

IMPERIAL ETHIOPIAN GOVERNMENT
CENTRAL STATISTICAL OFFICE

HOUSEHOLD ECONOMIC SURVEY

INSTRUCTIONS AND SCHEDULES

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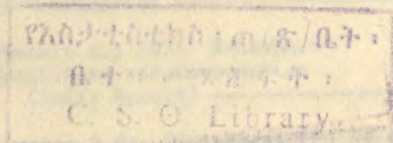
ADDIS ABABA, NOVEMBER 1971

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STATISTICAL MANUAL

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SCHEDULES

INTRODUCTION

1. Subject Coverage:

1.1 The Household Economic Survey (1972) attempts to collect data on the economic activity carried out in the rural household sector in thirteen provinces of Ethiopia. The Survey is expected to meet the twin objectives of a) providing estimates for the computation of National Income and b) giving information on the level of living of the rural population. A special enquiry on the manufacturing activity is included in the Survey. The Survey will also provide estimates on the employment patterns in the rural areas and of the labour-time disposition of the economically active population. During the course of the survey, the enumerators will also collect data on prices, with emphasis on producers' prices.

1.2 For the purpose of systematically collecting the data on these subjects and for selection of a sample of households the following schedules have been designed:

Schedule 1: List and sample selection of localities and households

Schedule 2.1: Household Expenditure, Consumption and Receipts

Schedule 2.2: Employment and Labour-time disposition

Schedule 3: Household Manufacture

Schedule 4 has been designed for market prices in addition Schedules 5 and 6 have been prepared for time-record of field staff and progress-reports of field work. Further, counterpart Schedules 2.1 (D) and 3 (D) have been prepared to be adopted for collecting the week's data in Schedules 2.1 and 3 respectively by the method of Daily Visit. (Refer to para. 3 below).

2. Reference Period: The Survey is to start in March 1972 and will take about a year to complete. For most data the reference period is week; for some items, like capital expenditure, the reference period is year which is used frequently in addition to the reference period of a week. For a small number of items, like age, marital status, housing condition, the reference is to a point of time e.g. the survey date.

3.1 Method of Survey: For all subject enquiries relating to households i.e. Schedules 2.1, 2.2 and 3, two different methods of data collection are to be employed for two different sets of sample households. The first will be the method of Enquiry by which the sample household will be contacted on one day and the data will be collected by oral enquiry with the household referring to the reference periods ending on the day preceding the date of survey. The second approach will be to visit the sample household daily on seven consecutive days and collect data by enquiry on each day as it relates to the past day (i.e. yesterday). For the households selected for the survey by daily visits, the data for the reference period of year is to be collected on the seventh day and other data referring to points of time either on the first or the seventh visit. The survey design provides for almost equal number of sample households to be surveyed by these two methods.

3.2 Data on consumption of food and drinks by the households: The data on quantities of different items of food and drinks consumed by the household will be collected by enquiring with the household the amounts of food and drink items prepared and consumed on the previous day and by actually weighing the equivalent amounts. For households selected for Daily Visits, this will be done for seven consecutive days. For households selected for enquiry, this will be done on the survey date and the data pertaining only to the day preceding the survey date will be collected.

4. Sample Design

4.1 The ultimate unit of survey is the rural household. Generally, a stratified two-stage sample design has been adopted with administrative sub-divisions as the first stage units (fsu's) and the households in the selected fsu's as the second stage units (ssu's). In cases where the selected fsu is too large in size for its survey to be completed in the stipulated time, an additional stage of selection of a locality has been introduced. The sample design of the fsu's is described below.

The First Stage Sample Design

4.2 Stratified sampling design was adopted for selecting the administrative subdivisions at the first stage. The 85 settled awrajas in 13 provinces (the whole province of Eritrea and the completely nomadic awrajas and weredas were excluded from the scope of the survey) constituted the basic strata, and the 504 sample subdivisions to be covered in the Household Economic Survey were allocated to the different awrajas roughly in proportion to the number of rural households in these awrajas as estimated from the second round of the National Sample Survey. The figure of 504 sample subdivisions was arrived at on the basis of (a) 21 teams being available for conducting the survey, and (b) each team being able to cover 24 subdivisions during one year, as estimated from the pilot survey. (Later, one more team became available)

4.3 Further stratification of the administrative subdivisions according to crop-zones within each awraja was carried out by type of crops grown in the following manner:

<u>Growing</u>	<u>Code</u>
Fine grains mainly	1
Coarse grains mainly	2
Enset mainly	3
Fine grains & coarse grains	4

<u>Growing</u>	<u>Code</u>
Fine grains and enset	5
Coarse grains and enset	6

In most of the weredas all the subdivisions belonged to the same crop-zone; but there were some exceptions where within a given wereda the different subdivisions belonged to different crop zones.

4.4 The allocation of the sample size within the crop-zones of an awraja was done taking into consideration the total number of subdivisions in them. Whenever the allocated sample size in a crop-zone of an awraja was sufficiently large to permit deeper stratification by weredas, this was done with the restriction that the number of selected subdivisions within any ultimate stratum should not be less than two, to enable computation of the unbiased estimates of sampling errors.

4.5 The Schedule 2 of the NSS second round, which listed all the administrative subdivisions in each wereda was used for the selection of the sample subdivisions for the HES. When no information on suitable size characteristic was available in the schedule 2, equal probability sampling was used, otherwise the required number of first stage units within an ultimate stratum was selected with probability proportional to size, the size being one of the following:

<u>Size</u>	<u>Code</u>
Estimate of population	1
Estimate of households	2
No. of Tax-payers	3
Area in Gasha	4
Amount of Tax (\$)	5
No. of Geradas	6
<u>No. of Landlords</u>	7
Equal Probability	0

Sometimes the size characteristics for different weredas within the same crop-zone of an awraja were different. In such cases the weredas having the same size character were grouped together, and the pps sampling in each group was carried out separately with a minimum number of 2 sample units in each group. If however the total number to be selected in any crop-zone having different size characters was not sufficiently large, the selection of the first stage units within that crop zone was done with equal probability.

4.6 The final sample list provides a four-digit code to each selected subdivision within an awraja. The first digit code (left hand) is 0 if no further stratification by wereda was done within a crop-zone, otherwise the geographical code of the corresponding wereda is used. The second and third digits are respectively the crop-zone codes and the probability size characteristic codes mentioned earlier. The end digit shows the order of selection of the sample subdivision within each ultimate stratum.

4.7 The table below shows the number of sample subdivisions to be covered in each province in the Household Economic Survey.

<u>Province</u>	<u>No. of Settled Awrajas</u>	<u>No. of Subdivisions to be surveyed</u>
Arussi	3 ✓	22
Bale	4 ✓	13
Begemider	7	41
Gemu Goffa	4	18
Gojam	7	39
Harargie	8	39
Illubabor	4	18
Kaffa	6	35
Shoa	11	99
Sidamo	5	49
Tigre	8	39
Wejlega	6 ✓	42
Wollo	<u>12</u>	<u>50</u>
Total	85	504

4.8 Sample Design for the next stage/s: In the case of a large sized fsu, two localities will be selected at random by systematic sampling - with probability proportional to 'size' if 'size' data is available, otherwise with equal probability - after making a list of localities within the fsu and suitably arranging this list on the basis of information about non-agricultural activities if such information is available. The ultimate sample of households will be selected in the fsu/locality after listing all households residing in the fsu/locality, rearranging this list suitably and then taking a systematic random sample. For Schedule 2.1 and 2.2, all households in the selected fsu/locality will be divided into two groups, Group I: being made of households with at least one member self employed in a non-agricultural enterprise other than manufacturing and Group II comprising all the remaining households. The sample for Schedule 3 will be selected from the households with at least one member self-employed in manufacturing activity. The details of the sample design and the determination of the sample size have been given in Chapter I on the instructions to the Schedule 1. Subject to the availability of the necessary number of households in the frame for Group I and Schedule 3, the sample size planned to be surveyed in each fsu is, Schedule 2.1 and 2.2: 20 households each (of which 4 from Group I) and Schedule 3: 8 households. Half of this sample will be surveyed by the method of Enquiry and the other half by the method of Daily Visit.

4.9 Period of Survey: The Survey is planned to be completed in about a year's time. On an average, the Survey in on fsu will take about a fortnight's time which also includes the time taken to travel to the fsu from the previous fsu. An Enumerator team will complete the work of the Survey in all fsu's assigned to it in a continuous manner proceeding to the next fsu after the completion of work in one fsu.

5. Programme of Survey work - Randomization over Time

5.1 As stated earlier, for most items of information the reference period of a week will be used. In order to obtain unbiased estimates of various characteristics applicable to the Survey Period it was therefore, considered necessary to decide the period of survey of a particular fsu (about a fortnight) during the whole survey period in a random manner. Complete randomisation on the other hand would have involved exorbitant travel costs. As a via-media therefore, the following procedure has been adopted.

5.2 The sample of 504 fsu's was divided into 22 enumerator-team-zones by grouping the geographically contiguous fsu's in a zone and keeping in view the internal accessibility of the fsu's from other fsu's in the zone. The number of fsu's assigned to a team of enumerators (or within such zones) varied from 15 to 26 depending upon the previous experience of survey work in the corresponding areas. Within a particular zone, the fsu's were first arranged in such an order that it will be most convenient for the team to complete the Survey work of one fsu after another in that order. If in a zone there were n fsu's, after writing them in this 'order of convenience', they were numbered 1 to n , meaning thereby that it was most convenient for the team to take up work in the fsu with number assigned 1, then take up the work of the fsu with number 2 and so on, with the work in fsu with number n done last. This order of survey was however not used and element of randomisation was introduced in the following way.

5.3 A random number was selected from 1 to n , if this was a number r , the order of survey was determined as

$r, r+1, r+2, \dots, n, 1, 2, 3, \dots, r-1.$

That is, the fsu with number r in the 'order of Convenience' was the first to be surveyed, after that the fsu with the number $r + 1$ in the 'order of convenience' was to be surveyed etc. After this was done the sample of 504 fsu's was serially numbered from 1 to 504, with continuous serial numbers to the fsu's within each zone, the order of these serial numbers within the zone reflecting the order of survey of the fsu's as decided at random in the above manner.

6. Instructions on Schedules:

The following chapters give detailed instructions on each of the subject schedules. A separate chapter has been devoted to a subject schedule and the method of survey by which it is to be canvassed. For facilitating the reference to any particular item in the schedule, on the top of each page, at the left hand side is given the Schedule number and at the right the Block/s of the Schedule to which the instructions on the page pertain.

CHAPTER I

INSTRUCTIONS FOR FILLING IN
SCHEDULE 1: LIST & SAMPLE SELECTION OF LOCALITIES
AND HOUSEHOLDS

- 0.1 Introduction: The schedule: 1 will be used in the rural area mainly for making a list of all households residing within the selected sub-division or locality. In case the selected sub-division is large in area, the schedule is also to be used for recording details of selection of two localities within the selected sub-division. In filling this schedule, some common concepts and definitions have to be followed. These are explained below.
- 0.2 A person's activity is called gainful activity or productive activity or economic activity if the product of his labour ie. goods and/or services are meant for exchange ie. sale against receipt of money or other goods and/or services. There is one major exception to this concept. In the case of persons who are engaged in agriculture, livestock production, hunting, forestry and fishing; even if the activity is pursued for producing goods for household consumption only (ie. consumption by household to which that person belongs) the activity in these fields is by definition considered as economic activity. With this exception any service rendered by the household to itself is generally considered to be a non-economic activity; for example the activity of the housewife in cooking and generally 'keeping' the house; or of producing talla from barley (either grown by the household or purchased) for households' own consumption is considered as non-economic activity. Another minor exception to the above rule is that a prostitute is not considered economically active.
- 0.3.1 Economic activities are broadly divided into the following seven groups; on the basis of the final product of the enterprise in which the economically active person works.

SCHEDULE 1
GENERAL

0) Agriculture, livestock production, hunting, forestry and fishing:- these are generally described as primary activities.

1) Mining and Quarrying:- Broadly includes extraction of minerals occurring naturally (Examples: coal, iron ore, manganese ore) Quarry generally refers to the stone, quarries from which stone is extracted for building purposes. Also included under these are clay and sand pits.

2) Manufacture:- Broadly defined as transformation of material into new products.

3) Construction:- This includes construction of buildings, roads bridges etc.

4) Trade:- This means in simple terms buying and reselling goods without transformation. Also included in this category, the intermediaries: agents ie. those who buy or sell on behalf of others and receive commission for their services, and brokers i.e. those who bring together the prospective buyers and sellers and receive for their services brokerage fees from either.

5) Transport:- This is the selling of transport services either to households or enterprises for carrying goods or persons from one place to another.

6) Other services:- This is the selling of any services to households or enterprises, this includes services such as storage, financial services, insurance, real estates, repairs of consumer goods and other repair services to households, legal services, recreational services, religious services, domestic services etc.

0.3.2 1) It is important to note that the above classification applies to units of economic activity ie. households, partnerships, incorporated business, etc. Those engaged in wage paid employment are not classified under other services (except domestic servants) but under the appropriate group to which the unit which engages them

belongs. For example an agricultural labourer belongs to group no. 0 above, a paid worker in a trading establishment belongs to group 4 and not to group 6. A practising doctor, a lawyer, a cobbler (who only repairs) belong to group 6.

ii) It is once more emphasised that the final product (ie. goods and services) must be for sale. Therefore, the activity of preparing talla from barley for households own consumption only is not a manufacturing or distributive activity. Similarly rendering any of the above services to oneself does not mean that the above classification is applicable to such services. For example a farmer who keeps a pack of mules solely for transporting his own product to a market place is not to be considered as engaged in transport. Similarly, since every manufacturer must sell his product, he is not to be treated as a trader. Digging of clay for the purpose of earthenware manufacture is not to be treated as mining and quarrying.

0.4 It is very necessary to understand and follow the above concepts and definition while filling in this schedule.

0.5 If the selection of localities is done in the sub-division, the enumerator will use two schedule 1 for the two localities separately. Block (2) will be filled only on the schedule for the first locality.

BLOCK 1

1.0 The items in this block are self explanatory and have to be filled from the list of sub-divisions provided to each team. Please take care to fill the details (not only in this block but in all places) in the space provided only ie. do not overrun the boundaries of the space provided for a particular item in filling in the details relating to that item. The writing should be neat and readable. The Sr. No. of the selected sub-division will be recorded in the space provided at the left hand side on the top of the schedule.

SCHEDULE 1
BLOCK 2

The names of the province, awraja, wereda, mikitil and sub-division should be written in the space provided immediately below these headings. In the box spaces provided under province, awraja and sub-division codes the relevant codes as printed in the sample list for the selected sub-division should be recorded in natural order; note that the province and awraja codes are two-digitated and the sub-division code four-digitated and corresponding number of places to accommodate the digits have been provided under each of these three items.

BLOCK 2

2.0.1 This block is meant for recording the details of selection of the sub-areas or localities within the large sub-division. If the selection of sub-areas does not apply to the selected sub-division write N.A. (Not applicable) across the block.

2.0.2 The selection of localities is to be done only when the work of listing the households in the entire sub-division will require more than two man days. 'Two man-days' means:

- a) The whole team working together for 2 full days
- b) the team divided into two groups working for a whole day
- c) the four members of the team listing separately and thus working for $\frac{1}{2}$ day

Further, only when identifiable localities as mentioned in the paragraph below exist in the sub-division then only, selection of localities is to be done.

2.0.3 After identification of the area covered by the selected sub-division, the enumerator will try to identify within the sub-division distinct localities (Kebeles, menders etc.) each with its own name. It is important to note that the boundaries of the localities should be clearly identifiable so that every household belongs to one and one locality alone and that no household residing in the sub-division is omitted. This is absolutely necessary, so that when any locality is selected for the survey, it should be possible to clearly identify

the households in the sub-division residing in that locality. In case two or more neighbouring localities are so intermingled that no definite boundary exists between them then such localities should be treated as one locality for the purpose of the survey. This work may be done and the information about the localities required in columns (2) and (3) of this block may be collected with the help of the official in charge of the sub-division (chikashum, sinecha etc.). Further for each locality try to obtain an estimate of population. If these estimates are not available, try to get related estimates of size like either the no. of households, or no. of houses, or no. of tax payers or amount of tax collected for each locality. This is called 'size' of the locality.

2.0.4. Further, a locality must have 30 or more households in it. Therefore, before entering the particulars in this block and selecting the localities if any of them have less than 30 households, the locality should be grouped with the neighbouring locality so that the total number of households in the group so formed will have 30 or more households. The names of all localities forming such group will be written in one line and the size will refer to the size of the group. If size data is not available the group will be treated as one locality. If such a group is selected, then the households in all localities of the selected group will be listed.

2.1 Col. (1):- The first column of the block gives the serial number of the listed locality. It is emphasised again that all localities, without duplication or omission, should be listed in this block.

2.2 Col. (2):- In this column the name or other identification particular or description of each locality (or group) is to be entered, one after another. This will help to identify the localities finally selected in the sample. Refer also to instructions in para. 2.0.4 before making entries in this column.

- 2.3 Col. (3):- ANY HH SELF EMPLOYED IN NON-AGR. For each locality listed in col. (2), the enumerator will enquire from the official in charge of the sub-division, whether any of the households in that locality is usually engaged as self-employed in non-agricultural activity ie. mining & quarrying, manufacturing, trading construction, services etc., as defined in para. 0.3.1 above groups 1 to 6. If the answer to this question is yes, the word 'YES' will be placed by the enumerator in col. (3) against that locality. Otherwise the word 'NO' will be placed.
- 2.4 Col. (4):- The size of each locality, as mentioned in para. 2.0.3 will be recorded in this column for each locality which has a 'yes' in col. (3). The total of col. (4) will be recorded in the total line under this column.
- 2.5 Col. (5):- The size of each locality which has the word 'NO' in col. (3) will be recorded in this column. Further, the total of col. (4), recorded in that column at the bottom will be carried over to the top of col. (5) in the space provided. After this is done, the total of col. (5) will be recorded in the total line under this column. This total will be equal to the total size of all localities in the sub-division.
- 2.6 Col. (6):- Col. (6) will be filled in for those localities for which there is a 'yes' in col. (3) and an entry in col. (4) (i.e. size). For each such locality a cumulative of size as recorded in col. (4) only will be recorded against it, starting with the first figure in col. (4), in the usual manner. The last cumulative in col. (6) will be equal to the total of column (4). This should be invariably checked before proceeding to col. (7).
- 2.7 Col. (7):- The last cumulative figure in col. (6) shall be carried over to the top of this column. The remaining figures in this column will be filled in only for those localities for which there is a 'NO'

in col. (3) and for which col. (5) has been filled in. The first figure in col. (7), after the carried over figure, will be obtained by adding the first size figure in col. (5) to this carried over figure. The remaining cumulatives in this column are to be obtained in the usual manner by adding successively the size figures in col.(5) and recording them against the corresponding localities. The last cumulative in col. (7) should be the same as the total in col. (5). This should be checked before proceeding with the rest of the columns.

- 2.8 Col. (8):- This column will be filled with reference to the figure in col. (6) only and in usual manner. That is if the first entry in col. (6) is S_1 , then the assigned number are 1 to S_1 , for the second entry in col. (6), say S_2 the assigned numbers will be S_1+1 to S_2 etc. For the last entry S_k in col. (6), the entry in col. (8) will be $S_{k-1}+1$ to S_k .
- 2.9 Col. (9):- This column will be filled in a similar manner to col.(8) only the entries in this column will apply to entries in col. (7). Thus if the first entry excluding the carried over figure in col.(7) is S_{k+1} , the assigned numbers will be S_k+1 to S_{k+1} , and so on. The last assigned number to the last entry in col. (7), recorded in col. (9), must agree with the total of col. (5).
- 2.10 After filling the cols. (1) to (9) of the block, the enumerator will fill the items (a) to (c) given at the bottom of the block in the following manner.
- 2.11 Item (a): This will be equal to the last entry in col. (7) of the block (2). If the 'size' data is available strike out the word number, if it is not available, strike out the word 'size'.
- 2.12 Item (b): This will be equal to the figure against item (a) divided by 2 rounded off to the next integer if the division is not exact.

- Example:
- i) Item (a) = 3340, Item (b) = 1670 (rounding off not required.
 - ii) Item (a) = 3341, Item (b) = (1670.5 rounded off to) = 1671
 - iii) Item (a) = 3343, Item (b) = (1671.5 rounded off to) = 1672

The figure so determined against item (b) gives the interval for selection of localities, denoted by I.

- 2.13 Item (c): R: A random number R will be selected (see instructions in the Appendix) from 1 to the figure against item (a). The details of the reference of the random number selected i.e. the column (s) numbers and the line(s) numbers in the random number table given in the appendix, will be recorded in the space provided against this item. R+I will then be worked out and recorded in the space provided. If R+I exceeds the figure in item (a), then R+I minus figure in item (a) will be calculated and recorded in the space provided for R+I.

- Example:
- i) Item (a) = 3341
Item (b) = 1671
Item (c) = R = 1048 (col. 2 lines 13, 14)
R+I = 2719.
 - ii) Item (a) = 3343
Item (b) = 1672
Item (c) = R = 2032 (col. 10, lines 1, 2)
R+I = 3704 = 3704 - 3343 = 361

- 2.14 Two numbers R and R+I will thus be calculated and recorded in item (c). From col. (8) and col. (9), the localities to which these two numbers are assigned can be easily found out. For the locality, which corresponds to the number R, the order of selection will be 1 (one) and

the no. 1 will be recorded in col. (10), for the other locality which corresponds to the number R+I, the order of selection being 2, the no. 2 will be recorded in col. (10). The column (10 thus fixes the order of selection of localities which are referred to as first and second locality respectively hence forth.

2.15 An example is given below which will clarify these instructions=

(2) PARTICULARS OF SELECTION OF TWO LOCALITIES

Sr. No.	Name of description of locality	Any HHs Self-Employed In Non-Agr. Yes/No	S I Z E CUMULATIVE SIZE				ASSIGNED NUMBERS		Order of Selection
			YES FOR COL (3)	NO. FOR COL (3)	FOR COL (4)	FOR COL (5)	FOR COL(6)	FOR COL(7)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
	Carried over Figures	x	x	150	x	150	x	x	x
1	A	YES	55	x	55	x	1 to 55	x	2
2	B	NO	x	70	x	220	x	151 to 220	1
3	C	NO	x	95	x	315	x	221 to 315	
4	D	YES	60	x	115	x	56 to 115	x	
5	E	YES	35	x	150	x	116 to 150	x	
6	F	NO	x	25	x	340	x	316 to 340	
7	G	NO	x	51	x	391	x	341 to 391	
8									
9									
10									
11									
12									
13									
14									
15									
16	TOTAL	x	150	391	x	x	x	x	x

(a) Total/size of all localities: 391

(b) Interval for selection: Item (a) ÷ 2 = 391 ÷ 2 = 195.5 Rounded off to 196.

(c) Random start (R) = 203 (col. 10, lines 1 & 2), R+I = 203+196 = 399-391 = 8

The locality B gets the order of selection 1 and is called first locality and A, the order of selection 2 and will be called the second locality.

The procedure for selection if the 'size' data are not available.

2.16 When the data on size is not available col. (4) and col. (5) will be left blank. In col. (6), the localities with a 'yes' in col. (3) will be serially numbered and then the serial numbering will be continued in col. (7) for localities with a 'NO' in col. (3), checking that the last serial number in col. (7) agrees with the total number of localities. Col. (8) and col. (9) will be kept blank and the selection will be done with reference to the sampling serial numbers given in the cols. (6) and (7). For example, if in the above illustration, size data is not available, cols. (4) and (5) will remain blank. In col. (6), the localities A, D and E will get numbers 1, 2 and 3 respectively and in col. (7) the localities B, C, F, G will get numbers 4, 5, 6 and 7 respectively. The item (a) of the block will be 7 and the item (b), $= 7 + 2 = 3.5$ rounded off to 4. The random start, suppose is 6 (col. 4, line 1) and $R+I = 6+4 = 10$, $10-7 = 3$, therefore locality F, which has number 6 in col. (7) and locality E which has no. 3 in col. (6) are selected with order of selection 1 for locality F and 2 for locality E.

2.2.13 If the information in col. (3) is not available at all; columns (4), (6) and (8) of the block will be kept blank and the selection will be done as if the information in col. (3) is 'NO' for all localities. Further, if the information in col (3) is not available for some localities, it should be treated as 'NO' for those localities.

2.3 Selection of sub-locality, if the first locality is very big.

Sometimes, when locality selection has been done in a sub-division the selected 1st locality itself (DV) is found to be too big for DV.

i.e. when the listing of households is likely to take more than two man-days. (ref. para., 2.0.2) In such a case further selection of a sub-locality is to be done by a random process by breaking down the locality into smaller localities of 30 or more HH each based on abels, Idir, Tetari etc. and listing them and selecting one randomly from among them for DV. When identifiable smaller units are unavailable use numbering or segmentation to create identifiable smaller units. This does not apply to the second locality.

BLOCK 3

- 3.1 This block is meant for recording the details of sample selection of households after listing of all households in the block (4) of the schedule has been completed. It is absolutely necessary that the team should list the selected locality or sub-division by going from house to house on a continuous basis and not by calling all the population to a certain place. In the heading of the block cancel the words 'second' and 'sub-division' if the block is filled for the first locality; the words 'first' and 'sub-division' if it is filled for the second locality and if the entire sub-division has been listed i.e. locality selection has not been done, cancel the words First/ Second Locality. If in a rare case, the same locality gets selected twice, cancel the word sub-division only; do not cancel any other words.
- 3.2 (a) No. of households in the frame:-
- 3.2.1 Schedule 2.1 & 2.2: Group I: In this case the entry against this item will be equal to the last number in col. (8).
- 3.2.2 Schedule 2.1 & 2.2: Group II: In this case the entry against this item will be equal to the last number in col. (13).
- 3.2.3 Schedule 3: In this case the entry against this item will be equal to the last number in col. (15).

3.3.1 (b) No. of households in the sample:- In each locality the sample size i.e. number of households in the sample for different schedules and groups will be as follows.

<u>Schedule 2.1 & 2.2 Group I:</u>	2 households
<u>Schedule 2.1 & 2.2 Group II:</u>	8 households
<u>Schedule 3:</u>	4 households

3.3.2 If the number of households that can be selected for schedule 3 is less than 4 because of there being less than 4 households in the frame (as prepared in block 4, col. 15) in the locality the sample size for schedule 2.1 & 2.2: Group II is to be correspondingly increased. The following table gives how the sample size is to be determined.

No. of hhs. in the frame for <u>Schedule 3</u>	Sample size for <u>Schedule 2.1</u> & <u>2.2 Group II</u> to be increased by
3	NIL
2	NIL
1	1
0	1

3.3.3 Similarly if in the frame for schedule 2.1 & 2.2 Group I (ie. block 4, col. 8) the number of households is less than 2, the sample size for schedule 2.1 & 2.2 Group II is to be increased by a number equal to 2 minus the number in the frame for schedule 2.1 & 2.2 Group I. For example if there is only one household in the frame for Group I, then sample size for group II will be increased by 1; if there is NO household in the frame for group I, the sample size for Group II will be increased by 2.

3.3.4 Thus first the enumerator will increase, on the basis of para. 3.3.2 the sample size for Sch. 2.1. & 2.2, Group II. Then on the basis of

number of hhs in the frame for sch. 2.1 & 2.2. Group I, he will increase the sample size, if necessary, for sch. 2.1 & 2.2. Group II, according to paragraph 3.3.3. The two increases if required are to be made independently.

3.3.5 The following chart shows the all possible cases which can take place in a locality and the sample sizes for different schedules.

Type of Case	No. of hhs. in the frame for		SAMPLE SIZE		
	Sch. 3	Sch.2.1 & 2.2 GROUP I	Sch. 3	Sch. 2.1 & 2.2 GROUP I	Sch. 2.1 & 2.2 GROUP II
A.	More than or equal to 4	More than or equal to 2	4	2	8
B.	Less than 4	More than or equal to 2			
B.1	3	- " -	3	2	8
B.2	2	- " -	2	2	8
B.3	1	- " -	1	2	9
B.4	0	- " -	0	2	9
C.	Less than 4	Less than 2			
C.1.1	3	1	3	1	9
C.1.2	3	0	3	0	10
C.2.1	2	1	2	1	9
C.2.2	2	0	2	0	10
C.3.1	1	1	1	1	10
C.3.2	1	0	1	0	11
C.4.1	0	1	0	1	10
C.4.2	0	0	0	0	11
D.	More than or equal to 4	Less than or equal to 2			
D.1	- " -	1	4	1	9
D.2	- " -	0	4	0	10

WHEN LOCALITY SELECTION IS NOT DONE

3.4.1 In the case where locality selection is not done and the whole sub-division is surveyed; the sample sizes will be as follows.

Schedule 2.1 & 2.2 Group I : 4 households
 Schedule 2.1 & 2.2 Group II : 16 households
 Schedule 3 : 8 households

3.4.2 If in this case, the number of households in the frame for schedule 3 (block 4, col. 15) is less than 8, the sample size for Sch. 2.1 & 2.2 Group II will be increased as follows:

<u>No. of hhs. in the Frame for Sch. 3</u>	<u>Sample size for Sch. 2.1 & 2.2 Group II to be increased by</u>
7	NIL
6	NIL
5	1
4	1
3	1
2	2
1	2
0	2

3.4.3 Similarly if in the frame for Sch. 2.1 & 2.2 Group I (ie. block 4, col. 8) there are less than 4 households, the sample size for Sch. 2.1 & 2.2 Group II is to be increased by a number equal to 4 minus the number of hhs. in the frame for Sch. 2.1 & 2.2 Group I. For example if the number of households in this frame is 3, the sample size for Sch. 2.1 & 2.2 Group II is to be increased by 1; if there are 2 households in this frame, the sample size for sch. 2.1 & 2.2 Group II is to be increased by 2 etc.

- 3.4.4 The above rules are to be applied independently. The enumerator will first apply the rule 3.4.2 and then 3.4.3 for convenience.
- 3.5 (c) Interval I: For each schedule this is obtained by dividing the no. of households in the frame by the sample size and rounding off the figure to the next higher integer in the case of a remainder (ie. when division is not exact).
- 3.6 (d) For each schedule, the random start R will be selected and recorded by reference to the Random Number Table, from 1 to the number of households in the frame. Refer to the Appendix for instructions for finding random numbers. The column(s) numbers and lines used for locating the R will be recorded in the space provided. The remaining numbers R, R+I etc. will be found out by successively adding I to R, R+I, etc. Whenever the number so calculated, exceeds the no. of households in the frame, the no. of households in the frame will be subtracted and the result noted. If even after subtracting once, the result exceeds the number in the frame, the number in the frame should be subtracted once more.

EXAMPLE:

SCHEDULE	No. of hhs. in the frame	Sample Size	Interval I	Random start (R): 120 (col. 24, lines 1 & 2) R+I= 136-127= 9, R+2I=25
2.1 & 2.2 Group II	127	8	16	R+3I= 41 / R+4I=57 R+5I= 73 R+6I=89 R+7I= 105

- 3.7 REPEATED SELECTION OF HOUSEHOLD/S: If the sample selection from any frame results in the same household/s being selected more than once, the procedure given in Appendix II should be followed.
- 3.8 The selection of the sample of households should be done by the team leader who should write his roll no. and date on which the work of

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sample selection was done and sign in the space provided. The supervisor should put his signature with roll no. and date when he checks the work done in this schedule.

BOOK 4

- 4.0.1 This is the main block of the schedule. Space is provided for writing the identification particulars of the selected sub-division and the selected locality within it. Write the serial number of the sub-division in the space provided and cancel the word First or Second appropriately depending upon the locality for which the listing of hhs is done. If the entire sub-division is being listed ie. locality selection has not been done, cancel both these two words. If in a rare case, the same locality is selected twice, do not cancel any of these two words. Similarly, in the heading of block (4), cancel the word locality, if the locality selection is not done, otherwise cancel the word sub-division if the locality selection has been done. Always the listing of the first locality ie. the locality with the order of selection 1 in block (2) of the schedule, will be done first. After the entire work of the survey in the first locality is completed, will the team move to the second locality, where the listing work will be done first, followed by the detailed survey work.
- 4.0.2 For each locality separate page numbers starting with 3 will be given in separate schedules. The page number will be recorded, starting with 3, at the top right hand corner, and the page number of the following page will be recorded at the bottom right hand side, in the space provided. In the last page used for a particular locality, a cross mark will be put in the space page No----- follows.
- 4.0.3 As soon as the enumerator fills in cols. (1) to (7) and (17) of the block, on each sheet, he should put his roll no., signature and date

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at the bottom where space has been provided for the same. The team leader should complete cols. (8) to (16) of the block and put his roll no. signature and date on each sheet. The supervisor, when he checks the block should similarly record his roll no. signature and date.

- 4.0.4 The listing of households within the selected locality should be done carefully, listing every household within the locality once and only once and no household should be omitted. It will help the enumerator to follow a geographically contiguous order while listing, starting with a corner of the locality. The information should be collected from the head of the household whenever possible, otherwise from a responsible member of the household.
- 4.1 Col. (1): In this column, enter 1 for the first household listed and follow the numbering continuously without omission or duplication, so that the last number in this column is exactly equal to the total number of households listed in the locality.
- 4.2 Col. (2): Enter the name of the head of household here, from which name it should be possible to identify the household when the need arises later.
- 4.3 Col. (3): All persons, whether related or not, who normally live together in the same house or closely related premises, and who take food from the same kitchen are defined to constitute a household and such persons are called the members of the household. The total number of such members, including those who are temporarily absent and excluding those who are temporarily present on the day of listing, is called the household size. The household size for each household is to be entered in the col. (3).
- 4.4 Col. (4): If the household size recorded in col. (3) for a household is greater than 4 i.e. 5 or above, put a tick mark (✓) against that

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household in this column. If the household size is 4 or less, the column should be left blank for that household.

4.5 Col. (5): If any member of the household usually and for a major part of the year, works as a wage paid worker employed either by the household or others put a tick mark (✓) against that household in col.(5), otherwise leave it blank.

4.6.1 The definition of an economic activity has been given in para. 0.2. Those who are economically active are classified in five employment, statuses

- 1) Employer: One who manages his enterprise mostly with hired labour.
- 2) Own Account worker: One who manages his enterprises mostly with his own labour or that of his family members.
- 3) Employee: One who works on wages or salaries.
- 4) Unpaid family enterprise worker: One who works in the family enterprise without remuneration.
- 5) Apprentice: One who works in an enterprise for receiving training. An apprentice may or may not receive full payment for his work.

A Self-employed person is one who is either an employer or an own account worker.

4.6.2 Col. (6): If any member of the household is usually self employed in manufacturing activity put a tick mark (✓) against that household in this column. Otherwise leave it blank.

4.7.1 Col. (7): If any member of the household is usually self-employed in any other ie. other than manufacturing, non-agricultural activity

put a tick mark (✓) against that household in this column, otherwise leave it blank. These nonagricultural activities should belong to groups 1, 3, 4, 5 and 6 of paragraph 0.3.1 above.

4.7.2 If there is thus placed a tick mark in any of the columns (5), (6), or (7) against a household, the activity has to be described ⁱⁿ col. (17).

4.7.3 The following particular cases may be noted in regard to entries in cols. (5) to (7).

1. Daily labourers:- There are some specialized types of workers (e.g. carpenters, masons) who work on a daily basis. These are to be treated as self-employed. There are others, who do generally any type of manual (or other) work on a daily basis and these are generally described as "daily labourers" such daily labourers, ie. who are not specialised, should not be treated as self-employed. Their employment status should be "employee". Therefore, for households who have any member a daily labourer a "tick-mark" () should be made in col. (5) of the block (4).
2. Wood Collecters and Sellers:- A person who collects wood and sells it is not to be treated as a "trader" (A trader is one who buys and sells). Such a person is classified under industry sub-division code 07 Forestry. For a household having such a person as a member, on this account, a tick mark is not to be made in col. (7) of block (4).
3. Water Collecters and Sellers:- If any member is engaged in this enterprise, for such a household a tick mark will be made in col. (7) of block (4).

4.8.1 All the households in the locality are divided into two groups. Group I is made of all households which have a tick mark in col. (7). All other households which do not have a tick mark in col. (7) are called Group II households.

- 4.8.2 Col. (8): All households of Group I ie. which have a tick mark in col. (7) will be given continuous sampling serial numbers in the col. (8), starting with number 1 for the first household in the list which has a tick mark in col. (7). The last number in this column will give the total number of households of which at least one member is engaged in a non-agricultural activity other than manufacturing. This column will thus give a frame of households in Group I for selection for schedule 2.1 & 2.2. The last number in this column will be written against item (a): No. of hhs in frame, for schedule 2.1 & 2.2, Group I in block (3).
- 4.9 Col. (9): In block 3, selection of hhs for the Group I will be done first. And the numbers R, R+I will be worked out as per instructions for that block. The household which has the sampling serial number in col. (8) equal to R, will be given order of selection 1, that which has the sampling serial number in col. (8) equal to R+I, will be given order of selection 2 etc. and the numbers 1, 2 etc. will be recorded against those households in col. (9). These households will be canvassed schedule 2.1 & 2.2 (both).
- 4.10.1 All the remaining households ie. Group II ie. which do not have a (✓) mark in col. (7) in the locality will be given sampling serial numbers in col. (10) or col. (11) or col. (12) or col. (13) depending upon the information recorded against them in col. (3), (4) and (5). Sampling serial numbers will start with 1 in col. (10) and then continued over col. (11), then over (12) and then over (13). The last sampling serial number in col. (13) will be equal to the total number of households in Group II in the locality. The last sampling serial number in col (13) PLUS the last sampling serial number in col. (8) should be exactly equal to the total number of hhs. in the locality ie. last serial number in col. (1) This should be always checked.
- 4.10.2 Col. (10): All households of Group II which have at least one member who usually and for a major part of the year works as an employee, and

with household size greater than 4 will be given sampling serial numbers continuously in this column, starting with number 1. In other words, if there is a tick mark () in both columns (4) and (5), and no tick mark in col. (7), the serial number will be given in this column for that household.

- 4.11 Col. (11): All households of Group II which have at least one member who usually and for a major part of the year works as an employee and with household size 4 or less will be given continuous sampling serial numbers in this column starting with the number next to the last serial number in col. (10). In other words, if there is a tick mark in col. (5) but not in col. (4) and col. (7), the sampling serial number will be given to that household in this column.
- 4.12 Col. (12): All the other than employee households of Group II with size 4 or less will be given continuous sampling serial numbers in this column starting with the number next to the last number in col. (11). In other words if there is no tick mark in all the columns (4), (5) & (7), the sampling serial number will be given to that household in this column.
- 4.13.1 Col. (13): All the remaining households of Group II ie. other than 'employee' households with size greater than 4 will be given continuous sampling serial numbers in this column, starting with the number next to the last number in col. (12). In other words, if there is a tick mark in col. (4) but not in col. (5) & col. (7) the sampling serial number will be given to that household in this column. The last sampling serial no. in col. (13) gives the number of household in the frame for Sch. 2.1 & 2.2 Group II and posted in Block (3).
- 4.13.2 Note that by the above scheme every household of Group II ie. which does not have a tick mark in col. (7) gets one and only one sampling serial number in one of the columns (10) to (13).

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- 4.13.3 The following scheme is repeated to make the above instructions clear. NO TICK MARK IN COL.(7) FOR Tick Marks in any of the columns (10) to (13). Tick mark in col. (4) and col. (5): Sampling serial numbers in col. (10) No tick mark in col. (4) and a tick mark in col. (5): Sampling serial numbers in col. (11).
- 4.13.4 Check that the last sampling serial number in col. (8) PLUS the last sampling serial number in col. (13) is equal to the last serial number in col. (1) ie. equal to the total number of households listed in block (4).
- No tick in col. (4) and col. (5): Sampling serial numbers in col.(12)
Tick mark in col. (4) and no tick mark in col. (5): Sampling serial numbers in col. (13).
- 4.14 Col. (14): This column is used for recording the order of selection, from 1 to the number of sample size for households selected for canvassing both the schedules 2.1 and 2.2 of Group II. The portion of block 3 relating to sch. 2.1 & 2.2 Group II should be filled in first, and the households with sampling serial numbers in cols. (10) to (13) which correspond to the numbers R, R+1, ----- R+7I etc. will be given order of selection 1, 2, ----- 8 etc. respectively in this column. These households will be selected for both schedules 2.1 & 2.2.
- 4.15 Col. (15): All households which have a tick mark in col. (6) will be given continuous sampling serial numbers in this column starting with 1. The last number in this column gives the total number of households with at least one member self employed in manufacturing. This last number, is entered as the 'no. of hhs. in the frame' against schedule 3, in block 3.
- 4.16 Col. (16): In block 3 the details of sample selection for schedule 3 will have been recorded first. The households, whose sampling serial numbers in col. (15) correspond to the numbers R, R+1, R+2I and R+3I, etc. in respect of schedule 3 in Block 3, will get the order of selection 1, 2, 3, 4 etc. respectively in col. (16) and these numbers, 1, 2, 3 & 4 etc. should be recorded against the households in col. (16). These households will be selected for Schedule 3.

- 4.20 Col. (17): As stated earlier in para 4.7.2, for every household which has a tick - mark in any of the columns (5), (6) or (7), a description of the employee (like daily labourer, or domestic servant, employee in a talla house) or activity followed (like: talla maker, spinner, coffee trader, general trader, cobbler) should be given very briefly in this column.
- 4.21 Procedure when the sample size specified is greater than the number of households in frame:- When for any schedule the number of the households in the frame i.e. in col. (8) or in columns 10 to 13 or 15 is less than or equal to sample size specified for that schedule in that locality (ref. paragraphs 3.2.1 to 3.4.3), the selection of the random sample by reference to the random number tables etc. is not to be done and all households in the frame will be selected for detailed survey. The order of selection in this case will be the same as the sampling serial numbers given to the households and will be recorded as such in the columns for order of selection (i.e. col. (9) or (14) or (16)).
- 5.1 PROCEDURE FOR DETAILED SURVEY: The detailed schedules to be canvassed in the survey contain information mainly referring to two reference periods i) past week and ii) past twelve months. The information relating to the past twelve months is always to be obtained by ENQUIRY with the household. In respect of the data relating to a week, the information is to be obtained by two methods.
- Enquiry (E) = Information relating to past week ending on the day prior to the date of survey is to be obtained by enquiry
- Daily Visit (DV) = The sample household is to be visited for seven days in succession and on each day, the information relating to the past day (yesterday) is to be obtained by enquiry.

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- 5.2 The schedule 2.2 which contains data for a week only is so designed that it can be used for collecting information by both methods. The schedules 2.1 and 3 are designed in two units. The main schedule 2.1 and 3 provide for data for week and year. The schedules 2.1 (D) and 3 (D) are meant for the canvassing of schedule 2.1 and 3 respectively by daily visits and provide for data for a week. The manner in which the daily visit schedules 2.1 (D) and 3 (D) are to be filled and how data in the main schedules 2.1 and 3 in the case of daily visits is to be filled is described in the detailed instructions for these schedules.
- 5.3.1 The method to be adopted for collecting the data for a week will be as follows:
- a) In the FIRST LOCALITY all sample household for all schedules will be canvassed by the method of daily visit.
 - b) In the SECOND LOCALITY all sample households for all schedules will be canvassed by the method of enquiry.
- 5.3.2 When selection of localities within a sub-division is not done: In this case the entire sub-division is to be considered for listing of the households. The sample sizes for the different schedules will be those as given in para. 3.4.1 to 3.4.3. The households with odd order of selection (ie. 1, 3, 5 etc.) for all schedules will be canvassed by the method of daily visit and those with even order of selection (ie. 2, 4, 6 etc.) for all schedules will be canvassed by the method of enquiry. It may be preferable to canvass the sample households by 'enquiry', after the work of seven daily visits is over.
- 5.3.3 If the same locality happens to be selected twice:- Follow the same procedure as in para. 5.3.2.
- 6.1 Replacement of selected household in case it is not available. If a household selected for a particular schedule by the method of

'Enquiry' is not available for canvassing of the schedule due to its absence from the locality/Sub-division, then it should be substituted in the sample by the household having the next sampling serial number in the frame for that particular schedule. If the household which was absent, had the last sampling serial number, then the household with the sampling serial number 1 in that frame is to be substituted in the sample. If this household i.e. the substitute household is also not available, no further substitution is to be attempted. Further, if the household thus taken in the sample has already been selected for that particular schedule, then no substitution is to be done. Whenever such substitute household is canvassed a schedule, on that schedule write at the top 'Substitute', and on the original schedule write the words 'absent, substituted', and fill in the block (1) of the original schedule. Note that details in the block (1) of both the original and substitute schedules will be exactly identical.

6.2 In the case of a household selected for survey by the method of daily visit, substitution should be done as mentioned in para. 6.1, only if the household is not available on the first daily visit and is not likely to be available for the first four daily visits. Thus in this case substitution will be done only before the work of the first daily visit starts. Note that no substitution is to be done after the first visit. If on any particular day, data could not be collected because of the household's absence, it should be collected in the next visit in addition to the data of the corresponding reference day. If after the first few visits, a household is continuously absent for the rest of the week a remark 'absent' should be made on the corresponding daily record sheets.

7. Households with more than one manufacturing enterprise:- If a household selected for schedule 3 is usually engaged in more than one manufacturing enterprise, as many schedules as it has the manufacturing

enterprises will be filled in. The information in Block (1) of Schedule 3 will be identical for all these schedules for the same households.

7.0 It is to be noted that once sampling of households has been done, no changes should be made in block (4) because the information given by the household at the time of canvassing the subject schedules (ie. 2.1, 2.2 and 3) is later found to be different from the information given at the time of listing of that household. The information as obtained while canvassing the subject-schedule should be recorded in it, even though it may be different from that given at the time of listing (e.g. household size may be found to be different at the time of canvassing the subject schedule from that recorded at the time of listing; the actual household size found during the canvassing of the subject schedule should be recorded in the subject schedule).

7.1 Procedure to be followed in some special cases, for canvassing of the detailed schedule:- The enumerator should take all care while listing the households to follow the definition of a household given in the 'Instructions'. If inspite of this he finds at the time of canvassing the subject schedules that either the selected household though listed as one household is made of more than one household or that, two (or more) households listed separately are in fact one household, he should follow the following instructions.

7.2 Selected household listed as one household, but found to be made of two (or more) households.

7.2.1 If a household selected for sch. 2.1 & 2.2 (either of Group I or of Group II) is found, at the time of canvassing the schedules (either by daily-visits or by enquiry) to be in fact made of two (or more) households though all such households were listed as one household, then the schedules 2.1 & 2.2 will be canvassed separately for each of these two (or more) households. The Block (1) particulars (except hh size in sch. 2.2) will be the same in all these schedules,

and a remark should be made on the top of each schedule as well as in schedule 1, block 3, describing the situation i.e. "the household was listed as one household but found to be made of ----- (number of) household".

