

## 2006 ad hoc module

### “Transition from work into retirement”

#### Instructions for the trainers and the interviewers

## 1. Objectives of the survey

### 1.1. The political background

In March 2001, the Stockholm European Committee underlined the need to meet the challenge of our society's aging population. A European objective is to reach an average European employment rate of 50% for people 50 to 65 years old by 2010. To realise this goal, the Barcelona European Committee calls for a progressive increase in the retirement age by at least 5 years by 2010. Different means could be used to achieve this increase:

- offer more jobs to this age group and improve the work quality
- increase incentives for “older” workers to stay at work longer
- enable them to update their skills and acquire new ones
- fight discrimination against “old” people.

### 1.2. Objectives of the 2006 ad hoc module

The main purpose of this module is to produce a status report on work-retirement transition. How does this transition operate and how do individuals foresee it working? Was there, or will there be, an abrupt switch from work to retirement? Did workers have a period of transition, or are they considering one (such as pre-retirement, changing to part-time work, etc)?

The second objective is to analyse factors that might influence or have influenced this transition from work to retirement as well as identifying factors that might delay or could have delayed the exit from the labour market. These factors can be split into several types:

- working conditions in the widest sense (changes to working hours, better health conditions, etc)
- other factors directly connected to work (training, outdated skills, etc)
- financial factors (financial incentives to stay at work)
- personal factors (health, family reasons, etc)



## 2. The module

### 2.1. Architecture of the module

The population concerned by the questionnaire for the 2006 ad hoc module is made up of all persons aged 50 to 69 on 31/12/2006, i.e. people born between 1937 and 1956, inclusive. They are the people interviewed for the sixth and last time in the Employment Survey (the one-sixth of the people interviewed each quarter who were leaving that survey's sample population).

These people can be one of three types:

- A) people who have a job at the time of the survey
- B) people who are not working at the time of the survey, whether in the labour market or not, but who have had a job before
- C) people who are not in the labour market and have never worked.

### 2.2. Conduct of the module

The responses to the Employment Survey enable the three categories of people defined above to be identified so that the questionnaire can be directed to the corresponding module. We wish to know their current situation, and more precisely whether they are retired or pre-retired. The term "invalidity" does not include people with a temporary disability/invalidity but solely people with a permanent disability/invalidity.

One transition question allows us to know whether the person interviewed is a proxy or not, because **proxies are not authorised in the ad hoc module.**

A preliminary question is put in order to know whether the person responding is the actual person in question and not a proxy: proxies are authorised in the Employment Survey but not in the ad hoc module. This question will also allow the ad hoc module's questionnaire to be re-opened later, separately from the Employment Survey questionnaire:

**PR-0: Is this (PRENOM) who is actually going to respond to the rest of the questionnaire?**

**RDQAH**

- 1. Yes → Start the ad hoc module's questionnaire
- 2. No → Terminate the interview and note that the interview must be resumed with the person concerned.

**RDQAH = Use of a proxy for the ad hoc module response**



## Module A: For people who are working

**A-1: Do you receive a survivor's pension?**

**REVER**

1. yes
2. no

Government employees have the right to receive a survivor's pension (from their spouse) at any age; they may therefore still be part of the occupied active population and at the same time receive a survivor's pension.

**REVER = Survivor's pension**

**A-2: Do you (also (if REVER = '1')) receive a retirement pension because of a previous occupation?**

**RETR**

1. yes
2. no → A-4

Everyone must be asked this question. Active workers can, in fact, receive a retirement pension: consider the case of members of the armed forces, who can retire from the military world but then carry on an occupation within the labour market. They can, therefore, be active workers receiving a retirement pension.

*(if RETR='1')*

**A-3: When did you first receive your retirement pension?**

*(first payment of pension rights.)*

Year  
Month

! ! ! ! !

! ! ! ! → A-5

**LIQA  
LIQM**

The date asked for is the date of the first payment of pension rights.

