

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	Ukraine		
A2. Title of the survey	Structural Survey "Report about main indicators of entity activities" form 1-		
A3. Organisation(s) responsible	State Statistics Service of Ukraine		
A4. Website where additional information can be found:	www.ukrstat.gov.ua		

B. Periodicity and coverage

B1. Periodicity: Th	e survey is carried out	t				
• Once a year, con	tinue to B2					
○ Two times a year	half yearly, continue	to B2				
○ Every quarter, co	ontinue to B2					
C Every month, go	to B3					
○ 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						
⊠September	⊠October					
November	December					
B3. Year the survey	started: 1998					
B4. Industry cover	rage: The survey inclu	ıdes esta	blishment	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	Yes	○ No
C. Manufacturing		Yes	○ No	activities	(les	ONO
D. Electricity, gas, st conditioning supply	eam and air	Yes	○No	N. Administrative and support support service activities	Yes	○ No
E. Water supply, sev	_	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	⊘ Vos	○ No	P. Education	Yes	○No
motor vehicles		Yes	ONO	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	Yes	○ No	S. Other service activities		No
activities		(Tes	ONO	T. Activities of household as employers		No
J. Information and c	J. Information and communication (a) Yes (b) No and bodies U. Activities of extraterritorial organizations and bodies				No	
K. Financial and insu	ırance activities	Yes	○ No	and bodies		
	P and Q – excluding funde Collection by ISIC rev.4 w					

B5. Size coverage: The survey covers							
○ All establishments of any size							
○ All establishments with at least wo	orkers/emplo	oyees					
Other size coverage: All institutions regardles surveying, small – select	ss of size with ive surveying	out banks a	and funded by state budget.	Large an	d medium s	ized – con	nplete
B6. Geographical coverage: The survey cov	ers 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 s	status in	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/ pro	oduction		○ Yes	No		
(d) Only Non-manual /white collar/administ	trative work	ers		○ Yes	No		
(e) Paid employees and working proprietors (i.e., own account workers or employers) Yes No							
(f) All persons engaged (Paid employees, work	king propriet	tors and u	npaid family workers)	Yes	○ No		
The following groups are included:							
Pieceworkers	• Yes •	Nο	Apprentices			Yes	∩No
Part time employees	Yes		Trainees				○ No
Seconded employees	Yes		Employees absent from	work th	10	() · ()	· · · ·
Workers from temporary work agencies	Yes		entire reference period			Yes	○ No
Casual and temporary employees	• Yes •		Employees on probation	า		Yes	∩No
Supervisors	○ Yes •		Foreign employees			Yes	
Managers	Yes		Workers paid on commi	ission		Yes	
Non-adults/workers below a certain age	○Yes •		Homeworkers			Yes	○ No
Volunteer workers	○Yes •) No	Subcontracted workers			Yes	○No
Other workers not mentioned above:							
Further comments or explanations (if needed):							

B8. Institutional sector coverage: The su	ırvey 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
Establishments which did not operate part	of the reference period	
National establishments located abroad		○ Yes
B9. Other coverage: The survey includes of	or excludes other types of	f establishments not already mentioned above
C. (Concepts and operation	nal definitions
	C1. EMPLOYME	ENT
C1a. The survey measures EMPLOYMEN	IT ● Yes, continue to C1	Lb ○ No, go to C2
C1b. Operational definition: EMPLOYME	ENT relates to	
• The total number of workers, on:	○ A specific day:	
	○ The month of the surv	vey
	○ The quarter of the sur	rvey
	The whole year	
	Other:	
○ The average number of workers during:	○ A specific pay period	
	○ The month of the surv	vey
	○ The quarter of the sur	rvey
	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	e to C2b No, go to C3a
C2b. EARNINGS relates to:	
	by the employer in respect of taxes, contributions of employees to nes, union dues, life insurance premiums, etc.)
○ NET earnings -> Deductions are made for:	
Workers' contributions to compulsory social secu	rity 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
(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
(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
components not mentioned above	

