



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

Philippines

A2. Title of the survey

4th qtr 2011 Labor Turnover Survey (LTS)

A3. Organisation(s) responsible

Bureau of Labor and Employment Statistics

A4. Website where additional information can be found:

www.bles.dole.gov.ph

A8. Date in which this questionnaire is filled

27/04/2012

B. Periodicity and coverage

B1. Periodicity: The survey is carried out ...

- Once a year, continue to B2
- Two times a year/half yearly, continue to B2
- Every quarter, continue to B2
- Every month, go to B3
- Every months, continue to B2
- Every years, go to B3
- Ad hoc survey, continue to B2

Further comments
or explanations (if
needed):

B2. Months of the survey: the survey is carried out in the following months ...

- | | |
|---|--|
| <input checked="" type="checkbox"/> January | <input checked="" type="checkbox"/> February |
| <input checked="" type="checkbox"/> March | <input type="checkbox"/> April |
| <input type="checkbox"/> May | <input type="checkbox"/> June |
| <input type="checkbox"/> July | <input type="checkbox"/> August |
| <input type="checkbox"/> September | <input type="checkbox"/> October |
| <input type="checkbox"/> November | <input type="checkbox"/> December |

B3. Year the survey started:

B4. Industry coverage: The survey includes establishments in the following ISIC rev. 4 groups

- | | | | |
|--|---|--|---|
| A. Agriculture, forestry and fishing | <input checked="" type="radio"/> Yes <input type="radio"/> No | L. Real estate activities | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| B. Mining and quarrying | <input checked="" type="radio"/> Yes <input type="radio"/> No | M. Professional, scientific and technical activities | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| C. Manufacturing | <input checked="" type="radio"/> Yes <input type="radio"/> No | N. Administrative and support support service activities | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| D. Electricity, gas, steam and air conditioning supply | <input checked="" type="radio"/> Yes <input type="radio"/> No | O. Public administration; compulsory social security | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| E. Water supply, sewerage, waste management and remediation act. | <input checked="" type="radio"/> Yes <input type="radio"/> No | O. Defense | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| F. Construction | <input checked="" type="radio"/> Yes <input type="radio"/> No | P. Education | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| G. Wholesale and retail trade; repair of motor vehicles | <input checked="" type="radio"/> Yes <input type="radio"/> No | Q. Human health and social work activities | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| H. Transportation and storage | <input checked="" type="radio"/> Yes <input type="radio"/> No | R. Arts, entertainment and recreation | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| I. Accomodation and food service activities | <input checked="" type="radio"/> Yes <input type="radio"/> No | S. Other service activities | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| J. Information and communication | <input checked="" type="radio"/> Yes <input type="radio"/> No | T. Activities of household as employers | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| K. Financial and insurance activities | <input checked="" type="radio"/> Yes <input type="radio"/> No | U. Activities of extraterritorial organizations and bodies | <input type="radio"/> Yes <input checked="" type="radio"/> No |

Public education and public health activities are excluded from the industry coverage.

Further comments
or explanations (if
needed):

B5. Size coverage: The survey covers ...

- All establishments of any size
- All establishments with at least workers/employees
- Other size coverage:

B6. Geographical coverage: The survey covers 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 following **status in employment** categories ...

- (a) All persons in the payroll Yes No
- (b) Only Paid employees Yes No
- (c) Only Manual / blue collar workers/wage earners/ production workers/ operatives, etc. Yes No
- (d) Only Non-manual /white collar/administrative workers Yes No
- (e) Paid employees and working proprietors (i.e., own account workers or employers) Yes No
- (f) All persons engaged (Paid employees, working proprietors and unpaid family workers) Yes No

The following groups are included:

- | | | | |
|--|---|--|---|
| Pieceworkers | <input checked="" type="radio"/> Yes <input type="radio"/> No | Apprentices | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| Part time employees | <input checked="" type="radio"/> Yes <input type="radio"/> No | Trainees | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| Seconded employees | <input type="radio"/> Yes <input checked="" type="radio"/> No | Employees absent from work the entire reference period without pay | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Workers from temporary work agencies | <input type="radio"/> Yes <input checked="" type="radio"/> No | Employees on probation | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| Casual and temporary employees | <input checked="" type="radio"/> Yes <input type="radio"/> No | Foreign employees | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| Supervisors | <input checked="" type="radio"/> Yes <input type="radio"/> No | Workers paid on commission | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Managers | <input checked="" type="radio"/> Yes <input type="radio"/> No | Homeworkers | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Non-adults/workers below a certain age | <input type="radio"/> Yes <input checked="" type="radio"/> No | Subcontracted workers | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Volunteer workers | <input type="radio"/> Yes <input checked="" type="radio"/> No | | |

Other workers not mentioned above:

Further comments or explanations (if needed):

1) Consultants and persons on retainer basis are excluded. 2) Employment of seconded employees and workers from temporary work agencies not common arrangement in the country. The survey does not specify these specific groups of workers as listed above in its coverage of paid employees so it can not be determined if they are included or excluded by the establishment in its response.

