

ZD
Questionnaire,
labour force survey in 2021
(Q1 2021)

Questionnaire number									

Part 1. GENERAL INFORMATION

00	Voivodship code		
01	Local Statistical Office code		
02	Dwelling identifier IDM		
03	Household number within dwelling		
04	Number of person in the household		
05	Relationship to the household head		
06	Sex		

Questions in the questionnaire are answered by persons aged 15-89 years

Part 2. ECONOMIC ACTIVITY

A1	<p>Did you do any work for pay or profit for at least 1 hour in the reference week from Monday [date] to Sunday [date]?</p> <p>yes 1 → P1 no 2 → A2</p>
A2	<p>Did you work without pay in a family business or on a family farm for at least 1 hour in the reference week from Monday [date] to Sunday [date]?</p> <p>yes 1 → P1 no 2 → A3</p>
A3	<p>Did you have a job but were temporary not performing work in the reference week from Monday [date] to Sunday [date]?</p> <p>yes 1 → A5 no 2 → A4</p>
A4	<p>Did you do any casual or small work for payment for at least 1 hour in the reference week from Monday [date] to Sunday [date]?</p> <p>Domestic tasks, also tasks done for pocket money from another household member should not be included here.</p> <p>yes 1 → P1 no 2 → S1</p>

07	Year of birth		
08	Marital status		
09	Observation number		
10	Sample number		
11	<p>Information provided by:</p> <p>respondent him/herself 1 →A1</p> <p style="text-align: center;">NO PERSON'S NAME</p> <p>another household member . 2</p>		

A5	<p>What was the main reason for not performing work in the reference week?</p> <p>own illness 1 →A5cov maternity/paternity 2 →P1 child care leave 3 →P1 vacation (also statutory days free from work) 4 →A5cov parental leave 5 →P1 job-related training 6 →P1 working time arrangements or compensation for overtime 7 →A5cov having a job not started yet 8 →S1 seasonal character of work 9 →A6 break in establishment activity 10 →A5cov bad weather 11 →A7 I participated in a strike 12 →A7 unpaid leave 13 →A5cov other reasons 14 →A5cov</p>
A5cov	<p>Was it related to the situation caused by the coronavirus?</p> <p>yes 1 →P1 or A7 no 2</p>

*FILTER: If A5 = 1,4 or 7 – move to question P1
If A5 = 10,13 or 14 – move to question A7*

A6	<p>Do you still perform off-season any tasks or duties connected with your seasonal work?</p> <p>yes, regularly 1 → P1 yes, but not regularly 2 → S1 no 3</p>
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Part 2. ECONOMIC ACTIVITY (cont.)

A7 **How long will you be absent from work for this reason? (the absence counted from the moment of stopping work to the moment of expected return to work)**

3 months or shorter **1** → P1
 longer than 3 months **2** → S1 or N1

Part 3. JOB SEARCH

FILTER: Questions S1-S15 are answered by persons aged 15-74 years, other persons move to question N1 (previous work experience)

S1 **Did you look for a job during the last 4 weeks, including the reference week as the last?**

yes **1** → S8
 no **2** → S2

S2 **Were you probably not looking for a job because you had already found work?**

yes, but I have not started work yet **1** → S3
 yes and I started work after the reference week **2** → S11
 no **3** → S4

S3 **Will you start this work in 3 months (counting from the end of the reference week)?**

yes **1** → S9
 no **2** → S9

S4 **Despite not looking for a job, would you like to work?**

yes **1** → S5
 no **2** → S7

S5 **What is your main reason for not looking for a job during this period?**

I believe that I will not find a suitable job **1** |
 I tried every method of job search that I can think about **2** → S9
 I participate in education, improve my qualifications **3** |
 illness, disability **4** |
 I look after children or other family members requiring care **5** → S6A
 family situation **6** |
 personal reasons **7** → S9
 I'm retired **8** |
 other reason **9** |

S6A **Is it connected with availability of care services?**
 Please choose one answer

YES - such services are not available because of location **1** |
 YES - such services are not available for me because of financial reasons **2** → S9
 NO – because I want to provide care myself **3** |
 NO - It is not due to availability of care services **4** |

S7 **What is the main reason for not wanting to work?**

I participate in education, improve my qualifications **1** | → N1
 illness, disability **2** |
 I look after children or other family members requiring care **3** → S6B
 family situation **4** |
 personal reasons **5** → N1
 I'm retired **6** |
 other reason **7** |

S6B **Is it connected with availability of care services?**
 Please choose one answer

