

# 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

A2. Title of the survey

A3. Organisation(s) responsible

A4. Website where additional information can be found:

Armenia

Labour Cost Survey

National Statistical Services of the Republic of Armenia

B.	Periodicity	and	coverage

	В.	Periodic	ity and coverage		
<b>B1. Periodicity:</b> The survey is carried ou	t				
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					
C Every months, continue to B2					
C 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 carrie	ed out in	the following months		
🗌 January 👘 February					
March April					
☐ May ☐ June					
July August					
September October					
November December					
<b>B3. Year</b> the survey started:					
<b>B4. Industry coverage:</b> The survey inclu	udes esta	ablishmen	ts in the following <b>ISIC rev. 4</b> groups		
A. Agriculture, forestry and fishing	• Yes		L. Real estate activities	• Yes	∩ No
B. Mining and quarrying		⊖ No	M. Professional, scientific and technical	$\sim$	
C. Manufacturing	• Yes	⊖ No	activities	Yes	∩ No
D. Electricity, gas, steam and air conditioning supply	€Yes	⊖ No	N. Administrative and support support service activities	• Yes	∩No
E. Water supply, sewerage, wast management and remediation act.	Yes	⊖ No	O. Public administration; compulsory social security	• Yes	∩No
F. Construction	• Yes	⊖ No	O. Defense	• Yes	∩No
G. Wholesale and retail trade; repair of	C V		P. Education	• Yes	∩No
motor vehicles	(•) Yes	⊖ No	Q. Human health and social work activities	• Yes	∩No
H. Transportation and storage		⊖ No	R. Arts, entertainment and recreation	Yes	∩No
I. Accomodation and food service			S. Other service activities	• Yes	∩No
activities	Yes		T. Activities of household as employers	• Yes	∩ No
J. Information and communication  • Yes O No			U. Activities of extraterritorial organizations and bodies	• Yes	∩ No
K. Financial and insurance activities	Yes	⊖ No			

Further comments or explanations (if needed):

<ul> <li>All establishments of an</li> </ul>	y size
$\bigcirc$ All establishments with	at least workers/employees
○ Other size coverage:	

#### B6. Geographical coverage: The survey covers the ...

**B5. Size coverage:** The survey covers ...

• Whole country

C Whole country, excluding the following remote/marginal areas:	
○ Capital city (can include surrounding a	eas)
○ 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		⊖ 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	Yes	∩ No	Apprentices	Yes	∩No
Part time employees	Yes	∩ No	Trainees	• Yes	$\bigcirc No$
Seconded employees	Yes	⊖ No	Employees absent from work the	• Yes	
Workers from temporary work agencies	Yes	∩ No	entire reference period without pay	() les	
Casual and temporary employees	Yes	∩ No	Employees on probation	• Yes	$\bigcirc$ No
Supervisors	Yes	∩ No	Foreign employees	• Yes	$\bigcirc$ No
Managers	Yes	∩ No	Workers paid on commission	Yes	$\bigcirc No$
Non-adults/workers below a certain age	• Yes	⊖ No	Homeworkers	• Yes	$\bigcirc No$
Volunteer workers	• Yes	⊖ No	Subcontracted workers	• Yes	∩No

Other workers not mentioned above:

Population at the age of 16-63 (able-bodied population at the working age), as well as employed persons below and above working age

Further comments or explanations (if needed):

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** O Yes, continue to C1b O 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
	$\bigcirc$ 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:	
<b>C1d.</b> Further comments or explanations (if needed):	

#### **C2.** Earnings

### 

🔿 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 $\bigcirc {\rm Yes}$				
- 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 ...

