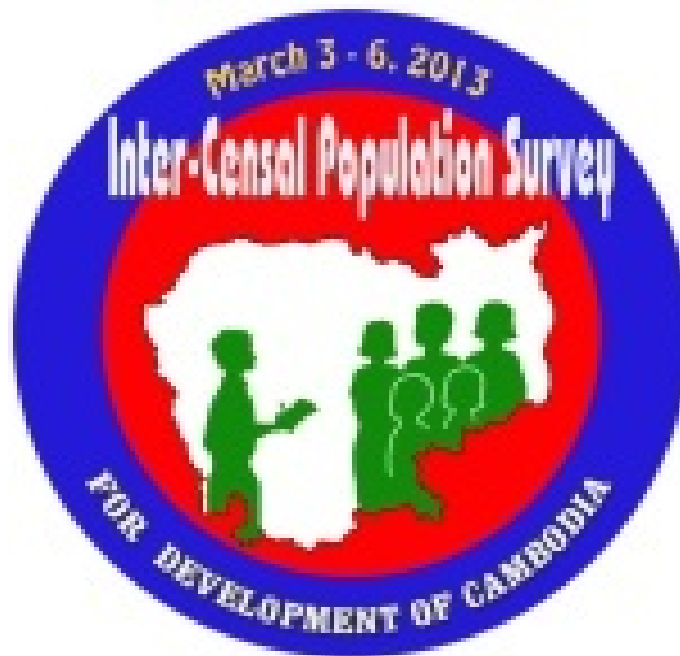




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**KINGDOM OF CAMBODIA**  
NATION RELIGION KING

Cambodia Inter-Censal Population Survey  
March, 2013



## **Edit Rules for Manual Editing & Coding**

National Institute of Statistics, Ministry of Planning  
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## **Chapter 1: Introduction**

The purpose of this manual is to introduce office editors and coders to the edit instructions and rules as they pertain to the questionnaires and forms used for the Cambodia Inter-Censal Population Survey, conducted from 3 to 13 March, 2013.

It is important to check for errors in the data received from the field for any census or survey. Statistics derived from data that is not clean, i.e. data that contains errors, will provide end users with wrong information and may jeopardize the objective of the entire exercise. Therefore, your role as an editor/coder is critical to the success of the 2013 Cambodia Inter-Censal Population Survey. It is your task to detect and correct various possible errors in the returned questionnaires. However, your role is not to fix every single error. Some mistakes will be fixed by automated computer editing.

### **1. Editing**

The objective of the editing process is to maximize the quality of the data by detecting errors on questionnaires and making suitable imputations. An imputation is an alteration of incorrect or missing data that uses contextual clues to provide a best guess as to what a correct value may be. This manual will describe what type of errors to look for. The manual will also provide you with instructions on how to correct such errors.

Most of the errors you will detect are due to mistakes made during fieldwork. During an interview, the respondent may not have known the answer a certain question. For example, some people may not know their exact age. Other respondents may not have fully understood a particular question and thus provided the enumerator with a wrong answer. In other cases, the respondent might not have been willing to answer a certain question. Finally, the enumerator himself may have contributed to the errors by not recording the respondent's answers correctly.

### **2. Coding**

Besides editing the questionnaires, your task also includes coding some variables. During fieldwork, the responses to most questions on Form B were recorded with numeric codes. However, some answers were recorded in a descriptive manner. These questions include: Birth Place, Previous Residence, Main Subject of Study, Occupation, and Industry. It is your responsibility to give correct numeric codes to these descriptive answers. This manual provides you with the valid codes for these variables.

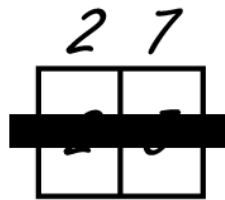
### **3. General Instructions for Editing and Coding**

After being editing and coding in the office, questionnaires will be moved to the data entry section. Because different people will perform specific tasks on the same questionnaires, it is important that all entries are legible and any changes are applied consistently. There are a number of general guidelines that should be followed as you review the questionnaires. These rules include:

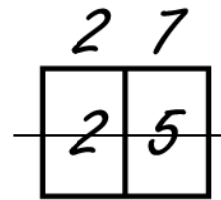
- all original entries must be maintained;
- leading zeroes must be filled;
- entries must be legible.

#### 4. Original Information Must be Maintained

Whenever it is necessary to make changes to the questionnaire, you should never erase the original entry. Instead, you should draw a single horizontal line through the incorrect entry and write the new code clearly above the original one. To further differentiate the original and corrected entries, you should use a red ink pen when making corrections. In order to avoid multiple cancelations, you should be sure of what you are to write before committing any marks to paper.



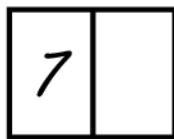
Wrong



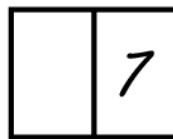
Right

#### 5. Leading Zeroes Must be Filled

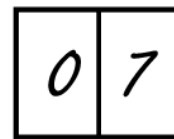
Some of the variables may require leading zeroes as part of the code. This is required whenever the answer to a particular variable is less than the number of digits specified for that field. For example, if a variable has a width of two digits and the code is less than 10, a leading digit must be entered in the tens place.



Wrong



Wrong



Right

#### 6. Entries Must be Legible

It is your responsibility to ensure that all numeric entries are legible. This will assist the keyboard operators in minimizing the number of typing errors. Draw a single horizontal line through any entry that is difficult to read and rewrite the new entry immediately above the original one.

#### 7. Questions Answered with a Dash

Some answers may contain a dash (“—”), which is a valid response for some questions. Enumerators may have intended dashes for:

- **Skip patterns:** For example, if Q19 Main Activity contains the code 5 (student), questions 20 to 24 should be skipped. In this case an enumerator may write a dash to signify that the questions do not apply to this person. These dashes should not be changed.
- **Same as above:** A dash in this case indicates that the answer for this entry is the same as the answer for the previous person. For example, if an entire family is Buddhist, on the first row an enumerator may write 1 (Buddhism) for Q11 Religion, but then on subsequent rows the enumerator marked only a dash. In this case, office editors should replace the dash with the appropriate value from above.
- **Non response:** In some cases, the enumerator will not be able to get a response for certain questions and may write a dash to indicate that they tried but failed to get an answer. In this case, treat the response as a blank and apply the corresponding edit rules outlined in this manual.

## 8. Geographic Codes

The 2013 Cambodia Inter-Censal Population Survey used several forms and questionnaires during fieldwork. A common feature on all of these different documents is a set of geographical codes that facilitates identification. Unique code combinations are assigned to each Enumeration Area (EA) and to every household within an EA. This combination of geographic codes plays a crucial role in processing data for various stages of presentation, and also in locating erroneous or missing questionnaires. The geographic codes for this survey are as follows:

1. Province	2 digits
2. District	2 digits
3. Commune	2 digits
4. Village	2 digits
5. Enumeration area (EA)	2 digits
6. Building number	3 digits
7. Household number	2 digits

The processing of the questionnaires will be done by batch, with each batch comprised of a single EA. The Province, District, Commune, Village and Enumeration Area codes of each batch will be given to you step by step as work progresses. It will be your responsibility to ascertain that the codes recorded on the forms are correct and consistent (that is, the identification codes on all forms belonging to a particular EA should be the same).

## 9. Phases in Survey Data Processing

The first phase in data processing is the receipt of survey documents at the processing center, the National Institute of Statistics headquarters in Phnom Penh. This is the check-in phase that will take place during March and April, 2013. Questionnaires will be properly sorted, packaged, and labeled. Registers will be kept to ensure that all enumerators have submitted their assignments. Finally, the batches will be arranged and stored onto shelving racks in the archive room.

Documents will be scrutinized for errors and inconsistencies during the manual editing and coding phase, after which they will be passed on to the data entry section for the data capture

phase. Finally, after data capture, the records will be re-checked with the use of various computer programs. Once the data is checked and cleaned, various tables, reports and other products will be prepared in order to widely disseminate the survey results.

In order to release the provisional survey results at an early stage, processing will first focus on the Summary data sheets (Form 2). It is anticipated that the processing of these forms can be finalized by June 2013. After that we will process Form B, the main survey questionnaire. Finally, we will capture some of the information contained in Form A, the house listing. Specific edit rules and procedures apply to each of these documents and will be described in the subsequent chapters of this manual.

## Chapter 2: Check-in Procedures

### 1. Introduction

The first activity in processing survey data is to ascertain that all documents have been received from the field and to arrange, package and label them in an orderly manner. The documents will be stored and arranged by EA onto shelving racks in the NIS archive rooms. EA batches will be placed in order by geographic code. In other words, the sequence is Province, District, Commune, Village, and Enumeration Area. Such a geographical arrangement facilitates easy retrieval during the all phases of data processing.

### 2. Sorting Documents

Many different forms were used during the fieldwork of the 2013 Cambodia Inter-Censal Population Survey and are outlined below.

Name	Description
Form A	House Listing
Form B	Household Questionnaire
Form 1	House Listing Summary
Form 2	Enumerator's Summary
Form 3	Supervisor's Summary
Form 4	Certificate from Village Chief
Form 5	List of Filled-in Records Submitted by Enumerators
Appointment letter	Appointment Order Form for Enumerators and Supervisors
Village map	
EA map	

Not all of these forms are required for the processing following the survey. Some of them were designed to keep track of fieldwork logistics, the recruiting of staff, and field coverage. Other forms will be used to prepare a quick summary of the survey results.

The first task is to separate the various forms and to arrange them into categories. Always sort the forms by geographic codes within each category. This separation needs to be done very carefully so as to not mix up documents. We will separate the forms into four distinct categories:

#### ***Category 1: All forms pertaining to an EA***

Form A	House Listing
Form B	Household Questionnaire
Form 3	Account for Questionnaires Received by Enumerator

These five forms can further be classified into **filled-in**, **cancelled**, and **unused** forms. We will keep all filled-in and cancelled forms together for future reference. NIS has acquired a large number of plastic manila folders in which will be stored all **filled-in** and **cancelled** Forms A, B, 1,



2 and 3 for a particular EA. The folders have labels attached to the front which clearly identify the EA. Unused forms are no longer needed and can be stored separately in a carton box.

**Category 2: Forms for quick count**

Form 1	House Listing Summary
Form 2	Enumerator's Summary
Form 3	Supervisor's Summary

All these forms will be stored by province in a plastic manila folder.

**Category 3: Village and EA maps**

Village maps  
Enumeration Area maps

All these forms will be stored by province in a carton box.

**Category 4: Miscellaneous documents**

Form 4	Certificate from Village Chief
Form 6	Receipt for Materials Given
Form 5	List of Filled-in Records Submitted by Enumerators
Letter for appointment	Appointment Order Form for Enumerators and Supervisors

All other documents will be stored by province in a carton box.

### **3. Checking Geographic Codes**

Once the forms have been separated, you need to ascertain that the geographic codes are correct and consistent. You will be provided with a code list of all EAs. Read the names of the Province, District, Commune and Village as written on the forms and find the associated identification codes from the code list. Then check every Form A, B, 1, 2 and 3 within the EA folder to make sure that the identification codes are clearly written on all documents and that they are consistent and match the correct values from the code list.

### **4. Control Forms**

You also need to check the completeness of the documents. In other words, check that **all documents** for **all EAs** were received. Remember that the list of EAs (the code list) you will be working with was compiled weeks before the survey fieldwork and it may not be final. It is possible that some EAs no longer existed or that new EAs were sampled during the survey fieldwork.

We will use control forms to keep track of (a) **what we have received** and (b) **for which EAs**. There will be control forms for every phase of data processing. An example of a check-in control form is given in Annex 1. On this form you find all EAs for a certain province together with the names and codes of the Districts, Communes and Villages.

After you have checked the documents in an EA folder you should fill out the check-in control form for that EA. Enter the date on which you checked the EA and your name. Furthermore, you should count all the Forms A, B, 1, 2 and 3, and enter the form counts in the respective columns. Please note that you have to count the number of forms and not the number of pages. Then enter the EA population which can be taken from the box titled "Grand Total for EA" on Summary Form 2. Finally, affix your signature to the control form. In the last column, Remarks, you can write any abnormalities you may have encountered while checking the EA. For example, you would make note of any missing documents in this column.

### **5. Moving Documents to the Archive**

Before the EA folders are moved to the archive room, they must first pass through the control unit in order to scan the barcodes. At the end of the check-in exercise, the number of EAs received will be matched against the number of EAs in the survey sample frame. This will reveal whether there are any missing or duplicate EAs.

## Chapter 3: Editing of Summary Statements

### 1. Introduction

The processing of survey data is generally a cumbersome and time-consuming activity. In the case of the 2013 Cambodia Inter-Censal Survey it is estimated that the completion of the various phases of data processing (editing and coding, data entry, computer editing, and tabulation) for all questionnaires will take roughly half a year, with the final survey results becoming available by November 2013.

Because some data users consider this waiting period too long, and are only interested in population figures by sex and geographical area, NIS will release preliminary survey figures a few months after enumeration.

These figures, however, are only preliminary and provisional. The questionnaires are still subject to manual and computer editing during which some changes will occur as the data is cleaned. The final survey figures may therefore vary from the provisional ones, but these differences are not expected to be significant.

### 2. Summary Forms

At the completion of the survey fieldwork, enumerators were requested to fill out two summary statements:

Form 1	House Listing Summary	(a summary of Form A)
Form 2	Enumerator's Summary	(a summary of Form B)

In this section we will concentrate on the editing and processing of Form 2, the Enumerator's Summary. This statement will yield the preliminary survey figures by geographical area and by sex. Editing of Form 1, the House Listing Summary, will occur at a later stage during the processing of Form A.