*(if RETR='2')*

**If you wanted to, could you as of today receive a retirement pension, even partial?**

**RETPOS**

*(you could be paid a pension, but you have not requested this)*

1. yes, at the full rate
2. yes, at a reduced rate
3. no
4. Don't know

Question 4 is important: we are interested in people who could retire. These are in fact people who may be old enough and sufficient years of contributions to receive a retirement pension but they prefer to work and not retire.

ATTENTION: Don't forget the "Don't know" option. This response will allow us to measure the number of people who do not know their pension entitlements.

*(if RETR='1')*

**A-4: If you wanted to, could you as of today receive another retirement pension, even partial?**

**RETPOS**

*(you could be paid a pension, but you have not requested this)*

1. yes, at the full rate
2. yes, at a reduced rate
3. no



4. Don't know

Question 4 is important: we are interested in people who could retire. These are in fact people who may be old enough and sufficient years of contributions to receive a retirement pension but they prefer to work and not retire.

ATTENTION: Don't forget the "Don't know" option. This response will allow us to measure the number of people who do not know their pension entitlements.

**A-5: During your working life, have you ever experienced periods of unemployment, even short ones?** **PERCHOM**

1. Yes
2. No → A-6

(If PERCHOM='1')

**In total, for how long approximately were you unemployed?** **DURCHOM**

1. less than a year
2. one to two years
3. two to five years
4. more than five years

We are only asking about ranges of time for the period unemployed here, to make the survey calculation easier.

**A-6: In total, how many years have you worked?**

*(this is the number of years actually worked and not the number of years of pensionable service, which can in certain cases be greater than the number of years worked)*

Number of years !\_\_!\_\_! **DURTRAV**

(Check that  $NAIA+10+EXP2 \leq 2006$ , if not indicate this with a "warning window": "So you started working before you were 10?", response "confirm" or "no". If this is not confirmed return to question A-6, so that a plausible value can be entered)

This is the number of years actually worked and not the number of years of pensionable service, which can in certain cases be greater than the number of years worked.

This question is important and it is the one that requires the most time in the survey, in both module A and module B. It is essential to follow the Eurostat instructions concerning the periods to be included or not, namely:

- maternity/paternity leave: included
- parental leave: not included
- period of extended medical leave or invalidity: not included
- period as a housewife: not included
- period of unemployment: not included
- period of military service: not included
- summer jobs: not included
- paid courses: not included
- seasonal work (1/2 year worked in 1 year): counted as 1 year
- part-time work (work at 50% in 1 year): counted as 1 year
- home help: the years worked are counted even if they were not paid





1. yes
  2. no
  3. don't know
- } → A-14

This means: do you see yourself reducing your working hours in the next 5 years in order to prepare for retirement? and only to prepare for retirement.

(If REDUCH1='1')

**A-13: Is this part of a progressive retirement scheme?**

**REDUCH3**

1. yes
2. no

This progressive retirement measure concerns “older” workers. In order to stay at work longer, they can choose to progressively reduce their working hours before they retire. This could involve standard part-time working or a progressive reduction in activity (which is therefore better paid than standard part-time working). This is part of the existing incentives for “older” workers to stay at work longer. A progressive retirement therefore corresponds to a reduction in the number of hours worked where the reduction in salary is smaller than the reduction in hours. If a person chooses standard part-time working and then a progressive retirement, this must be coded 1.

**A-14: Among other things, would more flexible or shorter working hours (or a reduction in your business activity (if STC is not '2' – i.e. for non-wage-earners)) encourage you to stay at work longer?**

**HORA2**

1. yes
2. no

We want to know whether changes to working hours (either in the same job or in another one, but for the same company or employer) would encourage the person to stay at work longer. For example, if the employer allowed the employee to work one day a week at home, or to just work 80% of the regular hours, the employee might then decide to stay at work longer and not retire straight away.

