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Session I – Supporting paper

**THE IMPLEMENTATION OF THE 2001 POPULATION CENSUS IN ALBANIA:
MAIN LESSONS FROM AN INTERNATIONAL COOPERATION EXPERIENCE**

Submitted by Albania and Italy¹

I. A FIRST CENSUS FOR A NEW COUNTRY: THE ORIGIN OF A MULTI-DONOR PROJECT

1. Population censuses were taken in Albania already at the time of the Ottoman Empire in the 15th century. Following the country's independence, ten censuses were conducted between 1923 and 1989, most being conducted after the Second World War; the latter was taken with UNFPA support. The 2001 Population and Housing Census is the first carried out by INSTAT² in the new political and social context of Albania in the nineties, where many un-recorded people are moving from rural areas to cities and from the country abroad, resulting in the lack of reliable statistics. No modern and up-to date registers are available in the country. Civil registration of live births and deaths is not completely applied. Recent annual population estimates were based on the latest UN population projections.

2. Given this situation, the conduction of a new census in correspondence of the 2000 Census Round was very important, as only this country-wide survey could provide reliable statistics and a satisfactory view of the demographic profile, spatial distribution and socio-economic characteristics of the population, fundamental to implement further statistical activities (such as sample surveys) and development policies. Following the conduction of the first Agricultural Census³, INSTAT and the European Commission fostered several meetings of a Steering Committee on Statistical Matters and of Donor Co-ordination Meetings on Statistics to attract attention for the realisation of a Population Census; two Expert Missions were also conducted to assess needs and feasibility. In November 1999 INSTAT managed to concentrate support from the Albanian Government and from several donors - the European Commission, the Council of Europe and the Governments of Greece, Italy and Switzerland - towards this aim.

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² INSTAT was founded in 1993 as an autonomous institution within the Council of Ministries

³ The first Agricultural Census was carried out in 1997/1998 with support from the Italian Government.

3. A **multi-donor project** was so launched with the objective of setting-up and conducting a population and housing census, the wider objective being that of enabling INSTAT to handle all phases of future censuses and other statistical surveys, ensuring the development of a master sampling frame and the basic infrastructure of the whole statistical system. An *Advisory and Co-ordination Committee of Donors* (ACCD) was also established having full responsibility for the timely provision of financial and technical assistance needed at the different phases of implementation.

4. Possible connections between the Census project and other projects essential for the institutional building, democratic development and good governance of Albania were also investigated at that stage: these projects could have included in particular the establishment of electoral lists, the modernisation of the civil registration system, the establishment of an address system, decentralised population registers, reliability of social security codes, etc.

5. Facing the possibility of enacting a wide range of demanding projects, which would have required the involvement also of other bodies of the Albanian public administration, INSTAT and the donors decided to concentrate on the Population and Housing Census and to its implementation within a very tight time frame.

II. PREPARATORY PHASE: SOME CHALLENGING ACTIVITIES

6. The census preparatory work started in late 1999. Mainly because of the limited experience of INSTAT, the lack of experience from the past and the necessary arrangements for the organisation of the multi-donor project, this phase resulted extremely complex and hard. On the other hand, it was considered relevant, among other factors, to respect the conduction of the Census within the internationally recommended period⁴. The main aspects of this phase are described hereafter.

Legislative aspects

7. Preparation for the legislative basis of the Census started in 1999. This was accomplished in connection with the existing Statistical Law dated 16 March 1993 (No. 7687) and largely used internal and external consultations. The Census Law (No. 8669) was adopted by Parliament on 26 October 2000.

8. The Census Law and related bylaws made provisions for planning the instruments and means to conduct the census, including the organisational structure, central and local commissions, reference date, duration of field survey, aiming to contribute to the institutional building of the country. In fact the law states that census results may be used to modernise the national administrative system, such as the establishment of electoral lists and the improvement of the civil registration system. This objective is also reflected in the set of census questionnaires.