7.2.2 In case, the above situation is observed in the case of a household selected for sch. 3, the schedule 3 should be canvassed separately all the component households, which have at least one member usually self employed in manufacturing activity. The remark as mentioned above should be given on all such schedules and the identification particulars i.e. block (1) items 1 to 11 should be the same in all these schedules.

7.3 Households listed separately but found to be one household.

7.3.1 If for any subject schedule, it is found that the selected household and other (one or more) household/s listed separately, are in fact one household, the subject schedule should be canvassed for the actual household, made up of components listed as separate households. In this case also, a remark should be made on the subject schedule and schedule 1, block (3), that the selected household and household/s with sampling serial nos. ---- are in fact one household, the sampling serial nos. being relevant to the frame for the particular subject schedule.

8. General, for all subject-schedules. Note that for all households selected for survey by the method of daily visits in a sub-division, the reference period (week or year) is the same. But for households canvassed by the method of enquiry, since the reference periods are the week and year ended yesterday, and since different sample households will be canvassed on different days, the reference periods (week and year) will not be the same for all households but will be moving reference periods.

- 9 Special situations of identifying the selected sub-divisions or fsu.
- 9.1 The list of sample sub-divisions was prepared during the 2nd Round NSS. Administrative changes may have taken place in the country since this list was compiled (like the transfer of a sub-division to another wereda or the creation of a new wereda in which is included a selected Sub-division). In such cases, the sampling is to be carried out as if no administrative changes have taken place as far as this Survey is concerned. However, the team should find out if possible any and all administrative changes at the Awraja office before embarking on the survey so that letters of introduction could be addressed to the right officials at the wereda level etc. The order of survey of a sub-division will follow the serial number given in the sample list irrespective of any administrative changes.
- 9.2 In the case of Harar Province where the 1st rank is Demina and the second rank is gerada in the list of sample sub-divisions, all 1st Rank officials should be considered as the selected sub-division rather than 2nd rank official. In such a case because of problems of identifying the selected Geradas belonging to a Demina, a fresh list of all Geradas under a selected Demina should be prepared and if it is impossible to list all the hhs. in the Demina, selection of localities (Geradas) should be done by taking Geradas with 30 or more households and combining neighbouring Geradas in cases where there are less than 30 households provided that the distance between them will not create problems of coverage during daily visits.
- 9.3 Size data have been made available in order to help in identifying the selected sub-division. When the description of both first and second rank officials is given, the enumerator should take that as selected sub-division to which the 'size' data corresponds.
- 9.4 If there are administrative additions to the given sub-division ignore the addition. If there have been reductions since 2nd round

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- NSS, then proceed as if there has been no reductions and carry out the listing, selection etc. including that portion of the old sub-division which has been now excluded.
- 9.5 If there are litigations as to boundary between 2 chickashums, the wereda office is to be taken as the sole judge as to which chickashum administers the disputed territory.
- 9.6 If the enumerator comes across a name of a second rank official (1st rank in the case of Harar) that does not coincide with the name that is listed in the sample list, he should pose additional questions in order to find out who the official in charge was during the 2nd Round NSS ie. 1961 E.C. or whether there is some mistake in spelling or pronunciation that could have led to this error and this might help him in identifying the selected sub-division.
- 9.7 If in spite of the efforts suggested in the preceding paragraph it is not possible to identify a sub-division in the sample list or the selected sub-division turns out to be completely nomadic, a fresh list of all the sub-divisions in that wereda will be prepared in a new Schedule 2, which will be provided for this purpose. While listing the sub-divisions, the settled and partially settled ones will be written down first, followed by the completely nomadic sub-divisions at the end. These completely nomadic sub-divisions will not be considered for sampling. Information on suitable size factors like population, number of households, number of tax-payers, amount of tax paid, number of gashas should also be written down for each subdivision while filling schedule 2. A new sample sub-division will be selected from the settled and partly settled sub-divisions with probability proportional to an appropriate size characteristic or with equal probability if no information on suitable size factor is available; and the household economic survey conducted there. However, in the case of the following sub-divisions whose serial numbers are given below, if any of them are not identifiable or turn out to be

SCHEDULE 1

completely nomadic, the head office should be contacted to provide a substitute sample sub-division. It is to be noted that a partially settled sub-division if selected will be covered in the household economic survey and only the settle households in these sub-divisions will be considered for further survey.

Serial numbers: 50, 51, 52, 53, 101, 102, 103, 118, 119, 120, 121, 125, 126, 162, 163, 164, 165, 171, 172, 183, 184, 233, 235, 236, 297, 298, 299, 385, 386, 402, 403, 404, 438, 461

CHAPTER II

INSTRUCTIONS FOR FILLING IN

SCHEDULE 2.1: HOUSEHOLD EXPENDITURE, CONSUMPTION & RECEIPTS

- 0.0 Introduction:- The schedule 2.1 is designed for recording the expenditure and receipts of the household as well as its consumption of food and drinks. In many cases the reference period is that of last week, ie. the week ending on the day, prior to the date of survey. In other cases it is last year ie. the period of twelve months or 365 days ending on the day prior to the survey date. Schedule 2.1 (D) is to be filled by daily visit recording the information (every day) as it relates to the past day (yesterday).
- 0.1 For the sample households for which the information is to be filled by the enquiry method the schedule 2.1 will be filled-in by enquiry in respect of all the data. In block (1) item 11, the survey method will be written as 'E' (for Enquiry) with code '1', in the space for code column under it.
- 0.2 The sample households for which the information for the week is to be filled-in by the daily visit method, the schedule 2.1 (D) will be filled-in for the data for the week. On this schedule 2.1 (D) in block (1) item: 11, the method of survey will be written as DV (for daily visit) with code 2 in the space for code. For the household for which schedule 2.1 (D) is filled, a separate schedule 2.1 will also be filled with method of Survey DV and code 2 in item 11 of the Block (1), but in this schedule 2.1, only the blocks 1 to 4, 34, 39.1, 40.1, 39.2, and 40.2 and information for the reference year in other blocks will be filled. The information for the reference year will be filled on the last day of the daily visit. Detailed instruction in this respect are given in paragraphs 10 of chapter III.

SCHEDULE 2.1
GENERAL

- 0.3 INSTRUCTIONS ABOUT WRITING FIGURES IN THE SCHEDULE: When writing figures in the schedule the enumerator should write the figures in the natural order, with the last digit in the right-hand-most space provided for the item. In case the figure to be written exceeds the space provided for it, it should be split up conveniently. For example, for value to be recorded in E\$ with two places of decimals, space has been provided in the schedule for recording figures up to 999.99. If an entry of say E\$1,374.25 is to be made, it should be split up into two entries E\$999.99 and E\$374.26 or in any other convenient way. The whole, transaction, including the other data, should be correspondingly split up.
- 0.4 Nothing which is printed should be cancelled by the enumerator unless it is so written in these instructions.
- 0.5 In certain blocks, whenever quantitative data is to be recorded, a description of the unit of measurement in which the transaction took place and the quantities are recorded, is to be given like KUNA, TASSA, NUMBER, DOZEN, PAIR. Note that, under the columns headed UNIT/SHORT FORM NO FIGURE WILL THUS BE WRITTEN.
- 0.6 On the first page of the schedule write the serial number of the sample sub-division, as given in the sample list, in the space provided at the top of block (1). Further on each page with odd numbers (i.e. pages 1, 3, 5, 7, 9, ... 21) of the schedule, in the space provided to record the serial number of the selected sub-division, the order of selection of the locality, the group and order of selection of the selected household (within the particular group), then details should be invariably filled on these pages.
- 0.7 When the space provided in a block is not enough, use another (supplementary) schedule and write at the top of this supplementary schedule the words 'supplement' and repeat the entries in blocks 1 and 2 in this schedule as written in the original schedule.

SCHEDULE 2.1
BLOCK 1

BLOCK 1

- 1.0 The description for each item is to be recorded in the space provided immediately below the item heading. The code numbers are to be given in the last line.
- 1.1 Items 1 to 7: The items 1 to 4 are to be filled in the same manner as as for the corresponding items of block (1) of sch. (1). Under item 5 write the name of the selected sub-division and under item 6, the sub-division code. Under item 7, record the name of the selected locality.
- 1.2 Item 8: The order of selection of the locality ie. 1 or 2 is to be entered. This will be filled from col. (10), of block (2) of schedule 1. If locality selection has not been done, or if the same locality had been selected twice, keep item 8 blank.
- 1.3 Item 9: The name of the head of the household will be recorded here.
- 1.4 Item 10: Group and order of selection: This will be a three digit number. The first digit will be 1 for Group I households and 2 for Group II households. The next two digits will be 01, 02 etc. and will be equal to the entry against the household in schedule 1, block 4, in col. (9) for Group I household or col. (14) for Group II household (for the corresponding locality). The first digit (the hundredth place) has already been labelled as group.
- 1.5 Item 11: Method of Survey: If the weekly data in the schedule has been filled by enquiry write 'E' as the description with code 1. If it has been filled by daily visit in schedule 2.1 (D), write 'DV' as the description with code 2. See para. 0.2 also.

BLOCK 2

- 2.1 Item 1: Household size:- Record here the number of members of the household. The definition of household and household members has been given earlier (para. 4.3 CHAP. I).

2.2 Items 2 to 5: A person who has completed 15 years is called an adult, otherwise he/she is called a child. The number of adults and children according to the sexes among the members of the household is to be recorded in the first column of box-spaces provided against each item.

2.3 Items 2 to 5 (contd): Under the next column of box spaces with a dotted line running vertically, the number of adult equivalents against each of the items 2 to 5 is to be written, scoring.

10 for each adult male
9 for each adult female
7 for each male child
6 for each female child

The score is to be written in such a manner that the last digit only is written after the dotted line and the remaining digits before it.

2.4 Item 6: Total Adult equivalents:- The total of the scores under adult equivalents against each of the items 2 to 5 is to be made and recorded here taking care that only the last digit is written after the dotted line. The following illustration will make this clear.

1 Household Size		6
	NO.	A. Eq.
2 Number of Adult Males	1	10
3 Number of Adult Females	2	18
4 Number of Male Children	2	14
5 Number of Female Children	1	6
6 Total Adult Equivalents		48

2.5 Items 7 and 8: The definition of 'self-employed' has been given earlier (ref: chapter I, page 15 para. 4.6.1); the definitions of industry groups have also been given earlier (ref: chapter I, para. 0.3.1). If any member of the household is usually engaged

in agriculture, animal husbandry etc. as a self-employed person, strike off the word NO against item 7 and put code 1, in the box space provided; if not, strike out the word YES and put code 0 in the box space. Similarly if any member is usually self-employed in any non-agricultural enterprises ie. other than agriculture, animal husbandry, etc., put code 1 in the box space provided against item 8 after cancelling the word NO and vice-versa. If there is thus recorded a 'YES' in item 8, describe the enterprise/s in the space provided under this item.

- 2.6 Item 9: The number of members of the household who are usually gainfully employed is to be recorded in the box space provided against this item. This will be available from the data in schedule 2.2 filled for the household, in its block 2, cols.(8) to (11). If there is no member, usually gainfully employed, write 0; if the number exceeds 9, put 9.
- 2.7 Item 10: If the domestic servants or other employees employed by the household are also the members of the household, write their number against this item in the box space provided. If there is none, put a 0; if more than 9, put 9.
- 2.8 Items 11 & 12: These are not to be filled by the enumerator.

BLOCK (3)

DETAILS OF BUILDINGS MAINLY USED FOR DOMESTIC PURPOSES

- 3.1 Col. (2): The main house is the largest (in area), the second is the next largest etc. of all the houses used by the household mainly for its domestic use.
- 3.2 Size in Square Metres Col. (3): The size of the building will be determined by measuring and the result entered here in square metres.

If the house is rectangular and measures X by Y metres the figure entered will be the product of X,Y to the nearest whole square metre. If the house is circular (or approximately so) the area will be determined from the following table having measured the radius (from the centre pole to the wall) or the diameter (across the building at its widest point).

Radius	Diameter	Area	Radius	Diameter	Area
1	2	3	2½	5½	24
1½	2½	5	3	6	28
1½	3	7	3½	6½	33
1½	3½	10	3½	7	38
2	4	13	3½	7½	44
2½	4½	16	4	8	50
2½	5	20	4½	8½	57

3.3 If the size is outside the limits shown in the table then the radius (r) will be squared (r^2) and the result multiplied by 3.14 or the diameter squared and multiplied by 0.79 to obtain the area, the result will be recorded to the nearest whole square metre.

3.4 Purpose col. (4): Find out what the main use of the building in question is and enter the appropriate code in the space provided from the following list:

Residence (1), Kitchen (2), Store (3), and other (4) in this order of priority.

3.5 Number of Rooms col. (5): If the area of the building is divided internally by permanent structures, rising to at least eye-level, into separate compartments then these are to be counted as separate rooms and their number entered under this column.

3.6 Shape cols. (6), (7): The shape, or approximate shape, of the building will be indicated as either circular (1); square or rectangular (2). (Description given in col. (6) and code in col. (7))

3.7 Construction Material cols. (8) to (13): The building material used for the floor, walls and roof will be inserted in each column by choosing the most likely materials or combination of materials from the list given below:

0 Mud (inc. mud & chaff, or mud & straw)	1 Mud & wood
2 Wood, bamboo only	3 Thatch
4 Stone	5 Brick
6 Corrugated iron	7 Concrete
8 Tiles	9 Other

the following abbreviations may be used:

M & W for Mud and Wood
 Iron for corrugated iron
 T & W for Thatch and Wood

Cols. (9), (11) and (13) are to be left blank by the enumerator.

3.8 Age Col. (14): Insert the number of years since the building came into existence; if it is less than one year of age put 00; if more than 99, put 99. If an old building had been completely renovated, the age will be measured from the date of renovation.

3.9 Rented Col. (15): Enter 1 if the building is rented and 2 if it is not rented.

3.10 If Rented Details of Rent cols. (16) to (18): If the answer to col. (15) is Yes ask how often the rent is paid and enter under Periodicity col. (16), one of the following codes:

- | | |
|------------|--------------|
| 1. Weekly | 3. Yearly |
| 2. Monthly | 4. Any other |

3.11 Under Rent Payable col. (17) enter the amount of rent agreed to be paid for the period specified in col. 16. To get the Imputed Weekly Rent col. (18), multiply col. (17) by 7 and divide the result by the number of days corresponding to col. (16) and write the product in the space provided.

$$\text{ie. col (18) = } \frac{\text{Col. (17) } \times 7}{\text{Number of days corresponding to col. (16)}}$$

BLOCK (4)

- 4.0 This block is meant for recording the information about age, sex and mode, periodicity and amount of wages paid to the domestic servants engaged by the household. A domestic servant is one who is mainly engaged by the household for rendering services to it as a consumer and not in the enterprises of the household. The term 'mainly' used in the above definition applies to the time spent. If a household has engaged a person who works both for the household duties as well as in the household enterprise, that person is to be called a domestic servant only if he/she usually spends more time on household duties than on work in the enterprise. Further, a domestic servant so defined may or may not be a member of the household.
- 4.1 Col. (1): Sr. No. The domestic servants are to be listed one below the other and serial numbers will be given in this column starting with 1, continuously, without omission or duplication.
- 4.2 Col. (2): Name of the domestic servant should be entered here.
- 4.3 Col. (3): Sex of the domestic servant should be entered here in terms of codes. Males should be coded 1 and females 2.
- 4.4 Col. (4): Age of the domestic servant should be entered here in completed years.
- 4.5 Col. (5): Mode of payment of wages should be entered here in code numbers. The following code numbers are to be used:
- In money only 1
In kind only 2
In money & kind 3
- 4.6 Col. (6): Periodicity: The usual period after which the wages are paid to the domestic servant is to be entered here in terms of code

of land & buildings (for domestic use or for enterprise), purchase or construction of tools and implements and purchase of animals is classified under this category. Also included under this are the deposits in funds made by the household.

D) Other payments: (Blocks (27) & (28) of the schedule):

Loans given, repayments of loans made, gifts, alms etc. given, remittances made are classified under this category. These payments may be in the form of money or of goods (and very unlikely services).

The above four categories describe, what is generally called expenditure of the household. In a slightly technical term, it is called disbursement. To make it easy for the enumerator to remember them, the columns of the corresponding blocks have been labelled as disbursements.

5.0.3 The expenditure or disbursements made by the household is financed from its receipts of money, goods (or services). The receipts of the household are classified into the following categories.

A) Earnings: (Block 20): The amount received by the household as wages or salaries, rent, interest, or dividends is included under this category.

B) Current account of enterprise: (Block (22)): The receipts from sale of the products and services of the enterprise are included here (including sale of goods purchased for resale). When the household consumes or otherwise disposes off the product of its own enterprise (example: when a cultivator consumes the grain he has produced on his farm), the value of that product is also called the receipt by the household. It is as if the product was first received in the household before it was consumed or disposed off.

C) Liquidation of assets: (Blocks (11), (14), (23), (25), (26)): Amount received by the household by sale of household durables, land and building or other real capital assets (ie. machinery etc.) of the enterprise, animals or by withdrawal from past savings.

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GENERAL

D) Other receipts: (Blocks (27), (29)): Amount received by the household as loan, repayment of past loan given by the household; gifts, remittances etc. is included here.

5.0.4 The above describe basic types of transactions. There are some special types of transactions which are in the nature of both receipts and disbursements. When a commodity is bought on credit, the total purchase value is classified as disbursement and since it is partly or fully on credit, the amount of credit is in the nature of receipt since equivalent credit is received by the household. Similarly, in the case of free collection, the amount of value though shown in the schedule as disbursements, is simultaneously of the nature of receipt.

5.0.5 In the schedule, the columns for weekly data are labelled at the top as receipts or disbursements and from the description of the contents of each block it will be easy to know which of the above types of transactions is recorded under the columns of a particular block. This will have special reference while filling schedule 2.1 (D).

5.0.6 A word of caution: The types of transactions and the items are listed in the schedule in considerable detail. But this does not mean that while canvassing the schedule, the enumerator will go over each item from the beginning to the end. This will be not only not necessary but it will take very long time to fill the schedule and in addition it is likely to irritate the household and in turn affect adversely its response and co-operation. The approach suggested is as follows (in sequence).

A) First ask the household regarding all the disbursements or expenditure that it incurred in the last week. The information supplied by the household will be recorded, as per instructions for this schedule. Similarly ask the household about the receipts in the past week and record this information.

- B) After this is done, go over the major block headings and ask in respect of each block whether the household incurred any expenditure or got any receipts. Thus the enumerator may ask whether, apart from what has been already stated by the household, the household incurred any expenditure (cash or credit) on food, drinks, tobacco, clothing etc. etc. or received any receipts from wages, rents etc. or from sale of goods it produces in its enterprise. If any transaction has been missed at A), it will come out at this stage of the enquiry and when it comes out, it may be pursued to find its details for recording in the schedule.
- C) After this the data relating to the reference year may be collected.
- D) When all the data has thus been recorded and the enumerator has made sure that all the transactions during the week and year have been recorded, he will fill the summary block (35) for the week's data. Any large difference between the total of receipts and disbursements is to be pursued as per instructions for the block (35).
- E) In order to successfully canvass the schedule, it will be better if the enumerator finds out the enterprises in which any of the members of the household are self-employed. Once this is ascertained, it will help the enumerator to concentrate on those enterprises of the household while filling blocks 17 onwards.

INSTRUCTIONS FOR RECORDING DATA ON PURCHASES, SALES,
EXPENDITURE AND RECEIPTS.

5.0.7 In the case of services, rents, interest, rates and taxes, fees, commission, share of profit, actual expenditure by the household during the reference periods is to be entered. Similarly actual receipts by the household during the reference period from wages, rents, interest and dividends or share of profit is to be entered

SCHEDULE 2.1
GENERAL

at appropriate places. However, when services are an output of household enterprise, the production data in block (22) would be the value of service produced or exchanged and not the amount actually received from them.

5.0.8 In the case of purchase or sale of goods and materials data will be recorded when they take place during the two reference periods. Purchase or sale means transfer of title of goods and whether full amount is paid or not, the total value of purchase or sale is to be recorded in the schedule; conversely, if any payment is made or received in respect of a purchase or sale of goods, which took place before the reference period of the past week, such values are not to be shown in the place provided for that good in the schedule but in blocks (31) and (30) respectively for past credits paid and received. These instructions apply to the sale of services, when they are output of the sample household's enterprise.

5.0.9 In the case of purchase or sale of goods (and services which are out put of household's enterprise), in addition to the total value of purchase or sale during the reference week, the part of the total value which was actually paid/received in money or kind during the reference week, is also to be shown, for the total of the relevant blocks, in the line 'of which paid/received'. This applies only to the data for the week. Put a dash (-) for NIL entries.

5.0.10 Payment in Money:- The actual payment, in respect of the purchases or sales of goods can be either in terms of money or in kind. The part of the actual payment made or received during the reference week, in respect of the purchases or sales during the reference week, which was in terms of money, is to be recorded for the total of the relevant blocks, in the line 'of which paid/received in Money'. Put a dash (-) for NIL entries. This also applies to the sale of services which are out put of households enterprise. These instructions apply only to the data for the week.

5.0.11 Payments made in kind:- In the case of barter transactions payments which are made in terms of the following only are to be considered in the main blocks of the schedule 2.1 in the case of barter transactions;

- i) out put of household's enterprise (which may be services also);
- ii) goods bought or acquired for resale in the case of trade or similar distributive enterprise of the household;
- iii) household durables and pet animals;
- iv) capital goods ie. land & building (regardless of use) plant, machinery, equipment etc. and animals used in the enterprise.

In these cases, the value of purchase will equal the value of sale of goods (or services which are out put) exchanged and the same value will appear (as a part of entries possibly) at two places; once as the purchase of item thus bought (disbursement) and secondly as the sale of item which was exchanged against it (receipt). For example if the household bought white milled teff by exchanging the barley it had produced, this will be shown as purchase of white unmilled teff in block (5) and sale of out put (barley) in block 22. Similarly the payment in kind for services rent, interest etc., only in terms of the above four types of goods should be considered for making entries in the main blocks of the schedule.

5.0.12 Payments made in kind (contd) All other transactions in which payment is made in terms of goods, other than those mentioned above will be recorded in the residuary blocks nos. (32) and (33) and the same value will appear once in block (32) and secondly in block (33).

5.0.13 Payments received in kind: The details of the payments received by the household as wages (salaries), rent, interest or dividend (share of profit) in kind will be recorded in block 21. If a household has sold output of its enterprise, and received payment in kind, the data will be shown as per instructions in paragraph 5.0.11 above. Transfer

receipts ie. gifts, remittances, loans, repayments will be shown only in the corresponding blocks. Other receipts in kind not covered above, will be shown in the residual block (32).

5.0.14 In each block a column has been provided for 'TOTAL CODE' The entries in these columns for relevant lines only have been already printed. The enumerator is not to make any entry in this column. The following is stated only as back-ground information.

5.0.15 The total code is generally a two-digit code based on the classification given below.

First digit ie. Tenth place:	Value paid/recd.	: 1
	Credit	: 2
	Total	: 3
Second digit ie. Units' place	Money	: 1
	Kind	: 2
	Total	: 3

When data relates, by instructions, to the actual payment only, the code is a single digit one, as in the units' place, mentioned above.

BLOCKS (5) to (14)

5.10 These blocks are meant for recording the data on purchase of goods and services for household's own consumption. When a household has its own enterprise (agriculture, manufacture, trade etc.) it is necessary to keep in mind that in these blocks, the expenditure recorded should not relate to the enterprise part of the household but only to the household's own consumption. Similarly expenditure incurred on goods meant for being given as gifts, loans etc. should not be shown in these blocks.

5.1.1 The reference period for the blocks (5) to (9) and (13) & (14) is that of the past week, ie. the week ending on the day prior to the

date of survey. For the blocks (10) to (12) in addition to the past week, data is to be recorded for the past year (twelve months or 365 days) ending on the day prior to the date of survey. Data on purchases for household consumption during the reference period is to be recorded in these blocks. Note also that whenever there is an entry for the week there must be an entry for the year, though the converse is not true. While asking information about the reference year, the enumerators should mention the beginning of the reference year (which will be a year ago, on the same day in the same month of last year as the date and month of the day the schedule canvassed) up to yesterday i.e. the day preceding the date of survey. Particular care will be necessary in areas where Lunar Calendar (i.e. according to Moon) is followed, where the year will consist of about thirteen months. In this case, the beginning of the reference year has to be determined keeping in mind that the reference year consists of 365 days and not twelve Lunar months. These instructions apply for all blocks of schedule where the reference period of week/year is used.

5.1.2 Data about Quantities: It is expected that in many cases the household may not be able to supply directly information on the quantities purchased especially in the case of block nos. (5) & (6). Information about quantities purchased is very important for cereals and pulses. In such cases the following procedure is to be followed in the order of priority.

- a) As far as practicable, try to obtain information in terms of metric units. Failing this, obtain information in local units and by actually weighing the quantity equivalent to the local unit, using block (38) at the end of schedule, work out the ratio of the local unit to the metric unit.
- b) If the household is not able to give information either in metric units or local units, find out the portion of the purchased commodity, remaining with the households on the date of survey and weigh it.

SCHEDULE 2.1
BLOCK 5

Ask the household the percentage it forms of the originally purchased quantity. If the percentage, the portion forms, is p and w is its weight in metric units calculate $\frac{w}{p} \times 100$ and enter it under quantity. Use block (38) in this case also.

c) In case both the above procedures cannot be employed, from the value of purchase recorded, calculate the quantity by using the price data. If E is the expenditure figure and p is the price per kg. find out $\frac{E}{p}$ and enter it under quantity (in kg.). The block (37), working sheet, may be used for recording the data of E & P . See instruction for that block.

- 5.2 Block 5: Cols. (2) and (3): Below the block 5, a complete list of items of food has been provided with suitable sub-groups. If any item other than those described in this block is met with in the field, it should be identified with one of the sub-groups, and recorded against description other provided in each sub-group after specifying the item. Write the description of the item in col. (3); in col. (2) record the line code as given in the list (example: 43 Butter). In writing the line codes, take care to record the two digits in the two spaces provided in col. (2).
- 5.3 Standard unit: Col. (4): This will be kilogramme for all items in solid form and litre for all liquid items. Put kg. for kilogramme and L for Litre in this column.
- 5.4 Unit: Col. (5): The unit in which the purchase was made may be stated here in a short form.
- 5.5 Conversion factor: (Col. (6): This should be left blank by the enumerator. Note that whenever, the unit in col. (5) is other than metric for cereals and pulses, block (38) is required to be filled.
- 5.6 Col. (7): The quantity purchased during the reference week may be stated here to two places of decimal in terms of the unit described in col.(5).

SCHEDULE 2.1
BLOCKS 6&7

- 5.7 Col (8): The total value of purchase of every item is to be recorded under this column against that item in E.\$ with two decimals.
- 5.8 After all entries for individual items have been recorded, the total value of purchase of all items should be recorded under column (8) in the total line. Of this total value, the value paid and the value paid in money should be written in the next two lines respectively in col. (8), as per instructions in paras: 5.0.9 and 5.0.10.
- 5.9 Instructions for blocks (6) and (7) are exactly the same as for the block (5). Special features, if any, of the individual blocks are described below which should be noted while filling in the individual blocks.
- 5.10 Block 7: In addition to the expenditure on purchase of fuel and light items, the block provides for the information on value of free collection of certain items like firewood and dung. Information on free collection of naturally occurring items only is to be collected and value as if purchased is to be recorded. An additional col. (8) has been provided for recording this information. Dung collected from the livestock in possession of the sample household should not be treated as free collection but should be treated as 'out-put'. (Ref. Block 22) Collection of wood from trees on the holding of the sample household should not also be treated as free collection but such wood should be treated as out-put. In the case of the item electricity, the entry will be made only when the actual payment is made during the reference week. Thus if any payment has been made during the reference week, then only entry will be made in this block even though the payment may relate partly or fully to the electricity consumption of past days before the reference week.
- 5.11 The instructions for filling the blocks (8) to (11) are exactly the same as those for the previous blocks, except that the information on the standard units is not collected in these blocks. Any other special instructions are recorded below.

SCHEDULE 2.1
BLOCKS 8 to 10

- 5.12 Block 8: Item 49: Against other non-durable electrical goods, should be recorded expenditure on any other electrical item which is not expected to last more than a year. The same applies to the item 59, i.e. expenditure on any other miscellaneous item not covered by any of the sub-groups already listed in this block, which is not expected to last for more than one year, should be recorded against this item.
- 5.13 Block 9: Data on quantities is not applicable to the items in this block. Note that only actual expenditure is to be entered here. Item 19: other educational expenditure does not include purchase of material which should be shown under item 39 of block (8). It should be remembered that the cost on services for the enterprise will not be included here. (i.e. transportation cost of produced crop, wages in the agricultural labourer, repairs of agricultural tools etc. will not be included in this block). Further note that the expenditure on services for construction and repairs and maintenance of household durables, and ordinary repairs and maintenance of residential land and buildings will be shown in this block.
- 5.14 Block 9: (contd): The value of services rendered by the household to itself during the reference week will not be shown here. The valuation is not to be done, unless rendering of that kind of service is also the enterprise of the household. If it is, the entry will be made in block (15). For example, when any member of the household stitches a garment out of cloth purchased, no entry will be made against the item Tailor in Block (9), unless that person has Tailoring as his enterprise (i.e. self employed or unpaid family worker in the hh's Tailoring establishment) and in such case only the entry will be made equal to the tailoring charges, that he would have charged to others, in block (15), See instruction for that block.
- 5.15 Block 10: This block is meant for recording purchase of cloth, new or used clothing and footwear and other durable items of personal use.

Data on the expenditure on purchase last year is also to be recorded under columns (9) to (12). Items 00 to 09 apply to the clothing material, while the items 10 to 59 refers to the specific clothin items. Any purchase is to be recorded against the specific item which was actually bought. If a household had purchased clothing material before the reference period and made a garment out of it during the reference period, no entry will be made against that garment for this reason. The cols. (7), (8), (11) and (12) of this block are meant for recording the purchase of used items. Note that gifts received are not to be shown here.

5.16 Block 11: This block is meant for recording the purchase of new or used household durable goods and their sale (as distinct from durables used in enterprise). The block is divided into two parts, the upper part, with period code 1 in col. (2), is to be used for showing the data for the reference week and the lower part, with period code 2 in col. (2), for showing data for the reference period of year. For the weekly data, in addition to total value of purchase (or sale), that paid and of the paid, that which was monetary is to be shown separately in the lines provided. The unit of quantity is number throughout except gold for which it is gms. if a household durable good (say one radio) has been taken on rent by the household, and if any rent was paid during the reference week, the same amount will be shown against item 09 of block (13); in such cases no entry will be made in this block.

5.17 Block (11)(contd.): In the case of durable goods purchased on an installment payment basis, the following instructions should be followed. The durable good will be considered to have been purchased by the household on the day such contract is made and the total value of purchase will be recorded. The payment made at the time of purchase will be treated as cash payment and balance as credit. If during the reference week, an installment is paid in respect of a durable

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BLOCK 12

good purchased in the past (ie. before the reference week, no entry will be made in this block and the value of the installment should be shown under block (31).

- 5.18 Note that any good, which is expected to be useful for a year or longer is only to be treated as durable good. This definition should be specially followed for making entries in block (11) and (8) in respect of items which are not specifically provided for in the lists of items in these two blocks.
- 5.19.0 Block 12: This block is meant for recording the construction and repairs (including maintenance) of household durables listed in Block (11). It will also record the expenditure on minor repairs to the household's land and buildings used for domestic purpose. This block also is divided into two parts: upper part for week and the lower part for year. For the weekly data, in addition to the total value of purchase of materials, that paid and of the paid, that which was monetary is to be shown separately. Gold will not be considered as construction material for this block.
- 5.19.1 Cols. (4) and (5): In col. (5) will be given the description of durable good in respect of which the entries are made in this block and not of the material or services. In col. (4) will be given the line code of the durable good according to the line codes provided in the list for block (11). The repair and maintenance of land & building for domestic purposes with line code 90, has already been printed in the block. These refer only to Minor repairs and not major repairs which are to be shown in block (24).
- 5.19.2 Col. (6): The number of durable item described in col. (5) which were constructed is to be shown here. Note that, only when the construction is complete in all respects, will durable good be considered as constructed. This column is not to be filled for repair and maintenance.

- 5.19.3 Col. (7): If any materials have been purchased during the reference periods for construction, and/or repair or maintenance of hh. durables, and land & building the value of the purchase is to be recorded in this column.
- 5.19.4 Col. (8): If during the reference periods out-put of any of the household's enterprises has been used as material for construction, and/or repairs or maintenance of household durables, and land and building the value that out-put will be shown here. The valuation is to be done at the price at which the out put would have been sold by the household at site. (eg. ex-farm or ex-factory price).
- 5.19.5 Col. (9): If the material to be used in the construction and/or repairs, maintenance etc. of the household durables, were collected free by the household during the reference period, the value of that material as if purchased, will be recorded here. If the valuation can not be done on this basis, the labour of the household involved in the free collection, will be evaluated at the local wage rates and will be recorded under this column.
- 5.19.6 Col. (10): In this column will be recorded the total of cols. (7), (8) and (9).
- 5.19.7 Col. (11): The cost of services during the reference year will be entered here, in respect of construction, and/or repairs and maintenance of the hh durables and minor repairs of residential land and buildings. Note that the actual expenditure on services in respect of construction and/or repairs and maintenance of hh durables and minor repairs of residential land and building during the reference week is to be shown in block (9); col. (11) of this block (12) relating to the week has been already crossed out.
- 5.19.8 Cols. (12): If during the reference period, services, which are out-put of households own enterprises are consumed for construction, repair, maintenance etc; the value of such services is to be shown

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BLOCKS 13 & 14

in this column at the price which the hh enterprise would have charged to others.

5.19.9 Col. (13): The total of col. (11) and col. (12) will be recorded in this column.

5.20 Block 13:- This block is meant for showing the actual expenditure by the household during the reference week, in respect of rents, interest on consumer debt, ceremonial expenditure and consumer taxes. Note that the rent, interests and taxes & cesses paid by the household as a consumer only are to be shown here. Any such type of expenditure in respect of the enterprises of the household is not to be shown here.

5.21 Block 13 (contd): Item 00 refers to the rent of house used for domestic purposes, item 01, to rent of garage etc. used for household's own use (and not for enterprise); item 02 refers to domestic land rent and item 09 to rent of any other (generally durable) good for domestic use of the household. Ceremonial expenditure is any expenditure specific to the ceremonies or occasions not covered by any of the blocks (5) to (12) (Example: expenditure on coffin). Expenditure on gifts will not be included here.

5.22 Block 14: This block is meant for recording the details of expenditure on pet animal and receipts from sale. A pet animal (including birds) is defined as one which is not used at all in the household enterprise. Col. (1) gives line codes, col. (2) gives items sub-divided into categories. Any item of purchases of materials will be recorded under the sub-heading material and any actual expenditure on services (e.g. Veterinary etc.) under the sub-heading services. Any purchase or sale of pet animals will be recorded under the sub-heading pet animals. The rest of the columns are self-explanatory.

BLOCK (15)

- 6.0 This block is meant for recording the details of goods and services consumed by the household during the reference week and year from its enterprise account. Thus, it will record the consumption during the reference periods of goods which were acquired by the household for use as inputs in the enterprise (covered in block 17) or goods and services which are the out-put of the households enterprise (Block 22). It should be therefore clear that the goods and services to be entered in this block must be consumer goods and services which are listed in blocks (5) to (14). Note that any transaction which is entered in block (15) will not have been entered in blocks (5) to (11), (13) and (14). If household durable goods are the out put of households enterprise, for entering information in this block, such durables will be considered to have been consumed on the first day they are brought into use. If this day falls in the reference period of the past week or year, the data will be correspondingly shown.
- 6.1 Examples: If a household has bought a particular fuel for its own enterprise, but a part of it was consumed by the household, the value of this will be entered in this block in col. (11). It will be clear afterwards that the same entry must occur in block (17) col. (10). Similarly, if the household is engaged in manufacturing talla for sale, the value of the part of the talla it consumed during the reference period will be shown under col. (13) of this block, It will be clear afterwards that the same entry must occur in block 22, col. (10). The total of col. (11) of this block for the week must be the same as that of col. (10) of block 17; and the total of col. (13) of this block for the week must be the same as that of col. (10) of block 22.
- 6.2 Col. (1) and Col. (2): For the consumer goods and services covered in the blocks (5) to (14) the data has to be collected for the last

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BLOCK 15

week; for those covered in blocks (10) to (12) ie. clothing and hh durables the data for the last year has also to be collected. The block has therefore been divided into two parts; the upper for week and the lower for the year with separate totals for week and year. Note that for items of block (10) to (12), whenever there is an entry for the week, there must be a corresponding entry for the year which will be greater than or equal to the entry for week.

- 6.3 Col. (3), (4), (5): These are to be filled to identify the item which was consumed by the household out of the inputs and outputs of its enterprise. The description of the item will be given in col. (3). In col. (4) and (5) the block number (from 5 to 14 for weekly data; from 10 to 12 for the yearly data) and the line code in that block in which the item appears are to be recorded. Note that no grand total ie. total of 'total for week' and 'total for year' is to be given in this block.
- 6.4 Col. (6): The standard unit will be kg. for weight and Litre (L) for volume which would be so recorded.
- 6.5 Cols. (7), (8), (9): Only col. (7) and Col. (9) are to be filled as before keeping col. (8) blank.
- 6.6 Col. (10) and (Col. (12)): The enterprise codes will be 0 - Agriculture Livestock etc.; 1 - Mining & Quarrying; 2 - Manufacture; 3 - Construction; 4 - Trade & other distributive; 5 - Transport; 6 - other Non-Agriculture. The enterprise from which the goods and services have been consumed is to be shown here in terms of the above code numbers. Note that, if talla etc. is prepared for serving in the enterprise code will not be 2 but 4.
- 6.7 Cols. (11), (13): The value of the item consumed is to be shown in cols. (11) and (13). Note that for the purpose of evaluation

in Col. (11) the original purchase price of the material brought for use in enterprise is to be used. For evaluation in col. (13), the producers' sale price of the produce at the site of the enterprise is to be used.

6.8 If in the case of any item some or all of the data required in this block can not be filled, put the remark N.A. (for not available) in columns (7) onwards, specifying the item in cols. (2), (3), (4) as per above instructions.

6.9 Block (16): This block is provided to give a summary of the domestic expenditure recorded in blocks (5) to (14). The col. (2) gives the description of the block of which the total line entries are to be transferred to this block. Cols. (3), (4) and (5) give the block number, line code and column number, and these together with the total codes at the heads of cols. (6), (7), and (8), identify completely the entry to be transferred. For lines with codes 05 and 11 in this block, the entry in col. (6) is to be repeated in col. (7). Note further that in respect of line with code 11, ie. Rents etc., the totals with line code 3x of block (13) are to be considered here ie. taxes and cesses appearing in line 4x of block 13 are not to be shown here. In line 13 of this block, give the totals of entries in cols. (6), (7) and (8) under the respective columns.

7.1.1 Block (17): This block is meant for recording the value of material procured and consumed during the reference week. Material means raw material, auxiliary material, fuel and lubricants, material for minor repair and maintenance of fixed assets used in the enterprise including electricity, gas etc. In the case of trading enterprise the purchase of goods for resale will not be shown in this block; what will be shown will be the material (like packing material, and other consumable stores) used in the process of trading.

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BLOCK 17

7.1.2 Cols. (2), (3), (4): Cols. (2) and (3) provide for recording of the line codes and col. (4) gives description of items and the enterprise to which it relates. In col. (2) will be shown the enterprise codes given at the bottom of the block. For col. (3), a detailed list of items has been provided under agriculture etc. at the bottom of the block and these codes should be used for col. (3), whenever code in col. (2) is 0. For any enterprise other than agriculture etc. ie. any of the codes 1 to 6 in col. (2), a continuous serial number, starting with 1 up to 9 within the enterprise will be given in col. (3). For example if any entry for yarn in respect of a weaver's household is to be made, it will be described as yarn for weaving in col. (4) with a code number 2 in col. (2) and entry 1 in col. (3). Note that for non-agricultural enterprises the entry in col. (3) is to be given as a continuous serial number within the same enterprise code: ie. in the case of say two manufacturing enterprises, they will be considered together. If the number of items to be reported is more than 9, in order of value, the first eight should be shown separately and all others grouped with entry 9 in col. (3).

7.1.3 Cols. (5), (6), (7) and (8): In col. (5), record the value of purchase of the items during the reference week. If the item has been taken into a particular enterprise from out-put of an enterprise of the household, record its value in col. (6), at ex-farm or ex-factory value. Note that entry in col. (6) will be made only if such an item is consumed also during the reference week in the enterprise in which it enters. For example, if a household produces on its farm barley, and is also engaged in making talla from barley for sale, if during the reference week it used a certain quantity of barley from its own production for making talla, the value of the barley so consumed would be shown in col. (6) and this value will also form a part of col. (9). (It would also form part of block (22), col. (9). This will be clear subsequently). In col. (7) will be recorded the value, as if purchased, of any material

to be used in the enterprise, which was freely collected by the household during the reference week. If this is not possible, the value will be equal to the value of the household labour spent on collection, evaluated at the local wage rates. Col. (8) will show, for each item, the total of cols. (5), (6) and (7).

- 7.1.4 Cols. (9) to (13): In col. (9) will be recorded the value of current consumption of the material in the household's enterprises. In col. (10) will be recorded the value of the material, initially procured for consumption in enterprise but, consumed by the household itself. In col.(11) will be recorded the value of the material, initially procured for consumption in the enterprise but, used for capital formation ie. construction, major repairs improvements of land, building or other real assets used in the enterprise. Value of any other disposal will be entered in col. (12) and total of cols. 9 to 12 recorded in col. (13). Note that when material enters the first stage of processing, at that time it is supposed to be consumed.
- 7.1.5 Note that col. (13) does not necessarily have any relationship with col. (8) ie. there can be consumption of material without there being necessarily, procurement during the reference week and vice-versa.
- 7.1.6 PROCEDURE FOR MAKING ENTRIES:- Except for col. (9), the entries in all other columns will be made in the same line, and the columns (2) and (4) will indicate the enterprise for which the material was procured. For entries in col.(9), if material procured for use in one enterprise, was also consumed during the week in another enterprise, two separate entries will be shown with corresponding enterprise codes in col. (2). For example, if barley valued E\$10.00 was originally purchased for using as seeds in the household enterprise of growing barley during the reference week, and only E\$7.00 worth of barley was so used and the remaining E\$3.00 worth of barley was used in the household enterprise of making talla during the

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BLOCKS 18 & 19

reference week, then this data will be shown in two lines. In one line, the entry in col.(2) will be 0, that in col. (3): 3; col.(5): 10.00; col. (9): 7.00; in the other line, the entry in col. (2) will be 4; in col.(3): serial number (within the code 4 in col.(2)); col. (9): 3.00.

7.1.7 Note that in making entries in cols. (9) to (12), the values will be recorded at purchase price, if the material was purchased (earlier), at ex-farm or ex-factory value if it was output of households enterprise; as if purchased or at the cost of evaluation of household labour if collected free.

7.2.1 Block (18): The current costs on services for the enterprises actually incurred during the reference week are to be recorded in this block under (i) Wages (including salary) of employees of the enterprise, (ii) fees for the services rendered to the hh enterprise by the other self-employed and (iii) commission brokerage etc. paid by the hh enterprise. The value of consumption of services, which are output of households enterprise, in the enterprises is also to be shown here. The entries have to be made separately for each enterprise group of the household. In the case of expenditure on repairs and maintenance of fixed assets used in the enterprise, the cost of material has been covered in block (17); the cost of labour will be shown in col. (4) and col. (5) of this block depending upon its nature.

7.2.2 Block (19): This block is meant for recording actual expenditure during the reference week and year on other items of current expenditure of households enterprise. The items covered are (i) Rent of land, building and other capital assets including animals used in the enterprise, (ii) interest on loans taken for the enterprises (iii) share of profit paid to non-working partners (iv) rates and taxes (only direct taxes on enterprises to be considered). Separate

columns have been provided for these items and in col. (10) a total of entries in cols. (6) to (9) for each enterprise is to be given. The data is to be shown separately for week and year, with separate totals. The part of the weekly total, which was paid in money is to be shown separately for week's data.

- 7.2.3 Block (20): In this block will be recorded the receipts of the household during the reference week from (i) wages (and salaries) and during the reference week and year from (ii) rent of capital assets hired out by the household to others, (iii) interest on loans given by the household to others and (iv) dividends or share of profit received by the household. The receipts are to be shown in the respective four columns (6) to (9) with total in col. (10). The receipts are also to be shown according to the sector from which they are received i.e. either enterprises (line codes 0 to 6) or domestic sector. For example, wages received by any household member for working as a domestic servant will be entered in line 8 in col. (6); wages received for working as agricultural labour will be entered in line 0, in col. (6). Of the week's total under each column, that received in money is to be shown separately.
- 7.2.4 Blocks(19) and (20): Note that entries under share of profit will be extremely rare. Profit is after deduction of all costs. Generally, share of profit will arise only in the case of financial capital at risk in the enterprise. In case of doubt, the enumerator should make a full remark in Block 41.
- 7.2.5 Block (21): In this block entries are to be made whenever during the reference week, the receipts as shown in block (20) i.e. wages, rent, interest or share of profit are received in kind (i.e. non-monetary). Example: Teff received as rent; barley received as wages etc. In col. (2) a full description is to be given of the commodity received and the enterprise from which it is received

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BLOCK 21

and the nature, i.e. wages, rent etc., of the receipt. The commodity received is to be identified in the schedule 2.1 with the block and line code in the block depending upon the nature of the good to the sample household, and these two numbers are to be written in cols. (3) and (4) respectively. In col. (5) standard unit will be kg. for goods in solid form and L (for litre) in liquid form. In col. (6), describe in short the unit by which the transaction is measured; col. (7) should be kept blank; in col. (8) record the quantity received in the same units as described in col. (6). In col. (9) record the value; use producer's price if the receipt is from out-put of the enterprise from which it is received, otherwise use retail price. Col. (10) and (11) will identify the enterprise/sector from which the goods are received and the nature of the receipt i.e. wages etc. For example if 10 Kuna of white teff are received as wages by a member of the sample household for working as agricultural labourer from the farmer producing teff, the following entries will be made (the producer price of one kuna is, say, one dollar).

Col. (2):	Teff as wages from agr. labour	Col(8) :	10.00
Col. (3):	5	Assuming the household is	Col.(9): 10.00
Col. (4):	10	going to consume the teff	Col.(10): 0
Col. (5):	kg.		Col.(11): 6
Col. (6):	Kuna		
Col. (7):	blank		

Check that the total of col. (9) of the block (21) = The entry in col. (10), total code 3x (for week) of block (20) MINUS the entry in col. (10), total code 1x of block (20).