**A-15: Would training in a new area or expanding your current skills allow you or make you want to stay at work longer?**

**QUALI2**

1. yes
2. no

We are asking the individual whether improving their qualifications in their field or acquiring new skills would encourage them to stay at work longer. This is not therefore only a question of expanding their skills; it can also mean acquiring skills or know-how in a completely new field, which would give the individual a fresh start, or allow them to work in a new field.

**A-16: Would better health and safety working conditions encourage you to stay at work longer?**

**SANTE2**



1. yes
2. no
3. not applicable, good safety conditions

Make sure you take the third option into account, for cases of good health and safety conditions. This question doesn't apply for a large number of people, but it is important for others: for example, security guards, bank tellers, certain manual workers. So it must not be ignored.

*(if STC= '2' – i.e. for salaried employees)*

**A-17: During the last five years of your working life, have you changed position or job?** **CHPST5**

1. yes
2. no → A-18

This concerns a change of job or position, and not a change of grade or legal status which would not change the person's work at all. With this question we want to get a picture of the end of older workers' working life. Obviously this is limited, but all the same it gives a glimpse of the professional mobility of older workers.

*(If CHPST5='1')*

**Did this change also include changing company?**

**CHENT5**

1. yes
2. no

If there were several changes, explain that we want to know about the last change. If the company had been taken over, that isn't considered a change of company.

*(If CHPST5='1')*

**After this change, in terms of pay, did you get**

**CHREM5**

1. less
2. more
3. roughly the same

*(If CHPST5='1')*

**and, in terms of working hours, did you work**

**CHTEMP5**

1. less
2. more
3. roughly the same hours

Now we are going to ask you some more general questions.

**A-18: What is your general state of health?**

**SANTEA**

1. very good
2. good
3. average
4. poor
5. very poor



**A-19: Have you been restricted, for at least six months, because of a health problem, in normal everyday activities?** **SANTEL**

1. yes
2. no

By 'normal everyday activities' we mean housework, gardening, sport, reading, etc - in short, all the everyday activities that people normally do.

**A-20: How many children have you had (or adopted) personally?** **ENF**

!\_\_!\_\_! Children

For a blended family, only the children of the person interviewed are counted, not the spouse's children.

Foster children are not counted. Children who have died are counted.

**-END of module A-**



## Module B: For people who are not working but have worked before.

(If ACT is not '2' and RETRAI not ('1' or '2') and V1RETRAI not ('1' or '2')), this question concerns everyone surveyed in module B except for people who are unemployed, retired or pre-retired)

### B-1: What is your current situation?

MALAD

1. extended medical leave (> 1 year) → B-2
2. invalidity → B-4.
3. other situation → B-4.

This question does not concern people who are unemployed, retired or pre-retired; it concerns all the other people who have worked at some time but are not working at the current time. This means, for example, people on extended medical leave, people with an invalidity or disability, etc.

This question allows us to identify people on extended medical leave so we can get a response about the amount of sickness benefits the person interviewed receives.

(If MALAD='1')

### B-2: Do you receive sickness benefits?

INDMAL

1. yes → B-4.
2. no → B-4.

(If RETRAI='2' or V1RETRAI='2')

### B-3: Are you...

PRERET

1. a beneficiary of the National Employment Fund Special Allowance<sup>1</sup>
2. a beneficiary of the Designated Employee Retirement Leave Allowance<sup>2</sup>
3. in a company pre-retirement scheme
4. registered with ANPE<sup>3</sup> and exempt from looking for a job (AER<sup>4</sup> or ASPR)
5. other

The question is only put to pre-retired people.

These are what the abbreviations signify

-ASFNE : option 1, the National Employment Fund Special Allowance

-CATS : option 2, the Designated Employee Retirement Leave Allowance

-AER or ASPR: option 4, pre-retired, registered with ANPE ("Agence Nationale Pour l'Emploi": the French National Employment Agency) and exempt from looking for a job because of their age

### B-4: Do you receive a survivor's pension?

REVER

1. yes
2. no

Everyone must be asked this question.

### B-5: Do you (also (if REVER='1')) receive a retirement pension because of a previous occupation?

RETR

1. yes
2. no → B-7

Everyone must be asked this question.