C3. Wage rates

C3a. The survey measures WAGE RATES		o C3b	No, go to C4	
C3b. Time unit: WAGE RATES are reques	ited	C3 c	c. Concept:	
○ per hour○ per day		()	Minimum or standard wage rates	
○ per week			laws	○ Yes ○ No
Oper month			regulations	○ Yes ○ No
Other time unit:			collective agreements	○ Yes ○ No
			arbitral awards	○ Yes ○ No
		_	Nage rates actually paid	
C3d. The worker coverage is		C3e. and	the reference period is	
○ The same as the survey coverage		○The sar	me reference period as employn	nent
○ A different coverage:		○ A speci	fic week	
		○ A speci	fic month	
		○ Anothe	er reference period:	
C3f. Wage rates includes:				
(a) Payments in kind	○ Yes ○ No			
(b) Cost of living allowances	○ Yes ○ No			
(c) Family allowances				
(d) Other allowances in cash	○ Yes ○ No			
(e) Payments for time not worked	○ Yes ○ No			
(f) Overtime payments				
(g) Other components not mentioned above				
Further comments or explanations (if needed):				
	C4. Compensa	ition of er	mployees or Labour Cost	
C4a. The survey measures COMPENSATION LABOUR COST	ON OF EMPLOYEES o	or	Yes, continue to C4b	No, go to C5
C4b. The worker coverage is		C4c. a	and the reference period is	
○ The same as the survey coverage		○ The	e same reference period as emp	loyment
○ A different coverage:		○ A s	pecific week	
		○ A s	pecific month	
		\bigcirc A c	lifferent reference period:	
L				

