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Economic characteristics and agriculture

Economic characteristics - Draft text for the Conference of European Statisticians Recommendations for the 2020 census round

Prepared by the International Labour Organization¹

Summary

This document presents the draft text on economic characteristics for the new Conference of European Statisticians Recommendations for the 2020 Round of Population and Housing Censuses. The draft text was originally prepared by the UNECE Task Force on Economic and Educational Characteristics, and discussed at the September 2013 meeting of the UNECE-Eurostat Group of Experts on Population and Housing Censuses. The present draft includes several substantive changes proposed by the International Labour Organization (ILO), reflecting in particular the *Resolution concerning statistics of work, employment and labour underutilization* that was adopted in October 2013 at the Nineteenth International Conference of Labour Statisticians (ICLS)

¹ This document was submitted late due to delayed inputs from other sources.

I. Introduction

2261. Statistics on the economic characteristics of persons are needed from population censuses for many reasons. Information on the ~~number and characteristics of the employed, unemployed and economically inactive persons are needed in detail at the same reference point of time that other demographic and social items are being measured so that a comprehensive picture of the socio-economic situation is available. productive activities of persons is vital to establish a comprehensive picture of the economic structure of a country, and the work patterns, labour market participation, and extent of labour underutilization of its population. This information, when combined with other personal, household and dwelling characteristics collected in the census, enable assessments of the socioeconomic situation of persons and households, which are essential to inform the formulation and planning of a wide range of economic and social policies and programmes related to employment creation, poverty reduction, work-life balance, vocational education and training, provision of social security and other social benefits, gender justice and social inclusion, civic participation, etc.~~

2. Such statistics might be obtained from other sources such as a household-based labour force survey or administrative records, but these other sources have certain limitations. ~~Data obtained from labour force surveys~~Household surveys, especially labour force surveys, are particularly well suited for generating a broad range of statistics on the economic characteristics of the population at aggregate levels, such as national and broad regional groupings. Data obtained from labour force surveys, however, are subject to sampling error and, therefore, rarely provide reliable estimates for small areas, or for detailed groups of industries and occupations. By contrast population censuses can provide certain core statistics at the lowest levels of aggregation, for small population groups and for small occupation and industry groups. Administrative records may not have the same quality of occupational and industry coding, or not have the same comprehensiveness in population coverage. Other personal, household and dwelling characteristics that are included in the range of census topics (such as education, income level, type of dwelling, etc) are strongly related to economic or activity of the household members. It is, therefore, desirable to collect information on the economic characteristics of household members in the census so that cross relationships between these data items can be examined~~coverage~~.

2273. The population census also provides benchmark information to which statistics from other sources can be related. Population censuses also likewise provide the sample frames for most household-based surveys. It is therefore useful, including labour force surveys. In deciding which topics relating to the economic characteristics of the population to include as many data items as possible in the population census, countries will need to assess the existence of other sources of the statistics and their complementary uses. The aim should be to cover the core topics needed as benchmark information or, for the preparation of sample frames, and to provide essential statistics for small areas and small population groups, and for small occupation and industry groups, as relevant the national context. There may be problems in reconciling information from different sources due to differences in scope and coverage, concepts and definitions, classifications, statistical units, reference periods, precision, measurement errors, etc. When presenting census results, it is suggested that any such differences be highlighted and explained in footnotes to tables and in metadata as well as in any textual analysis.

4. International resolutions and guidelines to produce statistics relating to the economic characteristics of the population are adopted by the International Conference of Labour Statisticians (ICLS) and endorsed by the Governing Body of the International Labour

Organization (ILO)². The complete labour statistics standards are available at: <http://www.ilo.org/global/statistics-and-databases/standards-and-guidelines/lang--en/index.htm>.

II. Economic activity of persons

228. The "economically active" population comprises all persons who provide the supply of labour, as employed or as unemployed, for the production of goods and services³.

229. Economic activities, that is production, in the present context, include: (i) the production of all individual or collective goods or services that are supplied to units other than their producers, or intended to be so supplied, including the production of goods or services used up in the process of producing such goods or services (intermediate inputs); (ii) the production of all goods that are retained by their producers for their own final use (final consumption or gross fixed capital formation); and (iii) the production of domestic and personal services by employing paid domestic staff.

230. In principle, the production of all goods falls within the System of National Accounts (SNA) production boundary, irrespective of whether the goods are intended for supply to other units or for the producers' own final use. In practice, the production of a good for own final use within households should be recorded only if the amount of the good produced by households for their own final use is believed to be quantitatively important in relation to the total supply of that good in a country. Examples of common types of household production include the production of agricultural products and their subsequent storage; production of dairy products such as butter or cheese; weaving cloth; dress making and tailoring; and construction of dwellings, and major renovations (for example: re plastering walls, repairing roofs) or extensions to dwellings. The preparation of meals for immediate consumption is excluded. For more details, see System of National Accounts, 1993⁴. According to the 13th International Conference of Labour Statisticians, persons engaged in the production of goods for own final use within the same household should be considered as economically active only if such production comprises an important contribution to the total consumption of the household.

231. Domestic or personal services provided by unpaid household members for final consumption within the same household are excluded from the production boundary and, hence, are not considered to be economic activities in the census context. (Examples are: (a) the cleaning, decoration and maintenance of the dwelling occupied by the household, including small repairs of a kind usually carried out by tenants as well as owners; (b) the use, cleaning, servicing and repair of household durables or other goods, including vehicles used for household purposes; (c) the preparation and serving of meals; (d) the care, training and instruction of children; (e) the care of sick, infirm or old people; and (f) the transportation of members of the household or their goods). Persons engaged in such activities may be included among providers of unpaid services, (see paragraph 262 below).

² See <http://www.ilo.org/stat>

³ System of National Accounts 1993, ST/ESA/STAT/SER.F/2/Rev.4, United Nations, Sales No. E.94.XVII.4 Brussels/Luxembourg, New York, Paris, Washington, D.C. 1993

⁴ System of National Accounts 1993, ST/ESA/STAT/SER.F/2/Rev.4, United Nations, Sales No. E.94.XVII.4 Brussels/Luxembourg, New York, Paris, Washington, D.C. 1993

II. Reference concepts for work statistics

A. Work

5. Measurement of the economic characteristics of the population is based on the conceptual framework for work statistics (see box below). In this framework, work is defined for reference purposes as “any activity performed by persons of any sex and age to produce goods or to provide services for use by others or for own use.”

Box

New international recommendations concerning statistics of work, employment and labour underutilization

In October 2013, the Nineteenth International Conference of Labour Statisticians (ICLS) adopted the *Resolution concerning statistics of work, employment and labour underutilization*.⁵ This Resolution replaced the previous international recommendations relating to the measurement of the economically active population, employment, unemployment and underemployment dating from 1982 (13th ICLS) and related guidelines.

These new standards introduced a number of important revisions, among which are: a conceptual framework for work statistics consistent with the System of National Accounts; guidelines for separately measuring different forms of work, including a more targeted definition of *employment* as “work for pay or profit”, and for expanding the range of measures of labour underutilization beyond the traditional unemployment. New terminology was also introduced, as relevant, and terms considered to be out-of-date, particularly “economically active/inactive population” were replaced with “labour force/outside the labour force.”

Important elements from the previous standards essential to the internal consistency of the statistics remain unchanged. The refinements to the definition of *employment* and new measures of labour underutilization may result, however, in breaks in the historical series of statistics of the economically active population, employment, unemployment and underemployment. In particular, productive activities carried out without pay such as: production of goods intended mainly for own final use by the household; unpaid work by apprentices, interns and trainees; organization-based volunteer work, and direct volunteering to produce goods for other households are no longer included within the scope of *employment*. Participation in these activities is now to be measured separately through the newly defined forms of work: own-use production work, unpaid trainee work and volunteer work, respectively.

Countries are encouraged to develop their statistical system so as to cover work statistics, including statistics on the labour force, based on their specific national needs and resources. In the case of the measures affected by the 19th ICLS Resolution, the updated international standards would ideally be implemented over time, as feasible for national statistical systems. During the transition period it is of utmost importance that the institutions and persons responsible for planning and

⁵ See *Resolution concerning statistics of work, employment and labour underutilization*, adopted by the Nineteenth International Conference of Labour Statisticians (Geneva, October 2013), available at: http://www.ilo.org/global/statistics-and-databases/meetings-and-events/international-conference-of-labour-statisticians/19/WCMS_230304/lang--en/index.htm

managing the production of work and labour market statistics develop a strategic and coordinated approach that takes into account all official sources of the statistics, including the population census, labour force survey and other household-based surveys and administrative records, as relevant. Data users will need to be kept well informed of the process, including by widely disseminating the relevant metadata and by maintaining parallel series for a specified period following their implementation.

6. The concept of work is aligned with the general production boundary as defined in the System of National Accounts 2008 (2008 SNA), enabling full integration between work statistics and production statistics. All work or productive activities are thus included, irrespective of their formal or informal character or the legality of the activity. Excluded are activities that do not involve producing goods or providing services (e.g. begging and stealing), self-care (e.g. personal grooming and hygiene), and activities that cannot be performed by another person on one's own behalf (e.g. sleeping, learning and activities for own recreation).

7. Work can be performed in any kind of economic unit comprising market units (i.e. units producing goods and services mostly for sale at prices that are economically significant), non-market units (i.e. units producing goods and services mostly for supply to other units without charge or at prices that are not economically significant) and households that produce goods or services for own final use or fixed capital formation by the producers⁶.

B. Forms of work

8. The conceptual framework for work statistics identifies five mutually exclusive forms of work (e.g. type of productive activity) for separate measurement (see diagram 1):

- (a) own-use production work comprising production of goods and services for own final use;
- (b) employment work comprising work performed for pay or profit;
- (c) unpaid trainee work comprising work performed for others without pay to acquire workplace experience or skills;
- (d) volunteer work comprising non-compulsory work performed for others without pay;
- (e) other work activities including unpaid compulsory work performed for others such as community service and work by prisoners, when ordered by a court or similar authority, and unpaid military or alternative civilian service.

⁶ United Nations, *System of National Accounts 2008* (New York, 2008).

Diagram 1.Forms of work (type of productive activities) and the System of National Accounts 2008

<u>Intended destination of production</u>	<u>for own final use</u>		<u>for use by others</u>			
	<u>Own-use production work</u>	<u>Employment (work for pay or profit)</u>	<u>Unpaid trainee work</u>	<u>Other work activities</u>	<u>Volunteer work</u>	
<u>Forms of work</u>	<u>of services</u>	<u>of goods</u>			<u>in market and non-market units</u>	<u>in households producing goods services</u>
<u>Relation to 2008 SNA</u>	<u>Activities within the SNA production boundary</u>					
	<u>Activities inside the SNA General production boundary</u>					

9. During a given reference period, persons may engage in one or more forms of work in parallel or consecutively, i.e. persons may be employed, be volunteering, doing unpaid trainee work and/or producing for own final use, in any combination.

