holding, with respect to agricultural work on the holding and off it. In addition to this, a distribution of holdings according to hired labour as persons employed abroad by the size of holding was to be established.

ANNEX 4ESUMMARY REPORT ON THE LABOUR FORCE SAMPLE SURVEY IN EGYPT (20)

The main objective of the survey was to provide adequate information on the size of the labour force and the total potential manpower and their distribution according to various characteristics. The design of the survey took into consideration the measurement of the following variables: (a) geographical distribution of the labour force, (b) distribution of labour force by age, sex, marital status, employment and educational status, (c) distribution of the labour force by occupation and industry, (d) number of hours worked during the week of reference, (e) number of working days for each individual during the week of reference.

The whole area of Egypt was divided into two strata: (a) the urban area, and (b) the rural area. The ratio of labour force to the population was the main characteristic upon the basis of which the sample size was determined - separately for each urban part and each rural part of each "governorate".

The sampling unit was the dwelling unit, defined as a separate and independent place of abode intended for habitation by one household. It might be occupied by one household or more or by part of a household.

A two-stage systematic sampling design was adopted for rural areas. The first-stage sample was a random selection of villages representing the large, medium, and small villages in each "governorate". In the 1968 round, 95 villages were selected, with an overall sampling fraction of 0.1 per cent of all the rural dwelling units; but in the 1969 round, the number of villages was 113, with an overall sampling fraction of 0.26 per cent. The second-stage sampling unit was the dwelling unit. The sample size, determined for the entire rural area, was distributed over the villages of the first-stage sample in proportion to the size of villages. The sample of the dwelling units within each village was selected by the simple random method. The over-all sample size was 14 000 dwelling units in 1968 and 28 000 in 1969. The 1966 census records were taken as a frame for selecting the sample of urban and rural areas.

The fieldwork in each round was completed in 10 days on average, beginning with the 5th of May of each year. The survey was carried out once a year beginning with the 1968 round.

Data were collected for each round by about 250 interviewers on average. The information was obtained directly from the head of the household, or the households within each dwelling unit. The fieldwork was supervised by about 20 heads of regional statistical offices. In addition, about 20 inspectors and supervisors were assigned to check the accuracy of the fieldwork.

ANNEX 4F

SUMMARY REPORT ON THE NATIONAL SAMPLE SURVEY, 1967, IN INDONESIA (20)

The main objective of the survey was to collect some general information on various socio-economic characteristics of the household. Information was collected about the following items: (a) the number of households, (b) demographic characteristics, (c) labour force, (d) births and deaths, (e) fertility, (f) migration, (g) consumption expenditure, and (h) agriculture, manufacture, and other household industry and services. Item (h) included capital formation, financial assets, transfer payments, and household income.

Data were collected by interviewing the households in the sample enumeration districts (ED's). Both investigators and supervisors were trained for two weeks prior to the survey at the provincial statistical offices.

Each province was constituted as a statistical region. Within each region urban areas and rural areas were separately considered for sampling, the distinction between the two being based on the 1961 population census definition.

Within each province (except Djakarta and Jogjakarta) the rural sub-districts were stratified on the basis of density of population. The strata were formed by grouping adjacent sub-districts having similar population densities and approximately the same total population. From each stratum, two independent sub-samples of sub-districts were selected for each sub-sample. Within each selected sub-district, three ED's were selected systematically with a random start from a continuous list of ED's. From a sample ED, a certain proportion of households was selected with a random start from the list of households prepared on visiting the ED. This proportion was the same for all sample ED's in a stratum and for all strata in a region. The household sampling fraction was adjusted so that the overall sampling fraction for the rural households for each sub-sample was around 1/1 500. In the case of Jogjakarta two independent sub-samples of four sub-districts each were selected systematically from each stratum with probability proportional to the number of ED's. In a sample sub-district, three ED's were selected systematically with a random start. In a sample ED, one sixth of households was selected systematically with a random start. The overall sampling fraction was around 1/640. This was part of a series of nationwide sample surveys first initiated by the Central Bureau of Statistics and the Statistical Research and Development Centre. The first round of the national sample survey took place during December 1963 to January 1964 in Java-Madura; the second round during November 1964-February 1965 throughout the whole country with the exception of West Irian and Maluku. This round took place between 1 September and 31 October 1967. Depending on the item in question, the reference period was a week, month, or year.