(a) Payments in kind (b) Cost of living allowances (c) Family allowance allowances (c) Family allowance in cash (d) Other allowances in cash (e) Payments for time not worked (f) Overtime payments (g) End of year bonuses (l) Other regular bonuses poid every year (l) Benuses paid irregularly (k) Payments for periods outside the reference period (l) Payments for periods outside by the employer (l) Payments for items required by the employer (l) Period Payments for periods outside by the employer (l) Payments for periods outside by the employer (l) Period Payments for periods outside by the employer (l) Period Payments for periods outside periods outside periods (l) Period Payments for periods outside periods (l) Period Payments for periods outside periods (l) Period Payments for period	C4d. Compensation of employees or Labour cost includes:	
(c) Continuation c	(a) Payments in kind	○ Yes ○ No Further comments or explanations (if
(d) Other allowances in cash (e) Payments for time not worked (f) Overtime payments (g) End of year bonuses (h) Profit sharing bonuses (h) Payments for tems required by the employer (h) Sharing and gratuities distributed by the employer (h) Employers' contributions to workers' social security schemes (h) Workers' social benefits provided by the employer (h) Employers' contributions to workers' social security schemes (h) Workers' social benefits provided by the employer (h) Employers' expenses for welfore services (h) Employment related subsidies received by the employer (h) Employment related subsidies received by th	(b) Cost of living allowances	○ Yes ○ No needed):
(e) Payments for time not worked (f) Overtime payments (g) End of year bonuses (h) Profit sharing bonuses (i) Other regular bonuses paid every year (ii) Other regular bonuses paid every year (iii) Bonuses paid irregularly (iv) Other regular bonuses paid every year (iv) Other regular bonuses (iv	(c) Family allowance allowances	○ Yes ○ No
(g) End of year bonuses (h) Profit sharing bonuses (h) Profit sharing bonuses (h) Profit sharing bonuses (l) Other regular bonuses paid every year (l) Bonuses paid irregularly (k) Payments for periods outside the reference period (l) Payments for items required by the job (l) Payments for items required by the job (l) Fendowers' social security schemes (l) Employers' contributions to workers' social security schemes (l) Employers' contributions to workers' social security schemes (la) Employers' cost of training (la) Employers' expenses for welfare services (la) Employers' expenses for welfare services (la) Taxes paid by the employer on employment payrollis, etc. (l) Employment related subsidies received by the employer (la) Other (components not mentioned above C5a. The survey measures CONTRACTUAL/NORMAL HOURS OF WORK (l) exp. C5b. CONTRACTUAL/NORMAL HOURS OF WORK relates to hours fixed by: Laws or regulations (l) Employment related subsidies received by the employer (l) Other (l) Employment related subsidies received by the employer (l) Other (l) Employment related subsidies received by the employer (l) Other (l) Employment related subsidies received by the employer (l) Other (l) Employment related subsidies received by the employer (l) Other (l) Employment related subsidies received by the employer (l) Other (l) Employment related subsidies received by the employer (l) Other (l) Employment related subsidies received by the employer (l) Other (l) Employment related subsidies received by the employer (l) Employers' expenses for welfare services (l) Employers' expens	(d) Other allowances in cash	○ Yes ○ No
(g) End of year bonuses (h) Profit sharing bonuses (r) Other regular bonuses paid every year (r) Other regular bonuses paid every sono (r) Other regular bon	(e) Payments for time not worked	○ Yes ○ No
(h) Profit sharing bonuses (i) Other regular bonuses paid every year (j) Bonuses paid irregularly (k) Payments for periods outside the reference period (Yes No (l) Payments for items required by the job (r) Tips and gratuities distributed by the employer (n) Tips and gratuities distributed by the employer (r) Severance and termination pay (p) Employers' contributions to workers' social security schemes (p) Workers' social benefits provided by the employer (q) Employers' cost of training (Yes No (g) Taxes poid by the employer on employment payrolls, etc. (r) Employers' expenses for welfare services (r) Employment related subsidies received by the employer (v) Other 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 Collective agreements (Yes No Cother C5c. Information is requested about normal hours (per day (per week C5d. Information is requested in C5d. Information	(f) Overtime payments	○ Yes ○ No
(i) Other regular bonuses paid every year (ij) Bonuses paid irregularly (ij) Bonuses paid irregularly (iv) Payments for periods outside the reference period (iv) Payments for periods outside the reference period (iv) Payments for items required by the job (iv) Pes No (iv) Figs and gratuities distributed by the employer (iv) Employers' contributions to workers' social security schemes (iv) Employers' esci of training (iv) Employers' expenses for welfare services (iv) Employers expenses for welfare services (iv) Employment related subsidies received by the employer (iv) Other (iv) Other (iv) Employment related subsidies received by the employer (iv) Other (iv) Employment related subsidies received by the employer (iv) Other (iv) Employment related subsidies received by the employer (iv) Other (iv) Employment related subsidies received by the employer (iv) Other (iv) Other (iv) Employment related subsidies received by the employer (iv) Other (iv) Employment related subsidies received by the employer (iv) Other	(g) End of year bonuses	○ Yes ○ No
