

Notes for entry (Question 6~8, 12~13)

6. Were you engaged in work during the survey week?

"Work" means any work for wage, salary, business profit, etc. Household members who worked without pay in a business or on a farm operated by their family are regarded as those "engaged in work".

"Work" also includes piecework at home or temporary work.

"Had a job but did not work" refers to

a. the employee who did not work because of illness, vacation, labour-management dispute, etc. but received or is to receive wage or salary.

b. the self-employed worker who did not work because of illness, vacation, bad weather, etc. but whose absence period has not exceeded 30 days.

"Had no job and was seeking one" refers to the person who had no job and was seeking a job ready to take up a job immediately. "Seeking a job" includes waiting for the result of the previous job-seeking. It also includes preparing to start a business by procuring funds and materials.

7. Hours worked during the survey week

* "Hours worked" refers to the actual number of hours worked during the survey week. For persons who worked in

more than one job, the figures refer to the total number of hours worked in all jobs.

* Do not include hours for home housework, voluntary work without pay, meal, break, commuting, etc.

8. "Self-employed worker" includes shopkeeper, factory owner, farmer, doctor, lawyer, writer, peddler, etc. who works on his/her account.

12. Number of persons engaged in the enterprise as a whole

* If you worked in a unincorporated enterprise, be sure to include the self-employed worker in the number.

13. Do you wish to change the present job, or wish to have another job in addition to the present one?

"Wish to change the present job" refers to the employee who wishes to change the enterprise where he/she worked, the self-employed worker who wishes to change his/her business, the employee who wishes to be a self-employed, etc.

Persons who wish to change the type of work in the same company are not considered as "Wish to change the present job".

Hours Worked during the Survey Week (20 to 26 for December)
Memorandum for Question 7 on page 2.

Memorandum for Question 7 on page 27											
Names											
Hours worked (to be recorded every day)	1st Day	Hours	Minutes	Hours	Minutes	Hours	Minutes	Hours	Minutes	Hours	Minutes
	2nd Day										
	3rd Day										
	4th Day										
	5th Day										
	6th Day										
	7th Day										
	Total										

Labour Force Survey Questionnaire

Confidential

Designated Statistics
No. 30

(For First month)

Month ____ Year ____
Statistics Bureau
Management and
Coordination Agency

The statistical law, on which this survey is based, prohibits the use of the information supplied by you for purposes other than strictly statistical. It is also forbidden that enumerators and any other officials who are engaged in the survey disclose what is reported in the questionnaire. You are, therefore, kindly requested to provide information frankly and accurately.

PLEASE READ THE FOLLOWING NOTES BEFORE FILLING OUT

All members who usually live in your household should be included in this questionnaire.

Persons who usually live in your household refer to those who have been living, or are going to live in your household for three months or more as of the end of the month.

Persons to be included are

- * Family members
- * Living-in employees
- * Persons living in the household without paying for room and for meals.

Persons who are temporarily absent from your household for travelling or working elsewhere shall be reported at their homes if the period of absence is less than three months. If they have been, or are going to be, absent from home for three months or more, they shall be enumerated at their destination.

In-patients in a hospital shall be reported at the hospital if they have been hospitalized for three months or more. If not, they shall be reported at their homes.

Special attention should be paid to the following cases.

Lodgers

- * Lodgers such as roomers and boarders who pay room rent should be reported individually as a separate household.
- * Lodgers living together with their relatives should be reported with their relatives as one household.

Persons living in dormitories

- * persons living in school dormitories, dormitories for unmarried employees, etc. should be reported individually as a separate household.

Columns to fill out

For persons 15 years old and over as of the end of the month (26th for December), fill out the designated columns on page 2.

- * The head of household should be entered in the column No. 1.

- * If the number of household members 15 years old and over exceed five, use another questionnaire.

For persons 14 years old and under, fill out the columns below.

When entry is over, please check if the entry is correct. Write the name of the head in the designated column, and hand in this questionnaire to the enumerator.

In this survey, actual status during the survey week ending the last day (26th for December) of the month should be entered.

For instance, for the person who happened to work temporarily during the survey week, the entry should be made as regards the work done even if he usually does not work. For the person who is usually working in an office but was absent from the work and assisted farm work of his family during the survey week, the entry should be made as regards the farm work.

