

NOTES:

Abbreviations: Some questions concern the survey week and the three weeks preceding it, the intention is that the software will add dates to the questions, which is denoted in the questions as follows: dd/mm – dd/mm/yyyy. The last dd/mm/yyyy means the Sunday of the survey week.

PIPOLO Group:

An employee who has a job but has been away from work for more than 13 weeks (three months) for other reasons than maternity/paternity leave or own sickness, is called PIPOLO=1 group.

PIPOLO=1 if KA3=1 and T4=1,7, DNK and (L2=2, DNK or (KA4#5 and KA5#1 and (KA8A_2013=3, DNK or KA8B=3, DNK))

- The group is classified as non-employed in results.
- Necessary data concerning job/employer are collected in connection with questions for employed persons (marked with * before the question).

- Data concerning job-seeking is collected in connection with questions for non-employed persons.
- Not asked whether waiting for agreed job to start. In Finland this group primarily consists of persons on child care leave or job alternation leave who have intentionally withdrawn from working life. It would be strange to classify them as unemployed, even if they had found a new job during the leave that they would start once the leave has ended.

Conscripts/performers of community service:

In the data transmitted to Eurostat all respondents are coded as living in private households (HHTYPE=1). Afterwards Eurostat classifies conscripts on compulsory military or community service (WSTATOR=4) as living in collective households and excludes them from their results which cover persons living in private households. In our national statistics conscripts are included, they are in the group "not in the labour force".

As performing of compulsory military service/community service also overrides other activities, it is not purposeful to ask this group questions concerning employment during the survey week. Instead of interviewing conscripts, we impute some data for them and include data available from registers.

LABOUR FORCE SURVEY 2020

Data to be checked by the interviewer

Tieant

Who supplies data for the target person?

1. The target person
2. The target person's spouse
3. Someone else (father/mother/child/brother/sister) in the household

All

H3

Did the target person live abroad or at some institution (e.g. old people's home, hospital, youth home, children's home, group home, prison) during the survey week (dd/mm – dd/mm/yyyy)?

1. Yes
 2. No
- DNK

IF H3=1

H4

Does the target person live:

1. Abroad or
2. At some institution (e.g. old people's home, hospital, youth home, children's home, group home, prison)?

IF H4=1

H5

What is the estimated duration of the stay abroad?

1. Less than 12 months
2. At least 12 months

If age=17–30

H7

Was the person aged between 17 and 30 a conscript or performing community service during the survey week (dd/mm – dd/mm/yyyy)?

1. Yes
2. No

3. Performed military service/exempted

1st survey if SYKU=200 (municipality of birth in the register is 200, i.e. born abroad)

H1

In what country were you born?

_____ (SF's classification of countries in drop-down menu + I don't know option)

DNK

1st survey if SYKU=200 (municipality of birth in the register is 200, i.e. born abroad)

H2B

How many years have you lived in Finland?

__ (0 - 97)

DNK

0= under 12 months in Finland

An estimate if does not remember or know exactly.

ACTIVITY DURING THE SURVEY WEEK

- KA1intro** ALL aged 15–74 (except conscripts on compulsory military or community service (H7=1))
I will be asking questions about working, studying and job-seeking. The questions concern last week/the week before last week/(week no. xx) , in other words, the week from Monday dd/mm to Sunday dd/mm/yyyy.
- KA1** ALL aged 15–74 (except conscripts on compulsory military or community service (H7=1))
Did you work for pay or profit for at least one hour as an employee, self-employed, own-account worker or on a farm last week/the week before last week/(week no. xx)?
- (week xx, i.e. dd/mm – dd/mm/yyyy)
1. Yes
 2. No
- DNK
- If on holiday for the whole week or temporarily absent from work, note down “no”.
Paid work means work done as employee, self-employed or own-account worker, inclusive of agricultural work.
Volunteer work or caring for a relative is not paid work.
- KA2** If KA1 = 2, DNK
Did you work without pay in an enterprise or on a farm belonging to a member of your household during last/the week before last week/(week no. xx)?
(Concerns week xx, i.e. dd/mm – dd/mm/yyyy)
1. Yes
 2. No
- DNK
- If on holiday for the whole week or temporarily absent from work, note down “no”.
- KA3** If KA1 = 2, DNK
Do you have a job from which you were absent for the whole week?
(Concerns week xx, i.e. dd/mm – dd/mm/yyyy)
1. Yes
 2. No
- DNK
- Always note down “Yes” if a valid employment contract exists even if a long absence is concerned, such as maternity, paternity or parental leave, full-time child care leave, job alternation leave, study leave, etc.
An unpaid family worker can also be temporarily absent from work.
- T1** If KA1=1 or KA2=1 or KA3=1
Did you have one or several jobs (during last week/the week before last week/(week no. xx)? Include also the jobs from which you were temporarily absent for the whole week.
(Concerns week xx, i.e. dd/mm – dd/mm/yyyy)
1. One job
 2. Several jobs
- DNK
- Incl. the jobs from which was temporarily absent because of e.g. illness or holiday.
An employee has several jobs if he/she has more than one employer or paymaster. A self-employed person can also have more than one businesses in the same field or a secondary job as an employee, and an employee may be a part-time entrepreneur or have a secondary grant funded job. An unpaid family worker can also be temporarily absent from work.

If T1=2
T2. How many jobs did you have?
___ (enter number from 2 to 8)
DNK

If more than 8 jobs, enter 8 as the number.
Incl. the jobs from which person was temporarily absent.
An employee has different jobs if he/she has several employers or paymasters or an enterprise. A self-employed person can also have more than one businesses in the same field or a secondary job as an employee.

If T1=2
T3intro Because you have several jobs, please select one of them as your main job. I will call the other(s) your secondary job(s).

Main job is the one on which most time is spent or from which biggest pay is received or which is continuous or permanent, or matches education best.

If (KA1=1 or KA2=1) and T1=2 (Working during survey week, several jobs)
T3U During last week/the week before last week/(week no. xx), did you:
1. Work in both your main and in (at least one of) your secondary job(s)
2. Work in only your main job (absent from secondary job) or
3. Work in only your secondary job(s)?
DNK

Keep asking until suitable alternative is found.
(Concerns week xx, i.e. dd/mm – dd/mm/yyyy)
If absent from all jobs, return to question KA1.

If T1=1, DNK and KA3=1 (Employed with one job, absent for the whole week):
KA4 Why were you absent from work or otherwise on leave for the whole of last week/the week before last week/(week no. xx)? Was the main reason:

If T3U=3 (Several jobs, absent from main job for the survey week, but worked in secondary job) or T1=2 and KA3=1 (Several jobs and absent from all of them for the survey week):

KA4 Why were you absent from your main job for the whole of last week/the week before last week? Was the main reason:

1. Temporary lay-off (employee)
2. Shortage of work or orders due to production reasons (but not lay-off)
3. Strike or lockout
4. Study leave
5. Own illness or accident
6. Caring for own children or other relative (including maternity leave before the child's birth)
7. Annual holiday or leave in lieu of holiday pay
8. A day or week off (e.g. in period-based work, shift work, part-time work, part-time retirement, as paid time-off to compensate for loss of earnings due to shortened working hours, time off to compensate for overtime, seasonal work)
9. bad weather?
10. performing conscription of community service
11. Other reason (e.g. reservist military maneuvers, unpaid leave of absence or job alternation leave for some other reason)

Keep asking until a suitable alternative is found.
If several reasons for absence, select the one having caused the highest number of hours of absence.
(Concerns week xx, i.e. dd/mm – dd/mm/yyyy)

ALARM if KA4=10 "You marked KA4=10, was the respondents really performing conscription or community service during the survey week? If so, return to correct question H7, otherwise select some other reason for absence than alternative 10."

If KA4=6, i.e. cared for a child or some other relative
KA5 During last week/the week before last week/(week no. xx), were you:

1. On maternity or paternity leave
2. On parental leave
3. On full-time child care leave from work or
4. Temporarily off work to look after a child under ten
5. Or otherwise caring for children or some other relative?

DNK

Alternatives 1-4 are statutory family leave entitlements for parents of small children.
Maternity leave: mother's leave of approximately 3 months in connection with the birth of a child.
Paternity leave: fathers can take a leave of at most 54 working days flexibly before the child reaches the age of two years.
Parental leave: until the child is 9 months old; can be taken by either mother or father.
Child care leave: Leave for the purpose of looking after a child aged under 3 at home; can be taken by either mother or father.
Temporary child care leave: right for a few days' absence from work because of acute illness of child under ten years of age.
If these family leaves are not concerned (e.g. the person has otherwise taken time off to care for a sick relative), enter 5.

Laid off (If KA4=1)

L2

Have you been laid off:

1. For a fixed time period with an agreed date of return to work
2. Or until further notice?

DNK

If KA3=1 and KA4≠5 and (KA3=1 or (T1=2 and T3U=3)

If absent from work for the whole week and the reason for absence is not own illness and has a job (or several jobs and only worked in secondary job).

KA6

Were you absent any full working day from your (main) job during last/the week before last week/(week no. xx) because of your own illness or injury?

1. Yes
2. No

DNK

Only absences of full day(s) are taken into account.

An absence which will last a working day or a shift is meant irrespective of the length of the working day.

(Concerns week xx, i.e. dd/mm – dd/mm/yyyy)

If absent from work for the whole week and KA4=5 or KA6=1

KA7

How many full working days were you absent from your (main) job during last week/the week before last week/(week no. xx) because of illness or injury?

1,2,3,4,5,6, or 7 working days absent from main job in week xx because of own illness or injury.

DNK

Only absences of full day(s) are taken into account. If not absent for a single full day, return to correct answer to question KA6.