YES - such services are not available because of location **1** |
 YES - such services are not available for me because of financial reasons **2** → N1
 NO – because I want to provide care myself **3** |
 NO - It is not due to availability of care services **4** |

S8 **Did you make the following attempts at finding a job during the last 4 weeks, including the reference week as the last?**

Note: After obtaining the first yes answer move to question S9 (obtaining answer to each point is not required).

	yes	no	
a) placed or answered job advertisements, including the use of Internet applications and websites facilitating job search			if yes, then: → S9
b) studied job advertisements			
c) asked friends, relatives or acquaintances			
d) contacted employers directly			
e) contacted a public employment service (powiat labour office)			
f) contacted a private employment agency			
g) took a test, interview or examination			
h) made preparation to set up a business			

S9 **Will you be able to take up a job during 2 weeks following the reference week?**

yes **1** → S11
 no **2** → S9cov

S9cov **Is it related to the situation caused by the coronavirus?**

yes **1** → S10
 no **2** |

Part 3. JOB SEARCH (cont.)

FILTER: Persons who answered question S5 DO NOT ANSWER question S10.

S10	What is the main reason that you cannot take up work in this period?		
	I must complete education, training	1	→S11
	illness, disability	2	
	looking after children or other family members requiring care.	3	
	family situation.	4	
	personal reasons	5	
other reason	6		

S6C	Is it connected with availability of care services?		
	Please choose one answer		
	YES - such services are not available because of location.	1	→ S11
	YES - such services are not available for me because of financial reasons.	2	
	NO – because I want to provide care myself.	3	
NO - It is not due to availability of care services	4		

FILTER: Questions S11-S15 ARE ANSWERED only by persons: seeking a job (question S1 = 1) or those who started work until the day of the interview (question S2=2) or persons who will start work in 3 months (question S3 = 1) Other persons move to question N1 (previous work experience).

S11	How long have you been looking for a job? (in months)	number of months: <input type="text"/>	→ S12
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S12	During this period, did you have a break in job of at least 4 weeks?		
	yes	1	→ S13
	no	2	→ S14

S13	How long, counting from the last break, have you been looking for a job? (in months)	number of months: <input type="text"/>	→ S14
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S14	Did you start looking for a job due to:		
	losing a job	1	→ S15
	resigning from work	2	
	wanting to return to work after a break	3	
wanting to take up work for the first time	4		

S15	Would you be willing to change your place of residence in order to find a job?	1 – yes	2 – no	
	a) in Poland – within the current voivodship of residence	1	2	→ N1
	b) in Poland – outside the current voivodship of residence	1	2	
	c) abroad, within the European Union	1	2	
	d) abroad, outside the European Union	1	2	

Part 4. MAIN JOB

P1	Beside the job you mentioned before, do you have any other job (as a paid worker (employee), self-employed person or unpaid family worker)?		
	no, it is my only job	1	→ P2
	yes, I have one other job	2	
	yes, I have a few other jobs	3	
I don't know (allowed for proxy answers only)	4		

Next questions will regard the main job, i.e. the one in which you spend the most hours

P2	What is the kind of activity of the institution (firm) of your main job?		
	other activity than agricultural one	1	→ P4
	agricultural activity on a private farm (farm owned by natural person).	2	→ P3 (if P1=1) or P4 (if P1≠1)
	agricultural activity outside private agriculture	3	→ P4

FILTER: If P2=2 (private agriculture) and P1=1, question P3 should be asked; other persons move to question P4

P3	What is the purpose of produced agricultural goods?		
	exclusively or mainly for sale	1	→ P4
	exclusively or mainly for own consumption	2	→ S1 or N1
	I work as a paid worker, therefore I am not the owner of produced agricultural goods	3	→ P4

FILTER: If P3=2 and person is aged 75 years and more – he/she moves to question N1 (previous work experience)

Please read the note for question P3=2 to the respondent answering question S1.

Performing work exclusively or mainly for own consumption is not considered to be work for pay or profit, therefore the further questions you will be asked are the questions addressed to non-working persons.

P4	Please indicate detailed kind of activity of the institution (firm) which is your main job		
	description	PKD/NACE <input type="text"/>	→ P5

P5	Is the institution (firm) which is your main job located in the same gmina where you live?		
	yes	1	→ P9
	no	2	→ P6
I don't know (allowed for proxy answers only)	3		

P6	Where is the institution (firm) which is your main job located?		
	in Poland	1	→ P7
	abroad	2	→ P8A

Part 4. MAIN JOB (cont.)