C. Measurement in the population census

10. To meet different objectives, countries may measure the economic characteristics of the population with respect to their participation in one or in several forms of work. In particular, in the population census, measurement of:

(a) persons in employment is essential as part of the preparation of labour force statistics that include unemployment and other measures of labour underutilization, needed to assess the labour market participation of the population and to classify the population according to their labour force status in a short reference period (see paras.18-25);

(b) persons in own-use production of goods is especially important in countries where particular groups of the population engage in agriculture, fishing and/or hunting and gathering for own final use, including for subsistence (see paras.72-77), and to support integration of the population census with the agricultural census (see section on agriculture).

11. Given the need for detailed probing, measurement of participation in own-use provision of services, unpaid trainee work and in volunteer work is more appropriate through household surveys or, if desired, through the population census by means of a long form applied to a sub-set of the population⁷.

23212. Information on activity status the economic characteristics of the population should be collected for each person at or above a minimum age set in accordance with the conditions in each country. The minimum school leaving Where national programmes of statistics on the working-age should not automatically be taken as population or on child labour exist, the statistics derived from the population census will serve to complement those bodies of statistics. For purposes of compiling statistics on the working-age

⁷ For more details see *Resolution concerning statistics of work, employment and labour underutilization*, adopted by the Nineteenth International Conference of Labour Statisticians (Geneva, 2013), paras. 22(c) and 37-39.

population, the international standards recommend that countries set the lower age limit taking into consideration the minimum age for the collection of information on activity status, employment and exceptions specified in national laws or regulations, or the age of completion of compulsory schooling⁸. For compiling child labour statistics, the relevant international standards identify the target population as all persons in the 5 to 17 years age group⁹.

13. Countries in which many children participate in employment or in other forms of work, including in agriculture or other types of economic activity (for example mining, weaving, petty trade), will need to select a lower minimum age than countries where employment of young children is uncommon. In such cases tabulations of economic characteristics should at least distinguish persons less than 15 years of age and those 15 years of age and over. Countries where the minimum school-leaving age is higher than 15 years and where there are significant numbers of economically active children engaged in productive activities below this age should endeavour to collect data on the economic characteristics of these children with a view to achieving international comparability at least for persons 15 years of age and over.

14. Use of a maximum age limit for measurement of economic characteristics of the economically active population is not recommended, as many people continue to be engaged in economic activities different forms of work beyond their normal retirement age and because the numbers involved are likely to increase as a result of factors associated with the "ageing" of the population. Countries may, however, wish to balance the cost of collecting and processing information relating to the economic activity characteristics of elderly persons (those aged 75 years or more) and the additional response burden imposed on them against the significance and reliability of the information provided.

233. Two concepts of the "economically active" population can be distinguished: (a) the "currently active" population (or, equivalently, the "labour force"), measured in relation to a short reference period such as one week or one day; and (b) the "usually active" population measured in relation to a long reference period such as a year.

234. To compile a complete set of data compiled on both the currently active population and the usually active population has advantages for a number of important uses, but this may be difficult in a census because of expense, limitations of questionnaire space and the burden of coding, processing and reporting. It is recommended that countries collect information based on current activity first and, if possible, supplement this information with data based on usual activity. Countries using the concept of "usual activity" should endeavour to also obtain data on the "labour force" during a one week reference period.

235. The "not economically active" population comprises all persons, irrespective of age, including those below the age specified for measuring the economically active population, who were not "economically active" as defined in paragraphs 228-231 above.

236. Some "not economically active" persons may be classifiable to more than one category of the population not economically active. In such situations it is recommended that priority be given to the categories listed in paragraph 250 below..

⁸ Resolution concerning statistics of work, employment and labour underutilization, adopted by the Nineteenth International Conference of Labour Statisticians (Geneva, 2013), para. 65.

⁹ Resolution concerning statistics of child labour, adopted by the Eighteenth International Conference of Labour Statisticians (Geneva, 2008).

III. Current activity status (core topic)

~~237. "Current activity status" is the current relationship of a person to economic activity, based on a brief reference period such as one week or one day. The use of the "current activity" concept is considered most appropriate for countries where the economic activity of people is not influenced much by seasonal or other factors causing variations over the year, and it is recommended that countries in the ECE region collect information in the census on activity status based on this concept (that is, the "labour force" concept). A time reference period of one week rather than one day should preferably be used, which may be either a specified recent fixed calendar week (the preferred option), or the last complete calendar week or the last seven days prior to enumeration.~~

III. Labour force status (core topic)

15. A classification of persons by their labour force status provides important information about their relation to the labour market, in particular, to work performed for pay or profit, in a short reference period.

The "currently active population" (that is the labour force)

~~238. The "currently active population" (the "labour force") comprises all persons who fulfil the requirements for inclusion among the employed or the unemployed as defined in paragraphs 239–249 below. Even within a reference period as short as one week, persons may have more than one economic status. It is however inherent to the framework for measurement of the currently active population (the labour force framework) that a single activity status is ascribed to each person and that, in doing so, priority is given to the economic status of "employed" over "unemployed" and to the status of "unemployed" over "economically inactive".~~ 16. Persons may be classified in a short reference period according to their labour force status as being employed, unemployed, or outside the labour force as defined below. The three categories of labour force status are mutually exclusive and exhaustive. While even during a short period persons may be engaged in multiple activities, to establish their labour force status, priority is given to employment over the other two categories; and to unemployment over outside the labour force (see diagram 2 in the annex). Thus, a student who is also seeking and available for employment should be classified as unemployed, a person who has a part-time job, working only a few hours for pay and who is also seeking another job, should be classified as employed. The sum of persons in employment plus persons in unemployment comprises the labour force¹⁰. More details of the international standards are given in the Resolution concerning statistics of the economically active population^{work}, employment, unemployment and underemployment^{labour underutilization}, adopted by the 13th^{19th} International Conference of Labour Statisticians (1982²⁰¹³).¹¹

¹⁰ Formerly also referred to as "currently active population"

¹¹ Available in ILO: *Current international recommendations on labour statistics, 2000 edition*

(Geneva, 2000) and at <http://www.ilo.org/public/english/bureau/stat/download/res/ecaepop.pdf>.

Available at http://www.ilo.org/global/statistics-and-databases/standards-and-guidelines/resolutions-adopted-by-international-conferences-of-labour-statisticians/WCMS_230304/lang--en/index.htm

17. The labour force status of persons is established with reference to a short reference period of 7 days or one week, which may be either the last 7 days prior to enumeration or the last completed calendar week, or a specified recent fixed week. For comparability purposes, it is particularly useful to apply the same short-reference period for the census as for the national labour force survey, if any. This short reference period serves to provide a snap-shot picture of labour market participation in the country around the time of the census. As such, the labour force (i.e. persons in employment plus persons in unemployment) reflects the supply of labour for the production of goods and services in exchange for pay or profit at a specified point in time. Seasonal variations in employment and unemployment levels, that may be significant both in industrialized and in developing economies, will not be captured. Assessments of such temporal variations in work patterns are more adequately captured through sub-annual household surveys (e.g. monthly, quarterly, etc.).

A. Employed persons

239. “Employed” persons comprise 18. Persons in employment are all persons those above the minimum age specified for measurement of the economically active population age who, during the short reference period of preferably 7 days or one week:

(a) Performed some work, were engaged in any activity to produce goods or provide services for pay or profit. The notion “for pay or profit” refers to work done as part of a transaction in exchange for remuneration payable in the form of wages or salaries for time worked or work done or in the form of profits derived through market transactions from the goods and services produced. It includes remuneration in cash or in kind; or, whether actually received or not, payable directly to the person performing the work or indirectly to a household or family member.

(b) Were temporarily absent from a job in which they had already worked and to which they maintained a formal attachment, or from a self-employment activity such as a farm, a business enterprise or a service undertaking.

240. ‘Work’ means engagement in economic activities as defined in paragraphs 228–229 above. The census documentation and tabulations should clearly indicate the working time limit chosen as cut off for considering persons to be ‘at work’. According to the present international recommendations, the notion of ‘some work’ should be interpreted as work for at least one hour during the reference period. The 19. Two categories of persons in employment are:

(a) employed persons “at work”, i.e. who worked for pay or profit for at least one hour; and

(b) employed persons “not at work” due to working-time arrangements (such as shift work, flexitime and compensatory leave for overtime) or to “temporary absence” from a job for pay or profit.

20. Use of the one-hour criterion follows from the priority rules of the labour force framework and ensures to ensure coverage of all types of job, including part-time, temporary or casual jobs, thereby supporting identification of all persons in employment and analysis of their working conditions. It is also essential, in order to ensure that unemployment is defined as a situation of total lack of work (zero hours of work). Unemployed persons refer to those without any employment, who are seeking and available for work for pay or profit. Moreover, if this criterion is a prerequisite for the consistency of employment statistics with national accounts data on production. Countries concerned about When information on working time is also collected in the use of the one-hour criterion should population census, it is recommended to classify employed persons by

~~'time worked', following the recommendations specified bands of working time so as to enable identification of paragraphs 241-244 below persons with both short and excessive working time¹².~~

~~241. Employees temporarily not at work 21. Persons on "temporary absence" from a job, including as employees or self-employed, should be considered as in paid employment, provided that they had a formal were "not at work" for a short duration and maintained a job attachment. Such temporary absences might during the absence. The existence of a job attachment should be because of established on the basis of the reason for the absence and, in the case of certain reasons, the continued receipt of remuneration and/or the total duration of the absence (in general not greater than 3 months).~~

~~(a) Reasons for absence where job attachment is generally maintained, and thus, do not require further testing include:~~

- ~~(i) Illness~~Sick leave due to own illness or injury;
- ~~(ii) Holiday or Public holidays,~~vacation; ~~or annual leave;~~
- ~~(iii) Strike or lock-out;~~
- ~~(iv) Educational or training leave;~~
- ~~(v) Maternity or paternity leave, as specified by legislation;~~
- ~~(iv) Strike or lock-out.~~

~~(b) Reasons for absence requiring further testing assessment of continued receipt of remuneration and/or total duration include:~~

- ~~(i) Parental leave;~~
- ~~(ii) Educational or training leave;~~
- ~~(iii) Care for others and other personal absences;~~
- ~~(iv) Strike or lockouts;~~
- ~~(v) Reduction in economic activity; (e.g. temporary lay-off, slack work);~~
- ~~(vi) Temporary disorganization or suspension of work due to such reasons as bad weather, mechanical ~~or~~, electrical breakdown, or or communication breakdowns, problems with information and communication technology, shortage of raw materials or fuels; or~~
- ~~(vii) Other temporary absence with or without leave.~~

~~242. The formal job attachment should be determined on the basis of one or more of the following criteria: a continued receipt of wage or salary; an assurance of return to work following the end of the contingency, or an agreement as to the date of return; or the elapsed duration of absence from the job which, wherever relevant, may be that duration for which workers can receive compensation benefits without obligations to accept other jobs¹³.~~

¹² See *Resolution concerning the measurement of working time*, adopted by the Eighteenth International Conference of Labour Statisticians (Geneva, 2008).