Unbiased estimates of aggregates of characteristics and estimates of the variance were obtained by using formulae appropriate to the sampling design.

In all 170 supervisors and 640 investigators were employed for data collection. The supervisors and investigators were permanent staff of the Central Bureau of Statistics. Their minimum educational qualification was junior high school. A total of 75 persons were employed for editing and coding the data. Their qualification was senior high school and they were employed on an ad hoc basis. Data were processed on electronic computers. The cost of field operations was Rp. 3 million, and of data processing and printing the report about Rp. 1 million.

ANNEX 4GSUMMARY REPORT ON THE MULTI-SUBJECT SURVEY IN IRAN (20)

This is a monthly multi-subject survey conducted by the Statistical Centre of Iran (SCI) covering both the urban and rural sectors of the country. The object is to obtain information on various socio-economic characteristics of the population. In particular, it covers agriculture (area under principal crops, average yield and production) household industry (manpower engaged, total production, investment, and value added), household budget (per capita expenditure on different items of consumption), construction activity (investment, number of housing units constructed, and floor area), and demographic aspects (population, births, deaths, employment, and unemployment). All these surveys are carried out on a monthly basis.

Data are collected by visiting sampling units and interviewing heads of households or other responsible members of the family. For some items of information (e.g. housing and construction), the direct observation method is also used. A training course is organized at the Central Office of SCI, Teheran, where all regional chiefs of the survey are required to study the relevant instructions. One or two sessions of practical training on enumeration are also arranged. The enumerators (field staff) are trained by the regional chiefs. About 25 to 30 per cent of the fieldwork is checked by the regional chiefs each month. This is supplemented by supervisors from head office. There is also a certain amount of reinterviewing of the respondents to check the data collected by the enumerator. To control and assess non-sampling errors, the following steps were taken: (a) errors observed in the questionnaire are checked and evaluated by the regional chiefs; (b) in the case of non-response, attempts are made to collect the relevant data through repeated visits to the concerned units, (c) the respondents' errors (in the case of crop production) are checked through direct crop cutting, and by interviewing two other farmers, and in the case of household consumption these errors are checked through actual weighing by scale.

A stratified two-stage sampling design is used. Initially the population was divided into three broad groups, viz. (a) large cities with 50 000 population and over, (b) small cities with 5 000 to 50 000 population, and (c) rural areas, villages with less than 5 000 population. In each of the first two groups, cities were divided into a number of "statistical sections" each with about 5 000 population. They were numbered in an appropriate manner to facilitate selection of sampling units at a later stage. A linear systematic sample of 1 230 statistical sections from the large cities of group (a) and 535 sections from the small cities of group (b) is chosen at the first stage. This sample is distributed uniformly over the 12 months of the year and the survey is carried out on a monthly basis in the sample sections chosen.

The rural areas which consist of villages with less than 5 000 population are spread over 36 statistical districts. Within each statistical district, the villages are divided into six strata based on the number of households as enumerated at the 1966 population census (uninhabited villages constitute a separate additional stratum). A sample of 77 villages is chosen from each district (5 uninhabited villages and 72 inhabited villages) thus providing a large sample of 2 772 villages for the country as a whole. The number of sample villages to be chosen from each of the six different strata (with inhabited villages) of the district is determined by the method of optimum allocation. Villages are selected linear systematically. Half of the rural samples canvassed in 1969 was retained for the 1970 sample. The other half was replaced.

Households in selected sample villages (rural areas) and sample selections (urban areas) are listed by the enumerators and a circular systematic sample was chosen for obtaining detailed information on various items. In each case, the random start and interval for sample selection are appropriately indicated by the designing unit of the SCI.

The reference period is the date of survey for certain items of information on demographic characteristics. For certain other characteristics like labour force participation, it is the last seven days prior to the date of survey. For some other items under consumption expenditure, use is made of a reference period of the last 30 days prior to the date of the survey. A reference period of one year is used for items relating to income and investment.

Approximately 45 people are engaged in designing the sample, preparing the questionnaires, and instruction manuals. Fieldwork is carried out continuously by 200 enumerators and their regional chiefs. A total of 180 people is engaged in data processing.

The different subject matter divisions of the SCI are jointly responsible for the survey design and processing of data.

