

UNITED NATIONS ECONOMIC COMMISSION FOR AFRICA

REPORT OF THE MISSION TO MALAWI
(30 January to 5 February 1984)

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This report is the sole responsibility of the writer. It has been submitted to the Department of Technical Co-operation, United Nations, which may alter or supplement these findings.

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I. INTRODUCTION

1. A previous mission (Basu, 29 June - 9 July 1983) of the Economic Commission for Africa (ECA) assisted the National Statistical Office (NSO) of the Government of Malawi in planning a nation-wide labour force survey. Subsequently an International Labour Office (ILO) Consultant on Labour Force and Manpower and a United Nations Consultant on sampling assisted the NSO in preparing the details of the survey. The ILO Consultant left after 3 months and soon thereafter the NSO carried out the labour force survey from the middle of October 1983 to about the end of November 1983. It was felt that it would be useful to review the experience of the Malawi labour force survey at this stage particularly because an ECA mission was being undertaken to Botswana in early February 1984, to assist in planning a labour force survey there scheduled to start in May 1984. Accordingly, the ECA got in touch with the Government of Malawi which invited the mission to assist the NSO in reviewing the survey experience and quality of data and in organizing further steps for coding, editing and analysis of data.

2. The mission was carried out at Zomba from 30 January to 5 February 1984. At the outset a general meeting was held under the chairmanship of the Commissioner of Census and Statistics to discuss the progress of the labour force survey through different stages and the major problems faced. The latest position was that all the completed questionnaires were available in the NSO but editing and coding had not started. The mission, therefore, suggested a small-scale exercise to be undertaken to examine the quality of data. In this exercise a sub-sample of about 100 EA's enumerated in the survey was to be selected from both urban and rural areas, 2 households were to be drawn at random from each EA and the main variables for the selected households were to be tabulated in sequence to examine consistency, quality and magnitude. This exercise was ably carried out by the staff of demographic and social statistics section of the NSO under the supervision of its senior officers and the mission. The results were discussed in a second general meeting held on 4 February 1984, under the chairmanship of the Commissioner. Based on this exercise and the discussions, the mission amplified the coding and editing instructions which had already been drafted by the NSO and laid down specifications for identifying the various categories of persons, e.g. employed, underemployed, unemployed and not in labour force, from the responses to the questionnaires adopted. These were discussed and adopted in a third general meeting held on 5 February 1984, under the chairmanship of the Commissioner.

3. A list of persons who participated in the discussions on labour force surveys is enclosed at Appendix A. The mission wishes to record its deep appreciation of the help and co-operation received from all and in particular from the Commissioner of Census and Statistics.

II. CONDUCT OF LABOUR FORCE SURVEY AND PROBLEMS FACED

4. Preparatory work of the survey started in July 1983. At that time it was thought that the actual field work would start in November 1983. Later the date for starting the field work was advanced to mid-October and it had to be completed by end of November 1983, to accommodate plans of operations for the continuing Annual Survey of Agriculture in Rural Areas. It was also decided to carry out a survey of handicapped persons during the listing stage of the labour force survey. All this created a severe time constraint for completing the preparatory work for the survey. Pilot testing of labour force questionnaires was confined to one day only. After the questionnaires were modified, they were tested mostly through simulated interviews and not in the field. The time devoted to some of the preparatory work, particularly testing and design of questionnaires and instructions, was short but it is commendable that the NSO was able to complete all the preparatory work and launch the survey in about 3 months' time.

5. The labour force survey covered 303 Enumeration Areas (EA's) as follows:

	<u>No. of EA's</u>
Rural Agricultural Development Areas	200
Rural non-Agricultural Development Areas	16
Major urban areas	69
Other urban areas	18
	<u>303</u>

The rural EA's were the same as had been used during the 1982 Malawi Demographic Survey but the urban sample was re-drawn with the assistance of the UN Consultant on sampling. All the sampled EA's were re-listed and a sample of 30 households was selected from each. Thus, in all about 9 000 households were covered. Non-response was insignificant. The UN Consultant on Sampling has calculated the relative sampling errors of numbers of households and population. This is less than 5 per cent for the three regions (North, Central and Southern) in rural areas and for all-urban and was about 2.6 per cent at the national level. For individual urban areas the relative standard error is higher, being 6.5 per cent for Blantyre, 10 per cent for Lilongwe and 22 per cent for Zomba /Mzuzu. The sample is not self-weighted as a fixed number of households had to be selected from each E.A. The weights for the sampled EA's have already been calculated.