¹³ For guidance in respect of long-term absences see "Guidelines concerning treatment in employment and unemployment statistics of persons on extended absences from work", endorsed by the Sixteenth International Conference of Labour Statisticians (October 1998) available in ILO: *Current international recommendations on labour statistics, 2000 edition* (Geneva, 2000). Also available at <http://www.ilo.org/public/english/bureau/stat/download/guidelines/exleave.pdf>

~~243. Self employed persons (excluding contributing family workers) should be considered as "employed" and "with an enterprise, but not at work" if their absence from work is temporary and their enterprise meanwhile continues to exist.~~

~~244. The Guidelines concerning treatment in employment and unemployment statistics of persons on extended absences from work, endorsed by the Sixteenth International Conference of Labour Statisticians, (October 1998)¹⁴ provide standards on the economic status classification of the following groups of persons on extended absence from work:~~

- ~~a) "Women on maternity leave, who have an assurance of a return to work following the end of the leave, should be classified as employed if, during the reference period, they are in receipt of all or a significant part of their wage or salary from the employer or an equivalent payment from other sources received by virtue of being an employee. Women on maternity leave, who have an assurance of a return to work following the end of the leave, should also be considered as being employed during the compulsory period of leave stipulated by national legislation to ensure that mothers before and after childbirth have sufficient rest, or for a period to be specified according to national circumstances. In countries where they are not classified as employed according to these criteria, women on maternity leave should be classified as unemployed or not economically active, depending upon their current availability for work and recent job search activity";~~
- ~~b) Employees on unpaid leave initiated by the employer: (including leave paid by the government or social security funds) should only be classified as employed if they have an agreed date for return to work and if the elapsed duration of their leave falls within a time limit to be specified according to national circumstances. All other employees on unpaid leave initiated by the employer should be classified as unemployed or economically inactive, depending upon their expectation of returning to work in the near future, current availability for work, recent job search activity and the reason for not seeking work. The notion of expectation of returning to work "in the near future" should be specified in the light of the national circumstances and economic situation of each country;~~
- ~~c) Employees on other types of extended leave such as parental leave or educational or training leave, who have an assurance of a return to work with the same employer following the end of the leave, should be classified as employed if the employer continues to pay all or a significant part of the wage or salary of the person on leave, or if the duration of the leave does not exceed a time limit to be specified according to national circumstances. Persons, who do not meet these criteria, should be classified as unemployed or not economically active, depending upon their current availability for work and recent job search activity;~~
- ~~d) Seasonal employees not engaged in any kind of work during the off season should be classified as employed if they have an assurance of a return to work with the same employer at the beginning of the next season, and the employer continues to pay all or a significant part of their wage or salary during the off season. Seasonal employees not at work during the off season,~~

¹⁴ Also available at <http://www.ilo.org/public/english/bureau/stat/download/guidelines/exleave.pdf>. For further details see general report at <http://www.ilo.org/public/english/bureau/stat/download/16thics/report4.pdf>

~~who do not meet these criteria, should be classified as unemployed or not economically active, depending upon their current availability for work, recent job search activity and the reason for not seeking work;~~

- e) ~~Seasonal employers, own account workers, members of producers' cooperatives and contributing family workers not engaged in any kind of work during the off season when the enterprise ceases to exist should not be considered as employed. It is assumed that seasonally operated enterprises (such as ice cream shops, fruit stalls, beach restaurants) cease to exist during the off season, if their owners do not continue to do any work in them. (Thus, there is consistency between this point and paragraph 243 concerning self-employed persons "with an enterprise but not at work") If the enterprise continues to exist in the off season (such as a farm), a self-employed person (excluding contributing family workers) not at work can be classified as employed provided that the period of absence from work is sufficiently short for the absence to be considered temporary.~~

24522. The following treatment of specific groups of employed persons is recommended:

- (a) ~~Persons with a job for pay or profit who, during the reference period were on training or skills-enhancement activities required by their job or for another job in the same economic unit should be considered to be employed, at work;~~
- (b) ~~Contributing family workers should be considered to be at work on the same basis as other "self employed" persons; that is irrespective of the number of hours worked during the reference period. Countries which prefer for special reasons to set a minimum time criterion for the inclusion of contributing family workers among the "employed" should identify and separately classify those who worked less than the prescribed time, to be able to provide internationally comparable data. As contributing family members do not have an enterprise of their own, they cannot be "with an enterprise but not at work". Accordingly, contributing family workers who were not at work during the reference period should not be considered. Similarly, persons who perform tasks or duties of an employee job held by a family member living in the same or in another household should also be classified as employed;~~
- a) ~~Persons engaged in economic activities in the form of production of goods for own final use within the same household should be considered as in "self employment" (and classified as "own account workers") if such production comprises an important contribution to the total consumption of the household (see paragraph 230 above);~~
- (c) ~~Apprentices, interns and trainees who received pay in cash or in kind should be considered in paid employment and classified as "at work" or "not at work" on the same basis as other employees;~~
- (d) ~~Participants in job training schemes who receive pay in cash or in kind are considered to be "employed" if the training takes place within the context of an enterprise and in connection with its production, or if the participants retain a formal job attachment to an enterprise in which they had formerly been employed, even if the training is outside the context of the enterprise or without connection to its production. Other participants in job training schemes are to be classified as unemployed or not economically active, depending upon their current availability for work and recent job search activity. In particular, if the job training scheme implies a definite commitment to employment at the end of the training, participants who are currently available for work should be considered unemployed even when they are not actively seeking work (see paragraph 248 a) below).~~

(e) Persons with seasonal jobs during the off-season, should be considered employed, if they continue to perform some of the tasks and duties of the job, excluding however the fulfilment of legal or administrative obligations (e.g. pay taxes);

(f) In accordance with the priority rules of the labour force framework, persons who during the reference period were mainly students, homemakers, pensioners, registered unemployed persons and others mainly engaged in non-economic activities during the reference period, etc, who at the same time were in "wage employment" or "self-employment" as defined above should be considered as employed on the same basis as other categories of employed persons;

(g) All members of the armed forces who receive pay in cash or in kind should be included among employed persons and classified as "employees". The "armed forces" should include both the regular and the temporary members as specified in the most recent revision of the International Standard Classification of Occupations (ISCO)¹⁵.

- b) "Requital" workers (that is persons who work for friends, neighbours, etc. as part of a mutual exchange of work as but not money) should be considered as employed because the remuneration that they receive in kind in exchange for their economic activity is the provision of labour inputs by someone else (barter of work).
- c) Persons who provide community work (building bus shelters, village administration, etc) for pay in cash or kind should be considered as employed.
- d) Volunteers (without any pay in cash or kind) who produce goods for any enterprise/institution/household or who produce services for a market enterprise should also be considered as employed (see paragraph 239-240). However, volunteers (without any pay in cash or kind) who produce services for another household or for non-profit organizations are not considered to be employed (see also paragraph 262).
- e) Similarly, persons who provide unpaid labour inputs to produce goods for any enterprise/institution/household or to produce services for a market enterprise should also be considered as employed (see paragraph 239-240). However, such persons who provide unpaid labour inputs to produce services for another household or for non-profit organizations are not considered to be employed (see also paragraph 262).

24623. Excluded from employment are: (a) apprentices, interns and trainees who work without pay in cash or in kind (i.e. persons engaged in unpaid trainee work); (b) participants in skills training or retraining schemes within employment promotion programmes, when

¹⁵ "Members of the armed forces are those personnel who are currently serving in the armed forces, including auxiliary services, whether on a voluntary or compulsory basis, and who are not free to accept civilian employment. Included are regular members of the army, navy, air force and other military services, as well as conscripts enrolled for military training or other service for a specified period, depending on national requirements. Excluded are persons in civilian employment of government establishments concerned with defence issues; police (other than military police); customs inspectors and members of border or other armed civilian services; persons who have been temporarily withdrawn from civilian life for a short period of military training or retraining, according to national requirements, and members of military reserves not currently on active service)." See International Standard Classification of Occupations (ISCO-88), International Labour Office, Geneva, 1990, p. 265. See International Standard Classification of Occupations: ISCO-08/ International Labour Office - Geneva: ILO, 2012, p. 357.

not engaged in the production process of an economic unit; (c) persons who are required to perform work as a condition of continued receipt of a government social benefit such as unemployment insurance; (d) persons receiving transfers, in cash or in kind, not related to employment; (e) persons with seasonal jobs during the off season, if they cease to perform the tasks and duties of the job; (f) persons who retain a right to return to the same economic unit but who were absent for reasons specified in para. 21(b), when the total duration of the absence exceeds the specified threshold and/or if the test of receipt of remuneration is not fulfilled; (g) persons on indefinite lay-off who do not have an assurance of return to employment with the same economic unit; (h) persons who work to produce goods intended mainly or exclusively for consumption or use by the household or family, even if a surplus or part of the output is sold or bartered (i.e. persons engaged in own-use production of goods); (i) household members who provide unpaid services for consumption or use by their household (i.e. persons engaged in own-use provision of services); (j) persons who work voluntarily and without pay to produce goods or services through or for other economic units, including market, non-market units and households (i.e. persons engaged in volunteer work).

24. Information should be given in the census reports and/or relevant metadata describing how these groups and any other specific groups were treated. Consideration should also be given to the desirability of identifying some of the groups (for example working students) separately in tabulations.