(i) Bonuses paid irregularly (ii) Bonuses paid irregularly (iii) Payments for periods outside the reference period (iii) Payments for items required by the job (iv) Payments for items required by the job (iv) Yes (iv) No (iv) Tips and gratuities distributed by the employer (iv) Severance and termination pay (iv) Employers' contributions to workers' social security schemes (iv) Employers' contributions to workers' social security schemes (iv) Employers' cost of training (iv) Employers' expenses for welfare services (iv) Tips part of training (iv) Employers' expenses for welfare services (iv) Employers' expenses for welfare services (iv) Employers' expenses for welfare services (iv) Employers related subsidies received by the employer (iv) Other C5. Contractual/Normal hours of work C5a. The survey measures CONTRACTUAL/NORMAL HOURS OF WORK (Yes, continue to C5b) (iv) No, go to C6 C5b. CONTRACTUAL/NORMAL HOURS OF WORK relates to hours fixed by: Laws or regulations (iv) Yes (iv) No Collective agreements (iv) Yes (iv) (iv) No Collective agreements (iv) Yes (iv) (iv) No (iv) (iv) No (iv) No (iv) No (iv) (iv) (iv) (iv) (iv) (iv) (iv) (iv)	(h) Profit sharing bonuses	○ Yes ○ No
(k) Payments for periods outside the reference period (l) Payments for items required by the job (r) Fayments for items required by the employer (r) Fayments for items for it	(i) Other regular bonuses paid every year	○ Yes ○ No
(I) Payments for items required by the job (The sand gratuities distributed by the employer (The sand gratuities distributions to workers' social security schemes (The sand gratuities distributed by the employer (The same as for wages (The same as for wages)	(j) Bonuses paid irregularly	○ Yes ○ No
(m) Tips and gratuities distributed by the employer (n) Severance and termination pay (v) Employers' contributions to workers' social security schemes (v) Employers' cost of training (r) Employers' cost of training (r) Employers' expenses for welfare services (s) Taxes paid by the employer on employment payrolls, etc. (v) Employment related subsidies received by the employer (v) Other C5. Contractual/Normal hours of work C5a. The survey measures CONTRACTUAL/NORMAL HOURS OF WORK (2 Yes, continue to C5b) (n) Other C5b. CONTRACTUAL/NORMAL HOURS OF WORK relates to hours fixed by: Laws or regulations (Yes) No Collective agreements (Yes) No Coll	(k) Payments for periods outside the reference period	○ Yes ○ No
(n) Severance and termination pay (o) Employers' contributions to workers' social security schemes Yes No (p) Workers' social benefits provided by the employer (q) Employers' cost of training (r) Employers' expenses for welfare services (s) Taxes paid by the employer on employment payrolls, etc. (t) Employement related subsidies received by the employer (vu) Other components not mentioned above 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	(I) Payments for items required by the job	○ Yes ○ No
(a) Employers' contributions to workers' social security schemes	(m) Tips and gratuities distributed by the employer	○ Yes ○ No
(p) Workers' social benefits provided by the employer (q) Employers' cost of training (r) Employers' expenses for welfare services (s) Taxes paid by the employer on employment payrolls, etc. (t) Employment related subsidies received by the employer (u) Other components not mentioned above 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 Cother (Per day per day per day per week Other (Per pay period per month other: C5d. Information is requested in C5e. The reference period is C5f. And the worker coverage is Days (The same reference period as for wages) Half days (Another reference period: Another coverage:	(n) Severance and termination pay	○ Yes ○ No
(q) Employers' cost of training	(o) Employers' contributions to workers' social security schemes	Yes ONo
(r) Employers' expenses for welfare services (s) Taxes paid by the employer on employment payrolls, etc. (t) Employment related subsidies received by the employer (u) Other components not mentioned above C5. Contractual/Normal hours of work C5a. The survey measures CONTRACTUAL/NORMAL HOURS OF WORK Yes, continue to C5b 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 Cother C5c. Information is requested about normal hours (Per day (Per week (Per pay period (Per month (Other) (The same reference period is C5d. Information is requested in C5f. And the worker coverage is C5d. Information is requested in C5f. Another coverage: (Half days (Another reference period: (Another coverage:	(p) Workers' social benefits provided by the employer	○Yes ○No
(s) Taxes paid by the employer on employment payrolls, etc. (t) Employment related subsidies received by the employer (u) Other Components not mentioned above C5. Contractual/Normal hours of work C5a. The survey measures CONTRACTUAL/NORMAL HOURS OF WORK	(q) Employers' cost of training	○Yes ○No