(Concerns week xx, i.e. dd/mm – dd/mm/yyyy)

*KA8A_2013

If KA3=1 and T1=1, DNK (absent for the survey week and has one job)

For how many weeks had you been absent from work (=by Sunday of the survey week):

1. less than 4 weeks
2. 4—13 weeks or
3. More than 13 weeks?

DNK

13 weeks = 3 months

*KA8B

If KA3=1 and T1=2 (absent for the survey week and has several jobs)

When were you last at work? By Sunday (of the survey week) was the time lapsed since then:

1. less than 4 weeks
2. 4—13 weeks or
3. More than 13 weeks?

DNK

If absent from main job and secondary job for different lengths of time, enter the shorter period of absence.

13 weeks = 3 months

If ((KA8A_2013=3, DNK or KA8B =3, DNK) and KA4≠5 and KA5≠1) OR L2=2 (data required for the PIPOLO=1 group)

***KA9**

When were you last at work?

date: __/__/____

Estimate, if does not remember or know exactly.

If the answer was given last time, ensure that target has not worked in between.

Check: date must be before the survey week and after 15th birthday.

KA10

If ((KA8A_2013=3, DNK or KA8B =3, DNK) and KA4≠5 and KA5≠1)) OR L2=1

When will you return or estimate that your will return to work?

Date: __/__/____

Estimate, if does not remember or know exactly.

Check: date must be after the survey week.

***KA11A**

If (KA8A_2013=3, DNK or KA8B=3, DNK) (absent from work for over 13 weeks) and KA5=1,2, DNK

Do you receive maternity allowance, paternity allowance or parent's allowance pay?

1. Yes
2. No
- DNK

***KA11B**

If (KA8A_2013=3, DNK or KA8B=3, DNK) and KA4=1, 2, 4, 11

Do you receive salary, earnings-related unemployment allowance or job alternation leave pay?

1. Yes
2. No
- DNK

***KA12**

If KA11A=1 or KA11B=1

Compared to your pay while at work, do you receive now during your absence:

1. At least half of your basic pay or
2. Less than half of your basic pay?
- DNK

**QUESTIONS FOR EMPLOYED PERSONS and the PIPOLO=1 group (*) MAIN JOB
(If KA1=1 or KA2=1 or KA3=1)**

T4intro

If T1=2

The next questions concern your main job.

T4

If KA1=1 or KA2=1 or KA3=1

Are you (in your main job):

1. An employee
2. Self-employed in agriculture (incl. in forestry, horticulture, etc.)
3. Other self-employed (other than in agriculture)
4. An own-account worker, freelancer or scholarship recipient
5. Unpaid family worker on the farm of a family member
6. Or unpaid family worker in a business of a family member?
7. Other

DNK

Answer last time: --- (in 2nd to 5th rounds)

Main job is the one on which most time is spent or from which biggest pay is received or which is continuous or permanent, or matches education best.

Freelancer may have more than one clients during one year. Assignments can be done either in short employment contract or as entrepreneur. Freelancers working on multiple assignments simultaneously usually have a freelancer tax deduction card.

Ip:s own view.

T4B

If T4 = 4

Are you:

1. An own-account worker

- 2. Freelancer
- 3. or a scholarship recipient?

Ip:s own view.
 Freelancer may have more then one clients during one year. Assignments can be done either in short employment contract or as entrepreneur. Freelancers working on multiple assignments simultaneously usually have a freelancer tax deduction card.

If T4 = 2, 3 or 4

T5 Do you have paid labour force?

- 1. Yes
- 2. No
- DNK

If T5=1 (entrepreneur who has employed labour force)

T5Y How many subordinates do you have?

- 1. 1 to 5
- 2. 6 to 10
- 3. 11 to 20
- 4. 21 to 50
- 5. over 50

Employees (T4=1,7 or DNK)

***T5P Are you a hired worker (in your main job)?**

- 1. Yes
- 2. No
- DNK

Answer last time: --- (in 2nd to 5th rounds)

Hiring of labour means that a personnel service agency provides its own employees for its customer enterprises. The work is done with the equipment and at the premises of the customer enterprise, which also supervises the work. The personnel service agency is responsible for the remuneration, social security contributions and statutory insurance contributions of its employees.

If T5P=1 (hired worker):

T6A Through which staff hire agency did you get your job?

Name of personnel service agency: _____

The data are needed for the coding of industry.

If T5P=1 (hired worker):

T6intro The next questions concern the place of work were you worked or from where you were absent during last/the week before last week, and not the personnel service agency that employs you.

If employee or unpaid family worker (T4=1, 5, 6, 7 or DNK)

***T6 What is the name of your place (or establishment) of work?**

If self-employed (T4=2,3 or 4)

***T6 What is the name of your enterprise?**

Name of place of work/enterprise: _____

DNK

Answer last time: --- (in 2nd to 5th rounds)

If an enterprise with multiple establishments is concerned, ask for the name of the establishment (not the employer).
 For a hired worker enter the name of the place of work where he/she worked during the survey week (not the personnel service agency).
 If scholarship recipient, enter name of respondent as name of enterprise.
 The data are needed for the coding of industry.

Alarm, if the same employer is offered as in question T6A: Is the one and same place of work really concerned? The name of the staff hire agency was asked for first and then the place of work where the respondent actually worked.

If employee or unpaid family worker (T4=1, 5, 6, 7 or DNK)

***T7 In which municipality is your place of work located?**

If self-employed (T4=2, 3 or 4)

*T7

In which municipality is your enterprise or farm located?

Name of municipality: _____ → (list of municipality numbers)

200. Abroad

DNK (=997)

If work is done in more than one municipality, select the one from which instructions are received for work.

If employee or unpaid family worker (T4=1, 5, 6, 7 or DNK)

*T8

What is the street address of your place of work?

If self-employed (T4=2, 3 or 4)

*T8

What is the street address of your enterprise?

Open answer, no more than 50 characters of text

Answer last time: --- (in 2nd to 5th rounds)

If an enterprise with multiple establishments is concerned, ask for the address of the establishment. If cannot remember street number, only enter street name. Necessary if the same employer has several establishments in the municipality.

The data are needed for the coding of industry.

If T7=200 (abroad) and employee or unpaid family worker (T4=1, 5-7 or DNK)

*T9

In which country is your place of work located?

If T7=200 (abroad) and self-employed (T4=2, 3,4)

*T9

In which country is the enterprise located?

Write name of the country here: _____ (→ SF's classification of countries)

DNK

If employee or unpaid family worker (T4=1, 5-7 or DNK)

*T10

What is the industry of your place of work?

If self-employed (T4=2, 3, 4)

*T10

What is the industry of your enterprise?

Open answer, coded at the statistics unit

DNK

Answer last time: --- (in 2nd to 5th rounds)

Industry describes the activity which the establishment primarily engages in.

The information is needed as auxiliary data in the coding of industry, so must be recorded at sufficiently detailed level. To assist, the interviewee could be asked what his/her workplace produces, does, sells or manages.

For example, manufacturing of metal pipes, road construction, ladies' clothing store, staff restaurant, old people's home, hospital, comprehensive school.

If scholarship recipient, note down research field (e.g. medical science).

If T4=2 or 5 (own-account worker or unpaid family worker in agriculture)

*T11

What is the main line of production of the farm?

1. Cereals production
2. Growing of plant crops and horticulture (root and other vegetables, soft fruit, flowers, etc.)
3. Dairy farming
4. Beef cattle farming
5. Pig farming
6. Poultry farming
7. Other farming of animals
8. Fur farming
9. Reindeer farming
10. Forestry
11. Secondary activities in agriculture (e.g. tourism, riding stables)
12. Other

DNK

Answer last time: --- (in 2nd to 5th rounds)

Main line of production determined by highest gross income received or expected to be received during the year. The data is needed for the coding of occupation and industry.

KA1=1 or KA2=1 or KA3=1

*T12

What is your occupation at this place of work? (Name of place of work from T6)

Occupational title: _____ → (T12koodi: index of occupations)

If occupation empty, unknown or DNK

Answer last time: --- (in 2nd to 5th rounds)

If employed and T12=empty, unknown or DNK (not asked if code for occupation has been found)

*T122

What are your main job tasks?

Open answer: _____

If T12koodi=1120-1439, 11200 -14399 or T5=1 (in management occupation or self-employed with paid workers)

T12J

How large part of your work involves strategic management of the enterprise or organisation. Is it:

1. under 30 per cent
 2. 30 to 50 per cent, or
 3. over 50 per cent?
- DNK

If (T4=1, 7 or DNK) and T12koodi=1120-1439, 11200 -14399

T12A

How many subordinates do you have?

0. None
 1. 1 to 5
 2. 6 to 10
 3. 11 to 20
 4. 21 to 50
 5. over 50
- DNK

If necessary, read out the response alternatives.

Refers to all subordinates.

QUESTIONS FOR EMPLOYED PERSONS (KA1=1 or KA2=1 or (KA3=1 and PIPOLO≠1) MAIN JOB

5th round and if employee (If T4=1, 7 or DNK)

T12P

Do you have supervisory or managerial tasks?

1. Yes
 2. No
- DNK

Note down **Yes** if the person has supervisory responsibilities. For example, full-time project managers are in supervisory positions even when they do not formally have subordinates.

5th round all employed (if KA1=1 or KA2=1 or (KA3=1 and PIPOLO≠1)

T13

How many persons work at the establishment where you work?

- __ (exact number if 1-10 persons)
- 1.-10. ; 1 person, 2, 3, 4, 5, 6, 7, 8, 9, 10 persons
 11. 11-19 persons
 12. 20-49 persons
 13. 50-199 persons
 14. 200-499 persons
 15. 500 persons or more
- DNK

If an enterprise with multiple establishments is concerned, size of the establishment is sought, not that of the employer or the whole enterprise.
Including the person him/herself.