 $\bigcirc$  The same reference period as employment

- A specific week
- A specific month
- $\bigcirc$  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	⊖ Yes	∩No	
(p) Other			·
mentioned above			
security schemes (p) Other components not	⊖ Yes	○ No	

C3a. The survey measures WAGE RATES		⊖Yes, cor	○ Yes, continue to C3b		• No, go to C4		
C3b. Time unit: WAGE RATES are requested			C3c. Concept:				
) per hour					imum or standard wage rate suance of	s, fixed by or in	
○ per day					laws	○Yes ○No	
⊖ per week					regulations	⊖Yes ⊖No	
⊖ per month					collective agreements	⊖Yes ⊖No	
⊖ other time unit:					arbitral awards	⊖Yes ⊖No	
				⊂ Wa	ge rates actually paid		
C3d. The worker co	verage is			C3e. and the	e <b>reference period</b> is		
○ The same as the s	survey coverage			○ The same	reference period as employr	nent	
○ A different covera	age:			○ A specific week			
			]	⊖ A specific	month		
				○ Another r	eference period:		
C3f. Wage rates in	cludes:						
(a) Payments in kind	,	⊖ Yes	∩ No				
(b) Cost of living allo	wances	⊖ Yes	∩ No				
(c) Family allowance	S	⊖ Yes	∩ No				
(d) Other allowances	d) Other allowances in cash O Yes O No						

C3. Wage rates

(g) Other components not mentioned above	
Further comments of explanations (if nee	

○Yes ○No

⊖Yes ⊖No

# C4. Compensation of employees or Labour Cost

C4a. The survey measures	COMPENSATION O	<b>OF EMPLOYEES or</b>
LABOUR COST		

## C4b. The worker coverage is ...

(e) Payments for time not worked

(f) Overtime payments

- ${\small \bigodot}$  The same as the survey coverage
- $\bigcirc$  A different coverage:

💽 Yes,	continue to C4b	○ No, go to C5

#### 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	Further comments or explanations (if
(b) Cost of living allow	ances	• Yes	∩ No	needed):
(c) Family allowance al	llowances	• Yes	∩No	
(d) Other allowances in	n cash	• Yes	∩No	
(e) Payments for time r	not worked	• Yes	⊖ No	
(f) Overtime payments		• Yes	⊖ No	
(g) End of year bonuses	s	• Yes	⊖ No	
(h) Profit sharing bonu	ses	• Yes	⊖ No	
(i) Other regular bonus	ses paid every year	• Yes	⊖ No	
(j) Bonuses paid irregul	larly	⊖ Yes	No	
(k) Payments for period	ds 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 term	nination pay	⊖ Yes	No	
(o) Employers' contribu	itions to workers' social security schemes	Yes	⊖ No	
(p) Workers' social ben	efits provided by the employer	Yes	⊖ No	
(q) Employers' cost of t	training	Yes	⊖ No	
(r) Employers' expenses	s for welfare services	Yes	⊖ No	
(s) Taxes paid by the employer on employment payrolls,etc.			No	
(t) Employment related	d subsidies received by the employer	∩Yes	<ul> <li>No</li> </ul>	
(u) Other				
components not				

. mentioned above

# C5. Contractual/Normal hours of work

C5a. The survey measures CONTRACT	UAL/NORMAL HOURS OF V	VORK <ul> <li>Yes, conti</li> </ul>	nue to C5b 🛛 🔿	No, go to C6
C5b. CONTRACTUAL/NORMAL HOUR	S OF WORK relates to hour	s fixed by:		
Laws or regulations Collective agreements Establishments' internal regulations Other	<pre>     Yes ○ No     Yes ○ No     Yes ○ No </pre>	C5c. Information ) per day ) per week ) per pay period ) per month	is requested about	normal hours
		🔿 other:		
C5d. Information is requested in	C5e. The reference perio	<b>d</b> is	C5f. And the wo	rker coverage is
⊂ Days	• The same reference pe	eriod as for wages	The same as for a state of the same as the	or wages
⊖ Half days	○ Another reference per	iod:	○ Another cover	age:
Hours				
⊂ Minutes				
Other time unit:	L			