6. The field work in rural areas was carried out mostly by enumerators of the annual survey of agriculture who are stationed at each of the sampled EA's. Only for EA's in non-Agricultural Development Areas, mobile teams of enumerators were employed-one each for the three regions. In urban areas resident enumerators were employed on a temporary basis to do the field work. Supervision of field work was somewhat slack in rural areas but this was made up by visits of senior officers from NSO headquarters. In about 6 EA's the field work broke down due to management problems and the NSO headquarters had to rush mobile teams to these areas to complete the work in time. Vehicles created a major problem for the execution of the field work. Four vehicles ordered specially for the labour force survey never arrived. The NSO had, therefore, to use its old vehicles, which broke down frequently, and had also to hire vehicles. In spite of all the problems, the field work was completed in time.

7. At present all the completed labour force survey questionnaires have been assembled at the NSO. They are being kept in folders for each EA. Examination and editing of the questionnaires have not started because priority is being accorded to the editing of completed returns for the survey of handicapped persons for which the final report has been promised in May-June 1984. However, it is expected that manual editing and coding of labour force survey questionnaires will start soon. The NSO intends to do 100 per cent manual editing of the questionnaires and this is necessary from an assessment of quality of data during the present mission. The ILO consultant had prepared a tabulation plan for the survey but that was considered by the NSO to be too lengthy and complicated. The NSO has recently prepared a simplified version of tabulation plans, a copy of which was given to the mission. Both the tabulation plans left one major missing link, viz, how to place persons in different categories like employed, unemployed and out of labour force and within each by sub-categories on the basis of various replies furnished in the questionnaire. This problem was sorted out during the mission and certain general ideas were formulated on tabulation of data, as will be discussed later. However, the mission had no time to examine in detail the tabulation plans prepared by the NSO and in any case the plans will have to be reviewed in the light of assessment of quality of data and discussions during the present mission. The mission agreed to send its comments on tabulation plans to the NSO on return to Addis Ababa.

III. ASSESSMENT OF QUALITY OF DATA

8. As mentioned earlier, a sample tabulation of data from completed questionnaires was carried out to get insights into quality. From the list of EA's surveyed, a systematic sample with a random start of one-fourth rural EA's and one-half urban EA's were sampled. This gave 54 rural EA's and 42 urban EA's. The folders of each selected EA were located and 2 households with completed labour force survey questionnaires were selected at random. The data on age and sex from questionnaire 1 and most of the activity particulars from questionnaire 2 (reproduced at Appendix B) were transferred to a running sheet for each person by households. These were examined in detail and several cases of doubtful entries were investigated. In the next step unweighted (weighting was avoided to save time) summary tables were prepared to check inter-relationships and consistencies between questions and to obtain broad distributions, even though based on a very small sample. Age-sex distribution of population by labour force and non-labour force categories for urban and rural areas are shown in Appendices C and D respectively. They show a predominance of mixed activities among labour force categories.

9. The mission gave an account, question by question, of the deficiencies found in the meeting of senior officers of NSO held on 4 February 1984. In general, the following three broad types of errors were noticeable in the completed questionnaires:

- (a) Blanks, double entries, wrong entries and impossible codes;
- (b) Mistakes in following "Go-To" instructions resulting in wrong entries or no entries;
- (c) Inconsistencies between replies to different questions (in particular questions 6 and 7 and 9 and 10)

Many of the errors can be corrected in the course of manual editing and where imputation or alteration is necessary it should be done at the supervisory level. Coding and editing instructions were finalized accordingly and these are shown at Appendix E. This may have to be reviewed from time to time as editing proceeds.

10. Coming to individual questions in the main labour force questionnaire (No. 2- Appendix B), questions 1 to 4 have worked well and have given most of the pertinent information about labour force and non-labour force activities. On the basis of these questions mainly, the Malawi labour force survey is able to provide a picture of multiple activities (vide Appendices C and D), which is not available in other labour force surveys. Appendices C and D, though based on a very small sample of households, show that majority of persons working are also engaged in non-economic activities (mainly household duties) and this comes out strikingly for women workers in rural areas. It is also seen that persons only looking for work are negligible - most persons looking for work are also working.

11. Question 5 has very few positive entries and if the results of the exercise are any guide, it may not be possible to analyse the results by causes taking into consideration the sample size of the survey. Incidentally, code 6 - "Yes, will start new job soon" is somewhat ambiguous because persons to start new jobs soon are considered to be unemployed. There was no observation against this code in the sample tabulation done but if an observation comes in, it has to be considered whether the person concerned should be classified as "with job (not at work) but looking for work" along with persons answering "Yes" to question 11.