B. Unemployed persons

24725. The “unemployed” comprise are all persons those above the minimum age specified age who (a) were not in employment, (b) carried out activities to seek employment during a specified recent period and (c) were currently available to take up employment given a job opportunity. To be classified as unemployed, a person must satisfy all of the three criteria, where

- (a) “not in employment” (i.e. not engaged in work for pay or profit) is assessed with respect to the short reference period for the measurement of the economically active population who during the reference period were:employment as defined in paragraph 18;
 - a) “Without work”, that is were not in wage employment or self employment as defined above in paragraphs 239–246;
 - b) “Currently available for work”, that is were available for wage employment or self employment (b) to “seek employment” refers to any activity when carried out, during the reference period¹⁶; and
 - c) “Seeking work”, that is had taken specific steps in a specified recent period to seek wage employment comprising the last four weeks prior to enumeration or calendar month, for the purpose of finding a job or self employment. (The specific steps may include: registration at a setting up a business or agricultural undertaking. This includes also part-time, informal, temporary, seasonal or casual employment, paid apprenticeships, internships or traineeships, within the national territory or abroad. Examples of such activities are: arranging for financial resources, applying for permits, licences; looking for land, premises, machinery, supplies, farming inputs; seeking the assistance of friends, relatives or other types of intermediaries; registering with or contacting public or private employment exchange (for the purpose of obtaining job offers); application services;

¹⁶In EU countries, current availability for work is interpreted as availability during the reference week and the subsequent two weeks).

applying to employers; directly, checking at work sitesworksites, farms, factory gates, marketmarkets or other assembly places; placing or answering newspaper advertisements; seeking assistance of friends or relatives; looking for land, building, machinery or equipment to establish own enterprises; arranging for financial resources; and applying for permits and licenses, etc.—or online job advertisements; placing or updating résumés on professional or social networking sites online

248. Treatment (c) “currently available” serves as a test of readiness to start a job in the present, assessed with respect to a short reference period comprising that used to measure employment. Depending on national circumstances, the reference period may be extended to include a short subsequent period not exceeding two weeks in total, so as to ensure adequate coverage of unemployment situations among different population groups.¹⁷

26. In the treatment of specific groups: Some, some groups of persons require careful treatment to be properly included among the “unemployed”. The following treatment is recommended:

(a) Persons Future starters; that is persons without worka job and currently available for work who had made arrangements to take up wage employment or undertake self employment activity at a datestart a job within a short subsequent period, set according to the reference periodgeneral length of waiting time for starting a new job in the national context but generally not greater than three months, should be considered as “unemployed”, irrespective of whether or not they recently continued to seek workemployment;

(b) Persons temporarily absent from their jobs with no formal job attachmentParticipants in skills training or retraining schemes, within employment promotion programmes, who on that basis were not in employment, not currently available for work, and seeking workdid not seek employment because they had a job offer to start within a short subsequent period generally not greater than three months, should be considered as “unemployed”;

(c) Persons who retain a right to return to a job or another job in the same economic unit but who were absent for reasons specified in 21(b), when the total duration of the absence exceeds the specified threshold and/or if the test of receipt of remuneration is not fulfilled, who at the same time satisfy the criteria for unemployment laid down in paragraph 26 above should be regarded as “unemployed” in accordance with the standard definition of “unemployment”. Countries may, however, depending on national circumstances and policies, prefer to relax the seeking work criterion in the case of persons temporarily laid off. In such cases, persons temporarily laid off who were not seeking work but classified as “unemployed” should be identified as a separate sub category of unemployed persons;“unemployment”;

e (d) In accordance with the priority rules of the to establish their labour force frameworkstatus, persons mainly engaged in non economic activitieswho during the reference period (for examplewere mainly students, homemakers, pensioners), who registered unemployed, etc., who at the same time satisfy the criteria for unemployment laid down in paragraph 24726 above should be regarded as “unemployed” on the same basis as other categories of “unemployed” persons and be identified separately, where possible.

¹⁷ In EU countries, the reference period to assess “current availability” comprises the reference week and the subsequent two weeks.

24927. Information should be given in the census reports and/or relevant metadata describing how persons in these and any other specific groups were treated.

C. The population not currently active (that is persons not in Persons outside the labour force)

250. The “population not currently active” or, equivalently, “persons not in²⁸ “Persons outside the labour force”, comprises¹⁸, comprise all persons above the specified age, who were neither “employed” nor “unemployed” during the short reference period” as defined above.

29. Different classifications of persons outside the labour force may be used for analytical purposes. Particularly useful to measure “current” labour market and social policies and programmes are classifications by main activity, including persons below the minimum age specified for measurement of or reason for not entering the economically active population—labour force and by degree of labour market attachment. These alternative classifications can be derived from the same questions used to identify the unemployed and may be used separately or in combination to enable further analysis.

30. It is recommended that this population be classified by their main activity or reason for not entering the labour force into the following four groups¹⁹:

(a) “Students”: “Attending an educational institution”: persons not “currently economically active”, outside the labour force, who for most of the reference period attended any regular educational institution, public or private, for systematic instruction at any level of education. (See also non-core topic ‘School attendance’, paragraphs 348–352 paragraphs 124–128.);

(b) “Pension or capital income recipients”: persons, not “currently economically active”, outside the labour force, who receive income from property or investments, interests, rents, royalties or pensions from former activitiesemployment;

(c) “Homemakers”: “Performing unpaid household services”: persons, not “currently economically active”, outside the labour force, who for most of the reference period were engaged in unpaid household duties in their own home, for example, housewives/-men and other relatives responsible for the care of the home, children or elderly people. (Domestic and personal services produced by domestic employees working for pay, however, are considered as economic activitiesemployment in line with paragraph 22918 above);

(d) “Others”: persons not “currently economically active” outside labour force who are receiving public aid or private support, and all other persons not falling into any of the above categories (for example children not attending school).

31. To support labour market analysis, persons outside the labour force may also be classified by degree of labour market attachment into the following groups:

(a) unavailable jobseekers, i.e. those “seeking employment” but not “currently available”;

¹⁸ Formerly “population not currently active.”

¹⁹ The terminology for the groups who are currently economically inactive differs in the international standards from the terminology for the groups who are usually economically inactive (see later). The preferred terminology for the currently economically inactive these groups are (i) attending an educational institution, (ii) engaged in performing unpaid household dutieservices, (iii) retiredretiring on pension or old agecapital income, and (iv) others.

- (b) available potential jobseekers, i.e. those not "seeking employment" but "currently available";
- (c) willing non-jobseekers, i.e. those neither "seeking employment" nor "currently available" but who want employment;
- (d) others, i.e. persons neither "seeking employment" nor "currently available" who do not want employment.

32. The classification of persons outside the labour force by degree of labour market attachment allows identification of the potential labour force, computed as the sum of (a) unavailable jobseekers plus (b) available potential job seekers. Together with unemployment, the potential labour force is a key measure of labour underutilization, relevant both in more and less developed settings, especially when labour absorption is, at the time, inadequate, or where the conventional means of seeking employment are of limited relevance, where the labour market is largely unorganized or of limited scope, or where persons are largely self-employed. Although not a part of the potential labour force, the group (c) willing non-jobseekers, represents another group of persons outside the labour force with an expressed interest in employment and is particularly relevant for social and gender analysis in specific contexts.

D. Usual activity status (non-core topic)

251. "Usual activity status" is the usual relationship of a person to economic activity based on a long reference period such as a year.

252. In countries where the economic activity of people varies widely over the year and where people are likely to be engaged in more than one type of economic activity during the year or to be temporarily unemployed, the "current activity" concept may not be considered as appropriate for use in population censuses. In such countries, it may be more useful for population censuses to measure the economic activity of people with reference to a longer period that is on the basis of the "usual activity" concept rather than on the basis of the "current activity" concept only. If the concept of "usual activity" is chosen, a specified twelve months period should be used as the reference period. Such a reference period will provide information on the year as a whole and thereby provide an opportunity for collecting information needed not only on the principal activity but also on secondary activities, if any. It is also possible to obtain useful information on the intensity of activity over the year and relate it to household income for that period (if collected). The main drawback of the "usual activity" approach is that it is susceptible to recall errors. Another drawback is the problem of ascertaining the principal occupation and industry over a long period such as a year, unless an appropriate question or series of questions are introduced to identify a main job, which may be defined in terms of time worked or income earned.

The usually active population

253. The "usually active population" comprises all persons above the minimum age specified for measurement of the economically active population whose main activity status, as determined in terms of number of weeks or days during a long specified period (such as the preceding 12 months) was "employed" and/or "unemployed" as defined in paragraphs 239–248 above with respect to the current activity during a short reference period.

~~254.~~ In applying the above definitions of employment and unemployment in respect of the usual activity during a long reference period, it is necessary to determine the "main activity status" of each person above the specified minimum age. For this purpose, a person's main activity status is conceived as a summary measure of the variable statuses of the person during the 52 weeks or the 365 days of the 12 months reference period. The main activity status could be different (as pointed out in the paragraph 260) depending on whether it is based on weeks or days as the unit of measurement.

~~255.~~ In countries where employment is mostly of a regular and continuing nature and hence a week of employment generally means a week of full time employment or, at any rate, employment for a major part of the working time, it is suggested that the main activity status be based on weeks of employment or unemployment. The main activity status could also be determined on the basis of days of employment or unemployment, and this might be considered more appropriate for countries where employment is largely of an irregular nature and where a week of employment does not generally mean a week of full time employment or even employment for a major part of the working time.

~~256.~~ Two procedures may be followed to determine the main activity status of each person. One is to interpret it as that status, usually active or not usually active, which prevailed over most of the 52 weeks (or most of the 365 days) of the reference year. Another is to set a specific number of weeks (or days) as the cut off point and classify anyone with at least that many weeks (or days) of employment and/or unemployment as belonging to the "usually active population".

~~257.~~ Where the concept of "usually active population" is considered useful and feasible, the "usually active population" may be subdivided as "employed" and "unemployed" in accordance with the situation which prevailed most of the time, that is "usually active" persons should be classified as "employed" if the number of weeks (or days) of employment is larger than or equal to the number of weeks (or days) of unemployment, and as "unemployed" if the number of weeks (or days) of employment is smaller than the number of weeks (or days) of unemployment. As the subdivision as "employed" and "unemployed" is made among "usually active persons", the resulting classification by usual activity status may differ from a classification directly by main activity status during the reference year (that is when the distinction between "employed", "unemployed", and "not economically active" is made directly). It is therefore recommended that the census questionnaire be designed in a way that makes it possible to distinguish between "usually active" and "usually inactive" persons and among the former between "usually employed" and "usually unemployed" persons.

The population not usually active

~~258.~~ The "population not usually active" comprises all persons whose main activity status during the long reference period used to measure usual activity was neither employed nor unemployed, including persons below the minimum age specified for measurement of the economically active population. It is recommended that this population be classified into the following four groups:

- a) "Students": persons not "usually economically active", who for most of the reference period attended any regular educational institution, public or private, for systematic instruction at any level of education;
- b) "Pension or capital income recipients": persons not "usually economically active", who receive income from property or investments, interests, rents, royalties or pensions from former activities;

- e) "Homemakers": persons not "usually economically active", who for most of the reference period were engaged in unpaid household duties in their own home, for example, housewives/ men and other relatives responsible for the care of the home, children and elderly people. (Domestic and personal services produced by domestic employees working for pay, however, are considered as economic activities in line with paragraph 229 above.);
- d) "Others": persons not "usually economically active", who are receiving public aid or private support, and all other persons not falling into any of the above categories (for example children not attending school).