7.3.0 Block (22): This block is meant for recording the value of out-put produced in the household enterprises and disposal of out-put during the reference week. In the case of trading, the value of purchase

of good for resale, will be shown in col. (5) and the value of such goods sold or disposed off will be shown under the columns meant for recording the value of the out-put sold or disposed off. Thus the word 'out-put' in the headings of cols. (7) to (13) also covers the goods meant for resale in the case of trading and similar distributive enterprises. The description of the out-put and enterprise will be given in col. (4). In col. (2) the enterprise code will be entered. For agriculture etc. ie. code 0 in col. (2) two digit codes for col. (3) have been given at the bottom of the block, these will be used for making entry in col. (3); for other enterprises a continuous serial number, within the same code in col. (2), will be given in col. (3), starting with 01.

7.3.1 Cols. (5) and (6): In col. (5) will be recorded the purchases of goods for resale, during the reference week. The col. (6) will show the value of final out-put of the enterprises produced during the reference week. The out-put is said to be produced when it is in such a form that it is ready for sale or other disposal by the sample household. This should be particularly noted in the case of agricultural commodities. The value off the farm or ex-factory value should be considered (ie. at a price, if the product were sold at the farm or enterprise site). Further the out-put of a household enterprise can be either goods or services.

7.3.2 Value of out-put exchanged: Cols. (7) and (8): SALE here means direct sale for money or goods (not services). The value of out-put sold during the reference week is to be recorded in col. (7). The value of out-put paid as rents, wages and salaries, interest, fees, commission, brokerage (in respect of the domestic account or of the enterprise account of the sample household) during the reference week will be shown under col. (8). For example if teff produced by the hh. of value E\$50.00 was paid during the reference week as rent of agricultural land, the entry 50.00 will have to be

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BLOCK 22

made in col. (8). Similarly if Maize produced of value of E\$5.00 was paid during the reference week as wages to the domestic servant, the entry 5.00 will be made under this col. (8).

- 7.3.3 In the case of col. (5) and col. (7), that is purchases and sale, the value paid/received and of this value, that paid/received in money, are to be shown in the two lines respectively after the total line for purchases/sales.
- 7.3.4 Col. (9): The value of the out-put of an enterprise, when it is used as in-put in the enterprises of the household during the reference week is to be recorded here. Note that every entry in this column will always form part of col. (6) of block 17, or of col. (8) of block (18). Consequently the total under column (9) must exactly be equal to total under col. (6) of block (17) plus total under col. (8) of block (18). Considering the example given in para. 7.1.3, when barley, grown by the household, is used for its enterprise of manufacturing talla for sale, the value of barley so used during the reference period will be shown under col. (9) in this block. It was clarified in para. 7.1.3 (for block 17) that the same value will appear in col. (6) of block (17).
- 7.3.5 Col. (10): If the out-put of the enterprise is consumed by the household itself, its value will be shown under this column. The same entry must necessarily be covered by col. (13) of block 15. Consequently the total of col. (9) in the block must agree with the total of col. (13) of block (15) for the week's data. Generally in most of the cases of cultivators, entry/entries are expected to be made in this column. For outputs which directly enter the process of making food for the household, such outputs are consumed on the day they were used in cooking. For outputs (eg. teff) which require processing (e.g. milling) all output which was

thus processed during the reference period for the purpose of later household consumption, should be considered to be consumed on the day such output was processed. Enumerator should therefore make sure in respect of such output, that nothing was thus processed for later consumption, before making a NIL entry against that output in this column.

- 7.3.6 Col. (11): If the out-put of an enterprise is used for construction, improvements and major repairs of plant, machinery etc. and land and building (used for enterprise or for domestic use) the value of the out-put (i.e. goods or services) so consumed during the reference week will be shown under this column. Consequently: For the reference week. Total of col. (11) of block 22 = Total of col. (10) of block (24)

PLUS

Total of col. (14) of block (24).

PLUS

Total of col.(9) of block (23) for week.

- 7.3.7 Col. (12): The value of out-put which is given out as a loan or used for repayment of loan or as gift will be shown in col. (12). Note that when an entry is made in col. (12), there must be an entry in column (9) of block (28) with an entry 22 in col. (7) of that block (28) for week's data or in col. (7) of block (27) with an entry 22, in col. (4) of that block (27).

- 7.3.8 Col. (13): Under this column will be recorded the total of cols. (7) to (12).

- 7.3.9 It should be noted that the data is to be shown in block (22) according to the enterprises of which the goods or services are the output. For example if a carpenter, who manufactures furniture, has during the reference week, done repair work (services), the value of this service output and its disposal will be shown with enterprise code 2 (for manufacturing) in

...col.(2).

col.(2). Further note that, whenever data relates to services as output, of any enterprise, the entry in col.(6) must equal the entry in col. (13) for such services in the line in which the data for such services are shown. (For the simple reason that services produced cannot be stocked and are always 'disposed off')

Blocks 17 and 22

- 7.3.10 In order to satisfactorily fill these blocks, it will be better if the enumerator first finds out all the information (qualitative) about the enterprises of the household i.e. what are the outputs, what are the material inputs required, what is the process of production etc. For example in the case of cultivators or farmers, he should find out what are the crops grown, what are the livestock product produced, what is the crop season, when different agriculture operations are performed etc. In a large number of cases, he may also ask whether, the household grows trees or fodder on its land and whether it used the products for building purposes or firewood etc. or as cattle feed respectively. The same applies to the non-agricultural enterprises. It is therefore suggested that in Block 22, col. (4) the enumerator may make a list of all outputs, of the households enterprise (eg. crops grown, livestock products like milk, forestry products like wood) and then specifically ask the questions relating to each column in this block in respect of each relevant output. A NIL remark if to be made, should be then made under each column.
- 7.3.11 By finding out the process adopted in the household enterprise, the enumerator will be able to follow correctly the definition of consumption of material input in the enterprise namely, material is supposed to be consumed when it enters the first step of production. This will help the enumerator fill block 17 satisfactorily.
- 7.3.12 The enumerator should follow the above approach invariably. Merely putting questions to the household as per the column headings will not get a satisfying response. The questions have to be made specific in relation to the particular input

or output of the enterprises of the selected household.

8.1 Block (23): This block is meant for recording the purchase or sale of (i) land and buildings, whether used or to be used for domestic purposes or for enterprise and (ii) items of plant, machinery, tools, equipment, furniture, fixtures and other real assets used or to be used in the household enterprise. Purchase is to be classified as 'New' and 'used'. Any item which is used for the first time in the country is to be treated as 'new'. All others as used. Land will always be considered as used. Information is to be given for the reference week and reference year; the block has been correspondingly divided into two parts. In addition, if an output of the household's enterprise, is used for the first time as a real asset in the enterprise, its value (ex-factory) is also to be shown in this block. Except for this additional information and that the line code is made up of three entries to be filled as explained below, the block is exactly similar to block (11),

8.2 Block (23) (contd): Line code col. (4), (5), (6): In col. (4) the category of the item will be recorded in code nos given at the foot of the block. For all items other than land and building code 3 will be entered here. In col. (5) the sector code i.e enterprises (0 to 6) and domestic (8) will be entered in terms of codes given. That sector in which the real asset was used or to be used will be applicable. In col. (6), for category code 3 in col. (4) and sector code 0 in col.(5), the code will be entered according to the type of real asset as per list of codes given. For other enterprises, within each category a continuous serial number starting with 1 will be given. Note that sector code 8 in col. (5) is applicable only in the case of land & buildings i.e. codes 1 or 2 in col. (4) Example, if two items say a hand saw and a hammer was purchased by the household for its 'carpentry' enterprise, the codes will be 3, 2, 1, and 3, 2, 2, in cols. (4), (5), (6) respectively for the two entries.

SCHEDULE 2.1
BLOCK 24

- 8.3 For any item to be entered in this block (23) its useful life must be one year or more. Otherwise it is to be covered in block (17).
- 9.1 Block 24: This block, which records construction of major repairs or improvements of capital assets mentioned in block (23) is on the same lines as block (12). The only difference is that the household labour, even when production of that type of service is not the enterprise of the household, which is not to be evaluated in block (12) is to be evaluated here at local wage rates. Otherwise the concepts used are the same as in block (12). In this block besides construction, major repairs or improvements are also covered. Major improvements or major repairs are those which increase the useful life of the asset or its productivity. The minor repair and maintenance cost is not covered by this block. If the household carried out the construction and major improvements with the help of community labour obtained free, the value of this labour, at local wage rates, should be shown in col. (15). The category, sector and item codes, are given at the foot of the block and to be filled accordingly.
- 9.2 Block 24 col. (10): As mentioned earlier, if the household grows trees and the wood from such trees was used during the reference period for major improvements or construction purposes, entry should be made in this column.
- 9.3 Block 24 Col. (15): In the case of community labour, entries should be made in this column on the basis of wage rate and the number of mandays spent by the hh. members and the persons who have helped as community labour, in the work described in col. (7) use of block 37 should be made to make this evaluation. Note that, if the household has given food or drinks, at the time the work was performed to the persons who have participated in the work, the value of such food or drinks should not be shown under this column. Any such expenditure on foods or drinks should be treated as domestic expenditure and any

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SCHEDULE 2.1
BLOCK 27

a) In the case of expenditure on purchase of gifts, include only the value of purchase during the week on goods bought for the purpose of giving away as gift (though the article bought may not have been given away as gift during the reference period). Conversely, if an article has been bought prior to the reference week but was given as gift during the reference week, this should not be recorded in this block.

b) If a household has given, the output of its enterprise, as a gift during the reference period its value should be recorded in this block in col. (7).

12.1 Col. (2): Gifts are divided into two groups: (1) Goods (and in some rare cases services) and (2) Money. Lines with code numbers 11 to 18 are provided for recording the data on gifts of goods, with a sub-total at 1x. Gifts of money suitably classified are to be shown at line codes 21, 22, and 29 with sub-total at 2x. Grand total is to be recorded at xx. Further of the value of purchases, i.e. at line code 1x total that paid and of this the monetary part will be recorded at lines with total codes 13 and 11.

12.2 Cols. (3), (4) and (5): In the case of gifts made or received in terms of goods the description of the good is to be given in col. (3) and the item is to be identified in terms of the block number in col. (4) and the line code within the block in col. (5). For example, in the case of an entry of gift of 'silk material', the description 'silk material' is to be recorded in col. (3); and an entry 10 in col. (4) and an entry 04 in col. (5) are to be made (because the item 'silk material' appears in block 10 with line code 04). If out-put of the enterprise of household is given as gift, the entry in col. (4) will be 22, always.

12.3 Col. (6): Under this column is to be recorded the value of purchases during the week of articles bought for giving away as gifts; as well as the amount of money in the case of gifts of money.

SCHEDULE 2.1
BLOCK 28

- 12.4 Col. (7): This column is meant for recording the gifts given during the week from out of the out-put of the household's enterprise. Note that every entry in col.(7) will form a part of an entry in col. (12). of block (22). For all entries in col. (7) the entry in col. (4) of the block will be 22 always with the line code number given to that good in block (22), entered in col. (5) of this block.
- 12.5 Col. (8): The total of cols (6) and (7) should be recorded in col. (8).
- 12.6 Col. (9): If the household has received any gifts of goods, during the reference week, the value of the good as if purchased will be recorded here. The description of the good will be given in col. (3) and its identification in cols. (4) and (5). In the case of gifts received in money, entries in this column will be made against items 21, 22, or 29 suitably depending upon the nature of the gift. Amount of pension received may be shown against item 29, with a remark in block 41.
- 12.7 In the case of gifts made or received in terms of money, entries will be made in columns (6), (8) & (9) only. Expenditure on purchase of lottery ticket will be shown in cols. (6) and (8) and the receipts from lottery in col. (9) against the item 29: other money gifts.
- 13.0 Blocks (28) and (29): These blocks are meant for recording the payments and receipts, respectively, by the household in respect of loans (including repayments). A loan is to be distinguished from credit purchase or sale in as much as the latter always is associated with purchase or sale of goods or services.

- 13.1 The loan always means the principal sum and not the total of principal and interest. In respect of loans where the principal and interest is clearly distinguishable and the payments can be so distinguished it is called type - 1 loans. In the case of other loans it is called type - 2 loans. This distinction is to be kept in mind while filling the col. (6) of both the blocks. In the case of type - 1 loans, entries will relate to the principal sum only while in the case of type 2 loans, actual amounts paid or received will be entered in this block.
- 13.2 It should be noted that the data required is of the loans given or taken and of repayments of loans made or received during the reference periods, and that the information on the indebtedness of the household on the date of survey is not required in this block. For example if a household has not taken any loan during the reference year, there will be no entry in cols. (10) of block (29) even though the household was indebted at the beginning of the reference year. Similarly, if the household took loan during the reference period and repaid that loan during the reference period entries will be made in both the blocks (28) and (29).
- 13.3 Block (28) Col. (2): In this block, information on the loans given by the household or repayments of loans made by the household during the reference week and year is to be entered. Loans given are to be entered in the first half of the block with category code 1 with a sub-total and repayments of loan made in the lower half, with category code 2 with a sub-total. The total of loans and repayment is to be given in the line with category code x and total code 3. The total of payment made in terms of money is to be given in the last line.

SCHEDULE 2.1
BLOCK 28

- 13.4 Col. (3): SECTOR i) In the case of loans given, put the sector code here depending upon the purpose of loan. If it is given to enterprises, the codes will be 0 to 6 depending upon the type of enterprise. (0: for Agriculture etc. 1: for mining and quarrying 2: for manufacture, 3: for construction, 4: for trade and other distributive, 5: for transport, 6: for other non-agr.). If the loan is given for household domestic purposes the code under the column will be 8.
- ii) In the case of repayment, the code will be similarly entered depending upon the purpose for which the sample household had taken the original loan of which, it is the repayment.
- 13.5 Col. (4): Serial no. Within each category and sector give a continuous serial number in this column for each line of entries in this block.
- 13.6 Col. (5): In this column all loans (or repayments) in terms of money are to be recorded first with separate entries as loan - 1, loan - 2 etc. for loans and R - 1, R - 2 etc. for repayments. In the case of loans or repayments in kind, write in addition the name of the commodity to be identified later in terms of block number and item code numbers in cols. (7) and (8) of this block.
- 13.7 Col. (6): The type of loan, or the type of loan of which the repayment is made is to be entered here in codes numbers: 1 for type 1 and 2 for type - 2 loans, see para. 13.1 for the definitions.
- 13.8 Cols. (7) and (8): If the loan/repayment is in kind then these two columns are to be filled in, identifying the block number and line code number in the schedule. If the out-put

.....of

of the household's enterprise has been given as loan or loan-repayment, the block no. under col. (7) would always be 22, and the entry in this block will form part of some entry in col. (12) of block 22. For example if the loan repayment has been made out of teff produced by the household equivalent to say E\$50.00, the description under col. (5) under repayment will be teff, and in col. (7) the entry will be 22 and under col. (8) 001 (for teff in block 22). This same entry i.e. E\$50.00 must form part of entry against teff, line code 001, in block 22 under col.12.

- 13.9 Cols. (9) and (10): In these columns the value of the loan given or loan repayment made during the last week and last year is to be entered.
- 13.10 The total of sub-totals of loans and repayments is to be shown under cols. (9) and (10) in the line with total code 3 in col. (1). Of this total, the monetary part i.e. loans of money given and repayments in money made is to be shown in the line with total code 1 in col. (1). It may be remembered that for monetary entries in col. (9) or col. (10), no entries are to be made in cols (7) and (8).
- 14.1 Block (29): In this block information regarding loans taken and repayments of loans received during the reference period of the last week and last year is to be recorded on the same lines as in block 28. Only the differences in this block from block (28) are explained below.
- 14.2 Col. (3): The sector codes will be the same as for col. (3) of block (28) (refer para. 13.4 above). In the case of loans taken the code will refer to the purpose for which the household had taken the loan namely whether for domestic use (code 8) or for its enterprises. (codes 0 to 6). In the case of repayments of loans received by the sample household, the sector code will be given for the purpose for which the original loan was given by the sample household of which it received the repayment during the reference period.

SCHEDULE 2.1
BLOCKS 30 & 31

- 14.3 Col. (7): The block no. 22 will never be entered under this column under loans as it is impossible for the sample household to receive as loan the out-put of its own enterprise.
- 15.0 Blocks (30) & (31): These blocks take account of the settlement of past credits during the reference week i.e. amounts paid in respect of credit purchases of goods bought by the sample household before the reference week and amounts received by the sample household in respect of credit sales by the sample household before the reference week.
- 15.1 Block (30): Past credits received: These will relate to the credit sales by the sample household before the reference week. The sale should be described under col. (4) and the sector to which the original sale belonged is to be indicated in codes in col. (2) using sector codes as given under blocks (28) and (29). For example if a consumption good (in relation to the sample household) had been sold, sector code will be 8; if the goods sold are those in which the household trades, sector code will be 4; etc. Cols.(5) and (6) apply only when the payment received is in kind. The goods (or services) in terms of which the payment is received are to be identified (in the schedule) with a specific block and the block number is to be given under col. (5) and the line code in it, under col. (6). The total of col. (7) is to be recorded in line with total code 3 in col. (1). The monetary part is to be recorded in the line with total code 1 in col. (1).
- 15.2 Block 31: Past credits paid: These will relate to the credit purchases by the sample household before the reference week. The original purchases should be described in col.(4) and the sector for which the original purchases was made is to be given in codes as before in col. (2). Columns (5) and (6) apply if the payment is made in kind. The goods or services in terms of which the payment has been made are to be identified

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SCHEDULE 2.1
BLOCKS 32 & 33

in terms of block and line code numbers in col. (5) and (6) respectively as before. The total of col. (7) and its monetary part is to be recorded as before.

- 16.1 Block (32): In the previous blocks, attempt has been made to provide for all types of receipts by the household. If, however, the enumerator finds that it is not possible for him to classify certain receipts by the sample household during the reference week, he should make use of this block. Free collection of items which are not provided for in the schedule or receipts from sales of non-durable goods will be covered in this block. The description in full of the receipt should be given in col. (3), the sector to which the receipt belongs, in col. (2), in the previously mentioned codes. Cols. (4) and (5) are to be filled only if the receipt is in kind in the previously explained manner. In col. (6) record the value of receipt. The total receipt and its monetary part is to be recorded as explained before.
- 16.2 Block (33): This block, similar to block (32), is provided for recording disbursements which could not be classified by the enumerator in the previous blocks. In col.(3) give a full description of the disbursement. The sector code will indicate in col. (2), the sector in respect of which the disbursement is made. Cols. (4) and (5) will be filled in the usual manner only if the disbursement is in kind. In col.(6) record the value of disbursement. The total disbursement and its monetary part should be recorded in the manner explained before.
- 16.3 Note that the use of block (32) and (33) will be required to be made only in exceptional circumstances. Enumerators should not, therefore, make use of these blocks indiscriminately.

SCHEDULE 2.1
BLOCKS 34 & 35

- 17 Block 34: This block is provided to record the loss due to damage, caused by accidents, fire or natural causes (not theft) of real assets (excluding animals) ie. land and buildings (irrespective of their use for domestic or enterprise purposes) and other real assets used in the enterprise. The information for last week and last year is to be recorded. The sector code in col. (3) is to be filled as before. A continuous serial number is to be given in col. (4) and value recorded in col.(6) with description of the assets in col. (5) Resale value prior to loss should be considered.
- 18.0 Block (35): This block is self explanatory. It will be remembered that in the case of purchases and sales as well as capital formation and transfer payments, in addition to the total value, the value paid, and the Monetary part of the value paid have been recorded in the blocks. The block (35) is provided to bring together the entries of monetary receipts and payments so made in the earlier blocks.
- 18.1 The block has been divided into two parts: Receipts and Disbursements. In cols. (1) and (2) of which the line codes and the description has already been given. In columns (3) (4), (5) and (6) are given the references to the Block number, Total code, Line code and the Column number which completely identify the entry to be transferred and written in the particular line in col. (7) of this block. For example in line 2x of the Receipts, the entry in: Block 20, Total code 1, line code x and col. (10) is to be written in col.(7). Similarly in line 11 of disbursements, the entry in: Block (17) total code 11, line code 7x and col. 5 is to be written in col.(7): It is obvious that in order to fill this block the enumerator must first make line and column totals where ever indicated in the previous blocks.

18.2 The total of receipts must theoretically tally with the total of disbursements. But in practice this may not happen in most of the cases. In such cases the enumerator should not artificially tally them by changing the entries suitably. In the case of large differences (ie. exceeding 2%) he should revisit the household and ask further questions whether the household has forgotten to give information on some receipts or disbursements. The purpose of the block is to provide a crosscheck and in such further enquiry by the enumerator, any information initially omitted is likely to come up. This will thus help, in increasing the coverage of information. The enumerator should not therefore consider that the work of filling schedule 2.1 is completed for the household selected, unless he tries to reduce the difference between total receipts and disbursements in the manner suggested above. If, inspite of this, a large difference persists between the two, he should record this fact in the remarks block (41).

19. Record of non-monetary receipts and disbursements.

19.0 As will be clear from the instructions given so far, in the case of all non-monetary receipts and disbursements during the reference week, with the exception of free collection, household labour (when such services are not its enterprise) and community labour, gifts and loans the same value will appear at two places in the schedule. (either as an entry itself or part of the total entries at these two places). The following examples will help to firmly grasp this occurrence of double entries. (The line codes in some blocks are made up of serial numbers, to that extent the line codes in the examples below are arbitrary.)

SCHEDULE 2.1
NON-MONETARY

Disposal of output of the household enterprise: IN ENTERPRISE
OR CAPITAL FORMATION

- 19.1.1 If barley produced by the household is consumed by it for the talla making enterprise of the household, the value of the barley will be shown in (i) block (22), col.(9) line code 003 and in (ii) block (17), col. (6), line code 41.
- 19.1.2 If carpentry is the enterprise of the household and it carried out minor repairs of agricultural implements used by it in its agricultural enterprise, the value of this repair services will be shown in (i) block (22) col. (9) line code 201 and also in (ii) block (18) col. (8), line code 0.
- 19.1.3 If such a carpenter's household, constructed a wooden plough for use in its agricultural enterprise; There are three possibilities here.
- a) If the wood for the plough has been specifically acquired (by purchase or free collection): In this case only the services of the carpenter will be evaluated and shown in (i) block (22) col. (11) line code 201 and also in block (24) col. (14) line code 301. Note that if the acquisition has been during the reference periods the value of purchase of wood will be shown in col. (9) or if freely collected, the value will be shown in col. (11) of block (24) line code 301.
- b) If wood originally acquired for carpentry enterprise is used.
In this case also, only the services of the carpentry will be evaluated and recorded as (a) above. Note that in this case, the value of purchase or free collection of the material will not be shown in block (24). However this value will appear in col. (11) of block (17), line code 21.

c) If the carpenter is engaged in manufacturing ploughs for sale, the value of the plough he manufactured and started using for his agricultural enterprise during the reference week will be shown once in block 22 col. (11), line code 201 as well as in block (23) col. (9), line code 300.

- 19.1.4 A household, which has transport as its enterprise, used its transport for carrying its own agricultural produce to the market for selling; in this case the value of the transport service used will be shown in block (22) col. (9) line code 501 as well as in block (18), col. (8) line code 0. Note that, if transport is not the enterprise, these services are not to be evaluated and they do not appear anywhere in the schedule.
- 19.1.5 Consider a household of which weaving is an enterprise. The household uses part of its own produced cotton, spins it into yarn and weaves the yarn. If during the reference week, it used cotton grown by it and ginned it as a first step of spinning, the value of such cotton will be shown in block (22) col. (9) line code 027 as well as in block (17), col. (6), line code 21. Note that, if the household grows cotton, only for the weaving enterprise, the whole activity of growing cotton upto weaving is considered as manufacturing activity and the above instructions do not apply. Any cotton seed bought etc. for sowing, in such a case will be treated as in-put in the manufacturing activity.
- 19.1.6 Suppose a household is both a potter as well as an injera-maker (sells, not serves, the injera prepared). It has thus two manufacturing activities. If a METED (which is expected to last more than one year with normal use) produced by it is brought into use for the first time during the reference week in its injera-making enterprise,

SCHEDULE 2.1
NON-MONETARY

the value of the meted (at ex-factory price) will be shown in block (22) col. (11) line code 201 as well as in block (23) col. (9) line code 321.

CONSUMPTION BY HOUSEHOLD

- 19.2.1 If teff produced by the household is consumed by it during the reference week, the value of such teff will be shown in block (22) col. (10) line code 001 as well as block (15) col.(13).
- 19.2.2 If a talla - producer's household consumed talla produced by it during the reference week, the value of talla so consumed will appear in block (22) col. (10) line code 201 as well as block (15) col. (13).
- 19.2.3 If in a carpenter's household, a table manufactured by it, started being used for the first time during the reference week, the value of the table (ex-factory) will be shown in block (22) col. (10) line code 201 as well as in block (15) col. (13).
- 19.2.4 If during the reference week, in a tailor's household, the tailor stitched garment for the use of the household member, the value of stitching charges will be shown in block (22) col. (10) line code 201 as well as in block (15) col. (13).
- 19.2.5 If in a trader's household, vegetables bought for resale were consumed by the household, during the reference week, the value of the vegetables, at purchase price, will be shown in block (22) col.(10) line code 401 as well as block (15) col. (13).
- 19.2.6 If a bottle of soft drink, bought for resale (and serving) by a talla-producing household, is consumed by the household during the reference week, the value of the drink (at purchase price) will be shown in block (22) col. (10) line code 401 as well as block (15) col. (13).

FACTOR PAYMENTS ETC.

- 19.3.1 If teff produced by the household has been paid during the reference week as wages to the domestic servant, the value of such teff will be shown in block (22) col. (8) line code 001 as well as in block (9), col. (4) line code 42.
- 19.3.2 If teff produced by the household has been paid to the employee in its trading enterprise, during the reference week, the value of such teff will be shown in block (22) col. (8) line code 001 as well as in block (18) col. (4) line code 4.
- 19.3.3 If teff produced by the household has been given as rent of agriculture land during the reference week, the value of such teff will be shown in block (22) col. (8) line code 001 as well as in block (19) col. (6) line code 0.

TRANSFER PAYMENTS.

- 19.4.1 If teff produced by the household is given as loan/or as repayment of loan, during the reference week, the value of such teff will be shown in block (22) col.(12) line code 001 as well as in block (28) col.(9) (the line code will depend upon the purpose of the loan).
- 19.4.2 If teff produced by the household is given as gift during the reference week the value of such teff will be shown in block (22) col. (12) line code 001 as well as in block (27) col. (7).

BARTER

- 19.5.1 If a household bought barley by exchanging teff it has produced the transaction will be evaluated at the ex-farm (producer's) price of teff, and the same value will be shown in block 5, col. (8) line code 14 as well as block 22, col.(7) line code 001.

SCHEDULE 2.1
NON-MONETARY

- 19.5.2 Similarly if a household bought white unmilled teff, by exchanging pots it had manufactured, in its earthenware manufacturing enterprise, then the transaction will be evaluated at the ex-factory price of the pots and the same value will be shown once in block 5, col. (8) line code 10 as well as block 22, col. (7), line code 201.
- 19.5.3 If a household which has transport as its enterprise, carried the produce of a farmer to the market and was paid in terms of teff, the transaction will be evaluated at the price of transport service the household would have charged, and the same value will appear once in block 5, col.(8) line code 10 as well as block 22, col. (7), line code 501.

OTHER BARTER

- 19.6.1 If a trader, bought pots from a potter, for resale, by paying the potter, teff which the trader had earlier bought for resale, the transaction will be evaluated at the purchase price of teff and the same value will be shown in block (22) col.(5) line code 401 (pots) as well as block (22), col. (7) line code 402 (teff).
- 19.6.2 If a household sold a horse (pet animal) and in exchange bought an ox for use in its agriculture, the same value will appear once in block.14, col. (5) line code 3 as well as block 25, col. (8) line code 00. The transaction may be evaluated at the price of the ox bought. (It should be preferably evaluated at the resale value of the horse, but this may be difficult to ascertain in practice.). If the article exchanged by the household is a household durable, the case will be treated similarly.

- 19.6.3 If a weaver sold two old hand looms and in exchange bought one new loom, the same value will be shown in block 23 col. (11) as well as block 23, col. (15) line code 321. (The transaction may be evaluated in practice, at the price of the new loom).

BARTER: Payment in terms of consumer goods.

- 19.7.1 If a household sold used clothing items and bought a new metal pot; the purchase value should not be shown in block 11. The transaction may be evaluated at the purchase price of the metal pot and the same value may be shown once in block (32) as a receipt (in kind) sale of clothing and secondly in block (33) as a disbursement (in kind) purchase of metal pot. All barter transactions covered by para. 5.0.12 should be thus shown. (eg. exchange of in-put in the enterprise against another good).

NON - MONETARY RECEIPTS OF EARNINGS

- 19.8.1 If a household received wages from work as an agricultural labourer, in terms of teff from the producer, the same value (evaluated at producer's price) will be shown in block (20), col. (6) line code 0 as well as block (21) col. (9). Similar instructions apply to receipt in kind of rent, interest, and share of profit.
- 19.8.2 Note that if a household receives in kind payment for the sale of out-put of its enterprise, this case has already been covered by paragraphs 19.5.1 to 19.5.3 above. (As the transaction can be treated as purchase of the good/services which were received in exchange).
- 19.9 Note that in all the cases so far discussed, the same value appears twice. Further, except for the cases covered in para 19.8.1, the value appears once in a column headed 'receipts' and the second time in a column headed 'disbursements'.

SCHEDULE 2.1
BLOCK 36

20 Block 36: RECORD OF FOOD AND DRINKS CONSUMED

20.1 In this block will be recorded information for the day previous to the date of the survey.

20.2 Meal Cols. (2), (3): Write the meals taken by the household during the previous day starting with first meal of the day (breakfast (1)/ and proceeding choronologically through the midday meal/lunch (2)/ to the evening meal/dinner (3)/ and enter the appropriate code under column 3.

20.3 Number of Persons Cols. (4) to (9): Type: Col.(4) enter 1 for usual members of the household and 2 for other persons who participated in the particular meal using different lines. Insert the total number of adults in the space provided for male (M) and female (F) separately in cols. (5) and (6). Note that any one who has passed his 15th birthday is to be considered an adult. Anyone under 15 years is to be considered as a child and should be recorded under children by sex in Cols. (7) and (8); then add these four figures to get Total. Note that for each meal, entries in cols. (4) to (9) and (10) are required to be made in two separate lines: one for household members and two for others.

20.4 Adult Equivalents Col. (10): Calculate the number of adult equivalents by scoring.

10	for each adult male
9	" " " female
7	" " male child
6	" " female child

Sum the total score for each meal and insert it in the box provided, taking care that the last digit only is written after the dotted line.

- 20.5 Items of Food and Drink Cols. (11), (12): Most items of food and drink consist of a prepared combination or mixture of individual components. For example 'wat' may be made of a variety of components such as chicken, onions, berbere and beans. In answer to this question the general name will be written (eg. 'wat') in col. (11) or if one commodity is consumed unmixed, or mixed only with water, (eg. milk when drunk on its own) then this will be stated as a separate item in col. (11). Note that plain water, which has no calorific value, should be ignored throughout this block.
- 20.6 Components of Mixed Items Cols. (13), (14): Having entered the item of food consumed (eg. "wat") under column 11, the individual components will be listed under this column (eg. chicken, onions, berbere). If the item consisted of a single component (eg. milk) then this component will be repeated in this column. In the case of mixed components (eg. barley and maize used for making injera) if separate data are not available record the mixture as one component but leave the next two lines (or three if there are 3 components, and so on) blank. Approximate proportions of each by weight must then be estimated and recorded on the blank lines under column 11 and the necessary apportionment can be done later; following this the original line must be ruled through lightly. For each component mentioned in col (13) the enumerator should give a code in col (14) as per instructions given at the bottom of the block.
- 20.7 Food and Drink served Cols. (15) and (16): The quantity of each component used in the preparation of the food actually brought to the table will be recorded by carefully weighing any items of food prepared but at the same time which were not consumed (eg. injera) or by weighing amounts

.....indicated

indicated by the housewife as the quantities used. The column headed 'No'. (Number) is for those items (Principally injera) served in distinct units the figures in the 'quantity' column will be written in their natural position ie. as far to the right as possible. The quantity will be always recorded in grames (nearest). Provision is made to record against an item, to record a maximum of 99,999 gms, which space will always be enough to record quantities. In a very exceptional case, if larger quantity is required to be recorded the entry should be split up as explained before.

20.8 When very small quantities are required to be weighed, so small that they can not be weighed by the balance provided to the enumerator, he should take a suitable multiple of the reported quantity (i.e. say 5 or 10 pinches of salt, berbere, sugar etc.) and weigh and then arrive at the weight of the quantity reported.

20.9 Served but not consumed Cols. (17) & (18): This information will enable food which was prepared and served but not eaten by the household to be subtracted from the quantities used in the preparation of the food to arrive at the quantities actually eaten. The amount not consumed will be indicated by recording the percentage of the total served which was not consumed. For example, if four injera were served and one not eaten then this can conveniently be recorded as 25%. There may be several reasons why food is not consumed; the most likely are that some was fed to the dog or was returned to the food store to be served at a subsequent meal. In order to be quite sure that this data is being treated properly indicate briefly (under col. (18) 'How used' the destination of this uneaten food eg. 'dog' 'for later use'). Note that 'consumption' by the dog or other animals, does not count as food consumed for this purpose as this is intended to record the food consumed by the members of the household.

- 20.10 Quantity of Food & Drink consumed Col. (19) & (20): This question will be completed by the enumerator before he hands the form to the supervisor but need not be done at the time of the interviews if he prefers to leave the necessary arithmetical calculations until he has left the household. In col.(19) will be recorded 100 minus the percentage recorded in col.(17). This gives the percentage consumed. Col. (20) will be equal to col.(19) Xcol.(16) ÷ 100 & gives the quantity consumed.
- 20.11 Col. (21) Source of Supply: For each entry made in col. (20) indicate in this column, by means of code numbers given at the foot of the block, the source of supply from which the particular item of food and drink has been consumed. The source will be either i) from the household's own food production or ii) from the purchase stock or iii) from commodities received as wages, rent, interest or share of profit or iv) from enterprise animal v) from free collection or vi) any one other than the above four. Only one code is to be given in this column. (In a very unlikely case of more than one source, given the code according to the major one).
- 20.12 Meals Taken Outside the Household: After entering all details of items of food and drink consumed by the household during the previous day, ask if any member of the household has taken any meal outside the household (meal not provided by the sample hh). If the answer is yes draw a dividing line across the whole length of the page and fill in all relevant information and quantities to the extent possible.
- 21.0 Block (37): This block, which is a working sheet, has been provided for a systematic record of calculation, whenever (i) the payments made or received are partly or fully in kind or (ii) when quantities are calculated in blocks (5) & (6) using price data (refer para. 5. 1. 2). In the first type of cases, before the entry is made in the schedule proper, it will be always necessary for the enumerator to

calculate the value of goods (or services) in terms of which payment is made or received. In the second type of cases, it will be necessary for the enumerator to make a calculation using the price data to arrive at the quantities before they are recorded in blocks (5) & (6).

EVALUATION OF TRANSACTIONS (PARTLY OR FULLY IN KIND)

21.1 Cols. (1), (2), (3): The particular entry of value in the schedule, which is filled, after evaluating in this block, is to be identified here in terms of the block, line code and column numbers. For example, if the household has paid during the reference week, wages to its domestic servant in kind (partly or fully) the entry in col. (1) will be (9) that in col. (2) will be 42 and that in col. (3) will be (4).

21.2 Col. (4): The description of good (or service) in terms of which payment is made is to be described here. For example if the domestic servant was paid teff, from the households production write teff (home produced) in this column. If the payment is made by way of more than one good, use separate lines for each good.

21.3 Cols. (5), (6) and (7): For each specified good in col. (2), record in short the description of local unit of measurement in col. (5) and the quantity in terms of this units given (or received) in col. (6) in two decimals. In col. (7) record the price per unit recorded in col. (5), in E\$ to two places of decimals. The price to be used will be determined as per the instructions for the corresponding block.

21.4 Col. (8) = Col. (6) multiplied by col. (7) to be given to two places of decimals. Thus, if entry in col. (6) is 1.50 and that in col. (7) is 0.57 col. (8) = $1.50 \times 0.57 = \underline{\underline{0.86}}$

21.5 For each set of entries in col. (1), (2) and (3), after completing columns (4), (5), (6), (7) and (8) separately for each good involved draw a horizontal line below the last entry. Just below this line repeat the figures in cols. (1), (2) and (3), write in col. (4): 'Total kind', and putting a cross mark in each of the columns (5), (6) and (7), write the total of col. (8) against this entry. If the particular transaction recorded, as identified by the figures in columns (1), (2), (3), is partly in kind and partly in money, then repeat the figures in columns (1), (2), (3) in the next line, write in col. (4) 'Money-value' and putting cross marks in cols. (5), (6), (7) write the money values in col. (8). After this draw another line below this last recorded set of figures; repeat the figures in cols. (1), (2) and (3), write 'Total: money and kind' in col. (4), put cross marks in col. (5), (6), (7) and make and record the total of 'Total kind' and 'Money-value' entries in column 8. This last figure in col. (8) will be transferred to the schedule proper in the block, line and column given by the entries in cols. (1), (2) and (3) respectively.

21.6 The following example in the case of payment (partly in cash and partly in kind) to a domestic servant will make the procedure clear.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
9	42	4	Teff (home produced)	kg.	4.00	0.50	2.00
			Wheat (home produced)	kg.	1.00	0.75	0.75
			Barley (home produced)	kg.	0.50	0.75	0.38
9	42	4	Total - kind	x	x	x	3.13
9	42	4	Money - value	x.	x	x	5.00
9	42	4	Total: money & kind	x	x	x	8.13

The figure E\$. 8.13 will then be written in block 9, line 42 column (4).

Evaluation of quantities using the price data for items of (5) & (6) only.

SCHEDULE 2.1
BLOCK 37

21.7 In this case also cols. (1), (2) and (3) will correspond to the item of which the quantity is estimated; col. (3) will refer to the column showing quantity. Col.(4) will, however, relate to this item and the description of the item will be recorded under this column. Since the value of purchase will be known, it will be recorded first in col. (8). Then the data relating to the price per unit will be recorded in col. (5) and col.(7); the column (5) corresponding to unit of price and col.(7) the price. As far as possible the enumerator should use prices per metric unit (kilogramme or litre) col.(6) is then filled by dividing col. (8) by col.(7). Recording the figure, if in kg. or litre, to two decimal places.

21.8 For example, if the household had bought white unmilled teff for E\$7.50, the entries in:

- :col. (1) will be 5
- :col. (2) will be 10
- :col. (3) will be 7
- :col. (8) will be 7.50

If the price used is E\$. 0.45 per kg. the entries in

- col. (7) will be 0.45
- col. (5) " " kg.
- col. (6) = $\frac{\text{col. (8)}}{\text{col. (7)}} = \frac{7.50}{0.45} = 16.68$

Then entry against teff (item 00) in block 5 will be:
kg. in col.(4); kg. in col. (5), col. (6) - blank, and 16.68 in col.(7) of the block.

21.9 Since the block (37) is provided for two purposes, it is necessary that the enumerator keep the two types of calculation at distinct places in the block. In order to do this, the enumerator should start using the block for the first purpose

.....(i.e.

(i.e. evaluation of transactions in kind) from the first top line proceeding down-wards, and for the second purposes (i.e. calculating quantities from value and price data) from the bottom most line and moving upwards a heavy line should be drawn in between the two sections thus used.

BLOCK (38)

- 22.0 Whenever, for items of cereals or pulses, for any transaction in this schedule local units other than metric units are used under the 'quantity' columns of the relevant block or in block 37, this block is required to be filled in.
- 22.1 Cols. (1), (2), (3): To be filled as usual in respect of the item to which the quantity data relates, if the quantitative information appears in the main block of the schedule. If however, it appears in block (37), the block number and line code will be the same as recorded for that item in block (37).
- 22.2 Col. (4): Write the name of the local unit here.
- 22.3 Col. (5): If the whole of the local unit is weighed put the figure 100 in this column, if only part is weighed, put the percentage in whole numbers which is weighed. See next paragraph.
- 22.4 Col. (6), (7) & (8): By taking the weight of the quantity of one local unit of the item described under col. (2), with the help of the enumerator's balance, the enumerator will find out the weight of one local unit of that commodity in grammes and record here. If only a part of the local unit can be weighed, the weight of the part will be recorded here. The enumerator will enquire, what percentage it forms of one local unit of weight. If the weight of the part of local unit is G grammes (recorded in col. 6) and the part forms P (recorded in col. 5) percent of one local unit the entry in col. (8) will be $\frac{G}{P} \times 100$. For example only 25 percent

.... of

SCHEDULE 2.1
BLOCKS 39 & 40

of one local unit is weighed and the weight of this part is 370 gms. entry in col. (8) will be $\frac{370}{25} \times 100 = 1480$

In col. (7) space has been provided to make this calculation.

22.5 Note that the enumerator is not required to transfer the entry in col. (8) to blocks (5) or (6).

22.6 The block (38) may also be used for directly weighing the portion of purchased quantity, as mentioned in para. 5.1.2 (b).

23. Blocks (39) and (40): These blocks are meant for recording data for all non-agricultural enterprises ie. other than agriculture, animal husbandry, forestry, fishing & hunting in which any of the members of the household is usually engaged as a self-employed person. Even if during the reference week, the enterprise is closed due to any reason, information (even as NIL) is to be shown in these blocks. Blocks 39.1 and 40.1 are to be used for one enterprise; blocks 39.2 and 40.2 for another enterprise etc. The instructions for blocks 39.1 and 39.2 ie. items 1 to 11 are the same as for items 2 to 7, 9, 10 and 12 to 14 of block 2 of schedule 3 respectively. At the right hand top place of blocks 40.1 & 40.2, provision has been made to record the three digitated Industry code of the non-agricultural enterprise, which will be copied from item 1 of blocks 39.1 & 39.2 respectively. The instructions for filling in the blocks 40.1 & 40.2 are exactly the same as for block (3) of schedule 3.

24. BLOCK (41)

This block is meant for systematically recording any remarks by the enumerator or supervisor in respect of any entry in this schedule. The entry in respect of which the remark is made is to be identified in terms of block, period code

.....line

line code and column numbers in the cols. (1), (2), (3) and (4) of this block. The enumerator will then provide his remarks in the space provided under col. (5) of the block against that item. Remarks should invariably be given whenever the enumerator is not sure of any entry he has made in the schedule especially in difficult cases. Further, if there is a large difference between the totals of receipts and disbursements in block (35) in spite of all probing by the enumerator, he should record this fact in this block. Signature with date should be affixed after each remark. Similarly, the supervisor should record his remarks whenever he inspects or scrutinizes the schedule in field and wishes to record his remarks in respect of any entries in the schedule.

25. DATA RELATING TO ENTERPRISES IN PARTNERSHIP (WORKING PARTNERS)

- 25.1 The following procedure should be followed for showing data about an enterprise of the sample household in which it is engaged in partnership with other household (s) as working partners.
- 25.2 In the case of any item of data relating to such an enterprise, the share of the household only is to be shown in the appropriate place, whether this has been paid/received by it or not. The share should be worked out on the basis of the same percentage in which the share of the profit of the sample household is agreed among the partners. The following example will make the procedure clear.
- 25.3 Suppose A & B are engaged in a partnership enterprise of trading, A's share being 40% and B's 60%. Suppose A's household is selected for sch. 2.1.

SCHEDULE 2.1 GENERAL

Suppose during the reference week, purchase of goods for resale was made of the value of E\$. 10.00. Then in the A's schedule 2.1, in block (22), col. (5) and entry of 4.00 will be made. If A paid during the reference week, this share of the purchase value, the entry 4.00 will also appear in the line "of which paid". Suppose that A paid the whole value of purchase ie. E\$. 10.00, even then the entry in col (5) of block (22) will be 4.00, with the entry 4.00 in the line 'of which paid'. The balance of E\$ 6.00, which A paid during the reference week on behalf of B. will be shown as other disbursement in block (33) similarly, if such amounts are received from B then they will be shown in block (32): Other receipts. The instructions for filling schedule 2.1 (D) in such cases are exactly the same. The terms cash and credit appearing in col (3) of blocks 5.2 & 5.1 of schedule 2.1 (D) should, in these cases be understood as 'paid/received' and 'not paid/ received' respectively.

25.4 Note that in the case of working partners discussed above, profit shared will not be shown in block (19) col.(8) or block (20) col. (9). These two places are meant for showing the share of profit given to a non-working partner and share of profit received by the sample household as a non-working partner, respectively. Such profit shared among working partners should be shown under 'other receipts' ie. block (32) with full description.

26. SOME SPECIAL CASES

26.1 Forestry: Any cultivation of trees (eucalyptus, bamboos etc.) on one's holding should be treated as forestry and any product of such trees should be treated as output of forestry enterprise in which the household should be considered as self-employed. The products of such own tree - cultivation should not be considered as free collection. This should be noted while filling blocks 7, 15, 17, 22 and 24 of the schedule 2.1

- 26.2 How to show the data for a person who takes food with another household on payments? The value of food taken by him during the reference period (week) should be shown as value of purchase in block 5 of sch. 2.1 against item code 99. The details of food taken by such a person should also be recorded as 'food taken outside the household' in block 36.
- 26.3 If a domestic servant of the sample household is also a member of the sample household, and if he/she was paid wages during the reference week, how is the data to be recorded? The amount of wages will be shown in block 9, line code 42 as well as block 20, line code 8 col. (6).
- 26.4 Similarly if an employee of the sample household in its enterprise is also a member of the sample household, and wages were paid to him/ her during the reference period, the amount of wages should be shown in block 19 co. (4) and block (20) col.(8), with the same line code depending upon the enterprise.
- 26.5 Consumption of Milk: In the case of a large number of households, it will be found that they keep cattle for milk. Milk should therefore be treated as output for block 22 of schedule 2.1. Milk is treated as consumed on the day when it is consumed as milk OR, if the household processes it before consumption, the amount of milk which was first thus put in the process on the particular day will be treated as consumed on that particular day. Thus the entries in block 22 of sch. 2.1 will relate to milk. However, the entries in block 36 of sch. 2.1 will relate to milk if it is consumed as such OR the milk product, in the form of which it is actually consumed by the household.

SCHEDULE 2.1
GENERAL

- 26.6 If the sample household pulled down old fence and used the wood as firewood, how is the entry to be made? The entry should be made in block (33) with full description. The same value will also be shown in block (32) as a receipt from 'liquidation of a fixed capital asset' with the full description given.
- 26.7 If a household which is not engaged in collecting and selling firewood as its enterprise, sold such firewood, during the reference period, where is the entry to be made? The entry should be made in block 32.

CHAPTER IIIINSTRUCTIONS FOR FILLING IN SCHEDULE 2.1 (D)

- 0.0 **Introduction:** This schedule has been designed for making a daily record of the receipts and disbursements of the sample household, the production of goods and services and consumption of material inputs in the household enterprise and of its daily consumption of food and drinks for a period of seven consecutive days. The schedule consists of 13 blocks/sub-blocks.

The concepts & definitions for schedule 2.1 (D) are exactly the same as in schedule 2.1, unless otherwise specified. The special cases mentioned in paragraph 26 of chapter II, should also be treated in the same manner while filling schedule 2.1 (D).