12. In question 6 most observations (85 per cent taking both urban and rural areas) are concentrated in two codes, viz, code 7 - do not want work because of household duties and code 8 - do not want work because of school, etc. In several cases, the same persons (with code 7 or 8 in question 6) have answered "Yes" to question 7, i.e., they are interested in working outside the household for pay or profit if such work were available. This gives rise to an apparent inconsistency, which may be due to the wording of the questions or presumed differences in reference period (last week and now).

13. Daily hours reported in question 8 are constant from day to day in a majority of cases - both in rural and urban areas and for both paid employees and self-employed - even though most persons have reported several kinds of work-activities in Questions 2.1 to 2.9. Total weekly hours worked are long (65 or more) in many cases in urban areas, particularly among watchmen, security guards, drivers and domestic servants - the highest figure recorded being 138. There is a marked difference in the distribution of persons by hours worked between urban and rural areas. The modal frequency class is "45 hours and above" in urban areas and "15 to less than 30 hours" in rural areas. It raises the question whether the same cut-off point "less than 30 hours" for measuring visible underemployment is appropriate for both urban and rural areas.

14. Most entries in question 9 are from rural areas, as can be expected. The largest concentration is in code 3 - holiday, religious or other ceremonies - followed by code 7 - did not want more hours because of household duties. Very few observations are against code 6 - slack season, lost job or laid off. Several persons answering that they did not want more hours of work (code 7, 8, 9) in question 9 have responded "Yes" to question 10 - "do you want to take up work/additional work/another work now"? This apparent contradiction may be due to implied difference in the reference periods of the two questions (last week and now), the purpose of which is not clear. The cases will have to be looked into in the course of manual editing.

15. Question 10 has been asked of persons working 30 or more hours also. The sample tabulation shows that about 25 per cent of such persons in urban areas and about 35 per cent in rural areas have responded "Yes" to question 10. This seems to reflect an inextricable mixture of visible and invisible underemployment which may be the predominant pattern. A few cases are noticed where a person working as well as looking for work has answered "No" to question 10. This is again a sort of apparent inconsistency which has to be looked into during manual editing.

16. Entries in Question 11 are negligible. Considering the sample size, a further break-down as envisaged in question 12 may not be possible. Almost 90 per cent of the entries in Question 14 are against code 8-never worked before.

17. Questions 15 to 18 do not yield information on labour force distribution by usual status but seem to be directed to capturing seasonal pattern of employment. The sample tabulation shows that in urban areas weekly hours worked for both the past wet and dry seasons (question 15) are the same as current weekly hours (question 8) in 90 out of 114 cases. Not much reliance can perhaps be placed on hours reported in question 15. The main occupation (question 16) during past wet and dry seasons is the same as the current occupation (question 19) in 108 out of 114 cases. In rural areas, there are variations between hours worked during past wet and dry seasons and also between current weekly hours and hours worked during past wet and dry seasons; but the main occupation is the same (past dry and wet seasons and current) in 214 out of 226 cases.

18. Questions 19.1 to 19.3 cover very few casual wage labourers and they are mostly in rural areas. Questions 19.3'1 to 19.3'6 are about earnings of employees. The sample tabulation shows large variations in earnings, sometimes for the same reported occupation. It seems that payments in kind have not been reported in several cases, particularly for domestic servants. Questions 19.3'3, 19.3'4 and 19.3'6 do not ask for the periods to which the payments relate but it is assumed that they are for pay-period reported in question 19.3'2, which may or may not be correct.

19. It is noticed from the questionnaire that for persons with job but not at work, there are no figures of hours worked (usual or when they worked last) and hence it is not possible to classify them as visibly underemployed or not. Also for the underemployed there are no figures of additional hours available for work. Hence the volume of underemployment cannot be measured.

20. All the points mentioned above and the distributions in Appendices C and D were discussed in a NSO-meeting held on 4 February 1984. It was agreed that manual editing of questionnaires should be done on 100 per cent basis and in the process persons should be classified into appropriate labour force and non-labour force categories. The mission was specially requested to prepare specifications for such categorisation which had not so far been attempted. The multiple activity patterns, low rate of open unemployment (persons only looking for work), few casual wage labourers, long hours worked in urban areas particularly by watchmen, drivers, domestic servants, etc and large variations in earnings were considered to be reasonable in the national context. On current hours worked, the general view was that the figures could only be rougher, particularly in rural areas where people were not used to count time by watches. It was generally agreed that retrospective data for a year back could not reliably throw light on seasonality. The best way to get an idea of seasonality is to have a year-round survey with the sample appropriately spread over the seasons. The CSO will keep this in view for the future. It was also felt that the questionnaire could be simplified a great deal on the basis of the experience of the present survey.