(t) Employment related subsidies received by the employer (u) Other components not mentioned above C5. Contractual/Normal hours of work C5a. The survey measures CONTRACTUAL/NORMAL HOURS OF WORK Yes, continue to C5b C5b. CONTRACTUAL/NORMAL HOURS OF WORK relates to hours fixed by: Laws or regulations C9es No C5c. Information is requested about normal hours Per day per day per week Other C5d. Information is requested in C5d. Information is requested in C5d. Information is requested in C5e. The reference period is C5f. And the worker coverage is C5d. Information is requested in C5d. Information is requested in C5d. Information is requested in C5d. Another coverage is C5d. Another coverage: C5d. Hours Another reference period: Another coverage:	(r) Employers' expenses for welfare services	○Yes ○No
C5. Contractual/Normal hours of work C5a. The survey measures CONTRACTUAL/NORMAL HOURS OF WORK	(s) Taxes paid by the employer on employment payrolls,etc.	○Yes ○No
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 Oper day Oper week Other Oper month Other: C5d. Information is requested in C5f. And the worker coverage is Days The same reference period as for wages Half days Another reference period: C5d. Information is requested in C5f. Another coverage: Hours Minutes	(t) Employment related subsidies received by the employer	○Yes ○No
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	components not	
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C5a. The survey measures CONTRACTUAL/NORMAL HOURS OF WORK Pes, continue to C5b No, go to C6 C5b. CONTRACTUAL/NORMAL HOURS OF WORK relates to hours fixed by: Laws or regulations Pes No Collective agreements Per No Establishments' internal regulations Per No Other C5c. Information is requested about normal hours per day per week per pay period per month other: C5d. Information is requested in C5e. The reference period is C5f. And the worker coverage is C5f. Another coverage: Half days Another reference period: Another coverage:		
C5a. The survey measures CONTRACTUAL/NORMAL HOURS OF WORK Pes, continue to C5b No, go to C6 C5b. CONTRACTUAL/NORMAL HOURS OF WORK relates to hours fixed by: Laws or regulations Pes No Collective agreements Per No Establishments' internal regulations Per No Other C5c. Information is requested about normal hours per day per week per pay period per month other: C5d. Information is requested in C5e. The reference period is C5f. And the worker coverage is C5f. Another coverage: Half days Another reference period: Another coverage:		
C5b. CONTRACTUAL/NORMAL HOURS OF WORK relates to hours fixed by: Laws or regulations Oyes ONo Establishments' internal regulations Other C5c. Information is requested about normal hours Oper day Oper week Oper pay period Oper month Oother: C5d. Information is requested in C5d. Information is requested in C5e. The reference period is C5f. And the worker coverage is C5f. And the worker coverage is C5f. Another coverage: Ohours Ohours Minutes	C5. Contractual/Norma	al hours of work
Laws or regulations Collective agreements Yes No Per day per week Other C5d. Information is requested in C5d. And the worker coverage is C5f. And the worker coverage is The same as for wages Another reference period: Another coverage:	C5a. The survey measures CONTRACTUAL/NORMAL HOURS O	F WORK Yes, continue to C5b No, go to C6
Collective agreements Other Cother	C5b. CONTRACTUAL/NORMAL HOURS OF WORK relates to ho	ours fixed by:
Collective agreements Yes No per day per week Other C5d. Information is requested in C5d. Information is requested about normal hours per day per week other: C5f. And the worker coverage is C5f. And the worker coverage is The same as for wages Another reference period: Another coverage:	Laws or regulations	
Establishments' internal regulations Other Other C5d. Information is requested in Days Half days Another reference period: Another coverage: Hours Minutes		·
Other Other Oper pay period per month other: C5d. Information is requested in C5e. The reference period is Days The same reference period as for wages Half days Another reference period: Another coverage: Hours Minutes		
C5d. Information is requested in C5e. The reference period is Days The same reference period as for wages Half days Another reference period: Another coverage: Minutes		
C5d. Information is requested in C5e. The reference period is C5f. And the worker coverage is The same reference period as for wages Half days Another reference period: Another coverage:	Other	
C5d. Information is requested in Days Half days Hours Minutes C5e. The reference period is C5e. The reference period is C5f. And the worker coverage is The same reference period as for wages Another reference period: Another coverage:		•
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 Days The same reference period as for wages Half days Another reference period: Another coverage: Minutes 	C5d Information is requested in C5e. The reference ne	riod is C5f And the worker coverage is
Half daysAnother reference period:HoursMinutesAnother coverage:		
○ Hours ○ Minutes		
○ Minutes	•	Allottiei coverage.
COORDINATE OF THE CONTROL OF THE CON		
	Other time unit.	

