

Methodological questionnaire

Statistics of employment, wages and hours of work derived from establishment surveys

The objective of this questionnaire is to obtain information about the most important features of the establishment survey(s) carried out in your country since 1990, that are used as sources of statistics of employment, wages and/or hours of work.

Please use as many questionnaires as there are establishment sources for these statistics. For each type of survey, please respond with reference to the latest (most recent) exercise. If you have any questions on which surveys should be covered by this questionnaire, please contact sources@ilo.org before completing the questionnaire. In case the most recent survey was conducted before 1990, please complete only section A. Identification.

This questionnaire is designed to require only a minimum of textual response. The use of pre-coded responses facilitates response but increases the number of pages in the questionnaire. The accompanying document provides international definitions and links to international classifications mentioned in this questionnaire.

We welcome any comments regarding this questionnaire (item J1. "Additional comments"). You can save and print the completed questionnaire at your convenience. Once finished, you can send it to us by clicking the submit button at the end of the questionnaire or by sending a saved copy of the completed questionnaire to sources@ilo.org.

Thank you for your cooperation.

A. Identification					
A1. Country	Republic of Mauritius				
A2. Title of the survey	Survey of Employment and Earnings and hours of work in large establishments				
A3. Organisation(s) responsible	Statistics Mauritius				
A4. Website where additional information can be found:	statsmautitius.gov.mu				

B. Periodicity and coverage

B1. Periodicity: Th	ne survey is carried out	t				
Once a year, cont	tinue to B2					
○ Two times a year	half yearly, continue	to B2				
• Every quarter, co	ontinue to B2					
C Every month, go	to B3					
C Every mo	onths, continue to B2					
C Every year	ars, go to B3					
Ad hoc survey, co	ontinue to B2					
Further comments or explanations (if needed):						
B2. Months of the	survey: the survey	is carrie	ed out in t	the following months		
January	☐ February			-		
⋈ March	□April					
☐ May						
□July	August					
⊠September	October					
November	⊠December					
B3. Year the survey	started: 2007					
B4. Industry cover	rage: The survey inclu	ıdes esta	ablishment	ts in the following ISIC rev. 4 groups		
A. Agriculture, fores	try and fishing	Yes	○ No	L. Real estate activities	Yes	○ No
B. Mining and quarr	ying	Yes	○ No	M. Professional, scientific and technical	∨os ✓ Yos ✓ Yos	○ No
C. Manufacturing		Yes	○ No	activities	Yes	() NO
D. Electricity, gas, st conditioning supply		Yes	○ No	N. Administrative and support support service activities	Yes	○No
E. Water supply, sev management and re	_	Yes	○ No	O. Public administration; compulsory social security	Yes	○ No
F. Construction		Yes	○ No	O. Defense	Yes	○No
G. Wholesale and re	etail trade; repair of	∨os ✓	○ No	P. Education	Yes	○No
motor vehicles		Yes	○ No	Q. Human health and social work activities	Yes	○No
H. Transportation ar	nd storage	Yes	○ No	R. Arts, entertainment and recreation	Yes	○No
I. Accomodation and	d food service	© Vos	∩No	S. Other service activities	Yes	○No
activities		Yes	CINO	T. Activities of household as employers	○ Yes	No
J. Information and c		Yes	○ No	U. Activities of extraterritorial organizations and bodies	○Yes	No
K. Financial and insu		Yes	○ No			
				every year since 1993. It changed to a quarterly basis in 2 f Mauritius to the Special Data Dissemination Standard (S		itisfy the

