

# Labour Force Survey – The Basic Questionnaire

( 労働力調査 基礎調査票 )

Statistics Bureau

Ministry of Internal Affairs and Communications

To be Completed by Enumerator			
Survey month	Enumeration District Code	Household Number	Household Member Number
<input style="width: 40px; height: 20px;" type="text"/> Year <input style="width: 40px; height: 20px;" type="text"/> Month 1 1 <sup>st</sup> month    2 2 <sup>nd</sup> month		—	

**This questionnaire will be used only for statistical purposes. Please fill out the form with the facts to the best of your knowledge.**

Please answer for each of the household members aged 15 or older as of the end of the survey month (26th for December).

Unless otherwise specified, circle an appropriate number for each question.

Please answer the following questions in regular succession. If there is any instruction in the reply column, follow the instruction.

**“The head of household is requested to enter the number of household members in the column entitled “Column to be filled in only by the head of the household” (on page 3).**

Column to be filled in by all household members aged 15 or older.	
<b>1. Name and sex</b>	<div style="border: 1px solid black; padding: 5px; display: inline-block; width: 150px;">Name</div> <div style="display: inline-block; vertical-align: middle; margin-left: 20px;">1. Male</div> <div style="display: inline-block; vertical-align: middle; margin-left: 20px;">2. Female</div>
<b>2. Relationship to the head of the household</b> Include the spouse of grandson or granddaughter in <b>grandson or granddaughter</b> , and include the spouse of brothers/sisters in <b>brothers/sisters</b> . Include father or mother, grandfather or grandmother and brothers/sisters of the spouse of the head of the household in <b>father or mother, grandfather or grandmother and brothers/sisters</b> , respectively.	<ol style="list-style-type: none"> <li>1. Head of household</li> <li>2. Spouse of the head of the household</li> <li>3. Son or daughter</li> <li>4. Son's or daughter's spouse</li> <li>5. Grandson or granddaughter</li> <li>6. Father or mother</li> <li>7. Grandfather or grandmother</li> <li>8. Brother or sister</li> <li>9. Other relative</li> <li>10. Other</li> </ol>
<b>3. Year and month of birth</b>	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; width: 40px; height: 20px; display: flex; align-items: center; justify-content: center;"> </div> <span>Year</span> <div style="border: 1px solid black; width: 40px; height: 20px; display: flex; align-items: center; justify-content: center;"> </div> <span>Month</span> </div>
<b>4. Marital status</b> Write the actual situation irrespective of official record.	<ol style="list-style-type: none"> <li>1. Never married</li> <li>2. Married</li> <li>3. Widowed or divorced</li> </ol>
<b>5. Were you engaged in work at all during the last seven days of the month (20th to 26th for December)?</b> Write whether you were engaged in any work during the last seven days of the month. <b>“Work”</b> means any work for pay or profit. It includes work in a family business (unincorporated shop, farm, etc.) as well as piecework at home.	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <ol style="list-style-type: none"> <li>1. Mainly engaged in work</li> <li>2. Engaged in work besides attending school</li> <li>3. Engaged in work besides doing housework</li> <li>4. Absent from work.</li> <li>5. Had no job and was seeking one</li> <li>6. Attended school</li> <li>7. Did housework</li> <li>8. Other (elderly persons, etc.)</li> </ol> </div> <div style="width: 5%; text-align: center;">           → → → → → → →         </div> <div style="width: 45%;"> <div style="margin-bottom: 10px;">             Go on to Column 8           </div> <div style="margin-bottom: 10px;">             Go on to Column 6           </div> <div>             Question ended           </div> </div> </div>



<p><b>Change(s) after the last month survey</b></p> <p>- Entry only by households under the survey in the second month -</p> <p>Refer to the “Instructions for Filling in the Basic Questionnaire”.</p>	<ol style="list-style-type: none"> <li>1. Continuation</li> <li>2. New age-15</li> <li>3. Moved-in</li> <li>4. Addition</li> <li>5. Moved-out</li> <li>6. Exclusion</li> <li>7. Other</li> </ol>
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Columns to be filled in only by the head of the household