9. As the Census law was drafted and passed shortly after the adoption of a new Constitution for Albania, it had to take into consideration the fact that many relevant issues such as citizenship, residence, etc. had not yet been defined with *ad hoc* laws; although it was not within its scope to fill such existing legislative gaps, the Census Law has had to include all required provisions for the strict purposes of census operations and in compliance with international standards.

⁴ Among other things, the Community Census Programme as well as the UN international recommendations for the countries of the UNECE region prepared for the 2000 Census Round aim to the synchronisation of census reference dates in the period from 1 January to 31 May 2001.

Organisational structure

10. Apart from legislative aspects, other preparatory work effectively started at the beginning of 2000. At that time INSTAT set up and established a Census Implementation Unit in separate premises, with a Census Manager and four dependent departments, and launched the organisation of the regional and local offices⁵.

In parallel with the census staff, the preparation and refurbishment of the central and local premises was undertaken. Considerable effort was made to address procurement and equipment (including the means of dealing with the winter electricity shortage) for the temporary premises to carry out the cartographic work, store questionnaires and perform data entry. Nevertheless, the definitive premises for data entry were found rather late and required significant reconstruction, causing delays between the end of data collection and the start of data entry.

Census geography

11. The determination of the *Enumeration Areas* (EA), one of the crucial pre-census activities, was particularly challenging. This was because of the unavailability of documentation from the previous census, lack of maps, new administrative boundaries and denominations, and mostly the recent population movements and uncontrolled settlement around the main cities. Finally, after evaluation of different options, budget and time constraints, activities were based on:

- map and list of households for city blocks in the urban areas;
- list of heads of households for rural areas.

12. More than 3 500 persons worked at the central and local level, for periods from three to nine months depending on the task, so as to elaborate tools for the cities and update the household lists made available from the 1998 Agricultural Census. Among other aspects, it was extremely complicated to deal with the hundreds of names of heads of household in urban areas as well as determine the borders between the cities and nearby villages in the recently urbanised areas. Finally the EAs amounted to approximately 10 000, each including from 80 to 100 households.

Tests and census questionnaires

13. A Pre-test and a Pilot Survey were conducted on samples of 300 and 3 000 households respectively, about one year and six months before the Census Date. These surveys were used to assess the questionnaires and instruction book. Questions considered optional under the international requirements – such as income, ethnicity and religion of respondents – were excluded after careful evaluation. Enumeration Areas for the Pilot Survey were selected in such a way as to duly represent the rural and urban composition of the country and mostly the areas that suffered from departure of the population or large settlement of newcomers.

14. As a particular objective of the project, in order to (partially) evaluate emigration out of the country, basic information was requested of each household on members who were abroad for more than one year. This was part of a *household members summary questionnaire*, purposely designed for possible further use of census data⁶.

⁵ Albania is divided in 12 prefectures each one including from 2 to 4 districts. In overall, there are 36 districts, which correspond to the second territorial level used for the census operations.

⁶ The set of census questionnaires included 5 parts for the *building, dwelling, household members summary, household, individuals* (see Annex).

Public awareness and information

15. Preparation of public awareness and the information campaign began only a few months before the Census, thus activities were mostly concentrated in the last month and during enumeration. Campaigns were based on advertising (TV and radio spots, posters and leaflets in public institutions and main streets) and information events on the objectives and methods of the Census (TV broadcasts, a videotape, which also was used for training purposes, press conferences and articles). The younger student population was reached through specific publicity material including gadgets. A logo and a motto for the Census were also designed. The budget share devoted to publicity amounted to just over 1% of total project cost.



16. The Census took place many years after the preceding, in a totally changed environment, and obtaining population consent was essential. As indicated by the positive reaction from respondents to the enumeration, it seems that this objective has been adequately achieved. Special credit for this should be given to the TV messages.

17. The census related publicity campaign also helped to promote the image of INSTAT throughout the country, by presenting its role and duties and also by introducing some basic statistical concepts.

III. FIELD OPERATIONS IN RESPECT OF THE PLANS

18. Despite difficulties with census geography and delays encountered in printing and dispatching census material within the country, the respect of the planned date was made possible thanks to the firm commitment of INSTAT management and the hard work of its staff. Starting from 1st April 2001 some 12 500 people - supervisors, controllers and enumerators - conducted the field work. Data collection was carried out by enumerators through interviews and *control lists*; the auxiliary forms intended to monitor work, summarise results and issue promptly and shortly after data collection the preliminary results.

