

## 6. TECHNICAL ANNEX

During the first stage of the Latvian FFS project in 1994, the ECE/PAU model questionnaire was translated from English into Latvian and Russian. A pilot study based on 140 respondents was also conducted and the information obtained processed and analysed. During the next stage, the questionnaire was slightly revised to incorporate the findings of the pilot study. The questionnaire and interviewer's handbook were finalised in mid-1995. The questionnaire ultimately contained 14 sets of questions, including two optional FFS modules: migration history and population policy acceptance. The female and male versions of the questionnaire are identical except that certain gender-specific subjects covered in the women's questionnaire are omitted from the one for men. A special training seminar was conducted in August 1995 to inform the interviewers and supervisors designated to take part in the survey about the programme and their specific duties.

The sample criteria were ages 18-49 years for both men and women. As of September 1995, these were persons born in the period from October 1, 1945 to September 1, 1977. Because the pregnancy histories required of women yielded considerably more information for females than males, the sampling was designed in such a way that women would constitute about two-thirds of all respondents.

The selection of potential respondents was an important part of the survey preparations. Individuals were chosen from separate strata following established procedures. The goal was to obtain a sample of sufficient size that would be representative of the overall population of more than a million women and men within the appropriate age range.

To reduce the cost of the survey, particularly transport expenses in rural areas, it was decided that the survey would cover one half of the administrative areas in the country. Thus, 13 out of 26 districts and four out of seven municipalities, including the capital city, Riga, were chosen. In Riga, the survey was carried out in three boroughs out of six.

The sampling was done on a regional basis so that the sample would reflect the distribution of the population by gender in the eight regions of Latvia. The quota of respondents for each region was calculated in proportion to the total population of women and men in that region. Within regions, in turn, the expected number of respondents from a particular district (rayon) was estimated in proportion to the total population of women and men in that district.

Similarly, quotas of respondents were calculated for urban and rural areas in proportion to the numbers of women and men aged 18-49 years estimated to be living in each type of place in 1995 (the female population was 69.8 per cent urban and the male population 68.3 per cent urban in early 1995). For smaller urban areas, the quotas were fixed separately for each of three size classes: small towns with up to 5,000 inhabitants, medium towns with from 5,000 to 9,999 inhabitants and cities with 10,000 and more inhabitants (repre-

senting 22.7, 13.5 and 63.8 per cent of the total, respectively).

In urban areas with 5,000 or more inhabitants, a list of potential respondents and their addresses was obtained from the Population Register. The sample was then drawn at random following technical selection procedures. In towns with less than 5,000 inhabitants and in rural areas, the interviewers surveyed apartment buildings and private houses, selecting every fifth apartment and every third private house. The survey design specified that 50 per cent of the expected respondents in small towns should come from apartment buildings and 50 per cent from private houses; for rural areas, these proportions were 20 and 80 per cent, respectively. Only one respondent in each household was to be interviewed. Altogether, the preliminary sample lists provided 88 per cent of the respondents, and the interviewers themselves had to identify names and addresses for the remaining 12 per cent.

The interviewers obtained names and addresses not only for the basic sample but also for an additional reserve ranging from 25 to 70 per cent of the expected number of respondents in the various administrative territorial areas. The original respondent could be replaced by a respondent from the reserve list in cases when:

- 1) the address could not be found, the house had been pulled down or deserted;
- 2) there was nobody at home;
- 3) the respondent was sick, unable to answer, or dead;
- 4) the respondent refused to be interviewed.

Each individual selected for the sample received a letter signed by the Chairman of the Central Statistical Bureau of Latvia informing her or him about the survey purpose and procedure and guaranteeing the confidentiality of the information requested. The potential respondent was given an opportunity to contact the survey supervisor for the district to get additional information or to refuse the interview. When the interviewer arrived at the respondent's residence, he had to show an identity card certifying his credentials. He then gave a brief description of the survey.