If T5P=1 (hired worker) and employed (KA1=1 or KA2=1 or (KA3=1 and PIPOLO≠1)

TS1Pintro

The next questions concern the personnel service agency that employs you.

TS1 If employee or unpaid family worker (T4=1, 5-7, or DNK) and employed (KA1=1 or KA2=1 or (KA3=1 and PIPOLO≠1)

Since when have you been working continuously for your current employer?

If self-employed (T4=2-4) and employed (KA1=1 or KA2=1 or (KA3=1 and PIPOLO≠1)

TS1 **When did you start your current business?**

Year: _ _ _ _ mm: _ _

DNK

Answer last time: --- (in 2nd to 5th rounds)

Estimate, if does not remember or know exactly.

Work done under the age of 15 is not taken into account.

Latest continuous employment. Absences are not taken into account if employment contract was not terminated during them. Entrepreneurs: startingpoint of an enterprise.

If a person has had many temporary posts without breaks the start date will be counted from the beginning.

Check:

Date must be after the 15th birthday.

Date cannot be in the future.

5th round and if employee (T4=1,7 or DNK) and according to TS1 work has started within the past 12

TS2 **Did you learn about your current job through the TE office, for example from their Internet pages?**

1. Yes

2. No

DNK

If T1=2 (several jobs) and employed (KA1=1 or KA2=1 or (KA3=1 and PIPOLO≠1)

TS3intro **The following questions continue to concern your main job.**

If employee (T4= 1, 7 or DNK) and employed (KA1=1 or KA2=1 or (KA3=1 and PIPOLO≠1)

TS3 **Is your current employment relationship:**

1. Permanent (valid until further notice)

2. Or fixed-term or temporary?

DNK

Answer last time: --- (in 2nd to 5th rounds)

Persons summoned to work when required are in a temporary job when they work. In their case, employment contract is interpreted as being made separately for each work period. If on leave of absence from a permanent job and at the moment, in some other fixed-term work, the employment relationship is entered as permanent. **Hired workers: refers to employment relationship with a temporary employment agency.**

All self-employed (T4=2, 3, 4, 5 or 6)

TS3Y **Is your current job:**

1. Permanent

2. Seasonal

3. Or short-term or temporary?

DNK

If TS3=2

TS4_2016 **Are you working for a fixed-term because:**

1. You are doing apprenticeship

2. You are doing practical training connected with education

3. You are working for a trial period

4. Permanent work was not available, or because

5. You did not want a permanent job?

Answer last time: --- (in 2nd to 5th rounds)

If the reason is e.g. "nature of work" or "project work" select best suited one from alternatives 4 and 5.

If TS3=2 (fixed-term employees)

TS5 **When will your employment relationship end or when do you think it will end?**

Date: _/ _/ _

Estimate, if does not remember or know exactly.

Check: date must fall within the survey week or after it.

If TS3=2 (fixed-term employees)

TS6 How long is your current employment relationship from the start to the end?

1. Under one month
2. 1 to 3 months
3. 4 to 6 months
4. 7 to 12 months
5. More than 12 months but not more than 18 months
6. More than 18 months but not more than 2 years
7. More than 2 years but not more than 3 years
8. More than 3 years

DNK

If there have been several fixed-terms after another, the most recent one is concerned.

WORKING HOURS IN THE MAIN JOB OF EMPLOYED PERSONS (KA1=1 or KA2=1 or KA3=1) and PIPOLO≠1

All employed (KA1=1 or KA2=1 or KA3=1) and PIPOLO≠1

TA1 Do you work in your (main) job:

1. Full-time
2. Or part-time?

DNK

Answer last time: --- (in 2nd to 5th rounds)

The interviewee himself determines whether he/she does full-time or part-time work.

Working hours can be compared with regular working hours in the field or occupation concerned. Persons in part-time retirement always do part-time work. Those on leave of absence from their permanent job who are working in another job at the moment, answer based on the work done in the survey week.

If TA1=2 and AGE 61-67.

TA2 Are you in part-time retirement or do you receive (partial) early old age pension?

1. Yes
2. No

DNK

If TA1=2 (1st to 5th wave)

TA3B Do you work part-time because:

1. Full-time work was not available, or because
2. You are studying
3. You are caring for your own children
4. You are caring for some other relative
5. Of health reasons, or
6. You prefer to work part-time for some other reason?

DNK

The main reason.

5th round and if TA3B=3, 4 (care responsibilities reason for working part-time)

TA4 Does the unavailability of suitable care services prevent you from working full-time?

1. Yes
2. No

DNK

If 5th round and if TA4=1

TA5 Do you need care services for:

1. A child aged under 15 or
2. An elderly, sick or disabled relative or
3. Both?

DNK

If TI=2 and employed
TA6intro **Next questions concern arrangements of your working hours in your main job and working hours per week.**

If employee (T4=1, 7, DNK) and employed
TA8 **Do you do shift work in your (main) job?**
1. Yes
2. No
DNK

Answer last time: --- (in 2nd to 5th rounds)

Shift work is work in which shifts change regularly according to an agreed rota of time periods. Note down "No" if the person regularly only does a certain shift, such as night or evening shifts. The times of working vary for shiftworkers.

If employee (T4=1, 7 or DNK) and employed
TA6 **Do you do period-based work in your (main) job?**
1. Yes
2. No
DNK

Answer last time: --- (in 2nd to 5th rounds)

Period-based work is an arrangement of working hours in which the lengths of shifts and numbers of working hours vary in different weeks of the period. Even in period-based work, working hours even out to no more than 40 per week, which is the highest legal number of working hours per week without overtime.

In period-based work (previously irregular shift work) regular working hours can be arranged, for example, as
- 114 h 45 min in three weeks
- 229 h 30 min in six weeks

If TA6=1 i.e. an employee who does period-based work
TA7A **How many working hours are there in the period? ___ hours**

Enter the response in full hours, if necessary, round to the nearest full hour.

If TA6=1 i.e. an employee who does period-based work
TA7B **How many weeks are there in the balancing period including time off? __ weeks**

DNK

CALCULATOR: TA7A/TA7B

If (T4=1, 7, DNK and TA6≠1) i.e. an employee who does not do period-based work
TA9 **What are your regular or usual weekly working hours (in your main job)? Please include any regular overtime hours you do, both unpaid and paid.**

If self-employed or unpaid family worker (T4=2-6)
TA9 **How many hours do you usually work per week?**

___ hours

000. No regular working hours because they vary from one week to the next

DNK

Look for an average of weekly working hours over a longer time period.

Paid or unpaid overtime or other additional hours.

Halves of hours are raised upwards if preceded by an odd number (e.g. 37.5 hours = 38). It preceded by an even number, raising is not done (e.g. 38.5 hours = 38).

If TA7A=DNK or TA7B=DNK or TA9=000, DNK
TA11 **Could you estimate your average weekly working hours for example based on your latest month of employment?**

___ hours

DNK

Alarm here if nil is offered.

Look for an average of weekly working hours over a longer time period.

TA12intro

If T1=2 and if (KA1=1 or KA2=1) and (T1=1 or T3U=1, 2) i.e. is working in the main job during the survey week and is employed and has several jobs.

The following questions continue to concern your main job.

TA13

If (KA1=1 or KA2=1) and (T1=1, DNK or T3U=1, 2, DNK) i.e. was working at the main place of work

Did you work on Saturday, dd/mm (=Saturday of the survey week)?

1. Yes
 2. No
- DNK

TA14

If (KA1=1 or KA2=1) and (T1=1, DNK or T3U=1, 2, DNK) i.e. was working at the main place of work

Did you work on Sunday, dd/mm (=Sunday of the survey week)?

1. Yes
 2. No
- DNK

TA23

If (KA1=1 or KA2=1) and (T1=1, DNK or T3U=1, 2, DNK) i.e. was working at the main place of work during the survey week

Were you absent from your (main) job any full working day during last/the week before last week/(week no. xx) because of your own illness or injury?

1. Yes
 2. No
- DNK

Only full-day absences are considered.

An absence which will last a working day or a shift is meant irrespective of the length of the working day.

TA24

If TA23=1

How many full working days were you absent from work (during last/the week before last week/(week no. xx) because of illness or injury)?

_ working days

Only full-day absences. If worked shorter days because of illness, note down 0 days.

Check: accepts 0 – 7 days

TA12

If (KA1=1 or KA2=1) and (T1=1, DNK or T3U=1, 2, DNK) i.e. was working at the main job during the

On how many days were at work during last/the week before last week/(week no. xx)?

(Name of place of work from T6)

_ days

Partial days are counted as full days.

Check: accepts 1–7 days

TA15

If (KA1=1 or KA2=1) and (T1=1, DNK or T3U=1, 2, DNK) i.e. was working at the main place of work during the survey week and is employee.

Did you work overtime, additional hours or on-call hours at the workplace (in your main job) during last/the week before last week/(week no. xx)?

1. Worked overtime or additional hours
2. Worked on-call hours at the workplace
3. Worked both overtime and on-call hours
4. Worked neither

DNK

Paid or unpaid overtime or other additional hours.

TA16

If TA15=1 or 3

Are you compensated for this overtime work fully or partly in money or as time off?

1. Yes, compensated fully
2. Yes, compensated partly
3. Not compensated

DNK

Paid or unpaid overtime or other additional hours.

P8

How many hours did you work:

P81

(If TA15=1, 3 and TA16=1 or 2) paid overtime? __ hours

P82

(If TA15=1, 3 and TA16=2, 3, 9) unpaid overtime? __ hours

Paid or unpaid overtime or other additional hours.