IV. TABULATION PLANS

21. The NSO desired that the final results of the survey should be presented according to the categories outlined in Appendices C and D so that users could adopt any model, which they may choose, for analysis of data. The tabulation plans should, therefore, provide full details (break-downs by age, sex, education, training, hours, occupation, industry, etc.) for each category separately so that the data could be combined or re-combined in any manner desired. In other words, the categories in Appendices C and D should form the core of tabulation plans. As regards treatment of persons both working or with job and looking for work, the NSO would like to adopt the internationally recommended priority criterion (the status of working or with job given priority over looking for work) and take all such persons as employed. However, if some users would like to take some of these persons as unemployed (on the basis of replies to questions 4.1 to 4.3 or on the basis of visible underemployment) and the rest as employed, they would be free to do so.

22. The NSO has prepared tabulation plans and is in the process of preparing dummy tables. These will have to be reviewed in the light of the above. The mission will also send its comments on tabulation plans from Addis Ababa.

V. CATEGORISATION OF PERSONS

23. The questionnaire, as designed, gives information about each person in different parts and such information has to be related together to determine whether a person is employed, visibly underemployed, unemployed or out of labour force and within each the appropriate activity category to which the person should be assigned. The task is made more difficult because of apparent inconsistencies in and between certain questions, as mentioned in paragraphs 11, 12, 14 and 15. Taking the questionnaire as it is and assuming that the inconsistencies will be reconciled in the course of manual editing, specifications for categorisation of persons are shown in Appendix F. These were discussed and accepted in a NSO meeting on 5 February 1984. However, the specifications need to be carefully examined as they are fundamental to the tabulation plan. It was agreed that the NSO would test the specifications on the basis of sample tabulation data to make sure that every person and every contingency is properly covered.

VI. OTHER MATTERS

24. The NSO is planning a family formation survey the field work of which is scheduled to be launched in May 1984. This will be the third nation-wide survey to be taken up within a period of six months. Naturally there will be pressure on editing, coding, computer processing and tabulation, analysis of data and preparation of reports. The mission was assured that the NSO was better equipped now to handle all the work and due priority would be assigned to completion of work relating to the labour force survey.

APPENDIX A

LIST OF PERSONS PARTICIPATING IN DISCUSSIONS

Mr. E.F. CHING'ANDA	- Commissioner of Census and Statistics
Mr. J.H. NOWA	- Principal Statistician (Demography), NSO
Mr. W.R. M'MANGA	- Senior Statistician (Demography), NSO
Mr. W.H. MBALE	- Senior Statistician (Social Statistics), NSO
Mr. S. MNDALA	- Senior Systems Analyst, NSO
Mr. M. P. HEDWA	- Statistician, NSO
Ms. A. MARTENS	- UN, Chief Technical Adviser
Mr. M.L. SRIVASTAVA	- UN Demographer / Analyst
Mr. DES RAJ	- UN Sampling Adviser

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MALAWI LABOUR FORCE SURVEY 1983

QUESTIONNAIRE 2:

ACTIVITIES OF POPULATION

AGED 10 YEARS AND OVER

(= Mark X if continuation
and insert sheet number =)

REGION/DISTRICT	1	2
TA or TOWN	3	4
ADD	5	6
ENUMERATION AREA	7	8
Village/Place	10	11
Household number	13	14
Total dwelling units	15	16

Serial no. from Questionnaire 1

Name of household member

INSTRUCTIONS: Indicate YES (=1) against all activities on which the person spent at least 1 hour during the past seven days, NO (=2) against all others. Put a ring around the proper code number. Continue to the next question unless otherwise instructed.

NON-ECONOMIC ACTIVITIES DURING THE PAST SEVEN DAYS:

	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
1.1 Did you attend school, training institution, take correspondence or other course, or serve as a learner/apprentice without being paid?	1	2	1	2	1	2	1	2	1	2	1	2
1.2 Did you do household duties, like cleaning, cooking, fetching water/ firewood, looking after children, etc. (not as a domestic servant)?	1	2	1	2	1	2	1	2	1	2	1	2
1.3 Did you take part in any voluntary activity without being paid, like charitable or community development activities?	1	2	1	2	1	2	1	2	1	2	1	2

INSTRUCTIONS: If YES to more than one question 1.1-1.3, GO TO question 1.4. Otherwise GO TO question 2.1.

