

Confidential

The information requested on this Books will never be available for taxation and other uses except for statistical purposes.

Family Income and Expenditure Survey

Family Account Books

Years () Month () For () period

Code of city and unit area Household number		Number of household members	persons	Number of workers	persons
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Bureau of Statistics

Office of The Prime Minister

(Size of B 5)

(Inside of Family Account Books' cover)

How to keep the Family Account Books

- 1) In the Schedule of Consumption Goods Stocks, of the right hand of this page, enter the quantities you have at the beginning of the month in the first period Book (from 1 to 15 of the month) and the quantities you have at the end of the month in the second period Book (from 16 to the end of the month).
- 2) In the column Carry over from previous month provided outside the upper column at page 3, enter the sum of money which is carried over to each period.
- 3) For the pages following p. 3, enter the date outside the upper column and the receipts or disbursements of that day in the designated columns.
If the receipts or disbursements items are too numerous to enter in that page, make use of the next page, in which the same date should be entered.
In a day you have no receipts or disbursements, draw a diagonal line through each column of the page, only enter the date.
- 4) The explanation of receipts or disbursements should be entered in column (1), Kind of receipts or disbursed items and their uses.
The amount of receipts should be entered in the extreme left column Receipts and that of disbursements should be in the right of column (4), which is divided into three columns, Cash, Credit purchase and In kind, according to the nature of disbursements.
- 5) Concerning Gift, Consumption of goods for business use, Allowance in kind from employment and Consumption of home products, enter the names of those goods in column (1), Kind of receipts or disbursed items and their uses, and their estimated values in column (c) In kind which is one of the details of column (4).
- 6) After all the receipts and disbursements of the day are entered, enter the total values at the bottom of each column, and be sure that there are no mistakes and leakages.
- 7) Enter the cash which is carried over to the next day in the column Today's cash balance every day.
- 8) Don't enter anything in the extreme right column *) of each page.
- 9) If you have anything particular to add, enter it in the Remarks at the bottom of each page.

Schedule of Consumption Goods Stocks

(Enter the quantities of the stocks at the beginning and the end of the month)

Kind	Quantities
Cereals	
Rice	kg
Barley	kg
Dried noodles	Bundle
Condiments	
Bean Paste	g
Soy sauce	l
Sugar	g
Fuel	
Charcoal	kg
Fuel woods and brush woods	Bundle
Coal	kg
Briquette	kg
Petroleum	l
Remarks	
(If you have a stocks in plenty except above listed, enter its name and quantity)	

