

The European Union labour force survey: main characteristics of the national surveys



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Preface

The present report describes the main characteristics of the Labour Force Surveys in the 25 Member States of the European Union, the four Candidate Countries and three EFTA countries in 2003.

All but one of the Countries provide Eurostat with LFS data for publication. Due to legal considerations Turkey has not been able to deliver any micro-data. The aim of this report is to provide users with the means to accurately interpret the LFS results by providing information regarding the technical features of the Labour Force Surveys carried out in these countries.

In 2003 France, Luxembourg, Hungary, Bulgaria and Iceland implemented the continuous quarterly survey, while Italy, Cyprus, Malta and Austria planned to do so in 2004 and Germany in 2005.

The main characteristics of the national practices are presented herein. The information is organised on the same lines as the methodological data accompanying the main results of the European Labour Force Survey, see *European social statistics. Labour force survey results 2002* and *Labour Force Survey in the Acceding and Candidate Countries, Methods and Definitions, 2002*. This will enable users to evaluate the degree of comparability achieved.

For more detailed information on the common practices and definitions of the European Labour Force Survey see *The European Union Labour Force Survey, Methods and Definitions, 2001*.

For a summary of the data quality of the European Union Labour Force Survey see *The European Union Labour Force Survey, Quality Report, 2003*.

In 2003 the module on education and training was revised in the European Union Labour Force Survey.¹ The explanatory notes to the new variables are included in Annex 1.

The information necessary for preparing this publication was mainly collected in 2004 and early 2005. Eurostat wishes to thank the experts responsible for the national labour force surveys in the Member States, Candidate and EFTA countries for their help in compiling the information presented in this publication.

¹ Commission Regulation (EC) No 2104/2002 (OJ L 324/ p. 14, 29.11.2002).

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Characteristics of national surveys in 2003

BELGIUM

General

Participation in the survey is compulsory.

The survey has been continuous since January 1999 and provides quarterly and yearly results.

The survey covers the entire country. Only private households are included where at least one person is younger than 75 years old.

The household is the simple or collective unit comprising either one person living alone or two or more persons, whether or not of the same family, who usually occupy the same dwelling and live there together.

Sampling plan

The planned quarterly sample size is 11 960 households, which represents an average survey rate of about 0.3 %. Every week 920 households should be interviewed.

The survey is based on a 2 level stratified sampling plan.

The survey base is the National Register of Persons, which is derived from communal population registers.

The entire national territory is divided into provinces (NUTS II) forming 11 strata. The allocation is proportional to the square root of the number of households in each province. This increases the sampling rate of the least-populated strata.

Within each stratum, a two-stage sampling is carried out. The primary units comprise parts of the communes called 'statistical sections' (6 192 in the whole country, with 704 households in average and covering 5 km² in average). Their probability of selection is proportional to the number of households in them, with replacement of any 'small' section (at most 27 households) by another section of the same municipality; the 'small' sections only represent 0.15 % of the total number of households.

The secondary sampling unit is the household.

Within each primary unit, 20 households (as well as 10 substitute households) are drawn at random.

The overall survey rate (secondary units) is identical for all municipalities in each stratum.

Weighting procedure

Extrapolation to the population, including adjustments for non-response, is done at the level of individuals, using *a posteriori* stratification by province (NUTS II), sex and age (5-year age groups). In each of the post-strata thus obtained, a weight is calculated whose numerator is the population as at 1 January 2003 according to the National Register of Persons and whose denominator the number of usable responses.

Data collection

The detailed information (related to individuals aged 15 years and over) is collected by means of face-to-face interviews in the 3 weeks following the reference week. In households of retired persons, interviews can be conducted by telephone.

The field staff comprises 300-350 persons.

In 2003, 28.6 % of the interviews (of persons aged 15 years and over) were carried out by authorised third parties. In terms of initially drawn households, the response rate is 78 %

A second interview takes place 3 months after (except for people aged 65 years and over) by mail or by telephone, with a shorter version of the questionnaire which aims only to measure the ILO labour situation (employed, unemployed and inactive).

CZECH REPUBLIC

General

The survey has been conducted since December 1992 as a continuous quarterly survey, going over from seasonal quarters to calendar quarters by the end of 1997.

The survey covers the whole country. Only private households are surveyed.

Participation in the survey is voluntary.

The target population comprises all persons living usually in the households of the selected dwellings. The temporarily absent persons (for not more than 1 year) and domestic servants are included. People in student or worker's homes are included if satisfying this rule. Lodgers are considered as independent budget keeping households. People living abroad are excluded. Conscripts are surveyed for demographic background only.

Sampling Plan

The sampling plan is stratified two-stage probability sample of dwelling units.

The strata consist of 77 districts with Prague considered one district.

The primary sampling units are census areas that are sampled (by randomised systematic sampling) with probability proportional to size, i.e. the number of dwellings per census area.

In the second stage, dwelling units are selected from the initial sample by simple random sampling.

The initial sample of PSUs is 5 650 census areas, while the approximate final sample size is 25 000 dwelling units, constituting an overall sampling fraction of 0.6 %.

Each quarterly sample consists of five panels interviewed for five quarters consecutively until rotated out of the sample.

Weighting Procedure

The weights are produced by extrapolating *a posteriori* to the population in 12 age groups, sex and the 77 districts. The demographic figures for individual quarters 2002 were interpolated according to the final result of Census 2001 taking into account the definitive demographic data for end-of-year of 2001 and 2002.

Data Collection

Data are collected in first visits with face-to-face interviews, with repeated interviews usually made by telephone. In the 2nd quarter, when ad hoc module is surveyed, all interviews are face-to-face. All interviews were conducted with the aid of electronic questionnaires with few exceptions.

All persons aged 15 years and older and living in the sampled dwellings are interviewed.

The number of field workers was 113 in 2003. The response rate was 76.5 %.

DENMARK

General

There is no specific national legislation making it compulsory to provide information for the survey, and participation is therefore voluntary.

The entire country is covered, apart from Greenland and the Faroe Islands.

The survey covers persons living in either private or collective households.

It is a continuous survey, providing quarterly results.

The resident population comprises persons with domicile in Denmark (excluding Greenland and the Faeroe Islands) according to the Central Population Register.

Sampling plan

The quarterly sample size is 16 665 persons, which represents an average survey rate of 0.42 %.

The sampling unit is the individual.

A stratified sample design is used. The sample comprises 5 000 persons (aged 16-66 years) registered as unemployed two quarters prior to the survey Quarter and 11 665 persons (aged 15-74 years) drawn from the Population Register (and not registered as unemployed two quarters prior to the survey quarter).

The survey base is the Central Population Register.

Respondents are questioned 3 times. First time in the initial quarter, then the following quarter and yet a third time a year later. One-third of the sample is renewed each quarter.

Weighting procedure

Register based information on age, gross income, educational attainment and sector of activity is used to derive initial weights to adjust for non-response. The final weights are derived by using register based information on the distribution of sex and mainly 5-years age groups.

Data collection

The Danish LFS uses a mix of modes. The main part of the interviews (approximately 90 per cent) is conducted via telephone interviewing (CATI). Persons who could not be reached by telephone receive a mailed questionnaire. Demographic information (e.g. sex, year of birth, marital status, nationality) and level of education, training and the year of completion are variables obtained from the statistical registers based on administrative sources (The Population Register and The Educational Statistical System).

The field staff comprises approximately 40 interviewers.

Less than 2 % of interviews were carried out by authorised third parties. However, in 2002 special proxy household interviewing was implemented, so selected data on household composition as well as main status and labour status for the other household members are collected via proxy interviewing in the third (and last) wave with the current respondents.

The response rate is 65.7 %. The exact percentage of refusals is difficult to calculate, because it is impossible to know if a questionnaire sent by post but not returned represents a refusal or some other kind of non-response.

GERMANY

General

The Labour Force Sample Survey is carried out as part of the annual micro-census, which is based on the 'micro-census law'. In general the micro-census is compulsory. Additionally, the questionnaire includes optional parts of the LFS and other special national programmes.

The survey covers private and collective households, except for military quarters. A private household comprises either a person living alone or two or more persons, irrespective of their relationship. The members of a private household are characterised by the same dwelling and common housekeeping. National service personnel and students are included in their parents' households.

The resident population (statistical population) includes all inhabitants with their main place of residence in the territory of the Federal Republic. Foreign armed forces and members of the diplomatic corps and their families are excluded.

The reference week for the survey is usually the last week in April which includes no holiday. In 2003 this week was the week Monday to Sunday 5-11 of May.

Sampling plan

There are three sources used for the sampling plan. The census data from 1987 is the survey base for the 'old' federal States. The central population register of the German Democratic Republic gives data for the 'new' federal States. Both statistics are annually updated by the register of new dwellings. Sampling unit is a household. The sample is an area sample covering all areas of Germany. The sampling districts comprise a number of dwellings.

All buildings are attributed to one of three strata, depending on the number of dwellings they comprise. The first stratum contains a number of buildings which are close to one another (but not necessarily contiguous) and comprising fewer than five dwellings. In this stratum, each sampling district comprises 12 dwellings. The second stratum comprises buildings with between five and 10 dwellings. Each of these buildings constitutes a sampling district. The buildings in the third stratum comprise 11 dwellings or more. In this stratum, the 'sampling district' is a subdivision of the building, the target size being 6 dwellings. An additional stratum covers the population living in collective households. It is divided into sampling units with a target size of 15 persons.

All persons in a selected sampling district are interviewed.

The stratification by region and size of the buildings is based on the size classes used to work out the sampling units. The sampling rate varies from one region to another. Within each stratum, an effect similar to stratification is obtained by systematic sampling in a list classified by geographical entity.

The regions comprise an average of 350 000 inhabitants. The list of sampling districts is sorted within each stratum by sub-region, *Kreis* (administrative district), the size class of the commune, commune and number of the sample district. This list is divided into groups of 100 consecutive sampling districts. A sample of 1 % is drawn at random for the micro-census in each of these groups. A systematic sub-sample of the 1 % -sample is used for the LFS. To reach the degree of sampling error required at NUTS II level (as laid down in the Regulation), the rate of sub-sampling varies: either 100 %, 80 %, 60 % or 40 %, giving overall sampling rates of 1 %, 0.8 %, 0.6 % or 0.4 %. The sample comprises about 380 000 persons, giving an average sampling rate of 0.45 %.

A rotation system is composed of four waves. Each address remains in the sample four years and 25 % of the sample is replaced each year.

Weighting procedure

A two-stage adjustment procedure is used.

- (a) If possible, limited data are collected for households which fail to respond. These data can include: number of persons of the household, nationality (German/foreign) and for households comprising only one person: age (under or over 60 years) and sex. From this data, the weightings of respondent households are increased to take account of non-responses in the region.
- (b) The sample, weighted to take account of non-response, is stratified *a posteriori* by region, sex and nationality (German/foreign) and is extrapolated to the population (adjusted of military personnel).

Data collection

The field staff of the 16 statistical offices of the *Länder* comprises 7 000 interviewers. For all four waves information should be collected by face-to-face interviews. In some cases (approximately 15 %), the interviewers are not able to contact members of the household. In that case, a questionnaire is sent and a hotline is offered. One person (18 years or older) is allowed to answer instead of the rest of the household. About 30 % are proxy interviews. More and more interviews are carried out with the help of portable computers (CAPI).

The response rate is 96-97 %; the rate of non-response of optional questions is up to 40 %.

Further methodological information

The German LFS question on employment in the reference week asks if the person was “having employment or occupation”, which has overtones of main status. This also applies to the first question on job-search, asking if the person “was unemployed ... or ... looking for work” in the reference week.

ESTONIA

General

The Estonian Labour Force Survey started in 1997 as an annual survey. Since 2000 the Estonian LFS has been organised as a continuous quarterly survey.

The survey covers the whole country. Both private and collective households are surveyed.

Participation in the survey is voluntary.

The target population comprises all persons aged 15-74 years with permanent residence in Estonia, i.e. the people who have lived or intend to live in Estonia for more than one year.

The household is made up either of persons living alone or of two or more persons who share a household budget and usually occupy the same dwelling.

Sampling Plan

The sample size per quarter is approximately 2 300 households.

The sampling design is a stratified systematic two-phase sampling of individuals, whose households are included in the sample.

The 15 counties of Estonia and the capital Tallinn are divided into four strata, according to size. The small strata have higher sampling probability than the larger strata.

The sampling frame is based on the 2000 Population and Housing Census database, comprising all registered persons aged 15-74 years. In the first phase the sample is selected by systematic sampling inside strata and the information on the size of sampled households is collected. In the second phase the sample is grouped by the number of persons aged 15-74 years in the household of the sampled individual. The final sample is then selected by systematic sampling from each size group with inclusion probability inverse to the size. This yields an equal probability sample of households (and its 15-74 years old members) inside strata. All persons aged 15-74 years in the households of the final sample are interviewed.

Every sampled household is interviewed for four quarters according to the rotation pattern 2-(2)-2.

Weighting Procedure

The weights are formed in a sequence of steps. A weight resulting from the previous step is multiplied by the correction factor calculated at the current step. The correction factors are scaled in such a way that their sample average is unity at each step. As a result, the final weight is a product of the initial weight and correction factors.

As stratified sampling is used as the first step of sample formation, first the initial weight that is inversely proportional to the inclusion probability in each stratum is calculated.

For non-response adjustment the non-response correction factors are computed. The weighting groups of reasonably uniform size of sampled households are formed on the basis of the place of residence of the household according to the non-response rate in the region. Within each group the correction factor is inversely proportional to the overall response rate in the region.

In the next step the weights are calibrated so that they produce exact population numbers in certain subgroups known from demographic data (including institutional population). The subgroups by sex, age (5-years age groups) and the place of residence (15 counties – NUTS 4 level – and the capital city) are considered. For this purpose the Raking-Ratio method is applied.

Data Collection

In 2003, 90 % of interviews were face to face interviews (paper / pencil) and 10 % computer assisted personal interviews (CAPI). All interviews are conducted by 60 interviewers of the Interviewers Set Department of the Statistical Office of Estonia. The interviewing is normally done during the week immediately following the reference week but never later than during the five weeks following the reference week. About 18 % of the interviews were by proxy.

The response rate in 2003 was 80.9 %.

GREECE

General

The survey is a continuous survey providing quarterly results.

It covers only private households.

The resident population comprises persons who usually reside on Greek territory and who spend most days and nights there.

Sampling plan

The sample size is about 30 000 households, which represents a survey rate of 0.87 %.

The survey base for samplings is based on the census.

The sampling unit is the household.

Stratification is carried out by administrative region and degree of urbanisation.