If (KA1=1 or KA2=1) and (T1=1, DNK or T3U=1, 2, DNK) i.e. was working at the main place of work during the survey week and:

- If employee (T4=1, 7, DNK)

TA17

How many hours did you work (in your main job) during last/the week before last week/week no. xx if possible overtime and on-call hours are included and temporary

- If self-employed (T4=2-6)

TA17

How many hours altogether did you work during last/the week before last week/week no. xx? Temporary absences of even one hour should be deducted and on-call hours spent at home and domestic work should not be included in working hours.

__ hours

(Concerns week xx, i.e. dd/mm – dd/mm/yyyy)
Paid or unpaid overtime or other additional hours.
Halves of hours are raised upwards if preceded by an odd number (e.g. 37.5 hours = 38). It preceded by an even number, raising is not done (e.g. 38.5 hours = 38).

If TA11=DNK or TA17=DNK

TA18

Did you work more or fewer hours than usual during last/the week before last week/week no. xx?

1. More hours than usual
2. Fewer hours than usual
3. Usual number of hours

DNK

Calculator: TA17 - (TA7, TA9 or TA11) or based on TA18 either TA19, TA20 or if did usual number of hours move to either TA23, TEP0, TEP1, TEP6, S1 or AT1.

If (weekly working hours produced by calculator $TA7 - TA17 < 0$ or $TA9 - TA7 < 0$ or $TA11 - TA17 < 0$ or $TA18 = 1$) and $TA15 \neq 1, 3$ (did not work overtime in the survey week).

If worked overtime in the survey week (TA15=1, 3) value '1' can be given to the output variable formed on the basis of TA19.

TA19

You worked more hours than usual during last/the week before last week/week no. xx (xx hours more). Was the reason:

1. Overtime or additional hours (paid or unpaid) or
2. Variable working hours (e.g. flexitime, shift work, period-based work)?
3. Other reason

DNK

Main one if many reasons.
Paid or unpaid overtime or other additional hours.

If weekly working hours produced by calculator $TA7 - TA17 > 0$ or $TA9 - TA7 > 0$ or $TA11 - TA17 > 0$ or $TA18 = 2$

TA20

Did you work less hours than usual in the survey week because:

1. Your working hours vary or
2. For some other reason?

DNK

Other reason: was absent from work due to e.g. holiday, illness, public holiday, temporary lay-off.
Select alternative 2 if both reasons applied.

If TA20=2 or DNK

TA21

Was the reason for shorter working hours:

1. Shortage of work or orders due to production reasons
2. Strike or lockout
3. Study leave
4. Own illness or injury
5. Caring for own children or some other relative
6. Other absence from work for family or personal reasons
7. Annual holiday, leave in lieu of holiday pay
8. Public holiday (inc. Christmas and Midsummer Eve)

9. Bad weather
 10. Job started in the survey week
 11. Job finished in the survey week, no new job?
 12. Other reason
- DNK

Keep asking until suitable alternative is found.
If respondent reports one reason immediately, check if there were also others. Main reason.

If TA21=5, i.e. cared for a child or other relative

TA22

During last/the week before last week/week no. xx, were you:

1. On maternity or paternity leave
2. On parental leave (incl. father's month)
3. Full-time child care leave from work or
4. Temporary care leave from work to look after a sick child
5. Or otherwise caring for children or some other relative?

DNK

Alternatives 1-4 are statutory family leave entitlements for parents of small children.
Maternity leave: mother's leave of approximately 3 months in connection with the birth of a child.
Paternity leave: Fathers can take a leave of at most 54 working days flexibly before the child reaches the age of two years.
Parental leave: until the child is 9 months old; can be taken by either mother or father.
Child care leave: leave for the purpose of looking after a child aged under 3 at home; can be taken by either
Temporary child care leave: right for a few days' absence from work because of acute illness of child.
If these family leaves are not concerned (e.g. the person has otherwise taken time off to care for a sick relative), enter 5.

EMPLOYED, MAIN JOB

5TH SURVEY ROUND

(KA1=1 or KA2=1 or KA3=1) and PIPOL0≠1

Employed persons having worked in their main job in the past 4 weeks.

For the employed persons who have not worked in their main job in the past 4 weeks, value '3', i.e. 'No' can be added to the output variables to be formed later.

5th round and employed and has been working in the main job in the past four weeks: Employed and (((KA1=1 or KA2=1) and (T1=1, DNK or T3U=1, 2, DNK)) or (KA8A_2013=1 or KA8B=1) or T3U=3)

TEP1intro

I will next ask you questions about arrangements of your working hours (in your main job) during the past four weeks, i.e. the time period between dd/mm – dd/mm/yyyy (=Sunday of the survey week and the four weeks preceding it).

If 5th round and employed and has several jobs and been working in main or secondary job in the past four weeks: employed and (KA8B=1 or T3U=3)

TEP0

Were you working in your main job during the past four weeks?

1. Was working at main place of work on at least one day during the past four weeks
2. Was absent from main job for the entire four-week period

During the past four weeks= dd/mm – dd/mm/yyyy

5th round and employed and has been working in the main job in the past four weeks: employed and ((KA1=1 or KA2=1) and (T1=1, DNK or T3U=1, 2, DNK)) or KA8A_2013=1 or KA8B=1

TEP1

Did you work in the evenings between 6 pm and 11 pm (between 18 pm and 23 pm) during that time?

1. Yes, regularly
2. Yes, occasionally
3. No

DNK

During the past four weeks= dd/mm – dd/mm/yyyy

5th round and employed and has been working in the main job in the past four weeks: employed and ((KA1=1 or KA2=1) and (T1=1, DNK or T3U=1, 2, DNK)) or KA8A_2013=1 or KA8B=1

TEP2

Did you work during nights between 11 pm and 6 am (between 23 pm and 06 am) at that time?

1. Yes, regularly
 2. Yes, occasionally
 3. No
- DNK

During the past four weeks= dd/mm – dd/mm/yyyy

TEP3 5th round and employed and has been working in the main job in the past four weeks: Employed and ((KA1=1 or KA2=1) and (T1=1, DNK or T3U=1, 2, DNK)) or KA8A_2013=1 or KA8B=1
Did you work on one or more Saturdays during that time?

1. Yes, on at least two Saturdays
 2. Yes, on one Saturday
 3. No
- DNK

During the past four weeks= dd/mm – dd/mm/yyyy

TEP4 5th round and employed and has been working in the main job in the past four weeks: Employed and ((KA1=1 or KA2=1) and (T1=1, DNK or T3U=1, 2, DNK)) or KA8A_2013=1 or KA8B=1
Did you work on one or more Sundays during that time?

1. Yes, on at least two Sundays
 2. Yes, on one Sunday
 3. No
- DNK

During the past four weeks= dd/mm – dd/mm/yyyy

TEP5 5th round and employed and has been working in the main job in the past four weeks: Employed and ((KA1=1 or KA2=1) and (T1=1, DNK or T3U=1, 2, DNK)) or KA8A_2013=1 or KA8B=1
Have you done paid work at home during the past four weeks?

1. Regularly
 2. Occasionally or
 3. Never?
- DNK

During the past four weeks= dd/mm – dd/mm/yyyy

TEP6 5th round all employed employees, i.e. (KA1=1 or KA2=1 or KA3=1) and PIPOLO≠1 and T4=1, 7 or DNK
What is the monthly income you receive from your main job before deduction of taxes (gross income)?

Monthly income from main job approximately: EUR _____

Read out explanation if necessary: income comprises regularly paid shift work premiums, personal bonuses and the like, but not compensations for occasional overtime.

Performance-based and other bonuses that are paid less frequently than once a month should be taken into account in estimations of monthly earnings.

If the person is unable to report his/her monthly income but is able to estimate his/her annual income, ask him/her for it and divide it by twelve.

Estimate, if does not remember or know exactly.

Alarm if offered monthly income exceeds EUR 9,999: Check whether you noted down monthly income correctly. You have now noted down EUR xxxxxxxx.

SECOND JOB

If T1=2

SIntro **I will next ask questions about your (most important) secondary job.**

If T1=2

S1 **In your secondary job, are you:**

1. An employee
2. An employer in agriculture (incl. in forestry, horticulture, etc.)
3. Other employer
4. An own-account worker, freelancer or scholarship recipient
5. Unpaid family worker on the farm of a family member
6. Or unpaid family worker in an enterprise of a family member?

7. Other

DNK

Freelancer may have more than one clients during one year. Assignments can be done either in short employment contract or as entrepreneur. Freelancers working on multiple assignments simultaneously usually have a freelancer tax deduction card.

Answer last time: --- (in 2nd to 5th rounds)

If S1=4

S1B

Are in your secondary job:

1. An own-account worker
2. A freelancer
3. Or a grant recipient?

Freelancer may have more than one clients during one year. Assignments can be done either in short employment contract or as entrepreneur. Freelancers working on multiple assignments simultaneously usually have a freelancer tax deduction card.

If S1=2, 3 or 4

S2

Do you have paid labour force?

1. Yes
 2. No
- DNK

If employee (S1=1,7 or DNK)

S2P

Are you a hired worker in your secondary job?

1. Yes
 2. No
- DNK

Hiring of labour means that a personnel service agency provides its own employees for its customer enterprises. The work is done with the equipment and at the premises of the customer enterprise, which also supervises the work. The personnel service agency is responsible for the remuneration, social security contributions and statutory insurance contributions of its employees.

Answer last time: --- (in 2nd to 5th rounds)

If S2P=1

S3intro

The next questions concern the secondary workplace where you worked during last/the week before last week. Note that they do not concern the personnel service agency which employs you.

If T1=2

S3

What is the name of the place or establishment of your (most important) secondary job?