19. INSTAT permanently monitored the work through the CIU and its 36 regional offices and sent personnel from headquarters to each district. This allowed for a better understanding of the ongoing process and the sharing of experience. Difficulties at this phase arose out of the country's poor infrastructure and from refusals of enumerators to perform the work, especially in some areas surrounding the city of Tirana.

20. However the main problem arose from part of the Greek minority in the south who temporarily refused to participate in the Census because the question regarding ethnicity was not asked. This was a limited phenomenon, and there was more often a delay in providing questionnaires to local authorities. Anyway, in the end the organisation leading the boycott accepted the Census.

21. At the beginning of field operations INSTAT benefited from the support of international specialists sent under the co-ordination of ACCD. Experts recognised difficulties related to the preparation and implementation phases, but gave a positive overall impression on conduction of the project.

22. Data collection was completed after a maximum of three weeks in about 90% of the country, and ended a few days later in the remaining areas – Tirana, some rural areas in the south and the district of Kukes.

IV. WAYS TO ENSURE AND MEASURE DATA QUALITY

23. Due to budget constraints, post-enumeration surveys were not planned. To ensure quality, apart from the design of the questionnaire itself (with easy to understand clearly stated questions), methods used included consistency checks made automatically by the data entry software and field visits conducted by INSTAT experts a few weeks after enumeration, especially in the most difficult EAs on the Tirana's border.

24. Final data quality was evaluated as fairly good despite the finding of some classical effects⁷. In general, a positive sign was the satisfactory agreement between preliminary and final results. The good coverage of Tirana was more recently, confirmed by the establishment of a GIS for the city. However the approximate 3.1 million inhabitants enumerated by the Census was less than any other population estimates worked out for Albania for that time. Reasons for this difference may be related more to data used for estimates (live births, deaths, migration) than to an undercount of the population by the Census.

V. POST-CENSUS: THE TIME FOR INNOVATIVE WORK

25. After the conduction of field operations, the first post-census activities - namely checking and publication of preliminary data, data entry, checking, editing and coding and the first analysis and publications - were conducted in better work conditions, with less emergency. Despite the efforts deployed to prepare and quickly refurbish the definitive data entry premises, working conditions not under pressure gave the opportunity for the application of more innovative instruments and methods, as it was especially the case for cartography and the first publication.

Data entry

26. In about one year period from the Autumn 2000 to the Autumn 2001, INSTAT developed an advanced software for assisted data entry in Visual Basic with the support of Italian technical assistance. The system, which resulted in a SQL Server relational database, was based on the following main features:

- set of masks reproducing the census questionnaires on screen;
- set up of the hierarchy of codes, to enable the control of data consistency, in very short period of time;
- checking the respecting of consistency rules, such as out of range values;
- linkages and cross-checking between questionnaires, with the possibility of re-entering data in case of inconsistencies between answers;
- automatic coding for selected variables (with the exclusion of classifications ISCO and NACE which were developed after data entry);
- follow-up of the operational flow of data entry organisation and evaluation of the operators' performance.

27. While data entry of *control lists* was carried out at INSTAT headquarters, final data entry was executed in more adequate premises definitively set-up for this purpose only seven months after enumeration. Equipment included UPS and generators used to support the system during power cuts, occurring often during the winter. About 300 operators, supervisors and archivists were organised into two shifts. Entering the questionnaires and solving on a case by case basis any resulting quantitative and qualitative differences (such as, individual records temporarily unassigned to a household because of the mismatching of identifier keys or inconsistencies between data from different sheets of the same questionnaire) took about six months - until the end of April 2002.

⁷ The population heaping, more pronounced for women than men, at higher central ages in the age pyramids due to the illiteracy may be given as main example for it.

