#### APPROVED BY NATIONAL STATISTICAL OFFICE 2002. ORDER No The officials at all levels of the National Statistical Office system will keep your family's private data as strictly confidential, according to article 22 and point 3 of the Mongolian Laws on the individual's right to confidentiality and the Law on Statistics. We thank you and your family for your cooperation and give best wishes to you. LABOUR FORCE SURVEY **GENERAL QUESTIONS CODE** Time of visits to the YEAR | MONTH NAME OF INTERVIEWER AIMAG/ CAPITAL CITY ..... DAY RESULT CODE НН SUM/ DISTRICT..... BAG/ HOROO..... LOCATION ..... NAME OF SUPERVISER CODE 1. ULAANBAATAR 2. AIMAG CENTER RESULT CODE 3. SUM CENTER 4. COUNTRY SIDE 1. COMPLETE HOUSEHOLD 2.NO HOUSEHOLD MEMBER WAS AVAILABLE NAME OF EDITOR QUARTER CLUSTER CODE 3 NUMBER 3. NO HOUSEHOLD CURRENTLY WERE NOT AVAILABLE 4. POSTPONED 5 5. REFUSED NAME OF HOUSEHOLD HEAD 6 6. WRONG ADDRESS 7. HOUSEHOLD WAS NOT FOUND 8 8. OTHER NAME OF DATA ENTRIES CODE Main fuel used 1=Wood,2=Coal,3=Gas,4=Kerosine,5=Electricity,6=Other ADDRESS Phone No Covered area of dwelling :..... sq feet Number of 5-17 years old household members living in Does household own any of the following? Does household own any livestock? [Multiple answer and another place for more than 6 months. [Multiple answer and numbers allowed] numbers allowed] Other Car Motorcycle Total Studying Working Radio Horse Cattle Pig Goat/Sheep

# I. HOUSEHOLD ROSTER

The following questions should be asked of the head of household, spouse of the head of household, or of another adult household member, if both head and spouse are absent.

		\\/\land=	What is	What is	s's date	of birth?	What is	Has ever attended	(For Household memeber 7 or more yea	rs who are aged ars )	(For Household memebers who	emebers who Enumerator's
ID No.	Name of household member	What is 's relationship to the household head?  (Use Relationship Codes below)	sex?  Male =1 Female=2  (Enter Code)	Year	age in institution?  completed years?  Currently attending = 1  Attended = 2		Currently attending = 1	What was the highest grade/level successfully completed?  Enter code If Code = 1, 6 >> 9	Canread and write a simple message in any language? Yes =1 No = 2	are aged 15 or more years ) What is's marital status? (Use marital status codes below)	Did respond? Yes =1 If No use codes below.	
	(1)	(2)	(3)	(4à)	(4b)	(4c)	(5)	(6)	(7)	(8)	(9)	(10)
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Relationship Codes (Col. 2)	1=Head, 2=husband/wife, 3=Son/daughter, 4=Parents, 5=Brother/sister, 6=Parent in law, 7=Son/daughter in law, 8=Grandparents, 9=Grandchild, 10=Other relative, 11= Non relative.
Education Level Codes (Col. 7)	1=Primary, 2=Incomplete secondary, 3=Completed secondary, 4=Initial technical/vocational diploma/certificate, 5=Technical/vocational diploma/certificate, 6=University graduate, 7=None.
Marital Status Codes (Col. 9)	1=Never married, 2=Married, 3=Living together, 4=Separated 5=Divorced , 6=Widowed
Response codes (Col.10)	2=Household head/ adult member, 3= None

Please refer to the work activities	s identified in I through XIII and ascertain the work activities carried out b	by the person in the last 7 days.
During the last 7 days did	do any of the following work activities and how many hours did	actually spend on each activity?