- 0.1 On each of the seven days the enumerator will enquire about the data to be collected in this schedule as it relates to the past day i.e. yesterday. In case, the enumerator, for some reason beyond his control, misses one day during the daily visits, he should cover that day when he visits the household next. On this visit, in addition to the past day, the enumerator will cover the days missed, using separate sheets for each day.
- 0.2 Instructions for recording the serial number of the selected sub-division and of writing identification particulars of the sample household in the space provided on each page, are the same as for sch. 2.1 (ref. chapter II, para. 0.6).

Schedule 2.1 (D)
BLOCKS 1 to 4.1 & 4.2

1. Block 1: This block is to be filled as per block (1) of schedule 2.1 for which instructions have been given earlier. The method of survey at item 11 will be described as DV for daily visit' with code '2' in the space for code under this item.
2. Block 2: This block is to be filled as per block (2) of schedule 2.1 for which instructions have been given earlier.
3. Block 3: This block is provided for the remarks of the enumerator and is to be filled in the same manner as block (41) of schedule 2.1.

4. BLOCKS 4.1 AND 4.2

- 4.0 The blocks 4.1 and 4.2 are meant for recording data of production of goods and services and of consumption of material inputs in the household enterprises. Detailed instructions are given below. The record of all the seven days is to be shown in these blocks.
- 4.1.0 Block 4.1: In this block the enumerator will record every day the details of production of goods and services which took place on the immediately preceding day i.e. yesterday. The resale of goods will not be shown in this block. Even if the output which has been produced on a particular day is disposed off (in any manner), the data of production is to be shown in this block (Note that sale of output is covered in the Receipts and any other disposal under disbursement). This particular instruction should be specially noted in the case of service - output.

- 4.1.1 The data to be recorded in this block will be in respect of final out-put only. The definition of final output is the same as given earlier for schedule 2.1 in para. 7.3.1. i.e the output is said to be produced when it reaches the final form in which it is normally ready for sale or other disposal by the sample household. Consequently, when on a particular day, output is produced (as per this definition) it will be recorded, all intermediary steps and products will not be recorded and ignored.
- 4.1.2 Cols. (1) and (2): This will record the details of the reference day (and not of the day on which data is collected). The entries in col. (1) will be from 1 to 7 depending upon whether it is the first, second etc. day. In col. (2) will be recorded the date of the reference day according to the Ethiopian Calendar.
- 4.1.3 Col. (3): The description in full of the item of out-put produced will be given here. If more than one line is required for the description, the numerical data in all other columns should be written in the first of lines used for that item.
- 4.1.4 Col. (4): In this column the line code of the out-put item, described in col. (3), will be given as per list of codes given in block (22) of schedule 2.1. Note that the first digit i.e. in the hundredth place denotes the enterprise and the next two digits, item code in the case of agriculture, animal husbandry etc. and item serial number starting with 01, in the case of other enterprises. In the latter case, either give the serial number or put X's.
- 4.1.5 Col. (5): In this column the unit of measurement of output will be described in short by the enumerator.

SCHEDULE 2.1 (D)
BLOCKS 4.1 & 4.2

- 4.1.6 Col. (6): This column is not to be filled by the enumerator. However, whenever the output described in col. (3) is a cereal or pulse he should in block (9) given information about the Weight of one local unit of the commodity in grammes.
- 4.1.7 Col. (7): The quantity (with two decimal places always) in terms of the unit described in col. (5) of the output produced will be recorded in this column.
- 4.1.8 Col. (8): The value per unit (as described in col.5) will be recorded in this column in E\$ to two places of decimal. Note that ex-farm or exfactory price is to be shown.
- 4.1.9 Col. (9): The entry in this column will be equal to the product of the entries in columns (7) and (8) and is to be shown in E\$ to two places of decimal.
- 4.1.10 Even if on any day, no production took place, the enumerator should fill cols. (1) and (2) of the block and write the word NIL in other columns.
- 4.1.11 Illustrations given at the end of these instructions should be studied.
- 4.2.0 Block 4.2: This block is meant for making a record of consumption of material in-put in the households enterprises on each of the seven days of reference. All enterprises are to be considered for the purpose of this block. When any material enters the first-stage of production or of use in the enterprise, it is said to be consumed at that time. Therefore, the enumerator should enquire about the material which has thus been consumed on the past day. The definition of the consumption given above should be particularly noted in the case of manufacturing activity, when the time taken to produce the final output exceeds a day.

SCHEDULE 2.1 (D)
BLOCK 4.2

Cols. (1) and (2): The instructions for filling these columns are the same as those for the corresponding columns of block 4.1.

Col (3): The input and the enterprise in which it is consumed are to be described in this column. If more than one line is used, the numerical data in all other columns should be written in the first of the lines used for a particular item.

Col. (4): The line code of the input as given in block 17 of schedule 2.1 is to be given here. Note that this is a two digit code, the first digit (i.e. in the tenth place) denoting the enterprise code.

Col. (5): The unit of measurement is to be described here.

Col. (6): Not to be filled by the enumerator

Col. (7): The quantity of the in-put consumed on the particular day is to be shown here to two places of decimals, in terms of the unit described in col. (5).

Col. (8): In this column, the value of the input per unit (described in col.5) is to be recorded in E\$ to two places of decimal. If the material input had been purchased, the purchase, price will be shown here. If it is an output of household's enterprise, the ex-factory or ex-farm price will be shown. If it is freely collected, the value as if purchased will be recorded. If this is not possible, the labour of the household which was spent should be evaluated at local wage rates.

Col. (9): The entry in this column will be equal to that in col. (7) multiplied by the entry in col.(8). It may happen in some cases, especially when the material is freely collected, that the information in col. (9) can be directly filled, but that in cols. (7) and (8) may not be available. Write N.A. in cols. (7) and (8) in such cases.

SCHEDULE 2.1 (D)
BLOCKS 5.1 & 5.2

- 4.2.9 Even if on any day, consumption of material input did not take place, the enumerator, should fill cols. (1) and (2) and write the word NIL in other columns of this block.
- 4.2.10 Illustration given at the end of these instructions should be studied.
- 4.2.11 Note that the expenditure on purchase of material inputs is not to be shown in this block. Similarly any disposal of the material input other than consumption in the enterprise is also not to be shown in this block. If output of one enterprise is consumed in another enterprise, note that an entry will be made in this block as well as block 5.2 for disbursements.
- 4.2.12 Whenever, for items of cereals & pulses, the unit of measurement is other than metric, block 9 is required to be filled.
- 5.0.1 Blocks 5.1&5.2: These blocks are meant for recording for each day the receipts and disbursement of the household, respectively. The form of the blocks is the same for recording either receipts or disbursements.
- 5.0.2 At the top right hand corner, the enumerator will put the date to which the data relates and not the date on which he fills this block. In the box space provided against 'Day' he will put numbers 1 to 7 depending upon the order of the day to which the data relates: '1' for the first day, etc. and '7' for the seventh day. At the bottom of the block on every page he will put his signature and the date on which he collected the information. Except in cases when he could not contact the household on the specified day, in all cases, the date at the bottom of the block will be one day later to the date at the top of the block.

SCHEDULE 2.1 (D)
BLOCKS 5.1 & 5.2

- 5.0.3 Separate sheets of the blocks 5.1 and 5.2 should be used for recording receipts or disbursements of different days. If (Say) the record of receipts for a particular day is carried over from one page to the next, and completed without using fully the next page, the record of receipts for the next day should not start in the vacant portion of the next page but should start on a fresh page. For every day, after the record of either receipt or disbursement is completed, draw a line across the block, after the last entry, broken in the middle with words END OF RECEIPTS (OR DISBURSEMENT) written in the space thus created, to mark that the record for that day of the receipts or disbursement is completed, in this manner.

_____ END OF RECEIPTS (OR DISBURSEMENTS) _____

When the record is carried over on to the next page, write the words ' continued next page at the bottom of the page and the words ' continued from pre-page' on the top most line in the page on which the record is continued. On this page, i.e. on which the record is continued, the Date & Day will be the same as that on the page from which the record is continued.

- 5.0.4 Even if on a particular day there has been no receipts (or disbursements) the block for that day has to be filled with the word NIL written across it. The day and date and signature of the enumerator has always to be recorded, even if there are no entries to be made.

- 5.0.5 The definitions of Receipts & Disbursements have been given earlier (para. 5.0.2 & 5.0.3 of instructions to schedule 2.1). It is necessary to keep those definitions in view
.....while

Schedule 2.1 (B)
BLOCKS 5.1 & 5.2

while filling this block. In order to make it easy to fill this block correctly, the column headings, for weekly data, have been captioned in the schedule 2.1. A summary of what constitute receipts and disbursements is given below in terms of block numbers and column numbers, of the schedule 2.1.

RECEIPTS

Block (11) Col. (11)
Block (14) Col. (5)
Block (20) Cols. (6) to (9)
Block (22) Cols. (7) to (12)
Block (23) Col. (15)
Block (25) Col. (10) & (12)
Block (26) Col. (4)
Block (27) Col. (9)
Block (29) Col. (9)
Block (30) Col. (7)
Block (32) Col. (7)

DISBURSEMENTS: Blocks (5) to (14) (WEEK) (Except columns mentioned above)

Block (17) Cols. (5) to (7)
Blocks (18) & (19), (WEEK)
Block (22) Col. (5)
Block (23) (WEEK) (Except col. 15)
Block (24) (WEEK)
Block (25) Col. (8)
Block (26) Col. (3)
Block (27) Cols. (6) & (7)
Block (28) Col. (9)
Block (31) Col. (7)
Block (33) Col. (7)

Schedule 2.1 (B)
BLOCKS 5.1 & 5.2

5.0.6 Of the above mentioned, there are certain transactions which when occurring on receipt side will always occur on the disbursement side and vice versa. A credit purchase is a disbursement first and also a receipt since the amount is not paid. Similarly a credit sale is receipt first and also a disbursement since the amount is not actually received. Similarly material collected free is both receipt and disbursement, so also the value of household labour whenever it is to be evaluated according to the instructions given for schedule 2.1. This is how these transactions will be treated while tabulating schedule 2.1. For the purpose of schedule 2.1 (D) however it will not be necessary to treat them as both types.

Such transactions will be treated as follows:

- 5.0.7
- i) Credit purchase as Disbursement
 - ii) Credit Sale as Receipt
 - iii) Household labour when (evaluated) as Disbursement
 - iv) Free collection of material as Receipt
 - v) Output of enterprise disposed off in any manner other than sale against money as Disbursement
 - vi) Input of enterprise disposed of in any manner other than sale or consumption in enterprise as Disbursement.
 - vii) Animal used in enterprise slaughtered for consumption as Disbursement

5.0.8 The detailed instructions for filling in the main part of the block are given below. The instructions are clarified by a number of examples and illustrated by actual entries in blocks 5.1 & 5.2 in the case of a large number of different types of transactions. (See illustrations at the end of instructions).

SCHEDULE 2.1 (D)

BLOCKS 5.1 & 5.2

- 5.1 Col. (1): Serial no:- Serial numbers for the transactions are to be given in this column starting with 01, 02, 03, -- 09, 10, 11, etc. If the description of the transaction given in col. (2) requires more than one line, the serial number and all data in the rest of the columns is to be given in the first of the lines used.
- 5.2.1 In the col. (2) a full description of each receipt or disbursement is to be given. For example receipts are to be clearly written as (say) 'wages received as agricultural labour' or 'wages as an employee in manufacturing establishment', or 'loan received for domestic purposes' or 'credit resale of'. In the case of disbursements the description may be such as: 'cash purchase of white unmilled teff' or 'credit purchase of radio' or 'agricultural land rent' 'repayment of loan taken for trading enterprise, in terms of barley home produced', 'consumption of transport services by hh'
- 5.2.2 As stated in paragraph 5.0.6 (e) of instructions for schedule 2.1, the enumerator should first find out the enterprises in which any members of the household are self-employed. This will help him to cover some of the transactions which are characteristic of the enterprises only. In order to fill the block (5.1) of the receipts of the households he will make, every day, an enquiry with the household whether it has received on the past day.
- 1) any wages, salaries, rent, interest, fees, commission, brokerage etc.
 - 2) any proceeds from the sale (cash & credit both) of the out-put of its enterprise, including the value of resale (cash & credit both) of traded goods in the case of a trader or other distributive enterprises.

SCHEDULE 2.1 (D)
BLOCKS 5.1 & 5.2

- 3) any proceeds from the sale of hh durable goods, or of plant machinery tools of the enterprise or of land buildings, or livestock or pet animals.
- 4) by withdrawing money from past savings.
- 5) any loans or repayments of loans or gifts or remittances and alms.
- 6) free material, for fuel & light, or for use in enterprise or for construction of hh durables or of plant, machinery land, building etc.
- 7) or any amount in respect of its credit sales in the past.
- 8) any other receipt - including free collection., (not covered by 6 above)

5.2.3

When the block (5.2) is to be filled, for the record of disbursements the enumerator will ask the household whether.

- i) It purchased (cash or credit) any consumer goods: food, drinks, etc. (blocks 5 to 14 of the schedule 2.1)
- ii) It purchased material for input in the enterprise, paid wages, salaries, rent, interest, fees, commission, brokerage, (and in the case of trade and other distributive enterprises) purchased goods for resale.
- iii) Purchased goods for giving as gifts
- iv) Paid rents, taxes, interest on domestic account
- v) Incurred any ceremonial expenditure not covered by (i) and (iii) above

SCHEDULE 2.1 (D)

BLOCKS 5.1 & 5.2

- vi) Bought (cash or credit) any tools, implements, plant machinery etc. or land & buildings, animals for use in enterprise or whether it slaughtered its livestock used in enterprises for consumption.
- vii) Constructed or repaired or improved the items covered in (vi) excluding animals.
- viii) lent money, or repaid in part or full any past loan; made remittances or gave alms, or other monetary gifts.
- ix) Paid any amount towards past credit purchases
- x) In addition when a household has its own enterprise, the enumerator will find out whether on the previous day the household consumed any of the out put of its enterprise.
- xi) Any other disbursement not covered by above.

5.3 Col. (3): CASH OR CREDIT: If the purchase or sale value is fully paid/received, enter code 1 in this column. Otherwise, i.e if the purchase/sale is fully a credit purchase/sale, enter 2. If it is partly paid/received, the transaction should be correspondingly split up into two parts. (See para..5.21.. below). In the case of all transactions, other than purchase or sale, enter the code 1 in this column.

5.4 Cols. (4), (5) and (6): In these columns entries will be made for every transaction described in col (2). In para 5.0.5, 5.2.2 and 5.2.3 it is already clarified as to which blocks (sometimes parts of the block) refer to receipts or disbursements. The proper place in the schedule 2.1, where the transaction recorded would have belonged, is to be recorded in these columns, with the block number of schedule 2.1 recorded in col. (4), the line code
..... number

number in that block in col (5) and the column number in that block under col (6). For example if description in col. (2) is 'received wages as agricultural labour' in the receipt block (5.1), the entry under col. (4) will be 20, that under col.(5) will be 0, and that under col.(6) will be 6 (this is because, the wage received from agricultural labour appear in schedule 2.1 in block 20, line code 0, col.6). Similarly, in the disbursement block (5.2), for the transaction with description 'credit purchase of BEANS' the entry in col. (4) will be 5, that in col.(5) will be 50, and that under col.(6) will be 8 since purchase of beans occurs in block 5 in line 50, under col. 8.

5.5 A special note is to be taken of recording disbursements in respect of household's consumption out of homegrown stock. In this case the description should always be 'consumption of home produced.' In such cases since the good consumed will always be a consumer good the entry in col. (4) will be from 5 to 12, or 14. The entry in col.(5) will depend upon the line code of the item in the above mentioned blocks, that in col.(6) in all such cases will be a XX. For example if a household has consumed milk from its own cow, the entry in col.(4) will be 5, that in col.(5) will be 41 and that in col.(6) a cross mark; if in a tailor's household the person who is a tailor, on the day under reference, stitched a garment for the household, the entry in col.(4) will be 9, in col.(5): 45, in col.(6) a cross mark (see paras. 5.19.1 and 5.19.2 for further instructions in this case).

5.6.1 Special instructions for col.(5): As stated earlier (para. 5.4) the line code number in the particular block of schedule 2.1 (of which the number is recorded in col.4) where the transaction described in col.(2) occurs is to be recorded in col.(5). The line codes have been sometimes

.....explicitly

SCHEDULE 2.1 (D)
BLOCKS 5.1 & 5.2

explicitly given (as in block 5 of schedule 2.1) or instructions have been provided in the blocks proper as to how these are determined. In the latter case, sometimes, the last digit or digits of the line code are serial numbers within the first one or two digits (see blocks 17, 22, 23, 24 of schedule 2.1) and are thus not fully determined. In such cases, where serial numbers apply, the enumerator, in making a record in col. (5), will write X for each such digit. For example, in recording the purchase of a tool to be used in the manufacturing enterprise of the household, the entry in col. (5) will be made as 32X. (The entry in col. 4 in this case is 23). This also applies to line code for blocks when no line codes but only serial numbers have been provided.

5.6.2 Space has been provided to record three digits of the line code. But in some blocks the line codes are either two or one digit. In writing two or one digit codes, the enumerator should write the number as far to the right as possible under the col. (5). For example if he wants to record the line code 0 in the example given in para. 5.4, he will keep the first two spaces under col. (5) from the left blank and record 0 in the third space. Similarly while recording the code 50, in the example given in para 5.4 he will keep the first space under col.(5) from the left blank and use the next two spaces for recording the number 50. Needless to say, one digit only should be written in one space.

5.7 Cols. (7), (8) and (9): These columns are to be filled only for disbursements and for receipts in the case of sale of cereals and pulses. The columns are the same as in the schedule 2.1 block 5 & 6 and whenever the unit

.....used

SCHEDULE 2.1 (D)
BLOCKs 5.1 & 5.2

used is other than metric for entries of cereals/pulses, block (9) of this schedule (which is the same as block 38 of schedule 2.1), must always be filled. Col.(8) is to be kept blank by the enumerator.

5.8 Col.(10): In the case of disbursement, the part of the payment actually made in money is to be shown under this column in E\$ with two decimals. In the case of receipt, the part of the receipt actually received in money is to be entered here. In the case of credit sales or credit purchases, if the manner (whether money or kind) in which the credit will be settled was not decided, entry will be made in this column. If it has been decided that the credit will be settled in terms of money the entry will be made here, if in terms of kind then the entry will not be made here, but will be made in col.(18) keeping columns (10) to (17) blank.

5.9 Cols. (11) to (18): If the part or full of the payment (in case of disbursement) is made in kind or if the part or full of the receipt is received in kind, these columns are to be filled.

5.10 Col. (11): The description of goods (in rare cases services) in terms of which payment was made or received is to be given here. Note that generally when goods are received (in block 5.1) they will be consumer goods (covered in block (5) to (12) & (14) of schedule 2.1), or in-puts in the enterprise (Block 17, sch.2.1) or capital goods (covered in blocks 23, 24 and 25 of schedule 2.1) or gifts (block 27). That is received, goods can not be the output of households own enterprise (i.e. block 22 of schedule 2.1). However, when goods are given out (in the case of disbursements) they will usually be the output of the household's enterprise but can in rare cases also be any other type of goods described above.

.....Particular

SCHEDULE 2.1 (D)
BLOCKS 5.1 & 5.2

Particular care will, therefore, be necessary, in the case of receipts or disbursements in kind to decide about the nature of good received or given out in payment in relation to the sample household.

- 5.11 Cols(12) & (13): After having described the good in col. (11) and after having correctly decided the nature of that good in relation to the sample household as stated above, the block number and the line code number within it in schedule 2.1, where the good has been listed will be found out, and the block number will be written under col.(12) and the line code number in col.(13). If for example Teff produced by the household has been exchanged entry in col. (12) will be 22 and that in col.(13) will be '001'. The enumerator will make sure of the transaction in every case when the the entry in col. (12) of disbursement sheet that he makes is other than 22.
- 5.12 Cols. (14) & (16): The quantity of the good described in col. (11) and specified in cols. (12) and (13) which was transacted is to be given in these two columns, with the short description of unit used in col. (14) and the number of such units i.e. quantity in col. (16). Col.(15) is to be left blank by the enumerator. Whenever, in the case of items of cereals/pulses have been entered in col. (11) to (15) units other than metric units will be used, the block (9) of this schedule will be invariably filled-in.
- 5.13 Col. (17): This column is provided for recording the value per unit specified in col.(14) of the goods recorded in col.(11) to (13), as per instructions given below in para. 5.15.
- 5.14 Col. (18): This is equal to col. (16) multiplied by col. (17) and gives the value of good transacted. The entry should be made in E\$ with two decimals.

Schedule 2.1 (B)
BLOCKS 5.1 & 5.2

5.15 Except in the case of barter, the out-put of the household's enterprise paid out will always be evaluated at producer's price (i.e. ex-farm or ex-factory). Similarly excepting barter, payments received in kind in terms of the output of the enterprise of the payer will be evaluated at his ex-farm or ex-factory prices. In the case of barter: if both parties are producers of goods they have transacted ex-farm or ex-factory prices of either goods will be used. In all other cases, retail prices will be used. For example, when a wage paid employee employed by the household for household duties or in any of its enterprise, is paid in terms of teff produced by the household, teff will be evaluated at the ex-farm price. If on the other hand a wage paid employee, employed by the household, is paid in terms of goods which is not produced by the household, the goods are to be evaluated at the purchase price to the household. Similarly, in a rare case, if the producer of teff, has bought from a trader - other goods in exchange of his produced teff, the retail price of teff or of the goods bought is to be used.

5.16 It should be noted that when the household has made a barter transaction i.e. acquired goods against exchange of goods, the transaction will always be recorded in the disbursement block (5.2), with data relating to the goods acquired recorded in col. (2) to (9) and of goods exchanged in cols. (11) to (18). If, however, the household has first sold its produce and then, on the same day, with the money thus obtained, bought other goods, there will be two entries: the sale of produce will be recorded in the receipt block 5.1 sheet in cols. (2) to (10) and the purchases of goods in the disbursement block 5.2 in cols. (2) to (10).

SCHEDULE 2.1 (D)
BLOCKs 5.1 & 5.2

- 5.17 In all cases, other than those of barter, there will not be any difficulty infilling this block, when generally one line will be required for each transaction. Even when the transaction is partly in money and partly in kind, if one good has been exchanged, it can be recorded in one line (see lines 30 to 36 of the illustration-Disbursements). In some cases the enumerator may have to use more than one line. For example if the sample household has received rent of agricultural land it has leased out, in terms of 75 kg of barley and 75 kg of teff, this will be treated as two entries of receipt of agriculture rent, one of 75 kg of barley and another of 75 kg of teff and these entries will be made using two lines in the receipt block 5.1 (in which the entries in cols.(2) to (6) will be identical, cols.(7) to (10) blank in both lines with entries for barley in cols. (11) to (18) in the first line and for teff in cols.(11) to (18) in the other line. The total of the two lines for col.(18) should not be given (see transaction nos 02 & 03 of the illustration - Receipts)
- 5.18 Even in the case of barter, usually one good is transacted for another and the transaction can be recorded in one line, always in the Disbursement sheet (see para. 5.16). In some rare cases, the enumerator may face difficulty when more than one good is acquired against an exchange of one good (which is more likely) or vice versa or both (which is least likely). In such cases he should fill out the entries in the disbursement block 5.2 as per illustration given (see line nos. 39 & 40 disbursements).

DISPOSAL OF OUTPUT OR INPUT
OF HH ENTERPRISE

- 5.19.1 Recording the data of consumption by household of the output of hh enterprise
As stated in para. 5.2.3, the data relating to such

SCHEDULE 2.1 (D)
BLOCKS 5.1 & 5.2

consumption is always to be shown in the disbursement block 5.2. In col.(2) a full description is to be given mentioning that it is household consumption, the name of the good and the enterprise of which it is the output. Entry in col.(3) will be 1. Cols. (4), (5), (6) will be filled as per instructions in para. 5.5 i.e. in cols(4), (5) the identification of the consumer good in a block out of blocks (5) to (12) & (14) of schedule 2.1 and the line code number in the specified block are to be recorded. In col.(6) two cross marks are to be placed. The cols.(7) to (10) will be left blank. In col. (11) the good will be described again and in col. (12) the entry will always be 22. In col. (13) the particular output as described in col. (11) will be identified in the lines of block 22 and the line code number is to be entered. Col.(14) to (18) are to be filled as usual using the ex-farm or ex-factory price of the output. (see lines 20 to 24 of illustration - Disbursement). Whenever, consumption is of cereals and pulses, block 9 should be filled giving weight of one local unit of that item in grammes.

- 5.19.2 As mentioned earlier (para. 7.3.5 of chapter II), generally, for cultivators, domestic consumption of out-put is a usual case. The enumerator should therefore make sure that there was no such domestic consumption(especially in the case of cultivators) before completing every day's record in block 5.2. While filling block 6 of sch. 2.1 (D) for that day, from the source code in col. (21), the enumerator may get a further idea regarding the specific outputs to which he should relate his questions of domestic consumption in block 5.2. If as a result of further questioning the households, further data comes to light regarding domestic consumption of output (or input), the enumerator should record it in block 5.2. As mentioned earlier, it will be

.....advisable

SCHEDULE 2.1 (D)
BLOCKS 5.1 & 5.2

advisable to know first the details of output of household enterprise. For example if the household, which grows teff, reports that it had milled for domestic consumption, certain quantity of teff yesterday, all such quantity milled will be recorded in block 5.2. (However the quantity of milled teff actually used in food preparation yesterday will only be shown in block (6).)

5.19.3 Other disposal of output of hh enterprise: Besides the consumption of the output of household enterprise by the household itself, the output may be disposed of either by sale against money or for purchase of other commodities or by way of factor payments (i.e. wages, rents, interest, fees etc.) or used in another household enterprise or for capital formation or as loans, gifts or other disbursements. Sale of output against money will be recorded under receipts, as mentioned in paragraph 5.2.2. All other disposals will be recorded under the disbursements. Cols. (4), (5), (6) will refer to the disbursement and the entry in col. (12) will always be (22) and that in col. (13) will depend upon the enterprise i.e. line code in block 22 of schedule 2.1 of which the output described in col. (11), is disposed of in a manner described in col. (2). (See lines 14 to 19, 25 to 33, 39 and 40, of illustration - Disbursement). The price used will be determined as per the instructions in para 5.15.

5.20 Disposal of input of the enterprise: The material input acquired by the household for using in a particular enterprise, when used on the reference day in that or any other enterprise, will be recorded separately as per instructions in para. 4.2.0 onwards. If, however, in rare cases the material input is used in any other manner, including consumption by the household, it will be recorded
.....in

SCHEDULE 2.1 (D)
BLOCKS 5.1 & 5.2

in the disbursement block 5.2. The instructions for recording such transaction are the same as in para. 5.19 and 5.20 except that in col. (12) the entry will always be 17 and in col.(13) the line code no. of item as in block 17 of schedule 2.1 will be recorded and that the value in col. (18) will be based on the value when acquired. If this is difficult to determine, the retail price will be used.

- 5.21 Recording Purchases or Sale partly in cash and partly on credit: When the purchase or sale of a single commodity (or service) is partly paid and partly on credit, the entries will be made in two lines with identical entries in col.(4), (5), (6) and (7) and apportioning the total quantity in col.(9) in proportion to the payment in cash and the amount that remains to be paid on credit. For example, if 5 kg. of teff were purchased of total value of E\$ 2.50 of which E\$ 1.50 was paid and E\$ 1.00 remain to be paid (i.e. credit) the quantity bought on cash is to be worked out as $\frac{1.50}{2.50} \times 5 = 3$ kg., and 2 kg. are supposed to have been purchased on credit. There will be two lines one showing cash purchase of 3 kg. of teff for E\$ 1.50 and another credit purchase of 2 kg. of teff for E\$ 1.00. This rule is to be followed even if the unit is number. For example, if one chair has been purchased for E\$ 7.00 of which E\$ 5.00 was paid in cash and E\$ 2.00 is credit, then there will be two lines recording this purchase, in one will be shown $\frac{5.00}{7.00} = 0.71$ chair purchased in cash for E\$ 5.00 with entry 0.71 in col. (9) and another showing $\frac{2.00}{7.00} = 0.29$ chair purchased on credit for E\$ 2.00 with entry 0.29 in col.(9). (See also the lines 07 and 08 of illustration-Disbursement)

SCHEDULE 2.1 (D)
BLOCKS 5.1 & 5.2

5.22.1 Recording of free collection: Free collection of material will always be recorded in the receipt block 5.1. The description of the use to which the material will be put is to be given in col.(2). In col.(3) the entry will be 1. In col.(4), (5) and (6), the block, line code and column number under which the value of free collection would be recorded in schedule 2.1 will be respectively recorded. Cols.(7) to (10) will be blank. In col.(11) the description of the material will be given; the entries in col.(12) and (13) will be the same as those in col.(4) and col.(5) respectively. In col.(14) to (18) the quantity, price per unit of quantity and value will be recorded. The value will be based on the market price and if this is not possible on the basis of evaluation of the household labour utilized. Note that sch. 2.1 provides for recording of the data of certain goods only. In all other cases, the entry in column (4) should be 32 for other receipts (ref. sch. 2.1).

5.22.2 Examples of recording of free collection: i) If fire wood has been collected free for household consumption, the entries will be as follows:

Col.(2): 'Fire wood for household consumption'; col.(3): 1; col.(4): 7; col.(5): 01; col.(6): 7; col.(7) to (10): blank; col.(11): Firewood, col.(12): 7, col.(13): 01; col.(14) to (18) will depend upon the quantity and value.

ii) If clay has been collected free for the household enterprise of manufacturing earthenware, then the entries will be, col.(2): Material for hh manufacturing (earthenware); col.(3): 1; col.(4): 17; col.(5): 2x; col.(6): 7; col.(7) to (10): blank; col.(11): clay, col.(12): 17; col.(13): 2x, col.(14) to (18) will depend upon quantity and value.

(See lines 12 & 13 of illustration - Receipts).

SCHEDULE 2.1 (D)
BLOCKS 5.1 & 5.2

- 5.23.1 Recording of imputed value of household labour: It should be recalled that the household labour is evaluated only in the case of major repairs, improvement or construction relating to real capital assets of enterprise (i.e. plant, machinery etc.) and of land and buildings. The recording of the imputed value will always be shown in the disbursement block 5.2. Separate lines will be used for recording work done by adults and children according to sex.
- 5.23.2 Incol.(2) the description of the use of household labour will be given. In col.(3) entry will be 1. In cols.(4), (5), (6) the block, line and column numbers where the aforesaid use has been given in the schedule 2.1 will be entered. Cols. (7) to (10) will be blank. In col.(11) the entry will be either 'adult male' or adult female or 'male child or female child' with their number. Col.(12) and (13) will be blank. In col.(14) the unit of work will always be WD i.e. one working day, col.(15) will be blank; col.(16) will record the number of man days (one person working one full working day is one man day), col.(17) will record the wage rate for the type of labour given in col.(11) i.e. (man, woman, children) for full working day. Col.(18) will be equal to col.(17) multiplied by col.(16).
- 5.23.3 EXAMPLE: Suppose on the day under reference, two adult males and an adult female (members of the household) have worked in the major repair to the shed used for manufacturing. The work performed was full day by two adult males and half day by the adult female and it consisted of roofing the shed used for manufacturing. Two lines will be used to record this. One for adult males and the other for the adult female. The entries in col.(2) to (10) will be identical for both lines.

SCHEDULE 2.1 (D)

BLOCKS 5.1 & 5.2

Col.(2): 'Household labour: roofing shed, manufacturing enterprise'; col.(3): 1; col.(4): 24, col.(5): 15; cols.(7) to (10): blank.

Line (1): Col.(11): '2 Adult males'; col.(12) & (13): blank; col.(14): WD; col.(15): blank; col.(16): 2.00, col.(17): record the wage rate for one full working day for an adult male; col.(18) = col.(16) x col.(17).

Line (2): Col.(12): '1 Adult female' col.(12) & (13): blank; col. (14): WD; col.(15): blank; col.(16): 0.50; col.(17): record the wage rate for one full working day for an adult female; col. (18) = col.(16) x col.(17).

(See Lines 37, 38 of illustration - Disbursements).

5.24 CREDIT PURCHASE: If any payment was made on a day for repaying credit of purchases done by the household before that day, such payments are to be shown as 'past credits repaid' in the disbursement block 5.2 with entry 31 in col. (4) of the block. Similarly, if any payment was received on any day in respect of sales by the household before that day such receipts are to be shown as 'past credits received' in the receipt block 5.1 with entry 30 in col. (4) of the block.

Note that for determining 'PAST CREDIT' the reference is to the reference day only for schedule 2.1 (D); while for schedule 2.1 it was reference week.

5.25 A FINAL CHECK: After the data for receipts and disbursements is filled for a particular reference day, the enumerator will make a total of money receipts and money disbursement i.e. of col.(10) in the two respective blocks 5.1 and 5.2 excluding the credit purchases or credit sales i.e. with code 2 in col. (3) for which entries have appeared in col.(10). If the total money receipts thus calculated are greater than the money disbursements on a particular
.....day,

SCHEDULE 2.1 (D)
BLOCKS 6 to 8

day, this means that the cash in hand of the household at the end of the day was greater than that at the beginning by an amount equal to the difference between the money receipts and money disbursements, and vice-versa. This should be got confirmed from the household before considering that the blocks 5.1 and 5.2 are completed for that day. If as a result of this query, the household further reports transactions, they should be correspondingly recorded. If necessary the enumerator may make a record of the two totals mentioned above, namely of money receipts and money disbursements in col.(10), excluding credit purchases and sales, at the bottom of the receipts and disbursement sheets respectively.

- 6.1 Block (6): The instructions for this block are exactly the same as for block (36) of schedule 2.1. The record of food and drink consumed is to be entered, as per those instructions for every one of the seven reference days. In addition the enumerator should enter the day number and date of the reference day and sign every day as per instructions for blocks 5.1 and 5.2.
- 6.2 If on any day, a sample of a particular food-item (e.g. injera) is not available for weighing, the enumerator should make an entry, for that day, after the same (type of) item becomes available for the household in the subsequent visits or vice versa.
7. Block (7) and (8): If any member of the household is usually engaged as a self-employed person in a non-agricultural enterprise is other than agriculture, animal husbandry, forestry, fishing and hunting these blocks are to be filled. Provision has been made for recording data for two non-agricultural enterprises and the blocks have been provided in duplicate: 7.1 & 8.1 for one enterprise and 7.2 & 8.2 for another. Block 8 should be filled daily;

Schedule 2.1 (D)
BLOCK 9

while blocks 7, excluding items 9 & 10 may be filled on the first visit and items 9 & 10, only on the last visit. The instructions for filling these blocks are the same as for blocks 2 and 3 of schedule 3 (D) and blocks 39 & 40 of schedule 2.1.

8. Block (9): This block, is exactly similar to block (38) of the schedule (2.1) and is to be used whenever, for any transaction, units of quantity other than metric are used, for showing quantitative data of items of cereals/pulses in blocks 4.1, 4.2, 5.1 and 5.2 of schedule 2.1 (D).
9. Space for making anyother calculation is also provided at the end of the schedule.

10. FILLING OF SCHEDULE 2.1 FOR HOUSEHOLDS FOR WHICH SCHEDULE
2.1 (D) HAS BEEN CANVASSED

10.1 As mentioned earlier, for every household for which schedule 2.1 (D) has been canvassed, a separate schedule 2.1 will be filled in respect of certain blocks and under item 11 of block (1) of this schedule 2.1, the method of survey will be mentioned as DV (for daily visit) with code 2 in the code place. The detailed scheme for filling this schedule 2.1 is given below.

10.2

<u>Schedule 2.1</u>	<u>Procedure of filling data</u>	<u>Time</u>
a) Block (1) & (2)	Entriers same as in Sch. 2.1 (D) blocks (1) & (2).	on the first Visit
b) Blocks 3 & 4	_____	on the 7th visit
c) Blocks (5) to (9)	Not to be filled	(Enquiry)
d) Data for <u>week</u> in blocks (10), (11) & (12)	Not to be filled	_____

SCHEDULE 2.1 (D)

10.2

<u>Schedule 2.1</u>	<u>Procedure of filling data</u>	<u>Time</u>
e) Data for year in blocks (10), (11) & (12)	_____	on the 7th visit (Enquiry)
f) Blocks (13) to (18) except block (15), last year data	Not to be Filled Block 15 last year data to be filled on the 7th visit.	_____
g) Data for <u>week</u> in blocks (19),(20) & block (21)	Not to be Filled	_____
h) Data for <u>year</u> in blocks (19) & (20)	_____	on the 7th visit (Enquiry)
i) Block (22)	Not to be filled	_____
j) Data for <u>week</u> in blocks (23) to (26) except col. (13) & (14) of block 25	Not to be filled	_____
k) Data for <u>year</u> in blocks (23(to (26) & cols(13) & (14) of blocks (25) for week	_____	on the 7th visit (Enquiry)
l) Block 27	Not to be filled	_____
m) Data for <u>week</u> in blocks (28) and (29)	Not to be filled	_____
n) Data for <u>year</u> in blocks (28) and (29)	_____	on the 7ty visit (Enquiry)
o) Blocks (30) to (33)	Not to be filled	_____
p) Block (34)	_____	on the 7th visit (Enquiry)
q) Blocks (35) & (36)	Not to be filled	_____

SCHEDULE 2.1 (D)

10.2

<u>Schedule 2.1</u>	<u>Procedure of filling data</u>	<u>Time</u>
r) Blocks 39.1 & 39.2 Items 1 to 8 & 11	Same as schedule 2.1 (D) blocks 7.1 & 7.2.	on th 1st visit
s) Blocks 39.1 & 39.2 items 9 & 10		on the 7th visit
t) Blocks 40.1 & 40.2 cols.(1) to (11)	Same as schedule 2.1 (D) blocks 8.1 & 8.2 cols(1) to (18)	After the 7th visit
u) Industry code at the head of blocks 40.1 & 40.2	Same as in blocks 8.1 & 8.2 of schedule 2.1 (D)	on the 1st visit
v) Blocks 40.1 & 40.2 cols.(12) & (13)	From the seven days record in block 5.2 of schedule 2.1 (D)	After the 7th visit
w) Blocks 40.1 & 40.2 cols(14) to (16)		On the 7th visit
x) Blocks 37, 38 & 41	To be filled to the extent they are applicable to the data filled in schedule 2.1 according to the above instructions.	When corres- ponding data are filled

10.3 - To summarise

On the first visit: items (a), (r) & (u) are to be done.

On the seventh visit: items (b), (e), (h), (k), (n), (p), (s)
& (w) are to be done.

Just after the seventh visit: items (t) & (u) to be done. Pre-ferably, this work may be done on the seventh visit.

(5.1) DAILY RECORD OF RECEIPTS

31

DATE 4-7-64 DAY

SERIAL NUMBER	DESCRIPTION OF RECEIPT	CASH CREDIT	REFERENCE		QUANTITY (NOT APPLICABLE) *				CLASSIFICATION OF AMOUNT OF RECEIPT									
			BLOCK NO.	LINE CODE	COL NO.	UNIT	CONVERSION FACTOR *	QUANTITY (0.00)	VALUE Rs(0.00)	MONEY			NON-MONEY (KIND)					
										VALUE	DESCRIPTION OF GOODS	REFERENCE	QUANTITY	VALUE PER UNIT	VALUE			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	
01	WAGES RECEIVED AS AGR. LABOURER.	1	20	0	6				1100	WHITE TEFF FROM PRODUCER	5	110	KUNA		200	2100	4100	
02	RECD. RENT OF AGR. LAND	1	20	0	7					BARLEY FROM PRODUCER	5	14	DAULA		500	2000	100100	
03	RECD. RENT OF AGR. LAND	1	20	0	7					RED TEFF FROM PRODUCER	5	12	DAULA		2100	25100	50100	
04	CASH RESALE OF VEGETABLES (TRADE)	1	22	4	X	7			2100									
05	SOLD WOODEN BOX (DOMESTIC USE) ON CREDIT	2	11	0	4	11			3100									
06	SOLD ONE COW (CASH)	1	25	00	10				50100									
07	WITHDRAWAL FROM EGGB	1	26	01	4				100100									
08	REMITTANCE RECEIVED	1	27	21	9				25100									
09	RECD. GIFT OF KEMIS	1	27	1	X	9				KEMIS	10	10					10100	
10	RECD. LOAN FOR MANUFACTURING ENTERPRISE	1	29	12	X	9			50100									
11	PAST CREDIT RECD. (TRADE)	1	30	4	X	7			2150									
12	COLLECTED FIREWOOD FREE FOR HOUSEHOLD CONSUMPTION	1	7	01	7					FIREWOOD	7	01	NA		NA	NA	150	
13	COLLECTED CLAY FREE FOR MANUFACTURE OF POTS.	1	17	2	X	7				CLAY	17	2	NA		NA	NA	200	
14	SOLD TEFF HOME PRODUCED ON CREDIT	2	22	00	1	7	DAULA		1100	30100								
CONTINUED NEXT PAGE																		

 * COLS (8) AND (15): NOT TO BE FILLED BY ENUMERATOR
 * EXCEPT FOR SALE OF CEREALS & PULSES

SIGNATURE OF SUPERVISOR WITH DATE

SIGNATURE OF ENUMERATOR WITH DATE

A.B.C / 5-7-64

(2)

SR. NO. 097 LOCAL-LITY 1 GROUP 1 SELECT. ORDER 3

FORM 2.1(D)

PAGE.....