<p><b>Household members aged 15 or older</b></p> <p>Enter the total number of your household members aged 15 or older</p>	<table border="1" style="margin: auto;"> <tr> <td style="padding: 5px;">Total</td> <td style="width: 40px; height: 20px;"></td> <td style="padding: 5px;">person(s)</td> </tr> </table>			Total		person(s)																				
Total		person(s)																								
<p><b>Household members aged 14 or younger</b></p> <p>Enter the total number of your household members aged 14 or under (by age group).</p> <p>If you have no household member aged 14 or younger, enter “0” in both male and female columns.</p>	<table border="1" style="margin: auto;"> <tr> <td style="padding: 5px;">Male</td> <td style="width: 40px; height: 20px;"></td> <td style="padding: 5px;">Female</td> <td style="width: 40px; height: 20px;"></td> </tr> <tr> <td></td> <td style="text-align: center;">person(s)</td> <td></td> <td style="text-align: center;">person(s)</td> </tr> </table> <table border="1" style="margin: auto;"> <tr> <td style="padding: 5px;">Age 0 to 3</td> <td style="width: 40px; height: 20px;"></td> <td style="padding: 5px;">person(s)</td> </tr> <tr> <td style="padding: 5px;">Age 4 to 6</td> <td style="width: 40px; height: 20px;"></td> <td style="padding: 5px;">person(s)</td> </tr> <tr> <td style="padding: 5px;">Age 7 to 9</td> <td style="width: 40px; height: 20px;"></td> <td style="padding: 5px;">person(s)</td> </tr> <tr> <td style="padding: 5px;">Age 10 to 12</td> <td style="width: 40px; height: 20px;"></td> <td style="padding: 5px;">person(s)</td> </tr> <tr> <td style="padding: 5px;">Age 13 to 14</td> <td style="width: 40px; height: 20px;"></td> <td style="padding: 5px;">person(s)</td> </tr> </table>			Male		Female			person(s)		person(s)	Age 0 to 3		person(s)	Age 4 to 6		person(s)	Age 7 to 9		person(s)	Age 10 to 12		person(s)	Age 13 to 14		person(s)
Male		Female																								
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Age 13 to 14		person(s)																								
<p><b>Column for entry of persons aged 14 or younger as of the end of the survey month (26th for December)</b></p> <p><b>- Entry only by the household under the first month survey -</b></p>																										
<p><b>(1) Sex</b></p>	<p>1. Male    2. Female</p>	<p>1. Male    2. Female</p>	<p>1. Male    2. Female</p>																							
<p><b>(2) Relationship to the head of the household</b></p>	<p>1. Son or daughter 2. Grandson or granddaughter 3. Brother or sister 4. Other relative 5. Other</p>	<p>1. Son or daughter 2. Grandson or granddaughter 3. Brother or sister 4. Other relative 5. Other</p>	<p>1. Son or daughter 2. Grandson or granddaughter 3. Brother or sister 4. Other relative 5. Other</p>																							
<p><b>(3) Year and month of birth</b></p>	<p><input style="width: 40px; height: 20px;" type="text"/> Year <input style="width: 30px; height: 20px;" type="text"/> Month</p>	<p><input style="width: 40px; height: 20px;" type="text"/> Year <input style="width: 30px; height: 20px;" type="text"/> Month</p>	<p><input style="width: 40px; height: 20px;" type="text"/> Year <input style="width: 30px; height: 20px;" type="text"/> Month</p>																							

# Labour Force Survey – The Special Questionnaire (労働力調査 特定調査票)

Statistics Bureau

Ministry of Internal Affairs and Communications

To be Completed by Enumerator			
Survey month	Enumeration District Code	Household Number	Household Member Number
<input type="text"/> Year <input type="text"/> Month		—	

**This questionnaire will be used only for statistical purposes. Please fill out the form with the facts to the best of your knowledge.**

Please answer for each of the household members aged 15 or older as of the end of the survey month (26th for December).

Unless otherwise specified, circle an appropriate number for each question.

Please answer the following questions in regular succession. If there is any instruction in the reply column, follow the instruction.