Thus, each NUTS II region constitutes the first stratification level. Within each NUTS II region, communes and municipalities are stratified according to:

- (a) the Department (NUTS III region) to which they belong
- (b) the population of the main town, by the following classes (in thousands of inhabitants): > 50, 30-49.999, 10-29.999, 5-9.999, 2-4.999, 1-1.999, 0.5-0.999, <0.499

Salonika and Athens are divided into 10 and 40 contiguous, well-defined sub-strata respectively.

A rotation system comprising six waves is used. Each sampling unit is kept in the sample for six consecutive quarters.

Weighting procedure

When a household fails to respond, it not is replaced by the next household on the list.

$\lambda = M/m$ is the weighting for this stratum, where M is the total number of households in each main stratum (estimated on the basis of the previous census) and m is the number of households in this stratum.

Thus, M_{hi} is the number of households in each i th locality selected in each h th sub-stratum, with P_{hi} the probability of selection. The number of households, m_{hi} , which have to be selected in this unit, is determined by:

$$\lambda_{hi} = M_{hi}/m_{hi} \text{ where } \lambda_{hi} = \lambda P_{hi}\pi_h$$

where π_h is the number of localities selected in the h th stratum.

Thus, the estimator of each characteristic Y for the main strata is calculated as:

$$Y = \lambda(\sum\sum\sum y_{hij})$$

After that the data:

1. corrected with non response rate at local unit level

2. weighted in order to be in line with population estimates by sex, age groups, and region (NUTS II level)

Data collection

All the information is collected by means of face-to-face interviews (printed questionnaires).

The field staff comprises 600 interviewers.

48 % of the interviews were carried out by authorised third parties.

The response rate is approximately 93-95 %. Two-thirds of non-responses are refusals and the remainder are due to difficulties contacting the household.

SPAIN

General

Since 1996 the survey is compulsory as it was included in the yearly statistical programme.

The survey produces quarterly results. Since 1999 the reference weeks are distributed uniformly over all the year.

The population residing in private households is covered, including servants; persons living in collective households and persons who are temporarily absent are sampled via the relatives living in private household. Foreign nationals are included in the resident population if they have lived or intend to live in Spain for more than one year.

The household concept used is that of the 'dwelling household' (all people living in the dwelling are interviewed).

Sampling plan

The sample size is approximately 65 000 households, which represents an average survey rate of 0.5 %.

A two-stage sampling procedure is utilised with stratification of the primary units. First stage units are geographical areas in which all the country is split. These areas are stratified within each province, using the population size of the municipality. Within each stratum, the areas are sub-stratified according to the socio-economic characteristics of the population.

Second stage units are private households.

The sample is made up of six rotation groups. Household once selected remain in the sample for six consecutive quarters before being replaced. In any quarter, households of one wave are receiving the first interview, households of another wave are receiving the second interview, and so on.

Each quarter, the household sample in one sixth of the primary unit sampled, is replaced by a new sample. Thus, there is an 83 % overlap in the samples for each consecutive quarter.

The sample size of primary units is 3484 and, the sample size of the secondary units in each area is 18.

Units are selected in such a way to obtain self-weighted samples within each stratum. The first stage units are selected with proportional probability to the size and second stage units are selected with equal probability.

Weighting procedure

The design uses Ratio Estimator and the auxiliary variable is the Population Projection at stratum level.

Every quarter, population projections by age group (0–15 years and 16 years +) and NUTS 2 region are made. Projections by age and region are distributed by stratum in proportion to the population of each stratum. In each stratum, age group and region, the weighting is determined by the ratio of the projection to the sample size.

Since 2002, the calibration method has been introduced regularly, in order to adjust the sample to the population distribution. The auxiliary information used is the population by sex, age and NUTS 2.²

A linear weighting method is used, in which each member of the household has the same weight.

Data collection

All the information is collected by interview. The first interviews are personal interviews. Interviews in the second and subsequent waves are carried out by telephone, except when the family wants a personal interview or there is no telephone. Since the fourth quarter 1997 all interviews are done with the help of portable computers.

The field staff comprises 350 persons.

58 % of the interviews were carried out by authorised third parties.

The response rate is 91.6 %, with 39 % of non-responses being due to refusals.

FRANCE

General

Participation in the survey is compulsory.

Starting in 2003 the survey is a continuous survey providing quarterly results. Compared with the 2002 annual survey the questionnaire has been improved in order to give a measure of unemployment better harmonized with other European countries and to allow a richer knowledge of the French labour market.

The survey covers private households in metropolitan France.

It includes part of the population living in collective households, persons who have family ties with private households.

The resident population comprises persons living on French metropolitan territory.

The household concept used is that of the 'dwelling household': a household means all persons living in the same dwelling. It may consist of a single person, or of two families living in the same dwelling.

Sampling plan

All 15 years old or more individuals in the household are surveyed.

All weeks of the year are reference weeks. Data collection is continuous. The quarterly sample is distributed among its 13 weeks.

The results are quarterly. Each quarter consists in 13 reference weeks. The sample is representative of the French population each quarter.

The sample of the new quarterly survey is made with geographical delimited areas (*aires*). From a theoretical point of view, the sampling method consists in a stratification of Metropolitan France in 189 strata (21 French regions x 9 types of urban units), and a first stage sampling of areas in each stratum (with different probabilities, average sampling rate = 1/600). Areas contain about 20 dwellings, and among them only dwellings which are main residences are surveyed.

The base used for the sample is the Population Census of 1999. New dwellings (constructed between the date of the Census and the date of the survey) in the areas are listed by the surveyor at the time of the survey. If the area contains less than 10 new dwellings, all of them are surveyed ; if the area contains between 10 and 40 new dwellings, 10 of them are surveyed (srs) ; if the area contains more than 40 new dwellings, a quarter of them are surveyed (srs).

² In 2005 the estimates for the period 1996-2004 were updated using [the detailed data of the Census 2001 and the population registers in Spain](#). Nationality was introduced as a weighting factor in those NUTS 2 regions where the sample size is sufficiently large.

The sample unit is the dwelling: in each sampled area, every private household living in its main residence is surveyed.

The sample rate is about 1/600 for a given quarter. In the preceding annual survey, the sample rate was 1/300 for a given year.

Each quarter, about 54 000 dwellings are sampled. Among them, about 35 000 include at least one respondent, i.e. 75 000 persons 15 years old or more.

The stratification is crossing two criteria: French region (nuts 2) and type of urban unit (21 regions x 9 types of urban unit).

Each area is surveyed six quarters consecutively. Each quarter, the sample contains 6 sub-samples: 1/6 of the sample is surveyed for the first time, 1/6 is surveyed for the second time, ..., 1/6 is surveyed for the 6th (and last) time.

Weighting procedure

The expansion factor is the population totals (15 years old or more) less the estimated number of persons living in communities.

1. a correction for non-response is made, using several criteria: size of urban unity, number of rooms in the housing, type of housing (individual house, building...), number of new dwellings.
2. an adjustment with the population pyramid (at the middle of the quarter) by five-year age groups and gender is made for each sub-sample.

Data collection

The collection method is a face-to-face interview for the first and the last interrogations and a telephone interview for intermediate interrogations (2nd to 5th). The first interview lasts on average 915 minutes, the following ones -except the last one- 7 minutes (all questions are not asked) and the last one 6 minutes.

About 750 interviewer works for the French LFS.

About 40 % of the interviews were carried out by authorised third parties.

The average response rate in 2003 was 80.5 %, with 25 % of non-responses being due to refusals.

IRELAND

General

There is no specific legislation making it compulsory to provide information for the survey. Participation is therefore voluntary.

All the regions are covered.

Only private households are included.

The survey is a continuous one, providing quarterly results.

The population comprises persons who usually reside on Irish territory.

The private household is made up either of persons living alone or of two or more persons, whether or not of the same family, usually occupying the same dwelling and sharing a joint budget.

Sampling plan

A two-stage sample design is used. This comprises a first stage sample of 2 600 blocks (or small areas) selected at county level to proportionately represent eight strata reflecting population density. Each block was selected to contain, on average, 75 dwellings and the sample of blocks is fixed for a period of about five years. In the second stage of sampling, 15 households are surveyed in each block to give a total quarterly sample of 39 000 households with 3 000 households interviewed every week of the quarter.

The primary sampling units are stratified as follows:

- 1 County Boroughs
- 2 Suburbs of County Boroughs
- 3 Environs of County Boroughs
- 4 Towns 10 000 +
- 5 Towns 5 001 - 10 000
- 6 Towns 1 000 - 5 000
- 7 Mixed Urban/Rural Areas
- 8 Rural Areas

The base for the sampling frame is the census of population.

Households are asked to take part in the survey for five consecutive quarters and are then replaced by other households in the same block. Thus, one fifth of the households in the survey are replaced each quarter and the QNHS sample involves an overlap of 80 % between consecutive quarters and 20 % between the same quarters in consecutive years.

Weighting procedure

The expansion factor is to population totals.

The survey results are weighted to agree with population estimates broken down by age (5 year age groups), sex and region (NUTS 3 regions). The estimates are calculated as follows:

1. The previous quarter's population estimate or census of population at regional level is used as the base population.
2. A quarter of this population is aged on by 1 year.
3. Births for the relevant period are added to each region – source = registered births.
4. Deaths for relevant period are subtracted from each region – source = registered deaths.
5. Net migration (inflows from other regions minus outflows to other regions plus inflows from abroad minus outflows to abroad) is added to each region – main source = Quarterly National Household Survey (QNHS – formerly annual Labour Force Survey).

The result is the new population estimate at regional level.

Data collection

Interviews are carried out on a face-to-face basis with the help of portable computers (CAPI). All the information is obtained by interview.

The field staff comprises 140 interviewers plus 30 back-up interviewers.

33.5 % of the interviews were carried out by authorised third parties.

The response rate in the spring quarter 2003 was 79.2 %, with 16.6 % of non-responses being due to refusals.

ITALY

General

Participation in the survey is compulsory. All the regions are covered.

The resident population is that recorded in the population registers of Italian communes. Only private households are included. The private household is made up either of persons living alone or of two or more persons, whether or not of the same family, usually occupying the same dwelling and sharing a joint budget.

The survey is carried out in January, April, July and October. A single reference week is used in each quarter. In 2003 the reference weeks were: 6-12 January, 31 March - 6 April, 30 June - 6 July, 29 September - 5 October.

Sampling plan

The sample size is 75 512 households, giving an average survey rate of 0.36 %.

The sample frame is a stratification of the primary units (municipalities) in each NUTS II (Region) based on the population of the municipality. The ultimate sampling units are the households and are drawn from municipal registers.

Stratification of the municipalities in each NUTS II region is based on the population of the communes.

The households are rotated according to a 2-(2)-2 rotation plan. Households are interviewed during two consecutive quarters. After a two-quarter interval, they are again interviewed twice in the corresponding two quarters of the following year.

Weighting procedure

The estimates of the survey are obtained through a calibration estimator.

The procedure for working out the grossing coefficient is based on the solution of a minimisation problem under constraints, which requires the equalisation of the sampling estimates of certain auxiliary variables (in particular gender and age) with their respective total obtained from demographic estimates based on different sources.

The grossing coefficient is determined as follows:

- firstly, the base weighting factor is obtained as the inverse ratio of the probability of inclusion of any sample household
- then, the correction factor for total non-response is worked out as the reciprocal of the response ratio for each strata;
- then, the correction factor that assures that the sample replies the same structure as the population, with regard to the distribution by sex and 5-year age groups at NUT 2 area and by sex at NUT 3 area, is finally determined.

This procedure is applied iteratively to ensure that all members of a given household have the same final weight.

Data collection

Interviews are carried out on a face-to-face basis using a paper questionnaire (PAPI). All the information is obtained by interview.

The field staff comprises 2 740 persons.

32.9 % of the interviews were carried out by authorised third parties.

The response rate is 95.0 %, with approximately 27 % of non-responses being due to refusals.

CYPRUS

General

The Cypriot Labour Force Survey started in 1999 as an annual survey, covering all the weeks of the second quarter uniformly.

The survey covers only the areas of Cyprus controlled by the Government of the Republic of Cyprus. Only private households are covered.

Participation in the survey is compulsory.

The resident population comprises persons who usually reside in Cyprus or intend to stay in Cyprus for at least 12 months. It excludes Cypriot students studying abroad as well as foreign armed forces and foreigners who work in embassies or diplomatic missions.

The private household is made up either of persons living alone or of two or more persons, whether or not of the same family, usually occupying the same dwelling and sharing a joint budget.

Sampling Plan

The sampling plan is a stratified two-stage probability sampling of dwelling units.

The variables used for stratification are the Districts and the urban/rural areas within each district.

The primary sampling units (PSUs) in each stratum are the enumeration areas in urban areas and the villages in rural areas as specified in the Population Census of 1992. The selection of PSUs is based on probability proportional to size sampling. The size refers to the number of households enumerated in the Population Census of 1992.

The secondary sampling units (SSUs) are the dwelling units selected systematically from a list of all dwellings belonging to the selected PSUs. This list was updated by a new enumeration in 1998. Refusals, non-contacts (households absent for more than one month) and households unable to respond are substituted by the next household on the sampling frame.

The sample size per year is approximately 4 500 dwelling units containing approximately 3 600 households, which represents an average sampling rate of 1.54 %.

Each sample consists of four panels, three of which have been carried over from previous year. Each household is interviewed four years consecutively before being rotated out of the sample.

Weighting Procedures

The results are weighted *a posteriori* to the population in each district by sex and five-year age groups. No urban/rural weighting is carried out.

Data Collection

Data are collected with face-to-face interviews by 15 field workers using CAPI. The response rate before substitution in the second quarter of 2003 was 98.9 %.

The number of proxy interviews was 41.4 %.

LATVIA

General

The Latvian Labour Force Survey started in November 1995, producing results in May and November each year. In 2002 the survey was redesigned as a continuous survey.

The survey covers the whole country. Only private households are surveyed.

Participation in the survey is voluntary.

The target population includes all the residents aged 15 to 74 years, with permanently residence in Latvia. Persons temporarily absent for one year or more are excluded.

A household is defined as a group of two or more persons living together in a house or a part of a house and share expenses for common living and eating. The person stating that he/she does not belong to any household and that he/she lives on his/her own budget is considered as a single person household.

Sampling Plan

The sampling plan is a two-stage stratified probability sample.

The Population Census 2000 was used as the sampling frame, updated with information from the Population Register and the statistical register of farms/households.

The strata are defined by degree of urbanisation (Riga, six other largest towns, towns and rural areas). The census counting areas constitute the primary sampling units with few exceptions. These are selected from each stratum using systematic sampling with probability proportional to size.

The final sampling units are 2 574 households selected from the PSUs by a simple random sampling method.