~~259. Where considered useful, separate sub categories may be introduced to identify (i) persons engaged in unpaid community and volunteer services (see paragraph 262) and (ii) other persons engaged in activities that fall outside the boundary of economic activities.~~

Difference between main and usual activity status

~~260. It follows from paragraphs 253-257 above that the usual activity during a long reference period is not the same concept as main activity during the period, assessed directly. A person who spends 20 weeks inactive, 18 weeks unemployed and 14 weeks employed during the last year would be classified as active by usual activity status, for which the period of employment and the period of unemployment are summed. He/she would then be classified as usually unemployed, because the number of weeks unemployed exceeds the number of weeks employed. By main activity status assessed directly, the same person would however be classified as inactive, because inactivity was the largest spell during the last year.~~

ED. Recommended classification by activitylabour force status (current or usual)

~~261-33. It is recommended that in presenting the total population according to activitylabour force status (current or usual) the following categories should be used:~~

- (1.0) Economically active
 - (1.0) Labour force
 - (1.1). Employed
 - (1.2). Unemployed, ~~of which~~
 - (1.2.1) ~~Unemployed, never worked before~~²⁰
 - (2.0) Not economically active
 - (2.1). Students
 - (2.0) Outside the labour force
 - (2.1). Attending an educational institution
 - (2.2). Pension or capital income recipients
 - (2.3). HomemakersPerforming unpaid household services (optional)
 - (2.4). Others

²⁰ ~~Tabulations of the unemployed by occupation, industry, etc of previous job should exclude or separately identify those who are "unemployed, never worked before".~~

In countries where the category “Performing unpaid household services” is not possible to distinguish, they should be classified in the category “Others”.

~~262. Countries may wish to identify separately the persons who provide social and personal~~

~~263. Unpaid services are a significant area of human activity. Information about unpaid services helps in understanding how individuals and families balance their paid work with other important aspects of their lives, such as family and community commitments. The information is important in measuring the characteristics of groups with special needs such as the elderly, children and people with disabilities. Areas covered may include unpaid domestic activities, unpaid care, unpaid care of children and unpaid voluntary work. Time use surveys are the key source of data on people’s use of time, including activities such as unpaid work. However, being sample-based, information is not usually available at a small area level.~~

~~264. It should be noted that the provision of non paid services to other households and to voluntary, non profit organizations is outside the production boundary as defined by the national accounts, and thus not considered as an economic activity, notwithstanding the general rule given in paragraphs 228-229. Such persons should be classified as unemployed or not economically active (see “Current activity status” above), depending upon their current availability for work and recent job search activity. If classified as inactive, then separate sub categories of the inactive may be introduced to identify them, where considered useful~~

IV. Characteristics of jobs and/or establishments

A. Selection of “job” to be classified by descriptive variables

~~265. The 34. Individuals can be classified according to descriptive variables "such as "occupation", "", "industry", "", "status in employment"" and ""sector" should apply to either current or usual activity, depending on the choice of the main concept for the measurement of economic activity in the census. Individuals can be classified according to these variables" only through their relationship with a job. This means that they must have been identified as being either ""employed"" or ""unemployed"" through the questions on "economic activity". Whether "economically active" according to the "current activity" ("labour force") concept or according to the "usual activity" concept, a "labour force status". A job is defined as "the set of tasks and duties performed or meant to be performed by one person for a single economic unit." A person may have had more than one job during the reference period. For "In such cases the main job is defined in the international standards as "that with the longest hours usually worked even if the employed" person was not at work in the reference period." For "employed" persons it is therefore recommended that the main job held in the reference period is first established and then, possibly, the second job or (if more than two jobs) the second most important job. It is recommended that each country should use the same criterion when ranking all jobs held in the reference periods. The criterion might be either on the basis of the hours usually worked (the preferred option) or on the basis of the highest income in cash and kind. Hence, using the first criterion, the "main" job would be the job at which the person usually worked most of the time among all the jobs held during the reference period, and the second (most important) job should be the job at which the person usually worked most of the time among the other jobs held during the same period., as relevant. When ranking jobs held during the reference period, it is important to consider also jobs from which the person is temporarily absent during the reference period.~~

26635. An “unemployed” person should be classified by “occupation”, “industry”, “status in employment” and “sector” on the basis of the last main job, which he/she had. The collection of data on characteristics of the last job (if any) of the unemployed is particularly important for users to have information on the characteristics of the unemployed in order to identify the specific areas of the economy or particular skills and occupations of unemployed people. ~~The collection of these data is also relevant to countries applying ILO Convention No 160 which requires the preparation of statistics on the structure and distribution of the economically active population (that is, the employed and the unemployed) that are representative of the country as a whole.~~

26736. However, such data is of only limited relevance in respect of unemployed people who change jobs frequently or for the unemployed who last worked a long time ago. For the first group, it may be better to ask the characteristics of the type of job in which the person most frequently worked and for the second group, it might be better to set a time limit for past work experience (for example during the last 10 years) and only seek information on the characteristics of the last job if it was held within the time limit.

26837. It is important to design the census questionnaire or the census information to be taken from registers in a way, which that will ensure that the variables “occupation”, “industry”, “status in employment” and “institutional sector” are measured for “all relate to the same job. This should be a centralparticular concern also for those countries, which that rely on the use of (sometimes different) administrative registrations for the capturing of the correct values of registers for collecting information on these variables.

26938. Some countries may want to describe in more detail the type of secondary work carried out by respondents engaged in more than one job during the reference period, in particular if those countries would like to be able to describe the extent and structure of employment in the informal sector. In this case the questionnaire information to be collected should allow for the identification and coding of a second, and perhaps even a third, job for which information about “occupation”, “industry”, “status in employment”, “institutional sector” and, if desired, “time worked” and “place of work” might be collected and coded, recognizing the resources that would be required for this additional collecting and processing.

AB. Occupation (core topic)

27039. “Occupation” refers to the type of work done in a job. “Type of work” is described by the main tasks and duties performed in the job.

27140. For purposes of international comparisonscomparison, it is recommended that countries prepare tabulations in accordance with the latest revision of the *International Standard Classification of Occupations (ISCO)*. At the time the present set of census recommendations was approved, an update to ISCO was in progress for consideration by the 18th International Conference of Labour Statisticians (ICLS) in 2008. Hence, the latest revision available at this time (2005) was the one that was developed by the 14th ICLS in 1987 and adopted by a Tripartite Meeting of Experts in Labour Statistics in 2007 and endorsed by the Governing Body of the International Labour Organisation

(ILO) in 1988²⁴. Countries belonging to the European Economic Area should refer to ISCO-88 (COM)²², 2008 and generally known as ISCO-08²³.

27241. Countries should code the collected occupational data at the lowest possible level supported by the responses. To enhance data quality, it would be useful to ask for both the occupational title and a brief description of the main tasks and duties performed on/in the job by each economically active person employed and unemployed.

27342. Countries coding ""occupation"" according to a national standard classification can establish correspondence with ISCO either through double coding or through ""mapping"" from the detailed groups of the national classification to ISCO.

BC. Industry (branch of economic activity) (core topic)

274—43. "Industry"²⁵ (branch of economic activity) refers to the kind of production or activity of the establishment or similar unit in which the job(s) of the economically active person (whether employed or unemployed) person was located²⁴. For those who work in fixed places of work (see paragraph 301.), it is recommended that the name and address of the enterprise or establishment be collected in order to permit a check on the reporting (and to assist in the coding) of the "industry" variable, recognizing that this may be sensitive in some countries).

275—44. For purposes of international comparability, it is recommended that countries compile the industrial characteristics of economically active personsinformation on industry according to the latest revision of the *International Standard Industrial Classification of All Economic Activities (ISIC)* available at the time of the census. At the time the present set of census recommendations was approved, the thirdfourth edition of ISIC, adopted by the *United Nations Statistical Commission* at its twenty fifththirty seventh session in 19892006, was the latest revision available²⁵ although this was being revised. Countries belonging to the European Economic Area should refer to NACE Rev.12.²⁶

276. Countries should code the collected industry information at the lowest possible level supported by the responses.

²⁴ International Labour Office: International Standard Classification of Occupations (ISCO-88), ILO, Geneva, 1990.

²² ISCO-88, Definitions and Structure, Eurostat, February 1993, gives a list of occupational groups identified for EU-wide occupational statistics. The descriptive text is limited to the differences between ISCO-88(COM) and ISCO-88.

²³ International Standard Classification of Occupations (ISCO-08) Volume 1, Structure, Group Definitions and Correspondence Tables (Geneva, International Labour Office, 2012).

²⁴ For those persons who are recruited and employed by one enterprise but who actually work at the place of work of another enterprise (called "agency workers" or "seconded workers" in some countries), there would be user interest in gathering information about the industry of the employer as well as the industry of the place of work. However the collection of both would be more appropriate in a labour force survey rather than in a population census. The industry of the actual place of work may provide more reliable reporting of the "industry" variable in a population census.

²⁵ International Standard Industrial Classification of All Economic Activities, Statistical Papers, Series M, No. 4, Rev. 34, United Nations, New York, 1990/2008.

²⁵ NACE Rev.2, Statistical Classification of Economic Activities in the European Community, Eurostat, Luxembourg, 2008.

²⁶ NACE Rev.1, Statistical Classification of Economic Activities in the European Community, Eurostat, Luxembourg 1996.

27745. Countries coding ""industry"" according to a national standard classification should establish correspondence with ISIC either through double coding or through ""mapping"" from the detailed groups of the national classification to ISIC.

27846. For those who work in fixed places of work (see paragraph 301), it is recommended that the name and address of the enterprise or establishment be collected in order to permit a check on the reporting (and to assist in the coding) of the ""industry"" variable. However, this is only feasible in a country where a statistical register exists that links business units to industry codes. Furthermore, it is recognized that, in some countries, the collection of the business name and address may be sensitive.

ED. Status in employment (core topic)

279. "47. "Status in employment"" refers to the type of explicit or implicit contract of employment with other persons or organizations, which the person has in his/her job. The basic criteria used to define the groups of the classification are the type of economic risk, an element of which is the strength of the attachment between the person and the job, and the type of authority over establishments and other workers, which the person has or will have in the job. Care should be taken to ensure that an "economically active" person is classified by "status in employment" on the basis of the same job(s) as used for classifying the person by "occupation", "industry" and "sector".