B5. Size coverage: The survey covers							
All establishments of any size							
All establishments with at least 10 wo	orkers/em	ployees					
Other size coverage:							
B6. Geographical coverage: The survey cov	vers the						
Whole country							
Whole country, excluding the following remote/marginal areas:							
Capital city (can include surrounding areas)						
○ The following main cities:							
Only urban areas							
Other geographical coverage:							
B7. Worker coverage: The survey covers the	e following	g status i r	n employment categori	es			
(a) All persons in the payroll				Yes	○ No		
(b) Only Paid employees				○ Yes	No		
(c) Only Manual / blue collar workers/wage workers/ operatives, etc.	earners/ p	production		○ Yes	No		
(d) Only Non-manual /white collar/administ	trative wo	rkers		○ Yes	No		
(e) Paid employees and working proprietors (i			rkers or employers)	Yes	○ No		
(f) All persons engaged (Paid employees, work				○ Yes	No		
The fall accions are supplied and							
The following groups are included: Pieceworkers	• Yes (○ No	Appropriess			© Vos	∩No
. 1000110111010	Yes (Apprentices Trainees			YesYes	~
Part time employees Seconded employees		● No				(•) res	ONO
Workers from temporary work agencies		● No	Employees absent from entire reference period				No
Casual and temporary employees	• Yes (_	Employees on probatio		- p 7	Yes	○ No
Supervisors	Yes (Foreign employees	''		Yes	○ No
Managers	Yes (_	Workers paid on comm	ission		○ Yes	
Non-adults/workers below a certain age			Homeworkers			○ Yes	
Volunteer workers	○ Yes (Subcontracted workers			○ Yes	
Other workers not mentioned above:							
mentioned above.							
Further comments or							
explanations (if							
needed):							

B8. Institutional sector coverage: The su	irvey covers
Establishments in the the private sector	
Establishments in the the public sector	
Unincorporated establishments	
Non-profit institutions	○ Yes
Foreign establishments located within the o	country Yes No
Establishments which did not operate part	of the reference period Yes No
National establishments located abroad	○ Yes
B9. Other coverage: The survey includes of	or excludes other types of establishments not already mentioned above
C. (Concepts and operational definitions
	C1. EMPLOYMENT
C10. The company recogning FAADLOVAAFA	IT 6 Ves continue to C1b
Cla. The survey measures EMPLOTIMEN	Yes, continue to C1b ○ No, go to C2
C1b. Operational definition: EMPLOYME	:NT relates to
• The total number of workers, on:	A specific day:
	The month of the survey
	○ The quarter of the survey
	○ The whole year
	Other:
○ The average number of workers during:	A specific pay period
o me average names of workers auring.	The month of the survey
	The quarter of the survey
	○ The whole year
	Other:
Other:	
C1c. The worker coverage is	
• The same as the survey coverage (c.f. B7	.)
○ A different coverage:	
C1d. Further comments or explanations (if needed):	

C2. Earnings

C2a. The survey measures EARNINGS • Yes, continu	ue to C2b No, go to C3a					
C2b. EARNINGS relates to:						
	le by the employer in respect of taxes, contributions of employees to emes, union dues, life insurance premiums, etc.)					
○ NET earnings -> Deductions are made for:						
Workers' contributions to compulsory social secu	urity schemes Yes No					
- Health related	○ Yes ○ No					
- Pension	○ Yes ○ No					
- Unemployment	○ Yes ○ No					
Union dues	○Yes ○ No					
Advanced contributions to income tax	○ Yes ○ No					
Other:						
C2c. The worker coverage is	C2d. and the reference period is					
The same as the survey coverage	The same reference period as employment					
○ A different coverage:	○ A specific week					
	○ A specific month					
	Another reference period:					
C2e. Earnings includes:						
(a) Payments in kind	○ Yes ● No Further comments or explanations (if needed):					
(b) Cost of living allowances	● Yes No Note (e) applied only for permanent workers					
(c) Family allowance allowances	C Yes ● No					
(d) Other allowances in cash	Yes ○ No					
(e) Payments for time not worked	○ Yes					
(f) Overtime payments	Yes ○ No					
(g) End of year bonuses	○ Yes No					
(h) Profit sharing bonuses	○ Yes No					
(i) Other regular bonuses paid every pay period	Yes ○ No					
(j) Bonuses paid irregularly	○ Yes No					
(k) Payments for periods outside the reference period	d ○Yes • No					
(I) Payments for items required by the job	○ Yes No					
(m) Tips and gratuities distributed by the employer	○ Yes No					
(n) Severance and termination pay	○ Yes No					
(o) Employers' contributions to workers' social security schemes (p) Other	○ Yes • No					
components not mentioned above						