C6. Hours paid for

C6a. The survey measures HOURS PAI	D FOR Yes, continue to C6b No, go to	C7	
C6b. Information is requested in	C6c. The reference period is C6d. And the worker coverage is		
○ Days	○ The same reference period as for wages	○ The same workers as for wages	
○ Half days	○ Another reference period:	○ Another coverage:	
○ Hours			
○ Minutes			
Other time unit:			
C6e. Hours paid for includes time paid	l due to		
(a) Overtime		Over C No.	
- Paid at special rates	Yes No (h) Down time (including stand by Yes No (i) Time not worked (absence from		
- Paid at normal rates	Yes No - Vacation time	Yes \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	
- Compensated with time off	Yes No - Sick leave	○ Yes ○ No	
(b) Work at home	Yes No - Occupational injuries	○Yes ○No	
(c) Travelling time required by the job	Yes No - Labour disputes	○Yes ○No	
(d) Meal breaks	Yes No - Other time not worked	○Yes ○No	
(e) Commuting time	○ Yes ○ No (j) Other:		
(f) Time for preparation	○ Yes ○ No		
(g) Training time	○Yes ○No		
Further comments or explanations (if needed):			
C6f. The survey measures ABSENCE FF	ROM WORK separately Yes No		
C6g. The survey measures OVERTIME			
	C7. Hours actually worked		
C7a. The survey measures HOURS ACT	TUALLY WORKED Yes, continue to C7b	No, go to C8	
C7b. Information is requested in	C7c. The reference period is	C7d. And the worker coverage is	
○ Days	• The same reference period as for wages	• The same workers as for wages	
○ Half days	○ Another reference period:	○ Another coverage:	
○ Hours			
○ Minutes			
Other time unit:			
man-hours			

C7e. Hours actually worked includes time paid due to (a) Overtime Yes ○ No (h) Down time (including stand by time) - Paid at special rates ○ Yes ● No (i) Time not worked (absence from work) - Paid at normal rates - Vacation time - Compensated with time off - Sick leave ○ Yes ● No - Unpaid and not compensated with time off - Occupational injuries (b) Work at home Yes \(\cap \) 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 \(\cap \) 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 ... Non-worked hours by cause; Composition of labor compensation fund; Distribution of employees by size of wage;

Coverage of employees with collective bargaining contracts.

Standard Classification of Labour Cost				
Yes No D4b. If no, the most important differences between classification are:	een the national classification and the international			
Payments in kind (group IV) include Cost of we welfare services (group VIII)	orkers' housing borne by employers (group V) and Cost of			
☐ Direct wages and salaries (group I) and Remu	neration 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	e of ownership, etc.).			
Cooperatives are separetely identified Yes No				
Others:				
D6. Further comments or				
explanations (if needed):				
E. Questionnair	e 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 wo				
• Other: 2 questionnaires: one for large and medium entities, another for s	small			
E2. The unit(s) of observation: Information is obtained				
For the establishment as a whole (go to E3) Yes No				
For (groups of) occupations within the establishment (go to E3)	○Yes No			
For each individual worker in the establishment (go to E4)	CYes ● No			
For a sample of workers in the establishment (go to E4)	CYes ● No			

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	П	П	-
Age group				
Education level categories				
Occupation				
Manual/non-manual				
-ull-time/part-time				
Skilled/semi-skilled/unskilled]
Casual/permanent worker				
Apprentices				
Adults/young workers				
Other disaggregation:				
☐ Age (adults/young)				
 □ Education level □ Occupation □ Full time/part time schedule □ Casual/permanent status □ Apprentices □ Other information: 				
Occupation Full time/part time schedule Casual/permanent status Apprentices Other information:	obtains information	separately for Wage rates		ompensation o employees or labour cost
Occupation Full time/part time schedule Casual/permanent status Apprentices	obtains information			employees or
Occupation Full time/part time schedule Casual/permanent status Apprentices Other information: E5. Wage components: the survey	obtains information	Wage rates	Earnings	employees or labour cost
Occupation Full time/part time schedule Casual/permanent status Apprentices Other information: Fayments in kind Cost of living allowances	obtains information	Wage rates	Earnings	employees or labour cost
Occupation 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	obtains information	Wage rates	Earnings	employees or labour cost
Occupation Full time/part time schedule Casual/permanent status Apprentices Other information: Fayments in kind Cost of living allowances Covertime payment		Wage rates	Earnings	employees or labour cost
Occupation 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	tions	Wage rates	Earnings	employees or labour cost
Occupation 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 contribution	itions	Wage rates	Earnings	employees or labour cost
Occupation Full time/part time schedule Casual/permanent status Apprentices Other information: E5. Wage components: the survey	itions	Wage rates	Earnings	employees or labour cost