### 3. Editing the Enumerator's Summary – Form 2

The edit rules pertaining to Form 2 are very simple and easy to understand. Essentially, you have to ascertain that what is recorded on Form B, the main survey questionnaire, corresponds with the entries on the summary form. The provisional survey figures, the main outcome of this exercise, will only be useful if the summary statements are an accurate reflection of the main questionnaires.

The entries on Summary Form 2 are recorded by household with one line for every household in the EA. At the bottom of Form 2 you find rows for the Page Total and the Grand Total for EA. These rows were already filled out by the enumerators and the information was recorded during the check-in phase. At this stage, it is not your duty to check these summations.

To edit Form 2, you have to open every Form B and count the number of males and females from Part 2: Individual Particulars. Lines with a Sex code of '1' represent males, and lines with the code '2' represent females. Check the entries for each household with the value on Summary Form 2. If the entries are identical, you can move on to the next household. However,

if they differ, correct the entry on Summary Form 2. Never change information on Form B, only make changes to the summary form!

**Example Form B. Part 2: Individual Particulars**

Sl. No.	Full Name	Relationship	Sex
1	Im Vanno	1	1
2	Mak Sochea	2	2
3	Orn Phanit	3	1
4	Im Vanchan	3	1
5	Yon Nimol	6	1
6	Ya Sovanny	6	2
7	Mak Nay	6	2
8	Nin Yam	6	2
9	Kaev Rany	7	2
0			

**Example Form 2.  
Enumerator's Summary**

Males	Females	Persons
3 4	6 5	9

**Inconsistent entries**

In the above example, the column Persons on Form 2 reflects the sum of the number of Males and Females, but the counts of Males and Females was incorrect. You have to check that each entry is consistent.

Besides the population figures, Summary Form 2 also records the Number of Questionnaires used for the household. Generally a household will consist of more than one questionnaire when there are more than 10 people in the household. To check the Number of Questionnaires used for the household you have to count the number of Form B's used for the household and compare it with the entry in this column. Should there be a difference, correct the entry on Summary Form 2.

**4. Building and Household Numbering**

The combination of Building Number and Household Number should result in a unique code for each household in the EA. Typically the entries on Summary Form 2 will start from Building Number 001 and Household Number 01, and then the numbers increment.

If you find a Form B that was not identified on Summary Form 2, notify your supervisor and then determine whether it should be added to the forms from the EA. If so, use the next available line of Form 2 to do so. Blank Form 2's will be available should you not have enough blank lines. When adding households to Summary Form 2, ensure that the Building and Household Numbers on Form B are consistent with those on Form 2. In case there is no Building or Household Number on Form B, assign codes based on the next available code. For example, if the last used Building Number on Form 2 is 80, then you will assign code 81 to this Form B.

The reverse may also happen. If a household is listed on Form 2 but the associated Form B cannot be traced, you should call the attention of your supervisor.

Finally, you may find EAs for which there is no Summary Form 2 available. In such rare cases, you will create a new Summary Form 2 for the EA.

In conclusion, the entries as checked by you in Summary Form 2 should fully correspond to the number of Form B's for the EA. Not a single household should be left unaccounted for.

### **5. Checking Geographic Codes**

The importance of geographic codes was already stressed on Section 1.8. You are reminded to check every Form B and Summary Form 2 within the EA folder and make sure that the identification codes are clearly written on all documents and that they are consistent.

### **6. Returning Documents**

After editing is completed, the Summary Form 2 statements are to be separated from the other EA documents. Place Form 2 in a paper envelope, one per commune, with the geographic codes and names written on the cover, and give this envelope to your supervisor. All other documents for the EA (i.e., Form A's, Form B's, Form 1's and Form 3's) are to be placed back into the plastic folder and returned to the archive.

## **Chapter 4 - Edit Rules for Part 1 of Form B**

### **1. Introduction**

The main survey questionnaire, Form B, is a complex form that requires careful scrutiny before it is passed on for data entry. The form is divided into 5 parts. Part 1 of the questionnaire comprises the identification and population particulars of the entire household. Part 2 contains questions on the particulars of the individual members in the household. Part 3 comprises questions on fertility, whereas part 4 comprises questions of deaths in the household for the last year. Part 5 relates to the housing conditions and facilities. This chapter discusses the edit rules pertaining to Part 1 of the survey questionnaire.

### **2. Identification Particulars**

Unique codes are assigned to each of the household with the use of identification particulars. This combination of geographic codes plays an important role while processing data for various stages of presentation or in tracing faulty records. The elements of the identification particulars were already discussed in Section 1.8. You are reminded of the importance of this code structure and that it is your responsibility to verify that the codes are correct and consistent.

### **3. Population Particulars**

Statements 1.1 to 1.3 on the questionnaire were used to differentiate between the de-facto and the de-jure population. The de-facto population refers to the places where people stayed on the reference date of the census, whether they typically stay there or not. A de-jure population, on the other hand, refers to where people typically stay.

In Statements 1.1.3, 1.2.3, and 1.3.3, the enumerator wrote the value for Relationship in words. Your first step is to convert these words into codes, using the same code list used for the entire questionnaire (located on the bottom-left of page 2). Place this code in brackets next to the written Relationship.

If any of the Sex codes are missing (1.1.4, 1.2.4, 1.3.4), attempt to identify the sex by using the listed name. People listed in Statements 1.1 and 1.2 should also be listed on Part 2 of Form B, so you can attempt to fill in missing values by referencing the appropriate row in Part 2.

If an Age (1.3.5) is missing, enter code 99.

You will also need to code the location questions: 1.2.5 & 1.2.6, and 1.3.6 & 1.3.7. Note that while both of these location questions consist of two responses (Within Cambodia and Outside Cambodia), they combine to a four-digit code, similar to Q12. Birth Place on Part B. Use the code list found in Appendix B of this manual, writing the code in brackets next to the written name of the location in areas 1.2.5 and 1.3.6. Contact your supervisor if you cannot locate the correct code. If no code is given, code 9999.

Finally, if Length of Absence (1.3.8) is blank, enter code 999.

After editing these questions, check whether the number of lines (persons) in Part 2 of the questionnaire corresponds with the figure entered in the thick box of Part 1 (titled 'Total No. of Persons in Statements 1.1 and 1.2'). You should count the number of filled lines in Part 2 and verify this against the figure given in Part 1. For example, if the total number of persons in Statements 1.1 and 1.2 is 6 you should have 6 filled lines in Part 2. Also check that the distribution of these people is correct; i.e., 'Total No. of Persons in Statement 1.1' + 'Total No. of Persons in Statement 1.2' = 'Total No. of Persons in Statements 1.1 & 1.2.'

#### **4. Households Using Multiple Questionnaires**

It is possible that more than one questionnaire was used for a particular household. This will be the case when a household consists of more than 10 people. Enumerators were instructed to write the total number of questionnaires used for one household in the square provided at bottom-left of Part 1. You should check whether this box was filled out and if so, whether the subsequent questionnaires are present.

The Total boxes of Part 1 (e.g., 'Total No. of Persons in Statement 1.1 & 1.2') refer to the number of people in the household across all questionnaires. For example, for a household comprised of 13 people, the enumerator would use two questionnaires, recording 10 people on the first questionnaire and 3 on the second. The correct value for 'Total No. of Persons in Statement 1.1 & 1.2' is 13, the sum of all people across all questionnaires.

#### **5. Visitors Not Reflected in Part 2**

Statement 1.2 lists visitors who were present in the household on survey night. Enumerators were instructed to include these visitors in Part 2 (Individual Particulars) of the survey questionnaire. Unfortunately, not all enumerators followed these instructions. It is possible that detailed particulars of visitors were not provided to the enumerators as the respondent was not aware of them. As a result of these situations, you may encounter households where visitors are listed in Statement 1.2 but no individual particulars are recorded for them in Part 2. These visitors should not be omitted from the survey count as they were present in the household on survey night. You must add them in Part 2 by applying the following instructions:

- (a) Use the next available line number in Part 2 and record the information given in Statement 1.2 of Part 1. Write the Name, the code for Relationship to Head, and the code for Sex.
- (b) Check that, after adding any 'omitted visitors,' the value of 'Total No. of Persons in Statements 1.1 and 1.2' corresponds with the number of filled lines in Part 2.

#### **6. Household Type**

A household type, a value that records what kind of household has been enumerated, was not included for this survey. (This value was used in the 2008 census.) All households in this survey are regular households.

#### **7. Building No., Household No., and Arranging Questionnaires**

After these initial checks, the Forms B should be arranged by Building and Household Numbers. When more than one questionnaire was used for a household, they should be arranged by the serial numbers provided in Statement 1.1 and 1.2 of Part 1.

Occasionally, you may come across questionnaires with no Building or Household Numbers. In these cases you should assign the next available numbers. For example, suppose the last questionnaire for the EA has Building Number 098 and Household Number 01; when you encounter a questionnaire without any codes for Building and Household, you should assign the next available code, e.g. 099 for the Building Number and 01 for the Household Number.

Within an EA you may also find duplicate Building and Household Numbers. For example, you may find two or more households bearing Building Number 001 and Household Number 01. In these cases, you must assign a unique code to each questionnaire. Use the rules above to assign the next available code to one of the questionnaires. Data entry cannot succeed if multiple households have the same Building and Household Numbers, so it is important that each code is unique.

After verifying that all codes are correct, use the Building and Household Numbers to arrange the EA batch in ascending order, starting from Building 001 and Household 01.



## Chapter 5: Edit rules for Part 2 of Form B

Part 2 of the questionnaire contains 25 questions on the particulars of the individual members of the household. These questions are asked of each person listed in Statements 1.1 and 1.2. It is your responsibility as an editor to verify that the answers to these questions are recorded correctly and consistently.

### 1. Type of Errors

Generally, we differentiate between three types of errors: range errors, skip errors, and consistency errors.

**Range Errors.** Each variable in the questionnaire has a specific range of valid codes. For example, the variable Sex can only have code '1' for male or code '2' for female. Any other code is invalid. The valid codes for a particular variable are called ranges, e.g. the range for Sex is 1 to 2. All other codes are invalid; they are out of range. It will be your responsibility to check the entries for all variables in the questionnaire and verify that their codes are within range.

**Skip Errors.** Some questions only apply under certain conditions. For example, the questions Duration of Stay and Reason for Migration are only applicable if the person has a Previous Residence in a different village. If these circumstances are not met, these questions will be left blank, i.e. they are skipped. The following skip patterns apply to Part 2 of Form B:

1. Q7. Living with Own Mother	Skipped when Q5 >= '15'
2. Q9. Age at First Marriage	Skipped when Q8 is '1'
3. Q14. Duration of Stay	Skipped when Q13 is '1'
4. Q15. Reason for Migration	Skipped when Q13 is '1'
5. Q17(b). Current Attending Grade	Skipped when Q17(a) is '1' or '3'
6. Q17(c). Highest Grade Completed	Skipped when Q17(a) is '1'
7. Q17(d). Subject of Study	Skipped when Q17(b) or Q17(c) not in range '15'-'20'
8. Q20. Employment Period	Skipped when Q19 is '3', '4', '5', '6', '7', or '8'
9. Q21. Occupation	Skipped when Q19 is '3', '4', '5', '6', '7', or '8'
6. Q22. Employment Status	Skipped when Q19 is '3', '4', '5', '6', '7', or '8'
7. Q23. Industry	Skipped when Q19 is '3', '4', '5', '6', '7', or '8'
8. Q24. Employment Sector	Skipped when Q19 is '3', '4', '5', '6', '7', or '8'

**Consistency Errors.** Besides checking the ranges and skip patterns, you also must check the consistency of some variables. A consistency check compares the entries of two or more variables to ensure that they are consistent with each other. For example, if Q3. Relationship to Head is coded as '2' (wife/husband), then the code for Q8. Marital Status must be '2' (married).

Consistency checks can be classified into two groups: within-person consistency and between-persons consistency. The example above illustrated a within-person consistency check: Q3. Relationship to Head was compared with the entry of Q8. Marital Status for the same person. Between-persons consistency checks compare the entries of variables for different people in the household. For example, if the head of the household has a Q5. Age of 35, then his children

cannot normally be older than, say, 20 years. To detect between-persons consistency errors you have to study the composition of the entire household.

## 2. Edit Rules for Part 2

### Q1. Serial Number

Q1. Serial Number is a unique code assigned to each person in a household. The first person should always have code '1.' Serial numbers must be in sequential order, incremented by 1 for every subsequent person in the household. There should be neither missing nor duplicated serial numbers. Whenever you find incorrect serial numbers, you should renumber them.

The last serial number should be identical to the entry in the thick box of Part 1, titled 'Total No. of Persons in Statement 1.1 and 1.2.' Verify that this is indeed the case.

### Q3. Relationship to Head of Household

The variable Q3. Relationship describes the relationship of each person in a household to the head of that household. The head of the household should always be entered on the first row of Part 2. This variable applies to all persons, i.e. the universe is all persons. It is a complex variable to edit because it relates to many other variables.

Universe: All Persons  
Range: 01 to 15, 99

Related variables: Q1. Serial Number  
Q2. Name  
Q4. Sex  
Q5. Age  
Q8. Marital Status

Consistency checks:

1) The first person in a household (with serial number '1') should always be the head of the household (code '1').

2) People with a serial number greater than '1' can never be the head of the household; they should have Relationship codes from '2' to '15.'

3) There can only be one head of the household. Not more than one person per household can have code '1' for Relationship. If there is no head of the household or in case there are multiple heads of household, you should call the attention of your supervisor.

If no relationship is given, use the values for Name, Age, Sex, and Marital Status as a means to potentially identify the relationship. If you are confident that, from this context, it is possible to indicate the relationship correctly, you can write the corresponding code for relationship. However, you should only do this when you have high certainty that your imputation is correct. Otherwise, code Relationship as '99.'

Past observations indicated that enumerators did not always code the Relationship variable correctly. Read the textual answers given in Statements 1.1 and 1.2 (from Part 1) to verify that the relationship codes given in Part 2 correspond accordingly.