C3. Wage rates

C3a. The survey me	asures WAGE RATES	• Yes, con	itinue t	to C3b	○ No, go to C4		
C3b. Time unit: WA	GE RATES are reques	sted		C3c	. Concept:		
○ per hour				()	Minimum or standard wage ra	tes, fixed by	or in
○ per day				р	oursuance of laws	O V	O N1
O per week							○ No
• per month					 regulations collective agreements		○ No
Other time unit:					arbitral awards		○ No
						() Yes	○ No
					Nage rates actually paid		
C3d. The worker co	verage is			C3e. and	the reference period is		
• The same as the	survey coverage			The sar	me reference period as emplo	yment	
A different cover	age:			○ A speci	fic week		
				○ A speci	fic month		
				○ Anothe	er reference period:		
			J				
C3f. Wage rates in	cludes:						
(a) Payments in kind	1	○ Yes (No				
(b) Cost of living allo	owances	Yes (○No				
(c) Family allowance	?\$	○ Yes (No				
(d) Other allowance	s in cash	• Yes (○No				
(e) Payments for tim	ne not worked	• Yes (○No				
(f) Overtime paymer	nts	○ Yes (No				
(g) Other components not mentioned above							
Further comments of explanations (if nee	honus paid rogul				ites includes salaries/wages, regula overtime payments and back payme		
		C4. Com	pensa	ation of er	mployees or Labour Cost		
C4a. The survey me	asures COMPENSAT I	ON OF EMPLO	YEES o	or	Yes, continue to C4b	No, go to	C5
C4b. The worker co	verage is			C4c. a	and the reference period is		
○ The same as the	survey coverage			○ The same reference period as employment			
○ A different cover	age:			○ A s	pecific week		
]	○ A s	pecific month		
				\bigcirc A d	lifferent reference period:		
]				

C4d. Compensation of employees or Labour cost includes:	
(a) Payments in kind	○ Yes ○ No Further comments or explanations (if
(b) Cost of living allowances	○ Yes ○ No needed):
(c) Family allowance allowances	○ Yes ○ No
(d) Other allowances in cash	○ Yes ○ No
(e) Payments for time not worked	○ Yes ○ No
(f) Overtime payments	○ Yes ○ No
(g) End of year bonuses	○ Yes ○ No
(h) Profit sharing bonuses	○ Yes ○ No
(i) Other regular bonuses paid every year	○ Yes ○ No
(j) Bonuses paid irregularly	○ Yes ○ No
(k) Payments for periods outside the reference period	○ Yes ○ No
(I) Payments for items required by the job	○ Yes ○ No
(m) Tips and gratuities distributed by the employer	○ Yes ○ No
(n) Severance and termination pay	○ Yes ○ No
(o) Employers' contributions to workers' social security scheme	es (Yes (No
(p) Workers' social benefits provided by the employer	○Yes ○No
(q) Employers' cost of training	○Yes ○No
(r) Employers' expenses for welfare services	○Yes ○No
(s) Taxes paid by the employer on employment payrolls,etc.	○Yes ○No
(t) Employment related subsidies received by the employer	○Yes ○No
(u) Other components not	
mentioned above	
C5. Contractual/Norm	nal hours of work
C5a. The survey measures CONTRACTUAL/NORMAL HOURS C	OF WORK Yes, continue to C5b No, go to C6
C5b. CONTRACTUAL/NORMAL HOURS OF WORK relates to h	nours fixed by:
Laws or regulations • Yes No	
Collective agreements Yes • No	C5c. Information is requested about normal hours
Establishments' internal regulations Yes • No	○ per day
	per week
Other	Oper pay period
	Oper month
	Oother:
C5d. Information is requested in C5e. The reference pe	eriod is C5f. And the worker coverage is
○ Days○ The same reference○ Another reference	
Hours	Allottier coverage.
Minutes	
Other time unit:	

