

APPENDICES

A1. Sample ILO Metadata Questionnaires

A1.1. Instructions on administrating the methodological questionnaires on international labour migration statistics

Q0

International Labour Organization
Department of Statistics



METHODOLOGICAL QUESTIONNAIRES
ON INTERNATIONAL LABOUR MIGRATION STATISTICS

INSTRUCTIONS
ON
ADMINISTRATING THE METHODOLOGICAL QUESTIONNAIRES
ON INTERNATIONAL LABOUR MIGRATION STATISTICS

Please submit the completed questionnaires and any relevant documentation by email to:

Mr. Mustafa Hakki OZEL
Department of Statistics
International Labour Office
4 route des Morillons
CH-1211 GENEVA 22
Switzerland

Tel. No.: +41-22-799.6744, Fax. No.: +41-22-799.6957,
e-mail: ozel@ilo.org and statistics@ilo.org

For further information please contact Mr. Ozel at the above address.

Note that it may not be possible to include data arriving after Friday 14.08.2015 in the first release on the ILO website.

Instructions:

1. The 19th *International Conference of Labour Statisticians* (2-11 October 2013) adopted a resolution requesting the ILO to “set up a working group with the aim of **sharing good practices**, discussing and developing a work plan for defining international standards on international labour migration statistics that can inform international labour market and migration policy.” The *Report from the 19th ICLS* was approved by the 320th session of the *ILO Governing Body* (13-27 March 2014).

2. In order to identify ‘best practices’, the ILO has prepared a set of seven questionnaires :

Q1. Questionnaire for Population Census

Q2. Questionnaire for Household Surveys

Q3. Questionnaire for Border/ Admission Statistics

Q4. Questionnaire for Establishment Census

Q5. Questionnaire for Establishment Surveys

Q6. Questionnaire for Administrative Sources

Q7. Questionnaire for Estimation of International Migrant Workers

These questionnaires have been sent to the National Statistical Offices of all ILO member states along with these instructions [*Q(0) Instructions on Administering the Methodological Questionnaires on International Labour Migration Statistics*].

3. The data collected through these questionnaires will be presented at the first meeting of the Working Group on Statistics on Migrant Workers to be held in October 2015 in Geneva with the aim of contributing to the development of international standards on the concepts and definitions relating to the measurement of international labour migration. It is very important that all the questionnaires are filled out carefully and in as much detail as possible by the person most knowledgeable about the source of data; reviewed by a person in the National Statistical Office (NSO) assigned the main responsibility of responding to the ILO; and then submitted to the ILO by email in a timely manner. This will greatly help the ILO to promote improvements and more comparability in data across countries, which will in turn make it possible to develop a better global understanding of the scope and nature of international migrant work and its relationship to national development and to improve the integration of migrants into society and guarantee their rights.
4. In addition to being reviewed at the October meeting of the Working Group on Statistics on Migrant Workers in Geneva, the information received will be summarized and made available on the ILO Department of Statistics web site.
5. Through these questionnaires, the ILO seeks to collect information on the availability of statistics on the international migration of workers to and from your country and on the sources and methods used in compiling these statistics. Completing the survey will require contacting different government agencies that may have data on topics relating to international migration, specifically *country of birth, country of citizenship, nationality, foreign workers in the country, household (former) members living abroad, country of origin of immigrants, border crossings and admissions or exits of these persons*.

Separate questionnaires have been developed for each type of data source. Depending on the data sources available, the same questionnaire may need to be administered to more than one government ministry or agency. (For example, *Q2. Questionnaire for Household Surveys* can be used to record information from a labour force survey available from the NSO or the Ministry of Labour as well as a household income and expenditure survey from the Ministry of Finance or Planning.) In all cases, the relevant questionnaire should be completed by the appropriate unit of the NSO, ministry or agency responsible for a particular data source.

6. The management of your National Statistical Office should designate **one technical expert on migration** from among the NSO staff to be the ‘focal person’ for these methodological questionnaires. This focal person will be responsible for administering the questionnaires in your

country, which will include distributing and collecting the questionnaires to/from the relevant NSO units, ministries and agencies; communicating with the ILO; and acting as liaison between the ILO and the NSO director and any other person designated by the Director.

7. The specific roles and responsibilities of the NSO focal person are as follows:
 - a. First, read these instructions and study the attached seven questionnaires.
 - b. Contact the ILO as soon as possible with any queries or concerns about the instructions, completing any of the questionnaires and/or providing any additional information.
 - c. Fill out *Annex I to the Instructions (page 5)*, identifying the relevant person(s)/unit(s)/agencies for each type of information source within the NSO and/or any other agencies in the country with data collection instruments, such as censuses, surveys, and administrative or registration data that can help to identify international migrant workers in the country or persons in the country who have left to live abroad. In order to complete *Annex I*, the focal person will be required to contact all other relevant experts/agencies to be sure that all potentially relevant sources of information have been identified and that the contact details are provided for all those experts/agencies who will be responsible for completing the questionnaires, including those within the NSO as well as other ministries/agencies, for each relevant data source.
 - d. Type or print the name, email and telephone number of the NSO focal person in the relevant box on the first page of each questionnaire before sending a blank questionnaire to the relevant person(s)/unit(s)/agencies. This will allow the respondents within these units and/or agencies to contact the NSO focal person with any queries/clarifications needed before completing the questionnaires and to return the completed questionnaires, along with any attachments, to the NSO focal point as required.
 - e. Assign an appropriate file name to each blank questionnaire to be sent to the relevant person(s)/unit(s)/agencies within the NSO or other ministries/agencies in the country for each data source. Assigning a different file name for each source of information will prevent any potential confusion in saving and sending files to/from different respondents.
 - f. After filling in the appropriate information and assigning a file name as described above, distribute the questionnaires to the relevant person(s)/unit(s)/agencies within the NSO or other ministries/agencies that have been identified as possessing statistical data-collection instruments relevant to international migration as described above.
 - g. Follow up each of the questionnaires distributed to ensure that it is completed properly and returned, along with the relevant supporting questionnaire and metadata, to the NSO focal person in a timely manner.
 - h. Submit the following documents by email to Mr. Mustafa Hakki Ozel, ILO Department of Statistics, at the address provided above no later than Friday 14.08.2015: a completed copy of *Annex-I to the Instructions*; a completed questionnaire for each data source; the supporting questionnaires and other documentation provided for each data source.
8. Please note that all material, including *Annex-I*, should be returned to the ILO, preferably in PDF file format. The questionnaires were developed in PDF format so that they can be opened in AROBAT and saved as PDF files. Any supplementary documentation provided by the responding units/ministries/agencies that is not already in PDF format should be scanned and saved in PDF format by the NSO focal person before it is returned to the ILO.

THANK YOU VERY MUCH FOR BEING A FOCAL PERSON FOR YOUR GOVERNMENT BY COLLECTING AND SUBMITTING TO THE ILO THIS IMPORTANT INFORMATION ON INTERNATIONAL MIGRANT WORKERS IN YOUR COUNTRY AND ON INDIVIDUALS FROM YOUR COUNTRY WHO HAVE MIGRATED FOR WORK IN OTHER COUNTRIES.

ANNEX-I to INTRUCTIONS (Q0) : *(to be filled in by the NSO focal/contact person designated by the NSO Director. If necessary, please add more lines to the table below)*

(This table has been prepared to assist the NSO focal person in preparing a list of possible sources of data on international migration and international migrant workers. Before distributing the questionnaires, please complete this table, in consultation with each of the relevant experts/agencies, to ensure that all potentially relevant sources of data on international migration in the country, including those within the NSO itself, are identified and are accompanied by the contact details of the experts responsible for completing each questionnaire. Note that this may include multiple persons/agencies in cases where there is more than one relevant example of a type of information source (e.g. household surveys or administrative data).

Type of information source	Name of survey/census/administrative source	Responsible agency	Responsible unit	Responsible (contact) person			ILO Questionnaire to be completed	Explanatory notes, if needed
				Name	email	Telephone		
Population Census	1.						Population Census (Q1)	
Household Survey	1.						Household Survey (Q2)	
	2.							
	3.							
Border/Admission Statistics	1.						Border/ Admission Statistics(Q3)	
Establishment Census	1.						Establishment Census (Q4)	

Type of information source	Name of survey/census/administrative source	Responsible agency	Responsible unit	Responsible (contact) person			ILO Questionnaire to be completed	Explanatory notes, if needed
				Name	email	Telephone		
Establishment Survey	1.						Establishment Survey (Q5)	
	2.							
	3.							
Administrative Sources	1.						Administrative Sources (Q6)	
	2.							
	3.							
Estimation of international migrant workers	1.						Estimation of International Migrant Workers (Q7)	

International Labour Organization
Department of Statistics



**METHODOLOGICAL QUESTIONNAIRES ON
INTERNATIONAL LABOUR MIGRATION STATISTICS**

Questionnaire for Population Census

The 19th *International Conference of Labour Statisticians (ICLS)*, taking place 2 – 11 October 2013, adopted a resolution requesting the ILO to “set up a working group with the aim of sharing good practices, discussing and developing a work plan for defining international standards on labour migration statistics that can inform labour market and migration policy”. The *Report from the 19th ICLS* was approved by the 320th session of the *ILO Governing Body* (13 -27 March 2014).

In order to identify ‘best practices’, the ILO prepared a set of questionnaires requesting information on the availability of statistics on the migration of workers to and from your country, and the sources and methods used when compiling such statistics.

This questionnaire asks for information about statistics on the international migration of workers that may be obtained from your latest census of population. The survey results will be presented in the first meeting of the *Working Group on Migrant Workers* to be held in October 2015 in Geneva in order to contribute to the development of international standards on concepts and definitions regarding the measurement of international labour migration. Therefore, it is important that the questionnaire be completed carefully and in detail and submitted in a timely manner. This will help the ILO promote improvements in the quality and comparability of data. Better data in turn will lead to a better global understanding of international migrant workers and its relationship to national development, and to improvements in policies on migrant integration and rights.

We ask you to kindly complete the questionnaires as fully as possible and provide us with any relevant documentation.

Please submit the completed census questionnaire and any relevant documentation to the national focal person who is in contact with you for this request at your earliest convenience, and not later than 07.08.2015.

Instructions for completing the questionnaire:

- 1) Please complete one copy of this questionnaire for the population census.
- 2) Please indicate the most appropriate answers by marking the relevant boxes and/or providing the requested text.
- 3) Please provide the latest census questionnaire(s), both in the original main official language of the country and in English, French or Spanish, if available. For on-line questionnaires, please supply the relevant link(s).
- 4) Please provide relevant links to or copies of texts, documents, tabulations, etc., which may help in understanding the scope and quality of the statistics that either have been or could have been produced from the census.
- 5) Please send the completed questionnaire to the national contact person/agency below:

Name

e-mail Tel

Thank you in advance for your collaboration in this important global effort.

A. Identification

Identification of Census

A1. Country

A2. Title of last census

A3. Year of last census

A4. Agency responsible

A5. Web site

A6. Mailing address

Identification of respondent

A7. Name

A8. Position (i.e., job title)

A9. E-mail

A10. Telephone

B. Coverage

B1. Geographical coverage

The population census covers the ...

Whole country

Whole country excluding the following areas:

B2. Population covered and identified in the census

Population Group	B2.1 Does the population census obtain data on the following population group?	B2.2 Have statistics/tabulations been published/disseminated on this population group?
Nationals (<i>citizens</i>) in the country	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Nationals (<i>citizens</i>) employed in the country	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Nationals (<i>citizens</i>) living abroad <i>(excluding temporary absence for travel, visiting, shopping, business, etc.)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Nationals (<i>citizens</i>) living and working abroad <i>(excluding temporary leave for travel, visiting, shopping, business, etc.)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Foreigners (<i>non-citizens</i>) living in the country, even if arrived recently <i>(excluding temporary visitors for tourism, visiting, shopping, business, etc.)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Foreign workers (<i>non-citizens</i>) living in the country	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Refugees	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Asylum seekers	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Other foreigners (<i>non-citizens</i>) <i>(please specify)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

C. Topics covered in the census

The population census obtains data on the following topics
(Please mark all that are relevant)

C1. Demographic characteristics

- | | |
|---|---|
| <input type="checkbox"/> Age | <input type="checkbox"/> Sex |
| <input type="checkbox"/> Marital status | <input type="checkbox"/> Educational attainment |
| <input type="checkbox"/> Household size | |

C2. International migration related characteristics

C2.1. Does the census collect data on the following characteristics for persons living in the household at the time of the census?