Name: _____

DNK

If an enterprise with multiple establishments is concerned, ask for the name of the establishment (not the employer). The data are needed for the coding of industry.

Answer last time: --- (in 2nd to 5th rounds)

If T1=2 and S1=1,5-7 or DNK

S4

In which municipality is your secondary job located?

If T1=2 and S1=2-4

S4

In which municipality is this enterprise or farm located?

Name of municipality: _____ → (list of municipality numbers)

200. Abroad

977. DNK

If work is done in more than one municipality, select the one from which instructions are received for work. The data are needed for the coding of industry.

Answer last time: --- (in 2nd to 5th rounds)

S5

What is the street address of this place of work?

Open answer, no more than 50 characters of text.

DNK

Necessary if the same employer has several establishments in the municipality. If the interviewee can not remember the street number, write down the name of the street. The data are needed for the coding of industry.

Answer last time: --- (in 2nd to 5th rounds)

If S4= 200 (abroad) and S1=1,5-7 or DNK:

S6 In which country is your secondary job located?

If S4=200 (abroad) and S1=2-4

S6 In which country is the enterprise of your secondary job located?

Enter name of the country here: _____ (→ SF's classification of countries)

DNK

Answer last time: --- (in 2nd to 5th rounds)

If employee (S1=1,5-7 or DNK)

S7 What is the industry of the place of your secondary job?

If self-employed (S1=2-4)

S7 What is the industry of the enterprise of your secondary job?

Open answer, coded at the statistics unit

DNK

Industry describes the activity which the establishment primarily engages in.

The information is needed as auxiliary data in the coding of industry, so must be recorded at sufficiently detailed level. To assist, the interviewee could be asked what his/her workplace produces, does, sells or manages.

For example, manufacturing of metal pipes, road construction, ladies' clothing store, staff restaurant, old people's home, hospital, comprehensive school.

Answer last time: --- (in 2nd to 5th rounds)

If S1=2 or 5

S8 What is the main line of production of the farm?

1. Cereals production
2. Growing of plant crops and horticulture (root and other vegetables, soft fruit, flowers, etc.)
3. Dairy farming
4. Beef cattle farming
5. Pig farming
6. Poultry farming
7. Other farming of animals
8. Fur farming
9. Reindeer farming
10. Forestry
11. Secondary activities in agriculture (e.g. tourist accommodation, riding stables)
12. Other

DNK

Answer last time: --- (in 2nd to 5th rounds)

Main line of production determined by highest gross income received or expected to be received during the year. The data are needed for the coding of occupation and industry.

If T2=2 and T3U=1 or 3 i.e. two workplaces and worked in the secondary job during the survey week

S10 For how many hours did you work in your secondary job during last/the week before last week?

If T2=3-8 and T3U=1 or 3 i.e. more than two workplaces and worked in secondary job during the survey

For how many hours did you work in all your secondary job during last/the week before last week?

___ hours

0. Has a secondary job but worked no hours in it during the survey week (KA3=1 and T1=2) or T3U=2

DNK

Temporary absences are deducted.

UNDEREMPLOYMENT OF EMPLOYED PERSONS
(KA1=1 or KA2=1 or KA3=1) and PIPOLO≠1

All employed i.e. (KA1=1 or KA2=1 or KA3=1) and PIPOLO≠1

AT1 **Would you prefer to work more hours than you are able to at the moment in your current job/jobs?**

1. Yes
2. No

DNK

Assuming more hours would mean higher pay.
Compare to regular working hours, which the person does (if working hours vary, a longer term average is sought).

5th round and if AT1=1

AT2 **How would you like to increase your working hours from the present? Would you like to:**

1. Get a secondary job
2. Change to a job with longer hours
3. Work more hours in your current job
4. Or would all of the above suit you?

DNK

If AT1=1

AT3 **If you were offered a suitable job or an opportunity to work more hours, would you be able to start within about two weeks?**

1. Yes
2. No

5th survey round and if AT3=2

AT4 **Is the acceptance of a job prevented by:**

1. Studying
2. Conscription or performing of community service
3. Period of notice from current job
4. Family reasons, e.g. childcare, pregnancy, caring for a relative
5. Or your own illness or incapacity for work?
6. Other reason

DNK

All employed i.e. (KA1=1 or KA2=1 or KA3=1) and PIPOLO≠1

AT5 **In your present life situation what would be the best suited number of working hours for you, assuming that the number of hours worked would also influence the size of pay?**

On the average ___ hours per week

DNK

Total desired average number of weekly working hours in all jobs.
Assuming that fewer hours would mean less pay and more hours more pay or other earnings.
Respondent's normal weekly working hours in main job are ___ hours (hours from question TA7, TA9 or TA11).

JOB SEEKING OF EMPLOYED PERSONS (KA1=1 or KA2=1 or KA3=1) and PIPOLO≠1

All employed i.e. (KA1=1 or KA2=1 or KA3=1) and PIPOLO≠1

TE1intro **I will next ask questions about job seeking during the past four weeks, i.e. between dd/mm/yyyy and dd/mm/yyyy (=Sunday of the survey week and the four weeks preceding it). All methods of job seeking are acceptable, such as contacting the TE office, browsing of vacancy announcements in papers or on the Internet or asking friends. Seeking of part-time work or fixed-term work of short duration are also taken into consideration.**

All employed i.e. (KA1=1 or KA2=1 or KA3=1) and PIPOLO≠1

TE1 **Have you been looking for a new job or a secondary job, or been making arrangements for becoming self-employed during the past four weeks?**

1. Yes

2. No
DNK

During the past four weeks= dd/mm – dd/mm/yyyy
Enter 'No' if started work at the latest during the survey week, i.e. was looking for the current main or secondary job.

If TE1 =1

TE2 When did you start looking for work?

Date: _/ _/ _ _ _ _

DNK

Refers to the latest continuous period of job seeking. If job seeking was at times interrupted, look for a day when job seeking last started.

Estimate, if does not remember or know exactly.

Check: date cannot be before 15th birthday or after the survey week.

If TE1=1

TE3 Are you primarily looking for:

1. Work as an employee
2. Or work as self-employed or own-account worker?

DNK

If TE1=1

TE4 I will next list different methods of job seeking. Which of them have you used during the past four weeks, i.e. between dd/mm – dd/mm/yyyy (Sunday of the survey week and the four weeks preceding it)?

All alternatives as separate questions to which the answer is 'Yes' or 'No'. Each also accompanied by explanatory text giving e.g. dates.

If TE3=2, DNK (Looked for a job as self-employed (for others 'no' is saved).

TE408 Did you look for a site, premises or equipment for a business?

TE409 Did you apply for financing, permits, licences or similar in order to start a business?

1. Yes
2. No

During the past four weeks, i.e. between dd/mm and dd/mm/yyyy

TE401 - TE407: If TE3=1, DNK or (TE408=2, DNK and TE409=2, DNK)

TE401 Did you contact the TE office in order to find work?

(TE office=The Employment and Economic Development Office)

1. Yes
2. No

During the past four weeks, i.e. between dd/mm and dd/mm/yyyy

TE402 Did you contact a private personnel service agency (labour hiring or employment agency office)?

TE403 Did you ask employers direct about jobs?

TE404 Did you ask about jobs from friends, relatives, trade unions or elsewhere?

TE405 Did you browse vacancy announcements, e.g. in papers, on the Internet, on teletext or on notice boards?

TE406 Did you send job applications or post job advertisements?

TE407 Did you attend job interviews or aptitude tests?

Asked if there are no 'Yes' answers to TE401 - TE409

TE410 Were you waiting for information from the labour exchange office?

TE411 Were you waiting for results from a job application?

TE412 Did you try to find a job in some other way?

5th round if TE1=1

TE5 Were you looking for:

1. A new job or
2. A secondary job in addition to your present one?

DNK

5th round if TE5=1

TE6

Were you looking for a new job because

1. Your present job is insecure or will finish (is fixed-term)
 2. Your present job is an interim phase
 3. Your want to work longer hours than in your present job
 4. Your want to work shorter hours than in your present job
 5. Or because you want better working conditions (e.g. more pay, shorter journey to work)?
 6. Other reason?
- DNK

If TE3= 1 or DNK (looking for work as employee)

TE7

Would you prefer:

1. Full-time work
 2. Or part-time work?
- DNK

If TE7=1

TE8

Would you be prepared to work part-time?

1. Yes
 2. No
- DNK

"maybe"=yes

If TE7=2

TE9

Would you be prepared to work full-time?

1. Yes
 2. No
- DNK

"maybe"=yes

REGISTER OF JOB SEEKERS

5TH SURVEY ROUND

EMPLOYED PERSONS (KA1=1 or KA2=1 or KA3=1) and PIPOLO≠1

5th round if employed and aged 15 to 64

R1TY

Do you currently have a valid job search at the TE office?

(TE office=The Employment and Economic Development Office)

1. Yes
 2. No
- DNK

Even an employed person can seek for a job through the employment office but he/she is not registered as an unemployed jobseeker.

5th round and if R1TY=1 or DNK

R2TY

Are you paid unemployment benefit?

1. Yes
 2. No
- DNK

The following allowances are considered as unemployment benefits:

- **Earnings-related allowance** (paid by unemployment funds)
- **Basic allowance** (paid by the Social Insurance Institution)
- **Labour market subsidy** (paid by the Social Insurance Institution)
- Additional days for ageing unemployed persons

MAIN ACTIVITY OF EMPLOYED PERSONS

(KA1=1 or KA2=1 or KA3=1) and PIPOLO≠1

All employed i.e. (KA1=1 or KA2=1 or KA3=1) and PIPOLO≠1

KA14T

Is paid employment or self-employment your main activity?