Checking and editing of data entry results

28. Checking and correction of data entry results occurred in May and June 2002. The most delicate point was the correction of household composition, which mostly resulted from misunderstanding of the relationship code for each member and the household's reference person or from missing data. Many errors/limits were progressively solved deterministically, however the most complex cases (about 13 000 out of 726 000) required more time-consuming manual editing. Errors in individual records were afterwards detected and edited through the application of CON.COR.D.⁸, a product for the deterministic correction of systematic errors and the probabilistic correction of casual errors in survey results. Building and dwelling data were checked and corrected using deterministic rules through procedures written in SAS.

Publication of the results

29. Preliminary data from the Census were issued three months after enumeration (July 2001) through a paper publication and a press release. About one year later a draft version of the tabulation program, containing final results at the district level and further tables for Tirana's 11 mini-municipalities were prepared for the first publication including a descriptive analysis of results. This publication was prepared in consultation and with the support of several European demographers and international experts who were already providing technical assistance to the Albanian Census. The idea was not to prepare a classical publication just presenting data and tables, but to provide the reader with a user friendly publication where data are shown by means of graphs and maps and where basic phenomena caught through the Census were briefly presented and analysed. It was published in two languages - Albanian and English – and it included brief but sharp presentation on demographic, social and economic conditions of the population, as well as housing and dwelling conditions; a special section was devoted to the analysis of the city of Tirana.

30. This publication with the final results of the Population Census was presented and disseminated in December 2002 (i.e. some 20 months after the census date) at a Workshop organised by INSTAT named "How to use Census data" at the presence of national and international bodies and institutions representing producers and users of statistical information and decision makers.

31. The publication with the main tabulation program is expected in the Spring 2003; further publications including detailed analysis on selected topics will follow at end of the same year and in 2004.

The setting up of a GIS for Albania and Tirana

32. Within this publication INSTAT has largely applied output provided by a specific post-census cartographic module launched at the beginning of 2002 in view of data dissemination. The ex novo setting up of a computerised geographical information system (GIS) for the whole country down to the level of villages as well as for its capital at level of Enumeration Areas is part of this module. This activity was implemented by INSTAT during several months, with the introduction of means and applications (cartographic software, digitalisation of boundaries and contour lines from paper maps, collection of GPS control points, topographical adjustment using satellite images, ...) quite new for the country⁹.

⁸ CON.COR.D. (standing for 'Controllo e correzione dati') is a generalised software developed by ISTAT and largely applied for data check and cleaning in Italy and other European countries..

⁹ A more in-depth description of this activity is presented in the paper '*Digital mapping for the 2001 Population Census in Albania. Technical aspects and benefits for the National Statistical Institute*' submitted by INSTAT to the same Work Session.

VI. A RELATIVELY COSTLY PROJECT

33. As the project is still ongoing and, until now, changes to the original budget have been largely applied, the costs of the Census may only be estimated. Basing indications mainly on this original budget, the planned total amount of about 7 million EURO, mostly from the donors, may be split as follows:

- 32% for preparation, overall management and all international expertise,
- 46% for enumeration (mainly temporary workers, census material and logistics),
- 14% for data entry and processing, and
- 8% for publication, analysis and dissemination of results.

34. According to this budget, the share of costs for material, equipment and facilities should represent overall about 33% of the total budget. While for preparation, census management and enumeration this portion represents about 1/4, for data processing and dissemination it should come to 53 and 72% respectively. For a correct evaluation of this information, it serves to note that labour costs in Albania are relatively much lower than material or equipment, which are often bought abroad.

35. Anyway the average cost should at end result not too different from the current estimate of 2.3 EURO per person, this means within the (wide) range defined by two other Balkan countries like Bulgaria (1.5 EURO per person) and Greece (4.5) applying the same census methodology, which are however about three times bigger. Compared with another Eastern European country closer in terms of population size, i.e. Lithuania (about 2 million population, with about 2.7 EURO as census cost per person), the difference is not too big.

VII. INTERNATIONAL ASPECTS

Different measures and procedures for each member of the multi-donor project

36. Concerning the foreign contribution, a long phase for mobilising the joint support was necessary. The definitive composition of the donors' group was finalised as described in Section 1, however other countries also participated to the preliminary discussions and meetings. The original consensus on the Population Census project included a larger number of countries and institutions, but at the time of the final decision only the countries and institutions mentioned in Section 1 adopted a formal commitment; decisions stemmed from many different factors, including foreign policies adopted by individual countries and technical choices on census organisation and overall goals.

