

RECONCILIATION BETWEEN WORK AND FAMILY LIFE - April 2010 -

EXPLANATORY NOTES

Questions in this module relate only to persons old between **15 and 64 years**. For specifying age interviewer ought to take in consideration questions 2-4 and question 6 (date of birth) from LFS questionnaire.

That means that the target group which is included from LFS survey contains all persons whose date of birth is from 12. April 1946. inclusive 18. April 1995.

From the first page of the LFS questionnaire identification data should be copied on the first page of module. Elements for filling in identification date are found on LFS questionnaire.

Questionnaire **Reconciliation between work and family life** consists from six parts. First part contains questions regarding children of interviewed person or/ or his/her partner, which live in their household and aged by 14 years. In the second part are questions which relate to the children of interviewed person or his/her partner which live in their household and aged up to 14 years when the usual childcare services were unavailable, carer was ill or on holidays, etc. Third part contains questions regarding care about relatives or friends living in or outside the household, who are depended on your help who are older than 15 years. In fourth part are questions which relate to the job of the interviewed person and arranging of working life for family reasons (e.g. sickness, accident or operation of a family member, funeral in family, illness of a child minder, nursery closed because of flu epidemic, house burning etc.). Fifth part of questionnaire is devoted to parental leave taken to care for children up to 8 years old living in the household.

FIRST PART OF QUESTIONNAIRE

1. Do you have at least one own or spouse's child aged up to 14 living in the household? *On this question answer all persons aged between 15 and 64 years.*

If answer is yes, write **code 1**.

If answer is **no**, write code 2 and go on question 5.

2. Do you use childcare services for your youngest child (when child don't go to school, it is not on holidays and etc.)? *On this question answer all persons who at question 1 answer with YES.*

Child care services include: nursery kindergarten, paid child care, after school care and etc. Time spent in school, school and sports activity, courses and similar do not fall in child care services.

The interviewer should read the answers to the respondent and to write in adequate code (sequence number of question).

SECOND PART OF QUESTIONNAIRE

3. Did you take days off or reduce the number of hours worked or take other special arrangements at work or working time during these periods (when the usual childcare services were unavailable, career was ill or on holidays, etc)? *On this question answers all person aged between 15-64 years, who have at least one child (their or their spouse) aged to 14 years who live in their household and who in LFS questionnaire said that **they had worked during the reference week at least one hour for pay or profit , or had a job and receive pay and from which they had been absent throughout the reference week, or question 94 -Have you ever worked from the LFS questionnaire answered YES.***

If answer is **yes**, insert **code 1**.

If answer is **no**, insert in **code 2** and go to question 5.

If answer is **no**, because I had not a job for one year or more, insert **code 3** and go to question 5.

4. During that time did you take care of a non school-going child or a school-going child? *On this question answer all persons aged between 15-64 years, who have at least one child (their or their spouse) aged to 14 years who live in their household and who in LFS questionnaire said **they had worked during the reference week at least one hour for pay or profit , or had a job and receive pay and from which they had been absent throughout the refrence week, or to question 94 -Have you ever worked from the LFS questionnaire answered YES.***

The interviewer should read the answers to the respondent and to write in adequate code (sequence number of question).

5. Do you regularly take care of your own child or child of your partner, who does not live in your household, or take care of non own child up to 14 years old whether he/her live/do not live in your household? *Answer all persons aged 15-64.*

“Regularly“ is defined as steady (everyday’s, every week...), frequently, and not occasionally - that is from time to time.

If answer is **yes**, insert **code 1**.

If answer is **no**, insert **code 2** and go to question 8.

6. Is one of the reasons you work part-time or not work, that suitable care services for children are not available or affordable? *Answer all persons aged between 15-64 years and persons who on the question number 5 answer with YES or on question number 1 answer with Yes and on **question 78 – Do you work answer with code different form 1 or did not answer at all, and on question 79 – Reson why do you work part time answer with code different from 3 or did not answer at all on this question, and on question 112 – Reason why you did not searching for job answer with code different from 3, or did not answer on this question at all.***

If answer is **yes**, insert **code 1**.

If answer is **no**, inser**code 2** and go to question 8.

If answer is: person **have full time job**, insert **code 3** and go to question 11.

7. State main reason for working part-time or does not work at all, and it is connected with lack of child care services? Answer all persons aged from 15-64 who **at question 6** answer with **YES**, or in LFS questionnaire on question **80 – Reason for personally looking after children or incapacitated adults** answer with 1 or 3. The interviewer should read the answers to the respondent and to write in adequate code (sequence number of question).

THIRD PART OF QUESTIONNAIRE

8. Do you regularly take care of friends or relatives aged 15 or more in need of care? Answer all persons aged between 15-64 years.

Apart from a childcare, the working life is often influenced by a care about relatives or friends living in or outside the household, who are depended on your help (e.g. people with long-standing health problem, disabled or old people). Financial support, humanitarian work and paid care of elderly (older than 15 years) are exempted from consideration.

If answer is **yes**, insert **code 1**.

If answer is no, insert **code 2** and go to question **11**.

9. Is one of the reasons you work part-time or not work, that suitable care services for dependant persons are not available or affordable? Answer all persons aged between 15-64 years who at **question 8** answered with **YES**, or in LFS questionnaire on question **80 - Reason for personally looking after children or incapacitated adults** –answered with code 2 or 3.

If the respondent answered with code **1**, go to next question.

