$\begin{array}{c} Designated\ Statistics\\ No.\ 30 \end{array}$

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
Year Month 1 1st month 2 2nd 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.		
1. Name and sex	Name 1. Male 2. Female	
 2. Relationship to the head of the household Include the spouse of grandson or granddaughter in grandson or granddaughter, and include the spouse of brothers/sisters in brothers/sisters. Include father or mother, grandfather or grandmother and brothers/sisters of the spouse of the head of the household in father or mother, grandfather or grandmother and brothers/sisters, respectively. 3. Year and month of birth 	 Head of household Spouse of the head of the household Son or daughter Son's or daughter's spouse Grandson or granddaughter Father or mother Grandfather or grandmother Brother or sister Other relative Other 	
4. Marital status Write the actual situation irrespective of official record.	Year Month 1. Never married 2. Married 3. Widowed or divorced	
5. Were you engaged in work at all during the last seven days of the month (20th to 26th for December)? Write whether you were engaged in any work during the last seven days of the month. "Work" means any work for pay or profit. It includes work in a family business (unincorporated shop, farm, etc.) as well as piecework at home.	1. Mainly engaged in work 2. Engaged in work besides attending school 3. Engaged in work besides doing housework 4. Absent from work. 5. Had no job and was seeking one engaged in work 6. Attended school 7. Did housework 8. Other (elderly persons, etc.) Question ended	

	Column to be filled in by thos	e who were seeking jobs
This job " To mea	ob you were seeking as column should be filled in by those who answered "Had no and was seeking one", in Column 5. work besides attending school or doing housework, etc." ans the work done besides attending school or doing asework.	Seeking a job 1. To work mainly 2. To work besides attending school or doing housework, etc.
This "Ha "Cir	did you start seeking a job? as column should be entered by any person who answered ad no job and was seeking one", in Column 5. cumstances of employer or business" include personnel action, corporate bankruptcy, business depression and the extension.	Seeking job due to quitting previous job 1. Mandatory retirement, or termination of employment contract 2. Circumstances of employer or business 3. Circumstances of myself or family 5. As I graduated from school Question ended
C	Column to be filled in by those who worked besides attending s	school or doing housework, etc. or were absent from work
Hou a te	s worked during the survey week (20th to 26th for December) urs for which the person did a side job, piecework at home or emporary work, etc. should be included. ou answered "Absent from work" in Column 5, enter "0".	Hours
last week of the month (20th to 26th absent during the same week.	9. Employment status "Temporary employee" refers to a person for which the employment contract period is not less than one month but not more than one year. "Day labourer" refers to a person for which the employment contract period is less than one month. "Self-employed worker" refers to shopkeeper working on his/her own, account farmer, etc. "Piecework at home" refers to work at piece rates conducted at home.	Employee 2. Temporary employee 3. Day labourer 4. Executive of company or corporation 5. With employee(s) 6. Without employee 7. Family worker 8. Doing piecework at home
Report on the work you actually did during the last week of the month (20th to 26th for December) or the work from which you were absent during the same week. If you worked in more than one job, report on the job in which you worked the greatest number of hours.	10. Organizational form and name of establishment, proprietor, etc. and type of business or industry "Other" include government agencies, public corporations, private schools as well as other corporations and organizations. Describe the name of the office, factory or shop at which you work and details of business or industry. 11. Your occupation Describe specifically the kind of work you were engaged in at the establishment. 12. Total number of workers in the business enterprise to	1. Unincorporated enterprise 2. Company 3. Other
Details of works	which the establishment or proprietor belongs Write the total number of workers including those of the head office and branch offices. Central or local government worker should be included in "Government".	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
ano Wri you	you wish to change the present job, or wish to have other job in addition to the present one? ite whether you wish to change the present job, or whether wish to have another job in addition to the present one, it whether you are seeking such an additional job.	Wish to change the present job 1. Seeking job 2. Not seeking Wish to have additional job 3. Seeking job 4. Not seeking 5. Do not wish to change the present job or have another job in addition to the present one

 Change(s) after the last month survey Entry only by households under the survey in the second month Refer to the "Instructions for Filling in the Basic Questionnaire". 	3. Moved-in
Columns to be filled in on.	ly by the head of the household
Household members aged 15 or older Enter the total number of your household members aged 15 or older	Total person(s)
Household members aged 14 or younger Enter the total number of your household members aged 14 or under (by age group). If you have no household member aged 14 or younger enter "0" in both male and female columns.	person(s) person(s)
circi o in both marc and remarc columns.	Age 0 to 3 Person(s) Age 4 to 6 Age 7 to 9 Person(s)
	Age 10 to 12 person(s) Age 13 to 14 person(s)
Column for entry of persons aged 14 or younger as of - Entry only by the household u	f the end of the survey month (26th for December)
(1) Sex 1. Male 2. Female	1. Male 2. Female 1. Male 2. Female