If 'not for all persons', indicate exceptions, such as only for those of a certain age (e.g. aged 15+), only for those arriving in the past x years, only those in the labour force, etc.

Characteristics of person	Coverage	<i>If 'not for all', please, indicate exceptions</i>
<input type="checkbox"/> Country of birth	<input type="checkbox"/> All persons <input type="checkbox"/> Not for all →	
<input type="checkbox"/> Country of citizenship	<input type="checkbox"/> All persons <input type="checkbox"/> Not for all →	
<input type="checkbox"/> Second country of citizenship	<input type="checkbox"/> All persons <input type="checkbox"/> Not for all →	
<input type="checkbox"/> Country of previous residence for foreigners	<input type="checkbox"/> All persons <input type="checkbox"/> Not for all →	
<input type="checkbox"/> Country of previous residence for citizens who lived abroad but returned	<input type="checkbox"/> All persons <input type="checkbox"/> Not for all →	

C2.2. Does the census ask about household members who left to live, work or study abroad for at least six months or at least 12 months?

(That is, does the census questionnaire include a question similar to the following: 'Has anyone who used to live in your household left to live abroad and has not returned?')

Yes ↓ If 'Yes', is this for the last 6 months, last 12 months, or other time cut-off?

Last 6 months

Last 12 months

Other (specify)

No (if 'No' skip to C3)

C2.3. For persons who may have left more than once, does this specifically refer to the last time the person left?

Yes

No ↓ (if 'No', please indicate)

C2.4. Is this limited to those of a certain age such as 15+ or only for those of certain work status?

Yes ↓ (if 'Yes', please specify)

No

C2.5. Is this limited to those who left the household abroad within the last X years and have not returned?

Yes ↓

No → Go to C2.6

C2.5.a How many years X is used for the cut-off? Year(s)

C2.6 For these persons who left to live, work or study abroad, what characteristics are asked about them in the census questionnaire?

Name

Month/Year of departure

- Sex
- Age at time of leaving household
- Marital status at time of leaving
- Education at time of leaving
- Employment status at time of leaving
(employed, unemployed, studying, housework, etc.)
- Occupation at time of leaving
- Main reason for leaving
- Age at present
- Marital status at present
- Education at present
- Employment status at present
(employed, unemployed, studying, housework, etc.)
- Occupation at present

C3. Does the census questionnaire include questions to enquire about the following labour related characteristics of all current members of the household?

- Employment status
(employed, unemployed, studying, housework, etc.)
- Industry/Economic sector
- Hours usually worked
- Individual earnings per month
- Occupational injury
- Occupation
- Status in employment
(employee, employer, own-account worker, unpaid or contributing family worker, etc.)
- Disability
- Household income

C3.1. For what ages is the information above *(except household income)* obtained?
(e.g., all ages, 6+, 12+, 15-59, etc.)

C4. Does the census questionnaire include questions to enquire about money sent or received by the household from someone living abroad, whether a previous member of the household or not?

(This information comes from a census question such as the following: 'Has this household (any member) ever sent money to someone living abroad?' or 'Has this household (any member) ever received money from someone living abroad?')

- Remittance sent *(whether household sent money to person living abroad)*
- Remittance received *(whether anyone in household received money from anyone abroad)*
- Reference period for remittances *(ex., in the past 6 or 12 months)*

C5. Information on immigrants and return migrants

C.5.1 Does the census include a question such as the following 'Have you (or this person, in the household roster) ever lived outside this country?'

- Yes ↓ No → Go to C6

C5.1a If 'Yes', does the census include a question 'When did you (or this person) arrive in this country (the last time)?'

- Yes ↓ No → Go to C6

C5.1b If 'Yes' to 5.1, is the following obtained, for the situation of the person around the time prior to leaving the household last time?

- Employment status (e.g., employed, unemployed, studying, housework, etc.) Status in employment (e.g., employee, employer, own-account worker, unpaid or contributing family worker, etc.)
- Occupation Industry/economic sector
- Reason for choosing to migrate to this country
- Reason for leaving previous (last) country of residence

C6. Are any of the data collected in the census as indicated above in the various questions in C1-C5 not published/disseminated?

- Yes ↓ (if 'Yes', please specify) No

Number and name of question	Reason not published/disseminated
(e.g., C3. household income) <div style="background-color: #e0e0ff; height: 100px;"></div>	<div style="background-color: #e0e0ff; height: 100px;"></div>

D. Concepts and definitions

D1. The definition of international migrant workers living in your country is...

✓ If you measure international migrant workers from your census using other terms such as foreign workers or foreign-born workers, please describe the terms and definition used instead of migrant workers.

D2. The definition of national (*citizen*) living abroad is...

D3. The definition of employment is...

E. Classification

E1. The classification used for occupation is (based on)....

(ISCO: International Standard Classification of Occupations)

ISCO-68 ISCO-88 ISCO-08

National adaptation of ISCO

Other (please specify)

The number of digits used to release occupation data is...

E2. The classification used for industry is (based on)....

(ISIC: International Standard Industrial Classification; NACE: European Industry Standard Classification System; NAICS: North American Industry Classification System)

ISIC rev 2 ISIC rev 3 ISIC rev 4 NACE, NAICS

National adaptation of ISIC

Other (please specify)

The number of digits used to release industry data is ...

E3. The classification used for status in employment is (based on)....

(ICSE: International Classification of Status in Employment)

ICSE-1958 ICSE-1993

National adaptation of ICSE

Other (please specify)

E4. The classification used for status in education is (based on)....

(ISCED: International Standard Classification of Education)

ISCED-1997 ISCED-2011 ISCED- F 2013

National adaptation of ISCED

Other (please specify)

9

F. Data collection and dissemination

F1. The method used for collecting data in the population census is...

(more than one option may be selected)

- Face-to-face interview by census enumerator using paper questionnaire (PAPI)
- Face-to-face computer assisted interview by census enumerator (CAPI)
- Telephone interview by enumerator (telephoner completes paper questionnaire)
- Computer assisted telephone interview by enumerator with data recorded on computer (CATI)
- Self-administered mail questionnaire (household receives census questionnaire by mail, returns by mail)
- Self-administered online (web) census questionnaire /Computer Assisted Web Interview (CAWI)
- Administrative sources
- Other *(please specify)*

F2. Is the participation of households in the census compulsory?

- Yes No

F3. Has there been any official estimate of the under-coverage rate of the census?

- Yes *(if 'Yes' please indicate under-coverage rates)* No

↓

Undercoverage of total population	<input style="width: 50px;" type="text"/>	%
Undercoverage of emigrants	<input style="width: 50px;" type="text"/>	%
Undercoverage of immigrants	<input style="width: 50px;" type="text"/>	%

F4. Dissemination of results of this census has been by

(more than one option may be selected)

- Printed publication(s)
(please specify title, date, etc.)
- Electronic format (CD-ROM, DVD-ROM, diskettes, etc.)
- Web site *(please specify)*
- Other *(please specify)*
- None to date
↳ Expected time of availability

F5. Has metadata on this census been prepared and disseminated?

(e.g., main purpose(s), definitions used, description of fieldwork including census coverage and non-response, availability of data to researchers, the public, etc.; reports and publications produced to date, etc.)

- Yes *(please attach any relevant methodological documents to this questionnaire, and/or provide complete references to published documents and sources on websites)*
- No

F6. Are micro-data files (or a representative subsample) available for research and further analysis outside the National Statistics Office (or the agency responsible for conducting the census)?

- Yes ↓
- No

If with limitation, please explain conditions or limitations.

What is the cost of obtaining the census micro-data file (or a public use sample)?

THANK YOU VERY MUCH FOR COMPLETING THIS QUESTIONNAIRE.

International Labour Organization
Department of Statistics



**METHODOLOGICAL QUESTIONNAIRES ON
INTERNATIONAL LABOUR MIGRATION STATISTICS**

Questionnaire for Household Surveys

The 19th *International Conference of Labour Statisticians (ICLS)*, taking place 2 – 11 October 2013, adopted a resolution requesting the ILO to “set up a working group with the aim of sharing good practices, discussing and developing a work plan for defining international standards on labour migration statistics that can inform labour market and migration policy”. The *Report from the 19th ICLS* was approved by the 320th session of the *ILO Governing Body* (13 -27 March 2014).

In order to identify ‘best practices’, the ILO prepared a set of questionnaires requesting information on the availability of statistics on the migration of workers to and from your country, and the sources and methods used when compiling such statistics.

This questionnaire asks for information about statistics on the international migration of workers that may be obtained from your latest household surveys, including labour force surveys, specialized migration surveys, and any other recent surveys that may have information on international migration. The survey results will be presented in the first meeting of the *Working Group on Migrant Workers* to be held in October 2015 in Geneva in order to contribute to the development of international standards on the concepts and definitions regarding the measurement of international labour migration. Therefore, it is important that the questionnaire be completed carefully and in detail and submitted in a timely manner. This will help the ILO promote improvements in the quality and comparability of data. Better data in turn will lead to a better global understanding of international migrant workers and, of its relationship to national development, and to improvements in policies on migrant integration and rights.

We ask you to kindly complete the questionnaires as fully as possible and provide us with any relevant documentation.

Please submit the completed questionnaire and any relevant documentation to the national focal person who is in contact with you for this request at your earliest convenience, and not later than 07.08.2015.

Instructions for completing the questionnaire:

- 1) Please complete one copy of this questionnaire for the household-based survey.
- 2) Please indicate the most appropriate answers by marking the relevant boxes and/or providing the requested text.
- 3) Please provide the recent household survey questionnaire(s), both in the original main official language of the country and in English, French or Spanish, if available. For on-line questionnaires, please supply the relevant link(s).
- 4) Please provide relevant links to or copies of texts, documents, tabulations, etc., which may help in understanding the scope and quality of the statistics that either have been or could have been produced from the household survey.
- 5) Please send the completed questionnaire to the national contact person/agency below:

Name	<input type="text"/>		
e-mail	<input type="text"/>	Tel	<input type="text"/>

Thank you in advance for your collaboration in this important global effort.

A. Identification

Identification of Household Survey

A1. Country	<input type="text"/>
A2. Title of survey	<input type="text"/>
A3. Agency responsible	<input type="text"/>
A4. Web site	<input type="text"/>
A5. Mailing address	<input type="text"/>

Identification of respondent

A6. Name	<input type="text"/>
A7. Position (i.e., job title)	<input type="text"/>
A8. E-mail	<input type="text"/>
A9. Telephone	<input type="text"/>

A10. Does the survey cover any of these following topics related to international migration, such as ...

Topics covered in the survey	
Country of birth?	<input type="radio"/> Yes <input type="radio"/> No
Country of citizenship?	<input type="radio"/> Yes <input type="radio"/> No
Nationality?	<input type="radio"/> Yes <input type="radio"/> No
Foreign workers in the country?	<input type="radio"/> Yes <input type="radio"/> No
Household (<i>former</i>) members living abroad?	<input type="radio"/> Yes <input type="radio"/> No
Country of origin?	<input type="radio"/> Yes <input type="radio"/> No
Remittances (<i>cash transfers</i>) received from anyone abroad or sent to any absent (<i>former</i>) household member living abroad?	<input type="radio"/> Yes <input type="radio"/> No

PLEASE CONTINUE to answer the questions if any "YES" given to any of the topics above. If all "NO" do not continue providing data on this household survey.