If the respondent answered with code **2**, go to question **11**.

If the respondent answered with code **3**, go to question **11**.

If the respondent answered with code **4**, go to question **17**.

10. State main reason for working part-time linked with care of other dependants Answer all persons old 15-64 years and who on the question 9 answered with **YES-1** and in LFS question on question **78 – Do you work** answered with code 2 and on question **80 - Reason for personally looking after children or incapacitated adults** answered with 2 or 3.

The interviewer should read the answers to the respondent and to write in adequate code (sequence number of question).

FOURTH PART OF QUESTIONNAIRE

Refers to issues related to respondent's job. Sometimes in working life, there are some situations, which influence our attendance on working life and force us to absent in our work. Therefore, we are interested in your main job, whether you have a possibility to arrange your working life for family reasons (e.g. sickness, accident or operation of a family member, funeral in family, illness of a childminder, nursery closed because of flu epidemic, house burning etc.)

11. Who fixes start and the end of your working day? *Answer all persons aged 15-64 who answered, in the LFS questionnaire to the question 51 - What is your professional status in this business, the code 7.*

If the respondent answered with code 1, go to question 13.

If the respondent answered with code 2, go to next question.

If the respondent answered with code 3, go to question 17.

12. What type of working time do you have? *Answer all persons who answered with code 2 at question 11*

Persons who are currently absent from work (maternity, maternity, sick leave, etc.) and intend to return to the same, should give the answer having in mind the hours before going to work.

If the respondent answered with code 1, go to question 14.

If the respondent answered with code 2, go to next question.

If the respondent answered with code 3, go to question 14.

If the respondent answers with code 4, go to the next question.

13. Is it possible for you to vary start or/and end of the working day for family reasons (at least one hour) *Answer all persons who answered with code 1 at question no. 11, or on the question no.12 answered with code 2 or 4.*

The interviewer should read the answers to the respondent and to write in adequate code (sequence number of question).

14. Is it possible for you to organise working time in order to take whole days off for family reasons (without using holidays and special leave)? *Answer all persons aged 15-64 and persons who replied with the code 7 to the the LFS question 51 - What is your professional status in this business?.*

The interviewer should read the answers to the respondent and to write in adequate code (sequence number of question).

15. In the last 12 months did you reduce your working hours during at least 1 month for family reasons (without using holidays or special leave)? *Answer all persons aged 15-64 and persons who replied with the code 7 on the LFS question 51 - What is your professional status in this business?* The interviewer should read the answers to the respondent and to write in adequate code (sequence number of question).

16. Over the last 12 months did you take time off from your work for family sickness or emergencies? *Answer all persons aged 15-64.* The interviewer should read the answers to the respondent and to write in adequate code (sequence number of question).

FIFTH PART OF QUESTIONNAIRE

This part of the questionnaire is related to issues of absence due to child care, for children aged up to 8 years old and live in the household.

17. Do you have at least one own or spouse's child aged up to 8 living in the household?

Answer all persons aged 15-64 with at least one own or spouse's child up to 8 living in the household .

If answer is **yes**, insert **code 1**.

If answer is **no**, insert **code 2**, and go to the question **24**.

18. Have you ever reduced working hours for at least one month (excluding maternity leave) to take care of the youngest child in the household? *Answer all persons aged 15-64 with at least one own or spouse's child up to 8 living in the household and in the LFS questionnaire, **said they had worked during the reference week at least one hour for pay or profit , or had a job and receive pay and from which they had been absent throughout the reference week, or answered YES on question 94 from the LFS questionnaire - Have you ever worked?***

If answer is **yes**, insert **code 1**.

If answer is **no**, insert **code 2**.

If the answer is **did not work, nor have ever been employed**, insert **code 3**, and go to question **24**.

19. Have you ever stopped working for at least one month (excluding maternity leave) to take care of the youngest child in the household? *Answer all persons aged 15-64 with at least one own or spouse's child up to 8 living in the household and in the LFS questionnaire, **said they had worked during the reference week at least one hour for pay or profit , or had a job and receive pay and from which they had been absent throughout the reference week, or to question 94 -Have you ever worked from the LFS questionnaire answered YES.***

If answer is **yes**, insert **code 1**.

If answer is **no**, insert **code 2** and go to question **21**.

20. Have you ever stopped working for a period of... *Answer all persons who at question No.19 answer with code 1.*

The interviewer should read the answers to the respondent and to write in adequate code (sequence number of question).

21. In the last 12 months did you take parental leave to look after your youngest child? *Answer all persons who put code 1. at question No.17, and in the LFS questionnaire said they had worked during the reference week at least one hour for pay or profit, or had a job and receive pay and from which they had been absent throughout the reference week, or to question **94 -Have you ever worked from the LFS questionnaire answered YES.***

If answer is **yes**, insert code 1.

If the answer is **no**, insert code 2 and go to **question 23**.

If the answer **was no need to use leave**, insert r code 3 go to **question 24**.

If the answer is **a person is unemployed one year or more**, insert code 4, go to **question 24**.

22. State how long your parental leave has taken? *Answer all persons who put code 1 at question No.21*

The interviewer should read the answers to the respondent and to write in adequate code (sequence number of question). If it's written any of the following codes, the interviewer should move on to question 24.

23. State the main reason for not having taken parental leave to care for your youngest child. *Answer all persons who at question No.21 put code 1.*

The interviewer should read the answers to the respondent and to write in adequate code (sequence number of question).