48. For purposes of international comparison, it is recommended statistics on status in employment be compiled in accordance with the latest international standards for statistics on this topic. At the time the present set of census recommendations was approved, a revision of these standards was under way and expected to be completed by 2018. The latest standard was the International Classification of Status in Employment (ICSE-93) adopted by the 15th ICLS in 1993. Based on ICSE-93, jobs may be classified by status in employment as follows:²⁷

280. It is recommended that the economically active population be classified by status in employment as follows²⁸.

(1.0) "Employees", among whom it may be possible to distinguish "employees with stable contracts" (including "regular employees")

(2.0) Self-employed

(1.1)-(2.1). "Employers"

(1.2)-(2.2). "Own-account workers" and members of producers' cooperatives

(1.2.1)-(2.2.1). "Contributing family Own-account workers"

(2.2.2). "Members of producers' co-operatives"

(1.3)-(2.3). Contributing family workers

²⁷ For further details see "Resolution concerning the International Classification of Status in Employment (ICSE)" of the 15th International Conference of Labour Statisticians. Available at <http://www.ilo.org/public/english/bureau/stat/download/res/icse.pdf>

²⁸ For further details see "Resolution concerning the International Classification of Status in Employment (ICSE)" of the 15th International Conference of Labour Statisticians. Available in ILO: Current international recommendations on labour statistics, 2000 edition (Geneva, 2000) and at <http://www.ilo.org/public/english/bureau/stat/download/res/icsc.pdf>

(2.0)(3.0) “Persons not classifiable by status”

~~28149.~~ It is also recommended that “Owner-managers of incorporated enterprises” data for at least, the two main categories (1.0) “employees” and (2.0) “self-employed” should be separately identified so that they may be tabulated in all outputs classified either by status in employment but that data for categories 2.1, 2. 2 and 2.3 should always be collected in the Census. In the ICLS standards, members of producers’ cooperatives are identified as a separate group or among “employees”, depending upon category at the descriptive and analytical purposes second level of the statistics.

~~282.~~ In the ILO international standards, the term “self employed” refers to all categories (2.0) to (5.0) in paragraph 280. A “self employment” job classification. It is a job where the remuneration is directly dependent upon the profits (or the potential for profits) derived from the goods and services produced (where own consumption is considered to be recommended that they be part of the profits). Eurostat uses the term “self employed” to refer to only aggregated with own-account workers (category (3.0) in paragraph 280). Eurostat’s classification does as shown above, in countries where they are statistically insignificant or not distinguish members of producers’ co-operatives but includes them in the category of “self employed”. In the presentation of these Recommendations, ILO terminology has been followed identifiable.

~~28350.~~ An “employee” is a person who works in a “paid employment” job, that is a job where the explicit or implicit contract of employment gives the incumbent a basic remuneration, which is independent of the revenue of the unit for which he/she works (this unit can be a corporation, a non-profit institution, government unit or a household). Persons in “paid employment” jobs are typically remunerated by wages and salaries, but may be paid by commission from sales, by piece rates, bonuses or in-kind payment such as food, housing or training. Some or all of the tools, capital equipment, information systems and/or premises used by the incumbent may be owned by others, and the incumbent may work under direct supervision of, or according to strict guidelines set by the owner(s) or persons in the owners’ employment. “Employees with stable contracts” are those “employees” who have had, and who continue to have a contract of employment, or a succession of such contracts, with the same employer on a continuous basis. “Regular employees” are those “employees with stable contracts” for whom the employing organisation is responsible for payment of relevant taxes and social security contributions and/or where the contractual relationship is subject to national labour legislation. “Owner managers of incorporated enterprises”

~~51.~~ “Owner-managers of incorporated enterprises” are workers who hold a job in an incorporated enterprise in which they: (a) alone, or together with other members of their families or one or a few partners, hold controlling ownership of the enterprise; and (b) have the authority to act on its behalf as regards contracts with other organizations and the hiring and dismissal of “employees”, subject only to national legislation regulating such matters and the rules established by the board of the enterprise. In accordance with the European System of National Accounts, it is recommended that EU countries classify “owner-managers of incorporated enterprises” as employees. For international comparisons and in order to provide statistics on workers whose socio-economic and labour market characteristics are similar to the self-employed, as well as to inform government policies on promoting entrepreneurship, it is recommended to produce tabulations that enable separate identification of this group of workers.

~~28452.~~ The self-employed are persons hold a “self-employment job” where the remuneration is directly dependent upon the profits (or the potential for profits) derived

through market transactions from the goods and services produced. The term “self-employed” refers to all the sub-categories under (2.0) in paragraph 49: Employers, Own-account workers, Members of producers’ cooperatives, and Contributing family workers.

53. An “employer” is a person who, working on his or her own account or with a small number of partners, holds a “self-employment” job and, in this capacity, on a continuous basis (including the reference period) has engaged one or more persons to work for him/her as “employees”. The incumbent makes the operational decisions affecting the enterprise, or delegates such decisions while retaining responsibility for the welfare of the enterprise. In this context, “enterprise” includes one person operations. Some countries may wish to distinguish ““employers”” according to the number of persons they employ (see paragraphs 314-31571-72 on non-core topic “number of persons working in the local unit of the establishment”).

28554. An “own-account worker” is a person who, working on his/her own account or with one or a few partners, holds a ““self-employment job”” and has not engaged, on a continuous basis, any ““employees””. (Note that an own-account worker, who during the reference period has engaged one or more ““employees”” on a short term and non-continuous basis, should not be classified as ““employer”.”) Members of families whose only activity is ”). As per the latest international recommendations on the topic, persons engaged in the cultivation of privately owned ancillary plots or the care of privately owned livestock for own consumption by their households should be are no longer included in this category rather than “contributing family workers”. It is recommended employment on the basis of that countries where the numberactivity. Participation in these productive activities is instead to be measured through the separate concept of persons exclusively engaged in the “own-aecountuse production of goods for own final use by their households is significant should identify such persons separately among own account workers.” (see paras 73-78).

28655. A “contributing family worker” member of a producers’ co-operative is a person who holds a ““self-employment”” job in an establishment organised as a co-operative, in which each member takes part on an equal footing with other members in determining the organisation of production, sales and/or other work, the investments and the distribution of the proceeds among the members. Note that ““employees”” of producers’ cooperatives are not to be classified to this group but should be classified as ““employees””.

56. A contributing family worker is a person who holds a “self-employment” job in a market-oriented establishment operated by a related person living in the same or in another household, and who cannot be regarded as a partner (that is an employer or own account worker) because the degree of commitment to the operation of the establishment, in terms of working time or other factors to be determined by national circumstances, is not at a level comparable to that of the head of the establishment. Where it is customary for young persons, in particular, to work without pay in an enterprise operated by a related person who does not live in the same household, this requirement may be relaxed.

287. A “member of a producers’ co-operative” is a person who holds a “self employment” job in an establishment organised as a co-operative, in which each member takes part on an equal footing with other members in determining the organisation of production, sales and/or other work, the investments and the distribution of the proceeds among the members. Note that ““employees”” of producers’ cooperatives are not to be classified to this group but should be classified as ““employees””. Members of informal cooperatives (see paragraph 296) should be classified as ““own account workers”” or ““employers””, depending on whether or not they employ any employees on a continuous basis.

~~288.~~ **57.** Persons not classifiable by status^a include those ~~"economically active"~~^b employed or unemployed persons for whom insufficient information is available, and/or who cannot be included in any of the preceding categories (for example unpaid workers assisting a family member in the completion of a "paid employment" job).

~~289~~^c **58.** In ~~most traditional~~ census questionnaires, the information concerning "^dstatus in employment"^e will ~~most often~~ be captured through pre-coded alternatives where only a few words can be used to convey the intended meaning of each category. This may mean that classification of some of the situations on the borderline between two or more categories will be according to the subjective understanding of the respondent rather than according to the intended distinctions. This should be kept in mind when presenting the resulting statistics. Countries, which rely on the direct use of administrative records for the classification of persons according to "status in employment", may find that the group "^fcontributing family workers"^g cannot be separately identified. Those who would have been classified to this group when using a questionnaire may either be excluded from the "~~economically active population~~" "~~labour force~~" or be classified to one of the other groups.

D.E. Type of sector (institutional unit) (non-core topic)

~~290~~^h **59.** "Type of sector (institutional unit)" relates to the legal organisation and the principal functions, behaviour and objectives of the enterprise with which a job is associated.

~~291~~ⁱ **60.** Following the definitions provided in the *System of National Accounts (SNA)*, distinction should be made between the following institutional sectors:

- (a) "Corporations sector", consisting of non-financial and financial corporations (that is incorporated enterprises, private and public companies, joint-stock companies, limited liability companies, registered cooperatives, limited liability partnerships, etc.) and quasi-corporations;
- (b) "General government sector", consisting of central, state and local government units together with social security funds imposed or controlled by those units;
- (c) "Non-profit institutions serving households sector" (for example, churches, professional societies, sports and cultural clubs, charitable institutions, aid agencies) that provide goods or services to households free or at prices that are not economically significant;
- (d) "Households sector" (including unincorporated enterprises owned by households).

~~292. Countries collecting information on this topic may wish to consult the UN Technical Report on the Collection of Economic Characteristics in Population Censuses where further details can be found.~~

~~293. Where informal sector activities play an important role in employment creation and income generation, some countries of the ECE region may wish to consider collecting information on the number and characteristics of persons employed in the informal sector. Because of the complexity involved in collecting information on employment in the informal sector, surveys would be the most ideal medium to use for collecting such data. However, if countries intend to attempt to collect information on this sector through their population census, they are encouraged to consult the UN Technical Report on the Collection of Economic Characteristics in Population Censuses where additional useful advice is given.~~

E. Informal employment (non-core topic)

[NOTE: See below the section “Participation in forms of work other than employment”, paragraphs 72-77]

~~294. The 17th International Conference of Labour Statisticians (November 2003) established Guidelines concerning a statistical definition of informal employment²⁹. Under these Guidelines, “informal employment” comprises all informal jobs as defined below, whether carried out in formal sector enterprises, informal sector enterprises, or households, during a given reference period.~~

~~295. Informal employment includes the following types of jobs:~~

- ~~a) Own account workers employed in their own informal sector enterprises;~~
- ~~b) Employers employed in their own informal sector enterprises;~~
- ~~c) Contributing family workers, irrespective of whether they work in formal or informal sector enterprises;~~
- ~~d) Members of informal producers' cooperatives;~~
- ~~e) Employees holding informal jobs³⁰ (that is jobs in which their employment relationship is, in law or in practice, not subject to national labour legislation, income taxation, social protection or entitlement to certain employment benefits such as advance notice of dismissal, severance pay, paid annual or sick leave, etc) in formal sector enterprises, informal sector enterprises, or as paid domestic workers employed by households; and~~
- ~~f) Own account workers engaged in the production of goods exclusively for own final use by their household, if considered employed as defined in paragraphs 239-246.~~

~~296. Producers' cooperatives are considered informal if they are not formally established as legal entities and also meet the other criteria of informal sector enterprises specified in the Resolution concerning statistics of employment in the informal sector adopted by the 15th ICLS.~~

²⁹ See [http://www.ilo.org/public/english/bureau/stat/download/guidelines/desmpl.pdf](http://www.ilo.org/public/english/bureau/stat/download/guidelines/desempl.pdf)

³⁰ The operational criteria for defining informal jobs of employees are to be determined in accordance with national circumstances and data availability.