37. Among the countries involved, Italy and Switzerland were operating through projects managed by their NSIs on behalf of the respective Ministry of Foreign Affairs and Co-operation Agencies, while the Greek contribution was mainly managed directly by the Ministry of Finance. Concerning the two international institutions, the Council of Europe and the European Commission, the second one supported the Albanian Census under the frame of national Phare programmes AL-9907, AL-0006 until the Spring 2001 and through a 16 month larger PHARE project¹⁰ after the enumeration.

¹⁰ This Project N. AL9907.01.01 (*Technical Assistance to Support the Development of the Statistical System and the Implementation of the General Population Census 2001 of the Republic of Albania*) was implemented by CESD-Roma.

38. With respect of the provisions from each donor, both technical and financial contributions included the following measures:

- training programmes and study visits for INSTAT staff
- international census experts' technical assistance (through long- and short-term missions)
- procurement of equipment, material, works or services

39. Until now assistance from international census experts has been applied to almost every stage of the Census. In overall, about 25 experts coming from 10 different countries have supported the Census in loco through short missions, and others are now continuing to ensure their contribution to the in-depth data analysis phase, many other people have been involved by receiving INSTAT's experts visiting their institution. Apart from missions, study visits or training, since 2000 INSTAT and international census experts had regular meeting for monitoring, advising and further planning of the activities. In addition, at the headquarters of the concerned institutions, staff has been devoted to the organisation and management of the many activities which were fundamental to manage a project of this kind.

40. Concerning the third measure, mainly the following procurement has been funded (sometimes partially) and now constitutes an asset at the disposal of INSTAT for future work or for modernising INSTAT's statistical office at the district levels:

- the printing of questionnaires and census material;
- the reconstruction work of the data entry premises (as well as, fuel, air conditioning, generators for electricity);
- the IT system and the other equipment and material necessary for data entry (PC, servers, UPS, printers, Cd, floppies, HUBs, computers networks equipments);
- the equipment and material for the GIS;
- the temporary workers employed at different stage.

41. It has to be noted that each external contribution – from countries or institutions - is moving in the frame of specific rules implying the respect of sometimes quite heavy administrative procedures (such as calls for tender) which also take long periods for the realisation. Procedures and their necessary time mostly depend from the amount of the provision to supply. Of course, the same applies to the Albanian financial contribution too.

Benefits and constraints from the conduction of other co-operation projects

42. However, since the beginning of the multi-donor project supporting the Census, INSTAT benefited also from other internationally funded co-operation projects such as the World Bank with the financing of the Living Standards Measurement Study Survey (LSMS), the Swedish technical assistance on business registers or the support from the European Commission to the reorganisation of the Albanian statistical system.

43. Although these projects had to be implemented almost at the same time of the Census, thus creating an extra burden for INSTAT's resources and top management, they also created an important chance to merge results and to effectively complement related activities, creating synergies which otherwise would have been impossible. As an example, the almost concomitant undertaking of the Census and the LSMS survey allows today for the merging of the in depth data derived with the latter together with the spatial and geographical distribution given by the former, resulting in a greater potential of the two operations, which would not have been possible if taken separately.

VIII. CONCLUSION AND LESSONS

44. Despite some not fully favourable conditions, thanks to a strong human engagement and international support, INSTAT managed to carry out successfully the Census as planned in April 2001, in respect of international standards and recommendations, such as the concept of an open population or the family economic unit.

45. Mainly due to the large scale survey and some burdensome procedures in the disbursement of funds from donors, at the preparatory stage the implementation of some activities resulted more complex (or even not possible), as it is the case for the cartographic component. However the Census seems not to have been unduly influenced by that or other events, and many viable solutions have been identified and adopted to solve all critical issues as they arose during project implementation.

46. At end, several difficulties, benefits and lessons may certainly be taken from the experience, also in the light of the international co-operation.