B8. Institutional sector coverage: The survey covers ...

- Establishments in the the private sector Yes No
- Establishments in the the public sector Yes No
- Unincorporated establishments Yes No
- Non-profit institutions Yes No
- Foreign establishments located within the country Yes No
- Establishments which did not operate part of the reference period Yes No
- National establishments located abroad Yes No

B9. Other coverage: The survey includes or excludes other types of establishments not already mentioned above

C. Concepts and operational definitions

C1. EMPLOYMENT

C1a. The survey measures **EMPLOYMENT** Yes, continue to C1b No, go to C2

C1b. Operational definition: EMPLOYMENT 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
 - 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, continue to C2b No, go to C3a

C2b. **EARNINGS** relates to:

GROSS earnings (before any deductions are made by the employer in respect of taxes, contributions of employees to social security and pension schemes, union dues, life insurance premiums, etc.)

NET earnings -> Deductions are made for:

Workers' contributions to compulsory social security 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 ...

The same as the survey coverage

A different coverage:

C2d. and the **reference period** is ...

The same reference period as employment

A specific week

A specific month

Another reference period:

C2e. Earnings includes:

(a) Payments in kind

Yes No

(b) Cost of living allowances

Yes No

(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 pay period

Yes No

(j) Bonuses paid irregularly

Yes No

(k) Payments for periods outside the reference period

Yes No

(l) 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

Yes No

(p) Other components not mentioned above

Further comments or explanations (if needed):

C3. Wage rates

C3a. The survey measures **WAGE RATES** Yes, continue to C3b No, go to C4

C3b. Time unit: **WAGE RATES** are requested ...

- per hour
- per day
- per week
- per month
- other time unit:

C3c. Concept:

- Minimum or standard wage rates, fixed by or in pursuance of ...
 - ... laws Yes No
 - ... regulations Yes No
 - ... collective agreements Yes No
 - ... arbitral awards Yes No
- Wage rates actually paid

C3d. The **worker coverage** is ...

- The same as the survey coverage
- A different coverage:

C3e. and the **reference period** is ...

- The same reference period as employment
- A specific week
- A specific month
- Another reference period:

C3f. Wage rates includes:

- (a) *Payments in kind* Yes No
- (b) *Cost of living allowances* Yes No
- (c) *Family allowances* Yes No
- (d) *Other allowances in cash* Yes No
- (e) *Payments for time not worked* Yes No
- (f) *Overtime payments* Yes No

(g) *Other components not mentioned above*

Further comments or explanations (if needed):

C4. Compensation of employees or Labour Cost

C4a. The survey measures **COMPENSATION OF EMPLOYEES or LABOUR COST**

Yes, continue to C4b No, go to C5

C4b. The **worker coverage** is ...

- The same as the survey coverage
- A different coverage:

C4c. and the **reference period** is ...

- The same reference period as employment
- A specific week
- A specific month
- A different reference period:

C4d. Compensation of employees or Labour cost includes:

- (a) Payments in kind Yes No
- (b) Cost of living allowances Yes No
- (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
- (l) 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 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

Further comments or explanations (if needed):

C5. Contractual/Normal hours of work

C5a. The survey measures **CONTRACTUAL/NORMAL HOURS OF WORK** Yes, continue to C5b No, go to C6

C5b. **CONTRACTUAL/NORMAL HOURS OF WORK** relates to hours fixed by:

- Laws or regulations Yes No
- Collective agreements Yes No
- Establishments' internal regulations Yes No
- Other

C5c. Information is requested about normal hours

- per day
- per week
- per pay period
- per month
- other:

C5d. Information is requested in

- Days
- Half days
- Hours
- Minutes
- Other time unit:

C5e. The reference period is ...

- The same reference period as for wages
- Another reference period:

C5f. And the worker coverage is ...