C6a.	The survey	/ measures	HOURS PAID FOR	○ Yes, continue to C6b	No, go to C7
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#### **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	d due to							
(a) Overtime	⊖Yes ⊖No	(h) Down time (including stand b	oy time)	∩No				
- Paid at special rates	⊖Yes ⊖No	(i) Time not worked (absence fro	m work) 🔿 Yes	∩No				
- Paid at normal rates	⊖Yes ⊖No	- Vacation time	⊖ Yes	∩No				
- 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 FROM WORK separately         C Yes         C6g. The survey measures OVERTIME separately         C Yes         No								
C7. Hours actually worked								
C7a. The survey measures HOURS AC	TUALLY WORKED	○ Yes, continue to C7b ④	No, go to C8					
C7b. Information is requested in	C7c. The refere	nce period is	C7d. And the worker cover	rage is				
○ Days	○ The same ref	ference period as for wages	○ The same workers as for	r wages				

 $\bigcirc$  Half days

○ Hours

○ Minutes

○ Other time unit:

• The same reference period as for wages ○ Another reference period:

O The same workers as for wages

○ Another coverage:

C7e. Hours actually worked includes time paid due to ....

(a) Overtime	⊖ Yes	⊖ No	(h) Down tin	ne (including stand by time)	⊖ Yes	⊖ No
- Paid at special rates	⊖ Yes	⊖ No	(i) Time not v	worked (absence from work)	⊖ Yes	○No
- Paid at normal rates	∩ Yes	⊖ No	- Vacation	time	∩Yes	∩No
- Compensated with time off	⊂ Yes	⊖ No	- Sick leav	е	⊂ Yes	∩No
- Unpaid and not compensated with time off	⊖ Yes	∩No	- Occupati	ional injuries	⊖Yes	∩No
(b) Work at home	⊖ Yes	⊖ No	- Labour d	lisputes	⊖ Yes	∩No
(c) Travelling time required by the job	∩ Yes	∩No	- Other tin	ne not worked	⊖ Yes	∩No
(d) Meal breaks	⊖ Yes	∩No	(j) Other:			
(e) Commuting time	⊖ Yes	∩No				
(f) Time for preparation	⊖ Yes	∩No				
(g) Training time	⊖ Yes	∩No	L			
Further comments or explanations (if needed): C7f. The survey measures ABSENCE FROM WOR C7g. The survey measures OVERTIME separately		tely	⊖ Yes ⊖ Yes			
	C8. O	ther to	pics			
C8a. The survey measures LABOUR TURNOVER	⊖Yes,	continu	e to C8b	● No, go to C9a		
<b>C8b. LABOUR TURNOVER</b> includes the following	g compon	nents				
Workers who were hired OYes						
Workers who were fired O Yes						
Workers who resigned O Yes						
Workers who retired 🛛 🔿 Yes	⊖ No					
Workers who retired OYes	∩ No					
	∩ No		<b>C8d.</b> and	the <b>worker coverage</b> is		
Other		У		me workers as hours paid/h	iours actua	lly
Other Other C8c. The reference period is The same reference period as hours paid/hou		у	⊖ <sup>The sa</sup> worke	me workers as hours paid/h	ours actua	lly
Other		У	⊖ <sup>The sa</sup> worke	me workers as hours paid/h d	ours actua	lly
Other			C The sa worke	me workers as hours paid/h d	ours actua	lly
Other	rs actuall		C The sa worke	ame workers as hours paid/h ad er coverage:	ours actua	lly
Other	rs actuall		C The sa worke	ame workers as hours paid/h ad er coverage:	ours actua	lly