Each household is interviewed three times with a six months interval.

Weighting Procedure

The initial weights are calculated according to the sample design, with all persons within the same PSU having equal design weights. The design weights are adjusted using the data of response level in each PSU. These weights were then adjusted on the basis of demographic data. The breakdown into groups was various for adjustment of quarterly and yearly weights. Demographic data were broken down by degree of urbanisation (as in stratification), 14 age groups (0-14; 15-19; 20-24; 25-29; 30-34; 35-39; 40-44; 45-49; 50-54; 55-59; 60-64; 65-69; 70-74; over 75) and sex for adjustment of the quarterly weights. Demographic data were broken down by degree of urbanisation (as in stratification), NUTS-4 (33 units), 14 age groups (0-14; 15-19; 20-24; 25-29; 30-34; 35-39; 40-44; 45-49; 50-54; 55-59; 60-64; 65-69; 70-74; over 75) and sex for adjustment of the yearly weights. All persons within the same household have equal initial weights, but the final weights tend to be diverse.

Data Collection

Data are collected throughout the year by 41 interviewers, with face-to-face interviews using paper questionnaires. 50 % of the interviews were collected from authorised third parties.

The average response rate in 2003 was 85.4 % with 33.4 % of the non-response due to refusals.

LITHUANIA

General

The Lithuanian LFS started in April 1994 as a semi-annual survey with one reference week in the second and fourth quarter each. Since the third quarter 2002 the survey has been redesigned as a continuous survey.

The survey covers the whole country. Both private and collective households are surveyed.

Participation in the survey is voluntary.

The target population covers all residents 15 years and older living in private and collective households, including those who are temporarily abroad for a period of less than a year. The population also includes foreign nationals who have been living in Lithuania at least a year. An additional sample is selected and children under the age of 15 years since 2002.

A private household comprises either persons living alone or two or more persons, whether they are of the same family or not, who usually occupy the same dwelling and share a common budget.

Sampling Plan

The sampling plan is a one-stage simple random sample of 4 000 individuals aged 15 years and over, using the Population Register as a sampling frame. The Population register has some shortcomings: it suffers from the under coverage and over coverage; not all the addresses are included in the frame, some are imprecise, and it is impossible to follow the person selected up to his correct address. The Population register for persons of age under the survey coverage with the addresses of residence in towns and at least the name of the village in rural area is used as a sampling frame. This frame is actually used as a frame of addresses. The sample is constructed as follows: having selected a simple random sample of the fixed number of persons of the sampling frame, the members of their households are also added. Even in case turned out that according to the address denoted, a part of people or all of them were not included into the list of the sample, the people actually living there were interviewed. The cluster sample of persons is thus obtained. All the persons living at the address

selected belong to the same cluster. The actual composition of the cluster is indicated by the interviewer when visiting the household.

Each household is surveyed for four quarters according to the rotation pattern 2-(1)-2.

Weighting Procedure

The weighting method for the Lithuanian LFS is based on the generalised calibration method introduced by Deville and Särndal in 1992. The initial household design weights are calculated taking into account the unequal selection probabilities of the households. These are then adjusted by the use of auxiliary information relating to population data on 10 NUTS III (counties) and the intersection of 13 age-groups, sex and urban/rural as well as data from the National Labour Exchange on the number of registered unemployed persons. Each member of the household receives the same weight as the household.

Data Collection

The first interview must be carried out face-to-face, while the subsequent interviews could be conducted according to the situation – by telephone or face-to-face. The interview normally takes place during the week immediately following the reference week but never later than the five weeks after the reference week. The interview is on the average about 15 minutes in the first interview and shorter in the subsequent interviews. If the target persons selected to the sample cannot be reached, a proxy may be used on certain conditions.

The field staff comprises 120 interviewers. The average response rate in 2003 was 89.6 %, with 19.7 % of non-response due to refusals.

Approximately 31 % of the interviews were by proxy.

LUXEMBOURG

General

There is no specific legislation making it compulsory to provide information for the survey. Participation is therefore voluntary.

The survey covers only private households.

In 2003, Luxembourg LFS launched a new survey design, which is characterized by continuous data collection by telephone interviews. The sample is divided into 52 reference weeks. Once a year, each selected household should be interviewed within 3 weeks from the reference week.

The survey yields annual results as average of the whole year. The resident population comprises persons registered as residing in one of the communes.

The household is defined as persons living in the same household, other than subtenants and military personnel returning home at the weekend.

The demographic part of the questionnaire is submitted to all the household members. But only the 15-74 years old should be interviewed for the rest of questionnaire.

Sampling plan

A yearly sample is drawn and spread over 52 weeks. The households are randomly chosen by proportional allocation in each stratum, with the exception of under-populated strata, but with the constraint that its yearly minimum size be at least 48 households. The strata result from the crossing of the canton and the household size class. There are 13 cantons in Luxembourg. The household size is divided into 4 classes: 1, 2, 3, 4+. So, the product of the number of cantons (13) and the number of size classes (4) gives 52 strata.

The sample size is 8 532 households. The sample plan comprises only one stage.

For 2003 LFS two bases are used to draw the sample: the February 2001 census (RP2001) for the first 3 months of the year, and the central population register (RGPP) for the remaining 9 months of that year.

The sampling unit are the households. All the individuals included in the households are considered as targets of the survey.

The aggregated yearly sampling rate is about 4.70 %.

Weighting procedure

The expansion factor refers to the population of private households (physical or fiscal). The initial household weight is the inverse of the selection probability in each stratum. According to the general sharing weight method, all the individuals of the same household have the same weight defined above.

1. A calibration is performed with CALMAR macro of INSEE-France for correcting the non-response. Among many variables like region (merger of cantons), household class size, age of reference person and citizenship of reference person, we try to find out, by logistic regression, by how much they account for the non-response phenomenon. These variables were selected: canton, size of household, and age of the reference person. Its purpose is to make the distribution of these variables in the sampling frame and in the set of respondents agree. Three "regions" are determined by grouping some cantons: North, Centre and South. The following classes are used for the age: 0-38, 39-49, 50-64, 65+. This calibration is implemented at the household level.
2. A final adjustment is carried out for getting more accurate estimates of the variables of interest. It consists in making the most recent distribution of sex * age class * citizenship in the population agree with the distribution of the same variables in the set of respondents. The following age classes are used: 0-14, 15-19, 20-24, 25-39, 40-54, 55-64, 65+. This calibration is implemented at the person level.

Data collection

All the interviews are carried out by telephone. One interview (covering the core variables as well as the ad hoc module variables) lasts in average 10 to 15 minutes per interviewed person.

In 2003, 38.3 % of the interviews were carried out by authorised third parties.

The response rate is 37.1 %, with 20 % of non-responses being due to refusals.

HUNGARY

General

The Hungarian Labour Force Survey started in 1992 as a quarterly survey, producing monthly results for some indicators since May 1998. In 2003 the survey was redesigned as a continuous survey. Each month three weeks are surveyed.

The survey covers the whole country. Only private households are surveyed.

Participation in the survey is voluntary.

The data cover the population aged 15-74 years. Included are household members temporarily absent and persons residing abroad if they have common consumption with the surveyed household. The institutional and unsettled population is excluded, as well as conscripts. Demographic information is collected on persons younger than 15 years and older than 74 years.

Sampling Plan

From 2003 on the LFS sample is a two-stage stratified sample of dwellings based on the 2001 Population and Housing Census. The sampling frame is the dataset of all addresses used in that census; the terms "dwelling" and "address" may (and will) be used as equivalents.

The sample includes 662 localities, of which 126 are self-representative and the rest are non-self-representative. At national level, self-representative localities are those which have at least 3975 dwellings (i.e. approximately 5000 inhabitants), while all other localities are non-self-representative. The former are all included in the sample with certainty, while a stratified (sub-)sample is selected from

the latter with probability proportional to size (PPS). In the case of non-self-representative localities, design strata are defined as cross-classes of four size categories and 19 administrative units (counties). In the case of non-self-representing localities, the primary sampling units (PSUs) are localities, and the secondary (and ultimate) sampling units are dwellings. By contrast, the PSUs are dwellings in the case of self-representing localities, thus sampling has actually only one stage in this case.

The final sampling units are dwellings in each case. They are selected with systematic random sampling from lists of addresses belonging to the sampled localities. Prior to selection, the lists are properly sorted for the purpose of implicit stratification. As a result, the different parts of the localities (downtown areas, suburbs, etc.) will be properly represented. All households residing in the selected dwelling units are surveyed.

The overall sampling fraction is 0.9 %, yielding approximately 37 100 dwellings per quarter.

All households in the sampled dwellings are surveyed for six consecutive quarters, before being rotated out of the sample.

Weighting Procedure

At the first stage, design (or design based) weights are determined. For any stratum of the sample, the unique design weight is defined as the ratio of the total number of dwellings in the stratum to that in the sub-sample for that stratum. Some adjustments are also included at this stage.

At the second stage, calibrated weights are determined with the method of generalized raking. For each of the 20 geographical units (i.e. the capital city and the 19 counties), the calibration variables or controls are the following:

- totals for age-sex groups (2x10 totals),
- total number of households,
- total resident population in cities with at least 50 000 inhabitants.

The calibration is organized so that the members in any sample households have the same calibrated weight as the household.

Method of deriving controls: demographic components method combined with census-based proportions.

Data Collection

Data are collected throughout the year by some 419 field workers on the average using paper questionnaires. The first interview is face-to-face, while the repeated interviews are when feasible carried out by telephone. Interviews are done during the week immediately following the reference week.

The average response rate in 2003 was 87.3 % with 32.7 % of the non-response due to refusals.

In 2003, 40 % of the interviews were collected from authorised third parties.

MALTA

General

The survey started in 2000 with two survey rounds in June and December. From 2001 the survey has been carried out quarterly with one reference week per quarter in March, June, September and December.

The survey covers the whole country. Only private households are surveyed.

Participation in the survey is obligatory.

The residence population comprises all persons residing in the Maltese Islands and eligible to vote in Local Council elections as well as their dependants.

A household is defined as one or more persons who live together and share expenses. A person who is abroad during the reference week and who visits Malta on a regular basis, i.e. at least 2 times a year, is considered to be part of the household. Children or any other members who are living in another dwelling or institution are excluded.

Sampling Plan

The sampling plan is a one-stage stratified systematic random sample of households from the Electoral Register.

The strata are defined by the localities. The sample is 2 500 households, with an effective sampling rate of 2 %.

In March and June 2003 the sample includes a sub-sample of 600 households which is carried over from previous quarter. In September and December the overlap was increased to 1 000 households

Weighting Procedure

A posteriori stratification at one level was performed by sex, age-group and district. This allows the tabulation of estimates on national and district levels. The totals are benchmarked to Census Population Totals.

For weighting procedures, NUTS 4 is used, and age groups consist of the ages between 0-15, 16-24, 25-34, 35-54, 55-64 and 65+ years.

Data Collection

Data are collected with face-to-face or telephone interviews by 80-100 interviewers in the two weeks following the reference week. All persons in the household aged 15 years and over are interviewed.

The average response rate in 2003 was 79.7 % with 19.6 % of the non-response due to refusals.

In 2003, 50.7 % of the interviews were carried out by authorised third parties.

Further methodological information

Two active search methods—"Asked friends, relatives, trade unions, etc." and "Studied advertisements in newspapers or journals"—are not asked for in the Maltese questionnaire.

NETHERLANDS

General

There is no specific legislation making it compulsory to provide information for the survey. Participation is therefore voluntary.

The survey covers only private households.

The year is divided into quarters of 13 weeks: January to March, April to June, July to September and October to December. For each of these periods, the reference weeks are distributed uniformly over the 13 weeks.

The resident population comprises persons residing in the Netherlands.

The private household comprises either persons living alone or two or more persons, whether or not they are of the same family, who usually occupy the same dwelling and share a joint budget.

Sampling plan

The survey base is a list of all addresses drawn up by the postal services in combination with the Population Register. All institutions are eliminated from the sample. The file also contains information on the number of letterboxes at each address (mailing addresses), which are used as sampling units.

The sampling plan comprises three stages:

- (a) primary sampling units: the municipalities;
- (b) secondary sampling units: mailing addresses;
- (c) tertiary sampling units: households.

Municipalities are selected with a probability proportional to their population. All municipalities with a population of more than 18 000 persons (of which there are about 200), are permanently represented in the survey.

Mailing addresses are selected systematically out of a mailing list sorted by postal code. At addresses with more than one letterbox, all letterboxes appear in the list. If a selected mailing address includes only one household, this household is questioned. If the address includes more than one household, only half of the households are questioned, with a maximum of three households. This makes it possible to increase the effectiveness of the survey. Sixty-six strata are defined using cross-classification based on 40 'Corop' regions and 18 employment-exchange regions.

Weighting procedure

A *posteriori* stratification in two stages is applied, using independent demographic information. A linear weighting method in which each member of the household has the same weight is used. Four *a posteriori* stratifications are used:

- first, a detailed breakdown by age and sex,
- secondly, a broad breakdown by age and sex and a detailed breakdown by ethnic background,
- third, a broad breakdown by age and sex and marital status,
- finally, a detailed breakdown by region and a broad breakdown by age and sex.

The weights are benchmarked to the population totals without the institutional population.

Data collection

Interviews in the first wave are carried out face-to-face with the help of portable computers (CAPI). Interviews in the next four waves are carried out by telephone (CATI). The field staff comprises 300 CAPI and 64 CATI interviewers.

The response rate is 59 % in the first wave, with 57 % of non-responses being due to refusals.

In 2003, 46 % of the interviews were by proxy (Wave 1: 33 % and Wave 2 - 5: 52 %).

AUSTRIA

General

In 2003 the LFS in Austria was for the first time done quarterly in March, June, September and December (not as a continuous survey) using in all quarters the whole questionnaire of the European Labour Force Survey.

Exceptionally in 2003 the households selected were not obliged to provide information. All households are covered, but only the population in private households is included in the Labour Force Survey.

The micro-census provides quarterly results (the reference weeks are the first three weeks of the last month of each quarter).

The resident population comprises persons who have their main residence on Austrian territory during the reference week.

A private household is made up either of persons living alone or of 2 or more persons, whether or not of the same family, who usually occupy the same dwelling and share a common budget.

Sampling plan

The survey base is the Census of Dwellings and Houses, updated to take account of newly constructed dwellings.

The sampling design is a multi-stage stratified random sample. The primary sampling units are the municipalities. The biggest municipalities are all selected to the sample while smaller municipalities are selected with a probability sampling technique. In the one-stage domain the addresses are stratified by *Bundesland*, kind of dwelling, period of construction, main use of building, useful floor space, quality of dwellings, number of people in the dwelling. In the two-stage domain the communities are stratified by number of dwellings.