B. Periodicity and coverage

B1. Periodicity of data Collection

This household survey is carried out by this agency....

Continuously

Every months

Every years

Irregularly or only once, the last was carried out in (MM.YYYY)

Other (please specify)

This particular household survey was first started in (YYYY)

B2. Geographical coverage

The survey covers the

Whole country

Part(s) of the country, as follows:

B3. Population groups identified and covered in the household survey:

Population Group	B3.1 Does the survey obtain data on the following population group?	B3.2 Have statistics/tabulations been published/disseminated on this population group?
Nationals (citizens) in the country	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Nationals (citizens) employed in the country	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Nationals (citizens) living abroad (excluding temporary absence for travel, visiting, shopping, business, etc.)	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Nationals (citizens) living and working abroad (excluding temporary leave for travel, visiting, shopping, business, etc.)	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Foreigners (non-citizens) living in the country, even if arrived recently (excluding temporary visitors for tourism, visiting, shopping, business, etc.)	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Foreign workers (non-citizens) living in the country	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Refugees	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Asylum seekers	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Child workers (non-citizens) in country	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Workers trafficked into the country	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Citizens trafficked to other countries	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Other foreigners (non-citizens) (please specify)	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
<div style="background-color: #e0e0ff; height: 20px; width: 100%;"></div>		

B4. Age coverage

This household survey obtains data on persons in the labour force or working for

All Ages

Other (please specify)

C. Topics covered in the household survey

The household survey obtains data on the following
(mark all that are obtained)

C1. Demographic characteristics of each person in the household:

- | | |
|---|---|
| <input type="checkbox"/> Age | <input type="checkbox"/> Sex |
| <input type="checkbox"/> Marital status | <input type="checkbox"/> Educational attainment |
| <input type="checkbox"/> Household size | |

C2. International migration related characteristics

C2.1 Does the household survey collect data on the following characteristics for persons living in the household at the time of the survey?

If 'not for all persons', indicate exceptions, such as only for those of a certain age (e.g., aged 15+), only for those arriving in the past x years, only those in the labour force, etc.

Characteristics of person	Coverage	<i>If 'not for all', please, indicate exceptions</i>
<input type="checkbox"/> Country of birth	<input type="checkbox"/> All persons <input type="checkbox"/> Not for all →	
<input type="checkbox"/> Country of citizenship	<input type="checkbox"/> All persons <input type="checkbox"/> Not for all →	
<input type="checkbox"/> Second country of citizenship	<input type="checkbox"/> All persons <input type="checkbox"/> Not for all →	
<input type="checkbox"/> Country of previous residence for foreigners	<input type="checkbox"/> All persons <input type="checkbox"/> Not for all →	
<input type="checkbox"/> Country of previous residence for citizens who lived abroad but returned	<input type="checkbox"/> All persons <input type="checkbox"/> Not for all →	

C2.2 Does the survey ask about household members who left to live, work or study abroad for at least six months or at least 12 months?

(That is, does this household survey include a question similar to the following: 'Has anyone who used to live in your household left to live abroad and not returned?')

Yes ↓ *If 'Yes', is this for the last 6 months, last 12 months, or other time cut-off?*

Last 6 months

Last 12 months

Other (specify) *(Please answer and continue to C2.3)*

No *(if 'No' skip to C3)*

C2.3 For persons who left to live abroad more than once, does this question specifically refer to the *last* time the person left?

Yes

No ↓ *(if 'No', please provide the wording of the question)*

C2.4 Is this limited to those of a certain age such as 15+ or only for those of a certain work status?

Yes ↓ *(if 'Yes', please specify)*

No

C2.5 Is this limited to those who left the household to live abroad within the last X years and not returned?

Yes ↓

No → *Go to C2.6*

C2.5.a How many years is X used for the cut-off? Year(s)

C2.6 For these persons who left to live, work or study abroad, what characteristics are asked about them in the household survey questionnaire?

Name

Sex

Month/year of departure

Main reason for leaving this country

- Age at time of leaving household
- Age at present
- Marital status at time of leaving
- Marital status at present
- Education at time of leaving
- Education at present
- Employment status at time of leaving (*employed, unemployed, studying, housework, etc.*)
- Employment status at present
- Occupation at time of leaving
- Occupation at present
- Whether that person intends to return
- Whether that person made own decision to migrate or if someone else in household also made the decision
- The level of knowledge of the language of the destination country before moving there (*knew it well, knew it but not well, did not know it or hardly at all etc.*)
- Whether that person had visited that country before moving there
- Whether that person had visited any other country before, and which country/countries
- Whether that person had a visa or other document for legal entry into that country before moving there

C3. Does the household survey questionnaire include questions to enquire about the following labour related characteristics of persons currently living in the household?

- | | |
|---|---|
| <input type="radio"/> Employment status
(<i>employed, unemployed, studying, housework, etc.</i>) | <input type="radio"/> Occupation |
| <input type="radio"/> Industry/economic sector | <input type="radio"/> Status in employment
(<i>employee, employer, own-account worker, unpaid or contributing family worker, etc.</i>) |
| <input type="radio"/> Individual earnings per month | <input type="radio"/> Household income |

- Wage or earnings rate per time period
(such as per hour, day, week, month, year)
- Hours usually worked
- Months worked in past year
- Whether person has had an occupational injury
- Whether person has had disability

C3.1 Does the household survey questionnaire include any questions on the following possible benefits that he or she may receive from the employer? Fill in only those actually received.

- Unemployment benefits
- Health insurance or subsidized health care
- Retirement pension
- Paid vacation
- Subsidized housing
- Free or subsidized food
- Other benefits *(please specify)*

C3.2. For what ages is the information above *(except household income in C3)* obtained?
(e.g., all ages, 6+, 12+, 15-59, etc.)

C4. Does the survey questionnaire include questions to enquire about money sent or received by households from someone living abroad?

(This information comes from a survey question such as the following: Has this household (any member) ever sent money to someone living abroad? or Has this household (any member) ever received money from someone living abroad?)

C4.1 Remittances sent *(whether household sent money to person living abroad)*

- Yes ↓
- No → Go to C4.2

C4.1a If 'Yes', is there an additional question or questions to enquire about the total amount sent in the previous 12 months?

- Yes
- No

C4.2 Remittances received (whether anyone in household received money from anyone abroad)

Yes ↓ No

C.4.2a If 'Yes', is there an additional question or questions to enquire about the total amount received in the previous 12 months?

Yes No

C5. Information on immigrants and return migrants

C5.1 Does the household survey include a question such as the following: '*Have you (or this person, in the household roster) ever lived outside this country?*'

Yes ↓ No → Go to C5.2

C5.1a If 'Yes', does the household survey include a question '*When did you arrive in this country (the last time)?*'

Yes No

C5.1b If so, is data on the following obtained on the person's situation at the time prior to leaving the previous (last) country of residence before coming to this country?

Employment status (employed, unemployed, studying, housework, etc.).

Status in employment (employee, employer, own-account worker, unpaid or contributing family worker, etc.)

Occupation

Industry/economic sector

Reason for choosing to migrate to this country

Reason for leaving previous (last) country of residence

C5.2 For persons not born in this country, does the household survey include a question '*Did you (or this person in the household roster) ever live in this country before?*'

Yes ↓ No → Go to C6

C5.2a If 'Yes', does the household survey also include a question '*When did you (or this person) (last) leave this country to live abroad?*'

Yes No

C6. Are any of the data collected in the household survey, as indicated above in the questions in C1-C5, not published/disseminated?

- Yes ↓ (if 'Yes', please specify) No

Number and name of question	Reason not published/disseminated
<i>(e.g., C3. household income)</i>	

C7. Regarding this person who has left to live or work abroad

C7.1 Does the household survey include a question such as the following: 'Was he/she recruited in this country by someone, offering work abroad, and making arrangements for him/her to go abroad to work?'

- Yes ↓ No → Go to C7.2

C7.1a If 'Yes', does the household survey also include a question 'Did he/she accept that offer to go abroad, or make his/her own arrangements instead?'

- Yes No

C7.2 Does the household survey include a question such as the following: 'Have you had regular communications with this person?'

- Yes No

C7.2a Whether 'Yes' or 'No', does the household survey include a question 'When was the last communication?'

- Yes No

C7.2b Does the household survey also include a question such as the following: 'In what form was this communication? (e.g., telephone call, email, personal visit, letter, etc.)'

- Yes No

C7.2c Does the household survey also include a question such as the following: 'Did this person ask for assistance in any form at that time?'

- Yes No

D. Concepts and definitions

D1. The definition of international migrant workers living in your country is...

✓ If you measure international migrant workers from your survey using other terms such as foreign workers or foreign-born workers, please describe the terms and definition used instead of migrant workers.

D2. The definition of a national (*citizen*) living abroad is...

D3. The definition of employment is...

E. Classification

E1. The classification used for occupation is (based on)....

(ISCO: International Standard Classification of Occupations)

ISCO-68 ISCO-88 ISCO-08

National adaptation of ISCO

Other (please specify)

The number of digits used to release occupation data is...

E2. The classification used for industry is (based on)....

(ISIC: International Standard Industrial Classification; NACE: European Industry Standard Classification System; NAICS: North American Industry Classification System)

ISIC rev 2 ISIC rev 3 ISIC rev 4 NACE, NAICS

National adaptation of ISIC

Other (please specify)

The number of digits used to release industry data is ...

E3. The classification used for status in employment is (based on)....

(ICSE: International Classification of Status in Employment)

ICSE-1958 ICSE-1993

National adaptation of ICSE

Other (please specify)

E4. The classification used for status in education is (based on)....

(ISCED: International Standard Classification of Education)

ISCED-1997 ISCED-2011 ISCED- F 2013

National adaptation of ISCED

Other (please specify)

F. Data collection and dissemination

F1. The method used for collecting data in the household survey is ...

(more than one option may be used)

- Face-to-face interview by interviewer using paper questionnaire (PAPI)
- Face-to-face computer assisted interview (CAPI)
- Telephone interview (telephoner completes paper questionnaire)
- Computer assisted telephone interview, with data recorded by interviewer on computer (CATI)
- Self-administered mail questionnaire (household receives survey questionnaire by mail, returns by mail)
- Self-administered online (web) survey questionnaire /Computer assisted web interview (CAWI)
- Other *(please specify)*

F2. Was the participation of households in this household survey compulsory?

- Yes
- No

F3. Dissemination of results of the survey has been by

(more than one option may be selected)

- Printed publication(s)
(please specify title, date, etc.)
- Electronic format (CD-ROM, DVD-ROM, diskettes, etc.)
- Web site *(please specify)*
- Other *(please specify)*
- None to date
 Expected time of availability

F4. Has metadata on this household survey been prepared and disseminated?

(e.g., main purpose(s), sampling frame, sample design, definitions used, description of fieldwork including coverage of sample (non-response, etc.); final completed sample sizes, sampling weights, data access, reports and publications produced to date from the survey, etc.)

- Yes *(please attach any relevant methodological documents to this questionnaire, and/or provide complete references to published documents and websites)*
- No

F5. Are micro (household) data files available for research and further analysis outside the National Statistics Office or the sponsoring agency (e.g., Ministry of Labour)?

- Yes ↓ No

If with limitations, please explain conditions or limitations.

What is the cost of obtaining the micro-data file?

G. Sample design

G1. The sample frame used to develop the sample is...

(more than one option may be selected)

- Population census
- Area sample
- Previous sample of same survey (panel survey)
- Administrative register *(please specify)*

- Other *(please specify)*

G2. What is the completed sample size?

(unweighted numbers of completed households, migrants, etc.)

- Total households
- Total individuals
- Emigrants
- Immigrants
- Return migrants

G3. Has there been any evaluation of the overall response rate or refusal rate for individuals in sample households selected for individual interview?