							Self	f Employed/ Unpaid Fa	mily Workers					
ID No.	Wage job	Any business operated by	Animal husbandry, hunting and trapping	Agricultural Activity- planting, tending, harvesting of crops. IV	Forestry and logging	Transportation ,	Mining and quarrying	Food processing, including production of sausages, biscuits, lemonade, wheat milling	Restaurant and hotel business	Production, repair and maintenance of articles and equipment and household and farm items	Handicrafts including carpets; clothing, shoes etc	Constructio n and major repairs	Provision of private tuition, childcare services etc for a fee.	Total hours 24=(11++23) XIV
	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)	(21)	(22)	(23)	(24)
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	Working for wage or salary or payment in kind (eg. share of the crop, food, etc.).
II	Retail shop, street or market trader, other trading activity, other business activity such as money lending, paid telephone services, pawn brokering, renting and leasing of equipment, shoe polishing, selling newspapers, games on streets.
III	Animal husbandry- farming of domestic animals, breeding, herding, looking after animals, poultry, dairy farming, livestock product processing and related service activities.
IV	Preparing land, planting, weeding, tending of tree and shrub crops, field crops, garden vegetables; flowers (for sale) etc; protecting crop from birds/animals, harvesting, threshing, cleaning, packing, carrying crops to/from storage.
V	Extraction of timber, logging, sawing, milling, preparation of firewood, harvesting of forest products etc
VI	Carrying goods for sale; provision of land or inland water transport services, including taxi service.
VII	Mining of coal, gold, quarrying sand, etc.
VIII	Food processing including drying and milling of grain, drying/ freezing meat, making jams, pickles, production of sausages, biscuits, lemonade etc.
IX	Operation of restaurants, cafes, and other eating and drinking places; provision on a fee basis of lodging and camping facilities.
Χ	Production and repair of articles and equipment and household and farm utensils and equipment, transport equipment, saddles, stirrups etc.
XI	Making handicrafts, weaving clothe, carpets, household linen, knitting, dress making, tailoring, making shoes and leather products etc
XII	Construction and major repairs of houses, farm buildings, fences, digging wells, improvements to farm lands by constructing ridges, land preparation etc
XIII	Provision of private tuition/ instruction, traditional medicine, child care services for a fee, wages, or payment in kind etc
XIV	Total number of hours worked by in all the activities during the last 7 days

During the last 7 days did \_\_\_\_\_ do any of the following activities without pay for your household and if so the time spent on the activity?

ID No.	Cooking /serving food for household	Cleaning utensils/house	Washing clothes/ laundering	Minor household repairs	Shopping for household	Knitting and sewing and mending garments and knitted items	Fetching water for drinking and washing	Fetching fuel and preparing firewood	Caring for the old/sick/infirm	Looking after children	Caring for household pets eg. dogs, cats; growing plants such as ornamental plants in the home garden (other than for sale)	Voluntary/ community services without pay	Total Hours 37=(25++36)
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ID No.	Please enter the total number of hours from Col. 24  IF Col.24 ≥ 1 then >> Col.40	Even though	What was the main type of work, tr profession did in his procupation in the last 7 days  (Describe the occupation-main task/the job/ work undertaken. If did not the last 7 days but has a job to whice return to, describe that job here	orimary . duties of ot work in he will	For how long hasbeen working in this occupation with the current and previous employers, or in self- employment?  (Use codes for duration of work given below)	What is the nature of work done and main product or service produced at the place whereworks?  Description of Industry Code		In this primary occupation, what is the employment status of (Use employment status codes given below)	To what sector does the enterprise where works belong?  (Use Employment sector codes given below).	What is the average number of hours worked in this occupation in a week?  (Enter duration in hours)	How many regular paid employees are employed in the enterprise where works in his primary occupation?  (Use number of employees codes given below)
	(38)	(39)	(40a)	(40b)	(41)	(42a)	(42b)	(43)	(44)	(45)	(46)
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Duration of employment Codes (Col. 41)	1= Less than 1 year, 2= 1 to 2 years, 3= 3 to 4 years, 4= 5 to 9 years, 5= 10 years or more.
Employment status Codes (Col. 43)	1= Paid employee on contract, 2 = Paid employee under civil law, 3= Employer, 4= Member of cooperative, 5=Own account worker, 6=Unpaid family worker. 7=other
Sector of employment Codes (Col. 44)	10= Private enterprise, 11=Partnership, 21=Cooperative, 31=Joint state and private company, 32= Limited liability company, 40= State industry, 50= Government enterprise, 60= Non-profit organization, 70= Self-employed
Number of employees codes ( Col.46)	1= No regular employees, 2=1 to 4 paid employees, 3=5 to 9 paid employees; 4= 10 or more paid employees