#### **Q4. Sex**

Universe: All Persons

Range: 1 to 2

Related variables: Q2. Name  
Q3. Relationship to Head of Household

Consistency checks:

1) If Relationship = '2' (wife/husband), the sex of the person should be the opposite to that of the head of household (listed on row 1). For example, if the head of household is male (Sex = '1'), then for his spouse (Relationship = '2'), the sex should '2' (female). If not, correct accordingly.

If no sex code is given, check the Name and Relationship to try to determine an appropriate code. Also check whether the Sex was given in either Statements 1.1 or 1.2 on Part 1. Q4. Sex cannot be left blank, so you should ask a supervisor for help if you find it difficult to determine an appropriate code.

#### **Q5 . Age**

Universe: All Persons

Range: 00 to 98, 99

If the value of Q5. Age is not in the correct range ('00' to '98'), enter code '99.'

#### **Q6. Mother Alive**

Universe: All Persons

Range: 1 to 3, 9

Related variables: Q2. Name  
Q3. Relationship to Head of Household  
Q4. Sex

If the value of Q6. Mother Alive is not in the correct range ('1' to '3'), try to determine if the person's mother exists in the household by looking at the values for Name, Relationship, and Sex. If it is not possible to know if the person's mother is in the household, enter code '9.'

### **Q7. Living With Own Mother**

Universe: People Aged Between 0 and 14 Years  
Range: 0 to 30, 99

Related variables: Q1. Serial Number  
Q3. Relationship to Head of Household  
Q5. Age

Consistency checks:

1) If Q6. Mother Alive equals '1' and the Q3. Relationship code equals '3' (son/daughter), then Q7. Living With Own Mother should equal the Serial Number of this person's mother, who will either be:

- a) The spouse of the household (a woman with Relationship code '2'), or
- b) The head of the household (if the Sex of the person on row 1 is '2')

If it is not possible to determine the Serial Number of the mother, code '99.'

### **Q8. Marital Status**

Universe: All Persons  
Range: 1 to 5, 9

If the value of Q8. Marital Status is not in the correct range ('1' to '5'), enter code '9.'

### **Q9. Age at First Marriage**

Universe: All Persons Married, Widowed, Divorced, or Separated  
Range: 9 to 98, 99

If the value of Q9. Age at First Marriage is not in the correct range ('9' to '98'), enter code '99.'

### **Q10. Mother Tongue**

Universe: All Persons  
Range: 1 to 33, 99 (see the code for mother tongue in Appendix A)

If the code '29' (other) was entered, check if the enumerator has written any of the following languages:

'S'ouch'	Change to code '30'
'Kchruk'	Change to code '31'
'Mon'	Change to code '32'
'Kchak'	Change to code '33'
	Otherwise, keep as code '29'

If the value of Q10. Mother Tongue is not in the correct range ('1' to '33'), enter code '99.'

**Q11. Religion**

Universe: All Persons  
Range: 1 to 4, 9

If the value of Q11. Religion is not in the correct range ('1' to '4'), enter code '9.'

**Q12. Birth Place**

Universe: All Persons  
Range: See the codes in Appendix B, '9999'

The answer to Q12. Birth Place was recorded in a descriptive manner. Code '1' was entered for people born in the village of enumeration, while the name of the District and Province were recorded for those born outside the village of enumeration. It will be your duty to assign appropriate codes to these answers. Appendix B of this manual lists the codes of all the Districts in the country. It also provides the Country codes in case the person was born outside of Cambodia.

In order to determine the appropriate code you should observe the following guidelines:

- 1) If code '1' was recorded, write the same code '1' in the shaded code box.
- 2) If another Town/Village was recorded, find the District in Appendix B and assign the associated code in the shaded code box.
- 3) If the person was born outside Cambodia, find the Country of Birth in Appendix B and assign the associated code in the shaded code box.
- 4) If you cannot find the District code or in case the column was left blank, call your supervisor. You may have to fill the code as '9999' if there is no way to determine a correct code.

**Q13. Previous Residence**

Universe: All Persons  
Range: See the codes in Appendix B, '9999'

Related variables: Q12. Birth Place

The answer to Q13. Previous Residence was recorded in a descriptive manner. Code '1' was entered for people with no previous residence (i.e., they have always lived in the village of enumeration), while the name of the District and Province were recorded for those who have lived elsewhere.

Follow the instructions listed for Q12. Birth Place to determine a valid code for Q13. Previous Residence.

**Q14. Duration of Stay**

Universe: Persons with a Previous Residence Code Other than '1'  
Range: 00 to 98, 99

If the value of Q14. Duration of Stay is not in the correct range ('0' to '98'), and the question applies for this person (Q13. Previous Residence is not '1'), then enter code '99.'

**Q15. Reason for Migration**

Universe: Persons with a Previous Residence Code Other than '1'  
Range: 01 to 12, 99

If the value of Q15. Reason for Migration is not in the correct range ('1' to '12'), and the question applies for this person (Q13. Previous Residence is not '1'), then enter code '99.'

**Q16(a). Khmer Literacy**

Universe: All Persons  
Range: 1 to 2, 9

If the value of Q16(a). Khmer Literacy is not in the correct range ('1' to '2'), enter code '9.'

**Q16(b). Other Language Literacy**

Universe: All Persons  
Range: 1 to 9, 0

If the value of Q16(b). Other Language Literacy is not in the correct range ('1' to '9'), enter code '0.' **Unlike most other questions, the code for 'Not Stated' for this question is '0,' not '9.'**

**Q17(a). School Attendance**

Universe: All Persons  
Range: 1 to 3, 9

If the value of Q17(a). School Attendance is not in the correct range ('1' to '3'), enter code '9.'

**Q17(b). Current Grade**

Universe: Persons with Code '2' for Q17(a). School Attendance  
Range: 00 to 12, 15 to 20, 99

Range: 00 to 12, 15 to 20 and 99

If the value of Q17(b). Current Grade is not in the correct range ('0' to '12' or '15' to '20'), enter code '99.'

**Q17(c). Highest Grade**

Universe: Persons with Code '2' or '3' for Q17(a). School Attendance  
Range: 00 to 20, 88, 99

If the value of Q17(c). Highest Grade is not in the correct range ('0' to '20' or '88'), enter code '99.'

**Q17(d). Main Subject of Study**

Universe: Persons with Codes '15' to '20' in Q17(b) or Q17(c)  
Range: See the codes in Appendix C, 999

The answer to Q17(d). Main Subject of Study is a textual answer and you must assign an appropriate code to the answer. Appendix C lists the available codes of subjects of study. Write the codes in the shaded code box. Contact your supervisor if you cannot determine a correct code. If the subject is not given but the question applies to the person, enter code '999.'

**Q18. Disability**

Universe: All Persons  
Range: 0 to 8, 9

If the value of Q18. Disability is not in the correct range ('0' to '8'), enter code '9.'

If code '7' (other) has been listed and a disability has been specified, verify that the disability is not one of those listed in codes '1' to '6.' If it is, change the code from '7' to the proper disability code. If code '8' (multiple disabilities) was entered, verify that the names of two or more valid disabilities were written. If only one disability has been listed, change the code from '8' to the proper disability code.

**Q19. Main Activity**

Universe: All Persons  
Range: 1 to 8, 9

The response to Q19. Main Activity determines whether or not the questions Q20 to Q24 should be filled. If the value of Q19. Main Activity is not in the correct range ('1' to '8'), enter code '9.'

If Q19 to Q24 are left blank for the entire household, contact your supervisor.

**Q20. Employment Period**

Universe: Persons with Codes '1' or '2' (and sometimes '9') for Q19  
Range: 00 to 12, 99

If the value of Q20. Employment Period is not in the correct range ('0' to '12'), enter code '99.'

**Q21. Occupation**

Universe: Persons with Codes '1' or '2' (and sometimes '9') for Q19  
Range: See codes in Appendix D, 998, 999

Related variables: Q23. Industry

Q21. Occupation is recorded in a descriptive manner. The coding of this variable will be done by a separate team of specialized coders. In determining an appropriate code of Occupation, coders should refer to the descriptions of both Q21. Occupation and Q23. Industry because the Industry may help to determine an appropriate Occupation code.

Coders should call a supervisor if it is difficult to determine an appropriate code. Supervisors are required to record all descriptions that are difficult to code for quality assurance purposes.

If the description is not adequately described, enter code '998' (occupation not adequately described). If no description is listed, enter code '999' (occupation not stated).

### **Q22. Employment Status**

Universe: Persons with Codes '1' or '2' (and sometimes '9') for Q19  
Range: 1 to 5, 9

If the value of Q22. Employment Status is not in the correct range ('1' to '5'), enter code '9.'

### **Q23. Industry**

Universe: Persons with Codes '1' or '2' (and sometimes '9') for Q19  
Range: See codes in Appendix E, 998, 999

Related variables: Q21. Occupation

Q23. Industry is recorded in a descriptive manner. The coding of this variable will be done by a separate team of specialized coders. In determining an appropriate code of Industry, coders should refer to the descriptions of both Q21. Occupation and Q23. Industry because the Occupation may help to determine an appropriate Industry code.

Coders should call a supervisor if it is difficult to determine an appropriate code. Supervisors are required to record all descriptions that are difficult to code for quality assurance purposes.

If the description is not adequately described, enter code '998' (industry not adequately described). If no description is listed, enter code '999' (industry not stated).

### **Q24. Sector of Employment**

Universe: Persons with Codes '1' or '2' (and sometimes '9') for Q19  
Range: 1 to 8, 9

If the value of Q24. Sector of Employment is not in the correct range ('1' to '8'), enter code '9.'

### **Q25. Secondary Economic Activity**

Universe: All Persons  
Range: 01 to 11, 99

If the value of Q25. Secondary Economic Activity is listed as '0,' change the code to '1.' Otherwise, if the code is not in the correct range ('1' to '11'), enter code '99.'



## Chapter 6: Edit Rules for Part 3 of Form B - Fertility

Fertility questions are normally asked to all females aged 15 and above. Enumerators were instructed to identify on Part 2 all females aged 15 and above and to transpose their names and serial numbers to Part 3. The names are recorded in Column 2 and the serial numbers in Column 3.

The first, and very important, check is to verify that all females aged 15 and above, as recorded in Part 2, have been transcribed on Part 3. Also check that the Names and Serial Numbers were transcribed consistently.

You may find cases where eligible females (older than 15 years) have been omitted from Part 3. You should add them in Part 3 by copying the Name and Serial Number from Part 2. For these women, enter code '00' for question F4 and enter code '99' for questions F5 to F7.

### F4. Age of Woman at Birth of First Child

Universe	All Women Aged 15 and Over
Range	00, 12 to 49, 99

If the value of F4. Age of Woman at Birth of First Child is missing and the woman indicates that she has had children (a value of '1' or greater has been entered in F5[a] or F5[b]), look at the values in Part 2 to determine whether or not it is possible to know the age of the oldest child. For example, if the woman is a spouse and she indicated that there were two children born alive to her (in F5), you could look at the household roster in Part 2 to see if there are two people listed as her children. If so, take the age of the oldest child and subtract it from the age of the woman. This value will equal the age of the woman at the time of her first child's birth. If it is not possible to identify the oldest child, enter code '99.'

If this question is not applicable for the woman (i.e., she has not had a child), enter code '00.'

### F5. Children Ever Born (a) Males (b) Females

Universe	All Women Aged 15 and Over
Range:	00 to 20, 99

Children Ever Born is divided into two parts: Male Births and Female Births. The range for each entry is from 00 to 20, i.e., the minimum number of Male Births is 00 and the maximum number is 20. In the same vein, the minimum number of Female Births is 00 and the maximum is 20. **The total number of births per woman (the sum of Male Births and Female Births) also cannot exceed 20.** You should therefore sum up the number of Male Births and Female Births and check that the total is between 00 and 20. In case you encounter entries where the number of Total Births exceeds 20, notify your supervisor.

If either F5(a) or F5(b) are not in the correct range ('0' to '20'), enter code '99.'

**F6. Children Alive (a) Males (b) Females**

Universe                      All Women Aged 15 and Over  
 Range:                         00 to 20, 99

Children Alive is also divided into two parts: Males Alive and Females Alive. The range for each of them, as for Children Ever Born, is from 0 to 20. In addition to these general ranges, the following rules apply:

1) The entry in Males Alive should be less than or equal to the entry in Male Births. It can never exceed this entry, i.e. there cannot be more males alive than were ever born. Similarly, the entry in Females Alive should be less than or equal to the entry in Female Births.

You should compare the entries in Males Alive and Females Alive with those in Male Births and Female Births. Should you encounter cases where Males Alive and/or Females Alive exceed the respective entries in Male Birth and Female Births, contact your supervisor.

If either F6(a) or F6(b) are not in the correct range ('0' to '20'), enter code '99.'

**F7. Children Dead (a) Males (b) Females**

Universe                      All Women Aged 15 and Over  
 Range:                         00 to 20, 99

The Males Dead and Females Dead values mainly serve as a check for the Children Ever Born and Children Alive values. Verify that:

F5(a) Males Born = F6(a) Males Alive + F7(a) Males Dead  
 F5(b) Females Born = F6(b) Females Alive + F7(b) Females Dead

In case of any discrepancies, contact your supervisor.

If either F7(a) or F7(b) are not in the correct range ('0' to '20'), enter code '99.'

**F8. Births Last Year (a) Males (b) Females**

Universe                      All Women Aged 15 and Over  
 Range:                         0 to 4, 9

This question is divided into two parts, Male Births and Female Births. The general range for each is from 0 to 4. You should, however, also verify that the sum of Male Births and Female Births does not exceed 4.

Furthermore, the entries in Births Last Year should be compared to those in F5(a) Males Born and F5(b) Females Born. The following rules apply:

F8(a) Males Born Last Year <= F5(a) Males Ever Born  
 F8(b) Females Born Last Year <= F5(b) Females Ever Born

Should you encounter cases where the values in F8 exceed the values in F5 for either Males or Females, contact your supervisor.