(5.1) DAILY RECORDS OF RECEIPTS

31

DATE 4-7-64 DAY 2

SERIAL NUMBER	DESCRIPTION OF RECEIPT	CASH CREDIT	REFERENCE					QUANTITY (NOT APPLICABLE) *		CLASSIFICATION OF AMOUNT OF RECEIPT								
			BLOCK NO.	LINE CODE	COL NO.	UNIT	CONVERSION FACTOR *	QUANTITY (0.00)	VALUE \$ (0.00)	DESCRIPTION OF GOODS	MONETARY				NON-MONETARY (KIND)			
											REFERENCE	QUANTITY	VALUE PER UNIT	VALUE	REFERENCE	QUANTITY	VALUE PER UNIT	VALUE
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	
	CONTINUED FROM PRE-PAGE																	
15	SOLD ON CREDIT TRANSPORT SERVICES (TRANSPORT ENTERPRISE)		2	225	XX	7												
16	SOLD CASH SAND COLLECTED FROM RIVER BED (SAND COLLECTION ENTERPRISE)		1	221	XX	7												
17	RECD. PAYMENT FOR MUD PLASTERING (SELF EMPLOYED MR)		1	223	XX	7												
END OF RECEIPTS																		

 * COLS (8) AND (15): NOT TO BE FILLED BY ENUMERATOR.
 * RECEIPT FOR SALE OF CEREALS & PULSES

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A. B. C / 5-7-64

(K)

NOL-2.1(13)

1 2		SR. NO. 097		LOCALITY 1		GROUP 1		SKELET. ORDER 3		(5.2) DAILY RECORD OF DISBURSEMENTS		31		DATE 4-7-64 DAY 2		32			
SERIAL NUMBER	DESCRIPTION OF DISBURSEMENT	CASH CREDIT	REFERENCE			QUANTITY			CLASSIFICATION OF AMOUNT OF DISBURSEMENT										
			BLOCK NO.	LINE CODE	COL. NO.	UNIT	CONVERSION FACTOR *	QUANTITY (0.00)	VALUE R\$ (0.00)	NON - NONSTARTY (KIFD)									
										NONSTARTY	DESCRIPTION OF GOODS		REFERENCE		QUANTITY		VALUE PER UNIT R\$ (0.00)	VALUE R\$ (0.00)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)		
01	CASH PURCHASE OF WHITE UNMILLED TEFF	1	5	10	8	KUNA		5.00	1010										
02	CREDIT PURCHASE OF PEAS	2	5	52	8	Kg.		5.0	15										
03	CASH PURCHASE OF WOOD FOR CONSTRUCTION OF BOX (HH. USE)	1	12	04	7				2150										
04	PAID TO CARPENTER FOR THE CONSTRUCTION OF BOX (ABOVE)	1	9	47	4				1100										
05	WAGES PAID TO WORKER IN HH. WEAVING ENTERPRISE	1	18	2	4				2150										
06	CREDIT PURCHASE OF VEGETABLES FOR RESALE (TRADER)	1	22	4XX	5	Kg.		10.00	2100										
07	PURCHASE OF A NEW CHAIR FOR HH. USE (PARTLY CASH)	1	11	01	7	NUMBER		71	5100										
08	PURCHASE OF A NEW CHAIR FOR HH. USE (PARTLY CREDIT)	2	11	01	7	NUMBER		29	2100										
09	DEPOSIT IN IDER	1	26	02	3				150										
10	CASH PURCHASE OF SILK MATERIAL FOR GIVING AS GIFT.	1	27	1X	6	METRE		200	5100										
CONTINUED										NEXT		PAGE							

* COLS (8) AND (15); NOT TO BE FILLED BY INSURATOR

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A.B.c / 5-7-64

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(2)

FORM 2-1 (10)

SR. NO. SUB-DIV.		097	LOCALITY	1	GROUP	1	SERIAL ORDER	3	(5-2) DAILY RECORD OF DISBURSEMENTS		50	DATE 4-7-64 DAY 2					
SERIAL NUMBER	DESCRIPTION OF DISBURSEMENT	CLASS. CREDIT	REFERENCE				QUANTITY				CLASSIFICATION OF AMOUNT OF DISBURSEMENT						
			BLOCK NO.	LINE CODE	COL. NO.	UNIT	CONVERSION FACTOR #	QUANTITY (0.00)	VALUE \$ (0.00)	NON-NONSTAY (KIND)							
										DESCRIPTION OF GOODS	REFERENCE	QUANTITY	VALUE PER UNIT \$ (0.00)	VALUE \$ (0.00)			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)
99	CONTINUED FROM PRE-PAGE	55	56, 57	26, 27, 28, 29, 30, 31, 32													
11	REPAID LOAN TAKEN FOR BUYING A COW (FOR HILL)		28	2	X	9			5000								
12	GIVEN LOAN TO MANUFACTURER FOR MANUFACTURING ENTERPRISE		28	1	2	X	9		2500								
13	PAST CREDIT FOR DOMESTIC PURPOSES REPAID		31	8	X	7			5000								
14	BARLEY HOME PRODUCED USED FOR TALLA MAKING (SERVING) ENTERPRISE OF HH. CARRIED OUT MINOR REPAIRS (CARPENTRY) OF AGR. TOOLS OF HH. (BY CARPENTER'S HH.)		17	4	X	6				BARLEY HOME PRODUCED	2200	3	KVNA		200	150	3000
15	STARTED USING IN HH. AGR. PLOUGH MANUFACTURED IN HH. CARPENTRY ENTERPRISE		18	0		8				SERVICES OF CARPENTRY	222	X	X	N.A.	N/A	N/A	1100
16	USED TRANSPORT ENTERPRISE SERVICES OF HH. TO CARRY AGR. PROD. TO MARKET FOR SALE		23	3	0	9				PLOUGH MANUFACTURED IN HH. ENT.	222	X	X	N/A	100	1000	1000
17	USED COTTON HOME PRODUCED IN HH. WEAVING ENTERPRISE		18	0		8				TRANSPORT SERVICES OF HH. TRANSPORT ENTERPRISE	225	X	X	N.A.	N/A	N/A	200
18			17	2	X	6				COTTON HOME PRODUCED	220	2	Kg.		125	500	125
	CONTINUED																

A COLS (8) AND (15) NOT TO BE FILLED BY SUBURATOR

SIGNATURE OF SUPERVISOR WITH DATE

SIGNATURE OF SUBURATOR WITH DATE

A.B.C/5-7-64

1 2		SR. NO. 097		LOCALITY 1		GROUP 1		SELCT. ORDER 103		(5.2) DAILY RECORD OF DISBURSEMENTS		30		DATE 4-7-64 DAY 25			
2 1																	
SERIAL NUMBER	DESCRIPTION OF DISBURSEMENT	REFERENCE				QUANTITY			CLASSIFICATION OF AMOUNT OF DISBURSEMENT								
		CASH	CREDIT	BLOCK NO.	LINE CODE	COL. NO.	UNIT	CONVERSION FACTOR *	QUANTITY (0.00)	MONETARY		BY - MONETARY (K I S D)					
										VALUE \$1(0.00)	DESCRIPTION OF GOODS	BLOCK NO.	LINE CODE	UNIT	CONVERSION FACTOR *	QUANTITY (0.00)	VALUE PER UNIT \$1(0.00)
(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)		
35	CONTINUED FROM PRE-PAGE																
19	TAKEN FOR USE IN HH. INJERA MAKING ENTERPRISE A METED MANUFACTURED IN DE. FOTTEAY ENTERPRISE	1	2	3	2	X	9										
20	MILLED WHITE TEFF HOME PROD. FOR HH. CONSUMPTION	1	5	1	0	X	X										
21	CONSUMED TALLA, PRODUCED IN HH. TALLA MANUF. ENTERPRISE (SERVING), BY THE HH.	1	6	2	0	X	X										
22	TAKEN FOR HH. USE TABLE MANUFACTURED IN HH. CARPENTRY ENTERPRISE	1	11	0	0	X	X										
23	STITCHED GARMENT FOR HH. MEMBER BY HH. TAILORING ENTERPRISE	1	9	4	5	X	X										
24	TOMATOES BOUGHT FOR RESALE (TRADE) CONSUMED BY HH.	1	5	6	3	X	X										
25	PAID TEFF HOME PROD. AS RENT OF AGR. LAND	1	19	0	6												
26	PAID TEFF HOME PROD. AS WAGES TO HH. MANUFACTURING ENTERPRISE EMPLOYEE	1	18	2	4												
CONTINUED IN NEXT PAGE																	
* COLS (8) AND (15): NOT TO BE FILLED BY ENUMERATOR										SIGNATURE OF SUPERVISOR WITH DATE				SIGNATURE OF ENUMERATOR WITH DATE			
														A.B.C / 5-7-64			

SR. NO. SUB-DIV.		LOCALITY		GROUP		SELECT. DIST. NO.		(5-2) DAILY RECORD OF DISBURSEMENTS		PAGE		DATE						
1	2	0	9	7				3		5	2	4-7-64	52					
SERIAL NUMBER	DESCRIPTION OF DISBURSEMENT	REFERENCE				QUANTITY			CLASSIFICATION OF AMOUNT OF DISBURSEMENT									
		CLASS. QUANTITY	BLOCK NO.	LINE CODE	COL. NO.	UNIT	CONVERSION FACTOR*	QUANTITY (0.00)	VALUE \$8(0.00)	NON-MONETARY								
										KOV - MONETARY (KIND)						VALUE PER UNIT \$8(0.00)	VALUE \$8(0.00)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	BLOCK NO.	LINE CODE	UNIT	CONVERSION FACTOR %	QUANTITY (0.00)			(17)
27	CONTINUED FROM PRE-PAGE TEFF HOME PRODUCED PAID AS WAGES TO DOMESTIC SERVANT	1	9	4	2	4												
28	TEFF HOME PRODUCED GIVEN AS REPAYMENT OF LOAN TAKEN FOR AGR. PURPOSES.	1	2	2	0	X	9											
29	KEMIS WOVEN IN HH. WEAVING ENTERPRISE GIVEN AS GIFT	1	2	7		X	7											
30	PURCHASED IN CASH BARLEY FOR H.C. CONSUMPTION IN EXCHANGE OF TEFF HOME PRODUCED	1	5	1	4	8	KUNA	4.00										
31	PURCHASE WHITE UNMILLED TEFF IN EXCHANGE OF GFAN MANUFACTURED IN HH. ENTERPRISE	1	5	1	0	8	KUNA	3.00										
32	PURCHASED YARN FOR WEAVING ENTERPRISE IN EXCHANGE OF NETELA WOVEN.	1	1	7	2	X	5	TUBA	5.00									
33	PURCHASED POTS FOR RESALE (TRADE) IN EXCHANGE OF TEFF BOVART FOR RESALE (TRADE)	1	2	2	4	X	5	NUMBER	3.00									
CONTINUED										NEXT		PAGE						

* COLS (8) AND (15), NOT TO BE FILLED BY OPERATOR

SIGNATURE OF
SUPERVISOR WITH DATESIGNATURE OF
OPERATOR WITH DATE

A. B. C. / 5-7-64

CHAPTER IVHOUSEHOLD ECONOMIC SURVEY
INSTRUCTION FOR ENUMERATORSSCHEDULE 2.2: EMPLOYMENT & LABOUR-TIME DISPOSITIONINTRODUCTION

- 0.1 Some of the basic concepts needed for the schedule are explained as follows:-
- 0.2 A person's activity is called gainful activity, (productive activity, economic activity), if the product of his labour i.e. goods and/or services are meant for exchange, i.e. sale against receipt of money or other goods and/or services. Exceptions to this are a farmer, who produces only for his own consumption but is treated as gainfully employed; and a prostitute who although receives money is treated as "not gainfully employed."
- 0.3 The industry classification of an economically active person is decided on the basis of final output of the unit in which the person is engaged. E.g. the industry of a typist employed by a doctor would be the medical services.
- 0.4 The Occupation classification of an economically active person is decided on the status of the person in the productive enterprise. The occupation classification of the typist mentioned above will be 'Typist.'
- 0.5 The principal occupation of a person is that gainful occupation on which the person spends the major portion of his work time.
- 0.6 All other gainful occupations of a person that are not principal are considered to be subsidiary occupations.

SCHEDULE 2.2
BLOCKS 1 & 2

BLOCK 1

- 1.1 Items 1 to 8: Instructions for filling in these items are exactly the same as for the corresponding items of block (1) of schedule 2.1.
- 1.2 Item 9: If the household belongs to Group I, record the figure 1, if it belongs to Group II, record the figure 2, in the box space provided.
- 1.3 Item 10: Record in the box spaces provided the order of selection, within the groups of the selected household, as 01, 02 etc.
- 1.4 Item 11: To be filled as per earlier instructions.
- 1.5 Item 12: The size of the household will be recorded here. This will be equal to the last serial number in col.(1) of block 2 of this schedule.
- 1.6 Col(13): This is not to be filled by the enumerator

BLOCK 2

2.1 Col.(1): SERIAL NUMBER

The purpose of the serial number is to help the enumerator check across the page. If there are more than 15 members of the household use another schedule 2.2 and continue from number 16.

2.2 Col.(2): NAME OF HOUSEHOLD MEMBER

This column is for complete enumeration of the members of household. A household is made up of all persons, whether related or not, who normally live together in the same house or, closely related premises, and who

.....take

SCHEDULE 2.2
BLOCK 2

take food from the same kitchen. Exclude persons temporarily present in the household and include the temporarily absent members of the household. Enter the names of such persons in Amharic in consecutive lines. Always enter the name of the head of household in serial number "01". Proceed with the wife or husband. For babies not yet named, write accordingly.

2.3 Col.(3): RELATION TO HEAD OF HOUSEHOLD

The relationships of members of the household to the head of the household will be expressed using the following shortened forms. For the head of the household simply enter "self"; other relationships which need a combination of several short forms used below should be expressed by a full point after each letter. E.g. a wife's brother will be expressed as W.B. and a sister's son will be expressed as SS.S

F = father	H = husband
M = mother	B = brother
S = son	SS = sister
D = daughter	ST = step
W = wife	N = no blood relation

2.4 Col.(4): SEX

Enter "1" for males and "2" for females. Check that the sex of the person agrees with the name of the person given in column 2 and relation to head of household in col.(3). Special care must be given to the sex of un-named children.

2.5 Col.(5): AGE

For all persons above one year of age enter the number of completed years last birthday. For people above 99 years enter them as 99. For children under one year enter their age as "00".

SCHEDULE 2.2
BLOCK 2

2.6 Col.(6): MARITAL STATUS

Marital status is the "marriage condition" of a person as on the date of survey. The marital status of all members of the household recorded in column 2 should be entered using the following codes..

- 0 = Never married, for those who have never been married.
- 1 = Married, for those who may or may not be living with their spouse (spouses) at the time of the survey.
- 2 = Widowed, for those who have been married and have not remarried after the death of their spouse.
- 3 = Divorced, for those who have been married and have not remarried after the marriage was formally dissolved by any reason other than the death of the spouse.

2.7 Col.(7): EDUCATION CODE

2.7.0 Education code is to be a three digit code. The first digit (i.e. in the hundredth place) will be used for "Literacy," and the next two digits (i.e. in the tenth and unit places) will be used for the "highest grade completed."

2.7.1 Literacy is to be entered in the first digit of col.7 and entry is to be made for all members of the household.

The following codes should be used:

- 0 = Illiterate
- 1 = Read only
- 2 = Literate

2.7.2 Highest Grade Completed. Entry is to be made in the last two digits of col.7 using the following two digit codes:

- 00 never completed any school year.
- 01- 16 For the grades completed.
- 99 Any other form of education.

SCHEDULE 2.2
BLOCK 2

Note: The information on highest grade completed is to be given for all persons independent of the information regarding literacy.

2.8 Col.(8): DESCRIPTION OF USUAL GAINFUL ACTIVITY

The usual gainful activity of a person is that economic activity in which the person usually spends the major portion of his/her work time. Such activity is to be described in sufficient detail in column 8. E.g. cultivator of teff; worker in a textile industry etc.

2.9 Col.(9): EMPLOYMENT STATUS

According to the gainful economic activity described in column 8 for a person describe the employment status of the person in terms of codes. Use the following codes for entering the appropriate employment status.

- 1 = Employer, one who manages his enterprise mostly with hired labour
- 2 = Own Account Worker, one who manages his enterprise mostly with his own labour or that of his family members.
- 3 = Employee, one who works on wages or salaries.
- 4 = Unpaid Family Enterprise Worker, one who works on the family enterprise without remuneration.
- 5 = Apprentice, one who works in an enterprise for receiving training. An apprentice may or may not receive full payment for his work.

2.10 Col.(10): INDUSTRY CLASSIFICATION OF GAINFUL ACTIVITY

According to the gainful economic activity described in column 8 enter the industry of the gainfully engaged person. Use the Industry - Occupation Classification Handbook.

SCHEDULE 2.2
BLOCK 2

- 2.11 In the case of agricultural production the type of crop should be asked. Entry of a farmer should be accompanied by the type of crop the farmer grows in his field. e.g. A sorghum farmer will be entered as "004" and a teff farmer recorded by code number "000". The farmer(s) in the example (s) could have some cattle, but the major output is not livestock production. Employees of such farmers will consequently be recorded under the cereal code that is produced in the farm.
- 2.12 Livestock production is such that the production of the enterprise will be livestock and livestock produce. The livestock production worker may have pasture land where "animal feed" is grown, only for his livestock, then the person will be classified under the industry code for livestock production. The workers in this group will also be recorded under livestock production.
- 2.13 Agricultural services refers to jobs that are performed either by firms or self employed people. It includes activities that are performed on a contract or fee basis e.g. veterinary service. The self employed person may have hired labour and these are to be recorded under agricultural services code "060". However, labourers employed by farmers do not come under this category, as they are recorded under the final output of the farmer who employs them. e.g. If a shepherd is herding the cattle used in agricultural production, his industry is under agriculture. If he is engaged in herding (looking after animals) kept for breeding purposes his industry code will be under livestock production. If a worker is employed to look after pet. animals (e.g. horses), then his industry will be domestic services. In all these cases his occupation will be "shepherd".

SCHEDULE 2.2
BLOCK 2

2.14.0 Col.11: OCCUPATION CLASSIFICATION OF GAINFUL ACTIVITY

According to the gainful economic activity described in column 8 enter the appropriate occupation of the gainfully engaged person. Use the Industry - Occupation Classification Handbook, always.

2.14.1 Occupation code list: page 20 of Industry - Occupation book:

Note that the codes in the sub-group 61 apply to those persons who are responsible for conducting the enterprise of farming or cultivation i.e. those who take decisions on what he grows, when to grow, when to start operation, how much to sell, where to sell, at what price to sell etc. The codes in group 62 apply to persons who do not take such decisions, but work on the farm or livestock production enterprise. This should be particularly noted in case of unpaid household workers; the first category mentioned above are either employers or own account workers and the second category will include unpaid family enterprise workers. Thus there should be, after ascertaining the exact status of a person, a consistency between the employment status and the occupation status.

2.15 Col.(12): Enter "1" for yea and "0" for no if the person in the serial number was engaged in any gainful or economic activity, on any day of the last seven days i.e. last week ending on the day preceding the date of survey.

2.16 Col.(13): If the person has not worked in any gainful activity during any day in the last seven days, then there are two possibilities: either he was absent from a job or an enterprise due to reasons such as sickness,

.....bad

SCHEDULE 2.2
BLOCK 2

bad weather etc. or he did not have a job or enterprise. In the former case put "1" for yes in column 13 and "0" for no in column 13 if he did not have a job or enterprise.

2.17 Col.14 If the entry for column 13 was a yes, meaning that the person was absent from a job or enterprise, then state the reason for absence using the following codes.

- 1 = Illness, injury and other physical disability
- 2 = Social or religious cause
- 3 = Holiday, leave, rest, recreation e.g. National holiday, annual leave, Sunday etc.
- 4 = Bad weather e.g. rainy day
- 5 = Other, reasons not stated in 1-4

Example:- If during a crop season, a cultivator did not work on a particular day in his farm due to bad weather, he will be considered to be with an enterprise but not at work due to bad weather; reason code 4 above. If, however, during the 'off season' the cultivator did not work, in any gainful activity, he will not be treated as 'having an enterprise from which he was absent' due to above mentioned reasons. In this case further questions in cols (19) and (20) will be necessary.

2.18 Cols.(15-18): The entries for columns 15-18 must be made when there is recorded a yes in either column 12 or 13. In the first case, if yes in column 12, the person has worked in at least one gainful activity; in the second case, if yes in col. 13, the person was absent due to reasons recorded in col. 14 from at least one gainful activity which he would have otherwise pursued. In both cases the principal gainful activity is to be recorded in these columns.

- 2.19 In the first case the principal activity of the person is that economic activity on which he spent the major portion of his work time during the last week. In the second case the principal activity of a person is that economic activity on which he would have spent the major portion of his work time, if he had worked.
- 2.20 Col.(15): DESCRIPTION OF PRINCIPAL GAINFUL ACTIVITY
The principal gainful activity of a person thus determined is to be described in sufficient detail in col.15.
- 2.21 Col.(16): EMPLOYMENT STATUS
State the employment status of the person in respect of the economic activity described in col.15 in terms of codes given in paragraph 2.9.
- 2.22 Col.(17): INDUSTRY
Enter the industry code in col.17 from the Industry - Occupation Classification Handbook of the gainful activity described in col.15.
- 2.23 Col.(18): OCCUPATION
Enter the occupation code in col.18 from the Industry-Occupation Classification Handbook, of the gainful activity described in col.15.
- 2.24 Col.(19): If the person was not gainfully employed during any day in the last seven days; and if the person was not absent from any job or enterprise, then the entry in cols.12 and 13 will both be "NO". In this case ask whether the person was looking or available for full time work and enter in col.19 yes = 1 or no = 0.

SCHEDULE 2.2
BLOCK 2

2.25 Col.(2): If you have entered "0" in column 19 state the reason for not looking for full time work using the following codes:

1. Student
2. Rentier, for persons living on rents interests and dividends.
3. Living on pension; provident fund; gratuities or past saving.
4. Houseworker
5. Living on alms
6. Living on remittances
7. Infirm or disabled
8. Too young/ too old
9. Other reason

2.26

DIAGRAMATIC PRESENTATION

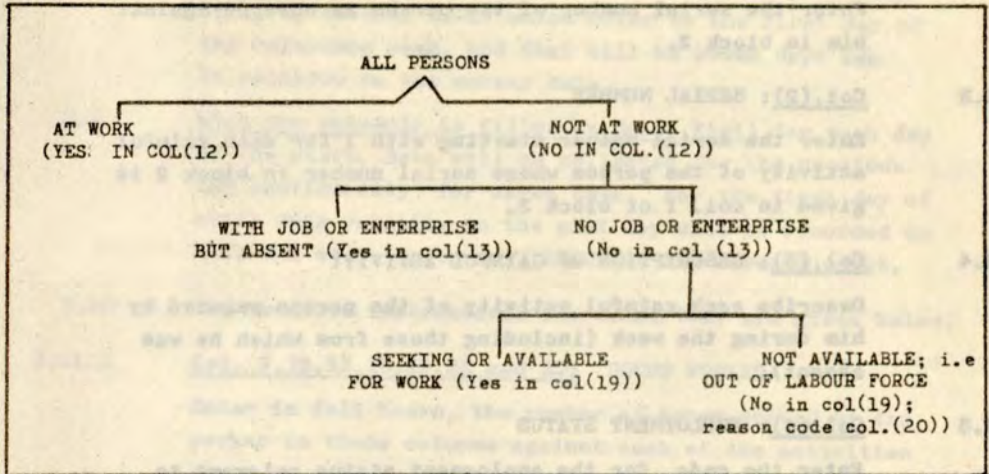
Thus, basically all persons are classified first (col.12) as being either at work, or not at work, during the reference week. Those who were not at work have either a job or enterprise from which they were absent or did not have a job or enterprise. (Col.13). The latter are therefore either seeking or available for gainful employment (Col.19) or not. The relationship is shown diagrammatically below:-

2.27

EMPLOYMENT AND LABOUR - TIME DISPOSITION

SCHEDULE 2.2 DEMOGRAPHIC PARTICULARS OF HOUSEHOLD MEMBERS
SPECIFIC TO COLS. (12), (13), (19) and (20) of BLOCK 2.

SCHEDULE 2.2
BLOCK 2



SCHEDULE 2.2

BLOCK 3

LABOUR TIME DISPOSITION

3.0 INTRODUCTION

For each person 3 lines have been provided which could be used for recording the details in columns 3 - 36 for each gainful activity pursued by that person during the week. Then the total under relevant columns indicated in the schedule is to be given for each person over all gainful activities in the line "total for person."

3.1

This block is to be filled for persons whose entry in either col. 12 or col. 13 of block 2 has been a "yes". If the entry has been a "no" in these two columns this block is not to be filled. In case of a "yes" in any one of the above columns the person has either worked on any day last week; or was absent from his job or enterprise due to reason code 1-5. In this case the labour-time disposition of the person in the activity for the week has to be entered.

SCHEDULE 2.2
BLOCK 3

3.2 Col.(1): SERIAL NUMBER IN BLOCK 2

Enter the serial number of the person as entered against him in block 2.

3.3 Col.(2): SERIAL NUMBER

Enter the serial number starting with 1 for each gainful activity of the person whose serial number in block 2 is given in col. 1 of block 3.

3.4 Col.(3): DESCRIPTION OF GAINFUL ACTIVITY

Describe each gainful activity of the person pursued by him during the week (including those from which he was absent).

3.5 Col.(4): EMPLOYMENT STATUS

Enter the code, for the employment status relevant to the activity described in col.3 in terms of code numbers given in para. 2.9.

3.6 Cols(5) and (6): INDUSTRY AND OCCUPATION

Enter the appropriate industry / occupation code using the Industry - Occupation Classification Handbook relevant to the activity described in col.3 of block 3.

3.7 General Remarks.

When the schedule is filled by enquiry, the whole line covering col. 7-27 at the top with the letters "DV" is to be cancelled. When the schedule is filled by daily visit the same description with "E" written in it, is to be cancelled out.

3.8 When the schedule is filled by Enquiry the reference week is that which ended on the day preceding the day of survey, cols 7 - 9 refer to the seventh day of the week, i.e. yesterday; cols 10-12 refer to the sixth day of the week, i.e. the day before yesterday; cols 13 - 15 refer to the

..... fifth

fifth day of the week, i.e. two days before yesterday etc., up to cols 25-27 which refer to the first day of the reference week, and that will be seven days ago in relation to the survey date.

3.9 When the schedule is filled by Daily Visit for each day of the visit, data will be collected for the previous day continuously for seven days. For the first day of visit data relating to the past day will be recorded in cols 7-9 etc. up to col. 25-27 on the seventh visit.

3.10 The detailed instructions for cols. 7-27 are given below.

3.11.1 Col. 7,10,13,16,19,22 and 25; HOURS WORKED

Enter in full hours, the number of hours worked by the worker in these columns against each of the activities given in col. 3. If the number of hours worked is less than one hour, enter a '0'; enter an 'X', if no work is performed in that activity on a particular day. However, distinction should be made between a person who was at his job or enterprise, but was not doing any visible work, and one who was absent from his job or enterprise. e.g. A shopkeeper may not do any visible work until customers come to him, but still the hours worked by the shopkeeper will be all the time the person was at his enterprise. Also, the shopkeeper may spend some hours of his working day purchasing items for his shop. In such cases the time the person spends on purchase will be recorded as part of the total hours worked by him in the trading activity.

3.11.2 Besides, there may be a shopkeeper who is also a tailor. Throughout the day, he was however, ready to work, if a customer had come, but no customer came to him for either work. In such cases the shopkeeper-tailor has not done

.... any

SCHEDULE 2.2
BLOCK 3

any visible work, but the entry in hours worked will be all the time the person was at his enterprise, and this time will be equally divided between the trading and tailoring activities.

3.12.1 Col. 8, 11, 14, 17, 20, 23, and 26: REASON FOR NO WORK

Individual Activity of a person

If on any day of the reference week the person was absent from the activity described in col. 3 enter the reason of absence using the following codes in respective columns for that day.

With job or enterprise but not at work due to:-

1. Illness, injury, other physical disability
2. Social or religious cause
3. Holiday, leave, rest or recreation
4. Bad weather
5. Other reason

3.12.2 Total line for a person

6. Not with a job or enterprise but seeking or available for gainful work.
7. Not available for gainful work.

If during the reference week the person did not work in any activity not because he was absent, but the activity in which he would have worked was not available, then reason codes (6) and (7) will apply. However entry for the person using these codes will be in the total line only. This is because for some persons the industry, occupation classification is of short duration e.g. A daily labourer, who is not considered as self employed person, is at work only when he gets a job. On the day when he did not get a job, he is not to be treated as

..... absent

absent from work due to reason (codes 1-5) mentioned above. On such a day he was either looking for (or available for) work, OR he was not. In the first case code (6) will apply, in the second case code (7) will apply, which should be recorded in the TOTAL LINE for him. This instruction applies only when the person did not have any other occupation in which he worked, or from which he was absent due to reason codes (1-5) written above.

3.13 Cols. 9,12,15,18,21,24 and 27: EXTRA HOURS AVAILABLE FOR WORK

The entries under these columns are to be made only under the total line. Here enter the number of hours the person was available for extra work during the reference week. In these columns if a person who worked in some gainful activity during each day, is available for extra hours of gainful activity the total number of hours for each day is to be recorded under the respective columns. Note: if the number of hours available for work are less than one hour enter "0"; if the hours available are nil enter "X". The question of extra hours available for work applies to those who have worked on a particular day as well as to those who, though not having worked at all on the particular day, were available for work. In the latter case, the total hours for which they were available, will be recorded under 'extra hours'.

3.14 Col. (28): TOTAL HOURS WORKED IN REFERENCE WEEK

Here enter the total hours worked for the reference week for each gainful activity by adding the entries against it in col. (7+10+13+16+19+22+25). For each person a total over all gainful activities is also to be given in this column. Check that this tallies with the total of totals for the person in col. 7 10,....25,

SCHEDULE 2.2
BLOCK 3

3.15 Col. (29): TOTAL EXTRA HOURS AVAILABLE FOR WORK

Enter the total number of extra hours the person was available for work during the reference week. This will be the sum of col. (9+12+15+18+21+24+27) in the total line.

3.16 Col. (30): WAGES AND SALARIES

This column is to be filled only in the case of gainful activities on which the person was engaged as an employee or apprentice. Enter the total wages and salaries actually received during the last seven days, for the particular gainful activity. This will be the sum of the entries for seven days entered in block 4 col. 10 and block 5, col. 14 for that person from that gainful activity. Note: If the wages and salaries have been fully or partly received in kind, the enumerator must make use of block 5 before making entry here.

3.17 In columns 31-33 the data of wages and salaries receivable for the work done during the reference week in a particular gainful activity is to be recorded. Note that these columns will be filled only if the employment status code recorded in col. 4 for that gainful activity is either 3 (employee) or 5 (apprentice). In the cols. 31-33, the mode, the periodicity of payment and the wages and salaries receivable during the reference week in that activity has to be recorded. The data in these columns is to be filled irrespective of whether the payment of wages and salaries was received by the person during the week.

3.18 Col. (31): MODE OF PAYMENT

Enter the mode of receipt of payment of wages and salaries in terms of the following codes.

- Use 1 = Money only
- 2 = Kind only
- 3 = Money and kind

Col. (32): PERIODICITY OF PAYMENT

This column refers to the periodicity of receipts of wages and salaries. Enter the following codes appropriately.

- 1 = Daily
- 2 = Weekly
- 3 = Monthly
- 4 = Yearly
- 5 = Irregular
- 9 = Any other

Col. (33): WAGES AND SALARIES RECEIVABLE

Here the weekly wage must be calculated. If the person receives his/her salary on a monthly basis, then divide the monthly receipt by 30 and multiply by 7 to get the weekly receivable wages and/or salaries. If it is on yearly basis, then divide the yearly sum by 52 weeks etc. In case of an irregular receipt of wages and salaries, i.e. code 5 in Col. 32, the enumerator should take into account the last receipt and the number of days in the period after which the payment was made and do the calculation thus:

Wages and/or salaries received in Eth.\$ x 7 = weekly receivable
Number of days in the period.

Cols.(34 to 36: Each gainful activity):

The number of days on which the person worked on each gainful activity or from which he was absent is to be recorded against each gainful activity in cols. 34 and 35, respectively. The total of cols. 34 and 35 is to be recorded in col. 36 for each activity. Obviously the entry in col. 36 will not exceed 7. Thus the entry in col. 34 for each activity will be equal to the number of columns out of cols. 7, 10, 13, 16, 19, 22 and 25 in which an "X" mark

.....is

SCHEDULE 2.2
BLOCK 3

is not made. Similarly, the entry in cpl. 35 for each activity will be equal to the number of columns out of cols. 8, 11, 14, 17, 20, 23 and 26 in which codes 1-5 appear.

3.22 Cols. (34-36): TOTAL LINE FOR EACH PERSON

The entries here will not be necessarily equal to the total of entries in each of the cols. 34-36 for each person. The entry in the total line in col. 34 for each person will be equal to the number of days in which the person was engaged in one or more activities as shown in the data of cols. 2....27. Similarly, in the total line the col. 35 will be equal to the number of days, out of the remaining days of the week, in which the person was absent due to reason codes 1-5 from any gainful activity. In col. 36 the total for cols. 34 and 35 will not exceed seven.

3.23 Col.(37): UNEMPLOYED DAYS

This refers to the number of days in the week the person was unemployed. That is, the person did not work in a gainful activity nor was he absent from such activity (reason codes 1-5) but was available for gainful employment on such days. This will be equal to the number of days for which the person did not work on any gainful activity nor was he absent from such activities (reason codes 1-5) and for that person in the total line code 6 was entered for reason of no work in cols. 8, 11etc.

3.24 Col. (38): NOT AVAILABLE FOR WORK

Enter the number of days of the week the person was not available for gainful employment. This will be equal to the number of days on which the person did not work in nor

.... WAS

SCHEDULE 2.2
BLOCK 4

was he absent from any gainful activity, nor was he available for work. It would be equal to the number of days on which the reason for no work (cols. 8, 11etc.) is 7 in the total line. Check that the total of col. 36, 37 and 38 for each person is invariably equal to 7.

BLOCK 4.

This block is to be filled in respect of the gainful activities of persons when they are engaged in them as employees or apprentices. It will give the wages and salaries received on each day of the reference week, in terms of money ; if the wages and salaries are received partly in money and partly in kind, the money part will be shown in this block.

Col. (1): SERIAL NUMBER IN BLOCK 2

Enter the serial number of the person as in block 2.

Col. (2): SERIAL NUMBER IN BLOCK 3

This refers to the serial number of the gainful activity for which wages and salaries are received as recorded in col. 2 block 3 for that person.

Col. (3-9): DAILY WAGES AND/OR SALARIES

Enter the daily wages and salaries in money, if such payment has been received, otherwise enter (-) for the day, for the person and activity in question. If the payment is received in kind, then entry will be made in block 5.

Col. (10): TOTAL FOR THE WEEK

The gives for each activity of the person recoded here the wages and salaries received in money terms during the week. Enter the sum of cols. (3+4+5+6+7+8+9) in this column for each line.

SCHEDULE 2.2
BLOCK 5

- 4.5 The above instructions apply when the schedule is filled by DV. When it is filled by enquiry, the enumerator should make entry in cols.(1,2 and 10) only.

BLOCK 5.

- 5.0 This block is to be filled in respect of the gainful activities of persons when they are engaged in them as employees or apprentices. The purpose of the block is to give working space if payment of receipt of wages and salaries was made in kind, (partly or fully).
- 5.1 Col.(1 and 2):
These cols. are to be filled as per instruction for col.1 and 2 for block 4.
- 5.2 Col.(3): COMMODITY
Enter the name of the commodity in terms of which payment of wages and salaries was received. If more than one commodity was received by the same person for the same activity, use more than one line repeating entries in cols. 1 and 2.
- 5.3 Col. (4): UNIT
State the unit of measurement used in making the calculation in this block for each commodity listed in col.(3)
- 5.4 Col. (5-11): QUANTITY RECEIVED EACH DAY
Enter the quantity received on each day for each commodity entered in col.3 for each person in each activity.
- 5.5 Col. (12): TOTAL QUANTITIES
Add cols. (5+6+7+8+9+10+11) in each line and this will give the total to be entered in col.12.
- 5.6 Col. (13): VALUE PER UNIT
Enter the value per unit as recorded in col. 4 in each line.

5.7 Col. (14): TOTAL VALUE

This column is filled in by multiplying col. 12 by col. 13, to get the total value to be recorded in this column, in each line.

5.8 The above instructions apply for wages received when the schedule is filled by daily visit. When it is filled by enquiry or for the calculation of wages receivable in kind, the enumerator should make entry in cols. (1) (2) (3) (4) (12), (13) and (14) only.

5.9 Col. (15 and 16): DO NOT FILL IN THESE COLUMNS

These two columns are not to be filled in by enumerators, therefore leave them blank.

5.10 For each person and for each gainful activity from which the person received payment of wages and salaries during the reference week, the money part of it will be found from col. 10 of block 4 and the kind part from col. 14 of block 5. These two should be added and entry made in col. 30 of block 3, against that particular activity for that person.

5.11 IMPORTANT NOTES

5.11.0 Note: When the schedule is filled in by daily visit, the enumerator will fill cols. 1-11 of block 2 on the first visit. The remaining will be filled on the seventh day after the daily record for seven days is filled in blocks (3), (4) and (5) based on information recorded in these blocks. The cols (19) and (20) of block 2 should be filled on the last day (7th visit) in respect of all persons who did not work or who did not have a job from which they were absent during the period of seven days covered by

SCHEDULE 2.2

the daily visits. (For such persons, there will not be shown any data in block 3 during the daily visits and for such persons, entry in cols. (12) and (13) of block 2 will be 0 each, which will be made on the last day). This will help in avoiding errors of inconsistency of the data in block 2 and block 3. Even when the schedule is filled by enquiry, check that the data in col. (12) to (20) of block (2) is consistent with the data in block (3) before completing the schedule. The following checks should be always applied:

- 5.11.1 If there is placed a 'yes' in col. (12) of block (2) against a particular person, then, a record of work in at least one gainful activity must be made for that person on at least one day in block (3). That is for such a person there must be entries in cols. (2) to (6) and an entry other than a X mark at least one of the columns (7), (10), (13), (16), (19), (22) and (25).
- 5.11.2 If there is placed a 'no' in col. (12) and a 'yes' in col. (13) of block (2) against a person, then there must be an entry in cols. (2) to (6) and reason codes from 1-5 in all the columns (8), (11), (14), (17), (20), (23) and (26) against the entry in cols. (2) to (6).
- 5.11.3 If a person has worked in more than one economic activity during the reference week, check that, that activity for which the entry in col. (28) of block (3) in the largest among entries in the col. (28) block (3) for him, is entered as principal gainful activity for him in col. (15) of block (2).
6. Community labour:- If any member of the selected household has performed community labour in other household's farming activity during the reference period, it should be treated as economic activity. The employment status should be 6

.....(a new

SCHEDULE 2.2

(a new code provided for this). The industry code will depend upon the main product of the farm in which he has worked and the occupation code will belong to the group 62. A casual help to some other household should not be treated as community labour. Note further that:

- i) Community labour done by other households for the sample household say 'A' does not find place in sch. 2.2 canvassed for the sample household 'A'.
- ii) Community labour should not be shown as usual gainful activity under cols. (8) to (11) of block (2).
- iii) No one should be considered as absent from community labour. Thus, the concept of community labour becomes applicable only on the days it was actually performed.

CHAPTER V

HOUSEHOLD ECONOMIC SURVEY 1971-72

SCHEDULE 3. HOUSEHOLD MANUFACTURE

INSTRUCTIONS TO FIELD STAFF

- 0.1 This schedule consists of 10 blocks. Besides the identification particulars and classificatory characters of the sample households information on the general description of the enterprise, details of employment, output and input, fixed capital, outstanding loan and receivables & payables on manufacturing account will be recorded in these blocks. In order to successfully canvass the schedules 3 and 3 (D), it will help the enumerators if they first get qualitative information i.e. about the manufacturing process, the products and byproducts, manufacturing services produced, type of materials and services required, etc. This will enable them to fill the schedule correctly and especially follow the instructions for recording data about 'output' in block 4 and 'consumption of material inputs' in block 5.
- 0.2 Selection of households: A household with any of its member usually self-employed in the activities of manufacturing will be brought in the frame for selection of sample hh. for this survey.
- 0.3 Household: A household will comprise normal members only i.e. those who take their food from the same kitchen and stay under the same roof. Guests will be excluded and temporary stay - aways will be included in considering whether a person is normal member or not.
- 0.4 Multiple manufacturing activities in a household: All the manufacturing activities of the sample household will be covered in this enquiry. Where a household is engaged

.....in

SCHEDULE 3
BLOCK 1

in multiple manufacturing activities, more than one schedule will be canvassed for the same sample household - one schedule for one particular manufacturing enterprise. While doing so one should be careful that each one of those enterprises is separately identifiable in so far as its nature of activity is concerned. The details of the various blocks are discussed below.

Write the serial number of the selected sub-division at the top of block (1). Further on pages 3 and 5, space has been provided for recording the serial number of the selected sub-division, the order of selection of locality, order of selection of household and manufacturing enterprise identification number which should be invariably filled in every schedule on those pages.

Block 1. Items 1 to 8: These items will be filled in the same manner as of block (1) of schedule 2.1

Item 9. Name of head of household:

The name of the head of the household is to be recorded against the item.

Item 10: Order of Selection - This will be the number entered against the hh. in schedule 1, block 4, col. (16), (for the particular locality).

Item 11: If the schedule is filled by enquiry the description will be 'E' for enquiry with code no. 1 under the code column. If the weekly data on the schedule is based on 7 daily visits the description will be DV for daily visit with code no. 2 under the code column. Whenever the description is daily visit information will be first collected by daily visits and entered in schedule 3(D) and will be summarised from schedule 3(D) in this schedule for the weekly data.

SCHEDULE 3
BLOCK 2

- 1.4 Items 12 & 13: Informant's name: The name of the informant should be recorded in the space provided. Whether Informant is owner - operator. If yes cancel the word NO and put 1 in the code space provided and vice - versa.
- 1.5 Item 14 Household size: In making entries against the item only normal members of the household will be considered.
- 1.6 Item 15: Manufacturing enterprise identification number: If there are more than one manufacturing enterprises of the same selected household (i.e. in which one or more members of the sample household are self-employed) separate schedules 3 will be filled for the different enterprises. Record the number 1 for the first manufacturing enterprise in the box space provided, 2 for the second manufacturing enterprise etc.
- 1.7 Item 16: Not to be filled by the enumerator.
- 2.1 Block (2) item 1: Name of industry or craft: the name under which the household manufacturing enterprise operates will be entered here. If there is no name it will be left blank.
- 2.2 Item 2. Nature of activity: The industry code (three digit) of the Standard Industrial classification to which this enterprise belongs is to be recorded against this item. Both the description and the code are to be entered.
Refer to the list of industry codes in the industry-occupation code list.
- 2.3 Item 3: Major commodities produced - the names of the major products of the enterprise is to be entered here.

Item 4: Principal or subsidiary activity: Whether the economic activity pursued by the household in this enterprise is the principal or the subsidiary activity of the household is to be ascertained and the information thus obtained is to be recorded in code. If the activity pursued in this enterprise is the principal activity code 1, otherwise code 2 is to be entered in the box space provided against this item, after cancelling the inappropriate alternative. For determining whether the activity is the principal or the subsidiary activity of the household the earnings that usually accrue to the household from different gainful activities will be taken into considerations. If the major shares of earnings of the household from all gainful activities usually arises from the particular manufacturing activity then that manufacturing activity is the principal activity otherwise it is sub-sidiary.

Item 5: Proprietary or partnership: Whether the enterprise is run as a proprietary or partnership undertaking is to be ascertained and the information is to be entered against this item in codes in the box space provided. Partnership between independent households only will be considered here. For a proprietary undertaking code 1, and for a partnership industry code 2, is to entered after cancelling the inappropriate alternative.

Item 6: Per cent share: If code 2 is entered against item 5, i.e. the enterprise is a partnership undertaking, the sample household forming one of the partners, the share of profit of the sample household is to be entered here in percentage in the box space provided - against this item

Item 7: Number of working partners. The number of partner - households who jointly operate the selected enterprise is to be recorded here. Note that this should be equal to the partner-households from whom the enumerator can get information about the same enterprise.

SCHEDULE 3
BLOCK 2

- 2.8 Item 8: The age of industry or craft: Is to be entered in completed years, as under the present ownership.
- 2.9 Item 9: Perennial, seasonal or casual: Whether the enterprise is perennial, seasonal or casual is to be noted and the information is to be entered in code. If the enterprise is usually operated throughout the year it will be called perennial. If the enterprise is usually operated for a part of the year it will be called seasonal. If the enterprise is not operated as a regular activity, it will be treated as casual. Cancel the two inapplicable alternatives and enter the code 1 for perennial, 2 for seasonal and 3 for casual under the code column.
- 2.10 Item 10: Months of no activity - If code 2 is entered against item 9 i.e. the enterprise is seasonal, the months of no activity is to be entered in the space provided in Ethiopian calendar months. The space in the code column against this item is to be left blank.
- 2.11 Item 11: - Power: Whether the enterprise is using power or not is to be ascertained and the information is to be entered against this item in codes in the box space provided. Code 1 if power is used and code 0 if power is not used. The type of power used is to be entered against the space provided for a) and b). Power means any motive power other than human or animal. The space under the code column against type of power is to be kept blank.

SCHEDULE 3
BLOCK 3

Item 12: Number of working days last week: The number of effective working days last week i.e. the number of days for which the manufacturing enterprise was in operation (processing raw materials, doing repair and maintenance of fixed assets, purchasing raw materials etc) during the last week is to be entered in the code column. While calculating the working days the intensity of work in those days may be ignored. In other words a day with full intensity work and a day with half intensity work is to be treated at par for this purpose.

Item 13: Number of persons engaged last working day - Number of persons engaged during the last working day is to be recorded against this item - care should be taken to include all categories of labour, employers, own account workers, unpaid family workers both supervisory and primary. In recording entries against this item, separate entries have to be made for paid and unpaid workers in the box space provided for. (i.e. under code column).

Item 14: Number of working hours - The number of usual working hours per day is to be recorded in the box provided against this item. This should refer to the working season if the enterprise is seasonal.

Item 15: Year & Week of survey: Enter here the date of the day preceding the survey date on the dotted line. The data on the schedule will relate to the week and year ended on this date.

BLOCK 3.

In this block the details of all workers who usually work in the manufacturing enterprise during the week ended the day preceding the date of survey are to be entered. These may be household members or other paid workers.

SCHEDULE 3
BLOCK 3

- 3.1 Col. (1): Put the serial number in order starting with "01" for the first person. Use one line for one worker.
- 3.2 Col. (2): Enter the names of all persons usually engaged in the enterprise regardless of whether they are paid or unpaid workers and including the employer or own account worker or unpaid household worker and whether they worked on all days of the week or not.
- 3.3 Col. (3): Enter the sex of the person in terms of the codes 1 for male and 2 for female.
- 3.4 Col. (4): Enter the age of the person at last birthday in completed number of years.
- 3.5 Col. (5): Enter the code number appropriate to the usual employment status of the worker in terms of the codes given below.

	<u>Code</u>
Employer	1
Own Account Worker	2
Employee	3
Unpaid Family Enterprise Worker	4
Apprentice	5

The definitions of these terms are the same as those for schedule 2.2 (para 2.9 of its instructions)

- 3.6 Col. (6): If the worker usually spends the major portion of his work time in the manufacturing enterprise, enter 1 for principal occupation; if not enter 2 for subsidiary.
- 3.7 Col. (7): The number of manufacturing enterprises in which the worker is usually engaged should be entered here. The entry will be at least equal to 1.

SCHEDULE 3
BLOCK 3

Col. (8) to (11): For every worker listed in column 2 enter the number of days he worked full time in the selected enterprise during last week in column 8, the number of days he worked part time in column 9 and the number of days he worked nominally in column 10. Column 11 is the sum of col. 8, col. 9, col. 10. The definition of full time, part time and nominal worker is as follows:

A Full Time worker in an enterprise is one who is gainfully employed and works for more than $\frac{3}{4}$ of the usual working hours per day in that enterprise.

A Part Time worker in an enterprise is one who is gainfully employed and works at least for $\frac{1}{3}$ but not more than $\frac{3}{4}$ of the usual working hours per day in that enterprise.

A Nominal Worker in an enterprise is one who is gainfully employed but works for less than $\frac{1}{3}$ of usual working hours per day in that enterprise.

Col. (12) to (13): Hired employees earn wages and salaries for the labour services they provide. But their wages and salaries may be paid in cash and/or kind. Columns 12-13 are to be filled for every worker only if the enterprise actually paid him in cash and/or kind during last week; otherwise leave them blank. In-kind payments should first be converted into their money value using purchasers' price if the item was bought, or producers' price if the item is from home supply.

Col. (14): Indicate whether the worker is paid on a weekly basis, monthly, yearly, etc. in terms of the codes given below.

	<u>Code</u>		<u>Code</u>
Daily	1	Yearly	4
Weekly	2	Any other	5
Monthly	3	Irregular	6

SCHEDULE 3
BLOCK 4

3.11 Cols. (15), (16): As columns 12-13 will only record wages and salaries actually paid during last week columns 15-16 are meant to record for every worker the amount of wages and salaries in cash and/or kind payable (whether paid or not) for work done during last week. For example, if, the worker, gets his pay at the end of every month, since there are 30 days in a month to arrive at the wages payable for work done during last week you should divide his monthly wage rate by 30 and multiply the result by 7. This is of course on the assumption that he worked full time on every day of last week. Wages and salaries payable in kind have to be converted into their money value on the basis of producers' prices if they are home supplied and on the basis of purchasers' prices if they are bought.

3.12 If during the week, the household paid wages and salaries to workers who had left the enterprise before the beginning of the reference week, the wages and salaries paid will be recorded in cols. (12) to (13) with cross marks in all other columns, except col. (1) where serial number will be provided to this entry.

BLOCK 4: Production & disposals of Output.

4.1 Column 3: Item :- The name of each item of products, by-products semi-finished goods and the type of industrial services rendered by the enterprise will be listed in the column according to the category given in col. 1 in separate lines. The name of major products need only be listed, and the rest may be lumped together under 'others'

4.2 Column 4: Unit:- The unit of measurement is to be recorded in this column.

4.3 Column 5: Price per Unit:- The price per unit of measurement for each item is to be recorded in this column. The price in respect of products and by-products will be the ex-factory price

SCHEDULE 3
BLOCK 4

In the case of services, it may not be sometimes possible to fill cols. (4) and (5); only the values may be entered, at appropriate places.

Columns 6 & 7: Stock at the beginning of the week. The stock of products, by-products and semi-finished goods at the beginning of the reference period will be recorded in these columns. Quantity of stock is to be entered in col.6, and value of stocks in col.7 using col. 5. Products and by-products will be evaluated at ex-firm price. Semi-finished goods will be evaluated at cost of materials used and services put in, in processing. Products and by-products are manufactured goods ready for sale. Semi-finished goods cover raw materials in the processing stage and products manufactured but not ready for sale. These columns are not to be filled in the case of services as output.

Columns 8 and 9: Produced last week. Products, by-products produced and services rendered during the reference week are to be recorded in these columns. Quantity produced is to be entered in col. 8 and value of products and by-products is to be entered in col. 9. Payment received or receivable for industrial services rendered will also be included in this column.

Columns 10 & 11: Sold last week. The quantity of product and by-product sold either in cash or credit during the reference period irrespective of whether they were produced during the reference period or not will be recorded in col. 10. The money value of product & by-product sold during the reference period will be recorded in col. 11. Payment received for industrial services rendered will also be included in this column.

Columns 12 & 13: Consumed by household in other enterprise. Products and by-products of the selected enterprise consumed by the household in other enterprise (s) are to be entered

.....in

SCHEDULE 3
BLOCK 5

in these columns. Quantities will be entered in col. 12 and their value in col. 13. Valuation will be done at ex-factory price.