P7 Please state voivodship and locality

.....
voivodship name

.....
subregion name

→ P9

P8A Please state the country

.....
country name

→ P8B

P8B Please state the region
The region is required for selected European countries only

.....
region name

→ P9

**P9 How many persons are employed in your institution (firm)?
It regards the branch/department where you work.**

1–9 persons
(please state the exact number)

10–19 **10**

20–49 **11**

50–249 **12**

250 persons and more **13**

I don't know, but fewer than 10 **14**

I don't know, but more than 9 persons ... **15**

→ P10

P10 What was your occupation in your main job in the reference week?
occupation:

→ P11

P11 In what time frame do you work?

full-time **1** → P14

part-time **2** → P12

P12 Why do you work part-time?

I study at school, attend a course **1**

because of my illness, disability **2** → P14

I cannot find a full-time job **3**

such time frame suits me **4**

I look after children or other family members requiring care **5** → P13A

for family reasons **6**

for personal reasons **7** → P14

for other reasons **8**

P13A Is it connected with availability of care services?
Please choose one answer

YES - such services are not available because of location. **1**

YES - such services are not available for me because of financial reasons. **2**

NO – because I want to provide care myself **3**

NO - It is not due to availability of care services **4**

→ P14

P14 During the last 4 weeks, including the reference week as the last, did you work?

	usually	sometimes	no	
a) at home	1	2	3	a)=1,2 → P14cov
b) in the evenings	1	2	3	
c) at night	1	2	3	
d) on Saturdays	1	2	3	Other answers→ P15
e) on Sundays	1	2	3	

P14cov Was it related to the situation caused by the coronavirus?

yes **1**

no **2**

→ P15

**P15 During the last 4 weeks, including the reference week as the last, did you perform work in a form of distance work or telework?
(It is work performed outside the establishment with the use of electronic communication means)**

yes **1** → P15cov

no **2** → P16

P15cov Was it related to the situation caused by the coronavirus?

yes **1**

no **2**

→ P16

P16 In the reference week, did you have work in your main job as:

worker employed in the public firm/institution or by private employer ... **1** → P24

self-employed person **2** → P17

unpaid family worker **3** → P20

P17 In the reference week, did you employ workers (employees)?

yes **1** → P18

no **2**

P18 How many clients/customers did you work for during the last 12 months?

I did not have any clients/customers in this period. **1** → P20

1 client/customer **2** → P20

2-9. **3** → P19

10 or more **4** → P19

I cannot say. **5** → P20

Part 4. MAIN JOB (cont.)

P19 During the last 12 months, did at least 75% of your income from the conducted activity come from one client/customer?

yes 1 → P20
 no 2
 I don't know 3

P20 Can you decide on the hour of starting and ending your working day?

yes, I can decide myself 1
 no, clients / persons for whom I perform work decide 2
 no, it depends on other factors (e.g. weather, the character of performed tasks, office availability, etc.) 3 → P21
 I don't know (allowed for proxy answers only) 4

P21 When did you start work in the current job?

Please state the year: → P21 month or P23

FILTER: The month is given by persons who started work in the current year or in the previous two years

Please state the month: → P22

FILTER: Question P22 is asked only to persons who started work in the current or previous year

P22 Did the Powiat Labour Office help you to find your current main job?

yes 1
 no 2 → P23
 I don't know (allowed for proxy answers only) 3

P23 What is your overall work seniority (job tenure)? Please state the number of years rounded off to the full year.

number of years: → G4

P24 Is the institution (firm) of your main job:

public 1 → P25
 private 2

P25 Is your main job:

permanent, for unlimited duration 1 → P30
 for limited duration 2 → P26

P26 What is the reason for performing work for limited duration?

it is the period of education, apprenticeship, traineeship 1 → P27
 I cannot find a permanent job 2
 this form of work suits me 3 → P28
 It is a probationary period 4
 the performed job is available only in such form 5

P27 Is the traineeship/practice which you are undergoing a compulsory part of the programme carried out within the scope of the formal education system?

yes 1 → P28
 no 2

P28 What is the duration of the period for which you are employed?

less than 1 month 1
 1–3 months 2
 4–6 3
 7–12 4 → P29
 13–18 5
 19–24 6
 25–36 7
 more than 36 months 8

P29 Do you work on the basis of a contract with a temporary employment agency?

yes 1 → P30
 no 2

P30 Do you supervise work of other persons?

yes 1 → P31
 no 2

P31 Do you do shift work?

yes 1 → P32
 no 2

P32 Can you decide on the hour of starting and ending your working day?

yes, I can decide myself 1
 yes, I can decide under flexible working time arrangements 2 → P33
 no, the employer / firm decides 3
 I don't know (allowed for proxy answers only) 4

P33 When did you start working in the current job?