The sampling unit is the dwelling. All the households in the selected dwellings are sampled.

The overall survey rate is 0.8 %, which gives a sample of about 37 600 dwellings.

Stratification was carried out within each *Bundesland* using data obtained from the census on the number of occupants, size, period of construction and amenities.

A rotation system comprising 8 waves is used. Each dwelling is kept in the sample for two years and one-eighth of the sample is replaced each quarter.

Weighting procedure

Population is adjusted to results of population estimation by *Länder*, sex and five-years-age-groups and on the other hand by *Länder*, sex and nationality (national citizen, Ex-Yugoslavia, Turkey and others)

The weights are calculated in two steps. In the first step for each record a basic weight which depends on the stratum and the domain (one- or two-staged) is calculated. In the second step the weights are adjusted in such a manner that the resulting distribution is in accordance to the population within the federal provinces. These distributions are given by the projections of the population of the Statistics Austria. The variables which are used for adjusting the data are age and sex on the one side and nationality on the other side. All members of the same household receive the same weights.

Data collection

The Community LFS is carried out as part of the quarterly micro-census.

Interviews are carried out on a face-to-face basis.

The survey does not use complementary data from other sources.

The field staff comprises about 1 200 persons.

The average response rate in 2003 was 71.6 % with 10.7 % of the non-response due to refusals.

Approximately 37 % of the interviews with persons aged 15 or over were carried out by authorised third parties (interviewing other adult members of the household).

POLAND

General

The Polish Labour Force Survey started in May 1992 as a quarterly survey, using data collection in one reference week per quarter. A rotation scheme was introduced in the second quarter of 1993. A continuous survey design was introduced in the fourth quarter of 1999.

The survey covers the whole country. Only non-institutional households are covered.

Participation in the survey is voluntary.

The target population covers all persons 15 years old and older with usual residence in Poland. Persons living in institutional households (army, hospital, prison etc.) and students living away from home for a total period exceeding two months are excluded from the survey. The same applies to persons living permanently or temporarily (for more than two months) in other countries.

The household is a group of relatives or other people living together and maintaining a joint unit. Persons not belonging to any household and living and managing the household alone are considered as single person households.

Sampling Plan

The sampling plan for the Polish LFS is a two-stage stratified probability sampling of dwelling units.

The sampling frame for both stages of the sample is based on the Domestic Territorial Division Register. The primary sampling units refer with few exceptions to census clusters in towns and enumeration districts in rural areas.

The primary sampling units are stratified by urban/rural division of *voivodships* (provinces), as well as division within *voivodships* depending on the size of the place, with rural areas included in the smallest ones. PSUs are sampled within strata with sampling probability proportional to the number of dwellings in a PSU.

In the second stage a total of 24 700 dwelling units per quarter are sampled from selected PSUs stratified by size of the municipality. The final selection probability of dwelling units equals 1/2000 in urban strata and 1/1818 in rural ones.

The sample is divided into four sub-samples, using the rotation scheme 2-(2)-2.

Weighting Procedure

First primary weights which basically are the reciprocals of selection probabilities for ultimate sampling units (i.e. dwellings) are provided. Then the so called interview rates R are calculated by the formula: $R=(K-N)/K$, where K is the number of interviewed dwellings estimated using the primary weights and N is the number of non-interviewed dwellings which should be interviewed. The interview rates are calculated for six place-of-residence categories (Warsaw, towns with 500 thousand up to 1 million inhabitants, towns with 100 thousand up to 500 thousand inhabitants, towns with 20 thousand up to 100 thousand inhabitants, other towns and rural areas). The secondary weights are calculated in the next step by dividing primary weights by R , where R rate depends on the category of place-of-residence of a given dwelling (rural area or one of five town classes mentioned above). The secondary weights are also final for results concerning households and families.

Final weights for the results concerning population are calculated in the third step. The purpose of this step is adjustment of the LFS results to the current demographic estimates. It is attained by calculation of the so called modifiers for each of 48 categories defined by the place-of-residence (urban/rural), sex and 12 age groups (15-17 years, 18-19 years, 20-24 years, 25-29 years, 30-34 years, 35-39 years, 40-44 years, 45-49 years, 50-54 years, 55-59 years, 60-64 years, 65 years and more), the same as in the LFS tables. The modifiers are calculated by dividing the number of people in each group according to the demographic estimates by the number of people in the same categories calculated from the LFS results with appliance of secondary weights from the second step. Final weights result from multiplication of secondary weights by adequate modifiers.

Data Collection

The data are collected by 1 100-1 200 field workers with face-to-face interviews using paper questionnaires. Repeated interviews are sometimes carried out by telephone.

The average response rate in 2003 was 80.2 %, with 52 % of the non-response due to refusals.

Approximately 40-42 % of the interviews are by proxy.

PORTUGAL

General

Participation in the survey is compulsory (in accordance with Law No 6/89, *Sistema Estatístico Nacional*, of April 1989).

All the geographical territory of Portugal is covered, i.e. mainland, Madeira and the Azores.

Only private households are covered, although the survey also covers part of the population living in collective households and who represent a potential for the labour market, insofar as they have family links with the private households (national servicemen or students).

The survey is a continuous one which yields quarterly results.

The resident population consists of individuals residing in a private household during the reference week. Individuals who are absent for short periods of time and not occupying another dwelling permanently are also included.

A private household is made up either of persons living alone or of 2 or more persons, whether or not they are of the same family, who usually occupy the same dwelling and share a common budget.

Sampling plan

During 2003 there were a change of frames in the Portuguese LFS. In order to avoid a break in the series this change has been implemented progressively. It started in the first quarter of 2003 and the LFS sample was constituted by 5/6 selected from the Master Sample 1996 (MS1996) and 1/6 from the Master Sample 2001 (MS2001). In each quarter, 1/6 of the sample was replaced, thus the sample was fully selected from the MS2001 in the second quarter of 2004.

Therefore the 2003 LFS sample is a sub-sample of the MS1996 and MS2001 which are described as follows.

The MS1996 was designed and selected using the results of the '1989 Electoral Census' and the 'Geographical Spatial Reference Framework' used for the 1991 Census of Population and Housing. The MS is a cluster sample with a two-stage design with the selection of '*freguesias*' in the first stage and the selection of '*secções*' (sections) in the second stage. The MS1996 consists of 1 143 '*secções*' and it is representative at the level 2 of the NUTS.

The MS2001 is a stratified one-stage cluster sample constituted by private dwellings from the 2001 Census of Population and Housing. In each stratum (NUTS 3) the clusters were selected systematically with probability proportional to size (number of private dwellings of usual residence). The sampling frames for the MS2001 are the Census 2001 data and the BGRI-Geographic Information Referencing Base (geographical referencing system supported by digital topographic mapping and aerial photographs, containing the limits of administrative divisions and statistical divisions). The MS2001 consists of 1 408 'areas' and it is representative at the level 3 of the NUTS.

After the selection of the geographical areas (primary units) of the MS2001 the LFS sample of private dwellings (secondary units) were selected sequentially in two systematic blocs.

All the persons living in the same dwelling are interviewed. Despite the survey being directed to the households, the dwellings are the sampling units.

A rotation system comprising six waves is used. Houses are kept in the sample for six consecutive quarters before being replaced by an identical number of houses in the same statistical section. One-sixth of the sample is replaced each quarter.

Due to the change of the sampling frames, the sample size was between 20 747 and 22 554 households, which represents a survey rate of approximately 0.6 %.

Weighting procedure

The weight is derived as the product of a design weight (which incorporates design information and non-response) and a factor that calibrates the sample to the independent demographic estimates (using a *posteriori* stratification method by region, sex and 5-year age groups).

Data collection

Interviews are carried out on a face-to-face basis with the help of portable computers (CAPI). All information is obtained by interview.

The field staff comprises 178 persons.

40 % of the interviews were carried out by authorised third parties.

The average response rate in 2003 was 90.6 %, with 10.9 % of non-responses being due to refusals.

SLOVENIA

General

The Slovenian Labour Force Survey started in 1993 as an annual survey, using four weeks in May as the reference period. Since the second quarter of 1997 the LFS has been conducted as a continuous survey, providing quarterly results.

The survey covers the whole country. Only private households are surveyed.

Participation in the survey is voluntary.

Members of the household temporary absent for a period exceeding 6 months (army, hospitals, prisons, student's homes) and persons living in other countries were excluded from the survey. Foreign nationals are included, if they correspond to the criteria of household. For the household members up to 15 years only very few questions are collected.

A household is a single person or a group of persons, who live together and share expenses related to common living and eating.

Sampling Plan

The basis of sampling frame is the Central Population Register.

The sampling method is a one-stage stratified simple random sampling of individuals aged 18 years and older, whose households are selected. The selection probability of each household member is thus proportional to the number of persons aged 18 years or older in the household. Approximately 1 % of the population, living in 7 300 households is included in the sample each quarter.

Strata are defined by NUTS 3 (12) and type of settlement, defined according to the settlement size and proportion of farmers (6). Stratum allocation is proportional to the population distribution, but adjusted by previous non-response rates by stratum.

Each household is interviewed five times according to the rotation pattern 3-(1)-2.

Weighting Procedure

In the first step the data is weighted for unequal probability of selection and for non-response. Next, the post-stratification is performed according to the known population distribution: age (8 groups), sex and region (NUTS3 level). The post-stratification is done on individual level (members of the same household thus receive different weights) and benchmarked to population totals. Institutional population is included in population totals. In the longitudinal analysis the weight from the last quarter is used as a longitudinal weight.

Data Collection

The data are collected by approximately 30 field workers with face-to-face interviews using electronic questionnaires and 15 telephone interviewers. All repeated interviews are carried out by telephone if the household has a telephone. Repeated interviews in the households without telephone are done face-to-face.

The average response rate in 2003 was 86 % with 63 % of the non-response due to refusals.

Approximately 60 % of the interviews are carried out by authorised third parties.

SLOVAKIA

General

The Slovakian Labour Force Survey started 1993 as continuous quarterly survey using seasonal quarters. In 2000 the Slovakian LFS moved to calendar quarters.

The whole country is covered. Only private households are surveyed.

The target population of the survey is every person aged 15 and over, living in the household of the selected dwelling without regards to permanent, temporary or unregistered stays. Data for the students living in hostels, schoolchildren living in boarding schools and persons living temporarily in worker homes are collected within the households to which they belong. Inmates of prison or mental institutions, foreign citizens with temporary stay and domestic servants are not surveyed. Since the first quarter of 1997 the conscripts on compulsory military service are included in the LFS.

A household is a group of persons sharing common accommodation and house keeping. Persons living on their own constitute one-person households.

Sampling Plan

The sample selection method is based on a stratified two-stage probability sampling design. Each stratum corresponds to a district (79) corresponding to the NUTS-4 level. The sample frame for the first stage of sampling consists of the register of the municipalities. For the second stage of selection the sample frame is based on the list of dwellings from Population Census conducted in 1991.

For the first sampling stage, the municipalities in all districts are selected. The selection probability of each municipality is proportional to its population number. In the second sampling stage the dwellings are selected from each municipality selected on the first stage. The selection is performed by interviewers on basis of the list of dwellings from 1991 Population Census. Five dwellings are chosen within each selected municipality. The interviewer chooses randomly the number, which assigns the first dwelling selected from the list, and then he chooses the other four dwellings from the same list using a step of ten.

The sample size is about 10 250 dwellings every quarter, representing 0.6 % of all permanently occupied dwellings.

Every selected dwelling remains in the survey for five consecutive quarters.

Weighting Procedure

Data from the survey for all persons participating in the survey were weighted by administrative data on total population (including institutional population) as of 1 January 2001 by region, sex and age group.

Extrapolation to the population is done at the level of individuals. The sample size is about 24 500 persons (aged 15 and over). The population and the sample are the subject of a post-stratification by NUTS-3 administrative region (8 regions altogether), sex and five-year age group (15-19, 20-24, ..., 70-74, 75+). In each of the strata thus obtained the weight w_i is assigned to each person in the sample:

$$w_i = \frac{N_i}{n_i}$$

N_i - the number of persons in stratum i of population (age 15+) as of 1 January 2001

n_i - the number of persons in stratum i of the sample (age 15+)

Data Collection

The data are collected by face-to-face interviews using paper questionnaires. In most cases the repeated interviews are carried out via telephone using paper questionnaires.

The field staff comprises 51 interviewers. The average response rate in 2003 was 91.6 % with 82.4 % of the non-response due to refusals.

The average percentage of proxy interviews in 2003 for persons aged 15 and over was 59.1 %.

FINLAND

General

The Finnish Labour Force Survey is a monthly survey with the reference weeks distributed uniformly throughout the month. The data for the first two months of the each quarter are estimated on the basis of 4 survey weeks and data for the third month on the basis of 5 survey weeks.

Participation in the survey is voluntary.

Through sampling of individual persons living in both private and collective households are covered. Persons living in collective households are also recorded in the Population Register maintained by Statistics Finland and are therefore sampled as well as persons living in private households.

The resident population comprises persons who, according to the Population Register, were legally domiciled in Finland on 31 December of the year preceding the survey. Persons temporarily absent from the country are included, as are foreign nationals who intend to reside in Finland for at least a year. Asylum-seekers are not legally resident until such time as their application is granted. Members of the diplomatic corps and their families are not members of the resident population.

Statistics Finland carried out in 2003 a data collection of household data for the Community Labour Force Survey by integrating it to the continuous LFS. The sample for the household-based study was based on the individuals who participated in the last wave of the current study design of the continuous Community LFS in 2003.

Sampling plan

The sampling design used in Finland is stratified systematic sampling of elements, having as a sampling frame the total population database maintained by Statistics Finland. It is based on the Population Information System of The Population Register Centre and updated regularly. The population of individuals is divided into strata. Geographic stratification according to NUTS I regions with over-sampling from the Autonomous Territory of the Åland Islands.

The sampling unit is the individual. The sample comprises 12 500 persons per month, or 37 500 persons per quarter which corresponds to a survey rate of 0.9 % over the quarter.

Respondents are questioned at quarterly intervals for 3 successive quarters and then, after a 6-month interval, for 2 further consecutive quarters. This corresponds to a quarterly rotation pattern of 3-(1)-2.

The sample for the household-based study was based on the individuals who participated in the last wave of the current study design of the continuous Community LFS in 2003. Household members were interviewed throughout the year 2003. The reference person was interviewed as usually in the continuous survey. After that the composition of household was checked and persons aged 15 or more were interviewed.

Weighting procedure

Post-stratification at one level is performed by sex, 5-year age groups and NUTS III region (22 regions). Information on job applicants obtained from the Ministry of Labour is also used as a post-stratification variable (8 categories).