C6. Hours paid for

C6a. The survey measures HOURS PAID	FOR • Yes, continue to C6b					
C6b. Information is requested in	C6c. The reference period is C6d	I. And the worker coverage is				
○ Days	The same reference period as for wages	he same workers as for wages				
○ Half days	○ Another reference period:	Another coverage:				
Hours						
○ Minutes						
Other time unit:						
C6e. Hours paid for includes time paid	due to					
(a) Overtime	● Yes ○ No	e) Yes • No				
- Paid at special rates	● Yes ○ No (i) Time not worked (absence from worked)	rk)				
- Paid at normal rates	● Yes ○ No - Vacation time					
- Compensated with time off	○ Yes No - Sick leave					
(b) Work at home	○ Yes					
(c) Travelling time required by the job	○ Yes No - Labour disputes					
(d) Meal breaks	○ Yes					
(e) Commuting time	○ Yes No (j) Other:					
(f) Time for preparation	○ Yes					
(g) Training time	○Yes					
Further comments or explanations (if needed): Answers in (i) applied if	worker is employed permanently					
C6f. The survey measures ABSENCE FRO	OM WORK separately • Yes ONo					
C6g. The survey measures OVERTIME s	eparately • Yes ONo					
	C7. Hours actually worked					
C7a. The survey measures HOURS ACT	UALLY WORKED	o to C8				
C7b. Information is requested in	C7c. The reference period is C7d	1. And the worker coverage is				
○ Days	• The same reference period as for wages • T	he same workers as for wages				
○ Half days	○ Another reference period:	Another coverage:				
Hours						
○ Minutes						
Other time unit:						

C7e. Hours actually worked includes time paid due to (a) Overtime ○ Yes ● No - Paid at special rates ● Yes ○ No (i) Time not worked (absence from work) - Paid at normal rates Yes ○ No - Vacation time - Compensated with time off ○ Yes ● No - Sick leave ○ Yes ● No - Unpaid and not compensated with time off - Occupational injuries (b) Work at home ○ Yes ● No - Labour disputes ○ Yes ● No (c) Travelling time required by the job - Other time not worked ○ Yes ● No (j) Other: (d) Meal breaks (e) Commuting time (f) Time for preparation ○ Yes ● No (g) Training time ○ Yes ● No **Further comments** or explanations (if needed): **C7f.** The survey measures **ABSENCE FROM WORK** separately Yes ○ No Yes ○ No **C7g.** The survey measures **OVERTIME** separately **C8.** Other topics **C8a.** The survey measures **LABOUR TURNOVER** Yes, continue to C8b No, go to C9a **C8b. LABOUR TURNOVER** includes the following components Workers who were hired ○ Yes ○ No Workers who were fired ○Yes ○No Workers who resigned ○Yes ○No Workers who retired ○Yes ○No Other **C8c.** The **reference period** is ... **C8d.** and the worker coverage is ... The same workers as hours paid/hours actually The same reference period as hours paid/hours actually worked worked Another reference period: Another coverage: Yes, continue to C11b **C9a.** The survey measures **VACANCIES** No, go to C10 **C9b. VACANCIES** are defined as: C10. Other topics: The survey measures other topics not mentioned above, namely ...

D. Classifications

D1. Establishment size: The establishment size categories used to group establishments are						
Establishments employing 10 or more persons						
D2a. Industry (branch o	f economic activity): The classification used to code industry is (based on)					
○ ISIC rev 2						
● ISIC rev 3, 3.1						
○ ISIC rev 4						
○ NACE, NAICS						
National classification:						
Other:						
D2b. Number of groups d	listinguished at the most detailed level when coding industry 548 groups					
D2c. Computer assisted/a	automatic coding is used Yes No					
D2d. If not using ISIC, it i	s convertible to ISIC:					
Yes, to						
(1510, 10V. <u>2</u>	2e. The most important deviations between the classification used and the international					
○ ISIC, rev. 3	assification (at the Section - one digit - level) are:					
O ISIC, rev. 4						
○No						
_						
D3a. Occupation: If info	rmation by occupation is collected, the classification used to code occupation is (based on):					
○ISCO-68						
◯ ISCO-08						
O National classification:						
Other:						
D21						
D3b. Number of groups d	listinguished at the most detailed level when coding occupation 4 groups					
D3c. Computer assisted/a	automatic coding is used Yes No					
D3d. If not using ISCO, it	is convertible to ISCO					
Yes, to						
◯ ISCO-68	D3e. The most important deviations between the classification used and the international					
◯ ISCO-88	classification (at the Major Group - one digit - level) are:					
◯ ISCO-08						
○No						