- Yes ↓ No → End

G3.1 If 'Yes', please indicate overall nonresponse rate(%) for this group.

- Individuals
- Households

THANK YOU VERY MUCH FOR COMPLETING THIS QUESTIONNAIRE.

International Labour Organization
Department of Statistics



**METHODOLOGICAL QUESTIONNAIRES ON
INTERNATIONAL LABOUR MIGRATION STATISTICS**

Questionnaire for Border/Admission Statistics

The 19th *International Conference of Labour Statisticians (ICLS)*, taking place 2 – 11 October 2013, adopted a resolution requesting the ILO to “set up a working group with the aim of sharing good practices, discussing and developing a work plan for defining international standards on labour migration statistics that can inform labour market and migration policy”. The *Report from the 19th ICLS* was approved by the 320th session of the *ILO Governing Body* (13 -27 March 2014).

In order to identify ‘best practices’, the ILO prepared a set of questionnaires requesting information on the availability of statistics on the migration of workers to and from your country, and the sources and methods used when compiling such statistics

This questionnaire asks for information about statistics on the international migration of workers that may be obtained from your border/admission statistics obtained from immigration/emigration forms at the borders and other points of entry and exit from your country. Please complete the questionnaire below on data from any immigration forms, exit forms and any other border/admission statistics obtained from the points of entry and exit.

The survey results will be presented in the first meeting of the *Working Group on Migrant Workers* to be held in October 2015 in Geneva in order to contribute to the development of international standards on concepts and definitions regarding the measurement of international labour migration. Therefore, it is important that the questionnaire be completed carefully and in detail and submitted in a timely manner. This will help the ILO promote improvements in the quality and comparability of the data. Better data in turn will lead to a better global understanding of international migrant workers and their relationship to national development, and to improvements in policies on migrant integration and rights.

We ask you to kindly complete the questionnaires as fully as possible and provide us with any relevant documentation.

Please submit the completed questionnaire and any relevant documentation to the national contact person who is in contact with you for this request at your earliest convenience, and not later than 07.08.2015.

Instructions for completing the questionnaire:

- 1) Please complete one copy of this questionnaire for the immigration and emigration (if any) forms/registers used at the borders and other points of entry and exit from your country.
- 2) Please indicate the most appropriate answers by marking the relevant boxes and/or providing the requested text.
- 3) Please provide the actual documents or forms used for entry/exit, together with instructions or guidelines, both in the original main official language of the country and in English, French, or Spanish, if available.
- 4) Please provide relevant links to or copies of texts, documents, tabulations, etc. which may help in understanding the scope and quality of the statistics that either have been or could be produced from the border/admission statistics.
- 5) Please send the completed questionnaire to the national contact point below:

Name	<input type="text"/>		
e-mail	<input type="text"/>	Tel	<input type="text"/>

Thank you in advance for your collaboration in this important global effort.

A. Identification

Identification of Border/Admission Statistics

A1. Country	<input type="text"/>
A2. Title of Border/Admission Statistics	<input type="text"/>
A3. Agency responsible	<input type="text"/>
A4. Web site	<input type="text"/>
A5. Mailing address	<input type="text"/>

Identification of respondent

A6. Name	<input type="text"/>
A7. Position (i.e. job title)	<input type="text"/>
A8. E-mail	<input type="text"/>
A9. Telephone	<input type="text"/>

B. Periodicity and coverage

B1. Periodicity of the data collection on border/admission statistics

The data collection is carried out by this agency....

Continuously

Every months

Every years

Irregularly or only once, the last in (MM.YYYY)

Other (please specify)

This Border/Admission data collection first started in YYYY

B2. Population coverage

Population Group	B2.1 Does this statistics include the following population group?	B2.2 Have statistics/tabulations been published/disseminated on this population group?
Entry nationals (<i>citizens</i>) returning from residence abroad	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Exit nationals (<i>citizens</i>) going abroad to live	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Exit nationals (<i>citizens</i>) leaving for temporary purposes such as for tourism, shopping, visiting, business, etc.	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Foreigners (<i>non-citizens</i>) entering country to live	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Foreigners (<i>non-citizens</i>) entering country for temporary purposes, such as tourism, shopping, visiting, business, etc.	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Refugees	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Asylum seekers	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Transit migrants	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Other foreigners (<i>non-citizens</i>) (please specify) <div style="background-color: #e6f2ff; height: 20px; width: 100%; margin-top: 5px;"></div>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

B3. Age coverage

This source of admission and border statistics covers

All Ages

Other (*please specify*)

C. Characteristics of persons covered in the statistics

This source of border/admission statistics obtains data on the following topics
(mark all that are relevant)

C1. Demographic characteristics

- Age
- Sex
- Marital status
- Educational attainment
- Household size on those entering/leaving
- Household composition on those entering/leaving

C2. Migration related characteristics

- Country of birth
- Country of citizenship
- Country of residence
- Country entering from
- Reason for departure
- Reason for coming to country (if foreign immigrant)
- Intended duration of stay
- Country of destination
- Country of origin (previous country coming from, even if in transit, even if for months)
- Year of arrival (for those arriving)
- Time period allowed to stay (e.g., if work permit)
- Other (Please specify)

C3. Labour related characteristics

- Employment status
(employed, unemployed, studying, housework, etc.)
- Occupation
- Industry/economic sector
- Status in employment
(employees, employers, own-account workers, unpaid or contributing family workers, etc.)

C4. Are any of the data collected in this admission/border data source, as indicated above in C1-C3 not published/disseminated?

Yes ↓ (if 'Yes', please specify)

No

Number and name of question	Reason not published/disseminated
<i>(eg., C3. employment status)</i>	

D. Concepts and definitions

D1. The definition of overseas visitor is...



D2. The definition of country of residence is....



D3. The definition of international migrant workers, if exist, is...

✓ If you measure international migrant workers from your statistics using other terms such as foreign workers or foreign-born workers, please describe the terms and definition you used instead of migrant workers.



E. Classification

E1. The classification used for occupation is (based on)....

(ISCO: International Standard Classification of Occupations)

ISCO-68 ISCO-88 ISCO-08

National adaptation of ISCO

Other (please specify)

The number of digits used to release occupation data is...

E2. The classification used for industry is (based on)....

(ISIC: International Standard Industrial Classification; NACE: European Industry Standard Classification System; NAICS: North American Industry Classification System)

ISIC rev 2 ISIC rev 3 ISIC rev 4 NACE, NAICS

National adaptation of ISIC

Other (please specify)

The number of digits used to release industry data is ...

E3. The classification used for status in employment is (based on)....

(ICSE: International Classification of Status in Employment)

ICSE-1958 ICSE-1993

National adaptation of ICSE

Other (please specify)

E4. The classification used for status in education is (based on)....

(ISCED: International Standard Classification of Education)

ISCED-1997 ISCED-2011 ISCED- F 2013

National adaptation of ISCED

Other (please specify)

F. Data collection and dissemination

F1. The mode of data collection(s) is (are)....

(mark more than one option when mixed mode was used)

Face-to-face interview by interviewer using paper questionnaire (PAPI)

Face-to-face computer assisted interview (CAPI)

Self-administered form

Other *(please specify)*

F2. Dissemination of the results of this statistics has been by ...

(more than one option may be selected)

Printed publications
(please specify)

Electronic format *(CD-ROM, DVD-ROM, diskettes, etc.)*

Web site *(please specify)*

Other *(please specify)*

None to date

↳ Expected time of availability

F3. Has metadata on this statistics been prepared and disseminated?

(e.g., main purpose(s), sampling frame, sample design, definitions used, description of fieldwork including coverage of sample (non-response, etc.), final completed sample sizes, sampling weights, data access, reports and publications produced to date from the statistics, etc.)

Yes *(please attach any relevant methodological documents to this questionnaire, and/or provide complete references to published documents and websites)*

No

F4. Are micro-data files (or a representative subsample) available for research and further analysis outside your office (or responsible agency for this statistics)?

Yes ↓

No

If with limitation, please explain conditions or limitations.

What is the cost of obtaining the micro-data file?

THANK YOU FOR COMPLETING THIS QUESTIONNAIRE.

International Labour Organization
Department of Statistics



**METHODOLOGICAL QUESTIONNAIRES ON
INTERNATIONAL LABOUR MIGRATION STATISTICS**

Questionnaire for Establishment Census

The 19th *International Conference of Labour Statisticians (ICLS)*, taking place 2 – 11 October 2013, adopted a resolution requesting the ILO to “set up a working group with the aim of sharing good practices, discussing and developing a work plan for defining international standards on labour migration statistics that can inform labour market and migration policy”. The *Report from the 19th ICLS* was approved by the 320th session of the *ILO Governing Body* (13 -27 March 2014).

In order to identify ‘best practices’, the ILO prepared a set of questionnaires requesting information on the availability of statistics on the migration of workers to and from your country, and the sources and methods used when compiling such statistics.

This questionnaire asks for information about statistics on the international migration of workers that may be obtained from your latest establishment census. The survey results will be presented in the first meeting of the *Working Group on Migrant Workers* to be held in October 2015 in Geneva in order to contribute to the development of international standards on the concepts and definitions regarding the measurement of international labour migration. Therefore, it is important that the questionnaire be completed carefully and in detail and submitted in a timely manner. This will help the ILO promote improvements in the quality and comparability in the data. Better data in turn will lead to a better global understanding of international migrant workers, and of its relationship to national development, and to improvements in policies on migrant integration and rights.

We ask you to kindly complete the questionnaires as fully as possible and provide us with any relevant documentation.

Please submit the completed questionnaire and any relevant documentation to the national focal person who is in contact with you for this request at your earliest convenience, and not later than 07.08.2015.

Instructions for completing the questionnaire:

- 1) Please complete one copy of this questionnaire for the establishment census
- 2) Please indicate the most appropriate answers by marking the relevant boxes and/or providing the requested text.
- 3) Please provide the questionnaire(s) used by the establishment census both in the main official language of the country and in English, French or Spanish, if available. For on-line questionnaires, please supply the relevant link(s).
- 4) Please provide relevant links to or copies of texts, documents, tabulations, etc. which may help in understanding the scope and quality of the statistics that either have been or could have been produced from the census, including definitions and sampling, if any.
- 5) Please send the completed questionnaire to the national contact person below:

Name	<input type="text"/>		
e-mail	<input type="text"/>	Tel	<input type="text"/>

Thank you in advance for your collaboration in this important global effort.

A. Identification

Identification of Establishment Census

A1. Country

A2. Title

A3. Year of last one

A4. Agency responsible

A5. Web site

A6. Mailing address

Identification of respondent

A7. Name

A8. Position (i.e. job title)

A9. E-mail

A10. Telephone

A11. Does the establishment census cover any of these following topics related to international migrant employees or workers in the establishment?

Topics covered in the establishment census	
Country of birth?	<input type="radio"/> Yes <input type="radio"/> No
Country of citizenship?	<input type="radio"/> Yes <input type="radio"/> No
Nationality?	<input type="radio"/> Yes <input type="radio"/> No
Country of previous residence?	<input type="radio"/> Yes <input type="radio"/> No

PLEASE CONTINUE to answer the questions if any "YES" given to any of the topics above. If all "NO" do not continue providing data on this establishment census.

B. Periodicity and coverage

B1. Periodicity of establishment census

The establishment census is carried out....