The data are limited to the aggregates of the population register.

Data collection

98.8 % of the interviews were carried out by telephone, using portable computers (CATI). Demographic information (sex, year of birth, marital status, nationality) and level of education, training and the year of completion are variables obtained from administrative sources (population register, register of completed education and degrees).

The field staff comprises 160 interviewers.

3.6 % of the interviews were carried out by authorised third parties.

The response rate for wave 1 was 83.9 % in 2003. The total average response rate was 84.8 % with 61.2 % of the non-responses being due to refusals.

SWEDEN

General

Participation in the survey is voluntary.

The reference weeks are distributed uniformly throughout the year and the survey provides monthly, quarterly and annual results.

Through sampling of individuals persons living in both private and collective households are covered. Persons living in a collective household are also recorded in the central population register and are therefore sampled as well as persons living in private households.

The resident population for the purposes of the survey comprises persons between the ages of 15 and 74 who are domiciled in Sweden according to the population register.

No information on household structure is collected.

Sampling plan

The sample is drawn at the end of the first quarter every year to cover the coming year's need of sample persons. When the sample is drawn it is stratified according to county, sex, citizenship (Swedish, foreign), and employment (employed, not employed) as appears in the Register of Regional Employment. In this way 192 strata are constructed. Within each stratum then population is ordered by age, and a systematic probability sample is drawn. The sampling differs from different regions according to NUTS III and between Swedish and non-Swedish citizens. Within regions and each of the two citizen groups the sample size is directly proportional to stratum size.

The sampling frame is Statistics Sweden's Register of the Total Population.

Auxiliary information is retrieved from two registers:

Register of the total population (RTB): Information on sex, age, region (county) and citizenship is used.

Annual employment register (RAMS): Information on employment or not according to RAMS is used. RAMS is a statistical register with information on employment for the total population. The register is based on six other administrative registers where the main source is a register (KU-register) of income from employment with a link between the employer and the employee. The register is primarily used for taxation purposes. The reference period for RAMS is November and the register is available to use about 14-15 month after the reference-period. The conceptual definition of employment in RAMS is persons who have had work corresponding to on the average at least one hour a week during November.

The sampling unit is the individual.

The inclusion probabilities for individuals in a monthly sample vary primarily with the share of the current sample that consists of the total sample in a month.

The inclusion probability for individual k on a certain survey occasion is calculated approximately as:

$$\pi_k = \frac{n_{h_j}}{N_{h_j}}, \text{ where}$$

n_{h_j} = The number of individuals in the sample that belong to sample stratum h and to the year's sample j .

N_{h_j} = The number of individuals in the age group 16-64 in sample stratum h at sample selection occasion j .

Every month 21 000 persons are included in the sample.

When the sample is drawn it is stratified according to county, sex, citizenship (Swedish, foreign), and employment (employed, not employed) according to the Register of Regional Employment which results in $24 \times 2 \times 2 \times 2 = 192$ strata.

The LFS sample consists of three separate samples, one for each month in the quarter. Each of the samples, which consists of about 21 000 people, is rotated in such a way that an eighth leaves the sample between two survey cycles. For every sample this occurs every three months. Persons in sample are interviewed once a quarter with a total of eight interviews during a two-year period, after which they leave the sample. In 2003 a total of 79 000 persons were interviewed once or several times.

Weighting procedure

The estimates build on two regression estimators (GREG) with two different types of auxiliary information. The first GREG estimator is used in the estimation of the number of unemployed and subgroups of unemployed. The estimator (GREG I) makes use of auxiliary information from RTB and the register of persons seeking work from the National Labour Market Board.

The second GREG estimator (GREG II) is used in the estimation of the number of employed and subgroups thereof. The GREG II estimator makes use of auxiliary information from RTB and the register on employment, RAMS.

The estimator is a generalised regression estimator (GREG) briefly described below:

From a given sample design we have a sample s with a sample size n_s . A part r of size m_r are respondents. A GREG estimator for a total, based on data from this sample is:

$$\hat{t}_y = \sum_r w_k y_k$$

where

$\hat{t}_y =$ Estimate of a total, eg number of employed.

$$y_k = \begin{cases} 1 = \text{If the individual has the characteristic in question} \\ 0 = \text{otherwise} \end{cases}$$

$w_k =$ Final weight

$$w_k = g_k \times d_k,$$

$d_k = 1/(\pi_k \hat{\theta}_k) =$ Design weight with respect to the non response.

$\pi_k =$ Inclusion probability for individual k

$\hat{\theta}_k =$ The estimated probability of being a respondent for individual k , $\hat{\theta}_k = \frac{m_h}{n_h}$ when k belongs to stratum h .

$$g_k = 1 + (\mathbf{t}_x - \hat{\mathbf{t}}_x)' \left(\sum_r \frac{\mathbf{x}_k \mathbf{x}_k' q_k}{\pi_k \hat{\theta}_k} \right)^{-1} \mathbf{x}_k q_k. \text{ Correction factor by using the auxiliary information}$$

$\mathbf{x}_k = (x_{1k}, \dots, x_{jk}, \dots, x_{Jk})'$ is a vector for auxiliary information of length J .

q_k is a known constant.

$\mathbf{t}_x = (t_{x1}, \dots, t_{xj}, \dots, t_{xJ})$ is a vector of length J consisting of known register totals.

$\hat{\mathbf{t}}_x = (\hat{t}_{x1}, \dots, \hat{t}_{xj}, \dots, \hat{t}_{xJ})$ is a vector of estimates of the elements in vector \mathbf{t}_x . Where the estimate of a given element t_{xj} is given by:

$$\hat{t}_x = \sum_r d_k x_k$$

The variance for \hat{t}_y is estimated as

$$\hat{V}(\hat{t}_{yGREG}) = \sum_r \sum_{kl} \frac{\pi_{kl} \hat{\theta}_{kl} - \pi_k \hat{\theta}_k \pi_l \hat{\theta}_l}{\pi_{kl} \hat{\theta}_{kl}} w_k e_k w_l e_l$$

where

π_{kl} is the second order inclusion probability,

$\hat{\theta}_{kl}$ is the estimated probability that k and l belongs to r (i.e. the respondents), $\hat{\theta}_{kl} = \frac{m_h}{n_h} \frac{m_h - 1}{n_h - 1}$,

$k \neq l$ and

$$e_k = y_k - \hat{\mathbf{B}}' \mathbf{x}_k, \quad \mathbf{B} = \left(\sum_r \frac{\mathbf{x}_k \mathbf{x}_k' q_k}{\pi_k \hat{\theta}_k} \right)^{-1} \sum_r \frac{\mathbf{x}_k y_k q_k}{\pi_k \hat{\theta}_k}$$

The estimation system in LFS consists of two different (GREG) estimators with different type of auxiliary information.

The first GREG estimator (GREG I) is used for estimates of unemployed and subgroups of unemployed. The (GREG I) estimator makes use of auxiliary information from RTB and the register of persons seeking work from the National Labour Market Board

The second GREG estimator (GREG II) is used for estimates of number of persons in employment and subgroups thereof and for estimates of the total population and subgroups thereof. The (GREG II) estimator makes use of auxiliary information from RTB and the register on employment RAMS.

The estimation method is to be found in "The Sampling- and the Estimation Procedure in the Swedish Labour Force Survey" by Hassan Mirza and Jan Hörngren (R&D report 2002:4, Statistics Sweden).

Data collection

The information is, for the most part, collected in telephone interviews by Statistics Sweden's interviewers. Interviews are conducted using computer assisted telephone technology and techniques. Personal interviews are conducted when the respondent cannot be reached by telephone. Only 0.5 % of all interviews are conducted via personal interviews.

The field staff comprises about 200 persons.

In 2003, 2.9 % of the interviews were proxy interviews.

The average response rate in 2003 was 83.7 %, with 41 % of non-responses being due to refusals.

UNITED KINGDOM

General

The UK LFS is a voluntary survey.

The survey covers private households and includes persons who are temporarily absent. Students living in university accommodation (e.g. halls of residence) are sampled via their parents living in private households. In Great Britain, an additional sample is drawn to cover persons living in National Health Service/Hospital Trust accommodation. A private household comprises one or more persons whose main residence is the same dwelling and/or who share at least one meal per day.

The resident population comprises persons who regard the sample address as their main address. Persons who have lived in a dwelling for more than six consecutive months are considered a member of the resident population, even if they do not regard this as their principal dwelling. Persons absent for more than six months are not regarded as a member of the resident population.

The year is divided into quarters of 13 weeks: winter (December to February), spring (March to May useful for results at EU level), summer (June to August) and autumn (September to November). For each of these periods, the reference weeks are distributed uniformly over the 13 weeks.

Sampling plan

The set sample size is 69 600 households per quarter.

The survey unit is the postal address (the telephone number in the far north of Scotland). For most of Great Britain, the survey base is the Royal Mail's PAF (Postcode Address File), a database of all addresses receiving mail. The list is limited to addresses receiving fewer than 25 items of post per day, in order to exclude businesses. Because of the very low population density in the far north of Scotland (north of the Caledonian Canal), interviews are carried out exclusively by telephone with telephone directories being used as sampling frames. In Northern Ireland, the *Rating and Valuation Lists* (which serves for the administration of land taxes) is used.

Most of Great Britain constitutes one stratum, while the far north of Scotland forms a separate stratum and Northern Ireland three strata: Belfast and eastern and western Northern Ireland.

In Great Britain, a systematic sample is drawn each quarter from the three sampling bases, using a sampling interval of 1 440 units. This yields 16 600 PAF addresses, 75 telephone numbers for the north of Scotland and 42 units of National Health Service housing. As the PAF is broken down geographically, the systematic sampling produces a pseudo-stratification effect which ensures that the sample is representative at regional level. In Northern Ireland, a simple random sample is drawn each quarter from each of the three strata, giving 650 addresses in all.

A rotation system comprising five waves is used. Respondents are questioned 5 times at 13-week intervals and one-fifth of the sample is replaced each quarter.

Weighting procedure

The adjustment procedure is based on a three-stage *a posteriori* stratification. In each case, estimates are based on independent demographic estimates.

- (a) The stratification variable for the first stage is the *Local Authority District or Unitary Authority*. This stage makes it possible to make adjustments for different rates of non-response in the various local authority areas and ensures that the results are geographically representative.
- (b) The second-stage variables are sex and age group (0-15, each year of age in the 16-24 group and 25 +). This stratification is intended to ensure that the age profile of the 16-24 year olds is correct at national level.
- (c) The variables in the third stage are region, sex and 5-year age group.

The three stages are applied by means of an iterative procedure designed to ensure that the estimates are consistent with the stratification variable sets.

Data collection

Interviews are carried out on a face-to-face basis with the help of portable computers (CAPI) for the interviews in the first wave. In the far north of Scotland (north of the Caledonian Canal) and for interviews in the second to fifth waves wherever possible, interviews are carried out by telephone (CATI). All information is obtained by interview.

Results for respondents who are not contacted in waves 2 to 5 are carried forward from the previous wave if an interview has been carried out in the previous wave.

The field staff comprises 470 persons.

32 % of the interviews were carried out by authorised third parties.

The response rate is 77.5 % for the first wave, with 68 % of non-responses being due to refusals.

BULGARIA

General

The survey started in 1993, providing quarterly results from 2000 based on a single reference week in March, June, September and December. Starting in 2003 a quarterly continuous Labour Force Survey, providing average quarterly results, is implemented instead of a survey with fixed reference period. All households, covered in the sample, are surveyed within three months with the reference period evenly spread throughout 12 weeks of the quarter.

The survey covers the whole country. Only private households are included. Persons, living in student hostels or in workers' hostels are treated as private households.

Participation in the survey is voluntary.

The resident population includes all persons usually residing in Bulgaria, including persons temporarily abroad (less than one year). The survey covers all the members of the selected households including conscripts and people absent from home due to: business trip, seasonal or temporal work, tourism, temporary (less than 6 months) stay in hospitals or other health institutions for medical cure and other. Members of collective households are surveyed if they maintain a relationship with the selected household.

A household is defined as a group of two or more people living together in a house or a part of a house and having common budget. The person stating that they do not belong to any household and that they live on their own budget is considered as a single person household.

Sampling plan

The Labour force survey is based on two-stage stratified cluster sample. Clusters at the first stage are the enumeration districts and at the second stage - households. With probability proportional to the population in the districts 2 250 enumeration districts are selected, within which systematically equal number of households (8) are selected.

The sample consists of three independent sub-samples of enumeration districts for each month of a quarter. The households from each of these sub-samples are evenly spread through the 4 weeks in a month. Monthly 6 000 households in 750 enumeration districts are observed, e.g. 1 500 households per week.

The sample is stratified by districts (28 administrative districts), crossing with urban/rural area.

The base for the LFS sample is provided by 2001 Population Census. The enumeration districts and households in the sample have been selected from the list roll of enumeration districts and households prepared during the March 2001 Population Census.

The sample unit is the household.

Overall sample rate in 2003 was 0.6 %.

In 2003 the size of LFS sample was reduced from 24 000 in 2002, to 18 000 households.

A 2-(2)-2-rotation pattern is used. According to the rotation scheme (applied since March 1996) 1/2 of households (4 in each enumeration districts) stays in two consecutive quarters. Respondents are interviewed in two consecutive quarters, then temporarily are removed for the next two quarters and enter again for the following two quarters afterwards being definitely removed from the survey.

Weighting procedure

The current population estimates as of 31 December of 2002 are used for weighting the results from the 2003 labour force surveys. These data do not exclude institutional population, although it is not covered by the survey. Data obtained by the survey are post-stratified by 28 districts, urban/rural areas, sex and 4 age groups (0 – 14, 15 – 24, 25 - 49 and 50 years and over). All persons in each of these 448 strata have the same weight. The weight is calculated by dividing the population in each stratum by the number of interviewed persons in the same stratum.

Data collection

The data are collected with face-to-face interviews, using paper questionnaires. All persons in the household aged 15 years and over are interviewed.

The interviews are carried out by about 400 interviewers (incl. those working part-time on LFS) who are mainly the staff of the regional offices of NSI.

In 2003, 38.2 % of the interviews were by proxy.

The average response rate in 2003 was 85.5 % with 25.3 % of the non-response due to refusals.

CROATIA

General

The Labour Force Survey in Croatia was carried out for the first time in November 1996 and in June 1997. Since 1998 the survey is carried out every month when a part of the total sampled households is interviewed. Data are processed and published for each half-year period.

Only private households are surveyed and participation is voluntary.

The reference week for the LFS is the last week of the each month which does not contain public holidays.