- The same as for wages
- Another coverage:

C6. Hours paid for

C6a. The survey measures **HOURS PAID FOR** Yes, continue to C6b No, go to C7

C6b. Information is requested in

- Days
- Half days
- Hours
- Minutes
- Other time unit:

C6c. The reference period is ...

- The same reference period as for wages
- Another reference period:

C6d. And the worker coverage is ...

- The same workers as for wages
- Another coverage:

C6e. Hours paid for includes time paid due to

(a) Overtime

- Paid at special rates
- Paid at normal rates
- Compensated with time off

Yes No

Yes No

Yes No

Yes No

(b) Work at home

Yes No

(c) Travelling time required by the job

Yes No

(d) Meal breaks

Yes No

(e) Commuting time

Yes No

(f) Time for preparation

Yes No

(g) Training time

Yes No

(h) Down time (including stand by time)

Yes No

(i) Time not worked (absence from work)

Yes No

- Vacation time

Yes No

- Sick leave

Yes No

- Occupational injuries

Yes No

- Labour disputes

Yes No

- Other time not worked

Yes No

(j) Other:

Further comments or explanations (if needed):

C6f. The survey measures **ABSENCE FROM WORK** separately Yes No

C6g. The survey measures **OVERTIME** separately Yes No

C7. Hours actually worked

C7a. The survey measures **HOURS ACTUALLY WORKED** Yes, continue to C7b No, go to C8

C7b. Information is requested in

- Days
- Half days
- Hours
- Minutes
- Other time unit:

C7c. The reference period is ...

- The same reference period as for wages
- Another reference period:

C7d. And the worker coverage is ...

- The same workers as for wages
- Another coverage:

C7e. Hours actually worked includes time paid due to

- | | | | |
|--|--|---|--|
| (a) Overtime | <input type="radio"/> Yes <input type="radio"/> No | (h) Down time (including stand by time) | <input type="radio"/> Yes <input type="radio"/> No |
| - Paid at special rates | <input type="radio"/> Yes <input type="radio"/> No | (i) Time not worked (absence from work) | <input type="radio"/> Yes <input type="radio"/> No |
| - Paid at normal rates | <input type="radio"/> Yes <input type="radio"/> No | - Vacation time | <input type="radio"/> Yes <input type="radio"/> No |
| - Compensated with time off | <input type="radio"/> Yes <input type="radio"/> No | - Sick leave | <input type="radio"/> Yes <input type="radio"/> No |
| - Unpaid and not compensated with time off | <input type="radio"/> Yes <input type="radio"/> No | - Occupational injuries | <input type="radio"/> Yes <input type="radio"/> No |
| (b) Work at home | <input type="radio"/> Yes <input type="radio"/> No | - Labour disputes | <input type="radio"/> Yes <input type="radio"/> No |
| (c) Travelling time required by the job | <input type="radio"/> Yes <input type="radio"/> No | - Other time not worked | <input type="radio"/> Yes <input type="radio"/> No |
| (d) Meal breaks | <input type="radio"/> Yes <input type="radio"/> No | (j) Other: | |
| (e) Commuting time | <input type="radio"/> Yes <input type="radio"/> No | | |
| (f) Time for preparation | <input type="radio"/> Yes <input type="radio"/> No | | |
| (g) Training time | <input type="radio"/> Yes <input type="radio"/> No | | |

Further comments or explanations (if needed):

- C7f.** The survey measures **ABSENCE FROM WORK** separately Yes No
- C7g.** The survey measures **OVERTIME** separately Yes No

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 ...

The same reference period as hours paid/hours actually worked

Another reference period:

Quarter of the survey.

C8d. and the worker coverage is ...

The same workers as hours paid/hours actually worked

Another coverage:

Quarter of the survey.

C9a. The survey measures **VACANCIES** Yes, continue to C11b No, go to C10

C9b. VACANCIES are defined as:

Refer to unfilled job openings, which are immediately available for placement and for which active recruitment steps are being undertaken during the reference period.

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 ...

1-20; 20-99; 100-199; 200+

D2a. Industry (branch of 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: 1994 Philippine Standard Industrial Classification.

Other:

D2b. Number of groups distinguished at the most detailed level when coding industry groups

D2c. Computer assisted/automatic coding is used Yes No

D2d. If not using ISIC, it is convertible to ISIC:

Yes, to

- ISIC, rev. 2
- ISIC, rev. 3
- ISIC, rev. 4
- No

D2e. The most important deviations between the classification used and the international classification (at the Section - one digit - level) are:

D3a. Occupation: If information by occupation is collected, the classification used to code occupation is (based on):

- ISCO-68
- ISCO-88
- ISCO-08

National classification: 1992 Philippine Standard Occupational Classification.