- Every year(s)
- Irregularly or only once, the last was carried out in (MM.YYYY)
- Other (please specify)

The establishment census first started in (YYYY)

B2. Geographical coverage

The establishment census covers the

- Whole Country
- Part(s) of the country, as follows:

B3. Establishment coverage (size and type): mark all that apply

- All economic establishments of any size (even with 0 employees)
- All establishments with at least workers/employees
- Only formal sector (registered) establishments
- All formal sector establishments and a sample of informal sector establishments
- Only private sector establishments
- Only establishments in urban areas
- Only non-farm establishments
- Other (please describe)

B4. Industry coverage

All industry/economic sectors

Not all: Please check economic sector/ industries covered



A. Agriculture, forestry and fishing	<input type="checkbox"/>	L. Real estate activities	<input type="checkbox"/>
B. Mining and quarrying	<input type="checkbox"/>	M. Professional, scientific and technical activities	<input type="checkbox"/>
C. Manufacturing	<input type="checkbox"/>	N. Administrative and support service activities	<input type="checkbox"/>
D. Electricity, gas, steam and air conditioning supply	<input type="checkbox"/>	O. Public administration and defence; compulsory social security	<input type="checkbox"/>
E. Water supply; sewerage, waste management and remediation activities	<input type="checkbox"/>	P. Education	<input type="checkbox"/>
F. Construction	<input type="checkbox"/>	Q. Human health and social work activities	<input type="checkbox"/>
G. Wholesale and retail trade; repair of motor vehicles and motorcycles	<input type="checkbox"/>	R. Arts, entertainment and recreation	<input type="checkbox"/>
H. Transportation and storage	<input type="checkbox"/>	S. Other service activities	<input type="checkbox"/>
I. Accommodation and food service activities	<input type="checkbox"/>	T. Activities of households as employers; undifferentiated goods- and services-producing activities of households for own use	<input type="checkbox"/>
J. Information and communications	<input type="checkbox"/>	U. Activities of extraterritorial organizations and bodies	<input type="checkbox"/>
K. Financial and insurance activities	<input type="checkbox"/>		

C. Data collected on workers in the establishment census

The establishment census obtains data on the following topics for employees of the establishment...
(mark all that are relevant)

C1. Demographic and migration related characteristics

- Age
- Sex
- Educational attainment
- Reason for immigration to country

C2. Labour related characteristics

- Occupation
- Status in employment (*employee, employer, own-account worker, unpaid or contributing family workers, etc.*)
- Wage rate (*per day, month,*)
- Hours actually worked
- Occupational injury
- whether send or sent remittances to other country
- Date of beginning to work for company

C3. The establishment census covers the following topics for the establishment...

- Industry / economic sector
- Number of employees
- Labour turnover
- Profit / loss in most recent year available (201x)

C4. Are any of the data collected in the establishment census as indicated above in the questions in C1-C3 not published/disseminated?

Yes ↓ (if 'Yes', please specify)

No

Number and name of question	Reason not published/disseminated
<i>(eg., C2. Occupational injury)</i>	

D. Concepts and definition

D1. The definition of international migrant worker is...

✓ If you measure migrant workers from your establishment census using other terms, such as foreign workers or foreign-born workers, please describe the terms and definition you used instead of migrant workers.

D2. The definition of short-term migrant workers (if one exists) is...

D3. The definition of employment is...

D4. The definition of wages is...

E. Classification

E1. The classification used for occupation is (based on)....

(ISCO: International Standard Classification of Occupations)

ISCO-68 ISCO-88 ISCO-08

National adaptation of ISCO

Other (please specify)

The number of digits used to release occupation data is...

E2. The classification used for industry is (based on)....

(ISIC: International Standard Industrial Classification; NACE: European Industry Standard Classification System; NAICS: North American Industry Classification System)

ISIC rev 2 ISIC rev 3 ISIC rev 4 NACE, NAICS

National adaptation of ISIC

Other (please specify)

The number of digits used to release industry data is ...

E3. The classification used for status in employment is (based on)....

(ICSE: International Classification of Status in Employment)

ICSE-1958 ICSE-1993

National adaptation of ICSE

Other (please specify)

E4. The classification used for status in education is (based on)....

(ISCED: International Standard Classification of Education)

ISCED-1997 ISCED-2011 ISCED- F 2013

National adaptation of ISCED

Other (please specify)

F. Data collection and dissemination

F1. The mode of data collection(s) is (are)....

(mark more than one option when mixed methods were used)

- Face to face personal interview at establishment by interviewer (using paper and pencil)
- Computer assisted personal interview at establishment (CAPI)
- Telephone interview (using paper and pencil)
- Computer assisted telephone interview (CATT)
- Self-administered mail questionnaire received and returned
- Self-administered online questionnaire /Computer assisted web interview (CAWI)
- Administrative sources
- Other *(please specify)*

F2. Was the participation by respondents in the establishment census compulsory?

- Yes No

F3. Percentages of estimated under-coverage are.....

% of total establishments covered

F4. Adjustment for estimated undercoverage is made in publications and dissemination documents?

- Yes No

F5. Dissemination of the results of this establishment census has been by

(more than one option may be selected)

- Printed publications
(please specify titles)
- Electronic format (CD-ROM, DVD-ROM, diskettes, etc.)
- Web site *(please specify)*
- Other *(please specify)*
- None to date
↳ Expected time of availability

F6. Has metadata on this establishment census been prepared and disseminated?

(e.g., main purpose(s), definitions used, description of fieldwork including establishment coverage and non-response, data access, reports and publications produced to date, etc.)

- Yes *(please attach any relevant methodological documents to this questionnaire, and/or provide complete references to published documents and websites)*
- No

F7. Are micro-data files (or a representative subsample) available for research and further analysis outside your office (or outside the agency responsible for administering or agency paying for the establishment census)?

- Yes
- No

↓
If with limitation, please explain limitations.

What is the cost of obtaining the census micro-data file?

THANK YOU FOR COMPLETING THIS QUESTIONNAIRE

International Labour Organization
Department of Statistics



**METHODOLOGICAL QUESTIONNAIRES ON
INTERNATIONAL LABOUR MIGRATION STATISTICS**

Questionnaire for Establishment Surveys

The 19th *International Conference of Labour Statisticians (ICLS)*, taking place 2 – 11 October 2013, adopted a resolution requesting the ILO to “set up a working group with the aim of sharing good practices, discussing and developing a work plan for defining international standards on labour migration statistics that can inform labour market and migration policy”. The *Report from the 19th ICLS* was approved by the 320th session of the *ILO Governing Body* (13 -27 March 2014).

In order to identify ‘best practices’, the ILO prepared a set of questionnaires requesting information on the availability of statistics on the migration of workers to and from your country, and the sources and methods used when compiling such statistics.

This questionnaire asks for information about statistics on the international migration of workers that may be obtained from your latest establishment surveys. The survey results will be presented in the first meeting of the *Working Group on Migrant Workers* to be held in October 2015 in Geneva in order to contribute to the development of international standards regarding the concepts and definitions on the measurement of international labour migration. Therefore, it is important that the questionnaire be completed carefully and in detail and submitted in a timely manner. This will help the ILO promote improvements in quality and comparability of data. Better data in turn will lead to a better global understanding of international migrant workers and its relationship to national development, and to improvements in policies on migrant integration and rights.

We ask you to kindly complete the questionnaires as fully as possible and provide us with any relevant documentation.

Please submit the completed questionnaire and any relevant documentation to the national focal person who is in contact with you for this request at your earliest convenience, and not later than 07.08.2015.

Instructions for completing the questionnaire:

- 1) Please complete one copy of this questionnaire for each relevant establishment survey
- 2) Please indicate the most appropriate answers by marking the relevant boxes and/or providing the requested text.
- 3) Please provide the actual questionnaire(s) used by the establishment survey both in the original language(s) and in English, French or Spanish, if available. For on-line questionnaires, please supply the relevant link(s).
- 4) Please provide relevant links to or copies of texts, documents, tabulations, etc. which may help in understanding the scope and quality of the statistics that either have been or could be produced from the establishment survey, including definitions and sampling, if any.
- 5) Please send the completed questionnaire to the national contact person below:

Name	<input type="text"/>		
e-mail	<input type="text"/>	Tel	<input type="text"/>

Thank you in advance for your collaboration in this important global effort.

A. Identification

Identification of Establishment Survey

A1. Country

A2. Title of survey

A3. Agency responsible

A4. Web site

A5. Mailing address

Identification of respondent

A6. Your name

A7. Position (*i.e.* job title)

A8. E-mail

A9. Telephone

A10. Does this survey cover any of these following topics related to international migrant employees or workers in the establishment?

Topics covered in the establishment survey	
Country of birth?	<input type="radio"/> Yes <input type="radio"/> No
Country of citizenship?	<input type="radio"/> Yes <input type="radio"/> No
Nationality?	<input type="radio"/> Yes <input type="radio"/> No
Country of previous residence?	<input type="radio"/> Yes <input type="radio"/> No

PLEASE CONTINUE to answer the questions if any "YES" given to any of the topics above. If all "NO" do not continue providing data on this establishment survey.

B. Periodicity and coverage

B1. Periodicity of the establishment survey

The establishment survey is carried out....

- Every month(s)
- Every year(s)
- Irregularly or only once, the last was carried out in (MM.YYYY)
- Other (please specify)

The establishment survey first started in (YYYY)

B2. Geographical coverage

The establishment survey covers the

- Whole Country
- Part(s) of the country, as follows:

B3. Establishment coverage (size and type): mark all that apply

- All economic establishments of any size (even with 0 employees)
- All establishments with at least workers/employees
- Only formal sector (registered) establishments
- All formal sector establishments and a sample of informal sector establishments
- Only private sector establishments
- Only establishments in urban areas
- Only non-farm establishments
- Other (please describe)

B4. Sector/Industry coverage

All industry/economic sectors

Not all: Please check economic sector/industries covered



A. Agriculture, forestry and fishing	<input type="checkbox"/>	L. Real estate activities	<input type="checkbox"/>
B. Mining and quarrying	<input type="checkbox"/>	M. Professional, scientific and technical activities	<input type="checkbox"/>
C. Manufacturing	<input type="checkbox"/>	N. Administrative and support service activities	<input type="checkbox"/>
D. Electricity, gas, steam and air conditioning supply	<input type="checkbox"/>	O. Public administration and defence; compulsory social security	<input type="checkbox"/>
E. Water supply; sewerage, waste management and remediation activities	<input type="checkbox"/>	P. Education	<input type="checkbox"/>
F. Construction	<input type="checkbox"/>	Q. Human health and social work activities	<input type="checkbox"/>
G. Wholesale and retail trade; repair of motor vehicles and motorcycles	<input type="checkbox"/>	R. Arts, entertainment and recreation	<input type="checkbox"/>
H. Transportation and storage	<input type="checkbox"/>	S. Other service activities	<input type="checkbox"/>
I. Accommodation and food service activities	<input type="checkbox"/>	T. Activities of households as employers; undifferentiated goods- and services-producing activities of households for own use	<input type="checkbox"/>
J. Information and communication	<input type="checkbox"/>	U. Activities of extraterritorial organizations and bodies	<input type="checkbox"/>
K. Financial and insurance activities	<input type="checkbox"/>		

C. Data collected on workers in the establishment survey

The establishment survey obtains data on the following topics for employees of the establishment...
(mark all that are relevant)

C1. Demographic and migration related characteristics

- | | |
|--|--|
| <input type="checkbox"/> Age | <input type="checkbox"/> Sex |
| <input type="checkbox"/> Educational attainment | <input type="checkbox"/> Reason for immigration to country |
| <input type="checkbox"/> Duration of stay since arrival
(or date of [last] arrival) | |

C2. Labour related characteristics

- | | |
|--|---|
| <input type="checkbox"/> Occupation | <input type="checkbox"/> Status in employment
(employees, employers, own-account workers, unpaid or contributing family workers, etc.) |
| <input type="checkbox"/> Wage rate (per day, month, ...) | <input type="checkbox"/> Hours actually worked |
| <input type="checkbox"/> Occupational injury | <input type="checkbox"/> Whether send or sent remittance to other country |
| <input type="checkbox"/> Date of beginning to work for company | |

C3. The establishment survey covers the following topics for the establishment...

- Industry/economic sector
- Number of employees
- Labour turnover
- Total sales revenue or gross receipts in most recent year available (201x)

C4. Are any of the data collected in the establishment survey as indicated above in the questions in C1-C3 not published/disseminated?