ON OI	Didalso do any other work as a secondary occupation in the last 7 days? Yes = 1 >> Col.49 No = 2	Even though did not work in any secondary occupation in the last 7 days, does have any secondary occupation to which could return to work?  Yes = 1 No = 2 >> Col. 56	What type of work, trade or profession did do in his secondary occupation in the last 7 days?				What is the nature of work done and the main product or service produced at the place where works in's secondary occupation?		In this secondary occupation, what is the employment status of?  (Use Employment Status Codes given below)	To what sector does the enterprise, where works belong?  (Use Employment Sector Codes)	How many regular paid employees are employed in the enterprise where works in his secondary occupation?  (Use number of employees codes given below)
			Description of Occupation	Code			Description of Industry	Code			
	(47)	(48)	(49a)	(49b)	(50)	(51)	(52a)	(52b)	(53)	(54)	(55)
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Duration of employment codes (Col. 51)	1= Less than 1 year, 2= 1 to 2 years, 3= 3 to 4 years, 4= 5 to 9 years, 5= 10 years or more.
Employment status Codes (Col. 53)	1=Paid employee on contract, 2= Paid employee under civil law, 3=Employer, 4=Member of cooperative, 5=Own account worker, 6=Unpaid family worker. 7=other
Sector of employment Codes (Col. 54)	10=Private enterprise, 11=Partnership, 21=Cooperative, 31=Joint state and private company, 32=Limited liability company, 40=State industry 50=Government enterprise, 60=Non-profit organization, 70=Self-employed
Number of employees codes ( Col.55)	1= No regular employees, 2=1 to 4 paid employees, 3=5 to 9 paid employees; 4= 10 or more paid employees

Please ask the following questions only from Paid Employees

	(If Col.	43 Code =1 or 2)		(If Col. 53 Code = 1 or 2)			
ID No.	What is the frequency with which is remunerated in 's	How much did this primary occupa days	ation in the last 7	How much did earn in the secondary occupation in the last 7 days?  (Record amounts in 58a and 58b and go to Col.59)			
	primary occupation?	(Record amounts	in 57a and 57b)				
	Use codes below.	Cash (thous.tug)	Kind (thous.tug)	Cash (thous.tug)	Kind (thous.tug)		
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#### III. AVAILABILITY FOR MORE WORK

	(If Col. 24 ≥ 1, or C	ol. 39 = 1 then ask thes	se questions, otherwise	go to Col.63)
ID No.	Was_available for more work during the last 7 days? Yes=1 If No, ask for main reason and use codes given below. Enter Code, and >> Col.72	Why did not work more hours in the last 7 days? (Use codes given below)	For how long hasbeen available for more work?  (Enter appropriate code)	What steps has taken in search of work during the last 30 days?  Enter appropriate Code and >>Col.72
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Frequency of payment code (Col. 56)	1=Hourly, 2=Daily, 3=Weekly, 4 = Every 15 days 5=Monthly, 6=Quarterly, 7= Piece rate basis
Main Reason Codes (Col. 59)	1=Have sufficient work, 2=Housekeeping duties, 3=Student/ following unpaid training, 4=Temporary ailment/ sickness, 5=Vacation/Off season, 6= Pregnant/ caring for infant child, 7=Other
Main Reason Codes (Col. 60)	1=Can not find more work, 2=Off season inactivity/bad weather, 3=Machinery, electrical or other breakdown, 4=Short of raw material or fuel etc, 5=Shortage of funds/ resources, 6=Other involuntary cause
Duration available/seeking codes (Col.61)	1= Less than 1 month, 2= 1 to 2 months, 3 = 3 to 5 months, 4 = 6 to 11 months, 5= 1-2 years, 6= 3 or more years
Steps taken to find more work Codes	1 = Registered at Employment registration office, 2=Searched and responded to job advertisements, 3 = Applied to prospective employers; 4= checked at farms, factories, work sites etc, 5= Sought help
(Col. 62)	from friends or relatives; 6=Looked for land, equipment, finance to set up own enterprise, 7=Other steps taken