Name	<input style="width: 200px; height: 20px;" type="text"/>
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Depending on your answers given in the column entitled "5. Were you engaged in work at all during the last seven days of the month (20th to 26th for December)?" of the Basic Questionnaire, enter your answers starting from Columns A, B or C according to the directions given below.

1. Mainly engaged in work
2. Engaged in work besides attending school
3. Engaged in work besides doing housework

Column A (Go to page 2)

- Not engaged in work
4. Absent from work
  5. Had no job and was seeking one
  6. Attended school
  7. Did housework
  8. Other (elderly persons, etc.)

Column B (Go to page 3)

Column C (Go to page 4)

**Column A** Persons who engaged in work or absent from work

<p><b>A1</b> Why did you work less than 35 hours during the survey week?</p>	<p>1. Normal work time is less than 35 hours</p> <p>Reasons of the business or the employer {                  2. Due to slack in business                  3. Other</p> <p>Less than 35 hours {                  Due to own or family conditions {                  4. Maternity or taking care of children                  5. For caring aged or sick family member                  6. For vacation                  7. Other</p> <p>8. Other</p> <p>35 hours or more → Go to A2</p>
<p><b>A2</b> Do you want to change the number of hours you work in a week?</p>	<p>1. Wish to increase work time                  2. Wish to decrease work time                  3. Do not wish to change work time</p>
<p><b>A3</b> When did you take up the present job?</p>	<p><input type="text"/> Year <input type="text"/> Month</p>
<p><b>A4</b> Indicate your job appellation at your workplace, if you are employed.</p>	<p>Employee {                  1. Regular staff                  2. Part-time worker                  3. <i>Arubaito</i>                  4. Dispatched worker from temporary labour agency                  5. Contract employee or entrusted employee                  6. Other</p> <p>Executive of company, etc. /self-employed, etc. → Go to A5</p>
<p><b>A5</b> Did you have a job before getting your present job?</p>	<p>Yes, I have worked. {                  1. But quitted it → Go to A6                  2. And still have it → Go to Column E</p> <p>3. I have never worked → Go to Column E</p>
<p><b>A6</b> Did your income increase when you started the present job in comparison with the previous job?</p>	<p>1. Increased                  2. Almost the same                  3. Decreased</p> <p>→ Go to Column D</p>

**Column B** Persons who had no job and were seeking one

**B1** How were you looking for job or were you preparing to start a business?

Encircle all applicable items, and one major item with .

1. Applying to Public Employment Security Office
2. Applying to private employment office and other organizations
3. Registered at a temporary dispatch labour agency
4. Advertisements or magazines on job vacancies
5. Through school or acquaintances
6. Applying to prospective employer directly
7. Preparation to start a business
8. Other

**B2** How long have you been looking for job, or preparing to start a business?

1. Less than 1 month
2. 1 month – less than 3 months
3. 3 months – less than 6 months
4. 6 months – less than 1 year
5. 1 year – less than 2 years
6. 2 years or more

**B3** Did you look for job or prepare to start a business in the past month?

1. Yes, last week
2. Not last week but in the past month
3. Not in the past month

**B4** What kind of job do you wish to take?

- |          |   |  |
|----------|---|--|
| Employee | } | <ol style="list-style-type: none"> <li>1. Regular staff</li> <li>2. Part-time worker/<i>Arubaito</i></li> <li>3. Dispatched worker from temporary labour agency</li> <li>4. Other</li> </ol> |
|          |   | <ol style="list-style-type: none"> <li>5. Self-employed</li> <li>6. Doing piecework at home</li> <li>7. Other</li> </ol>   |

**B5** What is the reason you do not get a job?  
 • Encircle the major reason

1. Not satisfied with the salary of available job
2. Unfavorable working hours and days
3. Limited age
4. Need more skill or knowledge
5. Preferable kind of job is not available
6. Wish to have any kind of job, but it is not available
7. Other