- Yes (if 'Yes', please specify)
 No

Number and name of question	Reason not published/disseminated
(eg., C2. Occupational injury) <div style="background-color: #e0e0ff; height: 80px; margin-top: 5px;"></div>	<div style="background-color: #e0e0ff; height: 80px;"></div>

D. Concepts and definition

D1. The definition of international migrant workers is...

✓ If you measure migrant workers from your establishment survey using other terms such as foreign workers or foreign-born workers, please describe the terms and definition you used instead of migrant workers.



D2. The definition of short-term migrant workers (if one exists) is...



D3. The definition of employment is...



D4. The definition of wages is...



E. Classification

E1. The classification used for occupation is (based on)....

(ISCO: International Standard Classification of Occupations)

ISCO-68 ISCO-88 ISCO-08

National adaptation of ISCO

Other *(please specify)*

The number of digits used to release occupation data is...

E2. The classification used for industry is (based on)....

(ISIC: International Standard Industrial Classification; NACE: European Industry Standard Classification System; NAICS: North American Industry Classification System)

ISIC rev 2 ISIC rev 3 ISIC rev 4 NACE, NAICS

National adaptation of ISIC

Other *(please specify)*

The number of digits used to release industry data is ...

E3. The classification used for status in employment is (based on)....

(ICSE: International Classification of Status in Employment)

ICSE-1958 ICSE-1993

National adaptation of ICSE

Other *(please specify)*

E4. The classification used for status in education is (based on)....

(ISCED: International Standard Classification of Education)

ISCED-1997 ISCED-2011 ISCED- F 2013

National adaptation of ISCED

Other *(please specify)*

F. Data collection and dissemination

F1. The mode of data collection(s) is (are)....

(mark more than one option when mixed methods were used)

- Face to face personal interview at establishment by interviewer (using paper and pencil)
- Computer assisted personal interview at establishment (CAPI)
- Telephone interview (using paper and pencil)
- Computer assisted telephone interview (CATI)
- Self-administered mail questionnaire received and returned
- Self-administered online questionnaire / Computer assisted web interview (CAWI)
- Administrative sources
- Other *(please specify)*

F2. Was the participation by respondents in the establishment survey compulsory?

- Yes
- No

F3. Dissemination of the results of this establishment survey has been by

(more than one option may be selected)

- Printed publications
(please specify titles)
- Electronic format (CD-ROM, DVD-ROM, diskettes, etc.)
- Web site *(please specify)*
- Other *(please specify)*
- None to date
↳ Expected time of availability

F4. Has metadata on this establishment survey been prepared and disseminated?

(e.g., main purpose(s), sampling frame, sample design, definitions used, description of fieldwork including establishment coverage of sample (non-response, etc.), final completed sample sizes, sampling weights, data access, reports and publications produced to date, etc.)

- Yes *(please attach any relevant methodological documents to this questionnaire, and/or provide complete references to published documents and websites)*
- No

F5. Are micro-data files (or a representative subsample) available for research and further analysis outside your office (or outside the agency responsible for administering or agency paying for the economic/establishment survey)?

- Yes No

↓
If with limitation, please explain conditions or limitations.

What is the cost of obtaining the micro-data file?

G. Sample design

G1. The sample frame is... *(more than one option may be selected)*

Establishment census

Area sample

Administrative register

Other *(please specify)*

G2. What is the completed sample size?

THANK YOU FOR COMPLETING THIS QUESTIONNAIRE

International Labour Organization
Department of Statistics



**METHODOLOGICAL QUESTIONNAIRES ON
INTERNATIONAL LABOUR MIGRATION STATISTICS**

Questionnaire for Administrative Sources

The 19th *International Conference of Labour Statisticians (ICLS)*, taking place 2 – 11 October 2013, adopted a resolution requesting the ILO to “set up a working group with the aim of sharing good practices, discussing and developing a work plan for defining international standards on labour migration statistics that can inform labour market and migration policy”. The *Report from the 19th ICLS* was approved by the 320th session of the *ILO Governing Body* (13 -27 March 2014).

In order to identify ‘best practices’, the ILO prepared a set of questionnaires requesting information on the availability of statistics on the migration of workers to and from your country, and the sources and methods used when compiling such statistics

This questionnaire asks for information about statistics on the international migration of workers that may be obtained from administrative sources. Please complete at least one questionnaire for each type of administrative source such as a continuous population register, a register of migrants (or foreigners, or non-citizens), a register of migrant (foreign) workers, a register of work permits allocated to foreign workers, a register of nationals issued work permits to work abroad (which may be available for some countries of destination), a social security registration system that may identify foreign workers, and data from government/public or private employment services.

The survey results will be presented in the first meeting of the *Working Group on Migrant Workers* to be held in October 2015 in Geneva in order to contribute to the development of international standards on the concepts and definitions on the measurement of international labour migration. Therefore, it is important that the questionnaire be completed carefully and in detail and submitted in a timely manner. This will help the ILO promote improvements in the quality and comparability of the data. Better data in turn will lead to a better global understanding of international migrant workers, of their relationship to national development, and to improvements in policies on migrant integration and rights.

We ask you to kindly complete the questionnaires as fully as possible and provide us with any relevant documentation.

Please submit the completed questionnaire and any relevant documentation to the national focal person who is in contact with you for this request at your earliest convenience, and not later than 07.08.2015.

Instructions for completing the questionnaire:

- 1) Please indicate the most appropriate answers by marking the relevant boxes and/or providing the requested text.
- 2) Please provide the registration forms used both in the original main official language of the country and in English, French, or Spanish, if available. For on-line registration forms, please supply the relevant link(s).
- 3) Please provide relevant links to or copies of texts, documents, tabulations, etc. which may help in understanding the scope and quality of the statistics that either have been or could be produced from the administrative source.
- 4) Please send the completed questionnaire to the national contact person below:

Name	<input type="text"/>		
e-mail	<input type="text"/>	Tel	<input type="text"/>

Thank you in advance for your collaboration in this important global effort.

A. Identification

Identification of Administrative Source

A1. Country	<input type="text"/>
A2. Title of administrative source	<input type="text"/>
A3. Agency responsible	<input type="text"/>
A4. Web site	<input type="text"/>
A5. Mailing address	<input type="text"/>

Identification of respondent

A6. Name	<input type="text"/>
A7. Position (i.e. job title)	<input type="text"/>
A8. E-mail	<input type="text"/>
A9. Telephone	<input type="text"/>

A10. What kind of administrative source is this?
(please mark the MOST appropriate box)

- | | |
|--|--|
| <input type="radio"/> Continuous population register | <input type="radio"/> Register of international migrants |
| <input type="radio"/> Register of migrant (foreign) workers | <input type="radio"/> Register of work permits issued to foreign workers |
| <input type="radio"/> Register of nationals issued work permits to work abroad, by country of work | <input type="radio"/> Social security registration system |
| <input type="radio"/> Data from private employment services | <input type="radio"/> Data from government/public employment services |
| <input type="radio"/> Other (please specify) | |

A11. Does this administrative source cover any of these following topics related to international migration, such as ...

Topics covered in the survey	
Country of birth?	<input type="radio"/> Yes <input type="radio"/> No
Country of citizenship?	<input type="radio"/> Yes <input type="radio"/> No
Nationality?	<input type="radio"/> Yes <input type="radio"/> No
Previous country of residence?	<input type="radio"/> Yes <input type="radio"/> No
Foreign workers in the country?	<input type="radio"/> Yes <input type="radio"/> No
Members of household living abroad (<i>or former members</i>)?	<input type="radio"/> Yes <input type="radio"/> No
Members of household working abroad with work permits issued by the destination country?	<input type="radio"/> Yes <input type="radio"/> No
Country of origin?	<input type="radio"/> Yes <input type="radio"/> No
Country of transit?	<input type="radio"/> Yes <input type="radio"/> No

PLEASE CONTINUE to answer the questions if any "YES" given to any of the topics above. If all "NO" do not continue providing data on this administrative source.

B. Periodicity and coverage

B1. Periodicity of data release

The statistical data release of this administrative source is carried out....

- Continuously
- Every month(s)
- Every year(s)
- Irregularly or only once, the last was carried out in (MM.YYYY)
- Other (please specify)

This administrative source first started in (YYYY)

B2. Geographical coverage

This administrative source covers the

- Whole Country
- Part(s) of the country, as follows:

B3. Population coverage

Population Group	B3.1 Does the administrative source include the following population group?	B3.2 Have statistics/tabulations been published/disseminated on this population group?
Nationals (citizens) in the country	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Nationals (citizens) employed in the country	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Nationals (citizens) living abroad (excluding temporary leave for travel, visiting, shopping, business etc.)	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Nationals (citizens) living and working abroad (excluding temporary leave for travel, visiting, shopping, business, etc.)	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Foreigners (non-citizens) living in the country (excluding temporary leave for travel, visiting, shopping, business etc.)	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Foreigner (non-citizens) living and working in the country	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Refugees	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Asylum seekers	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Other foreigners (non-citizens)(please specify) <div style="background-color: #e0e0ff; height: 20px; width: 100%;"></div>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

B4. Age coverage

The source of administrative statistics covers

All Ages

Other (please specify)

6

C. Data collected on persons in the administrative source

C1. Demographic characteristics

- | | |
|--------------------------------------|--|
| <input type="radio"/> Age | <input type="radio"/> Sex |
| <input type="radio"/> Marital status | <input type="radio"/> Educational attainment |

C2. Migration related characteristics

- | | |
|--|--|
| <input type="radio"/> Country of birth | <input type="radio"/> Country of citizenship |
| <input type="radio"/> Second country of citizenship | <input type="radio"/> Country of previous residence |
| <input type="radio"/> Year of arrival | <input type="radio"/> Time period allowed to stay (e.g., if work permit) |
| <input type="radio"/> Reason for coming to country
(if foreign immigrant) | <input type="radio"/> Year of departure (for those leaving) |
| <input type="radio"/> Reason for departure | <input type="radio"/> Time period allowed to stay (e.g., if with work permit) |
| <input type="radio"/> Destination country | <input type="radio"/> Other (please specify) |

C3. Labour related characteristics

- | | |
|--|--|
| <input type="radio"/> Employment status
(employed, unemployed, studying, housework, etc.) | <input type="radio"/> Occupation |
| <input type="radio"/> Industry/economic sector | <input type="radio"/> Status in employment
(employees, employers, own-account workers, unpaid or contributing family workers, etc.) |
| <input type="radio"/> Individual earnings (per some time period) | |

C4. Are any of the data collected in the register as indicated above in C1-C3 not published/disseminated?

- Yes ↓ (if 'Yes', please specify) No

Number and name of question	Reason not published/disseminated
(eg., C3. employment status)	

7

D. Concepts and definitions

D1. The definition of international migrant workers is...

✓ *If you measure migrant workers from your administrative source using other terms such as foreign workers, please describe the terms and definition you used instead of migrant workers.*

D2. The definition of short-term migrant workers, if it is used at all in this data source, is

D3. The definition of a national (*citizen*) living abroad is...

D4. The definition of employment used in this registration data source is...

D5. The definition of individual earnings is...

E. Classification

E1. The classification used for occupation is (based on)....

(ISCO: International Standard Classification of Occupations)

ISCO-68 ISCO-88 ISCO-08

National adaptation of ISCO

Other (please specify)

The number of digits used to release occupation data is...

E2. The classification used for industry is (based on)....

(ISIC: International Standard Industrial Classification; NACE: European Industry Standard Classification System; NAICS: North American Industry Classification System)

ISIC rev 2 ISIC rev 3 ISIC rev 4 NACE, NAICS

National adaptation of ISIC

Other (please specify)

The number of digits used to release industry data is ...

E3. The classification used for status in employment is (based on)....

(ICSE: International Classification of Status in Employment)

ICSE-1958 ICSE-1993

National adaptation of ICSE

Other (please specify)

E4. The classification used for status in education is (based on)....