# IV. UNEMPLOYMENT

ID No.	(If the answer to Col.39 = 2 then ask these questions) Was available to undertake work during the last 7 days?  Yes = 1	What kind of work, trade or profession work expect to get?  ( (Describe expected occupation or work a	What is the lowest daily earnings ex occupation	Has registered with the Employment Registration Office of the Area?	When did _ register Employ registratio  Enter montr	ment n office?	Did look for work during last 30 days? Yes = 1	What steps has taken in search of work during the last 30 days?	Why didnot look for work during the last 30 days?	For how long has been available for work?  (Use duration		
	If No, ask for main reason and use codes given below and >> Col. 72)	Description of Occupation	Code	Monthly earnings (thous.tug)	Daily wages (thous.tug)	Yes=1 No = 2	Year Month		No = 2 If No >> 70	(Use codes given below) >> Col. 71	codes given below and >> Col.72	codes given below)
	(63)	(64a)	(64b)	(65a)	(65b)	(66)	(67a)	(67b)	(68)	(69)	(70)	(71)
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Main Reason Codes (Col. 63)	2=Household duties, 3=Studies, 4= Retired/Old age, 5 Disability, 6=Not available for work, 7= Looking after children 8=Temporary ailment sickness, 9=Other
Steps taken to find more work codes (Col. 69)	1 = Registered at Employment registration office, 2=Searched and responded to job advertisements, 3 = Applied to prospective employers; 4= checked at farms, factories, work sites etc, 5= Sought help from
	friends or relatives; 6=Looked for land, equipment, finance to set up own enterprise, 7=Other steps taken
Main reason for not seeking work codes (Col. 70)	1=Thought no work available, 2=Off season,3=Has no skills or training, 4=Household duties, 5=Studies, 6=Not available, 7=Other
Duration available/seeking work codes (Col.71)	1= Less than 1 month, 2= 1 to 3 months, 3 = 4 to 6 months, 4 = 7 to 11 months, 5= 1-2 years, 6= 3 or more years

# V. USUALLY ACTIVE POPULATION

ID No.	During the last 12 months was employed or available for work (unemployed) for	What was the reason for not working or not being available for work (economically inactive) most of the time in the last	During the last 12 months, when was employed or available for work was employed most of the time ( longer	What steps has taken in search of work during the last 12 months?	For how long hasbeen available / seeking employment?	What was the main type of work, trade o did in his primary occupation months?	r profession in the last 12	In what kind of economic activity like agmanufacturing, trade etc did wo primary occupation in the last 12 more	For how long has  been working in this occupation/ economic activity?	
	most of the year ( 6 months or more)? . Yes=! >> Col.74 No= 2	12 months?  (Use main reason codes given below) >> 88	duration)? Yes=1 >> <b>Col. 77</b> No=2	(Use main reason codes given below)	(Enter code)	Description of Occupation	Code	Description of Industry	Code	(Use codes for duration of work given below)
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Main Reason for Not Usually Active- Codes (Col. 73)	1=Studies, 2=Household duties, 3=Income recipient, 4=Retired/ old age, 5=Illness, 6=Disabled, 7=Taking care of child, 8=too young 9=old /infirm, 10=Other
Steps taken to find work codes (Col. 75)	1= Registered at Employment registration office, 2=Searched and responded to job advertisements, 3 = Applied to prospective employers; 4= checked at farms, factories, work sites etc, 5= Sought help from friends or relatives; 6=Looked for land, equipment, finance to set up own enterprise, 7=Other steps taken
Duration available/seeking work Codes (Col. 76)	1=up to 3 months, 2=4 months to 6 months, 3= 7 to 11 months, 4= 1 to 2 years, 5= 3 to 4 years, 6= 5 or more years.
Duration of work - Codes (Col. 79)	1= Less than 1 year, 2= 1 to 2 years, 3= 3 to 4years, 4= 5 to 9years, 5= 10 years or more.