If F8 is left blank where an entry is required, or is not in the correct range ('0' to '4'), enter code '9.'

**F9. Delivery Assistance**

Universe                      All Women Aged 15 and Over Who Gave Birth in the Last Year  
Range:                         1 to 6, 9

The response to variable F9. Delivery Assistance should be recorded for all females who indicated in F8 that at least one child was born in the last 12 months. If F9 is left blank where an entry is required, or is not in the correct range ('1' to '6'), enter code '9.'

**F10. Birth Registration**

Universe                      All Women Aged 15 and Over Who Gave Birth in the Last Year  
Range:                         1 to 2, 9

The response to variable F9. Delivery Assistance should be recorded for all females who indicated in F8 that at least one child was born in the last 12 months. If F10 is left blank where an entry is required, or is not in the correct range ('1' or '2'), enter code '9.'

## Chapter 7: Edit Rules for Part 4 of Form B - Deaths

### D1. Serial Number

D1. Serial Number is a unique code assigned to each person who died in a household during the last 12 months. The first death person should always have code '1.' Serial numbers must be in a sequential order, incremented by 1 for every subsequent death in the household during last 12 months. There should be neither missing nor duplicated serial numbers. Whenever you find incorrect serial numbers, you should renumber them.

The last serial number should be identical to the entry in the thick box of Part 4, titled "Total Number of Deaths." Make sure that this total box is filled out correctly. In case there are no deaths recorded in the household, ensure that '00' is written in the box. In all other cases, count the number of the deceased listed on the roster and verify this number against the entry in the total box.

### D3. Sex

Universe: All Persons Who Died in the Household During the Last 12 Months  
Range: 1 to 2

Related variables: D2. Name  
D4. Relationship

The variable D3. Sex must be within the correct range ('1' to '2'). If it is not, or it is blank, check the name and the relationship of the deceased person to determine an appropriate code ('1' is male, '2' is female). If you cannot finally determine an appropriate code, contact your supervisor.

### D4. Relationship

Universe: All Persons Who Died in the Household During the Last 12 Months  
Range: 01 to 15, 99

If the value of D4. Relationship is not in the correct range ('1' to '15'), enter code '99.'

### D5. Age at Death

Universe: All Persons Who Died in the Household During the Last 12 Months  
Range: 00 to 98, 99

If the value of D5. Age at Death is not in the correct range ('1' to '15'), enter code '99.'

**D6. Cause of Death**

Universe: All Persons Who Died in the Household During the Last 12 Months  
Range: 01 to 16, 99

Related variables: D3. Sex

Consistency check:

1) If the deceased person is male (D3. Sex equals '1'), then the code for D6. Cause of Death cannot be either '9' (pregnancy complication) or '10' (delivery complication). In these cases, cross out the code and write '99.'

If the value of D6. Cause of Death is not in the correct range ('1' to '16'), enter code '99.'

**D7. Death Registered**

Universe: All Persons Who Died in the Household During the Last 12 Months  
Range: 1 to 2, 9

If the value of D7. Death Registered is not in the correct range ('1' to '2'), enter code '9.'

**D8a. Pregnancy Related**

Universe: Females Aged 15-49 Who Died During the Last 12 Months  
Range: 1 to 2, 9

Related variables: D3. Sex  
D5. Age at Death

Consistency check:

1) If the deceased person is male (D3. Sex equals '1'), then the code for D8a. Pregnancy Related should be blank.

2) If the value for D5. Age at Death is less than 15 or greater than 49, then the code for D8a. Pregnancy Related should be blank.

For cases when the value should be filled out, if the value of D8a. Pregnancy Related is not in the correct range ('1' to '2'), enter code '9.'

**D8b. Death Place**

Universe: Females Aged 15-49 Whose Death was Due to Pregnancy, Delivery, or Within 42 Days After Giving Birth

Range: 1 to 4, 9

Related variables: D3. Sex  
D5. Age at Death  
D8a. Pregnancy Related

Consistency check:

- 1) If the deceased person is male (D3. Sex equals '1'), then the code for D8b. Death Place should be blank.
- 2) If the value for D5. Age at Death is less than 15 or greater than 49, then the code for D8b. Death Place should be blank.
- 3) If the value for D8a. Pregnancy Related is '2' (no), then the code for D8b. Death Place should be blank.

For cases when the value should be filled out, if the value of D8b. Death Place is not in the correct range ('1' to '4'), enter code '9.'

**D8c. Death Attendance**

Universe: Females Aged 15-49 Whose Death was Due to Pregnancy, Delivery, or Within 42 Days After Giving Birth

Range: 1 to 6, 9

Consistency check:

- 1) If the deceased person is male (D3. Sex equals '1'), then the code for D8c. Death Attendance should be blank.
- 2) If the value for D5. Age at Death is less than 15 or greater than 49, then the code for D8c. Death Attendance should be blank.
- 3) If the value for D8a. Pregnancy Related is '2' (no), then the code for D8c. Death Attendance should be blank.

For cases when the value should be filled out, if the value of D8c. Death Attendance is not in the correct range ('1' to '6'), enter code '9.'

## Chapter 8: Edit Rules for Part 5 of Form B - Housing

### H1. Occupancy

Universe: All Households  
Range: 1 to 4, 9

If the value of H1. Occupancy is not in the correct range ('1' to '4'), enter code '9.'

### H2. Main Source of Light

Universe: All Households  
Range: 1 to 7, 9

If the value of H2. Main Source of Light is not in the correct range ('1' to '7'), enter code '9.' If multiple answers are given, contact your supervisor.

### H3. Main Cooking Fuel

Universe: All Households  
Range: 1 to 7, 9

If the value of H3. Main Cooking Fuel is not in the correct range ('1' to '7'), enter code '9.' If multiple answers are given, contact your supervisor.

### H4. Toilet

Universe: All Households  
Range: 1 to 5, 9

If the value of H4. Toilet is not in the correct range ('1' to '4'), enter code '9.'

### H5. Drinking Water Source

Universe: All Households  
Range: 1 to 8, 9

If the value of H5. Drinking Water Source is not in the correct range ('1' to '8'), enter code '9.' If multiple answers are given, contact your supervisor.

### H6. Drinking Water Location

Universe: All Households  
Range: 1 to 3, 9

If the value of H6. Drinking Water Location is not in the correct range ('1' to '3'), enter code '9.'

### H7. Number of Rooms

Universe: All Households  
Range: 1 to 8, 9

If the value of H7. Number of Rooms is not in the correct range ('1' to '8'), enter code '9.'

**H8. Kitchen**

Universe: All Households  
Range: 1 to 2, 9

If the value of H8. Kitchen is not in the correct range ('1' to '2'), enter code '9.'

**H9. Radio/Transistor**

Universe: All Households  
Range: 00 to 10, 99

If the value of H9. Radio/Transistor is not in the correct range ('0' to '10'), enter code '99.'

**H10. Television**

Universe: All Households  
Range: 00 to 10, 99

If the value of H10. Television is not in the correct range ('0' to '10'), enter code '99.'

**H11. Telephone**

Universe: All Households  
Range: 00 to 10, 99

If the value of H11. Telephone is not in the correct range ('0' to '10'), enter code '99.'

**H12. Cell Phone**

Universe: All Households  
Range: 00 to 10, 99

If the value of H12. Cell Phone is not in the correct range ('0' to '10'), enter code '99.'

**H13. Personal Computer**

Universe: All Households  
Range: 00 to 10, 99

If the value of H13. Personal Computer is not in the correct range ('0' to '10'), enter code '99.'

**H14. Bicycle**

Universe: All Households  
Range: 00 to 10, 99

If the value of H14. Bicycle is not in the correct range ('0' to '10'), enter code '99.'

**H15. Motorcycle**

Universe: All Households



Range: 00 to 10, 99

If the value of H15. Motorcycle is not in the correct range ('0' to '10'), enter code '99.'

**H16. Refrigerator**

Universe: All Households  
Range: 00 to 10, 99

If the value of H16. Refrigerator is not in the correct range ('0' to '10'), enter code '99.'

**H17. Washing Machine**

Universe: All Households  
Range: 00 to 10, 99

If the value of H17. Washing Machine is not in the correct range ('0' to '10'), enter code '99.'

**H18. Air Conditioner**

Universe: All Households  
Range: 00 to 10, 99

If the value of H18. Air Conditioner is not in the correct range ('0' to '10'), enter code '99.'

**H19. Fan**

Universe: All Households  
Range: 00 to 10, 99

If the value of H19. Fan is not in the correct range ('0' to '10'), enter code '99.'

**H20. Car/Van**

Universe: All Households  
Range: 00 to 10, 99

If the value of H20. Car/Van is not in the correct range ('0' to '10'), enter code '99.'

**H21. Boat**

Universe: All Households  
Range: 00 to 10, 99

If the value of H21. Boat is not in the correct range ('0' to '10'), enter code '99.'

**H22(a). Big Tractor**

Universe: All Households  
Range: 00 to 10, 99

If the value of H22(a). Big Tractor is not in the correct range ('0' to '10'), enter code '99.'

**H22(b). Hand Tractor (Koyaon)**

Universe: All Households  
Range: 00 to 10, 99

If the value of H22(b). Hand Tractor (Koyaon) is not in the correct range ('0' to '10'), enter code '99.'

**H23. Internet Access Only at Home**

Universe: All Households  
Range: 1 to 2, 9

Related variables: H24. Internet Access Only Outside Home  
H25. Internet Access at Home and Outside Home

The response to this question must be consist with questions H24 and H25, but because these questions are new for CIPS 2013, inconsistent values will be allowed and will be modified in the computer editing phase. This will allow for the determination of how successfully these questions were answered.

If the value of H23. Internet Access Only at Home is not in the correct range ('1' to '2'), enter code '9.'

**H24. Internet Access Only Outside Home**

Universe: All Households  
Range: 1 to 2, 9

If the value of H24. Internet Access Only Outside Home is not in the correct range ('1' to '2'), enter code '9.'

**H25. Internet Access at Home and Outside Home**

Universe: All Households  
Range: 1 to 2, 9

If the value of H25. Internet Access at Home and Outside Home is not in the correct range ('1' to '2'), enter code '9.'

## Chapter 9. Edit Rules for Form A - House Listing

Form A, the House Listing, was filled out prior to the beginning of survey enumeration. It was used to locate and identify all residential places in the survey sample. The house listing also contains some information about the predominant building materials. This information will supplement the questions in Form B, Part 5, on housing conditions and facilities.

First you need to check that the identification particulars are entered properly in the specified columns on the top of Form A. Use the same rules and principles as given earlier in this manual.

### Wall (Column 3)

Range: 1 to 8, 0, 9

A dash (-) was used for structures on pillars without a wall. In such cases you should impute code '0.' If the value of Wall is not in the correct range ('0' to '8'), enter code '9.'

### Roof (Column 4)

Range: 1 to 8, 9

If the value of Roof is not in the correct range ('1' to '8'), enter code '9.'

### Floor (Column 5)

Range: 1 to 7, 9

If the value of Floor is not in the correct range ('1' to '7'), enter code '9.'

### Purpose of Building/Structure (Column 6)

Range: 1 to 4, 9

If the value of Purpose of Building/Structure is not in the correct range ('1' to '4'), enter code '9.'

## **Appendices**

The following code lists give the allowed values for several questions:

Appendix A: Q10. Mother Tongue

Appendix B: Cambodian Districts and Countries

Appendix C: Q17(d). Main Subject of Study

Appendix D: Q21. Occupation

Appendix E: Q23. Industry

## Appendix A: Codes for Q10. Mother Tongue

Code	Name of Mother Tongue
1	Khmer
2	Vietnamese
3	Chinese
4	Lao
5	Thai
6	French
7	English
8	Korean
9	Japanese
10	Chaaray
11	Chaam
12	Kaaveat
13	Klueng
14	Kuoy
15	Krueng
16	Lon
17	Phnong
18	Proav
19	Tumpoon
20	Stieng
21	Ro Ong
22	Kraol
23	Raadeat
24	Thmoon
25	Mel
26	Khogn
27	Por
28	Suoy
29	Others
30	S'ouch
31	Kchruk
32	Mon
33	Kchak
99	Not Stated

## Appendix B: Codes for Cambodian Districts and Countries

These codes apply to the following questions:

Statement 1.2.5: Usual Residence

Statement 1.3.6: Location on Survey Night

Q12. Birth Place

Q13. Previous Residence

<b>01</b>	<b>Banteay Meanchey</b>	<b>02</b>	<b>Battambang</b>
0101	<i>(moved out)</i>	0201	Banan
0102	Mongkol Borei	0202	Thma Koul
0103	Phnum Srok	0203	Bat Dambang
0104	Preah Netr Preah	0204	Bavel
0105	Ou Chrov	0205	Aek Phnum
0106	Serei Saophoan	0206	Moung Ruessei
0107	Thma Puok	0207	Rotonak Mondol
0108	Svay Chek	0208	Sangkae
0109	Malai	0209	Samlout
0110	Poay Paet	0210	Sampov Lun
		0211	Phnom Proek
		0212	Kamrieng
		0213	Koah Krala
		0214	Rukhak Kiri
<b>03</b>	<b>Kampong Cham</b>	<b>04</b>	<b>Kampong Chhnang</b>
0301	Batheay	0401	Baribour
0302	Chamkar Leu	0402	Chol Kiri
0303	Cheung Prey	0403	Kampong Chhnang
0304	Dambae	0404	Kampong Leaeng
0305	Kampong Cham	0405	Kampong Tralach
0306	Kampong Siem	0406	Rolea B'ier
0307	Kang Meas	0407	Sameakki Mean Chey
0308	Kaoh Soutin	0408	Tuek Phos
0309	Krouch Chhmar		
0310	Memot		
0311	Ou Reang Ov		
0312	Ponhea Kraek		
0313	Prey Chhor		
0314	Srei Santhor		
0315	Stueng Trang		
0316	Tboung Khmum		
0317	Suong		