~~297. Informal employment outside the informal sector comprises the following types of jobs:~~

- ~~a) Employees holding informal jobs (as defined above) in formal sector enterprises or as paid domestic workers employed by households;~~
- ~~b) Contributing family workers working in formal sector enterprises; and~~
- ~~c) Own account workers engaged in the production of goods exclusively for own final use by their household, if considered employed.~~

~~298. Countries, which exclude agricultural activities from the scope of their informal sector statistics, should develop suitable definitions of informal jobs in agriculture, especially with respect to jobs held by own account workers, employers and members of producers' cooperatives.~~

F. Place of work

~~299~~⁶¹. Place of work is the location in which ~~a "currently an "employed"~~ person performs his or her job, ~~and/or where a "usually employed" an "unemployed"~~ person ~~currently performs or~~ last performed ~~the~~a job. It is useful to distinguish the type of place of work from the geographic location of the place of work. Information on the type of place of work, distinguishing those working at home from those working in a fixed place outside home or with no fixed place of work, is useful in analysis of employment characteristics, ~~including employment in the informal sector.~~ Information on the geographical location of the place of work is used mainly to study commuting issues (see topic "Location of place of work" in paragraphs 196–197. It also enables profiles of the employed population by place of work and/or daytime population (as opposed to profiles by place of usual residence) to be built up. Coordination with the name (and address if given) of the enterprise or establishment collected for the "industry" variable is recommended. (see topic "Location of place of work" in the chapter on geographic characteristics).

Type of place of work (non-core topic)

~~300~~⁶². "Type of place of work" refers to the nature of the workplace and distinguishes between the home and other workplaces whether fixed or otherwise.

~~301~~⁶³. It is recommended that type of work place be classified according to the following categories, or a variation thereof necessitated by national circumstances:

~~_____~~(a) With a fixed place of work outside the home:

- To this group should also be ~~classified added~~ persons who do not have a fixed place of work but who report to a fixed address at the beginning of their work period (for example bus drivers, airline pilots and stewards), as well as operators of street or market stalls which are not removed at the end of the workday. This group may also include individuals who travel to work, on a regular basis, across the national border to a neighbouring country.
- It is recommended that ~~the selection of this response ("fixed place outside the home") information~~ should ~~lead to a request for the name and street be collected the~~ address of the place of work and name of the employer in order to permit a check on the reporting (and to assist in the coding) of the "industry" variable (while recognizing that this may be sensitive for some countries).

~~_____~~(b) Work at home:

- This category will include farmers who work and live on their farms, home workers, self-employed persons operating (work) shops inside their own home, etc. Persons working and living at work camps will also fall in this category, unless they are identified as a separate category.

(c) No fixed place of work:

- This category includes persons whose work involves travel in different areas and who do not report daily in person to a fixed address, for example travelling salesmen, and long-distance lorry drivers. It also includes ambulant vendors, operators of street or market stalls, which are removed at the end of the workday, construction workers working at different sites during the reference period and push-cart operators, etc.

~~302. For those persons who have a fixed place of work outside the home (paragraph 301), information on the geographical location of place of work can be collected and used, for instance, to study commuting issues (see topic "Location of place of work" in paragraphs 196-197). Information on place of work also enables profiles in terms of the employed labour force and/or daytime population (as opposed to demographic profiles by place of usual residence) to be built up. Coordination with the name (and address if given) of the enterprise or establishment collected for the "industry" variable is recommended.~~

G. Number of persons working in the local unit of the establishment (non-core topic)

~~31464.~~ The “number of persons working in the local unit of the establishment” is the number of persons usually employed in the establishment, workplace or similar unit in which the job(s) of persons in employment was located. ~~This information is necessary in order to code correctly certain categories in ISCO-88 (COM), the European Community version of ISCO-88.~~

~~31565.~~ The suggested classification is:

- (1.0) 1-4 persons
- (2.0) 5-9 persons
- (3.0) 10-19 persons
- (4.0) 20-49 persons
- (5.0) 50 persons or more

Some countries might require a more detailed sub-classification of group (4.0).

H. **TimeHours** usually worked (non-core topic)

~~303. "Time66. "Hours usually worked" should reflect" is defined as the timetypical value of the hours actually worked duringin a typical week or day, and should be measured for job per a short reference period and in hours(e.g. week) over a long observation period³¹.~~
It is the total time usually spent producing goods and services during the reference period

³¹ *Resolution concerning the measurement of working time, adopted by the Eighteen International Conference of Labour Statisticians (Geneva, 2008).*

adopted for "economic activity"measuring employment in the census, within regular working hours and as usual overtime. "Time (i.e. "direct hours")". "Hours usually worked"³² should include activities which, while not leading directly to the production of goods or services, are still defined as being part of the tasks and duties of the job, such as time spent preparing, repairing or maintaining the workplace or work instruments. (i.e. "related hours"). In practice it will also include inactive time spent in the course of performing these activities, such as time spent waiting or standing by, and other short breaks. (i.e. "down time" and "resting time"). Longer meal breaks, time spent on travel from home to work and vice versa, and time usually not worked because of regular sickness, regular reductions in hours due to economic or technical reasons (that is partial unemployment), etc. should be excluded.

30467. It is recommended that for persons who have had more than one job during the reference period, the questionnaire should ensure the recording of "total time usually worked"³² (considering the sum of the hours usually worked in the different jobs). –In addition, it is suggested that the questionnaire should separately collect the "timehours usually worked" in the main job.

30568. The inclusion of "time "hours usually worked"³² as a topic is particularly useful for countries concerned with/about the usefulness/relevance for some users of the one-hour criterion in the definition of "employment"when measuring "current activity"". Alternative higher time limits for the definition". Tabulations of "persons in "employment" can" by specified working-time hour bands may be applied when tabulating census results prepared for such users, if "time "hours usually worked"³² has been measured.

30669. To minimize response errors, the questions and instructions used to measure time "hours usually worked"³² need to ensure that responses exclude all usual absences, whether paid or unpaid, and that all usual overtime, whether paid or unpaid, is included.

I. Time-related underemployment

307. Time related underemployment exists when the hours of work of an employed person are insufficient in relation to an alternative employment situation in which the person is willing and available to engage³².

308. Time related underemployment would be more appropriately measured by a labour force survey. However, for those countries without a labour force survey programme, it may be useful to include time related underemployment as a population census topic.

309. In order to measure time related underemployment, it is necessary to collect data on time actually worked in all jobs as opposed to time usually worked (described in paragraph 303 above) in all jobs. Hours actually worked includes all hours actually worked during the reference period whether these hours were remunerated at normal rates, overtime rates or worked without remuneration (unpaid overtime). It includes tea/coffee breaks, preparation time, time for repairs and maintenance, time spent at the place of work waiting or standing by for such reasons as lack of supply of work, breakdown of machinery, or accidents, or time spent at the place of work during which no work is done but for which payment is

³² Resolution concerning the measurement of underemployment and inadequate employment situations, adopted by the 16th International Conference of Labour Statisticians (1998). Available in ILO: Current international recommendations on labour statistics, 2000 edition (Geneva, 2000) and at <http://www.ilo.org/public/english/bureau/stat/download/res/underemp.pdf>

~~made under a guaranteed employment contract. Hours actually worked should exclude hours paid for but not worked (such as paid annual leave, paid public holidays, paid sick leave), meal breaks, and time spent travelling from home to work and vice versa.~~³³ The definition of hours of work may be revised by the resolution on working time, which is planned to be submitted for consideration the 18th International Conference of Labour Statisticians in 2008.

~~310. Persons in time related underemployment comprise all persons in employment, as defined in paragraphs 239–246 above, who satisfy the following three criteria during the reference period used to define employment:~~

- a) ~~“Willing to work additional hours”, that is wanted another job (or jobs) in addition to their current job (or jobs) to increase their total hours of work; to replace any of their current jobs with another job (or jobs) with increased hours of work; to increase the hours of work in any of their current jobs; or a combination of the above. In order to show how “willingness to work additional hours” is expressed in terms of action, which is meaningful under national circumstances, those who have actively sought to work additional hours should be distinguished from those who have not. Actively seeking to work additional hours is to be defined according to the criteria used in the definition of job search used for the measurement of the economically active population, also taking into account activities needed to increase the hours of work in the current job;~~
- b) ~~“Available to work additional hours”, that is are ready, within a specified subsequent period, to work additional hours, given opportunities for additional work. The subsequent period to be specified when determining workers’ availability to work additional hours should be chosen in light of national circumstances and comprise the period generally required for workers to leave one job in order to start another;~~
- c) ~~“Worked less than a threshold relating to working time”, that is persons whose “hours actually worked” in all jobs during the reference period, as defined in paragraph 309 above, were below a threshold, to be chosen according to national circumstances. This threshold may be determined by for example the boundary between full time and part time employment, median values, averages, or norms for hours of work as specified in relevant legislation, collective agreements, agreements on working time arrangements or labour practices in countries.~~

~~311. Among time related underemployed persons, countries may want to identify separately the following two groups:~~

- a) ~~Persons who usually work part time schedules and want to work additional hours; and~~
- b) ~~Persons who during the reference period worked less than their normal hours of work and wanted to work additional hours.~~

³³ Resolution concerning statistics of hours of work, adopted by the 10th International Conference of Labour Statisticians (1962). Available in ILO: Current international recommendations on labour statistics, 2000 edition (Geneva, 2000) and at <http://www.ilo.org/public/english/bureau/stat/download/res/hours.pdf>

V. Duration of unemploymentjob search (non-core topic)

312. 70. “Duration of unemploymentjob search” refers to the length of time an “unemployed” person as defined in paragraph 247 2480 above has been in that state since previously being either “employed” or “not economically active outside the labour force”.

313. To estimate the "duration of unemployment71. The duration of job search should be measured from when unemployed persons began actively seeking employment, or from the end of their last job (if any), whichever is shorter. To estimate the "duration of job search" one should either ask when the search for employment started, or for how long the search has been going on - with pre-coded alternative periods of duration. It should be noted that if the current activity measurement is used, the census can only provide information on the duration of incomplete spells of unemploymentjob search, that is the elapsed duration of unemployment up to the time of the census. Countries should decide on the basis of national priorities and conditions whether the duration of unemploymentjob search should be measured in terms of number of days, weeks or other time units, but to facilitate international comparisons it is suggested that from the measure chosen it should be possible to produce numbers for duration of “six months or more” and for “one year or more”. The latter category serves to identify those in long-term unemployment.