Other:

D3b. Number of groups distinguished at the most detailed level when coding occupation groups

D3c. Computer assisted/automatic coding is used Yes No

D3d. If not using ISCO, it is convertible to ISCO

Yes, to

- ISCO-68
- ISCO-88
- ISCO-08
- No

D3e. The most important deviations between the classification used and the international classification (at the Major Group - one digit - level) are:

D4a. Labour cost components: If measuring labour cost, the classification of labour cost components is the **International Standard Classification of Labour Cost**

- Yes No **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 separately 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) | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| For (groups of) occupations within the establishment (go to E3) | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| For each individual worker in the establishment (go to E4) | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| For a sample of workers in the establishment (go to E4) | <input type="radio"/> Yes <input checked="" type="radio"/> No |

E3. The survey collects information separately by

Disaggregations	Employment	Wages concept (earnings, wage rates, etc	Working time concepts
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Age group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Education level categories	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Occupation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Manual/non-manual	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Full-time/part-time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Skilled/semi-skilled/unskilled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Casual/permanent worker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Apprentices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adults/young workers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other disaggregation:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

go to E5

E4. When information is obtained for individual workers, the survey collects information about their:

- Sex
- Age (adults/young)
- Education level
- Occupation
- Full time/part time schedule
- Casual/permanent status
- Apprentices
- Other information:

E5. Wage components: the survey obtains information separately for ...

	Wage rates	Earnings	Compensation of employees or labour cost
Payments in kind	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cost of living allowances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Family allowances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overtime payment		<input type="checkbox"/>	<input type="checkbox"/>
Employers' social security contributions			<input type="checkbox"/>
Workers' social security contributions		<input type="checkbox"/>	<input type="checkbox"/>
Other deductions of workers (e.g., for income tax)		<input type="checkbox"/>	<input type="checkbox"/>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

F. Sample design

F1. The sampling unit(s) is/are ... (all relevant options are indicated)

Enterprise

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)

Economic, Industrial, Establishment census

Agricultural census

Registers kept by the government

Industrial/business directories

Licence records

Sales tax records

Income tax records

Unemployment insurance records

Pension coverage records

Other, namely:

Top 25000 Corporations of the Philippines as registered with the Securities Exchange Commission.

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 ...

% of all employees, and/or

% of all economic units

F5. Updating frequency: The sample frame is updated ...

Every months

Every 1 years

Continually

Not updated with a specific frequency

Never updated

F6. Type of sample

Complete enumeration, go to F10

Random sample, go to F7

Purposive sample, go to F10

Other, go to F10:

F7. The sample is stratified

Yes:

No

By region/location

By industry

By public and private sectors

By size (or number of workers) -- the strata are the same as those indicated in D1 above: Yes: No

Establishments **above this size** are included with certainty in the sample

Other strata:

F8. Sample error - relative standard error for each concept ... (may be percentages or ranges of percentages)

F9. Sample size: The number of economic units and/or workers in the final sample (or an estimate of the relative size) ...

economic units (establishments/enterprises) % of economic units

workers % of all workers

F10. Further comments or explanations (if needed):

From the top 25,000 corporations of the Philippines, those operating in Metro Manila were extracted. These numbered around 15,500 enterprises from which the 726 sample size was drawn.

G. Data collection

G1. Method(s) of data collection: Data are collected through ... (more than one option may be selected)

Personal interview

Telephone interview

Mail

Online/web based questionnaire

Other, namely:

Questionnaire is left with the establishment but data collector contacts establishment personally or through telephone should there be any enterprise response that requires further clarification that was missed out in the questionnaire retrieval.

G2. If personal or telephone interview, computer assisted interview is used

Yes

No

G3. Substitution of units

Yes, in case of non-response

Yes, in other cases:

Substitution is done when sample enterprise falls in any of the following categories: 1) refusal, 2) on strike, 3) temporarily closed, 4) permanently closed, 5) can not be located, 6) duplicate of another sample enterprise, 7) employment less than 16, and 7) located outside area coverage.