<b>05</b>	<b>Kampong Speu</b>	<b>06</b>	<b>Kampong Thom</b>
0501	Basedth	0601	Baray
0502	Chbar Mon	0602	Kampong Svay
0503	Kong Pisei	0603	Stueng Saen
0504	Aoral	0604	Prasat Balangk
0505	Odongk	0605	Prasat Sambour
0506	Phnum Sruoch	0606	Sandan
0507	Samraong Tong	0607	Santuk
0508	Thpong	0608	Stoung
<b>07</b>	<b>Kampot</b>	<b>08</b>	<b>Kandal</b>
0701	Angkor Chey	0801	Kandal Stueng
0702	Banteay Meas	0802	Kien Svay
0703	Chhuk	0803	Khsach Kandal
0704	Chum Kiri	0804	Kaoh Thum
0705	Dang Tong	0805	Leuk Daek
0706	Kampong Trach	0806	Lvea Aem
0707	Kampot	0807	Mukh Kampul
0708	Kampong Bay	0808	Angk Snuol
		0809	Ponhea Lueu
		0810	S'ang
		0811	Ta Khmau
<b>09</b>	<b>Koh Kong</b>	<b>10</b>	<b>Kratie</b>
0901	Botum Sakor	1001	Chhloung
0902	Kiri Sakor	1002	Kracheh
0903	Kaoh Kong	1003	Preaek Prasab
0904	Smach Mean Chey	1004	Sambour
0905	Mondol Seima	1005	Snuol
0906	Srae Ambel	1006	Chitr Borie
0907	Thma Bang		
<b>11</b>	<b>Mondul Kiri</b>	<b>12</b>	<b>Phnom Penh</b>
1101	Kaev Seima	1201	Chamkar Mon
1102	Kaoh Nheak	1202	Doun Penh
1103	Ou Reang	1203	Prampir Meakkakra
1104	Pech Chenda	1204	Tuol Kouk
1105	Saen Monourom	1205	Dangkao
		1206	Mean Chey
		1207	Russei Kaev
		1208	Saen Sokh
		1209	Pou Saen Chey

<b>13</b>	<b>Chey Saen</b>	<b>14</b>	<b>Ba Phnum</b>
1301	Chey Saen	1401	Ba Phnum
1302	Chhaeb	1402	Kamchay Mear
1303	Choam Khsant	1403	Kampong Trabaek
1304	Kuleaen	1404	Kanhchriech
1305	Rovieng	1405	Me Sang
1306	Sangkom Thmei	1406	Peam Chor
1307	Tbaeng Mean Chey	1407	Peam Ro
1308	Preah Vihear	1408	Pea Reang
		1409	Preah Sdach
		1410	Prey Veang
		1411	Pou Rieng
		1412	Sithor Kandal
		1413	Svay Antor
<b>15</b>	<b>Pursat</b>	<b>16</b>	<b>Ratanak Kiri</b>
1501	Bakan	1601	Andoung Meas
1502	Kandieng	1602	Ban Lung
1503	Krakor	1603	Bar Kaev
1504	Phnum Kravanh	1604	Koun Mom
1505	Sampov Meas	1605	Lumphat
1506	Veal Veang	1606	Ou Chum
		1607	Ou Ya Dav
		1608	Ta Veang
		1609	Veun Sai
<b>17</b>	<b>Siemreap</b>	<b>18</b>	<b>Sihanoukville</b>
1701	Angkor Chum	1801	Mittakpheap
1702	Angkor Thum	1802	Prey Nob
1703	Banteay Srei	1803	Stueng Hav
1704	Chi Kraeng	1804	Kampong Seila
1705	<i>(moved out)</i>		
1706	Kralanh		
1707	Puok		
1708	<i>(moved out)</i>		
1709	Prasat Bakong		
1710	Siem Reab		
1711	Soutr Nikom		
1712	Srei Snam		
1713	Svay Leu		
1714	Varin		



<b>19</b>	<b>Stung Treng</b>	<b>20</b>	<b>Svay Rieng</b>
1901	Sesan	2001	Chantrea
1902	Siem Bouk	2002	Kampong Rou
1903	Siem Pang	2003	Rumduol
1904	Stueng Traeng	2004	Romeas Haek
1905	Thala Barivat	2005	Svay Chrum
		2006	Svay Rieng
		2007	Svay Teab
		2008	Bavet
<b>21</b>	<b>Takeo</b>	<b>22</b>	<b>Oddar Meanchey</b>
2101	Angkor Borei	2201	Anlong Veang
2102	Bati	2202	Banteay Ampil
2103	Borei Cholsar	2203	Chong Kal
2104	Kiri Vong	2204	Samraong
2105	Kaoh Andaet	2205	Trapeang Prasat
2106	Prey Kabbas		
2107	Samraong		
2108	Doun Kaev		
2109	Tram Kak		
2110	Treang		
<b>23</b>	<b>Kap</b>	<b>24</b>	<b>Pailin</b>
2301	Damnak Chang'aur	2401	Pailin
2302	Kaeb	2402	Sala Krau

<b>Asia</b>		<b>Australia &amp; Oceania</b>	
9301	China	9401	Australia
9302	Hong Kong	9402	New Zealand
9303	India	9499	Other Oceania
9304	Indonesia		
9305	Japan		
9306	Korea North		
9307	Korea South		
9308	Laos		
9309	Malaysia		
9310	Myanmar		
9311	Nepal		
9312	Pakistan		
9313	Philippines		
9314	Singapore		
9315	Sri Lanka		
9316	Thailand		
9317	Vietnam		
9399	Other Asia		
<b>Europe</b>		<b>America</b>	
9501	Belgium	9601	United States of America
9502	France	9602	Canada
9503	Germany	9699	Other America
9504	Italy		
9505	Netherlands (Holland )		
9506	Former USSR		
9507	Sweden		
9508	United Kingdom		
9599	Other Europe		
<b>Africa</b>		<b>Not Classified or Not Stated</b>	
9701	South Africa	9998	Countries not classified
9799	Other Africa	9999	Not Stated

## Appendix C: Codes for Q17(d). Main Subject of Study

A tentative list of Main Subjects of Study is given below. It may be revised by adding or deleting codes with respect to the situation of the Cambodian educational system. After finalization, code may be assigned to each subject.

CODE	MAIN SUBJECT OF THE STUDY	CODE	MAIN SUBJECT OF THE STUDY
001	Accounting	022	Computer Programming
002	Advertising	023	Computer and Information Technology
003	Agriculture	024	Criminal Justice
004	Agricultural Engineering	025	Critical Care Nursing
005	Anthropology	026	Dance
006	Archaeology	027	Dental Assisting
007	Architecture	028	Dentistry
008	Art Education	029	Dramatic Arts
009	Bacteriology	030	Drawing
010	Biochemistry	031	Ecology
011	Biology	032	Economics
012	Bio Medical Engineering	033	Education
013	Bio Statistics	034	Electrical Engineering
014	Botany	035	Elementary Education
015	Business Administration	036	Engineering-General
016	Chemistry	037	English Language and Literature
017	Chemical Engineering	038	Environmental Studies
018	Civics	039	Financial Management
019	Civil Engineering	040	Fine Arts
020	Communications	041	Forestry and related Sciences
021	Community Health	042	French Language and Literature

CODE	MAIN SUBJECT OF THE STUDY	CODE	MAIN SUBJECT OF THE STUDY
043	Genetics	068	Mental Health
044	Geography	069	Microbiology
045	Geological Sciences	070	Moral Studies
046	Health and Medical Lab Technology	071	Music
047	Health Education	072	Nuclear Studies
048	Health Informatics	073	Nursing
049	Health Promotion	074	Nutrition
050	History	075	Other Foreign Languages
051	Home Science	076	Pharmacy
052	Human Resource Management	077	Philosophy
053	Humanities and Humanistic Study	078	Physical Education
054	Industrial Engineering	079	Physical Sciences
055	Japanese Language and Literature	080	Physics
056	Khmer Language and Literature	081	Physiology
057	Korean Language and Literature	082	Political Science
058	Law	083	Population Studies
059	Liberal Arts/General studies	084	Psychology
060	Library Science	085	Public Administration
061	Life Science –Other	086	Public Health
062	Management Studies	087	Rehabilitative Service
063	Marine Biology	088	Reproductive Health
065	Mechanical Engineering	089	Science Education
066	Medical records Technology	090	Secondary Education
067	Medicine ( general and all branches)	091	Social sciences

<b>CODE</b>	<b>MAIN SUBJECT OF THE STUDY</b>	<b>CODE</b>	<b>MAIN SUBJECT OF THE STUDY</b>
092	Social Studies		
093	Social work		
094	Sociology		
095	Statistics		
096	Teacher Education		
097	Tourism		
098	Veterinary		
099	Vocational Technical Subject		
100	Zoology		
101	Any Other Subject		

## Appendix D: Codes for Q21. Occupation

### MAJOR GROUP 0 : ARMED FORCES OCCUPATIONS

- 01 ARMED FORCES OCCUPATIONS
  - 011 Armed forces occupations

### MAJOR GROUP 1 : MANAGERS

- 11 CHIEF EXECUTIVES, SENIOR OFFICIALS AND LEGISLATORS
  - 111 Legislators and senior officials
    - Legislators
    - Senior government officials
    - Traditional chiefs and heads of village
    - Senior officials of special-interest organizations
  - 112 Managing directors and chief executives
    - Managing directors and chief executives
- 12 ADMINISTRATIVE AND COMMERCIAL MANAGERS
  - 121 Business services and administration managers
    - Finance managers
    - Human resource managers
    - Policy and planning managers
    - Business services and administration managers not elsewhere classified
  - 122 Sales, marketing and development managers
    - Sales and marketing managers
    - Advertising and public relations managers
    - Research and development managers
- 13 PRODUCTION AND SPECIALIZED SERVICES MANAGERS
  - 131 Production managers in agriculture, forestry and fisheries
    - Agricultural and forestry production managers
    - Aquaculture and fisheries production managers
  - 132 Manufacturing, mining, construction, and distribution managers
    - Manufacturing managers
    - Mining managers
    - Construction managers
    - Supply, distribution and related managers
  - 133 Information and communications technology service managers
    - Information and communications technology service managers
  - 134 Professional services managers
    - Child care services managers
    - Health services managers
    - Aged care services managers
    - Social welfare managers
    - Education managers
    - Financial and insurance services branch managers
    - Professional services managers not elsewhere classified
- 14 HOSPITALITY, RETAIL AND OTHER SERVICES MANAGERS

- 141 Hotel and restaurant managers
  - Hotel managers
  - Restaurant managers
- 142 Retail and wholesale trade managers
  - Retail and wholesale trade managers
- 143 Other services managers
  - Sports, recreation and cultural centre managers
  - Services managers not elsewhere classified

## MAJOR GROUP 2 : PROFESSIONALS

### 21 SCIENCE AND ENGINEERING PROFESSIONALS

- 211 Physical and earth science professionals
  - Physicists and astronomers
  - Meteorologists
  - Chemists
  - Geologists and geophysicists
- 212 Mathematicians, actuaries and statisticians
  - Mathematicians, actuaries and statisticians
- 213 Life science professionals
  - Biologists, botanists, zoologists and related professionals
  - Farming, forestry and fisheries advisers
  - Environmental protection professionals
- 214 Engineering professionals (excluding electrotechnology)
  - Industrial and production engineers
  - Civil engineers
  - Environmental engineers
  - Mechanical engineers
  - Chemical engineers
  - Mining engineers, metallurgists and related professionals
  - Engineering professionals not elsewhere classified
- 215 Electrotechnology engineers
  - Electrical engineers
  - Electronics engineers
  - Telecommunications engineers
- 216 Architects, planners, surveyors and designers
  - Building architects
  - Landscape architects
  - Product and garment designers
  - Town and traffic planners
  - Cartographers and surveyors
  - Graphic and multimedia designers

### 22 HEALTH PROFESSIONALS

- 221 Medical doctors
  - Generalist medical practitioners
  - Specialist medical practitioners
- 222 Nursing and midwifery professionals
  - Nursing professionals

- Midwifery professionals
- 223 Traditional and complementary medicine professionals
  - Traditional and complementary medicine professionals
- 224 Paramedical practitioners
  - Paramedical practitioners
- 225 Veterinarians
  - Veterinarians
- 226 Other health professionals
  - Dentists
  - Pharmacists
  - Environmental and occupational health and hygiene professionals
  - Physiotherapists
  - Dieticians and nutritionists
  - Audiologists and speech therapists
  - Optometrists and ophthalmic opticians
  - Health professionals not elsewhere classified
- 23 TEACHING PROFESSIONALS
  - 231 University and higher education teachers
    - University and higher education teachers
  - 232 Vocational education teachers
    - Vocational education teachers
  - 233 Secondary education teachers
    - Secondary education teachers
  - 234 Primary school and early childhood teachers
    - Primary school teachers
    - Early childhood educators
  - 235 Other teaching professionals
    - Education methods specialists
    - Special needs teachers
    - Other language teachers
    - Other music teachers
    - Other arts teachers
    - Information technology trainers
    - Teaching professionals not elsewhere classified
- 24 BUSINESS AND ADMINISTRATION PROFESSIONALS
  - 241 Finance professionals
    - Accountants
    - Financial and investment advisers
    - Financial analysts
  - 242 Administration professionals
    - Management and organization analysts
    - Policy administration professionals
    - Personnel and careers professionals
    - Training and staff development professionals
  - 243 Sales, marketing and public relations professionals
    - Advertising and marketing professionals
    - Public relations professionals
    - Technical and medical sales professionals (excluding ICT)