The Labour Force Survey covers the whole country since 2000. (Before 2000 the sample frame used was the one based on data from Census 1991 and in this period the parts of Croatian territory with still ongoing war operations at the time when survey was prepared, could not be included in the sample frame.

The target population comprises all persons who usually reside in Croatia or intend to stay in Croatia for at least 12 months.

Household is a small economic group of persons that is usually, although not always, the group of relatives living together and sharing costs of living (housing, food, etc.).

Sampling Plan

The sampling is in two stages. First stage sampling frame is a list of area units called segments. Segments are created from one or more neighbouring 2001 population census areas and they do not cross borders of municipalities. Second stage sampling frame is a list of 2001 population census dwellings within selected segments. Dwellings on sampling frame are dwelling in which one or more private households have been found in Population census 2001. All members of all private households in dwellings are interviewed.

Segments are selected by PPS systematic sampling, where measure of size of segment is number of private households in segment according to Population census 2001. They are used for whole year 2003. Within selected segments, dwellings are selected by simple random sampling. Different samples of dwellings are selected for two half years. After selecting a sample of segments, six non-overlapping sub-samples of segments are selected from sample of segments by systematic sampling. They are allocated to six months in each half year.

The sample is divided into 21 strata using proportional allocation. The strata are 20 counties and City of Zagreb area.

In the year 2003, 717 segments are selected. From each selected segment, 12 dwellings are selected for the first half of the year, and 12 dwellings are selected for the second half of the year. In total, 8 604 dwellings are selected for first half of the year, and 8 604 dwellings are selected for second half of the year, yielding an overall sampling rate of 0.59 % for each half year.

No sample unit is carried over from previous years.

Weighting Procedure

The weights are calculated in several steps.

First design weights are calculated as the inverse of overall sampling probabilities. Sampling probabilities for persons are sampling probabilities for segments times sampling probabilities for dwellings times 1 (all households are selected) times 1 (all persons are interviewed). (Obviously, design weights for dwellings, households and persons are the same.)

Secondly, the non-response weights are calculated using weighting classes method. There are 57 weighting classes. In Croatia, municipalities are officially divided in two groups, according to the level of urbanisation. Weighting classes are 17 city quarters in City of Zagreb, and, in each of 20 counties, two groups of two types of municipalities. (There is no other information on the sampling frame that can be used for adjustment for non-response.) Non-response weights are inverses of weighted response rates (response rates are weighted by design weights).

Overall weights are design weight times non-response weights. In each weighting stage and in each stratum, weights are scaled to the number of persons aged 15 or more in the sample, which is population of interest. This ensures that for each strata mean weight is 1 and that non-weighted and weighted numbers of persons aged 15 or more are the same.

At the end, two sets of weights are calculated, multiplying weights by two different factors. One set of weights, i.e. persons' weights, ensures that estimates of total numbers of persons are the same as numbers of persons in private households obtained from Department for population statistics. The other set of weight, i.e. households' weights, ensures that estimated numbers of households are the same as numbers of households obtained from Department for population statistics. The second set of weights is only used for the estimation of certain national variables.

Data Collection

Data are collected by face-to-face interviews, using paper questionnaires.

The number of field-workers was 190 interviewers and 28 controllers.

In 2003 the average response rate was 86.5 % with 55 % of the non-response due to refusals.

In the first and second half of 2003 28.9% and 35.2 %, respectively, of the interviews were by proxy.

Further methodological information

Croatian questionnaire does not differentiate persons who have found a job to start working in «at most» and «more than» 3 months (codes 11 and 12). These are all coded as 11.

ROMANIA

General

The Romanian Labour Force Survey started in 1993 with a pilot survey, with two annual surveys in 1994 and 1995. In 1996, a continuous LFS started, providing quarterly results.

The whole country is covered. Only private households are surveyed.

The target population includes all the Romanian citizens, resident in Romania. The survey covers all the members of the selected households including the persons absent from home for a long period (over 6 months), if they are preserving family relations with the household to which they belong, such as conscripts, pupils and students away for study, persons absent due to work, prisoners and persons temporarily in hospitals for medical cure.

A household is defined as a group of two or more persons, usually living together, being generally relatives, managing the household in common, entirely or partly participating in income formation and spending. The person stating that he or she does not belong to any household, that he or she lives and manages the household all by him or herself is considered as a single person household.

Sampling Plan

The sampling plan is a two-stage probability sampling of clusters of housing units.

In the first stage, a stratified random sample of 501 areas, Primary Sampling Units (PSUs), was designed after the 1992 census, using as stratification criterion the residence area. This is the

Multifunctional Sample of Territorial Areas, so called the master sample EMZOT. The EMZOT sample has 259 PSUs selected from urban areas and 242 PSUs selected from rural areas.

In the second stage, 6 012 clusters, composed of three housing units each, are systematically selected from the initial sample of PSUs. The final sample consists of 18 036 dwelling units. All households within each sampling unit are included.

Each sampling unit is observed for four quarters according to the rotation pattern 2-(2)-2.

Weighting Procedure

The weights are calculated in three steps. The first step assigns the inverse of the selection probabilities to each sampled dwelling unit. The second step adjusts for non-response, categorising the responding dwelling units by the following characteristics: county (NUTS3), urban/rural residency, occupational status of the head of household. The third and final steps consists of calibrating the secondary weights to the best latest available population totals by county / urban-rural residency, sex and 8 age groups, using the raking-ratio method as supplied by the French SAS Calmar macro.

The calibration is achieved separately, for each county (NUTS-3 level) and following classes:

- area (urban, rural);
- gender (male, female);
- eight age classes: (0-14, 15-24, 25-34, 35-44, 45-54, 55-64, 65-74, 75+).

In the calculation of weighting factors the totals known at population level from current demographic statistics, recalculated on 2002 Census population, available twice a year (1st of January and 1st of July) are used.

The current demographic statistics used to calibrate the LFS estimates include the institutional population.

Data Collection

The data are collected by approximately 500 field workers with face-to-face interviews using paper questionnaires

The average response rate in 2003 was 95.1 %, with 30.4 % of the non-response due to refusals.

In 2003 approximately 27.9 % of the interviews were by proxy.

Further methodological information

In the case of the self-employed and family workers in agriculture the threshold for employment is set at 15 hours in the reference week instead of 1 hour.

TURKEY

General

Labour Force Surveys in Turkey started in 1966, while regular annual Labour Force Surveys applying ILO recommendations started in October 1988. The Turkish LFS was carried out in April and October each year from 1989 to 1999 with major changes in design introduced in October 1994. From 2000 onwards the survey has produced quarterly results.

The survey covers the whole country. Only private households are surveyed.

The population surveyed comprises all persons in the country excluding persons who are not of Turkish origin and residents of collective households. Villages with fewer than 100 inhabitants are not in the sampling frame. Participation in the survey is compulsory.

A household is one person or group of persons with or without a family relationship who live in the same house or in the same part of the house, who share their meals, earnings and expenditures and who take part in the management of the household and who render services to the household.

Sampling Plan

The Turkish LFS sample is based on a five-year master sampling plan starting in 2000. The sampling frame is based on the 1995 Dwelling Enumeration Study. The total number of eligible households each quarter is approximately 23 000.

The sampling design is a two stage stratified probability clustered sample of addresses.

The strata are defined by 7 geographical regions and rural-urban classification. Moreover each of the 9 province centres forms a separate stratum. An urban area is a settlement with more than 20 000 inhabitants.

In the first stage of sampling the primary sampling units are defined in urban areas and larger villages as blocks of addresses containing approximately 100 households. These are selected with equal probability using systematic sampling. Medium sized villages are sampled with probability proportional to size.

The final sampling units are addresses. In urban PSUs these are selected with equal probability using systematic sampling. In medium sized villages the households are selected with probability inversely proportional to size. The number of units selected from each PSU is determined so as to achieve a uniform overall sampling rate. All households within an address are taken into the sample.

Villages too small to permit sub-sampling of households are selected directly with equal probability using systematic sampling and all households within them taken into the sample.

Each household participates in the survey according to the rotation pattern 2-(2)-2.

Weighting Procedure

The results are weighted to the projections of the General Population Census 2000, using a three-stage procedure.

In the first stage each sampling unit is assigned the design weights, which then are normalised to give an average weight of 1.0 per unit. In the second stage the initial weights are adjusted for non-response. These weights are also normalised.

In the final stage the weights are calibrated to the projected population distributions, using a three-step raking ratio method. The first step uses the distribution of 7 geographical regions; the second step the rural-urban by age group distributions and the final step the sex by age group distributions. The calibration is iterated until any relative changes in the weights are within a pre-specified range. The final weights are then inflated by an overall inflation factor, i.e., the projected population divided by the sample size.

Data Collection

The data are collected each month by approximately 120 interviewers, starting on the 8th day of the month and finishing within 15 days. The reference week is a moving seven-day period immediately preceding the day of the interview.

The average response rate for the year 2003 was 89 %.

Further methodological information

The Turkish LFS uses a period of job search of three months instead of four weeks. The question on methods of job search only enumerates active steps and two active methods—"Studied advertisements in newspapers or journals" and "Took a test, interview or examination"—are not asked for in the Turkish questionnaire.

ICELAND

General

The survey covers persons aged 16-74 years old in private households and collective households.

Starting in 2003 the Icelandic LFS is a continuous survey, having the reference week is distributed uniformly throughout the year.

The resident population comprises persons registered with domicile in Iceland, excluding persons attached to foreign missions and registered persons living abroad for more than 6 months, but including Icelandic personnel in missions abroad.

The definition of private household used is the one of housekeeping unit.

Sampling plan

The sample size each quarter is 4 030 individuals, giving an average survey rate of 2.0 %.

The survey unit is the individual.

The survey frame is the National Population Register; all persons aged 16-74 years of age with domicile in Iceland.

The sampling plan is a one-stage simple random sample without stratification.

The survey follows a rotating panel sample design, according to the rotation design 3-(2)-2.

Weighting procedure

The *a posteriori* stratification variables are 5-year age groups and sex.

The weighting factors are calculated as follows:

$$w = N(sa)/[n(sa) + n'(sa)]$$

where N = population, s = sex, a = age, n = sample size and n' = over-coverage (i.e. registered persons living abroad for more than 6 months)

Data collection

Interviews are carried out by telephone with the aid of computers (CATI). Information on sex, age, years of residence, citizenship and marital status are obtained from administrative sources (National Population Register).

The field staff comprises 25 persons.

Approximately 1 % of the interviews were carried out by authorised third parties.

The average response rate in 2003 was 83.0 %.

NORWAY

General

The survey is a continuous survey providing quarterly results.

It covers collective households.

Participation in the survey is compulsory.

The definition of household used is concept of housekeeping unit, but only to cover the structure of the household (household members who don't belong to the family unit are not asked any questions about their labour market participation).

The definition of resident population is the *de jure* one based on the Central Population Register.

Sampling plan

The sample size is 24 000 persons per quarter, which gives an overall sample rate of 0.8 %.

The survey base is the Central Population Register.

The sampling unit is the family.

Region (county of residence, NUTS 3) is used for stratification.

Each family participates in the survey 8 times at 3-monthly intervals during a period of 8 quarters.

Weighting procedure

The initial weights are adjusted by post-stratification according to age, sex and employment status, altogether 96 (=2*12*4) post-strata. The variables used for post-stratification are based on information from the Central Population Register, the Register of Employees and the Tax Register. Finally, the post-stratification adjusted weights are calibrated within each of the 19 counties, which is equivalent to the NUTS3 level, with respect to the marginal totals of the same auxiliary variables. The expansion factors are calculated according to the population totals aged 16-74, i.e. the institutional population included.

Data collection

Interviews are carried out mainly by telephone, using portable computers (CATI). Only 2-3 % of the interviews are done by CAPI. Information on age, sex, county of residence, children below 16 years, nationality and years of residence are obtained from administrative sources (population register).

The field staff comprises round 180 interviewers.

Approximately 16 % of the interviews were carried out by authorised third parties.

The average response rate in 2003 was 89.7 %, with 26.4 % of non-responses being due to refusals.

SWITZERLAND

General

Only private households are covered.

The survey is conducted in the second quarter of each year (April-June) and there is only one reference week.

The survey population consists of all persons living in private households aged 15 years and older. The SFLS covers only the permanent resident population in Switzerland and excludes some categories of foreign persons. The permanent resident population includes all persons who officially reside in Switzerland for the entire year. Swiss citizens, foreign citizens holding a permanent residence permit or a residence permit valid for at least one year, international civil servants, diplomats and their family members all fall into this category.

The participation in the survey is voluntary

A household comprises either a person living alone or two or more persons, whether or not they are of the same family, who usually occupy the same dwelling (dwelling concept).

Sampling plan

Since 2003 the Swiss LFS is divided in two parts:

a) Standard sample (2003: 42 000 households/persons) The base used for the standard sample are the registered phone numbers which covers until now more than 90 % of the Swiss population.

b) Extra sample of foreign persons (since 2003: 15 000 persons). The base used for the extra sample is the register of foreign persons in Switzerland. The register allows stratifying the sample according individual characteristics (region, nationality).

The standard-sample is stratified by region and the number of persons (population) by region; the extra sample of foreign persons is stratified by region, nationality-groups and the number of persons in this categories.

The sampling unit is the household for the standard sample (but only one person is interviewed per household); in the extra sample the sampling unit is the individual (as it is selected from the register of foreign persons)

The sampling plan is in two stages. Stratification is carried out by administrative (Swiss cantons) regions in a first level and by number of persons (population) living in administrative regions in a second level.

The sampling rate for the total sample: 0.6 % of all persons aged 15 years and older.

In the SLFS a rotation system comprising five waves is used. Each unit (person) remains in the sample for five consecutive years. The size of the first wave is normally 27-29 % of the total sample size.

Weighting procedure

The weighting procedure is based out on a two-phase process: At first the base weights are obtained as the reciprocal of the inclusion probability of the sample units. Then the sample is stratified *a posteriori* by region (NUTS 2), marital status, 5-years age-groups, sex, nationality-groups (North-EU, South-EU, West-Balkan, Other). This procedure is applied iteratively. The expansion factor is a factor to total population (15 years and older)

Data collection

Interviews are carried out by computer-assisted telephone interviewing (CATI) by a private market-research institute commissioned by the Swiss Federal Statistical Office. All information is obtained by interview.

The field staff comprises around 400 persons.

0.9 % of the interviews in the standard sample were carried out by authorised third parties, but 0.5 % of the extra sample.

The response rate in 2003 was 80.7 % with 39.4 % of non-responses being due to refusals.

Table 1. Interviews of persons aged 15-74 in private households by reference week 2003.