For persons 14 years old and under
as of the end of the month (26th for December)

For the baby who is not yet
named, write "not yet named"

Code of household members	51	52	53	54	55
1. Name					
2. Relationship to the head of household					
3. Sex	1 Male 2 Female	1 Male 2 Female	1 Male 2 Female	1 Male 2 Female	1 Male 2 Female
4. Date of birth	Year Month Day	Year Month Day	Year Month Day	Year Month Day	Year Month Day

To be used by the enumerator	Enumeration district code	For a person 15 years old or over as of the last day of the month (26th for December)	To be used by the enumerator	Household code	Type of household (Area of cultivated land)	Number of members of the household	Total	Male	Female
				1 50 ares or more 2 More than 10 ares but less than 50 ares 3 Less than 10 ares or without cultivated land	15 years old and over 14 years old and under				

	Number	1	2	3	4	5
1 Name (Full name) Enter the name of each person 15 years or over who is usually living in the household. See notes on page 1 regarding persons to be included.						
2 Relationship to the head of the household Write your relationship to the head of the household, e.g., wife, mother, eldest son, wife of eldest son, domestic servant, living-in employee, etc.		Head				
3 Sex		1. Male 2. Female	1. Male 2. Female	1. Male 2. Female	1. Male 2. Female	1. Male 2. Female
4 Date of birth		Year Month Day	Year Month Day	Year Month Day	Year Month Day	Year Month Day
5 Marital status Encircle an appropriate number irrespective of official record.		1. Never married 2. Married 3. Widowed/divorced	1. Never married 2. Married 3. Widowed/divorced	1. Never married 2. Married 3. Widowed/divorced	1. Never married 2. Married 3. Widowed/divorced	1. Never married 2. Married 3. Widowed/divorced
6 Were you engaged in work at all during the survey week i.e. the last seven days of the month (20 to 26 for December)? "Work" means any work for pay or profit. It includes work in a family business or farm, as well as piecework at home. Engaged in work Engaged mainly in work 1 Engaged in work besides attending school or doing housework, etc. 2 or 3 Not engaged in work Had a job but did not work 4 Had no job and was seeking one 5 Attended school, did housework, or other 6, 7 or 8 Encircle an appropriate number		1. Engaged mainly in work 2. Engaged in work besides attending school 3. Engaged in work besides doing housework 4. Had a job but did not work 5. Had no job and was seeking one 6. Attended school 7. Did housework 8. Other Go to Question 7 Go to the next question Question ended	1. Engaged mainly in work 2. Engaged in work besides attending school 3. Engaged in work besides doing housework 4. Had a job but did not work 5. Had no job and was seeking one 6. Attended school 7. Did housework 8. Other Go to Question 7 Go to the next question Question ended	1. Engaged mainly in work 2. Engaged in work besides attending school 3. Engaged in work besides doing housework 4. Had a job but did not work 5. Had no job and was seeking one 6. Attended school 7. Did housework 8. Other Go to Question 7 Go to the next question Question ended	1. Engaged mainly in work 2. Engaged in work besides attending school 3. Engaged in work besides doing housework 4. Had a job but did not work 5. Had no job and was seeking one 6. Attended school 7. Did housework 8. Other Go to Question 7 Go to the next question Question ended	1. Engaged mainly in work 2. Engaged in work besides attending school 3. Engaged in work besides doing housework 4. Had a job but did not work 5. Had no job and was seeking one 6. Attended school 7. Did housework 8. Other Go to Question 7 Go to the next question Question ended
6-2 Were you seeking a job in order to work mainly or to work besides attending school or doing housework, etc.? To work mainly 1 To work besides attending school or doing housework, etc. 2 Encircle an appropriate number		1. To work mainly 2. To work besides attending school or doing housework etc. (Question ended)	1. To work mainly 2. To work besides attending school or doing housework etc. (Question ended)	1. To work mainly 2. To work besides attending school or doing housework etc. (Question ended)	1. To work mainly 2. To work besides attending school or doing housework etc. (Question ended)	1. To work mainly 2. To work besides attending school or doing housework etc. (Question ended)
7 Hours worked during the survey week Use the "Memorandum" on page 3. If you worked in more than one job, write the sum of hours worked in all jobs. If you had a job but did not work during the survey week, write "0"		hours	hours	hours	hours	hours