# **D.** Classifications

**D1. Establishment size:** The establishment size categories used to group establishments are ...

D2a. Ind	dustry	(branch	of	economic activity	<b>/):</b> `	The classificat	ion used	l to	code indust	ry is	(based	on)	)
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🔿 ISIC rev 2	
O ISIC rev 3, 3.1	
○ ISIC rev 4	
○ NACE, NAICS	
National classificatio	hational version of Statistical Classification of Economic Activities, which corresponds to NACE rev. 2 n:
Other:	
D2b. Number of group	s distinguished at the most detailed level when coding industry groups
D2c. Computer assisted	d/automatic coding is used Yes No
D2d. If not using ISIC, i	t is convertible to ISIC:
Yes, to	
🔿 ISIC, rev. 2	<b>D2e.</b> The most important <b>deviations</b> between the classification used and the international
🔿 ISIC, rev. 3	classification (at the Section - one digit - level) are:
<ul><li>ISIC, rev. 4</li></ul>	
○ No	
D3a. Occupation: If in	formation by occupation is collected, the classification used to code occupation is (based on):
○ ISCO-68	
<ul> <li>ISCO-88</li> </ul>	
O ISCO-08	
O National classificatio	n:
○ Other:	
D3b. Number of group	s distinguished at the most detailed level when coding occupation 85 groups
D3c. Computer assisted	d/automatic coding is used CYes C No
D3d. If not using ISCO,	it is convertible to ISCO
Yes, to	
O ISCO-68	D3e. The most important deviations between the classification used and the international
O ISCO-88	classification (at the Major Group - one digit - level) are:
O ISCO-08	
⊖ No	

D4a. Labour cost components: If measuring labour cost, the classification of labour cost components is the Internationa 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 separetely identified <b>OYes No</b>
Others:
D6. Further comments or explanations (if needed):
E. Questionnaire design
E1. Number of questionnaires: the survey uses
One questionnaire
O 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)	Yes	∩No
For (groups of) occupations within the establishment (go to E3)	CYes	No
For each individual worker in the establishment (go to E4)	CYes	No
For a sample of workers in the establishment (go to E4)	⊖Yes	No

#### E3. The survey collects information separately by ....

Disaggregations	Employment	Wages concept (earnings, wage rates, etc	Working time concepts
Sex		X	
Age group			
Education level categories			
Occupation		X	
Manual/non-manual			
Full-time/part-time			
Skilled/semi-skilled/unskilled			
Casual/permanent worker			
Apprentices			
Adults/young workers			
Other disaggregation:		X	
wages by branches of economy, sectors, wages, incomes from primary and secondary activities, status in employment			

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			
Cost of living allowances			
Family allowances			
Overtime payment			
Employers' social security contributions			
Workers' social security contributions			
Other deductions of workers (e.g., for income tax)			
Other:			

# 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/bussines directories
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
% of all employees, and/or % of all economic units
F5. Updating frequency: The sample frame is updated
C Every months
Every 1 years
C Continually
O Not updated with a specific frequency
O 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**