(ISCED: International Standard Classification of Education)

ISCED-1997 ISCED-2011 ISCED- F 2013

National adaptation of ISCED

Other (please specify)

F. Data collection and dissemination

F1. Is registration intended to be compulsory for the population groups covered by the register or other administrative source?

Yes

No

F2. Estimated coverage rate of the registration system or other source of the various types of persons included in the register, if known? (if not known, leave blank)

Total population % Total employed population %

Foreign migrants living in country % Foreign migrant workers living in the country %

Of nationals living abroad % Of nationals working abroad %

F3. Dissemination of results from this registration system has been by...

(indicate most recent data, month, year; more than one option may be selected)

Printed publication

(please specify)

Electronic format (CD-ROM, DVD-ROM, diskettes, etc.)

Web site *(please specify)*

Other *(please specify)*

None to date

Expected time of availability

F4. Has metadata on this type of administrative source been prepared and disseminated?

(e.g., main purpose(s), legal basis, definitions used, data access, reports and publications produced to date from the administrative source, etc.)

Yes *(please attach any relevant methodological documents to this questionnaire, and/or provide complete references to relevant published documents and websites)*

No

F5. Are micro-data files (or a representative subsample) available for research and further analysis outside your office (or outside responsible agency for this administrative source)?

Yes ↓

No

If with limitation, please explain.

What is the cost of obtaining the micro-data file?

THANK YOU FOR COMPLETING THIS QUESTIONNAIRE

International Labour Organization
Department of Statistics



**METHODOLOGICAL QUESTIONNAIRES ON
INTERNATIONAL LABOUR MIGRATION STATISTICS**

**Questionnaire on the Estimation of International
Migrant Workers in the Country**

The 19th International Conference of Labour Statisticians (ICLS), taking place 2 – 11 October 2013, adopted a resolution requesting the ILO to “set up a working group with the aim of sharing good practices, discussing and developing a work plan for defining international standards on labour migration statistics that can inform labour market and migration policy”. The *Report from the 19th ICLS* was approved by the 320th session of the *ILO Governing Body* (13 -27 March 2014).

In order to identify ‘best practices’, the ILO prepared a set of questionnaires requesting information on the availability of statistics on the migration of workers to and from your country, and the sources and methods used when compiling such statistics

This questionnaire asks for information about statistics on the international migration of workers that may be available from your latest estimation results using various sources such as administrative data, census, and survey data. The survey results will be presented in the first meeting of the *Working Group on Migrant Workers* to be held in October 2015 in Geneva in order to contribute to the development of international standards on the concepts and definitions on the measurement of international labour migration. Therefore, it is important that the questionnaire be completed carefully and in detail and submitted in a timely manner. This will help the ILO promote improvements in the data including more comparability. Better data in turn will lead to a better global understanding of international migrant workers and of their relationship to national development, and to improvements in policies on migrant integration and rights.

We ask you to kindly complete the questionnaires as fully as possible and provide us with any relevant documentation.

Please submit the completed questionnaire and any relevant documentation to the national focal person who is in contact with you for this request at your earliest convenience, and not later than 07.08.2015.

Instructions for completing the questionnaire:

- 1) Please complete one copy of this questionnaire for estimation of migrant workers.
- 2) Please indicate the most appropriate answers by marking the relevant boxes and/or providing the requested text.
- 3) Please provide relevant links to or copies of texts, documents on estimation process and methods both in the original main official language of the country and in English, French, or Spanish, if available.
- 4) Please send the completed questionnaire to the national contact point below:

Name	<input type="text"/>		
e-mail	<input type="text"/>	Tel	<input type="text"/>

Thank you in advance for your collaboration in this important global effort.

A. Identification

Identification of source of Estimation results

A1. Country	<input type="text"/>
A2. Title of document	<input type="text"/>
A3. Reference year of estimation	<input type="text"/>
A4. Agency responsible	<input type="text"/>
A5. Web site	<input type="text"/>
A6. Mailing address	<input type="text"/>

Identification of respondent

A7. Name	<input type="text"/>
A8. Position (i.e. job title)	<input type="text"/>
A9. E-mail	<input type="text"/>
A10. Telephone	<input type="text"/>

All. Does the estimation cover any of international migration related topics, such as...

Topics covered in the estimation	
Country of birth?	<input type="radio"/> Yes <input type="radio"/> No
Country of citizenship?	<input type="radio"/> Yes <input type="radio"/> No
Nationality?	<input type="radio"/> Yes <input type="radio"/> No
Foreign workers in the country?	<input type="radio"/> Yes <input type="radio"/> No
Country of previous residence of foreign workers in the country?	<input type="radio"/> Yes <input type="radio"/> No
Household (<i>former</i>) members working abroad?	<input type="radio"/> Yes <input type="radio"/> No

PLEASE CONTINUE to answer the questions if any "YES" given to any of the topics above. If all "NO" do not continue providing data on this administrative source.

B. Periodicity and coverage

B1. Periodicity of estimation

The estimation of international migrant workers (*whether in the country or those from the country working abroad*) is carried out by this agency....

- Every month(s)
 Every year(s)
 Irregularly or only once, the last being in (MM.YYYY)
 Other (*please specify*)

The migrant workers estimation first started in (YYYY)

B2. Geographical coverage

The estimation of international migrant workers covers the....

- Entire country
 Not the entire country (*please specify areas covered*)

B3. Population coverage

Population Group	B3.1 Does this estimation cover the following population group?	B3.2 Have statistics/tabulations been published/disseminated on this population group?
Nationals (<i>citizens</i>) in the country	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Nationals (<i>citizens</i>) employed in the country	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Nationals (<i>citizens</i>) living abroad (<i>excluding temporary leave for travel, visiting, shopping, business etc.</i>)	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Foreigners (<i>non-citizens</i>) living in the country (<i>excluding temporary leave for travel, visiting, shopping, business etc.</i>)	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Foreign workers (<i>non-citizens</i>) living in the country	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Refugees	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Asylum seekers	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Child workers (<i>non-citizens</i>) in the country	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Workers trafficked into the country	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Citizens trafficked to other countries	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

B4. Age coverage

The estimation covers

- All Ages
- Other (*please specify*)

C. Topics estimated

The estimation produces data on the following topics for international migrant workers, whether for citizens working abroad or foreigners working in the country *(mark all that are relevant)*

C1. Demographic characteristics

- Age
- Sex
- Marital status
- Educational attainment
- Household size
- Household composition

C2. International migration related characteristics

- Country of birth
- Country of citizenship
- Previous country of citizenship
- Country of previous residence
- Duration of stay in country to date
- Reason for migration
- Duration of stay living abroad
- Household (former) members living abroad
(or date of [last] departure to live abroad)

C3. Labour related characteristics

- Employment status
(employed, unemployed, studying, housework, etc.)
- Occupation
- Industry/economic sector
- Status in employment
(employee, employer, own-account worker, unpaid or contributing family worker, etc.)
- Individual income
- Household income
- Wage rate
- Hours worked
- Occupational injury

C4. Remittances related characteristics

- Remittances sent by household to persons living abroad
- Remittances received by household from persons living abroad
- Reference period for remittances *(e.g., past 6 or 12 months)*

D. Concepts and definition

D1. The definition of migrant worker is...

✓ If you measure international migrant workers in your estimation using other terms such as foreign workers or foreign-born workers, please describe the terms and definition used.

D2. The definition of short-term migrant workers, if used in estimation, is...

D3. The definition of a national (*citizen*) living abroad is...

D4. The definition of employment is...

D5. The definition of household income is...

E. Classification

E1. The classification used for occupation is (based on)....

(ISCO: International Standard Classification of Occupations)

ISCO-68 ISCO-88 ISCO-08

National adaptation of ISCO

Other (please specify)

The number of digits used to release occupation data is...

E2. The classification used for industry is (based on)....

(ISIC: International Standard Industrial Classification; NACE: European Industry Standard Classification System; NAICS: North American Industry Classification System)

ISIC rev 2 ISIC rev 3 ISIC rev 4 NACE, NAICS

National adaptation of ISIC

Other (please specify)

The number of digits used to release industry data is ...

E3. The classification used for status in employment is (based on)....

(ICSE: International Classification of Status in Employment)

ICSE-1958 ICSE-1993

National adaptation of ICSE

Other (please specify)

E4. The classification used for status in education is (based on)....

(ISCED: International Standard Classification of Education)

ISCED-1997 ISCED-2011 ISCED- F 2013

National adaptation of ISCED

Other (please specify)

F. Data dissemination

F1. Dissemination of the results of the estimation of international migrant workers has been by

(more than one option may be selected)

- Printed publications
(please specify)
- Electronic format (CD-ROM, DVD-ROM, diskettes, etc.)
- Web site *(please specify)*
- Other *(please specify)*
- None to date
↳ Expected time of availability

F2. Has metadata on this estimation been prepared and/or disseminated?

(e.g., estimation methods, definitions used, data access, reports and publications produced to date from the estimation, etc.)

- Yes *(please attach any relevant methodological documents to this questionnaire, and/or provide complete references to published documents and websites)*
- No

THANK YOU FOR COMPLETING THIS QUESTIONNAIRE

A2. Responding countries by type of questionnaire

Country	Response	Total	Q1	Q2	Q3	Q4	Q5	Q6	Q7
Afghanistan	No	0	0	0	0	0	0	0	0
Albania	Yes	3	1	1	0	0	0	1	0
Algeria	Yes	4	1	0	1	1	0	1	0
American Samoa	No	0	0	0	0	0	0	0	0
Andorra	No	0	0	0	0	0	0	0	0
Angola	No	0	0	0	0	0	0	0	0
Anguilla	No	0	0	0	0	0	0	0	0
Antigua and Barbuda	No	0	0	0	0	0	0	0	0
Argentina	No	0	0	0	0	0	0	0	0
Armenia	Yes	4	1	2	1	0	0	0	0
Aruba	Yes	1	1	0	0	0	0	0	0
Australia	Yes	4	1	1	1	0	0	0	1
Austria	Yes	10	1	3	0	1	2	3	0
Azerbaijan	Yes	2	1	1	0	0	0	0	0
Bahamas	Yes	1	1	0	0	0	0	0	0
Bahrain	No	0	0	0	0	0	0	0	0
Bangladesh	Yes	1	1	0	0	0	0	0	0
Barbados	No	0	0	0	0	0	0	0	0
Belarus	Yes	6	1	2	1	0	0	1	1
Belgium	Yes	5	1	2	0	0	1	1	0
Belize	No	0	0	0	0	0	0	0	0
Benin	Yes	3	1	1	0	1	0	0	0
Bermuda	Yes	3	1	1	0	1	0	0	0
Bhutan	No	0	0	0	0	0	0	0	0
Bolivia	No	0	0	0	0	0	0	0	0
Bosnia and Herzegovina	No	0	0	0	0	0	0	0	0
Botswana	No	0	0	0	0	0	0	0	0
Brazil	Yes	3	1	0	0	1	0	1	0
British Virgin Islands	No	0	0	0	0	0	0	0	0
Brunei Darussalam	Yes	5	1	2	0	1	0	0	1
Bulgaria	Yes	1	1	0	0	0	0	0	0
Burkina Faso	Yes	6	1	4	0	1	0	0	0
Burundi	Yes	1	1	0	0	0	0	0	0
Cambodia	No	0	0	0	0	0	0	0	0
Cameroon	Yes	4	1	1	0	1	1	0	0
Canada	Yes	4	1	1	1	0	0	1	0
Cape Verde	Yes	3	1	0	1	0	0	1	0
Cayman Islands	No	0	0	0	0	0	0	0	0
Central African Republic	No	0	0	0	0	0	0	0	0
Chad	Yes	2	1	1	0	0	0	0	0
Chile	Yes	2	1	1	0	0	0	0	0
China	No	0	0	0	0	0	0	0	0
Colombia	Yes	5	1	1	1	0	0	2	0