47. As it could be somewhere expected, there were some **difficulties** in the implementation of the project as originally planned or at least according to the ideal plans and way to work. It is possible to summarise the main reasons as follows:

- the complete lack of tools from the previous experience;
- the poor infrastructure's conditions of the country;
- the small size of INSTAT and limited staff available;
- the overlap of the census activities with other regular and ad hoc work (eg: the World Bank supported LSMS Survey with large scale field operations in April 2002, at beginning of census data editing);
- the moving from a premises to another, as the Census Unit headquarters in Tirana moved twice in a 12 month period;
- the different duration, means and constraints of the donor projects (eg: some projects had limitations in the destination for INSTAT study visits or strict attribution of funds to the activities originally defined);
- some burdensome procedures, delay or even omission in the disbursement of funds as well as some heavy and long administrative procedures to undertake the procurement of works or supplies (normally through calls for tender);
- some delay in the availability of supplies, especially for the census questionnaires and the post-census cartographic module;
- the hard at distance work and consultation process, especially for the first publication where many actors from different locations in Europe were involved within a relatively long period;
- the temporary boycott in the South.

48. On the other hand, apart from direct results and output of the Census, the project provided the following **advantages**:

- the Census has been successfully conducted leaving with INSTAT an acquired know how which is crucial for any future survey or census to be conducted in the future;
- the intensive training programme for INSTAT staff in loco and abroad, especially on census tasks, cartography and informatics;
- a large exchange of view and experiences, with many study visits of INSTAT experts abroad (in Turkey, Hungary, Greece, Italy, as well as in the TES training courses) and frequent presence of foreign experts in Albania;
- the Census provided work for many persons in Albania;
- the possibility for INSTAT to access to high level means (eg: satellite images, GIS software or simply the personal computer) and methodologies (eg: a data entry software also including the management of the questionnaires' flow as well as indicators of performance).

49. According to this co-operation experience on a large scale statistical survey and its current stage of advancement, finally several **lessons** may be reported.

- a. Given the importance of the project, working in a combined team was important. The share of views between national and international experts approached very naturally the decision making process by national staff.
- b. The role of communication media and especially the television resulted particularly useful to obtain the interest and the favourable participation from respondents. In the case of Albania, it was even more important because of the need to 'reconnaissance' of the role of the NSI.
- c. It is important to implement co-operation projects as flexible as possible in terms of use of funds. In addition, a 10% of the preliminary budget for unexpected needs may result largely inadequate.
- d. If a multi-donor project gives of course more means and various technical input, it also makes heavier the decisional process. However, it may result more useful to deal with unexpected needs.
- e. Additional time has to be considered at planning stage when a large procurement of work or supplies respecting administrative procedures may be expected.
- f. Modern technologies and communication means (such as Internet and the email system, distance work, satellite images, express mail,) definitively provide more flexible and faster ways of work. On the other hand, there are some risks in terms of accuracy of results, due to intensive exchange of information and data.
- g. Administrative rules need to be put in place in advance, to facilitate the working procedures, they had to be agreed well in advance.



PI - Individual questionnaire



REPOBA

District

Comm/Munic

Town/Village

EA

Building

Dwelling

Household

Person

First name _____

Surname _____

1. Sex

Male 1

Female 2

2. Date of birth

3. Place of birth Date Month Year

In Albania 1
District Town/Village

Abroad 2
Country _____

4. Where were you residing on 1 April 1989?
(Only persons born before 1 April 1989)

In Albania 1
District Town/Village

Abroad 2
Country _____

5. Where were you residing one year ago?
(Only for persons then already born)

In Albania 1
District Town/Village

Abroad 2
Abroad _____

6. Place of presence at census moment

At the same place where you reside 1

Elsewhere in Albania 2

District Town/Village

Abroad 3
Country _____

If in another place or abroad, the reason for your absence:

Studies 1

Work 2

In an institutional household 3

Other/ Not stated 4

7. What is your marital status?

Single 1

Married 2

Widowed 3

Divorced 4

Month and year of last marriage

Month Year

Questions 8-10 only for persons 6 years and above

8. Do you know how to write and read?

Yes 1

No 2

9. How many years of school have you successfully completed?

10. What is the highest diploma obtained?

No diploma 1

4 years school (elementary) 2

8 years school (lower secondary) 3

Upper secondary - Vocational (2 years) 4

Upper secondary - General (4 years) 5

Upper secondary - Technical (4 years) 6

University 7

Post-University 8

If you have a university degree, specify it:

Only for women 15 years and over

11. Number of children

How many children have you born?
(including those no longer living)

How many of them are still alive?