Please state the year: → P33 month or P35

FILTER: The month is given by persons who started work in the current year or in the previous years

Please state the month: → P34

FILTER: Question 34 is asked only to persons who started work in the current or previous year

P34 Did the Powiat Labour Office help you to find your current main job?

yes 1 → P36
 no 2 → P35
 I don't know (allowed for proxy answers only) 3

FILTER: If the respondent started work in the current year or the previous 7 years, he/she should move to question P35, if did not - to question P36

Part 4. MAIN JOB (cont.)

P35	Please, indicate which of the below mentioned methods was the most successful in finding your current main job	
	answering job advertisements (printed or electronic)	1
	seeking through relatives, friends and acquaintances	2
	seeking through the Powiat Labour Office	3
	seeking through the private employment agency	4
	seeking through an educational or training institution, traineeship or previous work experience.	5 →P36
	I applied directly to the employer	6
	the employer or head-hunter contacted me	7
	applying to a public competition	8
	other method	9
	I don't know (allowed for proxy answers only).	10

P36	What is your overall work seniority (job tenure)? Please state the number of years rounded off to a full year. number of years:	<input type="text"/>	→ P37
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P37	Please state the amount of your net earnings ("take-home pay") in the main job for the previous month:	<input type="text"/>	→ P37A
	I don't know / I'm not able to answer/ I don't want to give exact amount	99999	→ P37E

P37A	Do you receive any additional form of earnings, such as, e.g., premiums, bonuses, prizes, "thirteenth remuneration", etc.?	
	yes	1 → P37B
	no	2 → P37F

P37B	Please state their estimated <u>annual</u> amount (net)	<input type="text"/>	→ P37C
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P37C	Has any of these additional forms of earning already been included in the amount of net earnings which you stated (in question 37)?	
	yes	1 → P37D
	no	2 → P37F

P37D	Please state this amount	<input type="text"/>	→ P37F
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P37E	Please state the approximate amount of your net earnings for the previous month, choosing one of the below bands: <i>Please include also payment for overtime, bonuses, prizes, premiums (recalculated per 1 month, e.g. 1/3 of quarterly premium, 1/12 the so-called "thirteenth remuneration", etc.)</i>	
	up to 999 zł	1
	1000 – 1499 zł	2
	1500 – 1999 zł	3
	2000 – 2499 zł	4
	2500 – 2999 zł	5 →P37F
	3000 – 3999 zł	6
	4000 – 4999 zł	7
	5000 – 5999 zł	8
	6000 – 7999 zł	9
	over 8000 zł	10
	lack of answer	11 →P38

P37F	Can it be assumed that your earnings will be similar in the current month?	
	yes	1
	no	2 →P38
	I don't know / not applicable (I will not receive remuneration).	3

P38	Do you have employment contract concluded in a written form?	
	yes	1 → P39
	no	2 → G4

P39	Is the contract which you concluded:	
	employment contract, i.e. contract regulated by the Labour Code and entitling to, i.a., paid vacation	1
	order agreement contract	2
	contract for performing specific task/work management contract	3 → G1
	contract in a mixed form (employment contract and, e.g. order-agreement contract concluded simultaneously with the employer)	4
	other civil law contract	5
		6

G1	Does this contract indicate the number of working hours?	
	yes	1 → G2
	no	2 → G4
	I don't know (allowed for proxy answers only).	3

G2	How many hours per week is it?	
	number of hours	<input type="text"/> → G3
	number of hours indicated in the contract equals zero	0 →G4
	I don't know (allowed for proxy answers only)	98

G3	Do you usually work that many hours per week?	
	yes	1 → G_kontr
	no	2 → G4
	I don't know (allowed for proxy answers only)	3

Part 4. MAIN JOB (cont.)

G4	How many hours per week do you usually work in your main job?		
	number of hours		→ G_kontr
	number of hours varies from week to week	970	→ G5
	I don't know (allowed for proxy answers only)	980	

G5	Can you estimate average weekly number of hours which you worked during the last 4 working weeks? If it wasn't a typical period, please take into account the last 2-3 months.		
	number of hours		→ G_kontr
	I cannot estimate	970	→ G5
	I don't know (allowed for proxy answers only)	980	

FILTER: Questions G_kontr - G14 are asked only to persons who inserted answer yes in question A1 or A2 or A4 (performed work in the reference week).