1.4 Which activity was the most important in terms of time spent? (Enter 1.1, 1.2, or 1.3.)

2. WORK DURING THE PAST SEVEN DAYS :

	yes	no	yes	no	yes	no	yes	no	yes	no	yes	no	yes	no
2.1 Did you work for at least one hour in your own enterprise or in an enterprise belonging to another member of the household?	1	2	1	2	1	2	1	2	1	2	1	2	1	2
2.2 Did you work in the farm, garden, estate or look after livestock belonging to the household?	1	2	1	2	1	2	1	2	1	2	1	2	1	2
2.3 Did you do fishing, hunting, logging or collecting firewood, mainly for sale?	1	2	1	2	1	2	1	2	1	2	1	2	1	2
2.4 Did you attend to trade, business, transport, professional or other services, or make beer, mats, baskets, handicrafts, etc., for sale?	1	2	1	2	1	2	1	2	1	2	1	2	1	2
2.5 Did you work on a job in the household you are living in for wage or salary in cash or kind? (Work as a domestic servant is also included.)	1	2	1	2	1	2	1	2	1	2	1	2	1	2
2.6 Did you work on a job outside the household for wage or salary?	1	2	1	2	1	2	1	2	1	2	1	2	1	2
2.7 Did you work as a learner or apprentice for wage or salary in cash or kind?	1	2	1	2	1	2	1	2	1	2	1	2	1	2
2.8 Did you do any other work which gave you an income in cash or kind?	1	2	1	2	1	2	1	2	1	2	1	2	1	2
2.9 Did you work without remuneration on neighbour's farm, house, etc., as part of mutual exchange of labour?	1	2	1	2	1	2	1	2	1	2	1	2	1	2

3. LOOKING FOR WORK DURING THE PAST SEVEN DAYS :

	yes	no	yes	no	yes	no	yes	no	yes	no	yes	no	yes	no
3.1 Did you go to farms, estates, work-sites, factories, labour offices, etc., in search of work?	1	2	1	2	1	2	1	2	1	2	1	2	1	2
3.2 Did you ask friends or relatives, insert advertisement, answer advertisement, apply to firm or attend interview to find work?	1	2	1	2	1	2	1	2	1	2	1	2	1	2
3.3 Did you try to arrange or go in search of possibilities for starting your own enterprise?	1	2	1	2	1	2	1	2	1	2	1	2	1	2

OPERATOR : Based on the answers to questions 2.1-3.3, use

the table below and follow the GO TO instruction :

Questions : 2.1-2.9 3.1-3.3 Instruction

Answers : all NO all NO GO TO question 5
one or more YES all NO GO TO question 8

4. BOTH WORKING AND LOOKING FOR WORK DURING THE PAST SEVEN DAYS :

	yes	no	yes	no	yes	no	yes	no	yes	no	yes	no
4.1 Does your present work meet with your qualifications and experience?	1	2	1	2	1	2	1	2	1	2	1	2
4.2 Is your present work regular and more or less full time?	1	2	1	2	1	2	1	2	1	2	1	2
4.3 Is your present work likely to continue for at least one month?	1	2	1	2	1	2	1	2	1	2	1	2

 EXPLANATOR : When questions 4.1-4.3 have been answered, GO TO question 8.

5. Do you have a job or enterprise from which you are temporarily absent and to which you expect to go back?

Yes, was ill or injured.....1												
Yes, on leave or vacation.....2												
Yes, work laid off, waiting for recall.....3												
Yes, material shortage.....4												
Yes, equipment break-down.....5												
Yes, will start new job soon (within 4 weeks)....6												
No, had no work past seven days.....7												

 EXPLANATOR : If YES to question 5 (code 1-6), GO TO question 10.
 If NO to question 5 (code 7), GO TO question 6.

6. What is the main reason that you were not looking for work past seven days?

Stopped looking for work earlier.....1												
Waited for results of previous efforts....2												
Believed no work was available.....3												
Do not know where to seek work.....4												
Ill, injured or handicapped.....5												
Too old /have a pension.....6												
Do not want work because of household duties.....7												
Do not want work because of school etc....8												
Other reason (Describe in footnote).....9												

7. Are you at all interested in working outside the household for pay or profit, if such work were available?	yes	no	yes	no	yes	no	yes	no	yes	no	yes	no
	1	2	1	2	1	2	1	2	1	2	1	2

 EXPLANATOR : If YES to question 7, GO TO question 13.
 If NO to question 7, GO TO question 14.