VI. Participation in forms of work other than employment

Persons in own-use production of goods (core topic)

72. Countries where production of goods for own final use (such as foodstuffs from agriculture, fishing, hunting and gathering, water, firewood and other household goods), represents an important component of the livelihood of a part of the population, whether as a main or secondary activity, will need to consider collecting information in the population census on the number of persons engaged in this form of work (previously included within the concept of employment). Such information is essential for benchmarking purposes, especially where household surveys are not frequent, for comprehensive sectoral analysis particularly of work in agriculture, forestry and fishing, and to enable integration between the population census and the agricultural census (see the section on agriculture).

73. Persons in own-use production of goods are all those above the specified age who, during a specified reference period, performed “any activity” to produce goods for own final use. The notion “for own final use” is interpreted as production where the intended destination of the output is mainly for final use by the producer in the form of capital formation, or final consumption by household members, or by family members living in other households.

74. According to the international standards, “any activity” to produce of goods (within the 2008 SNA production boundary) covers work performed for at least 1 hour in the following activities, when the intended destination of the output is mainly for own final use:

- (a) producing and/or processing for storage agricultural, fishing, hunting and gathering products;
- (b) collecting and/or processing for storage mining and forestry products, including firewood and other fuels;
- (c) fetching water from natural and other sources;

- (d) manufacturing household goods (such as furniture, textiles, clothing, footwear, pottery or other durables, including boats and canoes);
- (e) building, or effecting major repairs to, one's own dwelling, farm buildings, etc.

75. For measurement purposes, the intended destination of the output should be established in reference to the specific goods produced, based on self-declaration (i.e. mainly for own final use). In the case of goods from agriculture, fishing, hunting or gathering activities intended mainly for own consumption, a part or surplus may nevertheless be sold or bartered.

76. Persons may engage in own-use production of goods as a main or secondary activity, throughout the year or on a seasonal basis. To ensure complete coverage, the census questions on participation in own-use production of goods should be applied to all persons above the specified age for collecting information on the economic characteristics of the population, irrespective of their labour force status. The reference period may refer to the last 12 months, calendar year, agricultural year or season, as relevant to national circumstances. Where pertinent, the choice of reference period should promote coherence with the agricultural census (see the section on agriculture).

77. For assessments of the volume of work performed by persons in own-use production of goods, particularly when using a long reference period, it may be useful to include a question on working time, in particular hours usually worked (see para. 65), or based on broad categories such as part-time/full-time, part-year/full-year, number of months, as feasible and relevant to the main uses of the statistics.

VII. Main source of livelihood (non-core topic)

~~316~~78. The "main source of livelihood" is the principal source of income from which the consumption of each person was financed during a specified reference period. It is recommended that preference is given to a long reference period, such as the preceding twelve months, calendar year or financial year, in order to take account of sources which may actually provide an income at periodic or seasonal intervals (such as income from seasonal activities, payment of quarterly benefits from pension plans, annual payment of scholarships or dividends, income from intermittent secondary activities, etc.). Income in kind as well as in cash should be taken into account.

~~317~~79. Information on "main source of livelihood" should be obtained for all persons, ~~whether they are economically active or not~~ irrespective of their labour force status, and may not necessarily coincide with the main activity status or the main ~~economic activity~~ form of work of the person. The "main source of livelihood" is a useful concept to complement the measurement of the ~~economically active population~~ labour force and of status in employment. However, it is not suitable for the measurement of ~~economic activity~~ labour force status and should not be used to classify the population according to activity status. The "main source of livelihood" can be very useful to cross-classify the different activity statuses. For example, ~~the category of "economically active"~~ employed persons whose "main source of livelihood" is not "~~economic activity~~" employment is relevant ~~when the labour force concept is used for the collection of data on type of activity~~ because the persons classified as "employed" may include some who only work during a brief portion of the year and who depend on other sources of income (such as own-use production of goods as in the case of subsistence farming or fishing, unemployment benefits, rentals) or on other persons for their livelihood. ~~This category may also be of some importance even when data on type of activity are collected on the basis of the concept of usual activity if no time limit is used as a criterion for the inclusion of part-time workers in the economically active population or if the time limit used is relatively low.~~

31880. Where countries decide to include this topic, it is recommended that the information be obtained through direct questions, if possible by means of a list of potential sources. The list of potential sources of livelihood should be sufficiently detailed so as to avoid omitting certain possibilities (for example social welfare payments, pensions, rentals).

81. It is suggested that the following main sources of livelihood should be distinguished:

(1.0) Employment:

(1.1) Wage employment

(1.2) Self-employment

(2.0) Own-use production of goods

(2.0)(3.0) Property and other investments

(3.0)(4.0) Pensions of all types

(3.1)(4.1) Paid by the State and other public bodies

(3.2)(4.2) Paid by enterprises, institutions, co-operative organizations and others

(4.0)(5.0) Other transfers:

(4.1)(5.1) Sickness and maternity allowances

(4.2)(5.2) Unemployment benefits and relief

(4.3)(5.3) Scholarship

(4.4)(5.4) Benefits and assistance other than pensions, unemployment benefits, scholarship, and sickness and maternity allowances, provided by the State, other public bodies, co-operative organizations, enterprises or institutions

(5.0)(6.0) Loans or reduction of savings, realisation of capital

(6.0)(7.0) Dependent (mainly supported by another person or persons)

(7.0)(8.0) Other sources

320. Category (582.) Category (2.0) comprises persons whose main source of livelihood is the production of goods intended mainly for own final use or consumption by their household or family. It includes agricultural, fishing and hunting and gathering activities mainly for intended for own final use.

83. Category (6.0) (“Loans or reduction of savings, realisation of capital”) covers the situation in which a person’s main source of livelihood is the proceeds from the sale of assets or from drawing on savings or from loans.

32484. Category (67.0) comprises those persons who rely on the support of another person or persons for their main source of livelihood. Such a dependant may have some income from employment or other sources but insufficient for these sources to constitute his or her main source of livelihood.

32285. The independent population comprises all persons who are classified in categories (1.0) to (56.0). A supporter is a person in any of these five categories on whom one or more persons rely for their main source of livelihood.

VIII. **IncomeHousehold income** (non-core topic)

~~323. “Income” may be defined as: (a) income received by each household member and from each source of livelihood (in accordance with the classification proposed in paragraph 319 above, excluding group (5.0) which is not classified as income) during the preceding twelve months or past year, and (b) total annual household income in cash and in kind from all sources.~~

32486. “Household income” may be defined as: “All receipts whether monetary or in kind (goods and services) that are received by the household or by individual members of the household at annual or more frequent intervals. Household income covers (i) income from employment (both paid and self-employment); (ii) income from the production of goods for own final use; (iii) income from the provision of household services for own final use; (iv) property income; and (iv) current transfers received.” It excludes windfall gains and other such irregular and typically one-time receipt.³⁴

87. Countries may wish to collect information on the amounts of income received by individual persons and/or households, during a specified reference period, from any source. If this topic is included in the census, it is recommended that data be obtained from all persons above a specified age, whether they are economically active or employed or not. Income should be measured both for the individual and for the household of which he/she is a member.

32588. Depending on national circumstances, the necessary information can be collected either through a census questionnaire or through the direct use of administrative records. Problems of collecting data on income through a questionnaire are partly related to the sensitivity of such questions in many societies and partly to the difficulty, which many persons may have in finding, or remembering accurately, the requested information. Collection of reliable data on household income, especially income from self-employment and property income, is extremely difficult in general field inquiries, particularly population censuses. The inclusion of non-cash income further compounds the difficulties. Collection of household income data in a population census, even when confined to cash income, presents special problems in terms of burden of work, response errors, and so forth. Therefore, this topic is generally considered more suitable in a sample survey of households. Depending on the national requirements, countries may nonetheless wish to obtain limited information on household income, by covering only some of the income components (e.g., only income from employment), for shorter reference period (e.g., of one month), and cover only cash income. As thus defined, the information collected can provide some input into statistics that have many important uses.

326. Countries that include income in their census may also wish to consider the report of the Canberra Group, namely “*Expert Group on Household income Statistics (The Canberra Group), Final Report and Recommendations*”, Ottawa, 2001 (ISBN 0-9688524-0-8), see <http://www.lisproject.org/links/canberra/finalreport.pdf>

89. According to international standards on the subject, the income from employment of employed persons should include wages and salaries of employees, income of members from producers' cooperatives and the mixed income of employers and own-account workers operating business and unincorporated enterprises. In addition to the income from

³⁴ See *Resolution concerning household income and expenditure statistics, adopted by the Seventeenth International Conference of Labour Statisticians (Geneva, 2003)*, paras. 4 - 5., available at, http://www.ilo.org/wcmsp5/groups/public/---dgreports/---stat/documents/normativeinstrument/wcms_087503.pdf

employment of employed household members, the total income of the household should include, for example, the interest, dividends, rent, social security benefits, pensions and life insurance annuity benefits of all its members. The Handbook on household income statistics provides further guidance on concepts and methods related to this topic³⁵.

90. The concepts involved in determining income are not simple to grasp and respondents may be unable or unwilling to provide exact information. For example, income should include social security, pension fund contributions and direct taxes withheld from employees' salaries, but some persons will undoubtedly not include these amounts in reporting their salaries. Significant items of total household income may also be excluded or misstated. Despite instructions given to enumerators, the data collected can therefore be expected to be approximate. Accordingly, in the presentation of results it is usually appropriate to use broad income or earnings size-classes. As an aid to the interpretation of the results, tabulations of the data should be accompanied by a description of the items of income assumed to be included and, if possible, an estimate of the accuracy of the figures.

IX. Socio-economic groups (derived non-core topic)

32791. The purpose of a set of "socio-economic groups" is to identify different groups of persons where the members of a particular group are, on the one hand, reasonably homogeneous and, on the other hand, fairly clearly distinguished from members of other groups in respect of their social, economic, demographic and/or cultural circumstances and behaviour. A set of "socio-economic groups" can be derived from the detailed categories of the following classifications: ~~industry branch (branch of economic activity); status in employment; occupation; and main source of livelihood.~~

92. As there is no international standard classification of the population by socio-economic group, countries may wish to prepare their own classification.

93. Unemployed persons who have previously worked should be included in the category relating to their former employment activity.

³⁵ Canberra Group Handbook on Household Income Statistics, second edition, 2011, available at http://www.unicef.org/fileadmin/DAM/stats/groups/cgh/Canberra_Handbook_2011_WEB.pdf

Annex

Diagram 2.

Classification of working age population by labour force status