Question G_kontr is asked to persons for whom question P1=2,3,4

G_kontr	Did you work in your main job in the reference week?		
	yes	1	→ G6
	no	2	

G6	Were you absent from your main job for at least half a day because of leave, holiday or compensation for overtime in the reference week?		
	yes	1	→ G7
	no	2	→ G8
	I don't know (allowed for proxy answers only)	3	

G7	Please state the total number of days, accurate to half a day		
	number of days (from 0.5 to 7)		→ G8
	I don't know (allowed for proxy answers only)	8	

If the respondent states number 7 in question G7, questions from G8 to G11 should be skipped and question G12 should be answered. In such situation code 2 should be inserted in question G8 and G10.

If G7=7 then G8=2 and G10=2 (automatic coding in application).

G8	Were you absent from your main job for at least half a day because of your own illness or temporary inability to work in the reference week?		
	yes	1	→ G9
	no	2	→ G10
	I don't know (allowed for proxy answers only)	3	

G9	Please state the total number of days, accurate to half a day		
	Number of days (od 0,5 do 7)		→ G10
	I don't know (allowed for proxy answers only)	8	

If the respondent states number 7 in question G9 or the sum of days from questions G7 and G9 = 7, questions from G10 to G11 should be skipped and question G12 should be asked. In such situations, code 2 should be inserted in question G10.

If G9=7 (or G7+G9=7), then G10=2 (automatic coding in application).

G10	Were you absent from your main job for at least half a day in the reference week for reasons other than previously mentioned (e.g. because you took care of a sick family member)?		
	yes	1	→ G11
	no	2	→ G12
	I don't know (allowed for proxy answers only)	3	

G11	Please state the total number of days, accurate to half a day		
	Number of days (from 0.5 to 7)		→ G12
	I don't know (allowed for proxy answers only)	8	

If the respondent answered question G_kontr and answer 2 was inserted there (=did not work in the main job), code 3 should be inserted in question G12 (automatic coding in application).

G12	In the reference week, were there any days that you worked (in your main job) longer than usually?		
	yes	1	→ G13
	no	2	→ G14
	I did not work in the main job	3	→ D1
	I don't know (allowed for proxy answers only)	4	→ G14

G13	Please state the total number of additional hours worked in the main job in the reference week. Also the hours that the respondent can take off as compensation for overtime		
	number of hours		→ G14
	I don't know (allowed for proxy answers only)	98	

G14	How many hours did you work in your main job in the reference week? (the actual number of hours)		
	number of hours		→ D1 or U1
	I don't know (allowed for proxy answers only)	980	

Part 5. SECOND JOB

FILTER: Questions regarding the second job are answered only by persons who in question P1 inserted answer 2 or 3. Other persons move to question U1.

In case of multiple jobs, the one where you spend the most hours should be referred to.

D1	Did you work in your second job in the reference week as:		
	worker employed in public firm/institution or by private employer	1	→ D3
	self-employed person	2	→ D2
	unpaid family worker	3	→ D3

D2	Did you employ workers in the reference week?		
	yes	1	→ D3
	no	2	

Part 5. SECOND JOB (cont.)

D3 What is the kind of activity of the institution (firm) which is your second job?
 Description: PKD/NACE → D4

D4 How many hours per week do you usually work in your second job?
 number of hours
 number of working hours varies from week to week **97** → D5
 I don't know (allowed for proxy answers only) **98**

D5 How many hours did you work in your second job in the reference week? (the actual number of hours)
 → U1
 I don't know (allowed for proxy answers only) **98**

Part 6. JOB SEARCH BY EMPLOYED PERSONS

U1 Would you like to work more hours than currently, providing that more working hours implies higher earnings?
 yes **1** → U2
 no **2** → U4

U2 Will you be able to take up work (another or the second one) in 2 weeks following the reference week?
 yes **1** → U4
 no **2** → U3

U3 What is the main reason for not being able to start work during this period?
 I have to complete education, training ... **1** → U4
 illness, disability **2**
 looking after children or other family members requiring care **3** → P13B
 family situation **4**
 personal reasons **5** → U4
 other reasons **6**
 I don't know (allowed for proxy answers only) **7**

FILTER: Persons who have inserted answer 5 in question P12 DO NOT ANSWER question P13B

P13B Is it connected with availability of care services?
 Please choose one answer only
 YES - such services are not available because of location **1**
 YES - such services are not available for me because of financial reasons **2** → U4
 NO - because I want to provide care myself **3**
 NO - It is not due to availability of care services **4**

U4 How many hours overall (in the main and second job) would you like to work per week?
 number of hours → U5
 I don't know (allowed for proxy answers only) **99**

U5 Did you look for another job (the main or second one) during the last 4 weeks, including the reference week as the last?
 yes **1** → U6
 no **2** → E1