		BE	CZ	DK	DE	EE	GR	ES	FR	IE	IT	CY	LV	LT	LU	HU	MT
2002	48
	49	1.9
	50	1.9
	51	1.9
	52	2.0
2003	1	2.1	1.9	2.0	.	2.0	2.2	2.0	2.0	2.0	25.2	.	1.9	2.1	0.5	.	.
	2	1.8	1.8	2.0	.	1.8	1.9	2.0	2.1	2.0	.	.	1.8	2.0	0.6	.	.
	3	2.0	1.9	2.1	.	1.8	2.1	1.9	2.0	2.0	.	.	2.0	2.1	1.4	3.4	.
	4	1.9	1.8	2.0	.	2.1	1.9	1.9	1.9	2.0	.	.	2.0	2.0	2.0	3.3	.
	5	1.9	1.9	2.0	.	1.9	2.0	2.0	2.0	2.1	.	.	1.9	2.0	1.5	2.2	.
	6	1.9	1.9	2.0	.	1.9	2.0	1.9	1.9	2.0	.	.	1.9	2.0	1.7	.	.
	7	2.0	2.0	2.1	.	1.9	2.0	1.9	1.9	2.0	.	.	2.1	2.0	3.5	3.0	.
	8	1.9	1.9	2.0	.	2.0	2.0	1.9	2.0	2.0	.	.	2.0	1.9	1.0	3.5	.
	9	1.8	1.9	2.1	.	1.9	1.8	1.9	2.0	2.0	.	.	1.9	1.9	1.8	2.2	.
	10	2.0	1.9	2.0	.	2.0	1.8	2.0	1.9	2.0	.	.	1.9	1.7	2.2	.	.
	11	2.0	1.9	2.1	.	1.8	1.8	1.9	2.0	1.9	.	.	1.9	1.9	1.0	3.7	.
	12	1.9	2.0	2.1	.	1.7	1.8	2.0	2.0	2.0	.	.	2.0	1.9	1.7	3.4	25.6
	13	1.8	1.9	2.0	.	1.7	2.0	1.9	1.8	2.0	25.0	.	1.9	1.9	3.4	1.8	.
	14	2.0	1.9	2.1	.	1.9	2.2	2.0	1.9	2.0	.	9.7	2.0	1.9	3.7	.	.
	15	1.9	1.9	2.0	.	1.9	1.9	2.0	2.0	1.9	.	7.6	2.0	1.9	1.5	.	.
	16	2.1	1.9	1.9	.	1.9	2.1	1.9	2.0	2.0	.	7.1	2.0	2.1	3.0	3.8	.
	17	2.0	1.9	2.1	.	2.0	1.8	1.9	2.0	2.0	.	7.2	1.9	2.0	2.7	3.3	.
	18	2.0	2.0	2.0	.	1.9	2.0	1.9	2.0	2.1	.	6.9	2.0	2.2	1.9	1.9	.
	19	1.9	1.9	2.0	100	2.0	1.9	1.9	1.9	2.0	.	7.2	1.9	1.9	2.3	.	.
	20	1.9	2.0	2.0	.	1.9	2.0	1.9	1.9	2.0	.	7.5	1.9	2.1	2.5	3.0	.
	21	1.9	2.0	1.9	.	1.6	2.0	1.9	1.9	2.0	.	7.4	2.0	1.8	2.0	3.3	.
	22	1.8	1.9	1.8	.	2.0	1.8	1.9	1.9	1.9	.	8.5	1.8	1.9	2.4	1.8	.
	23	1.9	1.9	2.0	.	1.9	1.8	2.0	1.9	2.0	.	7.2	1.9	1.7	2.6	.	.
	24	1.9	1.9	1.9	.	1.8	1.7	1.9	2.0	1.8	.	7.6	1.9	1.8	1.7	2.7	.
	25	2.0	1.9	1.9	.	1.7	1.8	1.9	1.9	1.9	.	8.3	1.8	1.8	2.3	3.2	.
	26	1.9	1.9	1.8	.	1.6	2.0	1.9	1.8	2.0	24.9	7.9	1.8	1.8	2.4	2.2	25.2
	27	2.0	1.9	1.8	.	1.9	2.1	1.9	1.8	1.8	.	.	1.8	1.8	2.5	.	.
	28	1.9	1.9	1.8	.	1.9	2.0	1.9	1.9	1.8	.	.	1.8	1.9	2.5	.	.
	29	1.7	1.9	1.9	.	2.0	2.1	1.9	1.9	1.8	.	.	2.0	2.0	2.3	4.0	.
	30	2.0	1.9	1.9	.	2.0	1.8	1.9	1.7	1.9	.	.	2.0	2.0	1.7	2.8	.
	31	1.9	1.9	1.8	.	2.0	2.0	1.9	1.8	1.9	.	.	1.9	2.1	2.1	1.4	.
	32	2.0	1.9	1.9	.	2.0	1.9	1.9	1.8	1.8	.	.	1.8	1.8	1.7	.	.
	33	1.9	1.9	1.9	.	2.0	1.9	1.9	1.8	1.9	.	.	2.1	2.0	2.7	3.1	.
	34	1.9	2.0	1.9	.	1.7	2.0	1.9	1.9	1.9	.	.	1.9	1.8	2.3	3.1	.
	35	2.0	1.9	1.8	.	2.0	1.8	1.9	1.9	1.9	.	.	2.1	1.8	2.2	1.9	.
	36	1.9	1.9	1.9	.	2.0	1.8	2.0	1.9	1.9	.	.	2.0	2.0	2.3	.	.
	37	2.0	2.0	1.8	.	2.0	1.7	1.9	1.9	1.8	.	.	2.0	1.8	2.7	2.3	.
	38	2.0	2.0	2.0	.	2.0	1.8	1.9	2.0	1.9	.	.	1.9	1.9	1.6	3.3	.
	39	2.0	1.9	1.7	.	1.9	2.0	1.9	1.8	1.9	25.0	.	1.9	1.9	2.3	2.4	25.7
	40	2.0	1.9	1.9	.	1.8	2.1	2.0	2.0	1.9	.	.	1.9	1.9	2.3	.	.
	41	2.0	1.9	1.8	.	1.8	2.0	2.0	2.1	1.9	.	.	2.0	2.1	2.3	.	.
	42	1.9	1.9	1.9	.	2.0	2.1	1.9	2.0	1.9	.	.	1.9	2.1	2.5	3.7	.
	43	2.0	1.9	1.9	.	2.1	1.8	1.9	1.9	1.9	.	.	1.9	2.0	2.3	2.8	.
	44	1.8	2.0	1.9	.	2.0	2.0	1.9	2.0	1.8	.	.	2.0	2.0	0.1	1.7	.
	45	1.9	1.9	1.9	.	2.0	1.9	1.9	1.9	1.8	.	.	1.8	1.9	2.2	.	.
	46	1.9	2.0	1.9	.	1.9	1.9	1.9	1.9	1.8	.	.	1.8	1.9	2.0	2.9	.
	47	2.0	2.0	1.8	.	2.0	2.0	1.9	2.0	1.9	.	.	2.1	1.9	1.2	3.2	.
	48	1.7	1.9	1.8	.	2.2	1.7	2.0	2.0	1.9	.	.	1.8	1.7	1.1	1.9	.
	49	1.9	1.9	1.8	.	2.1	1.8	2.0	1.9	.	.	.	1.9	1.8	0.4	.	23.5
	50	1.9	2.0	1.9	.	1.9	1.7	1.9	1.9	.	.	.	2.0	1.8	0.1	3.0	.
	51	1.9	1.9	1.8	.	2.1	1.8	1.9	2.0	.	.	.	1.9	1.9	0.7	3.3	.
	52	1.9	1.9	1.8	.	1.9	2.0	1.9	1.9	.	.	.	1.9	1.9	0.5	1.7	.
All		100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100
x1000		88	190	44	250	16	229	543	248	292	596	8	19	38	50	274	18

NL	AT	PL	PT	SI	SK	FI	SE	UK	BG	HR	RO	IS	NO	CH		
.	1.9	48	2002
.	2.0	49	
.	1.9	50	
.	1.9	51	
.	1.9	52	
0.7	.	2.0	2.0	0.1	1.8	2.1	2.1	2.0	.	.	.	2.0	2.0	.	1	2003
2.1	.	1.9	1.8	3.3	2.0	2.1	2.1	1.9	2.2	.	.	1.9	2.0	.	2	
2.4	.	1.8	2.0	3.3	2.0	2.1	2.1	2.0	2.2	8.3	0.0	1.9	2.0	.	3	
2.5	.	1.9	1.9	1.8	1.9	2.1	2.0	2.0	2.1	.	7.8	1.9	2.0	.	4	
1.5	.	1.8	1.9	2.7	1.9	2.0	2.1	2.0	2.1	.	1.1	1.9	2.0	.	5	
2.0	.	1.9	1.9	1.7	2.1	2.1	2.1	1.9	2.2	.	2.2	2.0	2.0	.	6	
2.5	.	2.0	2.0	2.3	2.0	2.1	2.1	2.0	2.2	8.4	2.5	1.9	1.9	.	7	
2.8	.	1.9	1.9	1.8	2.1	2.1	2.1	1.9	2.2	.	2.1	1.9	1.9	.	8	
1.1	2.4	1.9	1.9	2.2	1.9	1.7	1.7	1.9	2.0	.	1.5	2.0	2.0	.	9	
1.7	9.0	1.9	1.9	2.0	2.0	1.8	1.7	2.0	2.3	.	2.3	1.9	2.0	.	10	
2.0	8.9	2.0	1.9	2.3	2.0	1.7	1.7	2.0	2.2	.	3.0	1.9	1.9	.	11	
2.5	6.0	1.9	1.8	1.8	2.0	1.7	1.7	1.9	2.1	8.6	2.0	2.0	1.9	.	12	
1.7	0.2	1.9	1.9	0.1	1.7	1.7	1.7	1.9	2.0	.	0.7	2.0	1.7	19.1	13	
1.5	.	2.0	2.0	2.3	1.8	2.1	2.1	1.9	.	.	1.6	2.0	1.9	14.9	14	
2.6	.	1.9	1.8	1.8	2.0	2.1	2.1	1.9	2.2	9.0	2.5	2.0	1.9	4.8	15	
2.6	.	1.9	2.0	2.3	1.9	2.0	2.1	1.9	2.1	.	2.1	1.9	1.9	19.4	16	
1.5	.	2.0	1.9	1.7	1.9	2.0	2.0	1.9	2.0	.	1.8	1.9	1.9	13.5	17	
1.2	.	1.9	1.9	2.7	1.9	2.1	2.1	2.0	1.9	.	1.4	2.0	1.9	8.8	18	
1.5	.	1.9	1.9	1.9	2.1	2.1	2.1	1.9	2.1	.	2.3	1.9	1.9	7.2	19	
2.1	.	1.9	1.9	2.5	2.1	2.1	2.1	1.9	2.2	8.4	2.3	2.0	1.9	4.3	20	
2.6	.	1.9	1.8	1.6	2.0	2.0	2.0	2.0	2.2	.	1.9	2.0	1.9	2.8	21	
0.9	0.0	1.9	1.9	2.2	1.9	1.7	1.7	1.9	1.9	.	1.4	2.0	1.9	1.9	22	
1.5	7.6	1.9	1.9	1.8	1.9	1.7	1.7	1.9	2.2	8.4	2.2	1.9	1.9	1.8	23	
1.5	7.2	2.0	1.9	2.3	1.9	1.7	1.7	1.9	2.2	.	2.4	1.9	1.8	1.0	24	
2.2	8.6	1.9	1.9	1.4	2.0	1.7	1.6	1.9	2.0	.	2.1	1.8	1.8	0.5	25	
2.0	0.6	1.8	1.8	0.2	1.7	1.7	1.6	2.0	1.9	.	1.3	1.7	1.7	.	26	
1.6	.	1.9	1.9	2.3	1.8	2.1	2.1	1.9	.	.	1.6	1.9	2.0	.	27	
2.1	.	1.9	1.8	2.4	1.9	2.0	2.1	1.8	2.1	.	2.5	1.9	2.0	.	28	
2.0	.	2.0	1.9	2.3	2.0	2.0	2.1	1.9	2.1	.	2.1	1.9	2.0	.	29	
2.1	.	2.0	1.9	1.2	1.9	2.0	2.0	1.9	2.0	7.9	1.7	1.9	1.9	.	30	
1.5	.	1.9	1.9	2.2	1.9	2.1	1.9	1.9	2.0	.	1.4	1.9	2.0	.	31	
1.4	.	1.9	1.9	2.1	2.1	2.1	2.1	1.9	2.1	.	2.0	2.0	2.0	.	32	
1.8	.	1.9	1.8	2.5	2.0	2.0	2.1	1.9	2.1	.	2.4	2.0	1.9	.	33	
2.4	.	1.9	1.8	1.6	1.8	2.1	2.0	1.9	2.1	.	2.0	1.9	1.9	.	34	
2.1	.	1.9	1.9	2.3	1.9	1.7	1.7	1.9	1.8	8.0	1.3	2.0	1.9	.	35	
1.5	7.5	1.9	1.8	2.5	1.9	1.7	1.7	1.9	2.2	.	1.9	1.9	2.0	.	36	
2.1	8.6	2.0	1.9	2.2	1.9	1.7	1.7	1.9	2.1	.	2.3	2.0	1.9	.	37	
2.3	8.2	1.9	1.9	1.3	2.0	1.6	1.6	1.9	2.2	.	2.2	1.9	1.8	.	38	
1.7	1.4	2.0	1.9	0.1	1.8	1.6	1.6	2.0	1.9	8.4	1.5	1.8	1.8	.	39	
0.6	0.1	1.9	2.0	2.1	1.8	2.1	2.1	1.9	2.2	.	1.3	1.9	2.0	.	40	
2.2	.	1.9	2.0	1.9	2.0	2.1	2.1	1.8	2.1	.	2.2	1.8	2.0	.	41	
2.0	.	1.9	2.1	2.4	1.9	2.1	2.1	1.9	2.0	.	2.4	2.0	1.9	.	42	
2.5	.	1.9	2.1	1.9	2.0	2.0	2.0	1.9	2.1	8.4	1.8	1.9	1.9	.	43	
2.1	.	2.0	2.0	2.5	1.9	2.1	2.1	1.9	2.2	.	1.2	1.9	1.9	.	44	
2.1	.	2.0	2.1	1.7	2.1	2.1	2.1	1.9	2.1	.	2.0	1.8	2.0	.	45	
2.5	.	1.9	2.0	2.5	2.0	2.1	2.1	1.9	2.1	.	2.5	1.9	2.0	.	46	
2.7	.	1.9	2.0	1.7	1.9	2.1	2.0	1.9	1.9	.	2.2	1.8	2.0	.	47	
1.6	.	2.0	2.0	2.6	1.8	1.7	1.7	.	2.2	8.0	1.4	1.9	2.0	.	48	
2.0	8.2	1.9	1.9	3.5	2.0	1.7	1.7	.	2.1	.	2.0	2.0	2.0	.	49	
2.1	8.1	1.9	2.0	2.0	1.9	1.7	1.7	.	2.0	.	2.8	1.9	1.9	.	50	
2.7	6.6	1.9	2.0	.	1.7	1.7	1.6	.	2.0	8.3	1.6	2.0	1.8	.	51	
0.9	0.7	1.9	2.0	.	1.5	1.7	1.6	.	.	.	1.3	1.9	1.8	.	52	
100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	All	
305	161	180	145	66	92	148	223	375	122	31	132	13	85	52	x1000	

ANNEX I. Explanatory notes for Education and training from 2003

Col. 293: Student or apprentice in regular education during the last four weeks

This variable only covers the regular education system (formal education, including schools, colleges and universities) and which the respondent has attended sometime during the last 4 weeks. A special code was added for students in regular education but on holidays during the four weeks preceding the week of reference.