#### V. USUALLY ACTIVE POPULATION Contd.

ID No.	What was the employment status in the primary occupation of in the last 12 months? (Use employment status codes given	What was average mont daily wage primary oo (Daily earnin	from this ecupation	Did you do a secondary occupation?	What was the secondary occupation had during the last 12	In what kind of economic activity like ag manufacturing , trade etc didw secondary occupation in the last 12 n	ork in his	What was employment status in the secondary occupation of in last 12 months?	What was average tota earning occupation worked in mo	How many times has changed his employment as a paid employee during the last 12 months?		
	below) If Code Col.80=6>>82	monthly earnings (thous.tug)	daily wage (thous.tug)	No=2 >>86	Description of Occupation	Code	Code Description of Industry		(Use codes given below)	Monthly earnings (thous.tug)	Daily earnings (thous.tug)	Enter number of times, including 0 ( zero)
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Employment Status Codes (Col. 80, Col.85)	1=Paid employee on contract, 2= Paid employee under civil law, 3=Employer, 4=Member of cooperative, 5=Own account worker, 6=Unpaid family worker, 7= Other.
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# VI. PAST EMPLOYMENT RECORD

For all persons aged 5 and over who had worked previously.

ID No.	Has  ever worked in the past?  Yes = 1 No= 2  (If No and	What was the last occupation-kind of wor occupation which dic	rk, trade or 1?	What is the nature of work done and main pr service produced at the place where worked?	For how long did work in the last job/ employment?	What was the employment status in 's last occupation?  (Use employment status codes below)	When did stop working in the last job/ employment?	To what type does the enterprise where worked belong?	What was the main reason forleave's last job/ employment?	What were's main sources of assistance/ income support during period of unemployment?  (Use codes for 3 mostly used sources)			
	5-17 years >> VII)	Description of occupation	Code	Description of Industry	Code	Codes below)	below)	Codes below)	Employment Sector codes).	Reason Codes below)	1	2	3
	(88	(89)	(89b)	(90a)	(90b)	(91)	(92	(93)	(94)	(95)	(96a)	(96b)	(96c)
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Duration of Employment Codes (Col. 91)	1= Less than 1 year, 2= 1 to 2 years, 3= 3 to 4 years, 4= 5 to 9 years, 5= 10 years or more.
Employment Status Codes (Col. 92)	1=Paid employee on contract, 2 = Paid employee under civil law, 3=Employer, 4=Member of cooperative, 5=Own account worker, 6=Unpaid family worker, 7 = Other.
Duration of Employment Codes (Col. 93)	1=Less than 1 month, 2=1 to 3 months, 3=4 to 6 months, 4=7 to 11months, 5=1 to 2 years, 6=3 or more years.
Sector of employment Codes (Col. 94)	10=Private enterprise, 11=Partnership 21=Cooperative, 31=j Joint state-private enterprise, 32= Limited liability company, 40=State industry, 50=Government organizations 60=Non-government ,70=self employed
Reason for Leaving Codes (Col. 95)	1=Personal/family reasons, 2=Dissatisfied with pay, 3=Dissatisfied with work, 4=Illness/disability 5=Retired, 6=Study, 7=Temporary ceasesation of work, 8=organization closure 9=Laid off, 10=Other
Sources of Assistance Codes (Col. 96)	1=Parent, ,spouse, children, brothers/sisters, 2= Withdrawal from savings, 3= Income from property, 4=Sale of assets, 5=Government, 6=Charitable institutions, 7=pensions/benefits 8=Other