F. Sample design

F1. The sampling unit(s)	is/are (all relevant options are indicated)
☐ Establishment	
☐ Employee	
Other:	
F2. The sample frame is	(all relevant options are indicated)
■ Business register	
☐ Employee or population	on register
Area frame	
	nation used to construct the register are (all relevant options are indicated)
Economic, Industrial, E	establishment census
Agricultural census	
Registers kept by the a	
Licence records	s directories
Sales tax records	
☐ Income tax record	· c
Unemployment in	
Pension coverage	
_	State statistical surveying data (including financial reporting)
☑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
% of all emplo	oyees, and/or 100 % of all economic units
F5. Updating frequency:	The sample frame is updated
○ Every	months
© Every 1	years
Continually	
○ Not updated with a sp	ecific frequency
Never updated	
F6. Type of sample	
Complete enumeratio	n, go to F10
• Random sample, go to	F7
OPurposive 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 the same	ose 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	pe percentages or ranges of percentages)	
Coefficients of variation are compiled by indicators: 1) The number of employees: 1	or Ukraine 0,2%, by region 0,6-1,5%, by type of activity(sections) (+	
F9. Sample size: The number of economic untis and/or workers in the		
98,000 economic units (establishments/enterprises) 28 % of economic units		
workers	% of all workers	
F10. Further comments or explanations (if needed):		
G. Data collecti	on	
G1. Method(s) of data collection: Data are collected through (mor	e than one option may be selected)	
Personal interview G2. If personal or telephone interv	iew, Over ON-	
☐ Telephone interview computer assisted interview is use	ed Yes ONo	
⊠Mail		
Online/web based questionnaire		
▼ Other, namely: e-reporting		
G3. Substitution of units		
Yes, in case of non-response		
○ Yes, in other cases:		
No		
G4. Non response rate: Percentage of all units in the final sample that	at are not inteviewed	
7.4 % of all units		
G5. Timeliness: Number of days or months between the reference po	eriod and the release of the results	
days or 6 months		
G5 specifies days for processing the monthly questionnain comments or explanations (if needed):	e. The quarterly questionnaire is processed 35 days.	

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					
H2. If benchmark data are used the type of benchmark data usis:	-				
H3. Types of indicators produced (more than one option can be selected)					
(a) Average earnings (per worker)	(b) Median earnings (per worker)	(c) Real earnings (per worker)	(d) Labour cost (per 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		
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 worker)	(f) Hours paid for (per worker)	(g) Overtime hours (per worker)	(h) Absence from work hours (per 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		
(i) Workers by levels of earnings	(j) Earnings	(k) Earnings in each decile/ quartile	(I) Workers by levels of hours (paid or actual)		
☐ Number of workers	☐ Deciles	Average earnings	☐ Number of workers		
Percentage of workers	Quartiles	☐ Median earnings	Percentage workers		
(m) Wage indexes		(n) Other indicators pr	roduced:		
☐ Simple unweighted index of	f growth				
☐ Laspeyres index with fixed o	occupational employment weig	ghts			
Laspeyres index with industrial employment weights					
☐ Other wage index:					
H4. The above indicators are calculated for all workers covered					
○ No, to a subset:					

H5. Links to Laborsta series	: Statistics from this survey are presented in the following LABORSTA series \dots		
2E - Paid employment by	y economic activity		
2F - Paid employment in	manufacturing		
4A - Hours of work by eco			
4B - Hours of work in ma			
5A - Wages by economic			
☐5B - Wages in manufactu			
6A - Labour cost in manu			
_	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	vey since 1990 that have led to breaks in the series		
I2. Additional comments o	n the survey		
12. Additional comments o	in the survey		
Additional comments regar	ding the questionnaire		

THANK YOU FOR COMPLETING THIS QUESTIONNAIRE