Comoros	Yes	4	1	1	1	0	0	1	0
Congo	No	0	0	0	0	0	0	0	0
Congo, Democratic Republic of the	Yes	6	1	1	1	1	0	1	1
Cook Islands	No	0	0	0	0	0	0	0	0
Costa Rica	Yes	1	1	0	0	0	0	0	0
Côte d'Ivoire	Yes	1	1	0	0	0	0	0	0
Croatia	Yes	4	0	2	0	0	0	1	1
Cuba	No	0	0	0	0	0	0	0	0
Curaçao	Yes	3	1	1	0	0	0	1	0
Cyprus	Yes	6	1	2	0	0	1	2	0
Czech Republic	Yes	5	1	0	0	0	1	3	0
Denmark	Yes	6	0	1	0	0	0	5	0
Djibouti	No	0	0	0	0	0	0	0	0
Dominica	No	0	0	0	0	0	0	0	0
Dominican Republic	Yes	2	1	0	0	0	0	1	0
Ecuador	Yes	2	1	0	1	0	0	0	0
Egypt	Yes	5	1	1	1	0	0	2	0
El Salvador	No	0	0	0	0	0	0	0	0
Equatorial Guinea	No	0	0	0	0	0	0	0	0
Eritrea	No	0	0	0	0	0	0	0	0
Estonia	Yes	3	1	1	0	0	0	1	0
Ethiopia	Yes	1	1	0	0	0	0	0	0
Faeroe Islands	No	0	0	0	0	0	0	0	0
Falkland Islands (Malvinas)	Yes	3	1	0	1	0	0	1	0
Fiji	Yes	1	1	0	0	0	0	0	0
Finland	Yes	5	1	1	0	0	0	3	0
France	Yes	2	1	0	0	0	0	1	0
French Guiana	No	0	0	0	0	0	0	0	0
French Polynesia	Yes	2	1	0	0	0	0	1	0
Gabon	Yes	2	1	0	0	0	0	0	1
Gambia	Yes	4	1	2	0	0	0	0	1
Georgia	Yes	4	1	1	1	0	0	1	0
Germany	Yes	6	1	1	0	0	0	4	0
Ghana	No	0	0	0	0	0	0	0	0
Gibraltar	Yes	6	1	0	1	0	0	4	0
Greece	Yes	3	1	2	0	0	0	0	0
Greenland	No	0	0	0	0	0	0	0	0
Grenada	No	0	0	0	0	0	0	0	0
Guadeloupe	No	0	0	0	0	0	0	0	0
Guam	No	0	0	0	0	0	0	0	0
Guatemala	No	0	0	0	0	0	0	0	0
Guernsey	Yes	2	1	0	0	0	0	1	0
Guinea	Yes	2	1	0	0	0	1	0	0
Guinea-Bissau	No	0	0	0	0	0	0	0	0
Guyana	No	0	0	0	0	0	0	0	0
Haiti	No	0	0	0	0	0	0	0	0

Honduras	No	0	0	0	0	0	0	0	0
Hong Kong, China	Yes	1	1	0	0	0	0	0	0
Hungary	Yes	8	1	1	1	0	0	5	0
Iceland	No	0	0	0	0	0	0	0	0
India	Yes	1	1	0	0	0	0	0	0
Indonesia	Yes	4	1	1	1	0	0	1	0
Iran, Islamic Republic of	Yes	1	1	0	0	0	0	0	0
Iraq	No	0	0	0	0	0	0	0	0
Ireland	Yes	3	1	1	0	0	0	1	0
Isle of Man	Yes	2	1	0	0	0	0	1	0
Israel	Yes	6	1	1	1	0	0	2	1
Italy	Yes	8	1	2	0	1	1	2	1
Jamaica	Yes	1	1	0	0	0	0	0	0
Japan	Yes	4	1	0	1	0	0	1	1
Jersey	Yes	3	1	1	0	0	0	1	0
Jordan	No	0	0	0	0	0	0	0	0
Kazakhstan	No	0	0	0	0	0	0	0	0
Kenya	No	0	0	0	0	0	0	0	0
Kiribati	No	0	0	0	0	0	0	0	0
Korea, Democratic People's Republic of	No	0	0	0	0	0	0	0	0
Korea, Republic of	Yes	4	1	1	1	0	0	1	0
Kosovo	Yes	4	1	1	0	1	0	0	1
Kuwait	Yes	5	1	1	1	0	0	1	1
Kyrgyzstan	Yes	4	1	1	1	0	0	1	0
Lao People's Democratic Republic	No	0	0	0	0	0	0	0	0
Latvia	Yes	3	1	2	0	0	0	0	0
Lebanon	No	0	0	0	0	0	0	0	0
Lesotho	No	0	0	0	0	0	0	0	0
Liberia	No	0	0	0	0	0	0	0	0
Liechtenstein	Yes	2	1	0	0	0	0	1	0
Lithuania	Yes	6	1	2	1	0	0	2	0
Luxembourg	Yes	6	1	3	0	0	1	1	0
Macau, China	Yes	4	1	0	1	0	0	1	1
Macedonia, the former Yugoslav Republic of	Yes	2	1	1	0	0	0	0	0
Madagascar	No	0	0	0	0	0	0	0	0
Malawi	No	0	0	0	0	0	0	0	0
Malaysia	Yes	5	1	1	0	1	1	1	0
Maldives	No	0	0	0	0	0	0	0	0
Mali	Yes	3	1	1	1	0	0	0	0
Malta	Yes	5	1	1	1	0	0	1	1
Marshall Islands	No	0	0	0	0	0	0	0	0
Martinique	No	0	0	0	0	0	0	0	0
Mauritania	Yes	2	1	1	0	0	0	0	0
Mauritius	Yes	4	1	0	1	0	0	1	1
Mexico	Yes	1	0	1	0	0	0	0	0
Moldova, Republic of	Yes	6	1	2	1	0	0	2	0

Monaco	No	0	0	0	0	0	0	0	0
Mongolia	Yes	2	1	0	0	0	0	1	0
Montenegro	No	0	0	0	0	0	0	0	0
Montserrat	No	0	0	0	0	0	0	0	0
Morocco	No	0	0	0	0	0	0	0	0
Mozambique	Yes	4	1	1	1	0	0	1	0
Myanmar	Yes	2	1	0	0	0	0	0	1
Namibia	No	0	0	0	0	0	0	0	0
Nauru	No	0	0	0	0	0	0	0	0
Nepal	No	0	0	0	0	0	0	0	0
Netherlands	Yes	5	1	1	1	0	0	1	1
New Caledonia	Yes	2	1	0	0	0	0	1	0
New Zealand	No	0	0	0	0	0	0	0	0
Nicaragua	No	0	0	0	0	0	0	0	0
Niger	No	0	0	0	0	0	0	0	0
Nigeria	Yes	7	1	1	1	1	1	1	1
Norfolk Island	No	0	0	0	0	0	0	0	0
Northern Mariana Islands	No	0	0	0	0	0	0	0	0
Norway	Yes	4	1	0	1	0	0	2	0
Occupied Palestinian Territory	Yes	2	1	1	0	0	0	0	0
Oman	Yes	4	1	1	0	0	1	1	0
Pakistan	Yes	1	1	0	0	0	0	0	0
Palau	No	0	0	0	0	0	0	0	0
Panama	No	0	0	0	0	0	0	0	0
Papua New Guinea	No	0	0	0	0	0	0	0	0
Paraguay	Yes	1	0	1	0	0	0	0	0
Peru	Yes	3	1	1	1	0	0	0	0
Philippines	Yes	10	1	3	1	0	0	4	1
Poland	Yes	8	1	2	0	0	0	5	0
Portugal	Yes	11	1	3	0	0	0	7	0
Puerto Rico	No	0	0	0	0	0	0	0	0
Qatar	Yes	2	1	1	0	0	0	0	0
Réunion	No	0	0	0	0	0	0	0	0
Romania	Yes	2	1	1	0	0	0	0	0
Russian Federation	Yes	3	1	1	0	0	0	1	0
Rwanda	Yes	5	1	1	0	1	1	1	0
Saint Helena	No	0	0	0	0	0	0	0	0
Saint Kitts and Nevis	No	0	0	0	0	0	0	0	0
Saint Lucia	No	0	0	0	0	0	0	0	0
Saint Pierre and Miquelon	No	0	0	0	0	0	0	0	0
Saint Vincent and the Grenadines	No	0	0	0	0	0	0	0	0
Samoa	No	0	0	0	0	0	0	0	0
San Marino	No	0	0	0	0	0	0	0	0
Sao Tome and Principe	No	0	0	0	0	0	0	0	0
Saudi Arabia	Yes	5	1	1	0	1	1	0	1
Senegal	No	0	0	0	0	0	0	0	0

Serbia	Yes	4	1	1	0	0	0	2	0
Seychelles	Yes	3	1	1	1	0	0	0	0
Sierra Leone	Yes	2	1	1	0	0	0	0	0
Singapore	Yes	1	1	0	0	0	0	0	0
Slovakia	Yes	7	1	5	1	0	0	0	0
Slovenia	Yes	5	1	2	0	0	0	2	0
Solomon Islands	No	0	0	0	0	0	0	0	0
Somalia	No	0	0	0	0	0	0	0	0
South Africa	Yes	4	1	1	1	0	0	1	0
Spain	Yes	14	1	2	0	0	2	7	2
Sri Lanka	Yes	2	1	0	1	0	0	0	0
State of Libya	No	0	0	0	0	0	0	0	0
Sudan	Yes	3	1	1	0	0	0	1	0
Suriname	Yes	3	0	1	1	0	0	1	0
Swaziland	Yes	3	1	1	1	0	0	0	0
Sweden	Yes	10	1	2	1	1	1	3	1
Switzerland	Yes	5	1	1	2	0	0	1	0
Syrian Arab Republic	No	0	0	0	0	0	0	0	0
Taiwan, China	No	0	0	0	0	0	0	0	0
Tajikistan	Yes	3	1	1	1	0	0	0	0
Tanzania (Zanzibar)	No	0	0	0	0	0	0	0	0
Tanzania, United Republic of	Yes	2	1	0	0	1	0	0	0
Thailand	Yes	2	1	0	0	0	0	0	1
Timor-Leste	No	0	0	0	0	0	0	0	0
Togo	Yes	2	1	1	0	0	0	0	0
Tokelau	Yes	2	1	1	0	0	0	0	0
Tonga	No	0	0	0	0	0	0	0	0
Trinidad and Tobago	No	0	0	0	0	0	0	0	0
Tunisia	Yes	4	1	0	1	0	0	1	1
Turkey	Yes	8	1	3	1	0	0	3	0
Turkmenistan	No	0	0	0	0	0	0	0	0
Turks and Caicos Islands	No	0	0	0	0	0	0	0	0
Tuvalu	No	0	0	0	0	0	0	0	0
Uganda	Yes	4	1	1	1	0	0	1	0
Ukraine	Yes	5	1	1	1	0	0	2	0
United Arab Emirates	No	0	0	0	0	0	0	0	0
United Kingdom	Yes	6	1	1	1	0	0	2	1
United States	Yes	2	0	2	0	0	0	0	0
United States Virgin Islands	No	0	0	0	0	0	0	0	0
Uruguay	Yes	2	1	1	0	0	0	0	0
Uzbekistan	No	0	0	0	0	0	0	0	0
Vanuatu	No	0	0	0	0	0	0	0	0
Venezuela, Bolivarian Republic of	No	0	0	0	0	0	0	0	0
Viet Nam	No	0	0	0	0	0	0	0	0
Wallis and Futuna Islands	No	0	0	0	0	0	0	0	0
Yemen	No	0	0	0	0	0	0	0	0

Zambia	Yes	3	1	0	0	1	1	0	0
Zimbabwe	Yes	4	1	1	1	0	0	1	0