1. Yes

2. No
DNK

If changes have occurred in main activity, ask about the situation in the survey week, i.e. week number xx from dd/mm – dd/mm/yyyy.
Main activity is the activity on which most time is used or from which most income is received.
Main activity does not mean the same as labour force status.
Respondent's own perception of his/her main activity.

KA15T

If employed and if KA14T≠1

Which of the following in your own opinion best describes you main activity:

1. Unemployed
2. Student, school pupil
3. On old age pension (retired on the basis of age, years of service or on private pension insurance)
4. On disability pension or otherwise chronically ill
5. Carer of own children (aged under 15)
6. Carer of an aged, sick or disabled relative?
7. Conscript or performer of community service
8. Doing something else

DNK

If changes have occurred in main activity, ask about the situation in the survey week, i.e. week number xx from dd/mm – dd/mm/yyyy.

ALARM if KA15T=7 "You marked KA15T=7, was the respondents really performing conscription or community service during the survey week? If so, return to correct question H7, otherwise select some other reason for absence than alternative 7."

→ QUESTIONS CONCERNING EDUCATION

LATEST WORK OF NON-EMPLOYED PERSONS

(Excl. PIPOLO=1 group who are presented the respective questions for employed persons)

If KA3=2 and age 15 to 74
non-employed aged 15 to 74 (Excl. PIPOLO=1 group who should be asked the respective questions for employed persons)

M1

Have you done paid work at some time in the past?

1. Yes
 2. No
- DNK

Answer last time: --- (in 2nd to 5th rounds)

Paid work means work done as an employee, self-employed person or own-account worker, and unpaid work done for the business or farm of a member of the same household.
Volunteer work or caring for a relative are not paid work.

M2

If M1=1

In which year did your latest paid work end?

Year_ _ _ _

DNK

Answer last time: --- (in 2nd to 5th rounds)

Estimate, if does not remember or know exactly.

If survey year minus year when work ended >7 → E1

M2C

If survey year – year in M2 <=2

In which month did the work end?

Month: _ _

DNK

Answer last time: --- (in 2nd to 5th rounds)

Estimate, if does not remember or know exactly.

May receive values 1 – 12, DNK

M2B

If M2=DNK

Have you done paid work during the past 8 years?

1. Yes

2. No
DNK

If survey year minus year when work ended= 0-7 years or M2B=1.

M6

In your latest work, were you:

1. An employee
2. An employer in agriculture (incl. in forestry, horticulture, etc.)
3. Other employer
4. An own-account worker, freelancer or scholarship recipient
5. Unpaid family worker on the farm of a family member
6. Or unpaid family worker in an enterprise of a family member?
7. Other

DNK

Answer last time: --- (in 2nd to 5th rounds)

Freelancer may have more than one clients during one year. Assignments can be done either in short employment contract or as entrepreneur. Freelancers working on multiple assignments simultaneously usually have a freelancer tax deduction card.

If M6=4

M6B

Are you

1. An own-account worker
2. Freelancer
3. or a scholarship recipient?

DNK

Freelancer may have more than one clients during one year. Assignments can be done either in short employment contract or as entrepreneur. Freelancers working on multiple assignments simultaneously usually have a freelancer tax deduction card.

If M6=2, 3 or 4

M7

Did you have paid labour force?

1. Yes
2. No

DNK

If employee in latest job (M6=1,7 or DNK)

M7P

Were you a hired worker?

1. Yes
2. No

DNK

Answer last time: --- (in 2nd to 5th rounds)

Hiring of labour means that a personnel service agency provides its own employees for its customer enterprises. The work is done with the equipment and at the premises of the customer enterprise, which also supervises the work. The personnel service agency is responsible for the remuneration, social security contributions and statutory insurance contributions of its employees.

If survey year minus year when work ended= 0-7 years or M2B=1.

If M7P=1 (hired worker):

M8intro

The next questions concern the place where you last worked, and not the personnel service agency which was your employer.

If survey year minus year when work ended= 0-7 years or M2B=1.

M8

What was the name of the place (or establishment) of your work?

Name: _____

Answer last time: --- (in 2nd to 5th rounds)

If an enterprise with multiple establishments is concerned, ask for the name of the establishment (not the employer). The data are needed for the coding of industry. If hired worker, the job last last worked.

If survey year minus year when work ended= 0-7 years or M2B=1.

M9

In which municipality was the work located?

Name of municipality: _____ → (list of municipality numbers)

200. Abroad

DNK (=997)

Answer last time: --- (in 2nd to 5th rounds)

If worked in more than one municipality, select the one from which instructions were received for work.

If survey year minus year when work ended= 0-7 years or M2B=1.

M10

What was the street address of your place of work?

Open answer, no more than 50 characters of text.

DNK

Answer last time: --- (in 2nd to 5th rounds)

Necessary if the same employer has several establishments in the municipality. The data is needed for the coding of industry.

If M9=200 (abroad)

M11

In which country was your place of work located?

Name of country: _____ → (SF's country classification)

DNK

POIS: ANNUAL DATA if survey year - year when work ended is 1-7 years or M2B=1.

POIS: QUARTERLY DATA if survey year less year when work ended <1.

If employee (M6=1, 7, DNK) and survey year less year when work ended <8 or M2B=1.

M12

What was the industry of your place of work?

If employer (M6=2-6) and survey year less year when work ended <8 or M2B=1.

M12

What was the industry of your enterprise?

Open answer, coded at the statistics unit.

DNK

Answer last time: --- (in 2nd to 5th rounds)

Industry describes the activity which the establishment primarily engages in.

The information is needed as auxiliary data in the coding of industry, so must be recorded at sufficiently detailed level. To assist, the interviewee could be asked what his/her workplace produces, does, sells or manages.

For example, manufacturing of metal pipes, road construction, ladies' clothing store, staff restaurant, old people's home, hospital, comprehensive school.

If M6=2 or 5

M13

What is the main line of production of the farm?

1. Cereals production

2. Growing of plant crops and horticulture (root and other vegetables, soft fruit, flowers, etc.)

3. Dairy farming

4. Beef cattle farming

5. Pig farming

6. Poultry farming

7. Other farming of animals

8. Fur farming

9. Reindeer farming

10. Forestry

11. Secondary activities in agriculture (e.g. tourist accommodation, riding stables)

12. Other

DNK

Answer last time: --- (in 2nd to 5th rounds)

Main line of production determined by highest gross income received or expected to be received during the year. The data are needed for the coding of occupation and industry.

If survey year minus year when work ended= 0-7 years or M2B=1.

M14

What was your occupation at this place of work?

Occupational title: _____ → (index of occupations)

Answer last time: --- (in 2nd to 5th rounds)

If M14=DNK (Not asked if code of occupation found).

M14.2 What were your main job tasks? _____

Asked in the first wave and copied to the next waves if situation has not changed.

If reference year minus year when last employment ended = 0–7 years or M2B=1

M15 **For what reason did the work end of why did you discontinue it?**

01. dismissal or lay-off (employer ended employment relationship due to production or financial reasons)
 02. fixed-term work (e.g. seasonal work) ended
 03. staying to care for own children or some other relative
 04. other family reason
 05. illness, incapacity for work or disability pension
 06. start / continuation of studies
 07. early retirement (on e.g. unemployment pension, change of generation or closure pension, or pension from private pension insurance)
 08. old-age retirement (based on normal retirement age or years of service)
 09. start of conscription or community service
 10. other reason (e.g. gave in notice or closed business for reasons other than those mentioned)
- DNK

Answer last time: --- (in 2nd to 5th rounds)

If necessary, read out the alternatives.

JOB SEEKING OF NON-EMPLOYED PERSONS

If non-employed (incl. PIPOLO=1 group) i.e. KA3=2 or PIPOLO=1

If non-employed (incl. PIPOLO=1 group) i.e. KA3=2 or PIPOLO=1

EE1intro

I will next ask questions about job seeking during the past four weeks, in other words between dd/mm/yyyy and dd/mm/yyyy (=Sunday of the survey week and the four weeks preceding it). All methods of job seeking are acceptable, such as contacting the TE Office (formerly the employment office), browsing of job advertisements in papers or on the Internet, or asking friends. Seeking of part-time work or fixed-term work of short duration are also taken into consideration.

If KA3=2

EE1

During the past four weeks, have you been looking for paid work, made arrangements to start your own business or been waiting for an agreed job to start?

1. Yes, has looked for work
 2. No, has not looked for work in the past four weeks because has been waiting for an agreed job to start
 3. No, has not looked for work (or waited for agreed job to start)
- DNK

During the past four weeks = dd/mm – dd/mm/yyyy (Sunday of the survey week and the four weeks preceding it)
Agreed job = Had looked for work over a month ago and has agreed to start work after the survey week.

If PIPOLO=1 (non-employed employee with employment contract) i.e. KA3=1 and T4=1,7, DKN and ((KA4≠5 and KA5≠1) and (KA8A_2013=3, DNK or KA8B=3, DNK) or L2=2, DNK)

EE1B

During the past four weeks, have you been looking for a new job or a secondary job, or been making arrangements for becoming self-employed?

1. yes
 2. no
- EOS

During the past four weeks = dd/mm – dd/mm/yyyy

If EE1=2 or DNK.

EE2

Would you have liked to have done paid work during last/the week before last week if suitable work had then been on offer?

If PIPOLO=1 and if EE1B = 2, DNK

EE2

Would you have liked to have done paid work during last/the week before last week?