**B6** Have you done any work before for pay or profit?

1. Yes —————> Go to Column D
2. No —————> Go to Column E

**Column C**

**Persons who attended school, did housework, or other**

**C1 Do you wish to do any work for pay or profit?**

- 1. Yes, if there are any
  - 2. After graduation from school
  - 3. Will start work within 4 weeks
  - 4. Will start work in 5 weeks or more
  - 5. No
- Waiting to start a new job { Other { } → Go to C3
5. No → Go to C6

**C2 What is the reason for not looking for a job though you wish to work?**

- 1. Around the house
  - 2. Suitable for own knowledge or skill
  - 3. With favorable working hours or the salary, etc.
  - 4. Under the current economic situation or in the current season
  - 5. Other
  - 6. Continuation of work not likely owing to housekeeping or childcare
  - 7. Poor condition of health
  - 8. Other
- No prospect of finding a job { }

**C3 How do you want to work or how are you going to work?**

- 1. Regular staff
  - 2. Part-time worker/*Arubaito*
  - 3. Dispatched worker from temporary labour agency
  - 4. Other
  - 5. Self-employed
  - 6. Doing piecework at home
  - 7. Other
- Employee { }

**C4 Have you looked for job or prepared to start a business during the past one year?**

- 1. In the past month
- 2. Not in the past month but in the past year
- 3. Not in the past year

**C5 If you find a job now, can you take it up?**

- 1. Yes, immediately
- 2. Not right away but within 2 weeks
- 3. After two weeks or later, if not immediately
- 4. No or not decided

**C6 Have you done any work before for pay or profit?**

- 1. Yes → Go to Column D
- 2. No → Go to Column E

**Column D**

**For the previous job**

**D1** When did you leave the previous job?

1. Left during the past three years →  Year  Month
2. Left more than 3 years ago → Go to D6

**D2** Did you work as an employee or were you self-employed before?

- Employee {
1. Regular staff
  2. Part-time worker/*Arubaito*
  3. Dispatched worker from temporary labour agency
  4. Other
5. Executive of company, etc.
  6. Self-employed
  7. Family worker
  8. Doing piecework at home

**D3** Type of business of previous establishment

**D4** Your previous occupation

**D5** Number of persons engaged in the enterprise as a whole where you worked before.

- |                     |                          |
|---------------------|--------------------------|
| 1. 1 person         | 5. 30 to 99 persons      |
| 2. 2 to 4 persons   | 6. 100 to 499 persons    |
| 3. 5 to 9 persons   | 7. 500 to 999 persons    |
| 4. 10 to 29 persons | 8. 1,000 persons or more |
|                     | 9. Government            |

**D6** Why did you leave the previous job?

1. Close down of office, bankruptcy \_\_\_\_\_
2. Personnel retrenchment or encouraged retirement \_\_\_\_\_
3. Slump in business and uncertain future \_\_\_\_\_
4. Retiring age or the term of your employment \_\_\_\_\_  
agreement ended
5. To find a better job \_\_\_\_\_ → Go to Column E
6. For marriage or childbirth and child-rearing \_\_\_\_\_
7. For caring aged or sick family member \_\_\_\_\_
8. For housework or schooling, and because of poor \_\_\_\_\_  
condition of health
9. Other \_\_\_\_\_



**Column E For All Persons**

**E1 Education**

- |                       |   |  |
|-----------------------|---|--|
| Attending school      | } | 1. Primary school, junior high school or Senior high school<br>2. Junior college<br>3. College or university, incl. graduate school                      |
| Graduated from school | } | 4. Primary school, junior high school or Senior high school<br>5. Junior college<br>6. College or university, incl. graduate school<br>7. Never attended |

**E2 How much (before tax) have you earned from all your jobs over the past year?**

1. No income
2. Less than ¥500,000
3. ¥500,000 – 990,000
4. ¥1,000,000 – 1,490,000
5. ¥1,500,000 – 1,990,000
6. ¥2,000,000 – 2,990,000
7. ¥3,000,000 – 3,990,000
8. ¥4,000,000 – 4,990,000
9. ¥5,000,000 – 6,990,000
10. ¥7,000,000 – 9,990,000
11. ¥10,000,000 – 14,990,000
12. ¥15,000,000 or more