VII. CHILD ACTIVITIES
Ask household members aged 5- 17 years.

Enter ID number of members aged 5-17 years in the order recorded in the Roster	respond Yes=1  If No, use codes below). >> Next child	Doesattend school/ training institution?  If Yes, Use codes given below. If No Enter 3 and>> 4	What is the main reason for not attending school/ training institution? (Use main reason codes below).	Does  help with any household economic activity?  Yes=1 No=2 >> 7	At what age did start helping with any household economic activity?  (Enter age in completed years)	Why did  start helping with any household economic activity?  (Use codes below)	Does  engage in any work other than in household economic activities?  Yes = 1 No = 2 >>27	At what age did start doing such work?  ( Enter age in completed years)	Why did doing such work?  (Use codes below)	Where is _'s place of work?  ( Use codes below)	Didreside away from home when engaging in work outside household economic activities? Yes = 1 No = 2>>13	At what age did start to reside away from home when engaging in work outside household economic activities?  ( Enter age in completed years)	By whom is  supervised while is at work?  ( Use codes below)	Is_satisfied with's working conditions?  Yes = 1 >> 16  No = 2	What is the main reason for's dissatisfaction ?  (Use main reason codes below)
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
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Reason for being unable to answer the question (Col. 1)	2= Household head/ adult member, 3= None
Educational Codes (Col. 2)	1= Formal ( Kindergarten, primary, secondary school, college, university, institute), 2 = Non-formal, 3 = Does not attend
Reason for not attending school (Col.3)	1=under-aged, 2=School too far, 3= Cost of school materials, clothing etc., 4=poor performance in studies/not interested in studies, 5=Add to household income, 6=help with household duties, 7=sick, 8=disabled, 9=others
Reason (Col.6, Col. 9)	1=gain work experience and skills, 2=contribute to household income, 3=support self/ be economically independent, 4=earn to cover cost of schooling, 5=other
Location (Col.10)	1=employer's home, 2= on the street, 3=shops/market place, 4=factory/industry premises, 5=pasture/farming land, garden, 6= mining site, 7=construction site, 8=other
Who supervised your work (Col.13)	1=relative adult, 2=non-relative adult, 3=by myself or without supervision
Main reason for dissatisfaction ( Col.15)	1= Exposure to cold weather, 2 = Exposure to dust/water, 3 = Exposure to nose, 4= Exposure to harmful substances, 5= Bad posture, 6= Other

VII. CHILD ACTIVITIES

Ask household members aged 5- 17.

ID No.	occupation stressful physically or mentally ?    Mat kind of stress has experienced?		Has fallen sick or was injured because of work in the past 12 months?	In what occupation was engaged in whe was sick or injured most recently?	How serious/ acute was's most recent sickness/ injury from work?	acute was sickness/ injury from work sickness/ injury from suffered?		On what does  mainly spend's earnings ?	What will be the consequence to and's household ofnot	How many hours of free time per day does have for recreation, watching TV, etc					
	Yes = 1 No = 2 >>18				No = 2	(enter the codes below)	Yes = 1 No = 2 >>25	Description of Occupation Code		(use codes below)	codes below)	(enter the codes below)	(enter the codes below)	working? (enter the codes below)	(enter number of hours)
L	(16)	(17a)	(17b)	(17c)	(18)	(19)	(20)	(21a)	(21b)	(22)	(23)	(24)	(25)	(26)	(27
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Kind of stress experienced (Col.17)	1= verbal abuse, 2= uncaring attitude, 3 = beaten at work, 4 = heavy physical work, 5=sexual harassment, 6=being robbed of earnings, 7=other
Work place (Col.19)	1=never, 2=1- 3 times, 3= 4-7 times, 4=8 or more
Seriousness/acuteness of sickness/injury (Col.22)	1=no treatment required, 2=consulted medical doctor, 3=required hospitalization, 4=temporarily incapacitated, 5=disabled, 6=other
Sickness/injury from work (Col.23)	1= not seriously sick/injured, 2=developed allergy, 3=contacted eye infection/eyesight affected, 4=lung infection, 5=cardiovascular disorder, 6=stomach ailments, 7=hepatitis, 8=other
Medical treatment expenditure (Col.24)	1=employers, 2=on medical insurance, 3=parents , 4=by myself, 5=no cost, 6=other
Spend earnings (Col.25)	1=support family, 2=part to support family and part for self, 3=save, 4=spend all on self, 5= other
Influences (Col.26)	1=fall in standard of living of household, 2=household will not have any source of income, 3=household business will be affected, 4=lose work experience, 5=no impact, 6=other