<sup>1</sup> ASFNE: "allocation spéciale du fonds national pour l'emploi"

<sup>2</sup> CATS: "allocation pour cessation anticipée d'activité de certains travailleurs salariés"

<sup>3</sup> ANPE "Agence Nationale Pour l'Emploi": the French National Employment Agency

<sup>4</sup> AER: "Allocation Equivalente Retraite", Retirement Equivalent Allowance



(If RETR='1')

**B-6: When did you first receive your pension?**

*(first payment of pension rights.)*

Year  
Month

! \_ ! \_ ! \_ ! \_ !  
! \_ ! \_ !     → B-8

LIQA  
LIQM

This question only concerns people who receive a retirement pension. The date asked for is the date of the first payment of pension rights.

(If RETR='2')

**B-7: If you wanted to, could you as of today receive a retirement pension, even partial?**

RETPOS

*(you could be paid a pension, but you have not requested this)*

1. yes, at the full rate
2. yes, at a reduced rate
3. no
4. don't know

Question B-7 is important: we are interested in people who could retire. These are in fact people who may be old enough and sufficient years of contributions to receive a retirement pension but they prefer to work and not retire.

ATTENTION: Don't forget the "Don't know" option. This option allows us to measure the number of people who do not know their pension entitlements.

**B-8: When did you stop all work for pay or profit?**

Year  
Month

! \_ ! \_ ! \_ ! \_ !  
! \_ ! \_ !

CESA  
CESM

This question is put to people who have already worked at least once in their life and who today are retired, pre-retired, unemployed, on extended medical leave or not working because of an invalidity/disability (or replied 'other' in the first question). We want to know when they stopped working, excluding any annual holidays.

So what we need to know is when they were no longer physically present in the company. If, for example, they left the company on May 01, 2004 and since then they have been on leave of absence, in their notice period or on extended medical leave while still being paid by the company, they are considered to have stopped working on May 01 2004.

**B-9: Which of the following was the main reason for leaving your last job?**

MOTCES

1. loss of job (dismissed, end of a fixed-term employment contract, bankruptcy if you are not a salaried employee, etc.) → B-13
2. health problem or invalidity
3. problem concerning a dependent (spouse, parent, child, grand-children, etc.)
4. spouse's retirement
5. other family or personal reason
6. to benefit from advantageous retirement conditions (pre-retirement or other) → B-11
7. reached compulsory retirement age → B-14



- 8. problems related to the job → B-11
- 9. other reason

On request from the interviewers following the tests, a code chart will be available for this question.

Explanation of the codes:

- **code 1:** if an employee leaves their job voluntarily, you must not tick option 1.
- **code 2:** if a person loses their job because they are unable to work, you must tick 'health problem or invalidity'.
- **code 3:** tick this option if the person has to take care of children or dependent adults (elderly people, handicapped people, etc)
- **code 4:** a husband can stop working because his wife is retiring and he wants to retire at the same time as her.
- **code 5:** this option concerns people who stop working for reasons other than because of dependents. For example, it concerns people who don't want to work any longer, not because there are problems at work but because they want to enjoy life: they could have stayed at work longer but they prefer to stop. This option also concerns people who know that the compulsory retirement age is 65 and have left before this because they have sufficient pension entitlements.
- **code 7:** this option concerns people who are not salaried employees (who don't have a specific *compulsory* retirement age) who respond that they have stopped their business activity in order to retire.
- **code 8:** work-related problems can be related to working hours, jobs they are asked to do, the stress of the job, the employer's attitude, etc

(If MOTCES='9')

**B-10: Please specify**

**MOTCESCL**

(If MOTCES not ('7' or '1') and (CESA-NAIA>49 or CESA≥1996) )

**B-11: Among other things, would more flexible or shorter working hours (or a reduction in your business activity (if ATRAV equal to ('1' or '2') – i.e. for people who were not wage-earners in their last occupation)) have encouraged you to stay at work longer?**

**HORA1**

- 1. yes
- 2. no

We want to know whether changes to working hours (either in the same job or in another one, but for the same company or employer) might have encouraged the person to stay at work longer. For example, if the employer had allowed the employee to work one day a week at home, or to just work 80% of the regular hours, might the employee then have decided to stay at work longer and not retire or enter a pre-retirement scheme straight away...