- Information and communications technology sales professionals
- 25 INFORMATION AND COMMUNICATIONS TECHNOLOGY PROFESSIONALS
  - 251 Software and applications developers and analysts
    - Systems analysts
    - Software developers
    - Web and multimedia developers
    - Applications programmers
    - Software and applications developers and analysts not elsewhere classified
  - 252 Database and network professionals
    - Database designers and administrators
    - Systems administrators
    - Computer network professionals
    - Database and network professionals not elsewhere classified
- 26 LEGAL, SOCIAL AND CULTURAL PROFESSIONALS
  - 261 Legal professionals
    - Lawyers
    - Judges
    - Legal professionals not elsewhere classified
  - 262 Librarians, archivists and curators
    - Archivists and curators
    - Librarians and related information professionals
  - 263 Social and religious professionals
    - Economists
    - Sociologists, anthropologists and related professionals
    - Philosophers, historians and political scientists
    - Psychologists
    - Social work and counselling professionals
    - Religious professionals
  - 264 Authors, journalists and linguists
    - Authors and related writers
    - Journalists
    - Translators, interpreters and other linguists
  - 265 Creative and performing artists
    - Visual artists
    - Musicians, singers and composers
    - Dancers and choreographers
    - Film, stage and related directors and producers
    - Actors
    - Announcers on radio, television and other media
    - Creative and performing artists not elsewhere classified

### MAJOR GROUP 3 : TECHNICIANS AND ASSOCIATE PROFESSIONALS

- 31 SCIENCE AND ENGINEERING ASSOCIATE PROFESSIONALS
  - 311 Physical and engineering science technicians
    - Chemical and physical science technicians
    - Civil engineering technicians

- Electrical engineering technicians
- Electronics engineering technicians
- Mechanical engineering technicians
- Chemical engineering technicians
- Mining and metallurgical technicians
- Draughtspersons
- Physical and engineering science technicians not elsewhere classified
- 312 Mining, manufacturing and construction supervisors
  - Mining supervisors
  - Manufacturing supervisors
  - Construction supervisors
- 313 Process control technicians
  - Power production plant operators
  - Incinerator and water treatment plant operators
  - Chemical processing plant controllers
  - Petroleum and natural gas refining plant operators
  - Metal production process controllers
  - Process control technicians not elsewhere classified
- 314 Life science technicians and related associate professionals
  - Life science technicians (excluding medical)
  - Agricultural technicians
  - Forestry technicians
- 315 Ship and aircraft controllers and technicians
  - Ships' engineers
  - Ships' deck officers and pilots
  - Aircraft pilots and related associate professionals
  - Air traffic controllers
  - Air traffic safety electronics technicians
- 32 HEALTH ASSOCIATE PROFESSIONALS
  - 321 Medical and pharmaceutical technicians
    - Medical imaging and therapeutic equipment technicians
    - Medical and pathology laboratory technicians
    - Pharmaceutical technicians and assistants
    - Medical and dental prosthetic technicians
  - 322 Nursing and midwifery associate professionals
    - Nursing associate professionals
    - Midwifery associate professionals
  - 323 Traditional and complementary medicine associate professionals
    - Traditional and complementary medicine associate professionals
  - 324 Veterinary technicians and assistants
    - Veterinary technicians and assistants
  - 325 Other health associate professionals
    - Dental assistants and therapists
    - Medical records and health information technicians
    - Community health workers
    - Dispensing opticians
    - Physiotherapy technicians and assistants
    - Medical assistants

- Environmental and occupational health inspectors and associates
- Ambulance workers
- Health associate professionals not elsewhere classified
- 33 BUSINESS AND ADMINISTRATION ASSOCIATE PROFESSIONALS
  - 331 Financial and mathematical associate professionals
    - Securities and finance dealers and brokers
    - Credit and loans officers
    - Accounting associate professionals
    - Statistical, mathematical and related associate professionals
    - Valuers and loss assessors
  - 332 Sales and purchasing agents and brokers
    - Insurance representatives
    - Commercial sales representatives
    - Buyers
    - Trade brokers
  - 333 Business services agents
    - Clearing and forwarding agents
    - Conference and event planners
    - Employment agents and contractors
    - Real estate agents and property managers
    - Business services agents not elsewhere classified
  - 334 Administrative and specialized secretaries
    - Office supervisors
    - Legal secretaries
    - Administrative and executive secretaries
    - Medical secretaries
  - 335 Regulatory government associate professionals
    - Customs and border inspectors
    - Government tax and excise officials
    - Government social benefits officials
    - Government licensing officials
    - Police inspectors and detectives
    - Regulatory government associate professionals not elsewhere classified
- 34 LEGAL, SOCIAL, CULTURAL AND RELATED ASSOCIATE PROFESSIONALS
  - 341 Legal, social and religious associate professionals
    - Legal and related associate professionals
    - Social work associate professionals
    - Religious associate professionals
  - 342 Sports and fitness workers
    - Athletes and sports players
    - Sports coaches, instructors and officials
    - Fitness and recreation instructors and program leaders
  - 343 Artistic, cultural and culinary associate professionals
    - Photographers
    - Interior designers and decorators
    - Gallery, museum and library technicians
    - Chefs
    - Other artistic and cultural associate professionals

35 INFORMATION AND COMMUNICATIONS TECHNICIANS

- 351 Information and communications technology operations and user support technicians
  - Information and communications technology operations technicians
  - Information and communications technology user support technicians
  - Computer network and systems technicians
  - Web technicians
- 352 Telecommunications and broadcasting technicians
  - Broadcasting and audio-visual technicians
  - Telecommunications engineering technicians

MAJOR GROUP 4 : CLERICAL SUPPORT WORKERS

41 GENERAL AND KEYBOARD CLERKS

- 411 General office clerks
  - General office clerks
- 412 Secretaries (general)
  - Secretaries (general)
- 413 Keyboard operators
  - Typists and word processing operators
  - Data entry clerks

42 CUSTOMER SERVICES CLERKS

- 421 Tellers, money collectors and related clerks
  - Bank tellers and related clerks
  - Bookmakers, croupiers and related gaming workers
  - Pawnbrokers and money-lenders
  - Debt-collectors and related workers
- 422 Client information workers
  - Travel consultants and clerks
  - Contact centre information clerks
  - Telephone switchboard operators
  - Hotel receptionists
  - Enquiry clerks
  - Receptionists (general)
  - Survey and market research interviewers
  - Client information workers not elsewhere classified

43 NUMERICAL AND MATERIAL RECORDING CLERKS

- 431 Numerical clerks
  - Accounting and bookkeeping clerks
  - Statistical, finance and insurance clerks
  - Payroll clerks
- 432 Material-recording and transport clerks
  - Stock clerks
  - Production clerks
  - Transport clerks

44 OTHER CLERICAL SUPPORT WORKERS

- 441 Other clerical support workers
  - Library clerks

- Mail carriers and sorting clerks
- Coding, proof-reading and related clerks
- Scribes and related workers
- Filing and copying clerks
- Personnel clerks
- Clerical support workers not elsewhere classified

## MAJOR GROUP 5 : SERVICE AND SALES WORKERS

### 51 PERSONAL SERVICE WORKERS

- 511 Travel attendants, conductors and guides
  - Travel attendants and travel stewards
  - Transport conductors
  - Travel guides
- 512 Cooks
  - Cooks
- 513 Waiters and bartenders
  - Waiters
  - Bartenders
- 514 Hairdressers, beauticians and related workers
  - Hairdressers
  - Beauticians and related workers
- 515 Building and housekeeping supervisors
  - Cleaning and housekeeping supervisors in offices, hotels and other establishments
  - Domestic housekeepers
  - Building caretakers
- 516 Other personal services workers
  - Astrologers, fortune-tellers and related workers
  - Companions and valets
  - Undertakers and embalmers
  - Pet groomers and animal care workers
  - Driving instructors
  - Personal services workers not elsewhere classified

### 52 PERSONAL CARE WORKERS

- 521 Child care workers and teachers' aides
  - Child care workers
  - Teachers' aides
- 522 Personal care workers in health services
  - Health care assistants
  - Home-based personal care workers
  - Personal care workers in health services not elsewhere classified

### 53 PROTECTIVE SERVICES WORKERS

- 531 Protective services workers
  - Fire-fighters
  - Prison guards
  - Security guards
  - Protective services workers not elsewhere classified

- 532 Policemen / women
  - Policemen / women
- 54 SALES WORKERS
  - 541 Street and market salespersons
    - Stall and market salespersons
  - 542 Street vegetable and fruit sellers
    - Street vegetable and fruit sellers
  - 543 Street meat sellers
    - Street meat sellers
  - 544 Street fish sellers
    - Street fish sellers
  - 545 Street food snack sellers
    - Street food snack sellers
  - 546 Street cool drink and water sellers
    - Street cool drink and water sellers
  - 547 Street cigarette sellers and other street food salespersons
    - Street cigarette sellers and other street food salespersons
  - 548 Shop salespersons
    - Shop keepers
    - Shop supervisors
    - Shop sales assistants
  - 549 Cashiers and ticket clerks
    - Cashiers and ticket clerks
  - 550 Other sales workers
    - Fashion and other models
    - Sales demonstrators
    - Door to door salespersons
    - Contact centre salespersons
    - Service station attendants
    - Sales workers not elsewhere classified

#### MAJOR GROUP 6 : SKILLED AGRICULTURAL, FORESTRY AND FISHERY WORKERS

- 61 MARKET-ORIENTED SKILLED AGRICULTURAL WORKERS
  - 611 Market gardeners and crop growers
    - Field crop and vegetable growers
    - Tree and shrub crop growers
    - Gardeners, horticultural and nursery growers
    - Mixed crop growers
  - 612 Animal producers
    - Livestock and dairy producers
    - Poultry producers
    - Apiarists and sericulturists
    - Animal producers not elsewhere classified
  - 613 Mixed crop and animal producers
    - Mixed crop and animal producers
- 62 MARKET-ORIENTED SKILLED FORESTRY, FISHERY AND HUNTING WORKERS
  - 621 Forestry and related workers

- Forestry and related workers
- 622 Fishery workers, hunters and trappers
  - Aquaculture workers
  - Inland and coastal waters fishery workers
  - Deep-sea fishery workers
  - Hunters and trappers
- 63 SUBSISTENCE FARMERS, FISHERS, HUNTERS AND GATHERERS
  - 631 Subsistence crop farmers
    - Subsistence crop farmers
  - 632 Subsistence livestock farmers
    - Subsistence livestock farmers
  - 633 Subsistence mixed crop and livestock farmers
    - Subsistence mixed crop and livestock farmers
  - 634 Subsistence fishers, hunters, trappers and gatherers
    - Subsistence fishers, hunters, trappers and gatherers

#### MAJOR GROUP 7 : CRAFT AND RELATED WORKERS

- 71 BUILDING AND RELATED TRADES WORKERS, EXCLUDING ELECTRICIANS
  - 711 Building frame and related trades workers
    - House builders
    - Bricklayers and related workers
    - Stonemasons, stone cutters, splitters and carvers
    - Concrete placers, concrete finishers and related workers
    - Carpenters and joiners
    - Building frame and related trades workers not elsewhere classified
  - 712 Building finishers and related trades workers
    - Roofers
    - Floor layers and tile setters
    - Plasterers
    - Insulation workers
    - Glaziers
    - Plumbers and pipe fitters
    - Air conditioning and refrigeration mechanics
  - 713 Painters, building structure cleaners and related trades workers
    - Painters and related workers
    - Spray painters and varnishers
    - Building structure cleaners
- 72 METAL, MACHINERY AND RELATED TRADES WORKERS
  - 721 Sheet and structural metal workers, moulders and welders, and related workers
    - Metal moulders and coremakers
    - Welders and flamecutters
    - Sheet-metal workers
    - Structural-metal preparers and erectors
    - Riggers and cable splicers
  - 722 Blacksmiths, toolmakers and related trades workers
    - Blacksmiths, hammersmiths and forging press workers
    - Toolmakers and related workers

- Metal working machine tool setters and operators
- Metal polishers, wheel grinders and tool sharpeners
- 723 Machinery mechanics and repairers
  - Aircraft engine mechanics and repairers
  - Agricultural and industrial machinery mechanics and repairers
  - Bicycle and related repairers
- 724 Automobile mechanics and fitters
  - Automobile mechanics and fitters
- 725 Motorcycle mechanics and fitters
  - Motorcycle mechanics and fitters
- 73 HANDICRAFT AND PRINTING WORKERS
  - 731 Handicraft workers
    - Precision-instrument makers and repairers
    - Musical instrument makers and tuners
    - Jewellery and precious-metal workers
    - Sign writers, decorative painters, engravers and etchers
    - Handicraft workers not elsewhere classified
  - 732 Potters and related workers
    - Potters and related workers
  - 733 Glass makers
    - Glass makers, cutters, grinders and finishers
  - 734 Palm leaf products makers, basketry weavers and related workers
    - Palm leaf products makers, basketry weavers and related workers
  - 735 Bamboo products makers
    - Bamboo products makers
  - 736 Other wood-related handicraft workers
    - Handicraft workers in wood (other than palm leaf and bamboo), basketry and related materials
  - 737 Rope Makers
    - Rope Makers
  - 738 Handloom weavers, handicraft workers in textile, leather and related materials
    - Handloom weavers
    - Handicraft workers in textile, leather and related materials
  - 739 Printing trades workers
    - Pre-press technicians
    - Printers
    - Print finishing and binding workers
- 74 ELECTRICAL AND ELECTRONIC TRADES WORKERS
  - 741 Electrical equipment installers and repairers
    - Building and related electricians
    - Electrical mechanics and fitters
    - Electrical line installers and repairers
  - 742 Electronics and telecommunications installers and repairers
    - Electronics mechanics and servicers
    - Information and communications technology installers and servicers
- 75 FOOD PROCESSING, WOOD WORKING, GARMENT AND OTHER CRAFT AND RELATED TRADES WORKERS
  - 751 Food processing and related trades workers