Formal education is defined as education and training with the following characteristics:

- purpose and format are predetermined.
- provided in the system of schools, colleges, universities and other educational institutions
- it normally constitutes a continuous ladder of education.
- it is structured in terms of learning objectives, learning time and learning support
- it is normally intended to lead to a certification recognised by national authorities qualifying for a specific education/programme).
- corresponds to the programmes covered by the UOE-questionnaires.

The list of national programmes covered by the UOE-questionnaire is found at the address:

http://forum.europa.eu.int/Public/irc/dsis/edtcslibrary?!=/public/unesco_collection/programmes_isced97/school_1999_2000

These lists may be updated by countries.

SPECIFIC QUESTIONS ON CODING

If the interviewee is enrolled as a student or an apprentice in a programme within the regular education system the answer is code 1.

This includes modules (short programmes/courses) which may be part of a longer regular education programme and are taken and completed, giving to their graduates the corresponding academic credit, independent of whether the person continues to complete the full programme or not. The field and level of the short programmes/courses will be the same as the programme of which they form part.

For apprentices who in the past 4 weeks are in a period of only 'on-the-job training' or alternate 'on-the-job' and 'in-school learning' within the framework of an alternate (e.g. dual) programme, the answer is code 1, since the person is enrolled in a qualifying programme.

SUGGESTIONS FOR THE QUESTIONNAIRE

Instead of using a general statement, the corresponding national names should be used to make the question more recognisable.

A national list of widely known educational programmes or schools, colleges, universities and institutions providing formal education could be used for asking this question.

Col. 294: Level of this education or training

Level refers to the programme mentioned in Col. 121

Level is coded according to the International Standard Classification of Education 1997 and consists of only levels without destination (educational or labour market: A-C) or orientation (general, pre-vocational, vocational).

- ISCED 1 Primary education
- ISCED 2 Lower secondary education
- ISCED 3 Upper secondary education
- ISCED 4 Post secondary education, non-tertiary

- ISCED 5 Tertiary education
- ISCED 6 Postgraduate education

If the respondent has been enrolled in several educational programmes during the reference period he or she should only give information on the most recent educational programme.

SPECIFIC QUESTIONS ON CODING

Level 4 may not exist in some countries. See national ISCED-Mapping

SUGGESTIONS FOR THE QUESTIONNAIRE

The questionnaire could consist of detailed list of national names of the programmes which would imply a post-coding the answers to make them corresponding to the Col. 294.

Col. 295/297: Field of this education or training

For the coding of Col. 295/297 see Col. 309/311.

If the respondent has been enrolled in several educational programmes during the reference period he or she should only give information on the most recent educational programme.

SPECIFIC QUESTIONS ON CODING

See under Col. 309/311

SUGGESTIONS FOR THE QUESTIONNAIRE

See under Col. 309/311

A question on this variable could be: "Which was the main subject/content of the educational programme".

The subject/content of the educational programme is coded to the field of education/training that applies.

If the interviewer can not code the answer with one of the 15 codes an open answer and post-coding is recommendable.

Col. 298: Participation in courses, seminars, conferences etc. outside the regular education system

This variable covers all organised learning activities outside the regular education.

This is what may be called non-formal education and training.

A non-formal learning activity is defined as being organised like a course, a conference or seminar for which the interviewee has applied and has participated in.

It could be for a short or a longer period also with minor breaks.

A non-formal learning activity may exceed the reference period (starting before or finishing later)

It includes the following activities:

- Attending a course or a seminar to get or to improve skills, knowledge and competence. This includes both courses leading to certificates and courses not leading to certificates. The courses can be attended to improve job related knowledge or improve skills for social and personal purposes.
- Attending a seminar, a course or a lecture to gain vocational guidance and to give a first step to working life, which isn't leading to a recognised qualification. This includes measures which show and analyse the labour market, his or hers needs and possibilities and which help to choose a job and also measures which improve basic skills/key skills in public or private institutions. The training is taught and within a group on full time basis (or maybe part time) for a shorter period.

- Attending a correspondence course, a tele-teaching or a comparable measure of teacher-supported distance learning to improve skills, knowledge or competence.
- Private lessons to improve skills, knowledge and competence, especially as a supplement to formal education. This includes supplementary course by a private tutor. Leisure classes for example studying a language for 'leisure' purposes, even if the qualifications achieved may correspond to (part of) A-level the attendance should be considered as a non-formal 'course'.

It is recommended that the operational definition contain examples from the national learning environment. Below follows some examples;

- Taught courses in job-related skills provided by the employer at the workplace or in other units belonging to the employer. Attending a course, seminar, conference provided by the employer at the workplace or in any of the employer's premises.
- Courses, seminars etc provided by an external enterprise (not the employer) with education as its main activity
- Courses, seminars etc provided by an external enterprise (not the employer) which main activity is production of goods and services.
- Participation in study circles. The study circle is defined as a small group of people who meet regularly over a long period of time, plan and organise their studies under the guidance of an approved leader. It can also be provided by adult education associations.
- Participating in preparatory labour market training as part of a labour market policy programme.
- Attending a course, seminar conference provided by trade unions or employers' associations
- Attending labour market training provided by the Employment Service Agency
- Attending an foreign language course
- Attending correspondence courses provided by correspondence institutes
- Attending art courses, piano lessons, courses in Chi gong, riding lessons etc. (courses for personal/social reasons).
- Music school, driving school or provider of courses in parenthood, hobby activities for example weaving and sports.
- Received instructions or private lessons from a teacher, tutor or adviser
- Other educations, courses, seminars or conferences

SUGGESTIONS FOR THE QUESTIONNAIRE

A national list of widely known courses or institutions providing non-formal education could be used for asking this question (e.g. Adult education institutions). This could be completed with a reference to well known national examples of seminars, conferences etc.

Col. 299/301: Number of hours spent in all taught learning activities within the last 4 weeks

Duration in number should reflect the number of taught hours only.

The definition of total time spent in taught learning by the individual is the total number of hours that the individual has spent on participating in classes, seminars, conferences, lectures, tutorials etc. or receiving instruction or advice. Only the hours of instruction should be included in the total time spent in taught learning, which means that travelling time and homework should be excluded.

Col. 302: Purpose of the most recent taught activity

The following definitions apply:

Job-related (professional): the respondent takes part in this activity in order to obtain knowledge and/or learn new skills for a current or a future job, increase earnings, improve job- and/or carrier opportunities in a current or another field and generally improve his/her opportunities for advancement and promotion.

Non job-related (personal/social): the respondent take part in this activity in order to develop competencies required for personal, community, domestic, social or recreational purposes.

Col. 303/305: Field of the most recent taught learning activity

Although the classification used does not cover the very broad offer of subjects in courses, conferences, seminars etc, it is coded in the same way as programmes under Col. 309/311 and Col. 295/297 to facilitate implementation and allow aggregation.

According to the manual on fields of education and training the main subject content of the programme decides which field it should be classified into. "Thus, the distinction between fields does not take into account the personal purposes of the participation in the programmes (pleasure, leisure, to get a job etc.), nor is the intended occupation explicitly taken into account.

As not many detailed codes (3 digits) and narrow codes (2 digits) are used in this coding the most precise code available should be used (put in brackets below).

In the following some examples of coding courses according to the principle of the theoretical content as the most important criteria are shown (with the code to be used in this connection in brackets) in other words: the answer for each activity should be coded with the most detailed code possible and only with one code.

Courses attended for personal reasons that are not possible to allocate to specific codes should be coded as 'General Programmes' (000).

Do-it-yourself (unspecified): 090 (000)

Tango, waltz, other dances: 212 (200)

Home furnishing: 214 (200)

Weaving (Craft): 215 (200)

Embroidery (Craft):215 (200)

Needlecraft: 215 (200)

Feng Shui (spiritual belief):221 (200)

Basic programmes in reading, writing etc. for immigrants (for example Swedish for immigrants):222

Foreign languages: 222

Education in the German society, like norms, behaviour, laws etc.:310 (300)

Mediation (in public conflicts etc.): 313 (300)

Inter-religious or inter-cultural dialogue: 313 (300)

Genealogy: 322 (300)

Weaving (industrial): 542 (500)

Embroidery and needlework (industrial): 542 (500)

Sewing (industrial): 542 (500)

Computer science: 481

Computer use (most of the activities probably has to be coded under 'Computer use'): 482

Anti-stress, relaxation, relaxing, how to manage stress: 726 (700)

Courses in psycho-body-mental therapy not leading to an official certificate: 726 (700)

Courses for parents in educational questions are to be coded as 'Child care and youth services': 761 (700)

Cooking (hotels, restaurants): 811 (800)

Social games, round games, like monopoly, bridge, chess (recreation and leisure):812 (800)

For collectors of special objects (e.g., stamps, coins etc.): (Leisure): 812 (800)

Sports and other physical activities with the purpose to stay healthy: 813 (800)

Yoga, ayurveda: 813 (800)

Qigong, shiatsu: 813 (800)

Riding lesson: 813 (800)

Needlework (home): 814 (800)

Sewing (home): 814 (800)

Cooking (home): 814 (800)

Prevent stress at the workplace: 862 (800)

Col. 306: Did the most recent taught learning activity take place during paid working hours

This variable informs on the support to the course by the employer. It refers to the degree that the activity takes place during paid working hours meaning that the working hours are used to attend the activity instead of working. It also includes the case of where a number of working hours are being replaced by learning activity even if the activity itself takes place outside normal working time of the respondent.

If the learning activity takes place outside normal working time and the respondent has received payment for the hours or additional leisure hours, the activity should be coded as during paid working hours.

The answer should only reflect the participation in the course itself and not homework.

Self-employed should be treated as employed.

Contributing family workers (those workers who hold a 'self-employment' job in a market-oriented establishment operated by a related person living in the same household), who cannot be regarded as partners, voluntary social workers and others working without being paid but attending a course within that area should be coded as "4: Only outside paid hours", as there are no paid working hours.

If a person attends a long course (within the reference period) and does not have a job all the time of the course, there will be two periods of the course: the period where the person is in job and the period where the person is not in job. The answer and coding should reflect the situation in the longest period of the course (again within the reference period)

Col. 309/311: Field of education

Field is coded according to the manual on Fields of Education and Training, EUROSTAT 1999.

Fields of Education

ISCED 97 contains 25 two-digit fields of education. The classification used here goes up to a three-digit code in a hierarchical system for classifying fields of education, where the two-digit level is the ISCED 97 fields of education. It is mainly the first two digits that are used in international data collection. However, the third digit gives a more flexible system, and other aggregations based on the third digit may be used in ad hoc data collections to suit specific purposes.

There are 9 broad fields, (1-digit), 25 narrow fields, 2-digit) and about 80 detailed fields (3-digit).

The coding used here is in broad fields (1 digit) except for foreign languages within 'Humanities, languages and arts' (200) and a few fields of particular policy relevance under 'Science, mathematics and computing' (400) where 2 and 3 digits are used. The rule is that the field should be coded at the most detailed level and only once.

The rule for coding is that the respondents should be coded with the most detailed code possible and only with one code.

The broad field 200: 'Humanities, languages and arts' includes the detailed fields 'Foreign languages' with code 222. So respondents, having 'Foreign languages', should be coded with 222, and not with code 200. All other respondents with field of attainment within 'Humanities, languages and arts' should be coded with 200.

Similarly the broad field 400 : 'Science, Mathematics and Computing' includes the narrow fields: 'Life science' (including 'Biology and Environmental science') with codes 420, 'Physical science' (including 'Physics, Chemistry and Earth science') with code 440, 'Mathematics and statistics' with code 460 and the detailed fields: 'Computer science' with code 481 and: 'Computer use' with code 482. So all respondents, having any of those narrow or detailed fields as their attainment field, should be coded with the corresponding code. All other respondents with field of attainment within 'Science, mathematics and computing' should be coded with 400.

Respondents with field of attainment in any other broad field should be coded with 1 digit + '00'.

SPECIFIC QUESTIONS ON CODING

Inter-disciplinary programmes

'Inter-disciplinary programmes' has here the meaning of programmes combining (generally two) fields of education and training. For these programmes (see example 1 to 4), the 'majority rule' should be used, that is the subject that dominates decides into which field the programme should be classified. The dominating criterion is normally the time used on the subject.

Example 1: A programme consisting of both Computer science (481) and Computer use (482) should be classified according to which of the subjects dominates, that is on which subject most of the time is spent.

In Example 2 subjects fall into the same broad field but in two different narrow fields. Also in this example, use the majority rule. The programme is not broad enough to be considered as a 'broad programme'.

Example 2: A programme combining study of life science with study of physical science should be classified according to which of the fields dominates; 420 'Life science' or 440 'Physical science'.

In Example 3 subjects fall into two different broad fields (3 and 8). Use the majority rule; you are more or less obliged to do that as there is no other solution (except 999).

Example 3: A programme that mainly includes subjects within the area of social sciences should be allocated to field 300 ('Social sciences, Business and Law') even if a certain amount of services within environmental protection technology (field 851 'environmental protection technology') is included.

Programmes aiming at one specific vocational field consisting also of supporting subjects from other fields are not considered as broad programmes in this context.

Example 4: In a programme in physics, more time may be devoted to other supporting subjects (language, mathematics, statistics etc.) than the intended subject. However, this programme should be classified as 440 'Physical science' and not as a broad programme.

SUGGESTIONS FOR THE QUESTIONNAIRE

In order to be sure that the most detailed field is found in case both broad and narrow/detailed fields are possible codes, the most detailed codes could precede the less detailed ones in the questionnaire.

If the interviewer can not code the answer with one of the 15 codes an open answer and post-coding is recommended.