U6 Would you be willing to change your place of residence in order to find/take up a job?
 1 - yes 2 - no
 e) in Poland - within the current voivodship of residence **1 2**
 f) in Poland - outside the current voivodship of residence **1 2** → U7
 g) abroad, within the European Union **1 2**
 h) abroad, outside the European Union **1 2**

U7 Why are you looking for another job?
 I'm afraid that I will lose the current job ... **1**
 I'm looking for an additional job in order to extend the number of working hours ... **2**
 I'm looking for a job with a longer working time **3**
 I'm looking for a job with a shorter working time **4**
 I'm looking for a job offering better financial conditions **5** → E1
 I'm looking for a job offering better conditions other than financial ones **6**
 I'm looking for a job adequate to my qualifications **7**
 I'm looking for a permanent job **8**
 other reasons **9**

Part 7. PREVIOUS WORK EXPERIENCE

N1 Have you ever performed any work for pay or profit or helped without pay in conducting family economic activity?
 yes, but only as an occasional job **1**
 yes, other than an occasional job **2** → N2
 no **3** → E1

N2 When did you stop working?
 Please state the year: → N2 month or N3
FILTER: The month is given by persons who stopped work in the current year or in the previous two years
 Please state the month: → N3 or E1

FILTER: Questions N3-N10 are asked only to persons who stopped working in the current year or in the previous 7 years, other persons move to question E1.

Part 7. PREVIOUS WORK EXPERIENCE (cont.)

N3	Why did you stop working?		
	retirement	1	→N4
	early retirement	2	
	disability pension	3	→N3cov or N4
	loss of a job because of establishment liquidation (bankruptcy, reorganisation) or liquidation of a work position; ending own economic activity (business)	4	
	I was dismissed for other reasons	5	→N4
	unsatisfactory financial conditions	6	
	unsatisfactory working conditions other than financial ones	7	→N3cov or N4
	termination of work for limited duration, a casual or seasonal job	8	
	looking after children or other family members requiring care	9	
	family situation	10	→N4
	personal reasons	11	
	own illness, disability	12	→N3cov or N4
	taking up education, training	13	
other reasons	14		

FILTER: If the respondent finished work in March 2020 or later (question N2) – please move to question N3cov, other persons move to question N4

N3cov	Was it related to the situation caused by the coronavirus?		
	yes	1	→ N4
no	2		

N4	In your last job, did you work as:		
	worker employed in public firm/institution or by private employer	1	→ N6
	self-employed person	2	→ N5
	unpaid family worker	3	→ N7

N5	Did you employ workers (employees)?		
	yes	1	→N7
no	2		

N6	Was the institution (firm) of your last job:		
	public	1	→N7
private	2		

N7	What was the kind of activity of the institution (firm) of your last job?		
		PKD/NACE	→ N8

N8	What was your occupation in your last job?		
	occupation:		→ N9

N9	How long did you work in your last job?		
	Please state the number of years rounded off to a full year.		→ N10

N10	What is your overall work seniority (job tenure)?		
	Please state the number of years rounded off to a full year.		→E1

Part 8. LEVEL AND CHARACTERISTICS OF EDUCATION

E1	What is your highest level of educational attainment?		
	tertiary with academic degree (at least doctorate degree)	00	→ E2
	tertiary (master or equivalent degree)	10	
	tertiary (licentiate or engineer degree)	11	→ E2
	college certificate	12	
	post-secondary	20	→ E2
	vocational secondary with Matura Certificate	31	
	vocational secondary without Matura Certificate	32	→ E2
	general secondary with Matura Certificate	41	
	general secondary without Matura Certificate	42	→ E2
	basic vocational	51	
	basic sectoral vocational	52	→ E8
	lower secondary (gimnazjum)	60	
	primary	70	→ E7
	incomplete primary	80	→ K1
	without school education	90	

FILTER: Questions E2-E5 concern only persons aged 20-34 years. Other persons move to question E6

E2	During the education in the school indicated in the previous question, did you perform any work, paid or unpaid one?		
	yes	1	→ E3
no	2	→ E6	

E3	Was any of these jobs a part of the programme carried out within the scope of the formal education system?		
	yes	1	→ E4
no	2	→ E6	

E4	What was the overall duration of this work (during the entire programme of education)?		
	In case of a part-time job, it should be estimated recalculating into full-time work.		
	less than 1 month	1	→ E6
	1 month or more, but less than 7 months	2	→ E5
	7 months or more	3	→ E5
I don't know	4	→ E6	

E5	Was that work paid (also in a form of compensation)?		
	yes	1	→ E6
	no	2	
I don't know/don't remember	3		

Part 8. LEVEL AND CHARACTERISTICS OF EDUCATION (cont.)