A filter was added to this question so it is not put to people who left the labour market a very long time ago: for example, in the test phase, we had a woman who had worked for two years (from 16 to 18 years old) and had never worked since, so the question wasn't relevant for her.

(If MOTCES not ('7' or '1'))

**B-12: Would better health and safety conditions have encouraged you to stay at work longer?**

**SANTE1**

1. yes
2. no
3. not applicable, good health and safety conditions

Make sure you take the third option into account, for cases of good health and safety conditions. This question doesn't apply for a large number of people, but it is important for others: for example, security guards, bank tellers, certain manual workers. So it must not be ignored.

(If MOTCES not ('7' or '1'))

**B-13: Would training in a new area or expanding your skills have allowed you or made you want to stay at work longer?**

**QUALI1**

1. yes
2. no

We are asking the individual whether improving their qualifications in their field or acquiring new skills would have encouraged them to stay at work longer. This is not therefore only a question of expanding their skills; it can also mean acquiring skills or know-how in a completely new field, which would have given the individual a fresh start, or allowed them to work in a new field.

(If MOTCES='1')

**B-13: Would training in a new area or expanding your skills have allowed you to keep your job or have helped you to find another one more easily?**

**QUALI1**

1. yes
2. no

This question concerns people who were dismissed from their job. We want to know whether bringing their skills up-to-date, or acquiring new know-how, might have meant that they were not dismissed or might have allowed them to find a new job more quickly.

This is a difficult question to ask; the unemployed people interviewed must not feel belittled by this question, so the interviewer needs to be as tactful as possible.

**B-14: Immediately after your last job, what was your situation?**

**SITADE**

1. unemployed
  2. retired
  3. pre-retired
  4. long term sick or disabled
  5. other
- } → B-16 a or b



In the special case of pre-retired unemployed people, here they are classified under the 'unemployed' option. People on extended medical leave, still being paid by their company, must be classified under 'extended medical leave'.  
This question also lets us retrace the end of older workers' working life.

(If  $SITADE=5$ )

**B-15: Please specify...**

**SITADECL**

(If  $ACT=2$ )

**B-16a: During your working life, have you experienced periods of unemployment, other than the current one?**

**PERCHOM2**

1. Yes
2. No → B-17

(If  $PERCHOM2=1$ )

**In total, approximately for how long were you unemployed, apart from the current period?**

**DURCHOM2**

- |                                                                                                                                                                   |   |        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|--------|
| <ol style="list-style-type: none"> <li>1. less than a year</li> <li>2. one to two years</li> <li>3. two to five years</li> <li>4. more than five years</li> </ol> | } | → B-17 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|--------|

For unemployed people, we do not want to count their current period of unemployment, hence the phrase "apart than the current period".

(If  $ACT$  is not '2')

**B-16b: During your working life, have you ever experienced periods of unemployment?**

**PERCHOM**

1. Yes
2. No → B-17

(If  $PERCHOM=1$ )

**In total, for how long approximately were you unemployed?**

**DURCHOM**

1. less than a year
2. one to two years
3. two to five years
4. more than five years

For pre-retired unemployed people interviewed, we do not count their current pre-retired unemployed period. Consider an interview with someone who has been unemployed since their last job but ANPE has subsequently classified them as pre-retired unemployed: we do not count either of these two periods, neither the period they were unemployed nor the period as pre-retired unemployed.

**B-17: In total, how many years have you worked?**

*(this is the number of years actually worked and not the number of years of pensionable service, which can in certain cases be greater than the number of years worked)*

Number of years

! \_ ! \_ !