9. How many hours did you work during the past seven days at all jobs and/or own enterprises?

 ENUNCIATION : Start with yesterday (7th day), name the days (7th, 6th, etc.), and record hours actually worked on each preceding day (5th, 4th, etc.) until seven days are covered. (Include over-time and waiting-time on the job. Exclude time lost for such reasons as illness, holidays or meals. Remember that Saturdays and Sundays often have less or no working-time.)

Add the hours. If TOTAL is 30 hours or more, GO TO question 10.

10. What was the main reason for working less than 30 hours?

- 1 Ill or injured.....1
- 2 Leave or vacation.....2
- 3 Holiday, religious or other ceremonies (weddings, funerals, etc.)...3
- 4 Work stoppage or equipment breakdown....4
- 5 Could not find full-time work.....5
- 6 Slack season, lost job or was laid off...6
- 7 Did not want more hours because of household duties.....7
- 8 Did not want more hours because of school or training.....8
- 9 Other (Describe in footnote).....9

Day/Week	Hours	Hours	Hours	Hours	Hours	Hours
7th						
6th						
5th						
4th						
3rd						
2nd						
1st						
TOTAL						

Enter correct code from the table						
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10. Do you want to take up work/additional work/another work now?

- 1 Yes, wage or salaried work, if one is offered.....1
- 2 Yes, self-employment, if resources are made available....2
- 3 Yes, either type of work.....3
- 4 No, do not want additional or other work.....4
- 5 Do not know.....5

Enter correct code from the table						
-----------------------------------	--	--	--	--	--	--

 ENUNCIATION : When question 10 has been answered, GO TO question 15.

11. If you have a job or enterprise from which you are temporarily absent, and to which you expect to go back?

yes	no	yes	no	yes	no	yes	no	yes	no
1	2	1	2	1	2	1	2	1	2

EXPLANATION: If YES to question 11, GO TO question 12.
If NO to question 11, GO TO question 13.

12. What is the reason you are absent from your job or enterprise?

111 or injured.....1									
Leave or vacation.....2									
Laid off, waiting for recall...3									
Material shortages.....4									
Equipment breakdown.....5									

Enter correct code from the table

13. What kind of work do you want?

Work for wage or salary, if one is offered.....1									
Self-employment, if resources are made available...2									
Other type of work.....3									

Enter correct code from the table

14. How long ago did you work last for pay or profit?

Worked more than five years ago.....1									
Worked one to five years ago.....2									
Worked seven to twelve months ago...3									
Worked four to six months ago.....4									
Worked one to three months ago.....5									
Worked less than 30 days ago.....6									
Never worked for pay or profit, but worked as a slave.....7									
Never worked before.....8									

Enter correct code from the table

EXPLANATION: If code 3, 4, 5, 6 or 7 in question 14, GO TO question 15.
If code 1 or 2 in question 14, GO TO question 19.
If code 8 in question 14, END THE INTERVIEW.

15. Usually, how many hours per week did you work past twelve months during the wet and the dry season?

Hours	Hours	Hours	Hours	Hours	Hours

Dry season (May '83-Oct '83): Total hours per week

Wet season (Nov '82-Apr '83): Total hours per week

--	--	--	--	--	--	--

19. I have you :

Enter the correct code
from the table

Enter the correct code
from the table

19.3 If paid employee, were you :

Enter the correct code
from the table

Enter the correct code
from the table

Enter the correct code
from the table

Enter amount Kwacha, tabala 2

Enter amount Kwacha, tabala

	yes	no	yes	no	yes	no	yes	no	yes	no
1	2	1	2	1	2	1	2	1	2	1
2	1	2	1	2	1	2	1	2	1	2

TABLE I
Summary of results from the three experiments

Experiment	Condition	Mean score (SD)
Experiment 1	Control	7.8 (1.2)
	Training	9.2 (0.8)
Experiment 2	Control	6.5 (1.5)
	Training	8.1 (1.1)
Experiment 3	Control	7.2 (1.3)
	Training	8.5 (0.9)

Name of household member									

20. What kind of production or service (industry) was performed at your place of work during the past seven days?

If not working, ask :

What kind of production or service (industry) was performed at your last place of work?