E6	What was the field in which you attained the highest level of education? <i>field:</i>		→ E7
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E7	Did you attain the current level of education during the last 12 months?		
	yes, in the current calendar year	1	→ K1
	yes, in the previous calendar year	2	
	no	3	→ E8

E8	In which year did you attain the current level of education? <i>year:</i>		→ K1
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I would like to ask you a few questions concerning non-school (i.e. outside the education within the scope of the formal education system) ways of obtaining knowledge and developing your job-related skills or skills related to social activity, as well as your own development and interests.

K4	During the last 4 weeks, ending with the reference week, did you participate in any non-school form of obtaining knowledge and development of your occupational/job-related skills among the ones mentioned in the attached list (list K4)? <i>NOTE: the education should be carried out in an organised form (by the employer, Labour Office or other institution/firm or organisation) with participation or under supervision of an instructor/trainer, lecturer or teacher</i>		
	yes	1	→ K7
	no	2	→ K5

Part 9. PARTICIPATION IN EDUCATION AND TRAINING

FILTER: Questions K1 - K8 are answered by persons aged 15-74 years, other persons move to question Z1 (supplementary information).

K1	During the last 4 weeks, ending with the reference week, were you a student?		
	yes, I'm a student	1	→ K3
	yes, I'm a student, but currently I have a holiday break	2	
	yes, I was a student, but I resigned/did not complete school (studies)	3	
	yes, I was a student and I completed school (studies)	4	
	I completed school and I'm waiting for the results of recruitment to a school/university	5	
	no	6	

K5	In your current job, do you have your individual programme of professional development defined by your supervisor? <i>(the example may be Individual Programme of Professional development compulsory for the civil service personnel)</i>		
	yes	1	→ K6
	no	2	
	I don't know	3	→ K7
	not applicable (the respondent does not work or works as self-employed or unpaid family worker)	4	

K6	During the last 4 weeks, ending with the reference week, did you participate in the training following this programme (e.g. course/training, conference, seminar, and lecture)?		
	yes	1	→ K7
	no	2	

K2	During the last 12 months, ending with the reference week, were you a student?		
	yes	1	→ K3
	no	2	→ K4

K7	During the last 4 weeks, ending with the reference week, did you participate in any form of obtaining knowledge and development of own skills related to a personal development, social activity or own interests (it regards skills not related directly to paid work) among the ones mentioned in the attached list (list K7)? <i>NOTE: the education should be carried out in an organised form (by an institution/firm, organisation, association or community, etc.) with participation or under supervision of an instructor/trainer, lecturer or teacher</i>		
	yes	1	→ K8A or K8B or Z1
	no	2	

K3	What is/was the level of education which you attend/attended?		
	primary school	1	→ K4
	basic sectoral vocational school	2	
	secondary sectoral vocational school	3	
	general secondary school	4	
	vocational secondary school	5	
	post-secondary school	6	
	college	7	
	tertiary school (licentiate or engineer degree studies)	8	
	tertiary school (master degree studies)	9	
	post-graduate studies	10	
	doctorate studies	11	

FILTER: If answer NO was inserted in questions K4, K6 and K7 (respondent did not participate in any form of training) - question K8A should be asked.

If the respondent did not participate in job-related non-formal education, but only in the one related to personal interests [K4≠1 and (K6=2 or K5=2-4) and K7=1] - question K8B should be asked.

Other persons move to question Z1 (supplementary information).

Part 9. PARTICIPATION IN EDUCATION AND TRAINING (cont.)

K8A During the last 12 months, ending with the reference week, did you participate in any non-school form of obtaining knowledge and development of own occupational/job-related skills or related to personal development, social activity or own interests?

yes, only in job-related ones. 1

yes, only related to personal development, social activity and own interests 2

yes, in both: job-related ones and related to personal development, social activity and own interests 3 → Z1

no 4

K8B During the last 12 months, ending with the reference week, did you participate in any non-school form of obtaining knowledge and development of own occupational/job related skills?

yes 1 → Z1

no 2

Part 10. SUPPLEMENTARY INFORMATION

Z1 How would you describe your situation in the labour market in the reference week?

work 1

unemployment 2

retirement, early retirement 3

inability to work because long-term health problems 4 → Z2

education, training 5

family responsibilities 6

other form of economic inactivity 7

Z2 What are your sources of maintenance in the current month?