**DURTRAV**

(Check that  $NAIA+10+EXP2 \leq 2006$ , if not indicate this with a "warning window": "So you started working before you were 10?", response "confirm" or "no". If this is not confirmed return to question A-6, so that a plausible value can be entered)

This is the number of years actually worked and not the number of years of pensionable service, which can in certain cases be greater than the number of years worked.



This question is important and it is the one that requires the most time in the survey, in both module A and module B. It is essential to follow the Eurostat instructions regarding the periods to be included or not, namely:

- maternity/paternity leave: included
- parental leave: not included
- period of extended medical leave or invalidity: not included
- period as a housewife: not included
- period of unemployment: not included
- period of military service: not included
- summer jobs: not included
- paid courses: not included
- seasonal work (1/2 year worked in 1 year): counted as 1 year
- part-time work (work at 50% in 1 year): counted as 1 year
- home help: the years worked are counted even if they were not paid

(If (CESA-NAIA>49 or CESA≥1996))

**B-18: When you were working, had you already reduced your working hours (or your activity (if ATRAV equal to '1' or '2') – i.e. for people who were not wage-earners in their last occupation)) in order to prepare for retirement?**

**REDUCH4**

1. yes
2. no → B-20

Attention: People who were working part-time, at 50% of the full-time hours, and who remained working part-time at 50% of the full-time hours are not considered to have changed their working hours. There must have been a real change in working hours in order to prepare for retirement.

(If REDUCH4='1')

**B-19: Was this part of a progressive retirement scheme?**

**REDUCH5**

1. yes
2. no

This progressive retirement measure concerns “older” workers. In order to stay at work longer, they can choose to progressively reduce their working hours before they retire. This could involve standard part-time working or a progressive reduction in activity, which is better paid than standard part-time working. This is one of the incentives for staying at work. A progressive retirement therefore corresponds to a reduction in the number of hours worked where the reduction in salary is smaller than the reduction in hours. If a person chooses standard part-time working and then a progressive retirement, this must be coded 1.

(if ATRAV not ('1' or '2')- this question does not apply to people who were not wage-earners in their last occupation) and (CESA-NAIA>49 or CESA≥1996)

**B-20: During the last five years of your working life, did you change position or job? CHPST5**

1. yes
2. no → B-21



This concerns a change of job or position, and not a change of grade or legal status which would not change the person's work at all.

(If CHPST5='1')

**Did this change also include changing company?**

**CHENT5**

1. yes

2. no

*if there were several changes, explain that we want to know about the last change.*

(If CHPST5='1')

**After this change, in terms of pay, did you get**

**CHREM5**

1. less

2. more

3. roughly the same

(If CHPST5='1')

**After this change, in terms of working hours, did you work**

**CHTEMP5**

1. less

2. more

3. roughly the same hours

Now we are going to ask you some more general questions.

**B-21: At the time you stopped working, what was your general state of health?** **SANTEB**

1. very good

2. good

3. average

4. poor

5. very poor

You must emphasise that we are interested in the state of health at the time the person stopped work.

**B-22: In the last six months of work, were you restricted, because of a health problem, in normal everyday activities?**

**SANTEL**

1. yes

2. no

You must emphasise that this is at the time the person stopped work.

**B-23: How many children have you had (or adopted) personally?**

**ENF**

!\_\_!\_\_! children

For a blended family, only the children of the person interviewed are counted, not the spouse's children.

Foster children are not counted. Children who have died are counted.

**-END of module B-**

**Module C: For people who have never worked, even a long time ago**

**C-1: Do you receive a survivor's pension?**

**REVER**



1. yes
2. no

**C-2: What is your general state of health?**

**SANTEC**

1. very good
2. good
3. average
4. poor
5. very poor

**C-3: How many children have you had (or adopted) personally?**

**ENF**

!\_\_!\_\_! children

For a blended family, only the children of the person interviewed are counted, not the spouse's children.  
Foster children are not counted. Children who have died are counted.

**-END of module C-**