- 4.7 Columns 14 & 15: Consumed by household. Products and by-products consumed by the household itself during the reference period are to be entered in these columns. Quantities in col. 14 and their value in col. 15.
- 4.8 Columns 16 & 17: Other disposals. Any other disposals of output not provided earlier.
- 4.9 Columns 18 & 19: Stock at the end. Stocks of products, by-products and semi-finished products are to be entered in these columns. Quantities in col. 18 and their value in col. 19.
- 4.10 Sub-totals and total: Provision has been made in this block to record the sub-totals of the values under the cols. 7, 9, 11, 13, 15, 17, 18 and 19 separately for each of the category of item. No entries are to be made where a cross mark (x) is printed in the block.
- 5.1 BLOCK 5: Purchase and consumption of materials and services last week. The purchase and the consumption of materials and services during the reference week will be recorded in this block. The stock of materials at the beginning and at the end of the reference week will also be collected in this block.
- 5.2 Columns 2 and 3: Serial number and items of material and services received are recorded in these columns. Fuel and lubricant will comprise wood, oil, grease etc. which are used to run the machinery and tools. Raw materials will comprise the items which enter into production process and get transformed into finished products. Auxiliary materials are those materials which do not enter the process of manufacture but are incidental to manufacturing. Like bottles,
-containers,

SCHEDULE 3
BLOCK 5

containers, wrapping papers etc. Animal feed: This will cover materials for the feed and up-keep of power and pack animals used for the establishment e.g. fodder, oilcakes, salt, medicines etc. Under the category services will be included all services used by the enterprise in the process of manufacturing excluding ordinary repairs and maintenance of fixed assets used in the enterprise.

- 5.3 Column 4: The unit of measurement for each item is to be entered in this column.
- 5.4 Column 5: Price per unit. The price of the unit of measurement is to be recorded in this column in two decimal of dollar. The price will be the price of purchase or of free collection (see para 5.5) or at ex-firm if output of hh's other enterprise is used (see para. 5.7),
- 5.5 Columns 6 and 7 : Stock at the beginning. The stock of materials at the beginning of the reference period is to be recorded in these columns. Quantity of stock is to be entered in col. 6 and the value of stocks in col. 7 using col. 5. Value will be recorded in two places of decimal. For raw materials, auxiliary materials, fuel and lubricant, evaluation will be done at the current market price. For animal feed the cost of materials will be considered. Advance paid against purchase of any item will not be taken into account. For earth, clay, etc. from owned land, only cost of hired labour will be considered.
- 5.6 Columns 8 and 9: Purchased last week. The purchase (cash or credit) of materials and services during the reference week is to be recorded in these columns. Quantities will be recorded in col. 8 and the money value of materials and services will be recorded in col. 9.
- 5.7 Columns 10 and 11: Household supply from other enterprise. The supply of materials by the household from other enterprise will be recorded in these columns. Quantities of materials
..... will

SCHEDULE 3
BLOCK 5

will be recorded in col. 10 and their money value, will be recorded in col. 11. Evaluation will be done at ex-firm price.

- 5.8 Columns 12 & 13: Household supply from free collection. Free collection will mean the collection of material in its natural state. The supply of materials by the household from free collection will be recorded in these columns. Quantities will be recorded in col. 12 and the money value of the materials will be recorded in col. 13 as if purchased. If that is not possible evaluation will be done on the basis of the amount of labour either from members of the household or from hired labour estimated at local wage rates. When the work is done by hired labour its value is not to be recorded under services rendered.
- 5.9 Columns 14 & 15: Other supply. Any other supply of materials and services not provided earlier.
- 5.10 Columns 16 & 17: Consumed last week for manufacturing. As soon as any material enter into the first stage of production it should be considered to have been consumed in the enterprise. These columns are intended for recording the quantity and the value of consumption of raw materials, fuels, lubricants, other auxiliary materials procured through purchase or home supply. The purchase of industrial services will also be recorded in these columns. Quantities will be recorded in col. 16 and their value in col. 17.
- 5.11 Columns 18 and 19: Consumed last week for non-manufacturing. The consumption of materials and services for non-manufacturing purposes by the household will be recorded in these columns. Quantities will be recorded in col. 18 and their value in col. 19.

- 5.12 Columns 20 and 21: Stock at the end. The stock of materials at the end of the reference period is to be recorded in these columns. Quantity of stock is to be entered in col. 20 and the value of stocks in col. 21. Evaluation will be done as in col. 6 and 7.
- 5.13 The enumerator will record the various sub-totals and the grand totals for relevant columns and groups of items.
- 6.0 Block 6: Value of addition to & depletion of fixed assets and rent paid. The value of addition to and depletion of fixed assets and rent paid will be recorded in this block. If, any item of fixed capital is used in more than one enterprise, allocation will be done proportionate to the value of products manufactured by the enterprises during a normal year. Fixed capital will mean all goods, new or used that have a normal economic life of more than one year. Such assets are included regardless of their use (e.g. whether for production, transportation, living or recreational facilities to labour engaged in the manufacturing enterprise).
- 6.1 Column 1: Serial no. It is self-explanatory.
- 6.2 Column 2: Item: The information for any fixed asset will be recorded in the line of the sub-group to which that item belongs. Land will mean the owned land in which the household industry stands along with its surrounding area in use of the industry. Owned land meant to provide raw materials for brick - field, potteries and the like industries will be treated as land. Clay, earth, etc. excavated from this land will at the same time be treated as raw material. If a portion of the land belonging to the residence of the household is utilised for the household enterprise that portion of the land will be considered as capital asset for the enterprise. The item building, will include also

..... sheds

SCHEDULE 3
BLOCK 6

sheds and buildings under construction. Equipment, tools and machinery will include both new and old tools and equipment. Under others, record the details of any other fixed asset used in the enterprise after specifying it in this column, in the lines provided, grouping all 'others' in the last line under this group.

- 6.3 Columns 3 and 4: Rent Paid. Rent paid (if any) will be recorded in these columns. Rent paid during last week will be recorded in col.3 and rent paid last year will be recorded in col.4 in two places of decimal.
- 6.4 Columns 5 and 6 & 7: Value of purchase last year. Information on the value of new addition by way of purchase during the last 365 days preceding the date of enquiry will be collected in these columns. Assets purchased on credit/hire purchase will be included. New assets will be recorded in col.5 and used assets will be recorded in col. 6. The total of new and used assets purchased during the reference period will be recorded in col. 7. New assets are all those which are used in the country for the first time. All others are to be treated as old.
- 6.5 Column 8: Construction or improvement last year: Information on the value of new addition by way of construction of the fixed capital during the last 365 days preceding the date of enquiry will be collected in this column. Improvement in land and/or new construction on it will be taken as addition to capital and will be recorded here. This improvement will include fencing, road building etc. The cost incurred for improvement of existing fixed capital will be included under construction. Improvement is defined as that which increases the productive life of the asset or its productivity some old machinery and tools may have been purchased and then made workable by doing some reconstruction on them. In such cases
.....the

SCHEDULE 3
BLOCK 7

the value of machinery and tools before its re-construction or improvement will be recorded in col. 6 if purchased during the reference year and the cost of re-construction and improvements if done by the enterprise itself or through an outside agency during the reference year will be recorded under col. 8.

Value of fixed assets received as gift during the year preceding the date of survey will be entered in col. 6. In all such cases a remark giving details of the value etc. should be made at the bottom of the page.

- 6.6 Column 9: Value of sale last year. The value of sale of fixed assets during the reference period will be recorded in this column.
- 6.7 Column 10: Broken or discarded last year. The value of broken or discarded fixed assets during the reference period will be recorded in this column. The resale value before the asset was discarded or broken should be taken into account.
7. Block 7: Other expenses last week and last year. The cost incurred on ordinary repair and maintenance of fixed capital will be recorded in this block. It is to be noted that transport charges, brockorage or commission for purchase of raw materials, if already covered in the value of raw materials etc. entered in block 5, should not be taken account of in this block. Care should also be taken not to include advertising charges, transport charges, brockorage or commission and other service charges expended (during the reference week) for sales promotion which would be covered in block (5). Expenditure on taxes and interest on loan capital will be included in this block. Under other (annual) items would be covered, any other item not covered in the schedule in blocks (5) and (6).

SCHEDULE 3
BLOCKS 8 & 9

The cost of 'other expenses' included in this block incurred last week will be recorded in column 3 & that incurred during last year will be recorded in col.4. Note that whenever an entry is made in col.(3), there will be always an entry in col. (4) greater than or equal to that in col. (3).

- 8.1 Block 8: Outstanding loan on survey date. This block is meant for recording all money loans both short and long term, outstanding in the name of the enterprise on the date of survey. Loans for this purpose will mean money or good received from all lending agencies, including private parties, no matter whether they are registered as a lending agency or not. Money due for purchases on credit will not be taken as loan.
- 8.2 Column 2: Source. The source of supply of the loans will be recorded in this column.
- 8.3 Column 3. Purpose: The purpose of the loan will be recorded in this column, i.e. whether the loan is for current expenditure (i.e. for items in blocks 5 and 7) or for capital formation (i.e. for items covered in block 6). For current expenditure enter CR and for capital expenditure enter CP in this column.
- 8.4 Column 4: Amount: The amount of the loan outstanding on the survey date will be recorded in this column in whole E\$. Provision is also made in this block for cash in hand and at bank on survey date. Cash in hand will mean the money at hand or at bank for meeting the expenditure for the enterprise, eg. for purchasing raw materials, and payment to labour force etc.
- 9.1 Block 9: Receivables and payable on manufacturing account on survey date. This block is meant for recording the amount of money receivable from customers in respect of past credit sales and payable (to the suppliers for past credit purchases) on manufacturing account on the survey date.

- 9.2 Column 2: Item. In this column are listed the receivable, the credit and the net receivable.
- 9.3 Column 3: The amount of receivable or payable is to be recorded in this column.
- 9.4 The entry in item (3) will be that against item (1) minus that against item (2). One of the signs + or - should be cancelled appropriately.
- 10.1 Block 10: Summary of output and input: Information in input and output of the household enterprise collected in different blocks of this schedule will be picked up and copied in col. 6 of this block against each of the input and output items listed in col. 5. The reference of the entry to be copied in terms of block, line and col. nos. is given in cols. (1) to (3) of this block. In col. (4) a continuous serial number is given to the entries.
- 10.2 Sr. No. 1. Value of product: The value of product manufactured by the enterprise during the reference period recorded in col. 9 of block 4 against product sub-total in line 1X will be entered in col. 6 against item 1.
- 10.3 Sr. No. 2. Value of by-product: The value of by-product manufactured by the enterprise during the reference period recorded in col.9 of block 4 against by-product sub-total in line 2X will be entered in col.6 against item 2.
- 10.4 Sr. Nos.3 and 6. Value of Semi-finished goods: The value of semi-finished goods in stock at the end of the reference period recorded in col.19 of block 4 against semi-finished goods sub-total in line 3X will be entered in col.6 against item 3, and that at the beginning of the reference week, recorded in col. 7 of block 4, against semi-finished goods sub-total in line 3X against item 6.

SCHEDULE 3
BLOCK 10

- 10.5 Sr. No. 4. Value of services produced: The value of services produced by the manufacturing enterprise during the reference period recorded in col.9 of block 4 against value of services rendered sub-total in line 4X will be entered in col.6 against item 4.
- Provision is given in this block for the sub-total and total value of output.
- 10.6 Sr. No. 8. Value of fuel and lubricant: The value of fuel and lubricant consumed by the enterprise during the reference period recorded in col. 17 of block 5 against fuel and lubricant sub-total in line 1X will be entered in col.6 against item 8.
- 10.7 Sr. No. 9. Value of raw materials: The value of raw materials consumed by the enterprise during the reference period recorded in col. 17 of block 5 against raw materials sub-total in line 2X will be entered in col. 6 against item 9.
- 10.8 Sr. Nos. 10 & 11: Auxiliary materials: The value of auxiliary materials consumed by the enterprise during the reference period recorded in col. 17 of block 5 against auxiliary materials sub-total in line 3X will be entered in col. 6 against item 10. Similarly the value of animal feed in line 4X, col. 17, bl.5 is to be recorded against item 11.
- 10.9 Sr. No. 12. Value of services received: The value of services received by the household enterprise during the reference period recorded in col. 17 of block 5 against services received in line 5X will be entered in col.6 against item 12.

- 10.10 Sr. No. 13. Value of repairs & maintenance during last week will be entered in col. (6) against the item; this will be equal to the entry in block 7, line 3, col. 3.
- 10.11 Provision is given in this block for the total value of input (total of items 8 to 13) and for the calculation total A (item 7) - total B (item 14) to be recorded at C.
11. A working sheet has been provided in this schedule for a systematic record of the evaluation of payments or receipts in kind (partly or fully). This is to be filled on similar lines to block (37) of schedule 2.1, as per instructions for that block.

SCHEDULE 3 (D)

CHAPTER VI.

SCHEDULE 3 (D) : HOUSEHOLD MANUFACTURE

(DAILY RECORD)

1.1 Introduction: Each sample household which has been selected for this schedule, will be visited by the enumerator for seven consecutive days and information will be filled daily as it relates to the past day (yesterday) in this schedule. After the seven daily visits, a schedule 3 will be filled in which the information for the week will be based on the information collected in schedule 3 (D), and in which in its block 1 item 11 the description will be 'Daily visit' with code 2 under the code space under that item. The sequence of operation will be as follows:

1.2 HOUSEHOLDS SELECTED FOR SURVEY BY DAILY VISITS: The enumerator will take one schedule 3 and one schedule 3 (D).

- i) On the first day he will first record information in schedule 3, block (1); block (2) items 1 to 11 and 14.
- ii) He will on the same day then fill in this schedule 3 the blocks (4) & (5) cols. (3), (4), (5), (6) & (7); the cols. (6) & (7) will record the data as on the beginning of business on the immediately preceding day.
- iii) On the same day he will fill the details in schedule 3 (D) for the previous day and do so for every one of the next six days as per instructions given below for schedule 3 (D). (The information at (i) above will be copied in schedule 3 (D)).
- iv) After the seven day's data is thus recorded, on the last day he will fill the rest of the items, of schedule (3). The items of the schedule (3) for the last week will be filled after totalling of the seven

(D) SCHEDULE 3 (D)
BLOCKS 1, 2 & 3

days' record filled in schedule 3 (D). Information relating to the year and as on the survey date as well as that regarding payable wages will be also filled on the last day. The reference year will be the year ending on the seventh reference day i.e. the day prior to the seventh daily visit.

- v) The cols. (18) & (19) of block (4) and the cols. (20) & (21) of block (5) will also be filled on the seventh day as referring to the close of business on the previous day. Similarly the information in block (2) items (12), (13) & (15) and block 3 cols. 14, 15, & 16, will also be filled on the last day.

SCHEDULE 3 (D)

Blocks (1) and (2): Instructions for filling these blocks are the same as for blocks (1) and (2) of schedule 3. The instructions regarding the sequence in which the items blocks will be filled have been given above.

Blocks(3):

- 3.1 Cols (1) and (2): On the day of first visit the enumerator will ask about the number of workers who worked in the manufacturing enterprise on the previous day as well as those who were regularly employed but on leave, holiday etc. and use as many lines as necessary, putting the names of the workers in col. (2). Note that all workers, including employer, and own account workers as well as paid employees, unpaid family enterprise workers and apprentices are to be included.
- 3.2 Once the name of a worker is put in col. (2) on the first day, the details of his work for the seven reference days are to be recorded in the same lines under cols. (8) to (14). If on any subsequent day, a new worker has worked in the enterprise, he will be added in col. (2); however, note that the details recorded in cols. (8) to (14) should show, in such cases, that he did not work for part of the week, in the selected enterprise.

SCHEDULE 3 (D)
BLOCK 4

- 3.3 Cols. (3) to (7): the instructions for filling these columns are exactly the same as for the corresponding columns of block (3) of schedule (3).
- 3.4 Cols. (8) to (14): For each worker, record in this column for each reference day, as indicated in the heading of the column, whether he worked full-time, part-time nominal or did not work at all on that reference day by putting the letters F, P, N, O respectively. The definition of full-time, part-time, nominal are the same as for block (3) of schedule (3).
- 3.5 Cols. (15) to (18): For each worker count the number of F's, P's N's and O's in cols. (8) to (14) and write the numbers under the respective columns. Note that for each worker, the total of cols. (15) to (18) must always be seven.
- 4.0 Block 4: The block is to be filled separately for each of the reference day. On the basis of data collected in this block and block (3) (relating to employment) it will be possible to fill all entries of schedule (3) for the reference period of the week covered by the daily visits. In block (4), every day, the enumerator will ask the household regarding all receipts and disbursements on the account of the selected manufacturing enterprise. And he will make a note, systematically in this block, in the space provided. At the top of the block, the enumerator should fill the date of the day to which the data relates and the day No 1 to 7 for each day.
- 4.1 Cols. (1) to (10): In Col. (1), the enumerator will give continuous serial numbers to the entries for each day, for receipts and disbursements separately. In Cols. (2), (3) and (4), the enumerator will respectively record the block, line and column numbers of schedule 3 where the entry against a particular serial number in Col. (10) will belong. In Col. (5) the description of the receipt and disbursement will be

.....given

SCHEDULE 3 (D)
BLOCK 4

given. If the receipts or disbursements are in kind, in addition, the description of the good received/paid will also be given in this block. Col.(6) is to be filled only for purchases or sales, write CH for cash and CR for credit sales/purchases. Cols. (7), (8), (9) and (10) are self explanatory. The block is easy to fill in cases when receipts or disbursements are monetary. The instructions for recording receipts or payments in kind are illustrated by way of an example in the next paragraph.

Example: Suppose on a particular day an injera manufacturer (injera manufactured for sale, not served in the enterprise) purchased, 10 KUNAS of teff (as raw material) by paying 12 kunas of barley. The value of the purchase of raw material will be equal to the value of 12 kunas of barley. Suppose the price of barley is E\$2.50 per Kuna.

Then the value of barley will first be found by using columns (1), (5) & (7) to (10) of the block (4) to arrive at the value E\$30.00 in col. (10); keeping cols. (2) to (4) blank. The entries in cols. (7) & (8) will apply to quantity of barley and that in col. (9), price of barley.

Then, in the next line, the following entries will be made. Col. (1) Serial number; col. (2): 5; col. (3): one of the numbers 21 to 27; col. (4): 9; Col. (5): Purchase of teff in exchange of barley; col. (6): CH; col. (7): Kuna; col. (8): 10.00; col. (10): 30.00; col. (9): 3.00.

After this entry is made, the line for barley may be circled.

The list of items covered by disbursements and receipts has been provided in the block. All items of blocks (4) to (7)

SCHEDULE 3 (D)

of schedule 3 and wages paid are covered by this list. Special instructions if any are given below.

DISBURSEMENTS

- 4.4 Wages Paid: If on any reference day, wages have been paid to any worker, the data will be shown appropriately in the space provided here. In col. (1) continuous serial numbering to the entries will be provided. The entry in col. (2) will be 3, that in col. (3) will be the line number of worker in block (3) of schedule 3, that in col. (4) will be 12 if the wages are in money or 13 if they are in kind. In col. (5) the name of the worker to whom wages were paid is to be written. Col. (6) is not applicable to wages. If the wages have been paid in money, in cols. (7) (8) & (9) put a cross mark and record the value paid in col. (10). If the wages have been paid partly in kind, the money component will be written as above. For the kind component, in addition to name of worker, write the name of the commodity given as wages in col. (5). Cols. (7), (8), (9) are then used for recording the quantity and price per unit with the help of which the enumerator can then evaluate the quantity of goods i.e. col. (8) multiplied by col. (9) and record the value in col. (10)..
- 4.5 The disbursements under group 2 in the list refer to fuel and lubricants, raw materials, auxiliary materials, animal feed and services received. In respect of these items, on every day, the enumerator will record the data regarding the i) purchase, ii) free collection, iii) supply from other household enterprises of the selected household, iv) any other supply and the important aspect of v) consumption of these inputs in the manufacturing enterprise.

- 4.6 The remaining groups have been clearly specified in the list and the enumerator should enquire every day whether any of the types of expenditure mentioned was incurred by the sample household in respect of the particular manufacturing enterprise, on the reference day and correspondingly record it. The definitions of the terms used in the list are the same as those for schedule 3. The item payables paid relates to payments in respect of past purchases; for this item, the entries in cols. (2) to (4) will be cross marks (x).

R E C E I P T S

- 4.7 The receipts are listed under seven items. The first five relate to the out-put i.e. products, by products and services but not semifinished goods and are meant for recording every day the out-put 1) produced, 2) sold, 3) consumed by household in another enterprise 4) consumed by household itself and 5) any other disposal. The sixth item relates to receipts from sale of land, building or any other fixed assets used in the enterprise. The seventh item, receivables received, relates to past sales by the manufacturing enterprise and in this case the entries in cols. (2) to (4) will be cross marks (x).

SCHEDULE 3 (D)

5. PROCEDURE OF FILLING SCHEDULE 3 AFTER FILLING SCHEDULE 3 (D).

5.1 As mentioned earlier, in the case of households selected for survey by daily visits, the enumerator has to fill a schedule 3, the weekly data in which will be based on the schedule 3 (D) he has canvassed by seven daily visits. General instructions in this respect have been given in this chapter in paragraph 1.2. The following gives the detailed instructions.

<u>SCHEDULE 3</u>	<u>PROCEDURE OF FILLING DATA</u>	<u>TIME</u>
a) Block 1.	Same as Sch.3 (D), Block 1	on the 1st visit.
b) Block 2, items 1 to 11 and 14.	Same as sch,3 (D), Block 2, items 1 to 11 and 14	on the 1st visit.
c) Block 2, items 12,13 & 15	_____	on the 7th visit. (ENQUIRY)
d) Block 3, cols (1) to (11)	From sch.3 (D), block 3 cols 1 to7 and (15) to (17)	after the 7th visit.
e) Block 3, cols (12) & (13)	From sch. 3 (D), block (4) after totalling over the 7 days.	after the 7th visit.
f) Block 3, cols (14) & (15) and (16).	_____	On the 7th visit.(ENQUIRY) On the 1st
g) Block 4, cols (3) to (7).	_____	visit.
h) Block 4, cols(3), (4), (5), (8) to (17)	From sch.3 (D), block (4) after totalling over the 7days.	After the 7th visit.
i) Block 4, cols(18) & (19)	_____	On the 7th visit (ENQUIRY)
j) Block 5, cols (3) to (7)	_____	On the 1st visit
k) Block 5, cols (3), (4), (5) (8) to (19)	From schedule 3 (D),block(4) after totalling over the 7days.	After the 7th visit.
l) Block 5, cols (20) &(21)	_____	On the 7th visit (ENQUIRY)
m) Block 6, col.(3)	From sch.3 (D), block 4 after totalling over the 7 days.	After the 7th visit.
n) Block 6, cols(4) to (10)	_____	On the 7th visit (ENQUIRY)
o) Block 7, col. (3)	From sch. 3 (D) block (4) totalling over the 7 days.	After the 7th visit
p) Block 7, col. (4)	_____	On the 7th visit (ENQUIRY)

<u>SCHEDULE 3</u>	<u>PROCEDURE OF FILLING DATE</u>	<u>TIME</u>
q) Block 8, col.(2) to (4)	_____	On the 7th visit (ENQUIRY)
r) Block 9, col. (3)	_____	On the 7th visit (ENQUIRY)
s) Block 10, col.(6)	_____	After the sch.(3) is thus filled.

5.2 TO SUMMARISE.

On the first visit: Items (a), (b), (g) and (j) of the work mentioned above are to be done; in addition schedule 3 (D) for the reference day is to be filled.

From the first to Seventh visit: Schedule 3 (D) is to be filled.

On the Seventh day: Items (c), (f), (i), (l), (n), (p), (q), and (r) of the work mentioned above are to be done.

After the seventh day: Items (d), (e), (h), (k), (m), (o), (s), of the work mentioned above are to be done. Preferably, this work may be done on the seventh visit, so that the household can be asked further questions if, inconsistencies in the data are noticed.

CHAPTER VII

Instructions for filling In Schedule 4:
Market Prices

Block (1) Identification of Market Place.

- 0.0 **GENERAL:** The price schedule will be filled on one market day which falls during the period of survey of the selected sub-division. (Both localities). The schedule should be filled by only one member of the team, so that the other work of survey in the sub-division (locality) is not disturbed because of the collection of price data. If the market place (see para. 1.0 below) is at a such a distance that more than one day will be taken for collecting the price data (including travel to and fro) then the market prices need not be collected. But in this case the schedule is to be filled with NIL entries in all blocks except block (1). The block (1) should be filled and the information on distance and road condition should be invariably indicated.
- 1.0 In this block, write the name of the province, avraja, etc. in which the selected sub-division is located. Market place refers to the nearest most popular market where most of the people of the sub-division do their buying and selling of commodities. Once you have identified it, put its name in the space under market place. If the market is outside the subdivision enter the distance in kilometers from the camp in the space provided.
- 1.1 **Accessibility:** State whether the market is accessible to the selected sub-division throughout the year. Cross out the word No. if it is accessible, otherwise cross out the word YES, if it is not.

- 1.2 Type of road: This information will relate to the road taken by the enumerator to reach the market from the camp site. The type of road as it applies to its major part (in terms of distance) is to be described in one of the following descriptions.
1. Asphalted road
 2. Gravel road
 3. Other roads (usable by vehicles)
 4. Mule or foot track.
 5. Water transport
- 1.3 Date: Date refers to the day on which the prices are collected. This should invariably be the market day. The date should be recorded according to the Ethiopian Calendar.

Block (2): Prices of plant products.

- 2.0 In this block the enumerator will record the three types of prices (i.e., producers', wholesalers' and retailers' prices) for all the plant products that appear on the market identified in block (1).
- 2.1 Column (2): In this column plant products have already been listed according to the group to which they belong. But, if the enumerator comes across any plant product not already listed, he should put its name in this column under the appropriate group to which it belongs.
- 2.2 Column (3): Indicate the quality of the commodity by using one of the following Codes:-
- | | |
|----------------|-----|
| Good quality | : 1 |
| Medium quality | : 2 |
| Poor quality | : 3 |
- 2.3 Traders' Purchases from Producers: refers to column (4) to (7). This is intended to record producers' price and the enumerator should whenever possible collect the prices by witnessing the

.....buying

SCHEDULE 4
BLOCK 2

buying and selling activity that takes place specifically between a producer and a local trader. The producer in this case is a farmer.

- 2.4 Column (4): UNIT refers to the local measurement unit used when buying or selling commodities. For example, the measurement unit used in buying or selling cereals and pulses may be Kuna, enkib, daula or k.g. Enter its name in this column.
- 2.5 Column (5): Price Per Unit. In this column enter the price per unit mentioned in Col. (4) of the particular commodity.
- 2.6 Column (6): Metric Equivalent in Kg. In this column enter the weight of unit described in column (4) in kilo-grams.
- 2.7 Column (7): Price Per Kg. Enter the price per kilo-gram by dividing price in col. (5) by metric equivalent in col. (6) rounded up to the nearest cent.
- 2.8 Traders' Purchases Form Traders. This refers to column (8) to (11) and is intended to record wholesale prices. Wholesale prices prevail when the buying and selling activity concerned is between local traders and big merchants generally from outside the locality. The job of the local trader in this case is buying in small quantities from producers and other small traders and selling in bulk quantities to the big traders who may be from outside the locality.
- 2.9 The instructions given above for filling in cols. (4), (5), (6) and (7) will apply to cols. (8), (9), (10) and (11) respectively.
- 2.10 Consumers' Purchases From Traders: This refers to columns (12) to (15) which are intended to record retail prices. Retail prices prevail when the selling and buying activity is solely between either traders and consumers or producers and consumers.

- 2.11 The instructions given in paragraphs 2.4, to 2.7 for filling in cols. (4) to (7) will apply to cols. (12), (13), (14) and (15) respectively.

Block (3): Prices of Animal Products:

- 3.0 In block (3), the enumerator will record the three types of prices (i.e., Producers', wholesale, and retail prices) for all animal products listed in column (2).
- 3.1 The instructions and explanations for filling every column in this block are the same as for the corresponding columns of block (2).
- 4.0 Block (4): Prices of Live Animals: Concepts and definitions of the different kinds of prices are exactly the same as in paragraphs (2.3), (2.8) and (2.10). However, in the case of live animals, the enumerator needs to record only the price per animal. The entry under unit cols. (4), (6) and (8) will always be 'ONE' only.

Block (5): Prices of Items of Household Manufacture:

- 5.0 Block (5): is intended to record the different prices of all items of household manufacture. This block is to be filled as per block (2) of the schedule for which instructions have been given earlier. The only exception is that the prices per metric unit are not required to be obtained by conversion.
- 5.1 Column 2: In this column a partial list of items of household manufacture is already given. However, the enumerator is required to list all other that appear in the market under the appropriate group.

CHAPTER VIII

HOUSEHOLD ECONOMIC SURVEY IN

URBAN AREAS

0.1 Sampling design for the Urban-Household Economic Survey.

0.1.1 The urban centres of the country were stratified as follows:-

- 1) Cities: Addis Ababa and Asmara
- 2) Towns with population 10,000 and above - 29 towns.
- 3) Towns with population 5,000 to 9,999 - 41 towns.
- 4) Towns with population 2,000 to 4,999 - 108 towns.

0.1.2 It was found that from the available manpower it was possible to survey about 450 blocks from all the urban centres of the country. Further this was only possible if the survey was conducted in two sub-rounds to fit in with the main Rural Household economic survey. The first sub-round is to be conducted from July to September 1972 and the 2nd sub-round from January to March 1973. In each stratum the number of sample blocks was allocated in proportion to its population. The source for the population figures was as obtained from Statistical Abstract 1970. After some minor adjustments the total sample size was 448 blocks.

0.1.3 In stratum (1), 156 blocks were allocated to Addis Ababa and 44 sample blocks to Asmara respectively. Half of the allocated sample blocks i.e. 78 blocks in Addis Ababa and 22 blocks in Asmara were to be covered in the 1st. sub-round and the rest in the 2nd. sub-round. The particular blocks to be surveyed were selected by systematic sampling.

0.1.4 The total number of sample blocks allocated to stratum (2) was 120, which was further allocated to each of the 29 towns according to its population with the restriction that the minimum number of blocks to be allocated in a town will be two for the convenience of variance calculations. All the towns in stratum (2) are to be covered either in the 1st or 2nd sub-round without omission but not in both with the exception of Diredawa, $\frac{1}{2}$ of its allocated sample blocks to be covered in the 1st sub-round and the 2nd - half in the 2nd sub-round. 15 towns (including Diredawa) were selected for the first sub-round by random sampling without replacement and the rest 15 towns (including Diredawa) to be covered in the 2nd sub-round.

0.1.5 For stratum (3) 56 blocks were allocated. In each selected town 2 blocks were to be surveyed irrespective of its size. Hence 14 towns are to be covered in the 1st sub-round and another 14 towns in the 2nd sub-round. The towns to be surveyed were selected by systematic sampling.

0.1.6 The number of blocks allocated for stratum (4) was 72. For each selected town 2 blocks only were to be surveyed. Out of the 108 towns, 18 towns were selected by systematic random sampling for the 1st sub-round and another 18 towns were selected in a similar manner for the 2nd sub-round.

The following schedules will be canvassed in the urban survey

- Schedule 1: List of and sample selection of households
- Schedule 2.1: Household Expenditure and Receipts
- Schedule 2.2: Employment and Labour time disposition
- Schedule 4: Market prices.

Thus schedule 3: Household manufacture, will not be canvassed in the urban areas.

- 0.3 The schedules already prepared for the rural HES will be used for the urban survey. The instructions for filling the schedules are mostly the same as in the respective earlier chapters. Only important points and modifications are mentioned below.
- 0.4 Method of Surveys: All data will be collected by the method of Enquiry only. The method of daily visits will not be followed in the urban survey.
- 0.5 The enumerator should write the words URBAN in big letters at the head of the front page of all schedules canvassed in the urban areas.
- 0.6 Instructions for filling identification particulars of the sample block. All Schedules.
- 0.6.1 A list of sample blocks giving the necessary details and code numbers will be given to the enumerators. On each schedule, the identification particulars of the block/town are required to be recorded. These will be copied from the list of blocks according to the following instructions.
- 0.6.2 Serial No: The three-digit serial number for each block is given in the first column of the list. These serial numbers are given in the list in groups for each town according to the number of sample blocks selected in that town (in the sub-round). The serial numbers for a town will follow the natural order of the codes of order of selection.

- 0.6.3 Province and Province code:- These are provided in the list of blocks and should be copied in item (1) of block 1 in each schedule.
- 0.6.4 Awraja: The information on the item is not required to be filled. This item and the code space under it should be left blank by the enumerator.
- 0.6.5 wereda and Miketil: Similarly, these two items in the schedule should be left blank.
- 0.6.6 Name of town:- The name of town given in the list should be entered under item 5: Sub-division of block 1 of each schedule.
- 0.6.7 Town code and order of selection of the block:- The town code is a two-digit code and the order of selection of a block within town is also a two digit code. The two codes together form a four digit town and block code. The town code is given in col.(5) and the order of selection of block in col.(6) of the block list. This four digit code should be recorded in item (6) of block (1) of each schedule under the sub-division code: The first two digits (i.e. in the thousandth and hundredth places) will be the town code and the next two digits (i.e. in the tenth and unit places) will be the order of selection of the block within the town.
- 0.6.7 The item 7: Locality, of block 1 will be kept blank in each schedule.
- 0.6.8 The sub-round code: 1 or 2 given in the col.(7) of the block list will be recorded under item 8 of the block 1 (order of selection of locality).
- 0.6.9 The following examples will make the above instructions clear.

Items of block (1) of each schedule

Serial No. of block	(1)		(5)	(6)				(8)
085	Tigre		Maychew	4	1	0	2	1
163	1	1						
163	Shoa		Addis Ababa	Y	0	1	6	1
	0	9						

- 0.6.10 The Group, order of selection of household and the method of survey will be filled as per the present instructions.

0.6.11 As in the rural survey, on each designated page, the serial number of the block, Group and order of selection of house-hold will be filled by the enumerator in the space provided. In the space against locality the sub-round number will be entered 1 or 2.

0.7 Urban Survey in Addis Ababa and Asmara:- The survey in Addis Ababa and Asmara is to be carried out generally on the lines of survey in other towns, and the instructions for filling the various schedules are also the same unless otherwise specified. Sections 1 to 4 deal with the instructions for the four schedules to be canvassed in the urban survey. Sections 5 onwards deal with the special instruction to be followed in the case of survey of Addis Ababa and Asmara, and are therefore respectively meant for enumerators working in these two cities only.

Schedule 1

1.1 Block 2: This block will not be filled in the urban areas.

1.2.1 Block 3: The sample size in each block for schedules 2.1 will be as follows:

Group I : 4 households

Group II : 16 households

If the number of households in the frame for Group I (i.e. col.7 of block 4) is less than 4, the sample size for Group II will be correspondingly increased as per instructions for rural HES, to keep the total sample size equal to 20. (The sample size will be thus adjusted before the sample is selected)

1.2.2 If the number of households in the frame is less than or equal to the specified sample size, all households will be selected from that frame and reference to random numbers will not be necessary.

1.2.3 All households selected for schedule 2.1 will be also selected for schedule 2.2.

1.2.4 Reference to Random Numbers: i) For the first urban block surveyed by the team leader, he should take the random number next to the last random number used by him in the rural area. He should then use the random numbers continuously, as per earlier instructions (for the rural HES) during the urban survey work, and the rural survey work.

ii) If an enumerator is independently surveying the urban block, he should start with the first random number in the column whose number is equal to 2 multiplied by the roll no. of the enumerator and then continuously use the random numbers as per the earlier instructions.

- 1.2.5 The method of selection of the circular systematic samples will be the same.
- 1.3.1 Block 4: In this block the enumerator should make a list of households who have their usual place of residence in the selected block. Business establishments are not to be listed in this block. If a household has a business establishment in the selected block but it resides outside the selected block it should not be listed. If such a household resides elsewhere in the selected block, it should be listed at the place of residence. The listing of households should be done in a geographically continuous manner, starting from a suitable corner of the selected block and by house to house visit.

Instructions for listing special dwellings and areas

- 1.3.2 Special points: (a) Hotels: Temporary residents should not be listed as households. Persons or families staying in hotels on a long-term basis should be listed each as a separate household. (b) Hostels: Residents of hostels, living on a long term basis should be listed as separate households. (c) Inmates of prisons and hospitals and similar other institutions should not be listed at all. (d) Note that any of the staff or owners of the above mentioned institutions living on the premises should always be listed as separate households.
- 1.3.3 Protected areas like the armed forces or security camps will be kept outside the scope of the survey. This should be done at the stage of selection of blocks. If such areas are noticed, after the selection of the block, the households living in such areas will be excluded from listing. Note however that, any security or armed forces personnel living in the civil areas will be listed.
- 1.3.4 Block 4: Cols. (15) and (16) will not be filled since schedule 3 is not canvassed in the urban blocks. But col. (6) will be filled.
- 1.3.5 Block 4: Even if a household residing in the selected urban block and therefore listed in the block 4, has its enterprise outside the selected block, cols. (6) and (7) will be filled for that household if applicable. If such a household is selected, data for such enterprises will also be filled in schedule 2.1, by visiting the place of enterprise if necessary.
- 1.3.6 Block 4: All other instructions for this block are the same as for the rural survey.

Schedule 2.1

- 2.1.1 Reference periods:- Wherever in this schedule the reference period of past week has been used in the rural areas, the reference period of past month will be used in the urban areas. The reference period of past month means a continuous period of 30 days ending on the day preceding the date of survey. The only exceptions will be blocks 39.1, 39.2, 40.1 and 40.2 for which the reference period will continue to be past week in the urban areas also.
- 2.1.2 Instead of imputed weekly rent in block 3, col. 18 and imputed weekly wages in block 4 col.8 and blocks 40.1 & 40.2 cols. (15) and (16), imputed monthly rent and wages will be shown by suitable calculation wherever necessary.
- 2.1.3 According to the above instructions, in the schedules canvassed in the urban areas, the words 'week' and 'weekly' should be crossed out and the words 'month' and 'monthly' should be inserted respectively in their places.
- 2.1.4 Block 3: In case, more than one household live in a building, the details of housing will relate only to that part of the building occupied by the sample household. Age in years: col. (14) will however show the age of the building.

Instructions to be specially noted

- 2.2 Attention of the enumerators is specially drawn to the instructions for filling the block 15, block 17 col. (10) and block 22 col. (10). The record of consumption of output (or input) of the household's enterprise is to be carefully recorded at these places. Out-put (or in-put) is consumed when it is first brought into use for household consumption. Special care should be taken in respect of items, (like teff) which are required to be processed (milling) before consumption. When the product enters the first stage of consumption, which in such cases is the processing prior to consumption, it should be treated as consumed. Data on consumption of out-put (or in-put) should be recorded keeping this definition in mind.
- 2.3 Note that agricultural products received as rent are not to be treated as out-put. Rent may be in the form of a fixed amount or proportion of crop. Data on rent received is to be shown for the two reference periods of past month and past year in block 20. For rent received in kind during past month, commodities with details are to be shown in block 21. For the rent received in kind during past year (but not past month) the valuation

will be first done in block 37, and the value will be shown in block 20. Note that if a commodity received as rent, wages etc. is sold by the sample household during the reference month, the transaction will be shown in block (32), as other receipts.

- 2.4 Block 37: It is emphasised that this block must always be used for evaluation of receipts or disbursements in kind, which are recorded anywhere in the main blocks of the schedule. Similarly this block should always be used for working out the quantities of items of block 5 and 6 from value and price data. This should be specially noted in the case of transactions involving cereals and pulses.
- 2.5 Block 38: As far as possible, for cereals and pulses, the enumerator should show data on quantities in metric units in all blocks of the schedule. In cases where this is not possible, and local units are reported, he should, by weighing the corresponding commodity, give in this block the metric equivalent of the local unit of the particular commodity.

Special Instructions for Block 36: Urban areas only

- 2.6.1 Block 36: a) In the urban areas, this block will be used for recording the details of items of food and drinks consumed during the reference month.
- b) Further, only those items of food and drinks, which were not obtained by purchase (any time earlier) or which were not produced by the household are only to be recorded here. Thus, such items may have been received by the household (any time earlier) as rent, wages, gift etc. or and item may relate to an enterprise animal (in rare cases). Thus the source code in col. (21) will never be 1 or 2 for the data which is admissible in this block.
- c) The information will be filled by Enquiry and not by weighing by balance.
- d) The definition of consumption is the same as that applicable for block 15 or block 22. (refer para. 2.2 before) Thus if a household reports that during the reference month, it milled one quintal of teff (which was received by it as, say rent) for subsequent consumption, the whole amount of one quintal will be shown in this block.
- 2.6.2 Detailed instructions for the block 36 for urban areas only are given below.
- 2.6.3 The heading of the block should be changed to:
(36) RECORD OF FOOD AND DRINKS CONSUMED LAST MONTH (ITEMS NOT PURCHASED OR PRODUCED).
by striking out the word YESTERDAY and adding the words LAST MONTH onwards as above.

- 2.6.4 Col.(1): Give continuous serial number to the entries, starting with 01, in this column.
- 2.6.5 Cols. (13) and (14): These should be left blank by the enumerator
- 2.6.6 Cols. (13) and (14): Describe the item in col.(13) and fill the col.(14) as per the instructions for this column given at the foot of the block.
- 2.6.7 Cols. (15) to (19): These columns should be left blank. But their space may have to be used in the case mentioned in para. 2.6.9 below.
- 2.6.8 Col.(20): Write the words 'kg.' striking out the word 'Gm.' printed in the heading of this column. The entry in this column should always be in kg. to two places of decimal.

The quantity figure in Kg. to two places of decimals should be read in the natural order as far to the right as possible, thus

	Quantity Kg.(0.00)				
	(20)				
	59	60	61	62	63
10 Kg. as		1	0	0	0
5½ Kg. as			5	5	0

- 2.6.9 If the quantity data is not available in Kg. (metric units) try to work it out in block 37 using the value data and price per kg. Sometimes, the milling charges may give an indication of quantity data in metric units, at least in the case of items which require milling before consumption. If, even this can not be done, it may be entered in local units, giving full description of the local unit and quantity in local units, using the space in cols.(15) to (19) but leaving col. (20) blank. In all such cases, by weighing the local unit or a part of the local unit of particular commodity and recording the calculation in block 38, the enumerator should give the metric equivalent of the local unit (of the commodity) recorded by him in Block 36:
- 2.7 Col. (21): Give the source code of the item recorded as per instructions for this column. Note that the source code will be 3 to 5 or 9 not 1 or 2.

Schedule 2.2

- 3.1 The reference period for cols. (12) to (20) of block 2 and for block 3 will be the week ending on the day preceding the survey date. The schedule will be filled by enquiry. All instructions for filling the schedule remain the same as for the rural survey.

Schedule 4

- 4.1 The schedule 4 is to be filled only in towns which have population less than 10,000 i.e. towns with codes 3,4,5,6,7,8, and 9 in the tenth place of Town code.
- 4.2 The three different types of prices should be collected from the same market from an area where most of the transactions are carried. There are generally open market-areas or distinct market areas in the town where most of the people buy and sell the listed commodities.
- 4.3 The prices should be collected on a market day. If there are more than one market day, the prices should be collected on the biggest market day. Generally, for the survey of one urban block, the enumerator will be required to stay in the town for about two weeks. During this period of work of one block, he should fill schedule 4 for that town on one market day as stated above. If the enumerator has to survey more than one block in a town, he should fill as many schedule 4, as the number of blocks to be surveyed in the town for each period of survey of the different blocks.
- 4.4 Block 1: Items: Market Place upto Type of Road are not to be filled. Items Province upto Sub-division should be filled as per instructions given in para. 0.6.1 to 0.6.11 of this chapter. Date on which prices are collected should be invariably filled.

5 Survey Programme in Addis Ababa

- 5.1 Thirteen enumerators will be assigned for Urban Survey work in Addis Ababa. Three of them (called reserve enumerators) will be reserved for the special methodological survey. The remaining 10 (called regular enumerators) will be engaged in the urban survey work in Addis Ababa which involves the survey of 78 blocks in the first sub-round.
- 5.2 The work of these 78 blocks will be completed by 10 regular enumerators in the three month period July-September 1972. All instructions for carrying out the urban survey in Addis are the same as given in this chapter. The only change is in the programme of work which is mentioned below.
- 5.3 Unlike in other towns, each of the 10 regular enumerators will list households in two blocks, one after another, at a time. The listing and selection of households will of course be done separately for each block in separate schedules: 1. After the necessary number of households is selected separately from each block, the household schedules will be canvassed. After this the enumerator will similarly carry out the survey of the remaining blocks, taking two blocks at a time.

- 5.4 Fifteen of the 78 blocks have been specified (at random) which will be surveyed at the end of the Sub-round. For three of the remaining 63 blocks, list of households and sample selection will be done by the reserve enumerator/s and the corresponding schedules: 1 will be given by them to the regular enumerators. Similarly, the list of households and sample selection of households done by the regular enumerator in the 60 blocks surveyed by them earlier will be made available to the reserve enumerators for the special survey work.

6 Survey Programme in Asmara

- 6.1 Four enumerators will work in Asmara during the first sub-round of which one (the team leader) will be a reserve one for the special survey, and the remaining three will be regular enumerators for the survey of 22 blocks.
- 6.2 All instructions for the survey of these 22 blocks are the same except that, as in Addis Ababa, each of the three regular enumerators will make a list and sample selections of households in two blocks at a time. One block, specified at random, will be surveyed last. For three of the 21 blocks, list and sample selection of the households will be done by reserve enumerator and the corresponding schedules: 1 will be handed over by him to the regular enumerators. Similarly the schedules: 1, for 20 blocks, filled by the regular enumerators will be made available by them to the reserve enumerator for the special survey work.

7. Instructions for Special Survey in Addis Ababa

- 7.1 As mentioned earlier, 3 reserve enumerators will work in the special survey in Addis Ababa. In the special survey, 4 households from each of the 63 (of the 78) blocks selected in Addis Ababa will be surveyed and thus a sample of 252 households will be covered in the first sub-round.
- 7.2 As stated earlier, during the initial period (of 4-5 days), the 10 regular enumerators will have completed the work of listing and sample selection of households in 20 blocks. During this period, one of the reserve enumerators should complete the work of listing and sample selection in one more block. Thus, by the end of this initial period, Schedules: 1 for 21 blocks will be ready.
- 7.3 During the next period of 35 days, each of the reserve enumerator will be assigned work of 7 of the above 21 blocks. From each of the blocks 4 households, specified by the method given below, will be surveyed by him.