- Butchers, fishmongers and related food preparers
- Bakers, pastry-cooks and confectionery makers
- Dairy-products makers
- Fruit, vegetable and related preservers
- Food and beverage tasters and graders
- 752 Cigarette rollers and tobacco product makers
  - Tobacco preparers and tobacco products makers
- 753 Wood treaters, cabinet-makers and related trades workers
  - Wood treaters
  - Cabinet-makers and related workers
  - Woodworking-machine tool setters and operators
- 754 Tailors, dress makers, furriers and hatters
  - Tailors, dressmakers, furriers and hatters
- 755 Garment and related trades workers
  - Garment and related pattern-makers and cutters
  - Sewing, embroidery and related workers
  - Upholsterers and related workers
  - Shoemakers and related workers
- 756 Pelt, leather and related trades workers
  - Pelt dressers, tanners and fellmongers
- 757 Other craft and related workers
  - Underwater divers
  - Shotfirers and blasters
  - Product graders and testers (excluding foods and beverages)
  - Fumigators and other pest and weed controllers
  - Craft and related workers not elsewhere classified

#### MAJOR GROUP 8 : PLANT AND MACHINE OPERATORS, AND ASSEMBLERS

##### 81 STATIONARY PLANT AND MACHINE OPERATORS

- 811 Mining and mineral processing plant operators
  - Miners and quarriers
  - Mineral and stone processing plant operators
  - Well drillers and borers and related workers
  - Cement, stone and other mineral products machine operators
- 812 Metal processing and finishing plant operators
  - Metal processing plant operators
  - Metal finishing, plating and coating machine operators
- 813 Chemical and photographic products plant and machine operators
  - Chemical products plant and machine operators
  - Photographic products machine operators
- 814 Rubber, plastic and paper products machine operators
  - Rubber products machine operators
  - Plastic products machine operators
  - Paper products machine operators
- 815 Textile, fur and leather products machine operators
  - Fibre preparing, spinning and winding machine operators
  - Weaving and knitting machine operators

- Sewing machine operators
- Bleaching, dyeing and fabric cleaning machine operators
- Fur and leather preparing machine operators
- Shoemaking and related machine operators
- Laundry machine operators
- Textile, fur and leather products machine operators not elsewhere classified
- 816 Food and related products machine operators
  - Food and related products machine operators
- 817 Wood processing and papermaking plant operators
  - Pulp and papermaking plant operators
  - Wood processing plant operators
- 818 Other stationary plant and machine operators
  - Glass and ceramics plant operators
  - Steam engine and boiler operators
  - Packing, bottling and labelling machine operators
  - Stationary plant and machine operators not elsewhere classified
- 82 ASSEMBLERS
  - 821 Assemblers
    - Mechanical machinery assemblers
    - Electrical and electronic equipment assemblers
    - Assemblers not elsewhere classified
- 83 DRIVERS AND MOBILE PLANT OPERATORS
  - 831 Locomotive engine drivers and related workers
    - Locomotive engine drivers
    - Railway brake, signal and switch operators
  - 832 Motodup and tuktuk drivers
    - Motorcycle drivers
  - 833 Taxi drivers
    - Taxi drivers
  - 834 Other motor-related drivers
    - Car and van drivers
  - 835 Heavy truck and bus drivers
    - Bus and tram drivers
    - Heavy truck and lorry drivers
  - 836 Mobile plant operators
    - Mobile farm and forestry plant operators
    - Earthmoving and related plant operators
    - Crane, hoist and related plant operators
    - Lifting truck operators
  - 837 Ships' deck crews and related workers
    - Ships' deck crews and related workers

## MAJOR GROUP 9 : ELEMENTARY OCCUPATIONS

### 91 CLEANERS AND HELPERS

- 911 Domestic cleaners and helpers
  - Domestic cleaners and helpers

- 912 Hotel and office cleaners and helpers; Building caretaker
  - Cleaners and helpers in offices, hotels and other establishments
- 913 Vehicle cleaners
  - Vehicle cleaners
- 914 Laundry workers and pressers
  - Hand launderers and pressers
- 915 Street cleaners
  - Street cleaners
- 916 Window cleaners and other hand cleaning workers
  - Window cleaners
  - Other cleaning workers
- 92 AGRICULTURAL, FORESTRY AND FISHERY LABOURERS
  - 921 Agricultural, forestry and fishery labourers
    - Crop farm labourers
    - Livestock farm labourers
    - Mixed crop and livestock farm labourers
    - Garden and horticultural labourers
    - Forestry labourers
    - Fishery and aquaculture labourers
- 93 LABOURERS IN MINING, CONSTRUCTION, MANUFACTURING AND TRANSPORT
  - 931 Mining and construction labourers
    - Mining and quarrying labourers
    - Civil engineering labourers
    - Building construction labourers
  - 932 Manufacturing labourers
    - Hand packers
    - Manufacturing labourers not elsewhere classified
  - 933 Transport and storage labourers
    - Drivers of animal-drawn vehicles and machinery
    - Freight handlers
    - Shelf fillers
  - 934 Cyclo drivers
    - Hand and pedal vehicle drivers
- 94 FOOD PREPARATION ASSISTANTS
  - 941 Food preparation assistants
    - Fast food preparers
    - Kitchen helpers
- 95 STREET AND RELATED SALES AND SERVICE WORKERS
  - 951 Airpump operators and bicycle repairers
    - Airpump operators and bicycle repairers
  - 952 Shoe cleaning and other street service elementary occupations
    - Shoe cleaning and other street service elementary occupations
  - 953 Commercial sex workers
    - Commercial sex workers
  - 954 Street petrol sellers
    - Street petrol sellers
  - 955 Petty firewood sellers
    - Petty firewood sellers

- 956 Other street vendors and related workers
  - Other street vendors and related workers
- 96 REFUSE WORKERS AND OTHER ELEMENTARY WORKERS
  - 961 Refuse workers
    - Garbage and recycling collectors
    - Refuse sorters
    - Sweepers and related labourers
  - 962 Rag Pickers
    - Rag pickers
  - 963 Firewood and water collectors
    - Firewood and water collectors
  - 964 Other elementary workers
    - Messengers, package deliverers and luggage porters
    - Odd job persons
    - Meter readers and vending-machine collectors
    - Elementary workers not elsewhere classified

OCCUPATIONS NOT ADEQUATELY DESCRIBED OR NOT STATED

- 998 Occupation not adequately described
  - Occupation not adequately described
- 999 Occupation not stated
  - Occupation not stated

## Appendix E: Codes for Q23. Industry

### SECTION A: Agriculture, Forestry and Fishing

#### 01 Crop and animal production, hunting and related service activities

##### 011 Growing of non-perennial crops

- Growing of cereals (except rice), leguminous crops and oil seeds
  - Growing of rice
  - Growing of vegetables and melons, roots and tubers
  - Growing of sugar cane
  - Growing of tobacco
  - Growing of fibre crops
  - Growing of other non-perennial crops

##### 012 Growing of perennial crops

- Growing of grapes
- Growing of tropical and subtropical fruits
- Growing of citrus fruits
- Growing of pomes fruits and stone fruits
- Growing of other tree and bush fruits and nuts
- Growing of oleaginous fruits
- Growing of beverage crops
- Growing of spices, aromatic, drug and pharmaceutical crops
- Growing of other perennial crops

##### 013 Plant propagation

- Plant propagation

##### 014 Animal production

- Raising of cattle and buffaloes
- Raising of horses and other equines
- Raising of camels and camellias
- Raising of sheep and goats
- Raising of swine/pigs
- Raising of poultry
- Raising of other animals

##### 015 Mixed farming

- Mixed farming

##### 016 Support activities to agriculture and post-harvest crop activities

- Support activities for crop production
- Support activities for animal production
- Post-harvest crop activities
- Seed processing for propagation

##### 017 Hunting, trapping and related service activities

- Hunting, trapping and related service activities

- 02 Forestry and logging
  - 021 Silviculture and other forestry activities
    - Silviculture and other forestry activities
  - 022 Logging
    - Logging
  - 023 Gathering of non-wood forest products
    - Gathering of non-wood forest products
  - 024 Support services to forestry
    - Support services to forestry
- 03 Fishing and aquaculture
  - 031 Fishing
    - Marine fishing
    - Freshwater fishing
  - 032 Aquaculture
    - Marine aquaculture
    - Freshwater aquaculture

SECTION B: Mining and Quarrying

- 05 Mining of coal and lignite
  - 051 Mining of hard coal
    - Mining of hard coal
  - 052 Mining of lignite
    - Mining of lignite
- 06 Extraction of crude petroleum and natural gas
  - 061 Extraction of crude petroleum
    - Extraction of crude petroleum
  - 062 Extraction of natural gas
    - Extraction of natural gas
- 07 Mining of metal ores
  - 071 Mining of iron ores
    - Mining of iron ores
  - 072 Mining of non-ferrous metal ores
    - Mining of uranium and thorium ores
    - Mining of other non-ferrous metal ores

- 08 Other mining and quarrying
- 081 Quarrying of stone, sand and clay
  - Quarrying of stone, sand and clay
- 089 Mining and quarrying n.e.c.(not elsewhere classified)
  - Mining of chemical and fertilizer minerals
  - Extraction and agglomeration of peat
  - Extraction of salt
  - Other mining and quarrying n.e.c.
- 09 Mining support service activities
- 091 Support activities for petroleum and natural gas mining
  - Support activities for petroleum and natural gas mining
- 099 Support activities for other mining and quarrying
  - Support activities for other mining and quarrying

#### SECTION C: Manufacturing

- 10 Manufacture of food products
- 101 Processing and preserving of meat
  - Processing and preserving of meat
- 102 Processing and preserving of fish, crustaceans and molluscs
  - Processing and preserving of fish, crustaceans and molluscs
- 103 Processing and preserving of fruit and vegetables
  - Processing and preserving of fruit and vegetables
- 104 Manufacture of vegetable and animal oils and fats
  - Manufacture of vegetable and animal oils and fats
- 105 Manufacture of dairy products
  - Manufacture of dairy products
- 106 Manufacture of grain mill products, starches and starch products
  - Manufacture of grain mill products
  - Manufacture of starches and starch products
- 107 Manufacture of other food products
  - Manufacture of bakery products
  - Manufacture of sugar
  - Manufacture of cocoa, chocolate and sugar confectionery
  - Manufacture of macaroni, noodles, couscous and similar farinaceous product
  - Manufacture of prepared meals and dishes
  - Manufacture of other food products n.e.c.
- 108 Manufacture of prepared animal feeds

- Manufacture of prepared animal feeds
- 11 Manufacture of beverages
- 110 Manufacture of beverages
  - Distilling, rectifying and blending of spirits
  - Manufacture of wines
- Manufacture of malt liquors and malt
  - Manufacture of soft drinks; production of mineral waters and other bottled waters
- 12 Manufacture of tobacco products
- 120 Manufacture of tobacco products
  - Manufacture of tobacco products
- 13 Manufacture of textiles
- 131 Spinning, weaving and finishing of textiles
  - Preparation and spinning of textile fibres
  - Weaving of textiles
  - Finishing of textiles
- 139 Manufacture of other textiles
  - Manufacture of knitted and crocheted fabrics
  - Manufacture of made-up textile articles, except apparel
  - Manufacture of carpets and rugs
  - Manufacture of cordage, rope, twine and netting
  - Manufacture of other textiles n.e.c.
- 14 Manufacture of wearing apparel
- 141 Manufacture of wearing apparel, except fur apparel
  - Manufacture of wearing apparel, except fur apparel
- 142 Manufacture of articles of fur
  - Manufacture of articles of fur
- 143 Manufacture of knitted and crocheted apparel
  - Manufacture of knitted and crocheted apparel
- 15 Manufacture of leather and related products
- 151 dyeing of fur Tanning and dressing of leather; manufacture of luggage, handbags, saddlery and harness; dressing and dyeing of fur
  - Tanning and dressing of leather; dressing and dyeing of fur
  - Manufacture of luggage, handbags and the like, saddlery and harness
- 152 Manufacture of footwear
  - Manufacture of footwear



16 Articles of straw and plaiting materials Manufacture of wood and of products of wood and cork, except furniture; manufacture of articles of straw and plaiting materials

161 Sawmilling and planning of wood  
- Sawmilling and planning of wood

162 Manufacture of products of wood, cork, straw and plaiting materials  
- Board Manufacture of veneer sheets; manufacture of plywood, laminboard, particle board and other panels and board  
- Manufacture of builders' carpentry and joinery  
- Manufacture of wooden containers  
- materials Manufacture of other products of wood; manufacture of articles of cork, straw and plaiting materials

17 Manufacture of paper and paper products

170 Manufacture of paper and paper products  
- Manufacture of pulp, paper and paperboard  
- Manufacture of corrugated paper and paperboard and of containers of paper and paperboard

Manufacture of other articles of paper and paperboard

18 Printing and reproduction of recorded media

181 Printing and service activities related to printing  
- Printing  
- Service activities related to printing

182 Reproduction of recorded media  
- Reproduction of recorded media

19 Manufacture of coke and refined petroleum products

191 Manufacture of coke oven products  
- Manufacture of coke oven products

192 Manufacture of refined petroleum products  
- Manufacture of refined petroleum products

20 Manufacture of chemicals and chemical products

201 Forms Manufacture of basic chemicals, fertilizer and nitrogen compounds, plastics and synthetic rubber in primary forms  
- Manufacture of basic chemicals  
- Manufacture of fertilizers and nitrogen compounds  
- Manufacture of plastics and synthetic rubber in primary forms

202 Manufacture of other chemical products  
- Manufacture of pesticides and other agrochemical products  
- Manufacture of paints, varnishes and similar coatings, printing ink and mastics  
- Manufacture of soap and detergents, cleaning and polishing preparations,