Industry (Describe)									
Name of enterprise (or owner)									
(for office use only)									

21. In what type of establishment or enterprise were you engaged?

- Government.....1
- Para-statal.....2
- Private firm.....3
- Household enterprise.....4
- Co-operative.....5
- Other (Describe in footnote).....6

Enter correct code from the table									
-----------------------------------	--	--	--	--	--	--	--	--	--

22. How many persons were engaged in the establishment or enterprise at your place of work?

- Less than ten.....1
- Ten or more.....2

Enter correct code from the table									
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END OF INTERVIEW.

Name of Interviewer

Date of interview

Name of Supervisor

Date of review

APPENDIX C

Unweighted Distribution of persons by activities (urban)

Activity Category	Ages 15 and above			10 to 14 years		Total		Grand Total
	Men	Women	Boys	Girls	Male	Female	Total	
1. WORKING								
1.1 Only working with no other activity	41	2	-	2	41	4	45	
1.2 Working and engaged in household duties	24	24	-	2	24	26	50	
1.3 Working and engaged in other non-economic activities	3	6	-	-	3	6	9	
2 WITH JOB BUT NOT AT WORK								
2.1 With job but not at work	2	-	-	-	2	-	2	
2.2 With job but also looking for work	1	-	-	-	1	-	1	
3. LOOKING FOR WORK								
3.1 Looking for work only-no other activity	-	-	-	-	-	-	-	
3.2 Looking for work and engaged in non-economic activities	1	1	-	-	1	1	2	
4. WORKING AND LOOKING FOR WORK								
4.1 Working and looking for work	7	4	-	-	7	4	11	
4.2 Working, looking for work and engaged in non-economic activities	8	5	-	-	8	5	13	
5. AVAILABLE FOR WORK								
5.1 Available for work - no other activity	-	-	-	-	-	-	-	
5.2 Available for work and engaged in non-economic activities	4	12	-	-	4	12	16	
6. NON-ECONOMIC ACTIVITIES								
6.1 Studies/training	3	5	18	17	21	22	43	
6.2 Household duties	2	30	-	4	2	34	36	
6.3 Others including no activity at all	2	2	1	1	3	3	6	
	98	91	19	26	117	117	234	

N.B. Total number of persons visibly underemployed - 9

APPENDIX D

Unweighted Distribution of Persons by Activities (rural)

Activity Category	Aged 15 and above				10 to 14 years of age		Total		Grand Total
	Men	Women	Boys	Girls	Males	Females	Total		
1. WORKING									
1.1 Only working with no other activity	38	4	4	1	42	5		47	
1.1.2 Working and engaged in household duties	27	97	1	8	28	105		133	
1.1.3 Working and engaged in other non-economic activities	9	3	3	3	12	6		18	
2. WITH JOB BUT NOT AT WORK									
2.1 With job/enterprise but not at work	3	5	-	-	3	5		8	
2.2 With job/enterprise also looking for work	-	-	-	-	-	-		-	
3. LOOKING FOR WORK									
3.1 Looking for work with no other activity	1	-	-	-	1	-		1	
3.2 Looking for work and engaged in non-economic activities	-	-	-	-	-	-		-	
4. WORKING AND LOOKING FOR WORK									
4.1 Working and looking for work	-	-	-	-	-	-		-	
4.2 Working, looking for work and engaged in non-economic activities	10	3	-	-	10	3		13	
5. AVAILABLE FOR WORK									
5.1 Available for work-no other activity	-	-	-	-	-	-		-	
5.2 Available for work and engaged in non-economic activity	3	3	1	1	4	4		8	
6. NON-ECONOMIC ACTIVITIES									
6.1 Studies/training	1	2	6	11	7	13		20	
6.2 Household duties	1	5	-	3	1	8		9	
6.3 Other including no activity at all	3	3	1	2	4	5		9	
	96	125	16	29	112	154		266	