Only for persons 15 years and above

12. What is your present economic status?

- Employed 1
- Unemployed, looking for a new job 2
- Unemployed, looking for the first job 3
- Housekeeper 4
- Student 5
- Retired 6
- In compulsory military service 7
- Not employed, not looking for a job 8
- Other inactive (handicapped, etc.) 9

13. Whatever the answer given in Question 12 above: how many hours (in paid employment) did you work last week?

Only for persons who are employed or go to school:

14. Means of travel you use most to go to work or school

- Bus 1
- Minibus 2
- Car 3
- Motorcycle 4
- Bicycle 5
- By foot 6
- Other 7

Questions 15-22 to be answered only by employed persons (Q12=1)

15. What is your status in employment:

- Employee 1
- Employer 2
- Own account worker 3
- Contributing family worker 4

16. Branch of industry of place of work

Name and place of work

District Town/Village

Describe in detail the economic activity at your place of work

----- **NACE**

17. Type of your place of work

- Fixed premises outside home 1
- Home (not a farm) 2
- Farm, which is home 3
- Not a fixed place of work 4

18. Occupation: give the title and description of your job

Title -----

Description ----- **ISCO-88**

19. Do you have a:

- Permanent job 1
- Temporary job 2
- Seasonal job 3
- Occasional job 4

20. How many hours do you usually work in a week ?

21. How often do you return to your permanent residence?

- Each day 1
- Not each day, but at least weekly 2
- Less than once a week 3

22. Do you have another job, apart from the one you described above?

- Yes 1
- No 2

If yes, write title and job description:

Title -----

Description ----- **ISCO-88**

PNJEF - Household questionnaire

Household number

This part has to be filled in for each household living in the dwelling

1. Ownership of the dwelling

Are you:

Owner of the dwelling 1

Renting the dwelling 2

Other 3

If the answer is 2 or 3, who is the owner of your dwelling?

Another person or family 1

Private building enterprise 2

Old-regime owners 3

Public housing entity 4

Other 5

2. Which material do you use for heating

If your household uses one of these, mark them (several options possible)

Wood 1

Electricity 2

Gas 3

Oil, petrol, etc. 4

Coal 5

None 6

3. Agricultural land

Do you own agricultural land?

No 2

Yes 1

Where is that land situated?

District Town/Village

Cultivated by:

Yourself (with household members) 1

By others 2

Not cultivated 3

4. Household equipment

Do you have:

	Yes	Nb
a. TV	<input type="checkbox"/> 1	<input type="checkbox"/> 2
b. Parabolic antenna	<input type="checkbox"/> 1	<input type="checkbox"/> 2
c. Refrigerator	<input type="checkbox"/> 1	<input type="checkbox"/> 2
d. Washing machine	<input type="checkbox"/> 1	<input type="checkbox"/> 2
e. Electric cooking stove	<input type="checkbox"/> 1	<input type="checkbox"/> 2
f. Gas cooking stove	<input type="checkbox"/> 1	<input type="checkbox"/> 2
g. Microwave oven	<input type="checkbox"/> 1	<input type="checkbox"/> 2
h. Airconditioner	<input type="checkbox"/> 1	<input type="checkbox"/> 2
i. Computer	<input type="checkbox"/> 1	<input type="checkbox"/> 2
j. Car	<input type="checkbox"/> 1	<input type="checkbox"/> 2



PNB - Building/Dwelling questionnaire



District Comm/Munic

Town/Village EA Building

Dwelling Household number (0 if no households in this dwelling)