Details of work	8 Employment status	9 Name of establishment	10 Kind of business or industry	11 Kind of work	12 Number of persons engaged in the enterprise as a whole	13 Do you wish to change the present job, or wish to have another job in addition to the present one?
8 Employment status Employee Regular employee 1 Temporary employee 2 (Employed on a contract of one month to one year) Day labourer 3 (Employed on a contract of less than one month) Executive of company or corporation 4 Self employed worker with employee(s) 5 Without employee 6 Family worker 7 Doing piecework at home 8 Encircle an appropriate number	1. Regular employee 2. Temporary employee 3. Day labourer 4. Executive of company or corporation 5. Self employed worker with employee(s) 6. Self employed worker without employee 7. Family worker 8. Doing piecework at home	1. Unincorporated enterprise 2. Company 3. Other	1. Unincorporated enterprise 2. Company 3. Other	1. Unincorporated enterprise 2. Company 3. Other	1. 1 person 2. 2-4 persons 3. 5-9 persons 4. 10-29 persons 5. 30-99 persons 6. 100-499 persons 7. 500-999 persons 8. 1000 persons or over 9. Government	Wish to change the present job 1. Seeking one 2. Not seeking Wish to have an additional job 3. Seeking one 4. Not seeking 5. Other
9 Name of establishment Write the name of the establishment (office, factory, shop, etc.) where you worked, and encircle an appropriate number according to its form of organization.						
10 Kind of business or industry Describe specifically the kind of business or industry of the establishment.						
11 Kind of work Describe specifically the kind of work you were engaged in at the establishment.						
12 Number of persons engaged in the enterprise as a whole Encircle an appropriate number according to the total number of persons working in the enterprise including the main office, branch offices, factories, etc. If you are central or local government worker, encircle "9"						
13 Do you wish to change the present job, or wish to have another job in addition to the present one? Wish to change the present job Seeking one 1 Not seeking 2 Wish to have an additional job Seeking one 3 Not seeking 4 Other 5 Encircle an appropriate number						

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a. the employee who did not work because of illness, vacation, labour-management dispute, etc. but received or is to receive wage or salary.

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more than one job, the figures refer to the total number of hours worked in all jobs.

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Persons who wish to change the type of work in the same company are not considered as "Wish to change the present job".

Hours Worked during the Survey Week (20 to 26 for December)
Memorandum for Question 7 on page 2.

Names (to be recorded every day)	1st Day		2nd Day		3rd Day		4th Day		5th Day		6th Day		7th Day		Total	
	Hours	Minutes	Hours	Minutes	Hours	Minutes	Hours	Minutes	Hours	Minutes	Hours	Minutes	Hours	Minutes	Hours	Minutes

Labour Force Survey Questionnaire

Confidential

Designated Statistics
No. 30

(For second month)

Month ____ Year ____
Statistics Bureau
Management and
Coordination Agency

The statistical law, on which this survey is based, prohibits the use of the information supplied by you for purposes other than strictly statistical. It is also forbidden that enumerators and any other officials who are engaged in the survey disclose what is reported in the questionnaire. You are, therefore, kindly requested to provide information frankly and accurately.

Thank you for your cooperation last month.
Your cooperation is again requested this month.

PLEASE READ THE FOLLOWING NOTES BEFORE FILLING OUT

All members who usually live in your household should be included in this questionnaire.

Persons who usually live in your household refer to those who have been living, or are going to live in your household for three months or more as of the end of the month.

Persons to be included are

- * Family members
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Persons who are temporarily absent from your household for travelling or working elsewhere shall be reported at their homes if the period of absence is less than three months. If they have been, or are going to be, absent from home for three months or more, they shall be enumerated at their destination.

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Special attention should be paid to the following cases.

Lodgers

* Lodgers such as roomers and boarders who pay room rent should be reported individually as a separate household.

* Lodgers living together with their relatives should be reported with their relatives as one household.

Persons living in dormitories

* persons living in school dormitories, dormitories for unmarried employees, etc. should be reported individually as a separate household.

Columns to fill out

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* If the number of household members 15 years old and over exceed five, use another questionnaire.

When entry is over, please check if the entry is correct. Write the name of the head in the designated column, and hand in this questionnaire to the enumerator.

In this survey, actual status during the survey week ending the last day (26th for December) of the month should be entered.