ANNEX 4HSUMMARY REPORT ON THE SURVEY ON MARRIED WOMEN,
FAMILY AND WORK IN DENMARK (20)

In 1965 the Danish National Institute of Social Research undertook a national survey on married women's employment. The main purpose of the study was to describe and analyze the factors influencing the participation of married women in the labour force and to analyze the consequences of married women's employment for the family and for the well-being of the married women themselves.

From the stated purpose it follows that only married women in the so called "productive age groups," viz. adults under the normal age for retirement, living with their families, were to be included in the survey. Hence the population to be sampled was defined as all married women under 60 years of age living in private households.

Questions were asked about age, education and training, occupation, number and age of children, income and social status. Detailed information about women's employment from the first job after leaving school to the actual situation was collected, and a series of questions were asked about the consumption pattern of the family, the authority structure and division of labour in the family, marital and personal adjustment, and the social contacts of the married women.

Calculations from a pilot study indicated that a sample size of about 3 000 would be sufficient for the survey. As population totals for the survey period were not available, the number of married women in Denmark under 60 years of age and living in private households had to be estimated. From the 1960 census data and the 1964 vital statistics data it was estimated that the magnitude of the survey population was 930 000; 1/300 was used as the overall sampling fraction.

A two-stage stratified sampling design was employed. The first-stage sampling units were districts with at least 1 000 inhabitants at the 1960 census. Municipalities, parishes and taxation districts were used as the basis for the construction of 1 471 such districts, covering the entire country, and stratified by urbanization, geographical region and the rate of employment among married women according to the 1960 census. There were 94 strata. Two districts were selected from each stratum with probabilities proportional to size and with replacement. The size of the districts was measured in "interviewing units" (IU's), which were defined as the expected number of women per district selected for interviewing at the second stage (a work-load of interviews). The expectation was based on the number of married women per district in the 1960 census.

The second stage was a cluster sample from the municipal population registers in the selected districts. In the registers a quick "clustering" was made by dividing the files in bunches, each containing roughly 10 to 15 cards. Pre-enumerated markers were used to separate the clusters so the clustering and the sampling could be done without moving the cards from the files. The highest number of the markers required for the clustering in a district divided by the number of IU's in that district indicated the number of clusters to be sampled.

Tables of random numbers were used for the selection, and all married women under 60 years of age were visited by interviewers. Women not living in a private household during the period of data collection were excluded from the sample.

With the selection of two districts per stratum (each stratum containing 600 IU's) the described technique resulted in the selection of a sample, proportional to the distributions of the actual population in the survey period (except for random deviations) with the prescribed overall sampling fraction 1/300.

The described sampling procedure produced 2 936 addresses not including patients in institutions, etc. Interviewing was carried out from February to March 1965 and 2 610 interviews were conducted. A total of 60 women were not found at home in three calls, 215 refused to co-operate and in 12 cases interviewing was impossible for other reasons. In 39 cases it was found that no married women under 60 years of age lived at the sampled address, the reason being either error in the register or migration during the period (time lag) between sampling and interviewing.

The personnel for this study included one research director, one research associate, and two to three students, all of the permanent survey staff. The sampling was carried out by the sampling section of the technical department of the institute. The selection of addresses in the municipal registers (second stage of the sampling) was done by two students from the survey staff and six students employed on an ad hoc basis, instructed and supervised by the staff of the sampling section. The interviews were conducted by 12 part-time interviewers, instructed and supervised by the interviewing section of the technical department of the institute.

Coding was done by students and clerks employed on an ad hoc basis, supervised by the survey staff. After coding, the data were transferred to punch-cards. Preliminary control and most of the tabulations were carried out in the institute's technical department on sorters with card-counting units. Some of the data processing, including experiments with the application of a statistical measurement model to the responses to a series of questions concerning attitudes towards married women's employment, were done on the IBM 7090 computer at the Northern Europe University Computing Center programmed by students from the survey staff. Studies of possible bias, due to non-response, calculations of sample variance and confidence limits were also done on the IBM 7090 at NEUCC (since July 1968 equipped with an IBM 7094), programmed by the computer section of the institute's technical department.

The research was undertaken at the initiative of the Government/Home Economics Council and the Danish Women's Society. Results were submitted to the Government Commission on women's status.

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