F7. The sample is stratified	
⊖ Yes:	$\bigcirc$ No
By region/location	
By industry	
By public and private	sectors
By size (or number o	workers) the strata are the same as those indicated in D1 above: $\bigcirc$ Yes: $\bigcirc$ No
Establishments <b>abo</b>	re this size are included with certainty in the sample
Other strata:	
F8. Sample error - relative	tandard error for each concept (may be percentages or ranges of percentages)
F9. Sample size: The number	r of economic untis and/or workers in the final sample (or an estimate of the relative size)
4,140 economic units	establishments/enterprises) % of economic units
workers	% of all workers
<b>F10.</b> Further comments or explanations (if needed):	
	G. Data collection
	G. Data collection
G1. Method(s) of data colle	ction: Data are collected through (more than one option may be selected)
Personal interview	ction: Data are collected through (more than one option may be selected) <b>G2.</b> If personal or telephone interview, Ves ONO
Personal interview Telephone interview	ction: Data are collected through (more than one option may be selected)
<ul> <li>Personal interview</li> <li>Telephone interview</li> <li>Mail</li> </ul>	ction: Data are collected through (more than one option may be selected) G2. If personal or telephone interview, OYes ONo computer assisted interview is used
<ul> <li>Personal interview</li> <li>Telephone interview</li> <li>Mail</li> <li>Online/web based quest</li> </ul>	ction: Data are collected through (more than one option may be selected) G2. If personal or telephone interview, OYes ONo computer assisted interview is used
<ul> <li>Personal interview</li> <li>Telephone interview</li> <li>Mail</li> </ul>	ction: Data are collected through (more than one option may be selected) G2. If personal or telephone interview, OYes ONo computer assisted interview is used
<ul> <li>Personal interview</li> <li>Telephone interview</li> <li>Mail</li> <li>Online/web based quest</li> <li>Other, namely:</li> </ul>	ction: Data are collected through (more than one option may be selected) G2. If personal or telephone interview, OYes ONo computer assisted interview is used
<ul> <li>Personal interview</li> <li>Telephone interview</li> <li>Mail</li> <li>Online/web based quest</li> <li>Other, namely:</li> <li>G3. Substitution of units</li> </ul>	ction: Data are collected through (more than one option may be selected) G2. If personal or telephone interview, Yes No computer assisted interview is used
<ul> <li>Personal interview</li> <li>Telephone interview</li> <li>Mail</li> <li>Online/web based quest</li> </ul>	ction: Data are collected through (more than one option may be selected) G2. If personal or telephone interview, Yes No computer assisted interview is used
<ul> <li>Personal interview</li> <li>Telephone interview</li> <li>Mail</li> <li>Online/web based quest</li> <li>Other, namely:</li> <li>G3. Substitution of units</li> </ul>	ction: Data are collected through (more than one option may be selected) G2. If personal or telephone interview, Yes No computer assisted interview is used
<ul> <li>Personal interview</li> <li>Telephone interview</li> <li>Mail</li> <li>Online/web based quest</li> <li>Other, namely:</li> <li>G3. Substitution of units</li> <li>Yes, in case of non-respondent</li> </ul>	ction: Data are collected through (more than one option may be selected) G2. If personal or telephone interview, Yes No computer assisted interview is used
<ul> <li>Personal interview</li> <li>Telephone interview</li> <li>Mail</li> <li>Online/web based quest</li> <li>Other, namely:</li> <li>G3. Substitution of units</li> <li>Yes, in case of non-respo</li> <li>Yes, in other cases:</li> <li>No</li> </ul>	ction: Data are collected through (more than one option may be selected) G2. If personal or telephone interview, Yes No computer assisted interview is used
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<ul> <li>Personal interview</li> <li>Telephone interview</li> <li>Mail</li> <li>Online/web based quest</li> <li>Other, namely:</li> <li>G3. Substitution of units</li> <li>Yes, in case of non-respo</li> <li>Yes, in other cases:</li> <li>No</li> <li>G4. Non response rate: Per</li> </ul>	ction: Data are collected through (more than one option may be selected)   G2. If personal or telephone interview, response on puter assisted interview is used   onnaire nse sentage of all units in the final sample that are not inteviewed

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 s	pecify		
H2. If benchmark data are used the <b>type of benchmark data</b> us is:			
H3. Types of indicators produc	<b>ed</b> (more than one option o	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	(l) 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	growth	(n) Other indicators pr	oduced:
Laspeyres index with fixed o	occupational employment wei	ghts	
Laspeyres index with indust	rial employment weights		
Other wage index:			
<b>H4.</b> The above indicators are ca	alculated for all workers cover	ed	

∩ Yes

 $\bigcirc$  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)

<b>H6.</b> The statistics published in LABORSTA have the same coverage and follow the same definitions		
described above	⊖Yes	∩No

If <b>no</b> , the main differences	
are as follows:	

## I. Historical information

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

**I2.** Additional comments on the survey

Additional comments regarding the questionnaire

THANK YOU FOR COMPLETING THIS QUESTIONNAIRE

Submit by Email