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Note The enumerator in charge filled in the blank for Question 1 to Question 5 in advance for the household members who answered the questions a month ago. If any of them moved out or died, mark his or her name with X. And anyone 15 years or over who moved into the household is requested to answer the questions.		To be used by the enumerator	Enumeration district code	For a person 15 years old or over as of the last day of the month (26th for December)		To be used by the enumerator	Household code	Type of household (Area of cultivated land)	Number of members of the household	Total	Male	Female
								1 50 acres or more 2 More than 10 acres but less than 50 acres 3 Less than 10 acres or without cultivated land	15 years old and over 14 years old and under			
1 Name (Full name) Enter the name of each person 15 years or over who is usually living in the household. See notes on page 1 regarding persons to be included.												
2 Relationship to the head of the household Write your relationship to the head of the household, e.g., wife, mother, eldest son, wife of eldest son, domestic servant, living-in employee, etc.												
3 Sex 1. Male 2. Female												
4 Date of birth Year Month Day												
5 Marital status Encircle an appropriate number irrespective of official record. 1. Never married 2. Married 3. Widowed/divorced												
6 Were you engaged in work at all during the survey week i.e. the last seven days of the month (20 to 26 for December)? "Work" means any work for pay or profit. It includes work in a family business or farm, as well as piecework at home. Engaged in work Engaged mainly in work 1 Engaged in work besides attending school or doing housework, etc. 2 or 3 Not engaged in work Had a job but did not work 4 Had no job and was seeking one 5 Attended school, did housework, or other 6, 7 or 8 Encircle an appropriate number												
6-2 Were you seeking a job in order to work mainly or to work besides attending school or doing housework, etc.? To work mainly 1 To work besides attending school or doing housework, etc. 2 Encircle an appropriate number												
6-3 Why did you start seeking a job? Quitted a job Due to personnel reduction, slump in business, age-limit, etc. 1 For personal reason or family reason 2 To newly take up a job School leaver or university graduate 3 Other 4 Encircle an appropriate number												
7 Hours worked during the survey week Use the "Memorandum" on page 3. If you worked in more than one job, write the sum of hours worked in all jobs. If you had a job but did not work during the survey week, write "0"												

Regular employee Temporary employee 2 Employed on a contract of one month to one year Day labourer 3 Employed on a contract of less than one month Executive of company or corporation 4 Self employed worker with employee(s) 5 Without employee 6 Family worker 7 Doing piecework at home 8 Encircle an appropriate number		Temporary employee 3. Day labourer 4. Executive of company or corporation 5. Self employed worker with employee(s) 6. Self employed worker without employee 7. Family worker 8. Doing piecework at home		Temporary employee 3. Day labourer 4. Executive of company or corporation 5. Self employed worker with employee(s) 6. Self employed worker without employee 7. Family worker 8. Doing piecework at home		Temporary employee 3. Day labourer 4. Executive of company or corporation 5. Self employed worker with employee(s) 6. Self employed worker without employee 7. Family worker 8. Doing piecework at home		Temporary employee 3. Day labourer 4. Executive of company or corporation 5. Self employed worker with employee(s) 6. Self employed worker without employee 7. Family worker 8. Doing piecework at home	
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10 Kind of business or industry Describe specifically the kind of business or industry of the establishment.									
11 Kind of work Describe specifically the kind of work you were engaged in at the establishment									
12 Number of persons engaged in the enterprise as a whole Encircle an appropriate number according to the total number of persons working in the enterprise including the main office, branch offices, factories, etc. If you are central or local government worker, encircle "9" 1. 1 person 2. 2-4 persons 3. 5-9 persons 4. 10-29 persons 5. 30-99 persons 6. 100-499 persons 7. 500-999 persons 8. 1000 persons or over 9. Government									
13 Do you wish to change the present job, or wish to have another job in addition to the present one? Wish to change the present job Seeking one 1 Not seeking 2 Wish to have an additional job Seeking one 3 Not seeking 4 Other 5 Encircle an appropriate number									

To be used by the enumerator	Change over the month in members of the household	1. Unchanged 2. Reached 15 years of age 3. Moved in 4. Added 5. Died 6. Moved out 7. Eliminated	1. Unchanged 2. Reached 15 years of age 3. Moved in 4. Added 5. Died 6. Moved out 7. Eliminated	1. Unchanged 2. Reached 15 years of age 3. Moved in 4. Added 5. Died 6. Moved out 7. Eliminated	1. Unchanged 2. Reached 15 years of age 3. Moved in 4. Added 5. Died 6. Moved out 7. Eliminated	1. Unchanged 2. Reached 15 years of age 3. Moved in 4. Added 5. Died 6. Moved out 7. Eliminated
To be used by the Bureau						
1 2 3 4 1 2 3 4 1 2 3 4 1 2 3 4 1 2 3 4						