The maximum of 3 sources of maintenance may be indicated.

paid work. 1

work on own agricultural farm 2

self-employment outside private agriculture 3

retirement pay 4

disability pension 5

unemployment benefit 6

pre-retirement benefit 7

other social benefit 8

other non-earned source 9

provided for by another person/s – the means sent by family abroad 10

provided for by another person/s living in Poland 11

Please state the main source of maintenance. → Z3

Z3 In 2020, were you injured in an accident at work? (it concerns persons who in 2020 were employed and were insured in Social Insurance Institution)

yes, without absence or with the sickly leave up to 3 days. 1

yes, with the sickly leave of 4 days and more 2 → Z4

no 3

not applicable. 4

FILTER: in case of women aged 60 years and more and men aged 65 years and more, move to question Z6.

Z4 Are you registered in the labour office?

yes, as unemployed 1 → Z5

yes, as a person seeking a job 2 → Z6

no 3

Z5 Do you receive unemployment benefit?

yes 1 → Z6

no 2

Z6 How do you assess your health in general?

it is very good 1

it is good 2

it is fair (neither good nor bad) 3 → Z7

It is bad 4

It is very bad. 5

I don't know/ lack of answer 6

Z7 Do you have any health-related problems which limit your ability to perform usual everyday activities?

yes, this ability is seriously limited 1

yes, this ability is limited, but not very seriously 2 → Z8

no, I do not have any limitations 3

I don't know/ lack of answer 4 → Z9

Z8 Has this limitation lasted at least 6 last months?

yes 1 → Z9

no 2

I don't know/ lack of answer 3

Z9 Do you have any of the following certificates of disability? (insert with the respondent's consent)

yes, the certificate of:

considerable level of disability or equivalent 1

moderate level of disability or equivalent 2 → STOP

minor level of disability or equivalent. 3

lack of valid certificate of disability level or equivalent 4

Interviewer's comments:

[Large empty rectangular area for interviewer's comments]

Interviewer's number		Legible interviewer's signature	Date of the interview completion		Time of the interview completion (in minutes)	
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List K4 – obtaining knowledge and developing occupational skills or job-related skills

NOTICE: the education should be carried in an organised form (by the employer, Labour Office, or other institution/firm or organisation) with participation or under supervision of a lecturer, instructor/trainer or teacher

Possible forms:

1. course/training – both intramural, as well as carried out within the scope of distance education (i.e. correspondence courses, e-learning)
e.g. language courses, computer courses, courses connected to a particular occupation
2. lecture
3. seminar
4. conference
5. workshops
6. work within the scope of unpaid traineeship, apprenticeship (excluding those which are carried out within the framework of the formal education system, i.e. obligatory apprenticeships/traineeships related to school curriculum in basic and secondary vocational schools or tertiary schools are not included) or voluntary work of the traineeship or apprenticeship character
7. individual lessons taught by a teacher in order to improve competences necessary at work
8. other forms of professional development not mentioned above

List K7 – obtaining knowledge and developing skills in respect to personal development, social activity or own interests

NOTICE: the education should be carried out in an organized form (by the employer, Labour Office, or other institution/firm or organisation) with participation or under supervision of a lecturer, instructor/trainer or teacher

Possible forms of learning:

1. course/ training / workshops – both intramural, as well as carried out within the scope of distance education (i.e. correspondence courses, e-learning)

Below are given examples of popular topics of such courses/ training:

- a. language courses
 - b. computer courses
 - c. driving course
 - d. sports activities – a particular sports discipline or, e.g. fitness activities, BUT under the supervision of a trainer
 - e. dance activities
 - f. musical activities – learning to play an instrument, singing lessons
 - g. artistic activities – e.g. painting, drawing, pottery, etc.
 - h. activities developing manual skills; handcraft – e.g. dressmaking course, knitting or crocheting course, felting, jewellery making, decoupage, floral composition, etc.
 - i. theatrical activities
 - j. courses of filming and photography
 - k. educational activities associated with organized tourism
 - l. culinary courses
 - m. courses connected with beauty – e.g. visage, manicure, hairdressing, etc.
 - n. courses connected with health and health prophylactics, including dietetics
 - o. training regarding personal skills – e.g. communication, auto presentation, assertiveness, coping with stress, etc.
 - p. training connected with social activity, including voluntary work, e.g. in hospice, communal day centre, children home or animal shelter
 - q. training regarding parental skills
 - r. prenuptial courses
 - s. training regarding knowledge of various religions, deepening religious knowledge, spiritual development
 - t. activities within the scope of public and personal security
2. lecture
 3. seminar
 4. conference
 5. third age university
 6. people's or general university
 7. open university
 8. individual lessons given by a teacher or private tutor
 9. other form of personal development not mentioned above