Building questionnaire

Complete the building questions only for the first or only dwelling in the building

1. Type of building

- Single dwelling 1
- Multiple dwellings 2
- Partially other purposes 3
- For collective household 4
- Other 5 (specify)

Stop Building and Dwelling questionnaires

Stop Building questionnaire

2. Building character

- Plastered with roof 1
- Plastered with terrace 2
- Not plastered with roof 3
- Not plastered with terrace 4

3. Main construction material

- Pre-fabricated 1
- Bricks, stones 2
- Wood 3
- Other 4

4. Has the building an elevator?

- Yes 1
- No 2

5. Time of construction

- Before 1945 1
- 1945-1960 2
- 1961-1980 3
- 1981-1990 4
- After 1990 5
- After 1990, year

6. Number of floors, including ground floor

- 1 floor 1
- 2 floors 2
- 3-5 floors 3
- 6-10 floors 4
- More than 10 floors 5

7. Number of dwellings in the building

- 1 dwelling 1
- 2 dwellings 2
- 3-4 dwellings 3
- 5-8 dwellings 4
- 9-15 dwellings 5
- 16 dwellings and more 6

Dwelling questionnaire

Postal address:

Quarter

Street

Building No.

Entrance No.

Apt. No.

1. Households in the dwelling

Is the dwelling inhabited?

- No **Stop dwelling questions**
- Yes

Complete the other dwelling questions only for the first or only household in the dwelling

2. How many households live in this dwelling?

3. Rooms (Excluding kitchen)

Total number of rooms

Work rooms only

4. Kitchen

- Does the dwelling has a room only for cooking?*
- Yes 1
- No 2

5. Inhabited surface

- What is the inhabited surface?*
- Less than 40 m² 1
- 40-69 m² 2
- 70-99 m² 3
- 100-130 m² 4
- More than 130 m² 5

6. Water supply

- Water supply for the dwelling:*
- Inside the dwelling 1
- Outside the dwelling 2
- Well or water tank 3
- Not supplied with water 4

7. Toilet facility

- Does the dwelling have:*
- One W.C. inside 1
- Two or more W.C.'s inside 2
- W.C. outside, with piping 3
- W.C. outside, without piping 4
- No W.C. 5

8. Principal heating

- Does the dwelling have:*
- Central heating 1
- Individual heating 2
- No form of heating 3

1 Members of the household that are present, or absent for less than 1 year

Household number

Nr	Name	Surname	Father's name	Date of birth dd-mm-yyyy	Sex 1=M 2=F	Relationship with the reference person	Family nucleus	Registered in the civil registration office of		Citizenship X = foreign
								District	Town/Village	
	02	03	04	05	06	07	08	09		10
01					1 2					
02					1 2					
03					1 2					
04					1 2					
05					1 2					
06					1 2					
07					1 2					
08					1 2					
09					1 2					
10					1 2					

Codes 07 - Relationship with the reference person	
01 - Reference person	08 - Brother or sister
02 - Husband or wife	09 - Brother-in-law or sister-in-law
03 - Factual partner of reference person (not actually married)	10 - Son-in-law or daughter-in-law
04 - Natural-born son or daughter	11 - Nephew or niece
05 - Adopted/Steep son or daughter	12 - Uncle or aunt
06 - Father or mother	13 - Other form of relative
07 - Father-in-law or mother-in-law	14 - No family relation

2 Members of the household that are absent for more than 1 year (abroad)

Nr	Name	Surname	Father's name	Date of birth dd-mm-yyyy	Sex 1=M 2=F	Relationship with the reference person	Registered in the civil registration office of		Country
							District	Town/Village	
	02	03	04	05	06	07	09		10
01					1 2				
02					1 2				
03					1 2				
04					1 2				
05					1 2				

3 Persons temporarily present at the time of the enumeration

Nr	Name	Surname	Father's name	Date of birth dd-mm-yyyy	Sex 1=M 2=F
	02	03	04	05	06
01					1 2
02					1 2
03					1 2
04					1 2
05					1 2

Registered in the civil registration office of		Citizenship X = foreign
District	Town/Village	
09		10