No

G4. Non response rate: Percentage of all units in the final sample that are not interviewed

% of all units

G5. Timeliness: Number of days or months between the reference period and the release of the results

days or months

G6. Further comments or explanations (if needed):

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 specify

Estimates are obtained by simple expansion, i.e., by multiplying the sample values at the industry level by the corresponding blowing-up factor which is the ratio of the estimated population of enterprises to the number of responding enterprises. These estimates are then aggregated to the desired totals. Dividing the estimated accessions (or separations) by the estimated employment

H2. If benchmark data are used, the **type of benchmark data** used is:

H3. Types of indicators produced ... (more than one option can be selected)

- | | | | |
|--|---|---|---|
| <p>(a) Average earnings (per worker)</p> <ul style="list-style-type: none"> <input type="checkbox"/> per year <input type="checkbox"/> per month <input type="checkbox"/> per week <input type="checkbox"/> per day <input type="checkbox"/> per hour (actual or paid) | <p>(b) Median earnings (per worker)</p> <ul style="list-style-type: none"> <input type="checkbox"/> per year <input type="checkbox"/> per month <input type="checkbox"/> per week <input type="checkbox"/> per day <input type="checkbox"/> per hour (actual or paid) | <p>(c) Real earnings (per worker)</p> <ul style="list-style-type: none"> <input type="checkbox"/> per year <input type="checkbox"/> per month <input type="checkbox"/> per week <input type="checkbox"/> per day <input type="checkbox"/> per hour (actual or paid) | <p>(d) Labour cost (per worker)</p> <ul style="list-style-type: none"> <input type="checkbox"/> per year <input type="checkbox"/> per month <input type="checkbox"/> per week <input type="checkbox"/> per day <input type="checkbox"/> per hour (actual or paid) |
| <p>(e) Hours actually worked (per worker)</p> <ul style="list-style-type: none"> <input type="checkbox"/> per year <input type="checkbox"/> per month <input type="checkbox"/> per week <input type="checkbox"/> per day | <p>(f) Hours paid for (per worker)</p> <ul style="list-style-type: none"> <input type="checkbox"/> per year <input type="checkbox"/> per month <input type="checkbox"/> per week <input type="checkbox"/> per day | <p>(g) Overtime hours (per worker)</p> <ul style="list-style-type: none"> <input type="checkbox"/> per year <input type="checkbox"/> per month <input type="checkbox"/> per week <input type="checkbox"/> per day | <p>(h) Absence from work hours (per worker)</p> <ul style="list-style-type: none"> <input type="checkbox"/> per year <input type="checkbox"/> per month <input type="checkbox"/> per week <input type="checkbox"/> per day |
| <p>(i) Workers by levels of earnings</p> <ul style="list-style-type: none"> <input type="checkbox"/> Number of workers <input type="checkbox"/> Percentage of workers | <p>(j) Earnings ...</p> <ul style="list-style-type: none"> <input type="checkbox"/> Deciles <input type="checkbox"/> Quartiles | <p>(k) Earnings in each decile/ quartile</p> <ul style="list-style-type: none"> <input type="checkbox"/> Average earnings <input type="checkbox"/> Median earnings | <p>(l) Workers by levels of hours (paid or actual)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Number of workers <input type="checkbox"/> Percentage workers |

- (m) Wage indexes**
- Simple unweighted index of growth
 - Laspeyres index with fixed occupational employment weights
 - Laspeyres index with industrial employment weights
 - Other wage index:

- (n) Other indicators produced:**
- Labor turnover, accession and separation rates.

H4. The above indicators are calculated for all workers covered

- Yes
- No, to a subset:

H5. Links to Laborsta series: Statistics from this survey are presented in the following LABORSTA series ...

- 2E - Paid employment by economic activity
- 2F - Paid employment in manufacturing
- 4A - Hours of work by economic activity
- 4B - Hours of work in manufacturing
- 5A - Wages by economic activity
- 5B - Wages in manufacturing
- 6A - Labour cost in manufacturing
- OI - Hours of work and wages in detailed occupations (October Inquiry)

H6. The statistics published in LABORSTA have the same coverage and follow the same definitions described above Yes No

If **no**, the main differences are as follows:

I. Historical information

I1. Main changes in this survey since 1990 that have led to breaks in the series

3rd qtr 2002-4th qtr 2007-data are aggregates of the sample values and not weighted to generate estimates for the whole population.
1st qtr 2008-4th qtr 2011-weighted estimates.

I2. Additional comments on the survey

Additional comments regarding the questionnaire

THANK YOU FOR COMPLETING THIS QUESTIONNAIRE