N.B. Total number of persons visibly underemployed = 41

APPENDIX E

Coding/Editing Instructions

Malawi Labour Force Survey 1983

Questionnaire 2

ACTIVITIES OF POPULATION AGED 10 YEARS AND OVER

Expected Error	Action to be taken
Wrong transfers from Questionnaire 1	Ensuring that all respondents appearing on this questionnaire are 10 years and over, and check that their serial numbers are the same as they appear in questionnaire 1
Blank	If blank refer the matter to your supervisor.
Blank	If blank in 1.1, 1.2 or 1.3 circle code 2.
Both columns 1 & 2 circled	If both codes 1 and 2 are circled refer the matter to your supervisor.
Impossible entries	Any entry other than 1.1, 1.2, or 1.3 should be cancelled out. However, if there is more than one "yes" in question 1 and an impossible code appears in 1.4, cancel it and consult your supervisor.
Wrong entry	For any other entry, that there is more than one "Yes", otherwise cancel out the entry. If more than one yes in question 1 but 1.4 is blank, consult your supervisor
Blank	
es in 2.2, 2.3 or .4 but no or blank in 2.1	Correct the entry in 2.1 to "Yes"
anks	If blanks in any of the sub questions circle code 2 in the correct columns

Question/ Column	Expected Error	Action to be taken
2	Two Entries	If there are two entries in one question consult your supervisor.
3	Double Entries Blank	If there are two entries in one question consult your supervisor. If blank in any of the sub questions circle (2) in the correct columns.
-	Looping not followed	If the "Go To" instructions are not followed bring the questionnaire to your Supervisor immediately.
4	Double entries Blank Looping not followed	As in question 3 above. As in question 3 above. of the "Go To" instruction after Question 4 has not been followed, consult your Supervisor
5 and 6	Impossible entries Code 6 in Question 5 Blanks Looping not followed Code 9 in Question 6	Delete the original entry and insert an "X" within the box. Consult your supervisor Consult your supervisor If the "Go To" instruction after Question 5 has not been followed, consult your supervisor Consult your supervisor
7	Double entries Blanks Looping not followed	Consult your supervisor Consult your supervisor If the "Go To" instruction after Question 7 has not been followed, consult your supervisor
6 and 7	Inconsistencies between the two questions	If code 6, 7 or 8 in Question 6 and code 1 in Question 7, consult your supervisor

Item	Question/ Column	Expected Error	Action to be taken
How many hours worked	8	- Decimal or fraction	This entry should appear as a two-digit number. Insert "0" before all single digit entries. If the entry is in decimal or fraction, round it to the nearest whole number.
How many hours worked	8	Blank	If there is a blank (and should have been filled), insert "XX". If the blank appears in the total, add up the number of hours worked and insert the sum in the correct box. If "Go To" instruction after Question 8 has not been followed, consult the supervisor
Main reason for working less than 30 hours and whether you want to take up work/ additional work/ another work now	9 & 10	Impossible entries Blanks Code 9 in Question 10 Inconsistency Code 5 in Question 10 Looping not followed	Delete the original entry and insert an "X" within the box. Insert an "X" within the box. Consult your supervisor If code 7 or 8 in Question 9 and code 1, 2 or 3 in Question 10, consult your supervisor If you find code E in Question 10, consult your supervisor If "Go-To" instruction after Question 10 has not been followed consult your supervisor
Do you have a job or enterprise from which you are temporarily absent and to which you expect to go back	11	Double entries Blank Looping not followed	If there are double entries in one question consult your supervisor. If blank in any of the question insert "X" in the correct column. If "Go To" instruction after Question 11 has not been followed, consult your supervisor.
Reason for being absent from your job or enterprises what kind of work do you want and how long ago did you last work for pay or profit	12, 13 and 14	Impossible entries Blanks Looping not followed	Do as in 9 and 10 above " If "Go To" instruction after Question 14 has not been followed, consult your supervisor

Item	Question/ Column	Expected Error	Action to be taken
Number of hours per week during wet and dry season	15	As in 8 above	Do as in 8 above
Occupation and industry	16	-	Code according to the provided codes for occupation and industry. If no codes are available for any recorded occupation or industry refer the matter to your supervisor
Secondary occupation	17	Double entries Blank	If there are double entries in one question consult your supervisor . If blank insert "X" in the correct column
Secondary occupation	18	-	As in 16 above
Self or paid employed	19	-	As in 16 above
Self or paid employed and wages paid	19.1 to 19.3.2	Impossible codes Blank	Delete the original entry and insert an "X" within the box. Insert an "X" within the box
If self employed Mlimi, employer, own account work or unpaid family worker	19.2	-	If wife is classified as farmer in 19 and in 19.1 as self employed, in 19.2 she must be a "Mlimi" and not unpaid familyworker". Therefore in such a case cancel out code 4 and insert code 1. Similarly if other members of the household are currently in school (as in Questionnaire 1) have been given code 1 in Question 19.2 cancel out the original entry and insert code 4 within the box. If "Go To" instruction after Question 19.2 has not been followed, consult your supervisor

Looping not followed