If the potential respondent agreed to participate, the interviewer offered a choice of language for the interview (Latvian or Russian), and the appropriate questionnaire was completed. The average length of the interview was one hour, with a range from half an hour to three hours. The duration of the interview depended on the respondent's age, his or her level of education and communication skills, the number of demographic events to be recorded (i.e. births, marriages, divorces, changes of residence, etc.) as well as the professional expertise of the interviewer and the conditions in which the interview took place.

The survey supervisors coordinated the assignment of respondents to interviewers and the replacement of respondents as necessary. There was a supervisor for every administrative district, except the capital city, Riga, which had three supervisors. The supervisors also checked the completed questionnaires turned in by the interviewers. Each supervisor was responsible for up to 18 interviewers. The

supervisors in the two largest cities Riga and Daugavpils had the greatest work load. The staff of the Centre of Demography at the University of Latvia was also involved in oversight and checking. Data entry and cleaning was done at the Central Statistical Bureau of Latvia and at the Centre of Demography.

In the course of carrying out the survey, 23.3 per cent of the female respondents and 26.9 per cent of the male respondents originally selected for interview had to be replaced. About 60 per cent of replacement cases were the result of being unable to contact respondents at their homes. The survey rules stipulated that the interviewer had to make at least three attempts to contact the respondent at home before asking for a replacement. Approximately one-fifth of non-response was due to persons refusing to be interviewed. About the same proportions were replaced due to mistakes in the population register (wrong addresses, deceased persons, etc.) or for other reasons. The replacements did not result in significant change in the design of the sample by strata, however.

Altogether, interviews were completed with 2,699 women and 1,501 men, i.e. 0.5 per cent of the total population of eligible women and 0.3 per cent of eligible men. The distribution of the final sample by age group and sex did not depart significantly from that of the population at large. The proportions of women actually interviewed are slightly smaller toward the younger end and larger toward the older end of the reproductive age range than in the population as a whole, but the differences are negligible (table 6.1). The average age of the sample (33.9 years) is nearly the same as that of the eligible population (33.5 years). Analogous comparisons of the distribution by ethnic group show that the major nationalities (Latvians, Russians, Belarussians, Ukrainians, Lithuanians, Poles and Jews) are represented in the sample in close proportion to their numbers in the eligible population. It should be noted that special attention was not given to either age or ethnic identity when the sample was drawn. The broad base of respondent selection and use of scientific sampling methods, including replacement, were instrumental in ensuring a representative sample.

**Table 6.1**  
**The survey population**

Age group	Women			Men		
	Single	Married	Divorced	Single	Married	Divorced
<b>a. Absolute number of eligible persons according to 1989 census</b>						
18-19	64239	7222	213	74152	2501	43
20-24	34455	52153	3127	58151	35217	1338
25-29	15912	79359	8904	23275	76381	4873
30-34	9479	78531	12846	12128	79286	7729
35-39	6437	70916	16319	8274	71429	9829
40-44	4578	59173	17577	5757	59375	10119
45-49	4867	65345	23475	5595	66255	12213
<b>b. Relative number of eligible persons according to 1989 census</b>						
18-19	89.6	10.1	0.3	96.7	3.2	0.1
20-24	38.4	58.1	3.5	61.4	37.2	1.4
25-29	15.3	76.2	8.5	22.3	73.1	4.6
30-34	9.4	77.9	12.7	12.2	80.0	7.8
35-39	6.9	75.7	17.4	9.2	79.8	11.0
40-44	5.6	72.8	21.6	7.6	78.9	13.5
45-49	5.2	69.7	25.1	6.7	78.8	14.5
<b>c. Absolute number of persons interviewed</b>						
18-19	108	23	0	87	2	0
20-24	223	150	35	183	54	6
25-29	89	221	60	69	145	21
30-34	48	306	88	41	181	36
25-29	24.1	59.7	16.2	29.4	61.7	13.9
30-34	10.9	69.2	19.9	15.9	70.2	13.9
35-39	6.3	70.7	23.0	9.0	76.8	14.2
40-44	7.6	64.4	28.0	5.8	82.2	12.0
45-49	7.8	59.9	32.3	4.1	80.2	15.7

Source : Appendix, table 36