- 7.4 Selection of 4 households in each block:- The sample of 4 households will be selected from Group II households in each block. Independent sample selection will not be done. The 4 households for special survey will be specified as follows.
- (a) The household with sampling serial no. in the frame for Group II next to the sampling serial no. of the sample household from Group II with order of selection = 1, will be the first household for the special survey. If the sample household with order of selection = 1, from Group II has the last sampling serial number in Group II, take the household with sampling serial no. = 1 from Group II as the first household for special survey.
- (b) The remaining three households for the special survey will be similarly decided upon with reference to the sample households already selected from Group II, with order of selection equal to 6, 11 and 16.
- (c) The four households thus selected for special survey will be given order of selection 1, 2, 3 and 4, for recording in item 10 of block 1 of schedule 2.1. The order of selection 1 will be given to that household selected as per (a) above, 2 will be given to that household which is next in the frame to the one selected for regular survey with order of selection 6, etc.
- 7.5 Each of the reserve enumerator will thus determine, from each of the 7 blocks assigned to him for special survey, the 4 households he has to survey. He will thus obtain a sample of 28 households, the names of heads, of their location particulars etc. and will survey them in the period of 35 days, visiting each household 5 times, and visiting every day 4 households. The four households to be visited on a day will be from one particular block (out of 7). This has been fixed in order to reduce the between-households movement of the enumerators.
- 7.6 To each of the household, the (reserve) enumerator will pay 5 visits at the interval of 7 days. Thus if the first visit to a household falls on Monday, the household will be visited on four more consecutive Mondays etc.
- 7.7 In the special survey only schedule 2.1 will be canvassed. For each household 5 schedules: 2.1 will be filled for the selected household, one for each visit. The blocks 3, 4, 39.1, 39.2, 40.1 and 40.2 of the schedule 2.1 will however not be filled. Similarly, the parts of some of the blocks for the reference period of a year will also not be filled.

- 7.8 On the first visit, the enumerator will fill schedule 2.1, excluding the blocks and parts of the blocks mentioned above, for the reference period of past month (30 days) ending on the day prior to the date of survey, according to the general instructions laid down for the urban survey. Further, under item 11 of block 1 of the schedule he will enter E for description, and code 6 in the code space.
- 7.9 In the second to fifth visit to a household, the enumerator will canvass one schedule: 2.1 on each visit. The reference period for these schedules will be the past week i.e. the week ending on the day prior to each of the survey date. In other words, the reference period will be equal to the time elapsed between the current visit of the enumerator and his immediately preceding visit. All blocks, except the blocks mentioned above (para: 77), of schedule 2.1, for the past week will be thus filled. Further, under item 11 of block 1 of schedule 2.1, the enumerator will make entries of W-I, W-II, W-III, & W-IV for description and codes 2, 3, 4 & 5 in the code space for the 2nd to 5th visit schedules respectively.
- 7.10 The enumerator will make identical entries in other items of block 1, and of block 2, in the five schedules thus filled for a particular household.
- 7.11 The enumerator will not summarise the data from 4 schedules canvassed in the 2nd to 5th visits to a particular household.
- 7.12 On each of the schedule: 2.1 canvassed in the special survey, the enumerator will write in big letters the words: URBAN: SPECIAL at the head of the front page.
- 7.13 If, during the 2nd to 5th visits, for some reason beyond his control, the enumerator can not fill the schedule 2.1 for a particular household to be visited on that day because of the non-availability of the household, it should be surveyed on the next immediately available day. The reference period in such cases will be equal to the period between the enumerator's current visit and the immediately past (successful) visit. The remaining visits should again be attempted on the specified day of the week for that household.
- 7.14 After the 35 days' work of special survey of 28 households by each of the reserve enumerators in the above manner each should repeat twice the above survey operations, selecting the 28 households from another sample of 7 blocks each time.
- 7.15 In the second round, the special survey will be conducted exactly in the same manner.

8 Instructions for Special Survey in Asmara

- 8.1 In Asmara the special survey will be conducted by one reserve enumerator. In the special survey, 4 households from each of the 21 (of the 22) blocks selected in Asmara will be surveyed and thus a sample of 84 households will be covered in the first round.
- 8.2 As stated earlier, during the initial period (of 4-5 days) the 3 regular enumerators will have completed the work of listing and sample selection for 6 blocks. During this period, the reserve enumerator should complete the work of listing and sample selection of households in one more block. Thus by the end of this initial period, schedules: 1 for 7 blocks will be ready.
- 8.3 During the next period of 35 days, the reserve enumerator will do the work of special survey in these 7 blocks, with 4 households from each blocks.
- 8.4 All instructions for the special survey in Asmara are exactly the same as those for special survey in Addis Ababa.
- 8.5 The reserve enumerator will repeat the special survey operations two more times in the above manner, thus covering 7 blocks each time. He will in this manner complete the Special Survey in 21 blocks (84 households) in the first sub-round.
- 8.6 The Special Survey in the second round in Asmara will be done in an identical manner.

APPENDIX I
TO
THE INSTRUCTIONS FOR FILLING SCHEDULES
IN
HOUSEHOLD ECONOMIC SURVEY - 1972

RANDOM NUMBERS
INSTRUCTIONS FOR THE USE OF RANDOM NUMBERS.

1. Random numbers will be required for
 - a) selecting localities
 - b) selecting the sample for sch. 2.1 & 2.2 Group I
 - c) selecting the sample for sch. 2.1 & 2.2 Group II
 - d) selecting the sample for sch. 3.

The selection at b), c), d) above is made first in the first locality and next in the second locality. In general therefore maximum 7 random numbers will be required for work in a sub-division.

2. There are 16 pages of random numbers. Each page containing 25 lines and 15 columns of two digit random numbers. The columns are continuously numbered serially from 1 to 240. The lines are not numbered but shown in groups of five.
3. To determine the first random number with which sampling work should be started, take the random number in the first row of the column whose serial number is equal to your roll number multiplied by 2. For example, if the roll number is 17, start with the random number occurring in the first row of column No. 34 (17x2), i.e. with the random number 62 if, for example, a two digit number, for sampling is required. If it is one digit number, use only 6; if a three digit number is needed, use 621; for a four digit number use 6217; for a five digit number use 62172 and so on.

4. In every case only one random number will be needed for each schedule to determine the random start. If it is necessary to select a random number between 1 and "N", where "N" has "K" digits, then use "K" - digit random numbers for this purpose. In case the random number is greater than "N", reject it and cross it out with pencil, and take the next random number until it is within the desired range.
5. Always cross out with pencil the used and rejected random numbers, and for next sampling work start with the next numbers, going downwards in the column. When all the random numbers in one column are exhausted, start with the first row of the next column (to the right) and go downwards as before. After column No. 240 has been used up, go back to column No. 1 and follow the same procedure.
6. The use of random numbers should always be done in the same order as given in paragraph. 1. That is first for selection of localities, then for selection of households for sch. 2.1 & 2.2. in Group I of first locality, then for selection for sch. 2.1 & 2.2 in Group II in the first locality, then for selection for sch. 3 in the first locality, then for selection for sch. 2.1 & 2.2 Group I in the second locality, then for selection for sch. 2.1 & 2.2 Group II in the second locality, then for selection for schedule 3 in the second locality. If any of the selection are not required to be done, that stage is omitted but the above order remains the same. When the enumerator team moves from the first selected sub-division to the next, the already used random numbers (either selected or rejected) will not be used, but the random number(s) starting with the next to the last one used will be considered. In an exceptional case, only when the enumerator comes back to the same column after exhausting all columns, as per instructions in para. 5 above, will he be required to use the numbers already used.

7. Whenever a random number is selected for use, the column (s) numbers and line numbers in which it is given in the random number table is to be recorded in the space provided. For example if the enumerators roll number is 17, he will start using the random numbers from the first line of col. (34) as mentioned above; suppose he uses the three digit number 230, then he will record, thus

R = 230 (col. 34, Lines 5, 6).

In the schedule 1, whenever the R is to be recorded, space has been provided for recording the column (s) and line (s) numbers. Generally there will be only one column number, but in some cases, when the random number is found, according to the above instructions in the last line of one column and the first line of the next column, there will be two column numbers and two corresponding line numbers; for example.

R = 74 (col. 34, 35; lines 25, 1).

The column (s) and line (s) numbers should be invariably given so that it should be possible to check afterwards, whether the selection had been done correctly.

TABLE OF RANDOM NUMBERS

1	2	3 ✓	4 ✓	5 ✓	6 ✓	7 ✓	8 ✓	9	10	11	12	13	14	15
13	70	43	69	38	81	87	42	12	20	41	15	76	96	85
26	99	82	78	99	05	22	99	52	32	80	91	38	51	09
72	53	95	81	07	98	14	74	52	58	73	10	40	91	90
22	08	08	68	37	16	36	62	20	02	35	98	44	53	23
21	61	90	53	85	72	86	94	87	18	50	11	31	25	22
47	38	55	66	50	96	25	78	34	45	52	78	34	35	20
96	68	13	07	31	29	70	09	16	66	81	09	36	12	17
45	92	93	44	87	72	26	75	82	31	72	69	25	51	40
78	85	71	45	32	16	57	91	52	05	93	20	72	38	33
51	99	50	88	62	54	90	51	01	39	18	70	17	20	75
67	62	30	02	88	17	37	25	42	86	00	32	75	57	37
03	08	89	77	12	41	15	25	52	30	93	11	12	47	35
45	10	04	66	94	70	33	74	97	23	40	97	73	67	55
62	48	46	97	04	36	31	27	29	84	85	35	16	02	29
59	59	33	63	53	43	60	30	15	81	67	59	48	98	15
72	63	67	17	24	55	68	32	24	80	13	92	73	65	42
46	28	15	70	28	98	53	36	03	89	83	74	22	96	06
21	03	09	16	31	48	05	10	98	63	14	15	57	26	11
84	82	53	39	92	14	07	84	04	01	66	17	47	76	60
75	68	40	90	39	95	46	10	94	68	39	10	31	80	30
42	77	29	80	73	38	92	11	81	72	50	88	91	55	48
63	55	09	84	66	56	92	13	97	14	87	27	83	70	10
54	29	70	14	85	95	79	72	77	48	57	92	28	35	53
42	97	50	61	19	55	38	55	85	57	85	08	86	91	62
52	30	47	73	26	54	18	05	75	92	95	08	24	86	86

TABLE OF RANDOM NUMBERS

16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
27	81	21	75	39	43	77	80	81	72	55	33	32	54	38
17	41	85	13	20	66	59	22	20	93	15	11	02	14	89
51	74	23	54	88	84	12	16	77	01	89	83	44	23	49
87	91	53	86	97	42	80	83	37	31	97	12	11	84	69
30	16	17	32	34	00	07	25	52	79	77	77	69	76	38
92	81	12	15	28	42	98	67	52	38	30	12	85	98	68
03	83	93	48	64	50	32	57	94	64	87	55	68	72	06
74	85	16	86	09	22	62	06	38	16	74	71	27	69	83
97	36	58	90	91	23	91	19	04	16	31	25	96	65	32
03	85	53	06	41	29	78	51	15	49	01	26	88	45	76
77	67	60	70	44	56	91	03	19	66	19	69	66	27	28
37	15	17	96	24	95	08	39	55	15	33	19	50	98	26
64	16	38	58	74	29	71	49	62	13	29	90	80	93	66
14	16	78	44	49	34	05	46	96	88	74	51	03	39	64
29	19	71	98	71	19	51	86	82	95	83	84	13	02	62
09	39	92	56	68	36	54	55	46	13	58	83	61	66	77
41	55	75	08	62	55	19	15	75	77	74	65	03	42	78
28	98	16	85	39	67	49	02	30	47	55	67	10	59	34
52	22	79	70	66	78	13	97	42	81	54	10	57	42	17
86	08	54	39	88	38	46	74	21	13	74	36	85	52	19
36	26	40	17	70	39	94	05	76	12	98	65	97	74	18
91	20	64	12	33	15	59	43	28	75	88	60	64	80	35
14	30	57	07	34	09	56	26	81	41	14	99	96	72	06
94	83	96	96	17	02	10	89	71	76	53	37	80	03	58
52	67	59	63	22	28	76	43	45	97	87	11	68	57	74

TABLE OF RANDOM NUMBERS

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
13	70	43	69	38	81	87	42	12	20	41	15	76	96	85
26	99	82	78	99	05	22	99	52	32	80	91	38	51	09
72	53	95	81	07	98	14	74	52	58	73	10	40	91	90
22	08	08	68	37	16	36	62	20	02	35	98	44	53	23
21	61	90	53	85	72	86	94	87	18	50	11	31	25	22
47	38	55	66	50	96	25	78	34	45	52	78	34	35	20
96	68	13	07	31	29	70	09	16	66	81	09	36	12	17
45	92	93	44	87	72	26	75	82	31	72	69	25	51	40
78	85	71	45	32	16	57	91	52	05	93	20	72	38	33
51	99	50	88	62	54	90	51	01	39	18	70	17	20	75
67	62	30	02	88	17	37	25	42	86	00	32	75	57	37
03	08	89	77	12	41	15	25	52	30	93	11	12	47	35
45	10	04	66	94	70	33	74	97	23	40	97	73	67	55
62	48	46	97	04	36	31	27	29	84	85	35	16	02	29
59	59	33	63	53	43	60	30	15	81	67	59	48	98	13
72	63	67	17	24	55	68	32	24	80	13	92	73	65	42
46	28	15	70	28	98	53	36	03	89	83	74	22	96	06
21	03	09	16	31	48	05	10	98	62	14	15	57	26	11
84	82	53	39	92	14	07	84	04	01	66	17	47	76	60
75	68	40	90	39	95	46	10	94	68	39	10	31	80	30
42	77	29	80	73	38	92	11	81	72	50	88	91	55	48
63	55	09	84	66	56	92	13	97	14	87	27	83	70	10
54	29	70	14	85	95	79	72	77	48	57	92	28	35	53
42	97	50	61	19	55	38	55	85	57	85	08	86	91	62
52	30	47	73	26	54	18	05	75	92	95	08	24	86	86

TABLE OF RANDOM NUMBERS

16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
27	81	21	75	39	43	77	80	81	72	55	33	32	54	38
17	41	85	13	20	66	59	22	20	93	15	11	02	14	89
51	74	23	54	88	84	12	16	77	01	89	83	44	23	49
87	91	53	86	97	42	80	83	37	31	97	12	11	84	69
30	16	17	32	34	00	07	25	52	79	77	77	69	76	38
92	81	12	15	28	42	98	67	52	38	30	12	85	98	68
03	83	93	48	64	50	32	57	94	64	87	55	68	72	06
74	85	16	86	09	22	62	06	38	16	74	71	27	69	83
97	36	58	90	91	23	91	19	04	16	31	25	96	65	32
03	85	53	06	41	29	78	51	15	49	01	26	88	45	76
77	67	60	70	44	56	91	03	19	66	19	69	66	27	28
37	15	17	96	24	95	08	39	55	15	33	19	50	98	26
64	16	38	58	74	29	71	49	62	13	29	90	80	93	66
14	16	78	44	49	34	05	46	96	88	74	51	03	39	64
29	19	71	98	71	19	51	86	82	95	83	84	13	02	62
09	39	92	56	68	36	54	55	46	13	58	83	61	66	77
41	55	75	08	62	55	19	15	75	77	74	65	03	42	78
28	98	16	85	39	67	49	02	30	47	55	67	10	59	34
52	22	79	70	66	78	13	97	42	81	54	10	57	42	17
86	08	54	39	88	38	46	74	21	13	74	36	85	52	19
36	26	40	17	70	39	94	05	76	12	98	65	97	74	18
91	20	64	12	33	15	59	43	28	75	88	60	64	80	55
14	30	57	07	34	09	56	26	81	41	14	99	96	72	06
94	83	96	96	17	02	10	89	71	76	53	37	80	03	58
52	67	59	63	22	28	76	43	45	97	87	11	68	57	74

TABLE OF RANDOM NUMBERS

31	32	33	34	35	36	37	38	39	40	41	42	43	44	45
86	17	98	62	44	62	67	18	02	15	79	36	90	21	60
34	17	10	17	43	68	47	09	66	06	96	96	18	97	02
23	83	25	22	31	25	09	32	57	52	88	05	95	82	56
64	42	07	46	19	56	27	48	22	87	41	90	47	81	74
28	01	52	52	24	90	68	59	70	66	73	13	25	50	70
73	27	49	30	71	93	45	23	86	40	53	13	33	09	79
68	96	82	12	70	61	57	03	27	55	72	07	87	82	47
49	27	30	17	92	45	96	75	06	25	10	97	52	41	85
81	91	86	43	17	60	76	59	96	38	96	50	35	60	90
70	11	90	78	54	31	75	14	38	49	91	76	14	39	00
76	60	35	52	47	78	49	74	59	95	14	00	98	70	66
32	04	40	57	05	72	16	19	54	78	61	03	98	31	08
28	04	32	97	32	25	47	51	21	49	54	26	17	95	15
87	23	34	82	02	05	65	10	67	08	62	72	33	16	66
16	41	58	73	76	51	37	53	22	55	41	89	36	21	52
01	13	30	72	03	34	30	08	29	67	58	00	65	94	00
04	66	49	07	80	83	53	28	77	26	75	61	19	20	88
63	72	23	44	91	97	54	05	88	16	45	44	11	17	87
05	81	81	56	04	93	91	92	94	29	49	60	13	73	14
18	80	74	51	53	88	53	90	86	97	55	59	58	01	75
22	64	46	10	22	05	37	98	77	78	83	69	31	73	90
52	48	31	16	69	39	76	94	21	69	90	25	96	40	50
58	85	06	34	69	82	18	68	65	29	90	78	29	64	83
87	04	04	58	00	78	09	82	57	19	43	05	45	99	21
85	96	61	47	26	03	43	29	11	72	73	48	08	29	41

TABLE OF RANDOM NUMBERS

46	47	48	49	50	51	52	53	54	55	56	57	58	59	60
25	19	17	50	50	46	26	92	62	41	27	66	85	60	70
54	61	41	41	91	88	83	50	32	75	59	03	58	58	83
97	50	71	35	65	67	15	45	73	09	17	60	68	38	05
96	17	27	35	82	80	77	28	97	11	26	72	02	88	96
21	48	84	49	72	93	48	66	75	82	36	33	77	97	35
85	12	09	36	72	81	06	73	04	02	03	10	81	34	44
49	57	40	54	64	88	97	69	03	12	94	45	86	74	66
07	43	79	37	60	96	75	39	46	33	42	41	29	83	73
80	07	51	15	59	55	24	80	49	12	61	68	00	44	58
40	71	81	93	03	03	60	02	42	53	38	35	05	67	73
50	24	44	84	14	02	13	95	71	17	46	16	45	72	36
51	36	08	02	99	65	46	51	84	51	20	85	22	94	38
62	81	28	56	90	81	19	95	58	41	50	80	91	11	62
83	33	85	65	91	68	33	17	85	77	15	53	18	87	75
24	05	75	46	93	05	64	39	09	20	73	52	84	82	81
28	40	31	45	53	96	36	84	57	60	99	82	84	93	66
21	23	47	38	68	53	19	50	06	54	28	00	56	78	63
00	78	78	51	53	72	74	90	79	03	63	27	02	60	44
66	96	71	70	61	05	98	64	67	41	35	00	84	20	51
46	24	17	92	11	04	92	17	17	89	52	52	65	59	36
55	69	47	19	10	36	47	63	23	35	15	03	79	56	48
75	17	81	21	31	84	98	99	77	96	71	72	67	99	24
35	04	66	64	83	34	75	18	40	58	65	35	98	48	02
05	83	68	55	63	72	35	53	51	48	26	41	11	16	45
45	48	17	48	46	21	44	18	99	41	51	94	64	83	03

TABLE OF RANDOM NUMBERS

61	62	63	64	65	66	67	68	69	70	71	72	73	74	75
23	99	75	91	68	71	77	35	56	29	30	26	83	97	11
24	50	63	43	58	96	59	56	76	39	86	04	11	71	07
63	99	50	54	63	11	67	06	79	37	52	17	84	84	58
67	42	45	26	06	30	13	96	47	25	54	31	33	77	79
23	73	62	45	06	38	83	49	66	35	06	02	45	45	02
09	98	28	71	65	35	74	94	87	13	79	77	27	49	88
77	97	74	00	04	18	42	69	79	74	66	90	72	85	13
81	33	58	28	11	28	89	53	29	23	21	91	15	16	83
90	47	83	90	03	18	14	38	28	21	72	09	99	32	65
59	01	09	70	86	58	53	77	74	15	14	95	71	50	87
56	96	60	28	80	20	35	34	07	89	78	85	71	49	57
69	65	85	38	62	53	81	97	00	30	43	05	36	04	39
28	23	54	79	10	52	77	02	87	74	17	42	96	00	80
40	71	41	62	18	93	71	73	71	36	10	92	91	99	73
88	83	39	47	97	05	17	97	88	09	38	28	22	06	26
04	96	83	09	23	49	00	32	23	47	09	51	83	36	02
14	72	41	35	69	48	93	00	72	10	63	46	98	63	46
94	02	46	56	58	48	99	48	02	27	38	71	95	05	17
56	04	35	54	37	10	49	21	77	05	99	06	65	11	63
05	22	71	74	19	45	22	30	57	72	47	46	77	14	01
59	61	33	54	59	83	87	10	50	31	66	32	27	95	11
66	87	57	15	87	25	06	59	67	13	45	95	50	73	90
34	42	45	30	64	25	16	53	13	25	88	11	13	23	54
85	41	23	96	62	77	66	47	21	52	93	02	61	15	30
92	08	10	47	20	83	55	04	30	53	42	16	71	13	32

TABLE OF RANDOM NUMBERS

76	77	78	79	80	81	82	83	84	85	86	87	88	89	90
50	01	66	62	10	38	47	86	17	59	64	26	02	36	17
13	35	98	13	29	61	37	85	44	14	96	63	98	71	28
68	37	23	74	77	92	37	14	25	88	78	96	90	90	00
40	43	78	99	64	47	23	89	80	49	91	95	59	60	06
90	37	63	74	14	30	64	66	72	38	19	28	01	63	44
04	84	87	41	64	03	89	57	82	54	07	71	33	49	80
43	95	90	88	46	27	34	43	61	52	24	53	09	84	27
94	20	01	52	38	82	74	59	52	76	29	85	59	84	16
64	04	67	90	38	25	44	69	32	35	04	27	13	98	84
91	89	73	11	07	29	69	79	89	36	79	99	56	05	63
24	43	43	01	91	48	33	23	60	63	87	15	15	27	59
77	67	34	95	86	99	27	54	40	61	32	54	74	63	89
09	91	95	96	96	59	13	33	76	69	65	15	88	82	08
36	59	12	33	44	28	85	77	72	84	23	05	57	14	43
67	03	48	83	77	15	39	38	60	87	93	20	89	37	55
87	07	87	94	15	70	33	87	92	20	44	52	85	28	63
70	83	47	08	44	92	03	01	69	36	54	02	85	92	92
35	61	24	35	08	63	55	43	88	72	23	80	06	83	24
33	90	47	53	07	64	57	02	75	91	23	41	95	06	18
10	86	00	20	21	25	38	66	72	50	88	21	00	24	82
27	56	37	85	54	76	52	11	75	37	11	21	26	61	05
12	87	87	16	41	19	24	45	50	63	61	48	52	29	34
95	03	95	57	45	95	95	29	81	58	75	81	44	15	27
41	99	20	67	81	61	53	17	68	79	40	87	93	89	23
01	80	04	99	83	04	81	35	81	62	49	64	35	74	06

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02	96	85	29	01	71	25	75	16	12	96	88	01	45	02
57	32	28	08	02	76	67	87	64	68	02	96	09	50	78
85	58	76	47	47	46	64	91	31	90	58	42	77	01	02
93	26	47	78	64	08	47	06	70	10	57	11	66	84	10
23	56	59	96	27	53	88	27	01	08	13	32	85	15	83
84	19	95	90	83	74	45	69	34	35	88	20	53	29	43
79	66	11	73	04	76	31	64	82	88	12	41	63	36	13
73	42	95	17	00	89	67	98	16	36	33	80	06	97	38
34	38	75	66	20	90	21	96	10	10	13	92	61	62	31
67	90	30	29	71	25	60	92	54	58	71	70	90	84	97
58	95	23	11	71	30	52	79	21	68	59	33	23	25	42
64	29	41	75	29	82	23	41	26	81	00	41	10	46	53
36	43	78	24	43	50	27	42	29	38	79	93	98	08	00
18	12	08	30	86	79	73	70	40	53	55	80	29	76	17
91	45	23	39	92	54	43	26	23	82	27	80	26	11	03
24	30	32	85	33	23	07	78	82	74	25	81	11	29	85
64	89	57	04	42	93	90	92	26	68	14	90	77	84	29
46	18	94	19	23	77	96	76	83	69	99	06	92	01	35
04	95	37	27	93	53	12	76	24	60	94	69	25	59	85
65	16	04	24	33	40	68	86	26	54	34	12	96	09	72
24	87	91	28	61	02	38	74	42	10	50	53	23	59	49
25	53	26	72	44	60	99	65	87	25	78	68	53	38	41
23	89	43	95	41	44	17	09	95	17	75	58	77	87	65
08	03	95	38	97	54	79	49	35	89	07	83	20	72	03

TABLE OF RANDOM NUMBERS

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93	64	05	94	59	30	88	69	03	78	66	74	33	15	87
46	24	83	84	06	97	41	44	49	01	58	73	81	00	64
36	54	95	27	03	22	73	68	82	26	73	69	03	40	44
99	67	38	75	54	77	34	78	99	87	60	02	12	89	46
33	91	35	59	10	01	45	48	69	25	70	32	42	44	83
94	29	36	01	15	41	81	68	23	23	99	11	71	89	19
70	37	97	36	64	25	91	00	03	34	88	11	58	11	08
46	29	97	61	48	85	49	57	72	25	57	16	84	90	33
76	22	60	49	55	66	10	84	48	79	46	71	13	94	59
87	16	17	47	44	11	79	38	96	96	13	87	02	11	67
78	84	74	70	02	42	57	23	03	64	74	44	71	91	01
76	44	57	03	45	00	47	69	20	41	99	03	59	13	15
20	83	00	40	64	92	61	17	29	68	77	72	68	03	24
24	61	08	21	70	02	37	25	64	46	69	18	53	04	74
29	85	54	13	49	87	54	65	29	72	15	13	53	97	90
93	16	36	14	26	91	71	32	66	62	11	58	59	64	90
61	83	79	06	81	23	00	63	49	31	11	54	12	12	12
27	84	03	81	77	83	48	04	94	22	19	76	67	36	74
31	04	54	43	58	97	93	86	87	15	46	82	06	80	46
17	76	11	52	88	26	01	66	83	69	49	85	36	54	64
82	50	20	62	91	62	77	30	06	90	30	32	81	60	11
34	06	30	54	52	02	69	73	18	05	30	01	73	04	94
62	56	60	72	02	00	16	69	43	12	84	36	49	76	82
52	33	84	16	22	29	29	56	92	15	32	23	77	07	16

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93	85	79	02	99	02	17	26	83	40	11	05	62	99	46
69	84	86	60	38	93	67	72	57	00	45	23	78	00	01
00	52	10	07	16	79	25	48	92	81	50	75	81	37	36
57	36	92	49	68	09	52	04	40	07	37	03	10	79	18
16	01	59	88	74	21	29	37	80	19	12	57	16	72	18
53	72	62	12	25	83	30	99	56	42	71	37	43	43	20
46	77	32	80	07	29	81	12	64	22	72	83	37	69	59
78	56	25	62	84	57	89	74	44	60	17	78	53	12	28
48	36	27	01	26	30	42	52	55	96	86	46	28	54	12
73	15	04	54	89	95	06	04	04	92	49	24	39	90	62
50	98	84	57	60	82	66	67	52	86	60	00	81	36	10
07	41	50	30	08	42	43	20	24	93	19	13	27	34	71
73	57	82	86	32	67	46	37	46	20	99	60	53	25	74
13	10	33	24	37	90	01	26	50	70	81	55	23	70	08
87	26	26	55	15	27	10	52	51	93	18	96	69	78	84
05	99	94	64	44	86	01	04	55	98	17	34	90	20	37
34	42	41	77	65	54	35	55	73	85	33	74	36	66	80
07	93	29	08	46	38	60	76	15	06	13	31	53	04	60
63	90	30	64	15	55	74	87	68	41	80	40	81	47	71
72	78	76	67	14	27	75	33	27	70	24	63	47	16	67
46	58	98	77	00	04	39	16	91	83	93	06	53	40	99
48	98	87	46	93	96	86	08	70	86	05	80	72	98	22
69	45	67	66	96	63	98	53	73	87	78	80	26	65	35
59	11	32	13	28	25	38	35	91	58	42	14	85	91	00

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38	81	85	69	35	49	26	16	97	66	38	68	54	06	23
02	89	99	60	03	83	19	71	06	66	33	77	84	32	27
48	58	66	74	07	02	68	25	35	46	60	30	13	96	79
55	87	80	48	33	94	05	43	39	79	68	86	26	99	09
00	02	43	05	54	97	13	33	25	19	54	57	17	23	06
82	74	28	07	31	44	49	00	20	61	44	67	71	86	23
97	46	06	85	53	95	62	24	18	87	88	37	68	12	48
27	95	04	75	66	23	46	61	58	85	84	68	51	43	60
21	55	66	63	67	54	98	39	58	54	51	53	16	63	44
30	29	75	20	04	09	21	69	24	49	43	40	97	36	36
74	52	39	96	51	43	56	08	83	97	62	18	12	93	87
51	47	38	83	16	00	02	97	68	22	58	98	54	82	50
20	45	89	39	70	21	98	91	18	94	52	94	62	30	28
64	35	70	08	57	48	86	77	42	41	25	40	72	51	35
90	52	67	66	55	33	43	44	28	84	95	45	42	09	67
87	61	28	11	65	42	70	83	95	49	82	21	10	06	23
68	97	71	36	56	22	04	71	48	17	20	02	56	25	47
74	29	89	73	99	66	99	43	46	53	89	28	42	36	55
43	75	00	82	43	53	56	70	35	64	16	69	05	11	49
54	62	73	36	69	81	11	26	79	41	02	69	54	26	61
69	38	82	26	28	87	13	61	19	47	08	09	68	85	60
47	41	61	98	00	29	74	10	37	39	14	38	62	28	71
93	45	12	64	87	97	11	76	33	05	38	29	15	92	98
01	36	46	57	62	78	74	99	00	99	05	41	48	21	67

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55	12	89	81	90	41	10	27	53	73	81	04	59	91	49
73	60	56	98	48	85	27	55	78	56	73	15	90	94	29
76	91	76	58	48	00	51	53	91	89	31	22	59	80	96
81	97	36	86	59	65	34	76	30	83	29	13	33	36	98
21	79	20	56	79	26	14	67	85	48	93	64	91	85	03
43	35	78	78	05	26	93	27	68	31	54	94	51	31	86
29	96	32	20	69	22	05	39	61	42	31	81	07	84	90
73	90	14	00	91	49	79	09	15	31	87	71	95	84	11
31	46	63	54	44	03	97	99	73	02	42	41	81	16	66
11	43	59	88	00	64	68	23	30	93	73	31	70	34	50
68	67	94	49	08	08	80	93	09	41	94	66	29	56	86
04	23	03	08	58	71	56	91	76	60	95	41	26	60	05
12	20	07	92	04	84	02	78	94	16	65	26	59	32	93
06	02	49	20	57	30	20	19	85	14	91	84	81	72	59
83	48	07	82	38	65	02	48	57	42	06	46	97	83	44
06	56	59	61	03	61	99	64	75	64	44	54	60	58	02
91	65	56	95	15	14	68	15	63	55	20	81	49	47	54
40	51	90	44	68	83	15	48	72	81	94	77	94	23	58
43	91	97	48	37	79	75	87	70	38	70	77	36	42	97
42	82	97	65	85	08	49	21	23	20	18	85	79	21	46
79	70	10	35	26	36	52	13	95	32	34	03	56	44	09
67	45	67	74	27	81	79	17	01	56	68	93	28	39	31
25	25	58	57	08	78	95	64	06	72	63	48	92	37	30
18	95	80	12	99	70	02	68	07	05	96	04	51	99	97

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166	167	168	169	170	171	172	173	174	175	176	177	178	179	180
27	31	87	51	21	06	56	13	83	57	88	37	14	94	65
79	92	27	39	63	62	50	43	78	34	24	58	27	76	06
96	12	31	69	02	86	33	91	53	45	32	55	62	18	31
24	76	58	36	74	79	90	28	05	34	20	53	20	60	55
60	00	48	57	47	61	14	17	61	51	76	10	92	38	32
33	60	24	82	53	61	84	64	92	45	27	84	55	49	65
03	72	54	53	15	99	34	97	99	57	95	24	00	83	99
24	12	72	63	04	87	65	12	66	40	47	95	66	24	41
76	54	93	41	68	87	53	60	07	01	96	81	81	56	19
40	79	63	53	50	36	75	24	43	82	28	04	35	81	76
27	53	82	99	51	33	10	61	75	38	25	21	05	19	45
34	34	12	02	88	63	11	54	53	02	11	12	60	53	93
88	06	59	54	66	55	86	94	08	05	94	90	51	86	20
57	81	83	74	40	08	99	29	18	34	90	81	08	44	32
35	61	71	62	72	46	57	28	93	63	03	06	65	96	88
53	30	08	19	26	67	44	69	68	43	02	42	87	98	97
15	26	81	86	12	67	01	89	59	76	96	22	66	90	89
13	96	97	21	28	62	60	02	37	16	49	96	48	08	69
10	13	33	72	84	94	16	94	75	95	17	19	13	85	68
71	31	80	92	46	55	80	59	74	04	74	89	16	32	68
02	19	26	92	49	11	17	30	01	38	16	01	80	52	54
00	60	44	82	49	19	54	54	95	08	32	29	88	02	55
41	20	54	05	74	11	32	92	39	23	17	22	65	53	78
59	96	83	89	93	97	65	56	31	52	08	27	87	92	89
76	08	79	21	31	60	12	00	22	85	60	58	37	15	34

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181	182	183	184	185	186	187	188	189	190	191	192	193	194	195
46	52	38	19	84	31	21	50	25	52	24	72	00	43	34
90	31	76	17	12	29	41	29	71	48	19	43	48	90	17
20	30	23	27	73	53	60	07	94	10	91	79	27	22	84
06	41	14	89	08	28	03	85	84	88	04	22	72	09	49
84	79	60	62	55	93	63	22	94	39	49	96	13	12	49
99	17	34	90	55	33	25	77	43	48	09	71	25	80	19
63	76	98	99	92	59	51	17	13	36	01	46	06	80	40
72	87	09	83	32	36	32	52	02	77	80	01	60	58	45
05	92	49	12	34	57	87	73	51	46	25	19	39	31	67
64	99	91	18	37	11	88	38	06	91	14	25	77	68	95
07	69	11	09	79	09	45	28	87	72	18	76	21	13	47
86	78	48	73	20	61	18	35	09	54	50	26	29	67	65
01	78	77	94	64	88	73	64	40	94	16	49	22	84	77
33	92	09	63	73	64	57	62	03	22	25	92	34	52	90
02	64	60	09	13	11	58	73	59	26	85	97	90	51	89
40	89	77	32	81	63	27	98	19	84	12	92	00	41	25
93	76	73	65	79	87	19	37	22	51	34	11	67	37	03
30	39	37	80	21	37	76	41	40	31	16	04	25	17	92
89	71	86	53	16	55	52	85	56	31	26	49	66	96	54
03	73	41	53	51	99	57	65	20	67	66	27	31	00	57
90	92	47	73	00	02	70	00	78	00	22	92	29	33	61
24	64	10	38	31	63	35	69	71	55	20	29	25	38	70
30	27	62	15	31	25	58	56	95	43	36	60	02	55	55
57	54	92	47	11	64	32	83	18	65	52	74	54	71	33
43	58	37	16	69	49	85	02	15	73	57	63	50	46	71

TABLE OF RANDOM NUMBERS

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49	91	93	73	14	15	01	47	02	70	30	96	01	06	30
45	42	46	06	93	60	41	09	31	29	52	49	68	82	39
50	69	74	10	51	89	66	51	57	21	54	95	58	76	46
18	56	73	16	02	87	41	05	13	87	13	61	08	73	29
43	73	70	73	19	41	04	60	25	42	09	50	42	45	01
52	69	34	01	65	33	19	62	22	41	29	65	24	43	22
01	15	92	69	53	78	68	58	74	08	05	11	38	94	28
94	46	83	72	49	19	98	09	56	83	25	40	01	22	61
44	42	06	32	95	17	32	67	80	84	09	69	57	52	92
81	58	85	33	16	11	87	12	17	39	12	11	07	72	20
60	25	84	42	22	94	38	96	52	03	38	97	12	87	15
53	12	75	59	76	42	73	48	95	57	51	31	12	50	82
02	68	01	17	09	00	38	12	31	52	22	24	73	89	09
95	68	53	92	82	11	96	03	47	31	35	59	02	23	84
00	32	10	43	45	44	48	02	29	03	71	82	60	44	48
67	16	84	57	42	18	97	25	03	16	56	57	02	46	13
11	23	91	28	97	34	06	48	44	87	56	80	11	02	46
75	25	43	39	13	14	29	63	79	33	69	90	40	59	83
16	67	93	59	86	81	53	07	69	33	47	40	14	70	07
25	81	18	46	46	96	68	34	08	88	78	35	34	55	49
80	49	70	27	17	99	43	11	36	95	04	05	19	52	40
44	44	96	11	09	82	38	91	73	62	44	72	30	09	91
46	90	22	50	50	53	83	95	82	13	26	25	16	55	89
35	48	16	10	07	10	67	28	66	79	16	26	74	55	78

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211	212	213	214	215	216	217	218	219	220	221	222	223	224	225
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50	35	59	39	36	65	21	60	67	00	72	49	17	38	27
33	18	02	20	36	11	98	87	46	08	86	64	21	85	72
90	58	17	35	74	35	68	22	66	22	82	86	89	01	55
78	86	51	82	75	95	03	05	49	03	33	06	80	88	38
33	54	84	54	73	86	13	33	53	45	65	69	31	59	39
34	15	76	71	08	46	71	00	17	90	94	49	62	85	25
39	18	58	72	78	98	61	25	22	68	18	98	07	55	60
61	38	90	45	69	50	88	43	65	33	09	17	66	73	57
38	25	17	04	28	35	46	77	46	37	73	29	31	56	32
13	49	04	17	93	11	97	87	12	84	07	69	84	22	10
42	34	02	48	77	60	65	04	27	54	40	44	08	42	30
68	80	32	01	70	44	36	57	52	63	03	74	75	63	65
07	14	50	08	50	76	11	34	53	42	16	08	51	79	09
34	48	64	21	33	04	05	83	12	60	06	62	72	57	07
57	11	73	43	75	39	36	84	93	97	53	35	40	31	14
25	88	33	01	05	53	24	27	35	98	25	80	70	17	91
85	81	42	53	74	04	52	64	54	11	34	31	30	92	85
84	75	63	22	39	49	96	75	65	33	11	33	87	76	22
02	72	56	24	85	49	55	52	74	69	27	99	28	22	96
73	83	77	95	79	39	26	52	44	56	69	93	29	50	85
51	26	20	89	77	29	09	45	39	01	44	45	71	17	81
20	64	37	60	09	39	73	19	59	39	34	32	20	30	47
93	15	81	85	78	05	62	94	70	72	64	91	40	12	10
68	14	87	52	34	62	60	01	33	02	38	95	73	71	34

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226	227	228	229	230	231	232	233	234	235	236	237	238	239	240
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21	42	34	74	91	81	94	50	72	65	55	07	99	19	40
90	69	33	57	86	66	75	78	53	83	23	90	48	32	52
34	05	02	36	33	77	93	15	29	40	67	54	59	86	41
99	64	40	94	50	88	96	14	41	77	18	48	49	31	92
91	12	48	04	05	45	72	68	61	37	37	95	58	10	25
25	31	10	11	68	60	46	58	37	62	43	67	45	23	62
34	88	22	36	04	78	44	23	85	79	25	79	79	06	48
21	86	80	12	01	25	36	03	08	87	33	97	22	45	56
91	53	27	12	50	95	02	03	40	98	94	04	38	26	77
77	37	98	08	05	80	37	74	74	05	16	87	15	83	98
80	26	88	76	01	34	08	65	25	27	10	45	47	91	56
99	85	52	83	48	79	34	15	30	33	23	68	82	43	34
67	87	13	56	38	76	20	31	48	43	08	31	23	40	23
56	21	04	47	16	75	82	45	76	81	05	75	27	90	82
86	65	03	84	99	31	00	22	09	34	06	63	14	69	10
76	00	85	07	11	95	57	84	28	43	32	96	85	64	92
73	38	22	34	07	36	03	44	31	00	83	70	74	69	29
16	21	93	91	84	48	15	05	66	12	14	84	83	22	82
20	53	92	13	90	71	00	45	78	51	07	79	46	45	02
73	46	35	61	66	30	85	42	97	86	19	09	12	69	17
36	04	95	37	15	60	53	17	23	01	14	82	57	46	50
52	32	96	39	67	30	40	08	52	29	39	40	15	69	27
16	13	48	55	73	72	70	68	40	74	50	59	33	64	72
32	31	32	26	03	55	74	15	28	81	04	55	20	72	79

APPENDIX II

PROCEDURE FOR CIRCULAR SYSTEMATIC SAMPLING OF HOUSEHOLDS

WHEN N IS EXACTLY DIVISIBLE BY I

BUT NOT BY n. (N, n and explained below)

1. Suppose we have N households serially numbered from 1 to N and it is desired to select n households by using circular systematic sampling. According to the original instructions you have been told that if $\frac{N}{n}$ is not an integer (i.e. N is not divisible by n) to take the sampling interval I as the next higher integer. By this procedure you will be able to select the n households, but a problem arises when the sampling interval I is an exact divisor of N, then you will not be able to have the desired n distinct households.

EXAMPLE 1. Suppose $N=10$ and $n=8$ then $\frac{N}{n} = \frac{10}{8} = 1.25$

$\therefore I = 2$ But

$$\frac{N}{I} = \frac{10}{2} = 5$$

Writing the whole population we have:-

1, 2, 3, 4, 5, 6, 7, 8, 9, 10.

Suppose our random start is 1. The corresponding units in our sample are: 1, 3, 5, 7, 9, 1, 3, 5 As can be seen.

We have only five distinct units i.e. 1, 3, 5, 7, 9. If our random start is 2, we will have the following sample: (2, 4, 6, 8, 10, 2, 4, 6). Here again we observe that the only distinct units are 2, 4, 6, 8, and 10. Thus we get repetition of households for any random start.

2. In such cases i.e where I divides N exactly, but n does not divide N exactly, to select the n distinct households the following procedure should be adopted.

RULE 1. Take a random start from 1 up to N using the random number tables provided.

Let it be R.

RULE 2. Add a dummy unit at the end and give it the number (N+1)

RULE 3. Select the households R, R+I, R+2I, etc. as per original instructions until n households are selected.

RULE 4. If the dummy unit is selected exclude it from your sample and continue the selection procedure till you get n sample households.

If you follow this procedure you can get the desired n distinct households to be selected. To illustrate these ideas we will take an example.

EXAMPLE 2. Let N=10 and n=8

$$\frac{N}{n} = \frac{10}{8} = 1.25 \quad \therefore I = 2$$

RULE 1. Take the random start between 1 and 10 suppose we get the the random start to be 7.

RULE 2. The dummy unit will be labelled as 11
i.e. 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11

RULE 3. The sample selected is:-

RULE 4. 7, 9, 11 = this is a dummy so we continu to get six more units 2, 4, 6, 8, 10, 1

Therefore, our sample is:-

(7, 9, 2, 4, 6, 8, 10 and 1)

Suppose our random start was 2, then the units selected are:-
(2, 4, 6, 8, 10, 1, 3, and 5)

Therefore, our sample is: (2, 4, 6, 8, 10, 1, 3, 5)

Note that the above procedure is not to be applied when N is exactly divisible by n.

FORMS

Take a random start from 1 up to 10 using the random number table provided.

Let 10 be the population size.

Let a sample size of 5 be chosen and draw 10 samples (N=10).

Record the population mean, the sample mean, and the sample variance.

Repeat the process for 100 samples.

Calculate the mean of the sample means and the variance of the sample means.

Compare the results with the theoretical values.

Take the random start below 1 and 10 using the random number table provided.

The sample mean will be calculated as follows: $\bar{x} = \frac{1+2+3+4+5}{5} = 3$

The sample variance will be calculated as follows: $s^2 = \frac{(1-3)^2 + (2-3)^2 + (3-3)^2 + (4-3)^2 + (5-3)^2}{5-1} = 2$

Repeat the process for 100 samples.

Calculate the mean of the sample means and the variance of the sample means.

Compare the results with the theoretical values.

Repeat the process for 1000 samples.

Calculate the mean of the sample means and the variance of the sample means.