Standard Classification of Labour Cost D4b. If **no**, the most important differences between the national classification and the international classification are: Payments in kind (group IV) include Cost of workers' housing borne by employers (group V) and Cost of welfare services (group VIII) Direct wages and salaries (group I) and Remuneration for time not worked (group II) are merged Other differences: D5. The survey uses other classifications, as follows: ☐ Geographical regions Legal status of the establishment (i.e., institutional sector, type of ownership, etc.). Cooperatives are separetely identified Yes No Others: D6. Further comments or explanations (if needed): E. Questionnaire design **E1. Number of questionnaires:** the survey uses ... One questionnaire Different types of questionnaires for different types of economic units: One questionnaire for the economic unit as a whole, one for workers individually Other: **E2.** The unit(s) of observation: Information is obtained ... For the establishment as a whole (go to E3) For (groups of) occupations within the establishment (go to E3) For each individual worker in the establishment (go to E4) For a sample of workers in the establishment (go to E4)

D4a. Labour cost components: If measuring labour cost, the classification of labour cost components is the International

Disaggregations	Employment	Wages concept (earnings, wage rates, etc	Working time concep	ts
Sex	П			
Age group				
Education level categories				
 Occupation	X	X	X	
Manual/non-manual				
Skilled/semi-skilled/unskilled]
Casual/permanent worker				
Apprentices				
Adults/young workers				
Other disaggregation:				
☐ Sex ☐ Age (adults/young)				
 □ Education level ⋈ Occupation □ Full time/part time schedule □ Casual/permanent status □ Apprentices □ Other information: 				
 □ Education level ☑ Occupation □ Full time/part time schedule □ Casual/permanent status □ Apprentices 	obtains information	separately for Wage rates	!	ompensation o employees or labour cost
 □ Education level ☑ Occupation □ Full time/part time schedule □ Casual/permanent status □ Apprentices □ Other information: E5. Wage components: the survey	obtains information		!	employees or
☐ Education level ☐ Occupation ☐ Full time/part time schedule ☐ Casual/permanent status ☐ Apprentices ☐ Other information: E5. Wage components: the survey	obtains information		!	employees or
☐ Education level ☐ Occupation ☐ Full time/part time schedule ☐ Casual/permanent status ☐ Apprentices ☐ Other information: ☐ Education level ☐ Full time/part time schedule ☐ Casual/permanent status ☐ Apprentices ☐ Other information: ☐ Other information:	obtains information		!	employees or
Education level Coccupation Full time/part time schedule Casual/permanent status Apprentices Other information: Cost of living allowances Education level	obtains information		Earnings (employees or
Education level Coccupation Full time/part time schedule Casual/permanent status Apprentices Other information: Casual/permanent status Apprentices In Other information: Cost of living allowances Covertime payment			!	employees or
Education level Cocupation Full time/part time schedule Casual/permanent status Apprentices Other information: E5. Wage components: the survey Payments in kind Cost of living allowances Family allowances Overtime payment Employers' social security contribu	itions		Earnings (employees or
□ Education level ☑ Occupation □ Full time/part time schedule □ Casual/permanent status □ Apprentices □ Other information: □ Payments in kind □ Cost of living allowances □ Overtime payment □ Employers' social security contribution	itions		Earnings (employees or
 □ Education level ⋈ Occupation □ Full time/part time schedule □ Casual/permanent status □ Apprentices □ Other information: 	itions		Earnings (employees or

F. Sample design **F1.** The **sampling unit(s)** is/are ... (all relevant options are indicated) ☐ Enterprise **区** Establishment ☐ Employee Other: **F2.** The **sample frame** is ... (all relevant options are indicated) ■ Business register Employee or population register ☐ Area frame F3. The sources of information used to construct the register are ... (all relevant options are indicated) 区 Economic, Industrial, Establishment census ☐ Agricultural census Registers kept by the government Industrial/bussines directories X Licence records Sales tax records ☐ Income tax records Unemployment insurance records Pension coverage records Other, namely: Records of workers or employers' associations Field operations Other, namely: F4. Frame coverage: The percentage of all paid employees and/or economic units covered by the sample frame ... 46 % of all employees, and/or 17 % of all economic units **F5.** Updating frequency: The sample frame is updated ... ○ Every months **● Every** | 5 years Continually O Not updated with a specific frequency Never updated **F6.** Type of sample Complete enumeration, go to F10 Random sample, go to F7 OPurposive sample, go to F10 Other, go to F10:

F7. The sample is stratified		
• Yes: Ono		
☐ By region/location		
⊠ By industry		
■ By public and private sectors		
oximes By size (or number of workers) the strata are the	same as th	nose indicated in D1 above: Yes: No
Establishments above this size are included with co	ertainty in	the sample
Other strata:		
F8. Sample error - relative standard error for each concep	ot (may	be percentages or ranges of percentages)
F9. Sample size: The number of economic untis and/or wo	rkers in th	ne final sample (or an estimate of the relative size)
economic units (establishments/enterprises)	17	% of economic units
138,000 workers	46	% of all workers
F10. Further comments or explanations (if needed):		
G. Da	ta collect	ion
G1. Method(s) of data collection: Data are collected throu	ıgh (mo	re than one option may be selected)
✓ Personal interview G2. If personal or teleph	none inter	view.
▼ Telephone interview computer assisted interview	view is us	ed Yes • No
⊠Mail		
Online/web based questionnaire		
☑ Other, namely: Postal questionnaires, fieldwork conducted	d for non re	sponse.
G3. Substitution of units		
○ Yes, in case of non-response		
closures, down sizing of establishments		
Yes, in other cases:		
○ No		
G4. Non response rate: Percentage of all units in the final	sample th	at are not inteviewed
10 % of all units		
G5. Timeliness: Number of days or months between the re	eference p	period and the release of the results
G5. Timeliness: Number of days or months between the real days or a months	eference p	period and the release of the results
	eference p	period and the release of the results
days or 3 months	eference p	period and the release of the results

H. Estimates							
H1. Estimation procedures ((more than one option may be	selected)					
	☐ Take into account estimates from a previous reference period						
Use benchmark data							
☐ For employment							
☐ For wages							
☐ For working time							
Adjust for seasonality							
Other adjustments, please s	pecify						
H2 . If benchmark data are used	d,						
the type of benchmark data us	ed						
is:							
H3. Types of indicators produc	:ed (more than one option o	can be selected)					
(a) Average earnings (per	(b) Median earnings (per	(c) Real earnings (per	(d) Labour cost (per				
worker)	worker)	worker)	worker)				
per year	per year	per year	per year				
per month	per month	per month	per month				
per week	per week	per week	per week				
per day	per day	per day	per day				
x per hour (actual or paid)	per hour (actual or paid)	per hour (actual or paid)	per hour (actual or paid)				
(e) Hours actually worked (per		(g) Overtime hours (per	(h) Absence from work hours				
worker)	worker)	worker)	(per worker)				
per year	per year	per year	per year				
per month	per month	per month	per month				
x per week	x per week	x per week	per week				
per day	per day	per day	per day				
(i) Workers by levels of	(j) Earnings	(k) Earnings in each decile/	(I) Workers by levels of hours				
earnings	()/ Earthings	quartile	(paid or actual)				
☐ Number of workers	☐ Deciles	Average earnings	☐ Number of workers				
Percentage of workers	☐ Quartiles		Percentage workers				
(m) Wage indexes		(n) Other indicators pr	roduced:				
☐ Simple unweighted index of	f growth						
■ Laspeyres index with fixed of the last of t	occupational employment weig	ghts					
☐ Laspeyres index with indust	rial employment weights						
Other wage index:							
H4. The above indicators are ca	alculated for all workers cover	ed					
Yes	and an workers so in a	Cu					
No, to a subset:							
0.13, 13 4 2 2 2 2 2 2 2							

H5. Links to Laborsta series	:: Statistics from this survey are presented in the following LABORSTA series		
■ 2E - Paid employment by	y economic activity		
■ 2F - Paid employment in	manufacturing		
☐4A - Hours of work by eco	onomic activity		
4B - Hours of work in ma	nufacturing		
	activity		
☐5B - Wages in manufactu	ring		
6A - Labour cost in manu	facturing		
OI - Hours of work and w	vages in detailed occupations (October Inquiry)		
H6. The statistics published described above	in LABORSTA have the same coverage and follow the same definitions	Yes	○ No
If no , the main differences are as follows:			
	I. Historical information		
I1 Main changes in this sur	evey since 1990 that have led to breaks in the series		
	September 1993 with a sample size of 500 establishments using ISCO 68. From 2001 to 2006 the survey is on a quarterly basis with a sample size of 250 establishments and used ISCO 8		survey
I2. Additional comments o	n the survey		
Additional comments regar	ding the questionnaire		

THANK YOU FOR COMPLETING THIS QUESTIONNAIRE