1. Son or daughter

3. Brother or sister

4. Other relative

5. Other

Month

2. Grandson or granddaughter

Year

Month

1. Son or daughter

3. Brother or sister

4. Other relative

5. Other

2. Grandson or granddaughter

(2) Relationship to the

(3) Year and month of

birth

head of the household

1. Son or daughter

3. Brother or sister

4. Other relative

5. Other

2. Grandson or granddaughter

Month

Designated Statistics
No. 30

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
Year 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	
days o	ling on your answers given in the column entitled "5. Were you engaged in work at all during the last seven f the month (20th to 26th for December)?" of the Basic Questionnaire, enter your answers starting from as 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
Not engag	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		
A1	Why did you work less than 35 hours during the survey week?	Reasons of the business or the employer Less than 35 hours Due to own or family conditions Due to own or family conditions 1. Normal work time is less than 35 hours 2. Due to slack in business 3. Other 4. Maternity or taking care of children 5. For caring aged or sick family member 6. For vacation 7. Other 8. Other 8. Other	
A2	Do you want to change the number of hours you work in a week?	 Wish to increase work time Wish to decrease work time Do not wish to change work time 	
A3	When did you take up the present job?	Year Month	
	Indicate your job appellation at your workplace, if you are employed. Did you have a job before getting your present job?	1. Regular staff 2. Part-time worker 3. Arubaito 4. Dispatched worker from temporary labour agency 5. Contract employee or entrusted employee 6. Other Executive of company, etc. /self-employed, etc. Yes, I have { 2. And still have it Go to A6 Yes, I have { 3. I have never	
A6	Did your income increase when you started the present job in comparison with the previous job?	1. Increased 2. Almost the same Go to Column D 3. Decreased	

	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 .	
	start a business:	 Applying to Public Employment Security Office Applying to private employment office and other organizations Registered at a temporary dispatch labour agency Advertisements or magazines on job vacancies Through school or acquaintances Applying to prospective employer directly Preparation to start a business Other 	
B2	How long have you been looking for job, or preparing to start a business?	 Less than 1 month 1 month – less than 3 months 3 months – less than 6 months 6 months – less than 1 year 1 year – less than 2 years 2 years or more 	
В3	Did you look for job or prepare to start a business in the past month?	 Yes, last week Not last week but in the past month Not in the past month 	
B4	What kind of job do you wish to take?	Employee 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	
B5	What is the reason you do not get a job? • Encircle the major reason	 Not satisfied with the salary of available job Unfavorable working hours and days Limited age Need more skill or knowledge Preferable kind of job is not available Wish to have any kind of job, but it is not available 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	ol, 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 Go to C6
C2	What is the reason for not looking for a job though you wish to work?	No prospect of finding a job 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
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
C4	Have you looked for job or prepared to start a business during the past one year?	 In the past month Not in the past month but in the past year Not in the past year
C5	If you find a job now, can you take it up?	 Yes, immediately Not right away but within 2 weeks After two weeks or later, if not immediately 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 th	e 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 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?	 Close down of office, bankruptcy Personnel retrenchment or encouraged retirement — Slump in business and uncertain future — Retiring age or the term of your employment — agreement ended To find a better job — For marriage or childbirth and child-rearing — For caring aged or sick family member For housework or schooling, and because of poor — condition of health Other —

Column E Fo	r All Persons
E1 Education	Attending school Senior high school 2. Junior college 3. College or university, incl. graduate school Graduated from school 1. Primary school, junior high school or Senior high school 5. Junior college 6. College or university, incl. graduate school 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 \(\frac{1}{2}500,000\) 3. \(\frac{1}{2}500,000\) - 990,000 4. \(\frac{1}{2}1,000,000\) - 1,490,000 5. \(\frac{1}{2}1,500,000\) - 1,990,000 6. \(\frac{1}{2}2,000,000\) - 2,990,000 7. \(\frac{1}{2}3,000,000\) - 3,990,000 8. \(\frac{1}{2}4,000,000\) - 4,990,000 9. \(\frac{1}{2}5,000,000\) - 6,990,000 10. \(\frac{1}{2}7,000,000\) - 14,990,000 11. \(\frac{1}{2}15,000,000\) or more