(A)

**IMPERIAL ETHIOPIAN GOVERNMENT
CENTRAL STATISTICAL OFFICE
HOUSEHOLD ECONOMIC SURVEY 1972
SCHEDULE 1: LIST & SAMPLE SELECTION OF LOCALITIES
AND HOUSEHOLDS**

(1) IDENTIFICATION PARTICULARS OF THE SAMPLE SUB-DIVISION									
(1)	(2)	(3)	(4)	(5)					
PROVINCE	AMRAJA	WEREDA	MIKITIL (IF ANY)	SUB-DIVISION					
									CODE
(2) PARTICULARS OF SELECTION OF TWO LOCALITIES									
NO.	NAME OF LOCALITY	ASY HHS SLIP- EMPLOYED IN NOW-ADR. YES/NO.	SIZE		CUMULATIVE SIZE		ASSIGNED NUMBERS		ORDER OF SELEC- TION
			YES IN COL (3)	NO IN COL (3)	FOR COL (4)	FOR COL (5)	FOR COL (6)	FOR COL (7)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
	CARRIED OVER FIGURES								
01									
02									
03									
04									
05									
06									
07									
08									
09									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									
21									
22									
23									
24	TOTAL								
(a) TOTAL NUMBER/SIZE ² OF ALL LOCALITIES ----- (b) INTERVAL FOR SELECTION (I) = (a)/2 = ----- ROUNDED OFF TO NEAR INTAKER ----- (c) RANDOM START (R) = ----- COL(3) ----- LINE(S) ----- R-I= -----									
TEAM LEADER					SUPERVISOR				
ROLL No.	SIGNATURE	DATE	ROLL No.	SIGNATURE	DATE				

*STRIKE OUT INAPPLICABLE ALTERNATIVE

(B) SELECTION OF SAMPLE HOUSEHOLDS IN FIRST/SECOND LOCALITY/SUB-DIVISION*									
SCHEDULES 2.1 & 2.2								SCHEDULE 3	
GROUP I				GROUP II					
NO OF HOUSEHOLDS	a) IN THE FRAME	NO OF HOUSEHOLDS	a) IN THE FRAME	NO OF HOUSEHOLDS	a) IN THE FRAME	NO OF HOUSEHOLDS	a) IN THE FRAME	NO OF HOUSEHOLDS	a) IN THE FRAME
	b) SAMPLE SIZE		b) SAMPLE SIZE		b) SAMPLE SIZE		b) SAMPLE SIZE		b) SAMPLE SIZE
c) INTERVAL(I) = $\frac{a}{b}$ ROUNDED OFF TO NEXT INTEGER		c) INTERVAL(I) = $\frac{a}{b}$ ROUNDED OFF TO NEXT INTEGER		c) INTERVAL(I) = $\frac{a}{b}$ ROUNDED OFF TO NEXT INTEGER		c) INTERVAL(I) = $\frac{a}{b}$ ROUNDED OFF TO NEXT INTEGER		c) INTERVAL(I) = $\frac{a}{b}$ ROUNDED OFF TO NEXT INTEGER	
3) RANDOM START(R) (COL(a) _____ LINE(s) _____)		4) RANDOM START(R) (COL(a) _____ LINE(s) _____)		4) RANDOM START(R) (COL(a) _____ LINE(s) _____)		4) RANDOM START(R) (COL(a) _____ LINE(s) _____)		4) RANDOM START(R) (COL(a) _____ LINE(s) _____)	
R+I =		R+I =		R+I =		R+I =		R+I =	
		R+2I =		R+2I =		R+2I =		R+2I =	
		R+3I =		R+3I =		R+3I =		R+3I =	
		R+4I =		R+4I =		R+4I =		R+4I =	
		R+5I =		R+5I =		R+5I =		R+5I =	
		R+6I =		R+6I =		R+6I =		R+6I =	
		R+7I =		R+7I =		R+7I =		R+7I =	

TEAM LEADER				SUPERVISOR			
ROLL NO.	SIGNATURE	DATE	ROLL NO.	SIGNATURE	DATE	ROLL NO.	DATE

*STRIKE OUT THE INAPPLICABLE ALTERNATIVES

(7)

**IMPERIAL ETHIOPIAN GOVERNMENT
CENTRAL STATISTICAL OFFICE
HOUSEHOLD ECONOMIC SURVEY 1972
SCHEDULE 2.1: HOUSEHOLD EXPENDITURE,
CONSUMPTION and RECEIPTS**

SERIAL
NUMBER

(1) IDENTIFICATION PARTICULARS OF SAMPLE HOUSEHOLD										
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
PROVINCE	AWRAJA	WEREDA	MIZITIL (IF ANY)	SUB-DIVISION	SUB-DIVISION CODE	LOCALITY	ORDER OF SELECTION	NAME OF HEAD OF HOUSEHOLD	GROUP OF ORDER OF SELECTION	SURVEY METHOD
	54	56			7	8	9	10		11

(2) HOUSEHOLD PARTICULARS

1. HOUSEHOLD SIZE		16	17	7. WHETHER ANY MEMBER USUALLY SELF EMPLOYED IN AGRICULTURE, ANIMAL HUSBANDRY OTHER PRIMARY: YES-----1; NO-----0		21	11. MONTH IN WHICH THE * SCHEDULE IS CANVASSED		25	26		
2. ADULT MALES	NO. ADULT EQUIV.			8. NON-AGRICULTURAL ENTERPRISES YES-----1; NO-----0		22	12. MULTIPLIER OR * RAISING FACTOR		27	28	29	30
3. ADULT FEMALES				9. NUMBER OF MEMBERS WHO ARE USUALLY GAINFULLY EMPLOYED (REF. SCH. 2.2)		23						
4. MALE CHILDREN				10. NUMBER OF DOMESTIC & OTHER EMPLOYEES EMPLOYED BY THE HH. WHO ARE MEMBERS OF THE HH.		24						
5. FEMALE CHILDREN												
6. TOTAL ADULT EQUIVALENTS		18	19	20					* NOT TO BE FILLED BY ENUMERATOR			

(3) DETAILS OF BUILDINGS MAINLY USED FOR DOMESTIC USE

SR. NO.	DESCRIP- TION	SIZE IN SQUARE METRES	PUR- POSE	NO. OF ROOMS	SHAPE		CONSTRUCTION MATERIAL					AGE YEARS	RENTED YES- NO	IF RENTED, DETAILS				
					DES- CRIBE	COR- NER	FLOOR		WALL		ROOF			PERIODICITY	RENT PAYABLE ES(0.00)	IMPUTED WEEKLY RENT ES(0.00)		
							DESCRIBE	COR- NER	DESCRIBE	COR- NER	DESCRIBE						COR- NER	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	
1	MAIN	32	55	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68
2	SECOND																	
3	OTHER-1																	
4	" -2																	
5	" -3																	
6	" -4																	
7	TOTAL																	

(4) DETAILS OF DOMESTIC SERVANTS ENGAGED BY HOUSEHOLD

SR. NO.	NAME	SEX M-1 F-2	AGE	DETAILS OF WAGES				IMPUTED WEEKLY WAGES ES(0.00)	ENUMERATOR						
				MO- D- E	PER- IOD	WAGES PAYABLE ES(0.00)	WAGES ES(0.00)		SIGNATURE	DATE(S) OF SURVEY					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	ROLL NO.	DATE(S) OF SCRUTINY						
55			56	57	58	59	60	61	62	63	64	65	66	67	68

(5) PURCHASE OF ITEMS OF FOOD DURING WEEK ENDED ON _____

1	2	TOTAL CODE	LINE CODE	ITEM	4	UNIT		QUANTITY (0.00)	VALUE OF PURCHASE KES(0.00)
						SHORT FORM	CONVERSION FACTOR *		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)		
5	5	X	X	TOTAL	X	X	X	X	X
1	5	X	X	OF WHICH PAID	X	X	X	X	X
1	1	X	X	OF WHICH PAID IN MONEY	X	X	X	X	X

*COL: (6): NOT TO BE FILLED BY ENUMERATOR

LINE CODES FOR COL: (2)

CEREALS(MILLED)

- 00 Teff(white)
- 01 Teff(mixed)
- 02 Teff(black)
- 03 Wheat
- 04 Barley
- 05 Maize
- 06 Sorghum, Zingada
- 07 Dagusa
- 08 Others

CEREALS(UNMILLED)

- 10 Teff(white)
- 11 Teff(mixed)
- 12 Teff(black)
- 13 Wheat
- 14 Barley
- 15 Maize
- 16 Sorghum, Zingada
- 17 Dagusa
- 19 Others

MEAT

- 20 Beef, Veal
- 21 Mutton, Lamb
- 22 Goat Meat
- 23 Camel Meat
- 24 Poultry
- 25 Other birds
- 26 Cattle
- 27 Sheep
- 28 Goats
- 29 Other Meat

FISH

- 30 Sea-fish(fresh)
- 31 River or Lake fish(fresh)
- 32 Tinned Sardines
- 33 Tinned Tuna
- 34 Tinned fish
- 35 Dried fish

FISH (CONTD)

- 36 Shell fish
 - 39 Other fish
- DAIRY PRODUCTS
- 40 Milk pasteurised(fresh)
 - 41 Milk nonpasteurised(fresh)
 - 42 Milk tinned or powdered
 - 43 Butter
 - 44 Cheese
 - 45 Yoghurt
 - 46 Buttermilk
 - 47 Whey
 - 48 Eggs
 - 49 Other dairy products

PULSES, OILSEEDS & NUTS

- 50 Beans
- 51 Chick peas
- 52 Peas
- 53 Lentils
- 54 Fenugreek
- 55 Other Pulses
- 56 Nug (oilseed)
- 57 Telba (oilseed)
- 59 Other oilseeds & nuts

VEGETABLES

- 60 Cabbage
 - 61 Carrots
 - 62 Potatoes, Sweet potato
 - 63 Tomatoes
 - 64 Onions
 - 65 Garlic
 - 66 Green pepper
 - 67 Green peas & beans
 - 68 Ixms, taro & other roots
 - 69 Other vegetables
- FRUIT
- 70 Bananas
 - 71 Oranges

FRUIT (CONTD)

- 72 Lemons & limes
 - 73 Other citrus fruit
 - 74 Grapes
 - 75 Prickly pear
 - 76 Other fresh fruit
 - 77 Dried fruit
 - 79 Other fruit
- SPICES, HERBS
- 80 Berbere (whole)
 - 81 Berbere (powdered)
 - 82 Ginger
 - 83 Cloves
 - 84 Cinnamon
 - 85 Anard
 - 86 Black pepper
 - 87 Mustard
 - 88 Turmeric
 - 89 Other spices & herbs

OTHER FOOD ITEMS

- 90 Injera
- 91 Injera & Mat
- 92 Bread
- 93 Roasted, cooked grain, pulses etc.
- 94 Sugar
- 95 Honey
- 96 Edible oil
- 97 Seset
- 98 Salt
- 99 Other food item

NS SPECIFY "OTHERS" IN EACH GROUP

(P)

(6) PURCHASE OF DRINKS, TOBACCO, CHAT, INTOXICANTS ETC. DURING WEEK ENDED ON -----

TOTAL CODE	LINE CODE	ITEM	UNIT	QUANTITY (0.00)	DISBSMNT VALUE OF PURCHASE E\$(0.00)
(1)	(2)	(3)	(4)	(5)	(6)
51	52	53	54		546 575 589
	5	X DRINKS SUB-TOTAL			
	9	X TOBACCO, CHAT, ETC SUB-TOTAL			
3	3	X X TOTAL DRINK TOBACCO, ETC.			
1	3	X X OF WHICH PAID			
1	1	X X OF WHICH PAID IN MONEY			

SELECT ORDER GROUP LOCALITY SUB-DIV	BEERS ETC. 00 Katikala 01 Arake 02 Cognac(local) 03 Brandy & Cognac(imported) 04 Whisky 05 Gin 06 Liqueurs(excl.Cognac) 09 Other spirita.SPECIFY WINES 10 Tej 11 Grape wines 12 Vermouth 13 Other fortified wines 19 Other wines....SPECIFY	20 Talla 21 Bards 22 Bear 29 Other beer..SPECIFY SOFT, MINERAL & OTHER DRINKS 30 Mineral Waters 31 Bottled drinks(Cocacola, Fanta etc) 32 Fruit juice 33 Concentrates(to be mixed with water) 34 Tea 35 Coffee 39 Other soft drinks...SPECIFY DRINK CONSTITUENTS 40 Tea 41 Coffee pods 42 Coffee beans	43 Coffee husk 44 Coffee leaves 45 Coffee powder 46 Gesho 49 Other constituent 5X DRINKS SUB-TOTAL 7X Chat 8X Intoxicants 9X Tobacco, Chat & intoxicants SUB-TOTAL XX Drinks, tobacco etc.Total TOBACCO 60 Cigarettes(Indigenous) 61 Cigarettes(imported) 62 Loose tobacco 63 Snuff 69 Other tobacco...SPECIFY
--	---	---	---

COL(2): LINE CODES

DRINK CONST(CONTD)

(7) PURCHASE & FREE COLLECTION OF FUEL & LIGHT ITEMS DURING WEEK ENDED ON -----

TOTAL CODE	LINE CODE	ITEM	UNIT	QUANTITY (0.00)	DISBSMNT VALUE OF PURCHASE E\$(0.00)	VALUE OF FREE COLLECT. E\$(0.00)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
60	61	62	63		646 666 676 697 707 72 74	
	0	1 FIREWOOD, INCL. LEAVES, BARK ETC.				
	0	2 CHARCOAL				
	0	3 SANDST				
	0	4 DUNG CAKE				
	0	5 KEROSENE, OIL, NAPHTHA ETC.				
	0	6 CANDLES, INCL. BEESWAX				
	0	7 MATCHES				
	0	8 ELECTRICITY (EXCL. MATERIAL)				
	0	9 GAS				
	1	0 OTHER FUEL & LIGHT				
3	3	X X TOTAL				
1	3	X X OF WHICH PAID				
1	1	X X OF WHICH PAID IN MONEY				

(F)

(10) PURCHASE OF CLOTHING, FOOTWEAR ETC. DURING WEEK AND YEAR ENDED ON _____

TOTAL CODE	LINE CODE	I T E M	UNIT	DISBRMNT		DISBRMNT		LAST YEAR		LAST YEAR						
				NEW		USED		NEW		USED						
				QUAN TITY	VALUE ES(0.00)	QUAN TITY	VALUE ES(0.00)	QUAN TITY	VALUE ES(0.00)	QUAN TITY	VALUE ES(0.00)					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)					
49	50				52.55	54.95	56	57.58	58	61	57.62	64.65	66	67.68	69.70	71
3	X	X	TOTAL													
1	X	X	OF WHICH PAID													
1	X	X	OF WHICH PAID IN MONEY													

SER. NO. SUB-DIV.
LOCALITY
GROUP
SUB-SECTION

COL. (2): LINE CODES

CLOTHING MATERIAL

- 00 Gray drill (Abujudid)
- 01 Khaki Drill
- 02 Other cotten material
- 03 Woollen material
- 04 Silk material
- 05 Synthetic material
- 06 Leather
- 07 Raw cotten
- 08 Yarn(Damage, fetal)
- 09 Other clothing material

SHAWA

- 10 Kesis
- 11 Kesis & Netela
- 12 Netela
- 13 Kuta
- 14 Gabi
- 15 Bluke
- 19 Other shawa

OUTER GARMENTS (INDOOR)

- 20 Suit(Coat & trousers)
- 21 Jacket/Coat
- 22 Trousers
- 23 Sherts
- 24 Shirt
- 25 Ejetebab
- 26 Dress
- 27 Blouse
- 28 Skirt/Kilt
- 29 Sweaters/Pullevers

OTHER (INDOOR) CLOTHING

- 30 Underwear/Undergarments
- 31 Socks & stockings
- 32 Sash

OTHER (INDOOR)(CONTD)

- 33 Belt
- 34 Tie
- 35 Handkerchiefs
- 36 Night attire(nightdress)
- 37 Veil
- 39 Other indoor clothing

OUTDOOR WEAR

- 40 Overcoat/Raincoat etc.
- 41 Berasa
- 42 Zapet, Sana
- 43 Gaiters, Leggings etc.
- 44 Leather garments
- 49 Other outdoor wear

HEADGEAR

- 50 Turban
- 51 Hat or Cap(Felt, straw, cork)
- 52 Hat or Cap(Cloth)
- 59 Other headwear

6X CLOTHING SUB-TOTAL

SOFT FURNISHINGS

- 70 Mats, Carpets etc.
- 71 Curtains, Beerhangings etc.
- 72 Bedcovers
- 73 Pillcases
- 74 Sheets
- 75 Blankets
- 76 Mattresses
- 77 Skin for bedding
- 78 Towels
- 79 Other soft furnishings

FOOTWEAR

- 80 Shoes leather
- 81 Shoes rubber
- 82 Shoes canvas
- 83 Shoes plastic
- 84 Shoes others
- 85 Gumbats
- 86 Sandals
- 87 Slippers
- 89 Other footwear

8X FOOTWEAR SUB-TOTAL

DURABLE ITEMS OF PERSONAL USE

- 90 Razor
- 91 Shaving brush
- 92 Toothbrush/Mefakja
- 93 Hair brush
- 94 Comb
- 95 Other brushes
- 96 Walking stick
- 97 Umbrella
- 99 Other itemsSPECIFY

(11) PURCHASE AND SALE OF H.E. DURABLES DURING WEEK & YEAR ENDED ON _____

I	Z	(11) PURCHASE AND SALE OF H.E. DURABLES DURING WEEK & YEAR ENDED ON _____									
		O 4		DISBURSEMT		DISBURSEMT		RECEIPT			
		PERIOD	PURCHASE		SALE						
NO. OF	TOTAL	LINE	I T E M	PURCHASE		SALE					
RECEIPTS	CODE	CODE		NO.	VALUE	NO.	VALUE	NO.	VALUE	NO.	VALUE
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	
Rs.	Rs.	Rs.	Rs.		Rs (0.00)	Rs (0.00)	Rs (0.00)	Rs (0.00)	Rs (0.00)	Rs (0.00)	
X	51	52	53	54	55						
	1										
	1										
	1										
	1										
	1										
	1	3	3	X	X						
	1	1	3	X	X						
	1	1	1	X	X						
	2										
	2										
	2										
	2										
	2										
	2										
	2										
	2										
	2	3	3	X	X						
	2										

COL(4): LINE CODES

FURNITURE, FIXTURES ETC.

- 00 TABLES
01 CHAIRS, ARMCHAIRS, SOFAS, ETC.
02 STOOLS ETC.
03 COPBOARDS, FOODSAPES, BOOKCASES ETC.
04 BOXES, TRUNKS, SUITCASES ETC.
05 BEDS
06 LOCKS & PADLOCKS
07 OTHER ITEMS OF FURNITURE, FIXTURES
EARTHENWARE ITEMS
10 LARGE BREWING JAR (JAM)
11 (WATER ETC.) TRANSPORTING JARS (MUSARA, DUNFO)
12 COFFEE POT (JEBESA)
13 OTHER EARTHENWARE POTS (DUST)
14 MARTHEN BOWLS (WADIAT & TABA)
15 MARTHEN CUPS
16 EARTHEN BAKING PLATES (NETED INCL. LID IF ONE UNIT)
17 MARTHEN COOKING STAND
18 OTHER EARTHENWARE ITEMS
STRAW & BAMBOO ITEMS, COURDS & WOODEN CONTAINERS.
20 SIEVES
21 SIEVE
22 SERVING BASKET (MISOB)
23 ADELONE (STRAW LUNCH BOX)
24 MASHURU (KUNA)
25 NETED LID (IF SEPARATE) (AKRERALO)
26 COURDS
27 WOODEN BOWLS
28 OTHER WOODEN CONTAINERS
29 OTHER STRAW, BAMBOO, WOODEN & HORN ITEMS

ENAMELWARE, METAL & CHINA

- COOKING & SERVING ITEMS
30 ROASTING PLATE (METAL)
31 COOKING POT (METAL)
32 TRAY
33 METAL CANS (LARGE) (GERMETNA, TANIKA)
34 METAL CANS (SMALL) (TASSA)
35 KETTLE (INCL. MANKOKORIA)
36 JARS, BOWLS OF ENAMELWARE OR CHINA
37 CUPS OF ENAMEL, METAL, CHINA
38 PLATES OF.....
39 OTHER ENAMELWARE, METAL, CHINA COOKING OR SERVING ITEMS
OTHER COOKING & EATING UTENSILS AND CONTAINERS & APPLIANCES
40 COOKING TRIPOD
41 GRINDING OR MILLSTONE
42 PESTLE & MORTAR (INCL. PARTS)
43 METAL SIEVES
44 KNIVES, SPOONS (INCL. SERVING SPOONS)
45 GLASSES
46 OTHER GLASSWARE (BOTTLES ETC.)
47 WOODEN BARREL
48 METAL DRUMS, TANKS (INCL. JERRYCANS)
49 OTHER N.E.C.

OTHER COOKING & EATING UTENSILS

- AND CONTAINERS & APPLIANCES
50 PLASTICWARE
51 PLASTIC CUPS OR MUGS
52 PLASTIC DISHES
53 OTHER PLASTIC WARE
54 OTHER GLASSWARE (BOTTLES ETC.)
55 WOODEN BARREL
56 METAL DRUMS, TANKS (INCL. JERRYCANS)
57 OTHER N.E.C.

OTHER H.E. DURABLES

- 60 LAMP (KURAZ, PRESSURE)
61 LAMP (KURAZ)
62 TORCH LIGHT
63 OTHER LIGHTING EQUIPMENT
64 MIRRORS
65 CLOCKS & TIMEPIECES
66 MUSICAL INSTRUMENTS
67 SPORTING EQUIPMENT
68 RADIO, GRAMOPHONE, TELEVISION ETC.
69 GRAMOPHONE RECORDS, TAPES ETC.
70 SEWING MACHINE
71 COTTON SPIN REMOVER (MUDAMWOHA)
72 COTTON CLEANER (MUNDOPIA)
73 SPINDLE (INSEKT) & OTHER SPINNING DEVICES
74 AXES
75 SADDLES & ACCESSORIES
76 OTHER HOUSEHOLD DURABLES N.E.C.
PERSONAL JEWELLERY ETC.
80 EARRINGS
81 BRACELETS
82 BROOCH (OTHER THAN HEADPIN)
83 BRACELET, BANGLES
84 ANKLET
85 RING
86 HEAD ORNAMENTS
87 WATCHES
88 GOLD
89 OTHER ITEMS OF PERSONAL JEWELLERY.

(P)

SE. NO. SUB-DIV.	LOCA- LITY	GROUP	SELECT. ORDER
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SCH. 2.1 PAGE ... 7

1 2		(12) COST OF CONSTRUCTION & REPAIRS & MAINTENANCE OF HH. DURABLES DURING WEEK & YEAR ENDED ON											(13) EXPENDITURE ON RENTS, TAXES, CEREMONIES DURING WEEK ENDED ON (ACTUAL EXPENDITURE)															
PERIOD	DESCR. PTION	CODE	CORR 1	CORR 2	CORR 3	CORR 4	CORR 5	I T E M	NO. CORST. INCTED	D I S B U R S E M E N T						TOTAL	LINE CODE	I T E M	DISBRSMNT. AMOUNT IN ES (0.00)									
										COST OF MATERIALS ES (0.00)			EXPED. ON SERVICES ES (0.00)							TOTAL	TOTAL	TOTAL	TOTAL					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(1)	(2)	(3)	(4)												
	51	52	53	54	55					56	57	58	59	60	61	62	63	64	65	66	67	68	69	70				
LAST WEEK	1																											
	1																											
	1																											
	1																											
	1																											
	1																											
	1																											
	1																											
	1																											
	1																											
	1	3	X	X																								
	1	3	X	X																								
	1	1	X	X																								
	1	1	X	X																								
LAST YEAR	2																											
	2																											
	2																											
	2																											
	2																											
	2																											
	2																											
	2																											
	2																											
	2																											
	2	3	X	X																								
	2	3	X	X																								

COL(4): LINE CODES: SAME AS IN BLOCK (11)

* ACTUAL EXPENDITURE

01

(17) MATERIAL INPUTS USED IN THE HOUSEHOLD ENTERPRISE (CURRENT ACCOUNT) VALUE PROCURED AND CONSUMED DURING YEAR ENDED ON _____

SER. NO. SUB-DIV.	LOCALITY	GROUP	SELECT. ORDER
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TOTAL CODE	ENTERPRISE	LIFE CODE	ITEM	DESCRIPTION OF ENTERPRISE & ITEM	DISBURSEMENT														
					VALUE OF MATERIAL PROCURED ₹(0.00)				VALUE OF MATERIAL CONSUMED ₹(0.00)										
					PURCHASE	FROM OUTPUT OF HH. ENTERPRISE	BYRE COLLECTION	TOTAL COLS (5+6+7)	CURRENT ACCOUNT		CAPITAL FORMATION	OTHER	TOTAL COLS (9 TO 12)						
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)							
51	55	54			50	56	57	58	59	60	61	62	63	64	65	66	67	68	69
33	7	X		TOTAL ALL ENTERPRISES															
13	7	X		OF WHICH PAID															
11	7	X		OF WHICH PAID IN MONEY															

CODES FOR COL(2): ENTERPRISE: AGRICULTURE, ANIMAL HUSBANDRY, OTHER PRIMARY-----0;
 MINING & QUARRYING-----1; MANUFACTURE-----2,
 CONSTRUCTION-----3; TRADE & OTHER DISTRIBUTIVE-----4
 TRANSPORT-----5; OTHER NON-AGR-----6;
 TOTAL ALL ENTERPRISES-----7

CODES FOR COL(1); ITEM: a) FOR AGRICULTURE ANIMAL HUSBANDRY ETC. i.e. CODES 0 IN COL(2)
 SALT BARS-----1; ANIMAL FEED-----2; SEED, SEEDLING-----3;
 FERTILIZERS-----4; PESTICIDES-----5; VACCINES, INJECTIONS
 ETC.-----6
 PILLS & CAPSULES-----7; DRESSING INCL. OILMENT-----8,
 OTHER-----9

b) FOR OTHER ENTERPRISES, GIVE CONTINUOUS SERIAL NUMBERS WITHIN THE ENTERPRISE, FROM 1 TO 9

(P)

(18) ACTUAL EXPENDITURE ON CURRENT COST OF SERVICES FOR ENTERPRISES DURING WEEK ENDED ON _____
IN \$ (0.00)

TOTAL CODE	LINE CODE	ENTERPRISE (FOR WHICH COST IS INCURRED)	DISBURSEMENT					CORRESP- TION OF SERVICES FROM OUT- PUT OF BR. ENTERPRISE
			WAGES	FEES	COMMISSION, BROKERAGE ETC.	TOTAL COLS. (4 TO 6)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	
51	52		55	56	57	58	59	
3	0	AGRICULTURE, ANIMAL HUSBANDRY, OTHER PRIMARY						
	1	MINING & QUARRYING						
	2	MANUFACTURE						
	3	CONSTRUCTION						
	4	TRADE AND OTHER DISTRIBUTIVE						
	5	TRANSPORT						
	6	OTHER NON-AGRICULTURE						
3	7	TOTAL ALL ENTERPRISES						
1	7	OF WHICH PAID IN MONEY						

(19) ACTUAL EXPENDITURE ON OTHER CURRENT COSTS FOR ENTERPRISES DURING WEEK & YEAR ENDED ON _____
IN \$ (0.00)

PERIOD	DESCRIP- TION CODE	TOTAL CODE	LINE CODE	ENTERPRISE (FOR WHICH COST IS INCURRED)	DISBURSEMENT				
					RENT	INTEREST	DIVIDENDS (SHARE OF PROFIT)	RATES & TAXES	TOTAL COLS. (6 TO 9)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
55	54	55			56	57	58	59	60
LAST WEEK	1	3	0	AGRICULTURE, ANIMAL HUSBA- NDRY, OTHER PRIMARY					
	1		1	MINING & QUARRYING					
	1		2	MANUFACTURE					
	1		3	CONSTRUCTION					
	1		4	TRADE & OTHER DISTRIBUTIVE					
	1		5	TRANSPORT					
	1	6	OTHER NON-AGRICULTURE						
	1	3	7	TOTAL ALL ENTERPRISES					
	1	1	7	OF WHICH PAID IN MONEY					
	LAST YEAR	2	3	0	AGRICULTURE, ANIMAL HUSBA- NDRY, OTHER PRIMARY				
2		1		MINING & QUARRYING					
2		2		MANUFACTURE					
2		3		CONSTRUCTION					
2		4		TRADE & OTHER DISTRIBUTIVE					
2		5		TRANSPORT					
2		6	OTHER NON-AGRICULTURE						
2		3	7	TOTAL ALL ENTERPRISES					

(P)

(20) ACTUAL EARNINGS OF THE HOUSEHOLD DURING WEEK AND YEAR ENDED ON _____

1 2		(20) ACTUAL EARNINGS OF THE HOUSEHOLD DURING WEEK AND YEAR ENDED ON _____									
0 9		IN \$\$(0.00)			R E C E I P T S						
PERIOD	DESCRIP- TION	TOTAL CODE	LINE CODE	SECTOR (FROM WHICH RECEIVED)	WAGES	RENT	INTEREST	DIVIDEND (SHARE OF PROFIT)	TOTAL COLS (6 TO 9)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)		
	X	51	52	53	X	X	X	X	X	X	
LAST WEEK	1	X	0	AGRICULTURE ANIMAL HUSBA- NDRY, OTHER PRIMARY	X	X	X	X	X	X	
	1		1	MINING & QUARRYING							
	1		2	MANUFACTURE							
	1		3	CONSTRUCTION							
	1		4	TRADE & OTHER DISTRIBUTIVE							
	1		5	TRANSPORT							
	1		6	OTHER NON-AGR.							
	1		8	HOUSEHOLD(DOMESTIC)							
	1		3	X							TOTAL ALL SECTORS
	1		1	X							OF WHICH RECEIVED IN MONEY
LAST YEAR	2	X	0	AGRICULTURE, ANIMAL HUSBAN- DRI, OTHER PRIMARY	X	X	X	X	X	X	
	2		1	MINING & QUARRYING							
	2		2	MANUFACTURE							
	2		3	CONSTRUCTION							
	2		4	TRADE & OTHER DISTRIBUTIVE							
	2		5	TRANSPORT							
	2		6	OTHER NON-AGR.							
	2		8	HOUSEHOLD(DOMESTIC)							
	2		3	X							TOTAL ALL SECTORS

SEL. NO.	LOCALITY	GROUP	SELECT. ORDER
SUB-DIV.			

(21) RECEIPT OF WAGES, RENT, INTEREST & SHARE OF PROFIT IN KIND DURING WEEK ENDED ON _____

SERIAL NO.	ITEM RECEIVED							QUANTITY (0.00)	VALUE \$(0.00)	SOURCE FROM SL. (20)															
	FULL DESCRIPTION	REFERENCE		STANDARD UNIT	SHORT FORM	CONVERSION FACTOR *	LINE CODE			COL NO.															
		BLOCK NO.	LINE CODE								LINE CODE	COL NO.													
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)															
54		55	56	57	58	59	60	X	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77
1																									
2																									
3																									
4																									
5																									
6																									
7																									
8																									
9	TOTAL																								

* NOT TO BE FILLED BY ENUMERATOR: CHECK TOTAL OF COL(9) = ENTRY IN COL(10) LINE 3X } FOR THE
 PLUS ENTRY IN COL(10) LINE 1X } WEEK I.e.
 PERIOD CODE 1

(22) VALUE OF OUTPUT OF HH. ENTERPRISE AND ITS DISPOSAL DURING WEEK ENDED ON

FIGS. IN \$ (0.00)

TOTAL CODE	ENTERPRISE		ITEM CODE	ENTERPRISE & ITEM	DISCOUNT VALUE OF PURCHASE OF GOODS FOR RESALE	VALUE OF PRODUCTION	RECEIPTS						TOTAL COLUMNS (7 TO 12)
	G	O					CURRENT RECEIPTS		VALUE OF OUTPUT FOR ONE USE		OTHERWISE DISPOSED OFF	TRANSFER PATENTS (LEASES & OTHERS)	
							SALES (ADJUSTED FOR DOWNSHOTS)	PAYMENT OF WAGES, RENT, INTEREST, TAXES, ETC.	CURRENT ACCOUNT IN HH. ENTERPRISE	FOR DOWNSHOTS, ETC.			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	
0152	45	4450			2657	1500							
33	T	X	X	TOTAL: ALL ENTERPRISES									
13	T	X	X	OF WHICH PAID/RECEIVED									
11	T	X	X	OF WHICH PAID/RECEIVED IN MONEY									

COL(5): TO BE FILLED IN ONLY FOR SHOWING PURCHASE OF GOODS FOR RESALE.

CODES FOR COL(3) (TWO DIGITED): ITEM: FOR AGRICULTURE, ANIMAL HUSBANDRY ETC. 1.e. CODE 0 IN COL (2)

CODES FOR COL(2): ENTERPRISE

AGRICULTURE, ANIMAL HUSBANDRY, OTHER PRIMARY....0
 MINING & QUARRYING...1, MANUFACTURE... 2
 CONSTRUCTION...3, TRADE & OTHER DISTRIBUTIVE...4, TRANSPORT...5,
 OTHER NON-AGR....6; TOTAL ALL ENTERPRISES.....7

01-TEFF	11-VEGETABLES	21-BEANS	31-OTHER PRODUCTS OF AGRICULTURE ETC.
02-WHEAT	12-FRUITS	22-OTHER SPICES	
03-BARLEY	13-MILK	23-HONEY	
04-MAIZE	14-EGGS	24-GESEO	
05-SORGHUM	15-POULTRY & BIRDS	25-COFFEE	
06-AFRICAN MILLETS	16-SHEEP/CATTLE	26-TOBACCO	
07-OTHER CEREAL	17-MUTTON/SHEEP	27-COTTON	
08-EGGENT	18-GOAT MEAT/GOAT	28-FIREWOOD	
09-FURS	19-OTHER MEAT/ANIMAL	29-CHARCOAL	
10-MILSEEDS & NUTS	20-FISH	30-SUNG CAKE	

FOR OTHER ENTERPRISES (i.e. CODES 1 TO 6 IN COL(2)) GIVE CONTINUOUS SERIAL NOS. 01, 02 ETC. WRITE THE ENTERPRISE.

51

1
2
3

(P)

(36) RECORD OF FOOD AND DRINKS CONSUMED YESTERDAY

SERIAL NUMBER	M R A L		NUMBER OF PERSONS							ADULT EQUIV.	ITEM OF FOOD AND DRINK		COMPONENTS OF MILKED ITEMS		FOOD & DRINKS SERVED		SERVED BUT NOT CONSUMED		CONSUMED		SOURCE OF SUPPLY			
	DESCRIBE	CODE	ADULTS		CHILDREN		TOTAL	DESCRIBE	CODE		DESCRIBE	CODE	NO.	QUANT. Gr.	%	HOW USED	%	QUANTITY Gr.	%					
			M	F	M	F														NO.		QUANT. Gr.	QUANT. Gr.	QUANT. Gr.
			TOTAL		TOTAL															TOTAL		TOTAL		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)	(21)				
0152		35	54	1556	3756	156	1123	1424	68		41-4200		1123-55	54	55-5657-58				74667	653	64			

CODES FOR COL. (14): HUNDRETH PLACE (i.e. FIRST DIGIT): 5 FOR FOOD AND 6 FOR DRINK ITEMS
 TENTH & UNIT PLACES (i.e. NEXT TWO DIGITS): LINE CODE IN THE BLOCK 5 OR 6.
 CODES FOR COL. (21): SOURCE OF SUPPLY: EH. PRODUCTION.... 1; FROM PURCHASE.... 2; RECD. AS WAGES, RENT, INTEREST, SHARE.... 3;
 ENTERPRISE ANIMAL.... 4; FREE COLLECTION.... 5; OTHERS.... 9.

* COL. (19) = 100-COL.(17)
 + COL. (20) = $\frac{\text{COL. (16)} \times \text{COL. (19)}}{100}$

21

1 2
2 2

(6) DAILY RECORD OF FOOD AND DRINKS CONSUMED,

DATE DAY.....

32

SR. NO. SUB-DIV.		LOCALITY	GROUP	SELECT. ORDER
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SERIAL NUMBER	M E A L		NUMBER OF PERSONS							ADULT EQUIV.	ITEMS OF FOOD & DRINK		COMPONENTS OF MIXED ITEMS		FOOD & DRINKS SERVED		SERVED BUT CONSUMED		CONSUMED		SOURCE OF SUPPLY
	DESCRIBE	CODE	TYPE	ADULTS		CHILD.		TOTAL	DESCRIBE		CODE	DESCRIBE	CODE	NO.	QUANT. OR.	\$	HOW USED	\$	QUANTITY + OR.		
				M	F	M	F														
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)	(21)	
5055	X	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	

CODES FOR COL. (14): HUNDRETH PLACE (1. = FIRST DIGIT) 5 FOR FOOD AND 6 FOR DRINK ITEMS
TENTH & UNIT PLACES (1. = TENTH TWO DIGITS); LINE CODE IN THE BLOCK 5 OR 6.

• COL(19) = 100 - COL. (17);
• COL(20) = COL (16) x COL (19)
100

SIGN. OF SUPERVISOR	SIGN. OF ENUMERATOR
DATE.....	DATE.....

CODES FOR COL(21): SOURCE OF SUPPLY: 1. PRODUCTION.....1;
FROM PURCHASE....2; RECD. AS WAGES, RENT, INTEREST, SHARE.....3;
ENTERPRISE ANIMAL....4; FREE COLLECTION....5; OTHERS.....9.

03

(3) LABOUR TIME DISPOSITION DURING THE WEEK ENDED ON _____

Sr. No. in Bl.-2	Sr. No.	DAILY ACTIVITY DESCRIPTION	EMPL. STATUS	INDUSTRY	OCCUPATION	K 7th		K 6th		K 5th		K 4th		K 3rd		K 2nd		K 1st		TOTAL FOR WEEK	WAGE PAID WORK			NUMBER OF DAYS IN WEEK														
						IV	1st	IV	2nd	IV	3rd	IV	4th	IV	5th	IV	6th	IV	7th		WAGES & SALARIES RECEIVABLE RS (0.00)	PERIODICITY (CODE)	WAGES & SALARIES RECEIVABLE RS (0.00)	EMPLOYED														
						REASON FOR NO WORK EXTRA HOURS AVAIL- ABLE FOR WORK		REASON FOR NO WORK EXTRA HOURS AVAIL- ABLE FOR WORK		REASON FOR NO WORK EXTRA HOURS AVAIL- ABLE FOR WORK		REASON FOR NO WORK EXTRA HOURS AVAIL- ABLE FOR WORK		REASON FOR NO WORK EXTRA HOURS AVAIL- ABLE FOR WORK		REASON FOR NO WORK EXTRA HOURS AVAIL- ABLE FOR WORK		REASON FOR NO WORK EXTRA HOURS AVAIL- ABLE FOR WORK						REASON FOR NO WORK EXTRA HOURS AVAIL- ABLE FOR WORK		REASON FOR NO WORK EXTRA HOURS AVAIL- ABLE FOR WORK		REASON FOR NO WORK EXTRA HOURS AVAIL- ABLE FOR WORK										
						AT WORK	NOT AT WORK	TOTAL	UNEMPLOYED	NOT AVAILABLE FOR WORK																												
(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)	(29)	(30)	(31)	(32)	(33)	(34)	(35)	(36)	(37)	(38)	
11	13	24	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
TOTAL FOR PERSON		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
TOTAL FOR PERSON		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
TOTAL FOR PERSON		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
TOTAL FOR PERSON		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

32

1		2		(E)															3		4	
3		4		(4) PRODUCTION & DISPOSALS OF OUTPUT LAST WEEK VALUE IN \$ (0.00)															5		6	
CATEGORY	S.E.N.	S.E.N.	ITEM	UNIT	STOCK AT THE BEGINNING		PRODUCED LAST WEEK		SOLD LAST WEEK		CONSUMED BY HOUSEHOLD AFTER-WARMS		CONSUMED BY HOUSEHOLD LAST WEEK		OTHER DISPOSALS		STOCK AT THE END					
					QUANT	VALUE	QUANT	VALUE	QUANT	VALUE	QUANT	VALUE	QUANT	VALUE	QUANT	VALUE	QUANT	VALUE				
1	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)				
PRODUCT	11	11			242326728		2250518238		2458348738		29701112233		4445824744		4930518253		2455267253					
	12	12																				
	13	13																				
	14	14																				
	15	15																				
	16	16																				
	1K		SUB-TOTAL																			
	SEMI-FINISHED GOODS BY PRODUCT	21	21																			
22		22																				
23		23																				
24		24																				
25		25																				
26		26																				
2K			SUB-TOTAL																			
SERVICES RENDERED	31	31																				
	32	32																				
	33	33																				
	34	34																				
	35	35																				
	3K		SUB-TOTAL																			
TOTAL	41	41																				
	42	42																				
	43	43																				
	44	44																				
	4K		SUB-TOTAL																			
IK		TOTAL																				

30

DAY NO.....

DATE.....

(4) DAILY RECORD OF DISBURSEMENTS ON MANUFACTURING ACCOUNT

DISBURSEMENTS

BL. NO.	BL. NO.	LIFE NO.	COL. NO.	DESCRIPTION SPECIFICATION	UNIT OF MEASUREMENT	QUANTITY	VALUE PER UNIT	AMOUNT \$ (0.00)	DISBURSEMENT ITEM
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
									1. WAGES PAID
									2. PURCHASE, FREE COLLECTION, SUPPLY FROM ENTERPRISES OTHER SUPPLY, CONSUMPTION OF MATERIAL AND SERVICES
									2.1 FUEL & LUBRICANTS
									2.2 RAW MATERIALS
									2.3 AUXIL. "
									2.4 ANIMAL FEED
									2.5 SERVICES RECD
									3. RENT OF LAND, BLDG. OTHER FIXED ASSETS
									4. PURCHASE, CONSTRUCTION, IMPROVEMENT, ETC. OF LAND, BLDG. OTHER FIXED ASSETS
									5. FIXED ASSETS BROKEN AND DISCARDED
									6. REPAIR AND MAINTENANCE OF LAND & BLDG. AND OTHER FIXED ASSETS
									7. MUNICIPAL OR OTHER TAXES
									8. INTEREST
									9. OTHER EXPENSES
									10. CONSUMPTION OF INPUTS FOR NON-MFG. PURPOSES
									11. PAYABLES PAID

RECEIPTS

BL. NO.	BL. NO.	LIFE NO.	COL. NO.	DESCRIPTION SPECIFICATION	UNIT OF MEASUREMENT	QUANTITY	VALUE PER UNIT	AMOUNT \$ (0.00)	RECEIPT ITEM
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
									VALUE OF OUTPUT (i.e. PRODUCTS, BY-PRODUCTS, SERVICES)
									1. PRODUCED
									2. SOLD
									3. CONSUMED BY BR IN ANOTHER ENTERPRISE
									4. CONSUMED BY BR
									5. OTHER DISPOSAL
									6. SALE OF LAND, BLDG. OTHER FIXED ASSETS
									7. RECEIVABLES RECD.

OPERATOR

SUPERVISOR

ROLL NO.	SIGNATURE	DATE	ROLL NO.	SIGNATURE	DATE

SERIAL
NUMBER

IMPERIAL ETHIOPIAN GOVERNMENT
CENTRAL STATISTICAL OFFICE
HOUSEHOLD ECONOMIC SURVEY 1972.
SCHEDULE 4 MARKET PRICES

PAGE I.

1 IDENTIFICATION PARTICULARS OF THE SUBDIVISION														
PROVINCE	AWRAJA	WEREDA	MIKITIL IF ANY	SUBDIVISION	MARKET PLACE	DISTANCE	IN SUBDIVISION	ACCESSIBILITY	TYPE OF ROAD	DATE				
						KM	YES/NO	YES/NO						
2 PRICES OF PLANT PRODUCTS														
SERIAL NO	COMMODITY	GRADE	TRADERS' PURCHASES FROM PRODUCERS				TRADERS' PURCHASES FROM TRADERS				CONSUMERS' PURCHASES FROM TRADERS			
			UNIT DESCRIBE	PRICE PER UNIT \$(0.00)	METRIC EQUIVALENT (AMOUNT) IN KG	PRICE PER KG. \$(0.00)	UNIT DESCRIBE	PRICE PER UNIT \$(0.00)	METRIC EQUIVALENT (AMOUNT) IN KG	PRICE PER KG. \$(0.00)	UNIT DESCRIBE	PRICE PER UNIT \$(0.00)	METRIC EQUIVALENT (AMOUNT) IN KG	PRICE PER KG. \$(0.00)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
	CEREALS													
1	TEFF WHITE													
2	TEFF RED													
3	TEFF MIXED													
4	WHEAT WHITE													
5	WHEAT RED													
6	WHEAT MIXED													
7	BARLEY													
8	MASHUA													
9	TEHGADA													
10	DARADRA													
11	BOHOLO													
12	ENKET													
13	(OTHER SPECIFY)													
	PULSES													
1	BAKELA													
2	ADENBUARE													
3	SHINDRA													
4	ATER													
5	MISER													
6	SHAYA													
7	ARSEN													

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SERIAL NUMBER

[2] PRICES OF PLANT PRODUCTS

PAGE 2.

SERIAL NO.	COMMODITY	GRADE	TRADERS' PURCHASES FROM PRODUCERS				TRADERS' PURCHASES FROM TRADERS				CONSUMERS' PURCHASES FROM TRADERS			
			UNIT DESCRIBE	PRICE PER UNIT \$(10.00)	METRIC EQUIVALENT (AMOUNT) IN KG	PRICE PER KW \$(10.00)	UNIT DESCRIBE	PRICE PER UNIT \$(10.00)	METRIC EQUIVALENT (AMOUNT) IN KG	PRICE PER KW \$(10.00)	UNIT DESCRIBE	PRICE PER UNIT \$(10.00)	METRIC EQUIVALENT (AMOUNT) IN KG	PRICE PER KW \$(10.00)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
	OIL SEEDS													
1	TELBA													
2	MUG													
3	IUP													
4	BELIT													
5	BOMENFA													
6	LEWT													
7	BULO													
8	(OTHER SPECIFY)													
	FIBER CROPS													
1	COTTON													
2	BIBAL													
3	KACHA													
4	(OTHER SPECIFY)													
	STIMULANTS													
1	CHAI													
2	TEA													
3	COFFEE BEANS													
4	COFFEE IN PODS													
5	TOBACCO LEAF													
6	(OTHER SPECIFY)													
	VEGETABLES													
1	BOMEN (ABENAI)													
2	BOMEN (TEKEL)													
3	SHIKURT													
4	MECH SHIKURT													
5	XARIA													
6	POTATO													

SERIAL NUMBER

[2] PRICES OF PLANT PRODUCTS

SERIAL NO.	COMMODITY	GRADE	TRADERS' PURCHASES FROM PRODUCERS				TRADERS' PURCHASES FROM TRADERS				CONSUMERS' PURCHASES FROM TRADERS			
			UNIT DESCRIBE	PRICE PER UNIT \$ (0.00)	METRIC EQUIVALENT (AMOUNT) IN KG	PRICE PER KG \$ (0.00)	UNIT DESCRIBE	PRICE PER UNIT \$ (0.00)	METRIC EQUIVALENT (AMOUNT) IN KG	PRICE PER KG \$ (0.00)	UNIT DESCRIBE	PRICE PER UNIT \$ (0.00)	METRIC EQUIVALENT (AMOUNT) IN KG	PRICE PER KG \$ (0.00)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
	VEGETABLES													
7	TOMATO													
8	CARROTS													
9	KOYE HARB													
10	GODERE													
11	SWEET POTATO													
12	(OTHER SPECIFY)													
	SPICES													
1	BERBERE (WHOLE)													
2	BIBBIDI													
3	KENKENDU													
4	KENKEA													
5	ARNUB													
6	ERDE													
7	(OTHER SPECIFY)													
	ANIMAL FEED													
1	STRAW, TEFF													
2	STRAW, BARLEY													
3	STRAW, WHEAT													
4	(OTHER SPECIFY)													
	OTHERS													
1	PINE WOOD													
2	CHARCOAL													

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SERIAL NUMBER

[5] PRICES OF ITEMS OF HOUSEHOLD MANUFACTURE

PAGE 6.

SERIAL NO.	COMMODITY	NO. OF UNITS	TRADERS' PURCHASES FROM PRODUCERS		TRADERS' PURCHASES FROM TRADERS		CONSUMERS' PURCHASES FROM TRADERS		REMARKS
			UNIT	PRICE	PRICE PER UNIT	PRICE PER UNIT	PRICE PER UNIT		
			DESCRIBED	PER UNIT	\$(0.00)	\$(0.00)	\$(0.00)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)		
	LEATHER PRODUCTS								
1	KURSET								
2	SELECHA								
3	MECHAGHA								
4	(OTHER SPECIFY)								
	FIBER PRODUCTS								
1	SEMED								
2	MENTAF								
3	ZEMRI								
4	(OTHER SPECIFY)								
	TEXTILE PRODUCTS								
1	NETELA								
2	KENIS								
3	SABI								
4	BELUKO								
5	(OTHER SPECIFY)								
	POTTERY								
1	ENBERA								
2	DIT								
3	JEBHA								
4	MASRO								
5	SAN								
6	METAD								
7	(OTHER SPECIFY)								
	ITEMS OF WOOD								
1	SARCHUMA								
2	CHAIR								
3	NARRE								
4	(OTHER SPECIFY)								
	OTHER								

ENUMERATOR		SUPERVISOR	
SIGNATURE		SIGNATURE	
ROLL NO.	DATE OF SURVEY	ROLL NO.	DATE OF SCRUTINY