



**Final report on action
“Labour Force Survey ad hoc module on
reconciliation of work and family life”
(Eurostat n° 200432100018)**

**Prepared by Employment statistics section
of Central Statistical Bureau of Latvia**

Annex 2

EXPLANATIONS
for filling-in the attachment module of the Labour Force Survey
questionnaire “Reconciliation of Work and Family Life”

INTRODUCTION AND DEFINITIONS

By means of the survey it is intended to investigate what kind of care services the families use or would like to use so that it would be possible to combine work with taking care of children or an adult.

The questionnaire lays emphasis on the investigation of services regardless of how many persons in the family use these services. For example, if there are several children in the family and one of them needs these services while others are not interested, responses are given about those kinds of services which are used in the family.

Childcare services: creches; kindergartens, after-school centres for school-age children where they can stay after the lessons; child minding services; day care centres; specialised centres for persons with a physical disability; care services at home, etc., as well as strolls, taking children to/from the lessons (at school, kindergarten), playing, reading and the like.

Care services for adults: day centres, specialised centres for persons with a physical disability; care and minding services at home, etc., as well as strolls, assistance in filling-in the documents, assistance in household work, short-term daily minding services such as a visit, a talk.

This module (as opposed to the question included in the basic questionnaire of the Labour Force Survey on care services) includes in the care services assistance rendered free-of-charge by one’s relatives, friends or neighbours.

A child is a person at the age of 0-14 years. A person is considered to be 14 years old if he or she has not yet reached the age of 15 years, that is, those persons who were born in 1990 as well as those whose date of birth happens to fall after the end of the survey reference week.

TECHNICAL NOTES

Questions from the questionnaire should be posed to persons aged 15-64 years. Information on the precise determination of a person's age can be found in the upper part of page 1 of the module questionnaire.

To complete the module questionnaire, responses are needed both from part 1 and part 2 of the basic questionnaire of the Labour Force Survey.

At the end of the questionnaire (question 25) the time spent for the completion of this questionnaire should be indicated.

EXPLANATIONS TO SELECTED QUESTIONS

Question 1

Childcare services are child minding (including care and child minding of children with a physical/mental disability), strolls, taking the child to/from school, kindergarten, playing with the child, reading to him/her, etc.).

Regarding this question, an affirmative answer about the care services refer both to children living within their household and to those cases when a child who does not live within your household is being taken care of.

Care services for sick and incapacitated adults include care and minding services at home as well as strolls, assistance in filling-in the documents, assistance in the household work and short-term minding services such as a visit, having a talk.

Regular care services are provided according to a specified schedule (for example, every day, every second day, every week, every second week, etc.). If in the reference week care services are not provided, but the existing schedule of care services has been made according to a certain system, then it is marked that care services are implemented.

If care services are provided from time to time and the respondent cannot say when his help will be needed next time, then it is marked that care services are not provided.

This question does not refer to care as a job, for example, if a person is working as a minder then the provision of care services represent his/her direct duties and in such a case response 4 is ticked off on condition that this person does not provide care to somebody outside his/her working time.

Question 10

All response options that refer to the specified household are ticked off.

The first response will apply to children who are not yet full 8 years old, that is, to those who were born in the years from 1997 (if their birthday happens to be after the end of the reference week) to the respective reference week of 2005.

The second response will refer to children who were born in the years from 1990 (if their birthday happens to be between the 1st of January and the end of the reference week) to 1997.

The legal status of children is determined according to questions B09 and B10 of the basic questionnaire. This complicated work is necessary to avoid posing further unnecessary questions about the childcare leave to persons not concerned with these questions.

Question 11.

This question helps to discard (from question 10) those families that bring up their own/adopted children aged 0-7 years as further on there are questions about the childcare leave, which according to the law is granted to the child's parents/adopters (both mother and father) and which can be used until the child has reached the age of 8 years.

Question 15

Answer 1 "There was no legal basis to ask for it" should be marked in the following cases:

- the childcare leave has already been used;
- the woman is having her maternity leave;
- the child's father is having the paternity leave.

Question 16

Up to 3 response options may be marked. If several kinds of services are used, the most important ones are chosen.

If difficulties arise in choosing from equally important kinds of services, for example, the local government kindergarten (response 1) and the assistance of great grandparents (response 7), answer 1 must be taken because responses to this question are arranged by the degree of relevance according to the conditions of the European Commission Regulations for this survey.

If the place of work of parents (both of them or one) is home and the child or children are looked after while at the place of work and if children (under 15 years of age) look after each other or during the work of their parents they are alone, mark answer 9 “Do not use childcare services”.