1. Yes

2. No
DNK

EE3A

5th round and if (EE1=3, DNK and EE2=1) or (EE1B=2, DNK and EE2=1)

**Why did you not look for a job although you wanted to work?
(during the time period between dd/mm – dd/mm/yyyy)**

1. Waited for own temporary lay-off period to end
2. Prevented by own illness or disability
3. Cared for own child or some other relative
4. Other personal or family reason
5. Studying, attending school
6. Retired full-time
7. Believed that work was not available
8. Other reason

DNK

If necessary, read out the alternatives. If several reasons, ask for the main one.
If the person has a valid employment relationship, note down the reason for being away from work, e.g. caring for own child, study leave, etc.

EE3B

5th round if EE2=2 or DNK

Why did you not want a job at that particular time?

1. Waited for own temporary lay-off period to end
2. Prevented by own illness or disability
3. Cared for own child or some other relative
4. Other personal or family reason
5. Studying, attending school
6. Retired full-time
7. Believed that work was not available
8. Other reason

DNK

If necessary, read out the alternatives. If several reasons, ask for the main one.
If the person has a valid employment relationship, ask for the reason for being away from work, e.g. caring for own child, study leave, etc.

EE4

If EE1=2

When will you start the new job?

Starting date of job: __/__/____

DNK

Estimate, if does not know or remember exactly.

EE5

If 5th round and (EE3A=3 or EE3B=3)

You mentioned that you are caring for children or some other relative. Does lack of care services prevent you from seeking or returning to paid work?

1. Yes
2. No

DNK

Care services=children's day care, schoolchildren's afternoon or morning care, care or assistance of the elderly, disabled or sick.

EE6

If 5th round and if EE5=1

Do you need care services for:

1. A child aged under 15 or
2. An elderly, sick or disabled relative or
3. Both?

DNK

EE7

If EE1=1, 2 or EE1B=1

When did you start looking for work?

date __/__/____

DNK

Estimate, if does not remember or know exactly. Means the latest continuous period of job seeking.
The data are needed to calculate length of unemployment.
If a person has been offered a job without specifically looking for it, note down e.g. the date when the latest job finished or the date when the job was offered.

Check: date must be date of the interview or prior to it, but after the person's 15th birthday.

If EE1=1 or EE1B=1

EE8

Are you primarily seeking:

If EE1=2

EE8

Is the job that will soon start:

1. Work as an employee
2. Or work as self-employed or own-account worker?

DNK

If EE1=1 or EE1B=1

EE99

I will next list different methods of job seeking. Which of them have you used during the past four weeks, i.e. between dd/mm – dd/mm/yyyy (Sunday of the survey week and the four weeks preceding it)?

All parts as separate questions to which the answer is 'Yes' or 'No'. Each also accompanied by explanatory text giving e.g. dates.

If EE8=2, DNK (Looked for a job as self-employed (for others 'no' is saved).

EE908

Did you look for a site, premises or equipment for a business?

EE909

Did you apply for financing, permits, licences or similar in order to start a business?

1. Yes
2. No

During the past four weeks, i.e. between dd/mm and dd/mm/yyyy

EE901 - EE907 asked if EE8=1, DNK or (EE908=2, DNK and EE909=2, DNK)

EE901

Did you contact the TE office in order to find work?

(TE office=The Employment and Economic Development Office)

1. Yes
2. No

During the past four weeks, i.e. between dd/mm and dd/mm/yyyy

EE902

Did you contact a private personnel service agency (labour hiring or employment agency office)?

EE903

Did you ask employers direct about jobs?

EE904

Did you ask about jobs from friends, relatives, trade unions or elsewhere?

EE905

Did you browse vacancy announcements, e.g. in papers, on the Internet, on teletext or on notice

EE906

Did you send job applications or post job advertisements?

EE907

Did you attend job interviews or aptitude tests?

Asked if there are no 'Yes' answers to EE901 - EE909

EE910

Were you waiting for information from the labour exchange office?

EE911

Were you waiting for results from a job application?

EE912

Did you try to find a job in some other way?

If (EE1=1 or EE1B=1) and EE8=1, DNK

EE10

Would you prefer:

If EE1=2 and EE8=1 or DNK

EE10

Is the agreed job:

1. Full-time work
2. Or part-time work?

DNK

If (EE1=1 or EE1B=1) and EE10=1 looked for a job as an employee and would like full-time work

EE11

Would you be prepared to work part-time?

1. Yes
2. No

DNK

"Maybe"=Yes

EE12 If (EE1=1 or EE1B=1) and EE10=2 looked for a job as an employee and would like part-time work
Would you be prepared to work full-time?
1. Yes
2. No
DNK
"Maybe"=Yes

EE13 If EE1=1, 2 or EE1B=1 or EE2=1
Would you be able to start work on Monday dd/mm/yyyy at the latest (= Sunday of survey week + 14 days)?
1. Yes
2. No
DNK

If has already started work between survey week and time of interview, note down 'Yes'.

EE14 5th round and if EE13=2
Is the reason for not being able to start work:
1. Studying
2. Conscript or performance of community service
3. Period of notice from current job
4. Family reasons (e.g. childcare, pregnancy, caring or assisting of a relative)
5. Or your own illness or incapacity to work?
6. Other reason
DNK

EE15 5th round if (EE1=1, 2 or EE1B=1) looking for work or waiting for an agreed job to start
Before looking for work (or agreeing to start work) were you:
1. In a permanent job
2. In a fixed-term job
3. Studying (full-time)
4. Conscript or performing community service
5. Caring for your own children or some other relative
6. Or retired?
7. Doing something else
DNK

EE16 5th round if EE15=3-7, DNK
Are you now seeking to:
1. Enter working life permanently for the first time
2. Enter working life temporarily
3. Or return back to working life?
DNK

REGISTER OF JOB SEEKERS 5TH SURVEY ROUND

If non-employed and aged 15 to 64 i.e. (KA3=2 or PIPOLO=1) and age 15 to 64 questions R1-R3 are asked of all employed and non-employed persons aged 15 to 64).

R1ETY 5th round if non-employed (incl. PIPOLO=1 group) and aged 15 to 64.
Do you currently have a valid job search at the TE office?
(TE office=The Employment and Economic Development Office)
1. Yes
2. No
DNK

R2ETY 5th round if R1ETY=1, DNK
Are you paid unemployment benefit?
1. Yes

2. No

DNK

The following allowances are considered as unemployment benefits:

- **Earnings-related allowance** (paid by unemployment funds)
- **Basic allowance** (paid by the Social Insurance Institution)
- **Labour market subsidy** (paid by the Social Insurance Institution)

MAIN ACTIVITY OF NON-EMPLOYED PERSONS

i.e. KA3=2 or PIPOLO=1

If KA3=2 or PIPOLO=1

KA15E

Which of the following in your own opinion best describes your main activity:

1. Unemployed or laid off
2. Student, school pupil
3. Old-age pensioner (retired on the basis of age, years of service or on private pension insurance)
4. On disability pension or otherwise chronically ill
5. Carer of own children (aged under 15)
6. Carer of an aged, sick or disabled relative
0. Employed
7. Conscript or performer of community service
8. Doing something else

DNK

ALARM if KA15E=7 "You marked KA15T=8, was the respondents really performing conscription or community service during the survey week? If so, return to correct question H7, otherwise select some other reason for absence than alternative 8."

Respondent's own perception of his/her main activity. If changes have occurred in main activity, ask about the situation in the survey week, i.e. week number xx from dd/mm – dd/mm/yyyy. Main activity does not mean the same as labour market status.

EDUCATION LEADING TO A QUALIFICATION IN THE PAST FOUR WEEKS

All survey rounds if aged 15 to 64

KLIntro

All survey rounds if aged 15 to 64

I will next ask a few questions about participation in education.

KL1

All survey rounds if aged 15 to 64

In the past four weeks, have you studied or been registered at:

1. Comprehensive school
2. Upper secondary general school (or otherwise studied for upper secondary school qualification)
3. Studied for a vocational qualification (or a double qualification of upper secondary school and vocational qualification)
4. Studied for a polytechnic degree
5. Or for a university degree?
6. Not studied any of the above

DNK

If intention is to change from one education or educational institute to another during the holiday, the answer should be according to the situation before the holiday.

Practical training forming part of education is regarded as studying.

Persons having participated in matriculation examination are students up to the end of the term.

Education leading to a vocational qualification comprises education leading to basic, vocational and specialist's vocational qualifications, including apprenticeship training, and labour market training leading to a qualification.

Combined upper secondary general school and vocational qualification education is here considered vocational education.

Separate teacher studies at university are considered studying for a university degree.

Specialisation studies at polytechnics are considered studying for polytechnic degree.

If KL1=3

KL4A

Are you studying for:

1. An initial vocational qualification or a further vocational qualification or
 2. A specialist vocational qualification?
- DNK

If KL1=4

KL4B

Are you studying for:

1. A lower polytechnic degree or
 2. A higher polytechnic degree?
- DNK

If KL1=5

KL4C

Are you studying for:

1. A lower university degree (e.g. Bachelor)
 2. A higher university degree (e.g. Master, Master of Science in Economics and Business Administration, Master of Science in Technology)
 3. a licenciate degree in medicine, dentistry or veterinary science (including specialisation in medicine)
 4. licenciate degree in some other discipline
 5. a doctorate degree?
- DNK

COURSE-FORMAT TRAINING IN THE PAST FOUR WEEKS

All survey rounds if aged 15 to 74

If aged 15 to 64 and (KL1=1-5)

KR1A

Besides this education leading to a qualification or degree, have you attended some course or seminar or received some other training related to your work, profession or hobbies during the past four weeks between dd/mm and dd/mm/yyyy?

1. Yes
 2. No
- DNK

During the past four weeks = dd/mm – dd/mm/yyyy (Sunday of the survey week and the four weeks preceding it).
E.g. hobby courses, staff training, continuing education, labour market training not leading to a qualification, trade union courses, public lectures, driving school, private lessons given by a teacher/instructor.

If (age=15-64 and KL1≠1-5) or age=65-74.

KR1B

Have you attended a course or seminar or received some other training related to e.g. your work, profession or hobbies during the past four weeks?

1. Yes
 2. No
- DNK

During the past four weeks = dd/mm – dd/mm/yyyy (Sunday of the survey week and the four weeks preceding it).
E.g. hobby courses, staff training, continuing education, labour market training not leading to a qualification, trade union courses, public lectures, driving school, private lessons given by a teacher/instructor.

If KR1A=1 or KR1B=1

KR2

How many courses or training events have you attended during the past four weeks (dd/mm – dd/mm/yyyy)?

Number of courses: _ _

Education not leading to a qualification or degree is taken into consideration, e.g. hobby courses, staff training, continuing education, labour market training not leading to a qualification, trade union courses, public lectures, driving school, private lessons given by a teacher/instructor.
If courses relate to the same entity of studies, report them as one, e.g.: labour market training, completion of basic subject studies in open university.

If KR2=1
KR51 **How many hours of teaching altogether did you receive at a training event/course during the past four weeks (dd/mm – dd/mm/yyyy)?**
_ _ _ hours

Only teaching hours should be included, not travel to and from course venue or own time used for voluntary studying.
An estimate if does not remember or know exactly.
For example, 1,5 hours of teaching once a week is 6 hours during four weeks.

If KR2=2-98
KR52 **How many hours of teaching altogether did you receive at all training events/courses during the past four weeks (dd/mm – dd/mm/yyyy)?**
_ _ _ hours

Only teaching hours should be included, not travel to and from course venue or own time used for voluntary studying.
An estimate if does not remember or know exactly.
For example, 1,5 hours of teaching once a week is 6 hours during four weeks.

5th survey round, if KR2=2-97
KR3intro **I will now ask about the course/training which you last attended.**

5th survey round, if KR1A=1 or KR1B=1
KR3 **Was your participation in (the latest) training/course mainly related to**
1. Your work or (present, future) profession or
2. Something else?
DNK

Participated in (number of courses from KR2) courses during the past four weeks.

5th survey round, if KR1A=1 or KR1B=1
KR4 **Did you attend (the latest) course/training**
1. Only during paid working hours
2. Mostly during paid working hours
3. Mostly in your free time or
4. Only in your free time?
DNK

Participated in (number of courses from KR2) courses during the past four weeks.
If no employment relationship during training, note down alternative 4.

EDUCATION OR TRAINING SUCCESSFULLY COMPLETED

1st and 5th round and age 15-74
R12juonto **I will next ask some questions about education.**

If age=25 to 74 years. If R12=2 or 3, the question is asked in next time. If R12=1 (matriculation examination), the question is not asked again.

R12 **Have you completed:**
1. Matriculation examination
2. Comprehensive school or lower secondary school
3. or less (Elementary school, or part of lower secondary school or part of comprehensive school)?

DNK

Answer last time: --- (in 2nd to 5th rounds)

Select highest level completed.
Education completed abroad is also taken into account.

Age 15-24. If R12B=2 or 3, the question is asked in next time. If R12B=1 (matriculation examination), the question is not asked again in rotations 2 to 4.

R12B

Have you completed:

1. Matriculation examination
2. Comprehensive school
3. or part of comprehensive school?

DNK

Answer last time: --- (in 2nd to 5th rounds)

Select highest level completed.
Education completed abroad is also taken into account.

If R12=1 or R12B=1

R12AH

When did you complete matriculation examination?

Education completed abroad is also taken into account.
If not finished, return to Q R12B and correct the highest completed education.

R15

Have you attained a vocational qualification (vocational school or college) or a university degree?

1 Yes

2 No

DNK

If R15=1

R16

What is the highest qualification or degree you have completed?

Open answer: _____

DNK

Education completed abroad is also taken into account. Refers to a completed qualification. If the qualification is incomplete, select the highest completed qualification at the time of the interview. A double qualification of upper secondary school and vocational qualification is taken into account as a vocational qualification. If the completion of a qualification is unfinished, choose the highest completed qualification at the time of the interview. If the person has completed several qualifications of similar level, choose the last completed one

If R15=1

R17

(Choose to which category the qualification belongs. If necessary, confirm with the respondent: "Is it a question of xxxx ?")

0. Initial vocational qualification (or vocational school level qualification, further vocational qualification)

1. Specialist vocational qualification

2. Vocational post-secondary qualification (no longer used in the present educational system)

3. Polytechnic degree (Bachelor of Social Services (Polytechnic), Bachelor of Hospitality Management (Polytechnic))

4. Lower tertiary degree (Bachelor)

5. Higher tertiary degree (e.g. Master or polytechnic Master's degree, such as nurse)

6. Licentiate degree (medicine, dentistry or veterinary science)

7. Licentiate degree (other than medicine, dentistry or veterinary science)

8. Doctorate degree

DNK

If R15=1

R18

Did you complete the education in question:

1. In Finland or

2. abroad?

If the respondent has studied in several countries, the answer is entered according to the country of the educational institution in which the certificate was granted.

R19_2016 If R15=1

When did you qualify, year and month?

Year: _ _ _ _

R20

If R15=1

In which field of education was it?

Open answer: _____

DNK

R21_2016

If R15=1

(Choose to which category the qualification belongs. If necessary, confirm with the respondent: "Does it belong to education in the field of xxx?")

01. Education (for example, teacher, kindergarten teacher)

02. Arts and humanities (including languages, history, theology, artisan, musician, visual artist, etc.)

03. Social sciences, journalism and information (including psychology, social sciences, information and library services, archival sciences)

04. Business, administration and law

05. Natural sciences, mathematics and statistics (for example, life sciences, physics, chemistry, mathematics, environmental science)

06. Information and Communication Technologies (ICT)

07. Engineering, manufacturing and construction (construction, electricity and energy technology, machine, metal, energy, food, textile or clothing industry, mining)

08. Agriculture, forestry, fisheries and veterinary (including veterinary science, horticulture and gardening)

09. Health and welfare (medicine, health care services, nursing, dental care, pharmacy, social care, social work)

10. Services (hotel, restaurant and domestic science, youth and leisure activity, beauty care, transport and navigation, security services, military service)

MIG1

For what reasons did you move to Finland? This means the most important reasons for you personally. Did you move to Finland because of:

1. work

2. family reasons or marriage

3. studying

4. refugee status, seeking asylum or international protection

5. retirement or

6. other reason?

DNK

- Several options can be selected.

- If the respondent immigrated because of their spouse's work or as a child with their family, select option "2. Family reasons or marriage".

- The reasons that were the most important ones personally, and not, for example, the official grounds for obtaining residence permit.

MIG2

Which was the most important reason?

The options selected above are shown.

MIG3

Did you already have a job or a job offer in Finland before coming to Finland?

1. Yes

2. No

END OF THE CORE OF THE LABOUR FORCE SURVEY

→ 5. Move to the ad hoc module and the household section in the 5th round.

→ H4
→ H7 or KA1
→ H7 or KA1

→ H5
→ H7 or KA1

→ KA1
→ overcoverage → interview ends here

→ H1 or END
→ H1 or KA1

→ T1
→ KA2
→ KA2



→ T1
→ KA3
→ KA3



→ T1
→ M1
→ End; nonresponse



→ KA4/ T4
→ T2
→ KA4/ T4

→ T3U / T4
→ T3U / T4

→ T3U / T4

→ L2

→ KA7
→ KA5

→ alarm

→ KA6
→ KA6
→ KA6

→ KA7

→ KA10

→ KA12
→ T4
→ T4

→ KA12
→ T4
→ T4

→ T5P
→ T5
→ T5
→ T4B
→ T6
→ T6
→ T5P
→ T5P

→ T5

→ T5
→ T5

→ T5Y
→ T6
→ T6

→ T6

→ T6A
→ T6
→ T6

→ T6intro

→ T6

→ T7

- T8
- T9
- T8

menu

→T122

→ TA1
→ TS4
→ TA1

→ TA1
→ TA1
→ TA1
→ TA1

→ TA3B

→ TA4

→ TA4

→ TA5

- TA7A
- TA9
- TA9

CALCULATOR TA7A/TA7B

- TA11

- TA11B
- TA10 or TA11
- TA10 or TA11

→ TA21
→ TA21

→ TEP1

→ TEP6 or S1 or AT1

- S2P
- S2
- S2
- S1B
- S3
- S3

→ S2P

→ S3
→ S3
→ S3

→ S6

→AT1

→AT2
→AT5
→AT5

→ TE2

→ R1TY
→ R1TY

→T18

→ TE8
→ TE9

→ KA14T

→ KA15T

→alarm

→EE1
→EE1

→M2B

→M6

→EE1
→EE1

→M7P
→M7
→M7
→M6B
→M8
→M8
→M7P
→M7P

→M7
→M7
→M7
→M7

→M11

→EE7
→EE2

→EE2
→EE2

→EE7
→EE2
→EE2

→ EE4/EE3A

→ EE4/EE3B
→ EE4/EE3B

→ E13
→EE13
→EE5
→EE13
→EE13
→EE13
→EE13
→EE13
→EE13
→EE13

→R1ETY
→R1ETY
→EE5
→R1ETY
→R1ETY
→R1ETY
→R1ETY
→R1ETY
→R1ETY

→EE10

→EE10

-> RIETY

→R2ETY
→KA15E
→KA15E

→KA15E

→KA15E
→KA15E

→Alarm

→KR1A
→KR1A
→KL4A

→KL4B
→KL4C
→KR1B
→KR1B

→ KR2
→
→

→ KR2
→
→