- perfumes and toilet preparations
  - Manufacture of other chemical products n.e.c.
- 203 Manufacture of man-made fibres
  - Manufacture of man-made fibres
- 21 Manufacture of pharmaceuticals, medicinal chemical and botanical products
- 210 Manufacture of pharmaceuticals, medicinal chemical and botanical products
  - Manufacture of pharmaceuticals, medicinal chemical and botanical products
- 22 Manufacture of rubber and plastics products
- 221 Manufacture of rubber products
  - Manufacture of rubber tires and tubes; rethreading and rebuilding of rubber tires
  - Manufacture of other rubber products
- 222 Manufacture of plastics products
  - Manufacture of plastics products
- 23 Manufacture of other non-metallic mineral products
- 231 Manufacture of glass and glass products
  - Manufacture of glass and glass products
- 239 Manufacture of non-metallic mineral products n.e.c.
  - Manufacture of refractory products
  - Manufacture of clay building materials
  - Manufacture of other porcelain and ceramic products
  - Manufacture of cement, lime and plaster
  - Manufacture of articles of concrete, cement and plaster
  - Cutting, shaping and finishing of stone
  - Manufacture of other non-metallic mineral products n.e.c.
- 24 Manufacture of basic metals
- 241 Manufacture of basic iron and steel
  - Manufacture of basic iron and steel
- 242 Manufacture of basic precious and other non-ferrous metals
  - Manufacture of basic precious and other non-ferrous metals
- 243 Casting of metals
  - Casting of iron and steel
  - Casting of non-ferrous metals
- 25 Manufacture of fabricated metal products, except machinery and equipment
- 251 Manufacture of structural metal products, tanks, reservoirs and steam generators
  - Manufacture of structural metal products

- Manufacture of tanks, reservoirs and containers of metal
- Manufacture of steam generators, except central heating hot water boilers
- 252 Manufacture of weapons and ammunition
  - Manufacture of weapons and ammunition
- 259 Manufacture of other fabricated metal products; metalworking service activities
  - Forging, pressing, stamping and roll-forming of metal; powder metallurgy
  - Machining; treatment and coating of metals
  - Manufacture of cutlery, hand tools and general hardware
  - Manufacture of other fabricated metal products n.e.c.
- 26 Manufacture of computer, electronic and optical products
- 261 Manufacture of electronic components
  - Manufacture of electronic components
- 262 Manufacture of computers and peripheral equipment
  - Manufacture of computers and peripheral equipment
- 263 Manufacture of communication equipment
  - Manufacture of communication equipment
- 264 Manufacture of consumer electronics
  - Manufacture of consumer electronics
- 265 Manufacture of measuring, testing, navigating and control equipment; watches and clocks.
  - Manufacture of measuring, testing, navigating and control equipment
  - Manufacture of watches and clocks
- 266 Manufacture of irradiation, electro medical and electrotherapeutic equipment
  - Manufacture of irradiation, electro medical and electrotherapeutic equipment
- 267 Manufacture of optical instruments and equipment
  - Manufacture of optical instruments and equipment
- 268 Manufacture of magnetic and optical media
  - Manufacture of magnetic and optical media
- 27 Manufacture of electrical equipment
- 271 Manufacture of electric motors, generators, transformers and electricity distribution and control apparatus  
 Manufacture of electric motors, generators, transformers and electricity distribution and control apparatus
- 272 Manufacture of batteries and accumulators
  - Manufacture of batteries and accumulators

- 273    Manufacture of wiring and wiring devices
  - Manufacture of fibre optic cables
  - Manufacture of other electronic and electric wires and cables
  - Manufacture of wiring devices
  
- 274    Manufacture of electric lighting equipment
  - Manufacture of electric lighting equipment
  
- 275    Manufacture of domestic appliances
  - Manufacture of domestic appliances
  
- 279    Manufacture of other electrical equipment
  - Manufacture of other electrical equipment
  
- 28     Manufacture of machinery and equipment n.e.c.
  
- 281    Manufacture of general purpose machinery
  - Manufacture of engines and turbines, except aircraft, vehicle and cycle engines
  - Manufacture of fluid power equipment
  - Manufacture of other pumps, compressors, taps and valves
  - Manufacture of bearings, gears, gearing and driving elements
  - Manufacture of ovens, furnaces and furnace burners
  - Manufacture of lifting and handling equipment
  - Manufacture of office machinery and equipment (except computers and peripheral equipment)
  - Manufacture of power-driven hand tools
  - Manufacture of other general-purpose machinery
  
- 282    Manufacture of special-purpose machinery
  - Manufacture of agricultural and forestry machinery
  - Manufacture of metal-forming machinery and machine tools
  - Manufacture of machinery for metallurgy
  - Manufacture of machinery for mining, quarrying and construction
  - Manufacture of machinery for food, beverage and tobacco processing
  - Manufacture of machinery for textile, apparel and leather production
  - Manufacture of other special-purpose machinery
  
- 29     Manufacture of motor vehicles, trailers and semi-trailers
  
- 291    Manufacture of motor vehicles
  - Manufacture of motor vehicles
  
- 292    Manufacture of bodies (coachwork) for motor vehicles; manufacture of trailers and semi-trailers.  
 Manufacture of bodies (coachwork) for motor vehicles; manufacture of trailers and semi-trailers
  
- 293    Manufacture of parts and accessories for motor vehicles
  - Manufacture of parts and accessories for motor vehicles

- 30 Manufacture of other transport equipment
- 301 Building of ships and boats
  - Building of ships and floating structures
  - Building of pleasure and sporting boats
- 302 Manufacture of railway locomotives and rolling stock
  - Manufacture of railway locomotives and rolling stock
- 303 Manufacture of air and spacecraft and related machinery
  - Manufacture of air and spacecraft and related machinery
- 304 Manufacture of military fighting vehicles
  - Manufacture of military fighting vehicles
- 309 Manufacture of transport equipment n.e.c.
  - Manufacture of motorcycles
  - Manufacture of bicycles and invalid carriages
  - Manufacture of other transport equipment n.e.c.
- 31 Manufacture of furniture
- 310 Manufacture of furniture
  - Manufacture of furniture
- 32 Other manufacturing
- 321 Manufacture of jewellery, bijouterie and related articles
  - Manufacture of jewellery and related articles
  - Manufacture of imitation jewellery and related articles
- 322 Manufacture of musical instruments
  - Manufacture of musical instruments
- 323 Manufacture of sports goods
  - Manufacture of sports goods
- 324 Manufacture of games and toys
  - Manufacture of games and toys
- 325 Manufacture of medical and dental instruments and supplies
  - Manufacture of medical and dental instruments and supplies
- 329 Other manufacturing n.e.c.
  - Other manufacturing n.e.c.
- 33 Repair and installation of machinery and equipment
- 331 Repair of fabricated metal products, machinery and equipment
  - Repair of fabricated metal products
  - Repair of machinery
  - Repair of electronic and optical equipment

- Repair of electrical equipment
- Repair of transport equipment, except motor vehicles
- Repair of other equipment

- 332 Installation of industrial machinery and equipment  
 - Installation of industrial machinery and equipment

**SECTION D: Electricity, Gas, Steam and Air conditioning supply**

- 35 Electricity, gas, steam and air conditioning supply
- 351 Electric power generation, transmission and distribution  
 - Electric power generation, transmission and distribution
- 352 Manufacture of gas; distribution of gaseous fuels through mains  
 - Manufacture of gas; distribution of gaseous fuels through mains
- 353 Steam and air conditioning supply  
 - Steam and air conditioning supply

**SECTION E: Water supply; sewerage, waste management and remediation activities**

- 36 Water collection, treatment and supply
- 360 Water collection, treatment and supply  
 - Water collection, treatment and supply
- 37 Sewerage
- 370 Sewerage  
 - Sewerage
- 38 Waste collection, treatment and disposal activities; materials recovery
- 381 Waste collection  
 - Collection of non-hazardous waste  
 - Collection of hazardous waste
- 382 Waste treatment and disposal  
 - Treatment and disposal of non-hazardous waste  
 - Treatment and disposal of hazardous waste
- 383 Materials recovery  
 - Materials recovery
- 39 Remediation activities and other waste management services
- 390 Remediation activities and other waste management services  
 - Remediation activities and other waste management services

**SECTION F: Construction**

- 41 Construction of buildings
  - 410 Construction of buildings
    - Construction of buildings
  - 42 Civil engineering
  - 421 Construction of roads and railways
    - Construction of roads and railways
  - 422 Construction of utility projects
    - Construction of utility projects
  - 429 Construction of other civil engineering projects
    - Construction of other civil engineering projects
  - 43 Specialized construction activities
  - 431 Demolition and site preparation
    - Demolition
    - Site preparation
  - 432 Electrical, plumbing and other construction installation activities
    - Electrical installation
    - Plumbing, heat and air-conditioning installation
    - Other construction installation
  - 433 Building completion and finishing
    - Building completion and finishing
  - 439 Other specialized construction activities
    - Other specialized construction activities
- SECTION G: Wholesale and retail trade; repair of motor vehicles and motorcycles**
- 45 Wholesale and retail trade and repair of motor vehicles and motorcycles
  - 451 Sale of motor vehicles
    - Sale of motor vehicles
  - 452 Maintenance and repair of motor vehicles
    - Maintenance and repair of motor vehicles
  - 453 Sale of motor vehicle parts and accessories
    - Sale of motor vehicle parts and accessories
  - 454 Sale, maintenance and repair of motorcycles and related parts and accessories
    - Sale, maintenance and repair of motorcycles and related parts and accessories
  - 46 Wholesale trade, except of motor vehicles and motorcycles

- 461 Wholesale on a fee or contract basis
  - Wholesale on a fee or contract basis
- 462 Wholesale of agricultural raw materials and live animals
  - Wholesale of agricultural raw materials and live animals
- 463 Wholesale of food, beverages and tobacco
  - Wholesale of food, beverages and tobacco
- 464 Wholesale of household goods
  - Wholesale of textiles, clothing and footwear
  - Wholesale of other household goods
- 465 Wholesale of machinery, equipment and supplies
  - Wholesale of computers, computer peripheral equipment and software
  - Wholesale of electronic and telecommunications equipment and parts
  - Wholesale of agricultural machinery, equipment and supplies
  - Wholesale of other machinery and equipment
- 466 Other specialized wholesale
  - Wholesale of solid, liquid and gaseous fuels and related products
  - Wholesale of metals and metal ores
  - Wholesale of construction materials, hardware, plumbing and heating equipment and supplies.
- Wholesale of waste and scrap and other products n.e.c.
- 469 Non-specialized wholesale trade
  - Non-specialized wholesale trade
- 47 Retail trade, except of motor vehicles and motorcycles
- 471 Retail sale in non-specialized stores
  - Retail sale in non-specialized stores with food, beverages or tobacco predominating
- Other retail sale in non-specialized stores
- 472 Retail sale of food, beverages and tobacco in specialized stores
  - Retail sale of food in specialized stores
  - Retail sale of beverages in specialized stores
  - Retail sale of tobacco products in specialized stores
- 473 Retail sale of automotive fuel in specialized stores
  - Retail sale of automotive fuel in specialized stores
- 474 Retail sale of information and communications equipment in specialized stores
  - Retail sale of computers, peripheral units, software and telecommunications equipment in specialized stores
  - Retail sale of audio and video equipment in specialized stores
- 475 Retail sale of other household equipment in specialized stores



- Retail sale of textiles in specialized stores
  - Retail sale of hardware, paints and glass in specialized stores
  - Retail sale of carpets, rugs, wall and floor coverings in specialized stores
  - Specialized stores Retail sale of electrical household appliances, furniture, lighting equipment and other household articles in specialized stores
- 476 Retail sale of cultural and recreation goods in specialized stores
- Retail sale of books, newspapers and stationary in specialized stores
  - Retail sale of music and video recordings in specialized stores
  - Retail sale of sporting equipment in specialized stores
  - Retail sale of games and toys in specialized stores
- 477 Retail sale of other goods in specialized stores
- Retail sale of clothing, footwear and leather articles in specialized stores
  - Retail sale of pharmaceutical and medical goods, cosmetic and toilet articles in specialized stores
  - Other retail sale of new goods in specialized stores
  - Retail sale of second-hand goods
- 478 Retail sale via stalls and markets
- Retail sale via stalls and markets of food, beverages and tobacco products
  - Retail sale via stalls and markets of textiles, clothing and footwear
  - Retail sale via stalls and markets of other goods
- 479 Retail trade not in stores, stalls or markets
- Retail sale via mail order houses or via Internet
  - Other retail sale not in stores, stalls or markets

#### SECTION H: Transportation and Storage

- 49 Land transport and transport via pipelines
- 491 Transport via railways
- Passenger rail transport
  - Freight rail transport
- 492 Other land transport
- Urban or suburban passenger land transport
  - Other passenger land transport
  - Freight transport by road
- 493 Transport via pipeline
- Transport via pipeline
- 50 Water transport
- 501 Sea and coastal water transport
- Sea and coastal passenger water transport
  - Sea and coastal freight water transport
- 502 Inland water transport

- Inland passenger water transport
- Inland freight water transport
- 51 Air transport
- 511 Passenger air transport
  - Passenger air transport
- 512 Freight air transport
  - Freight air transport
- 52 Warehousing and support activities for transportation
- 521 Warehousing and storage
  - Warehousing and storage
- 522 Support activities for transportation
  - Service activities incidental to land transportation
  - Service activities incidental to water transportation
  - Service activities incidental to air transportation
  - Cargo handling
  - Other transportation support activities
- 53 Postal and courier activities
- 531 Postal activities
  - Postal activities
- 532 Courier activities
  - Courier activities

#### SECTION I: Accommodation and Food service activities

- 55 Accommodation
- 551 Short term accommodation activities
  - Short term accommodation activities
- 552 Camping grounds, recreational vehicle parks and trailer parks
  - Camping grounds, recreational vehicle parks and trailer parks
- 559 Other accommodation
  - Other accommodation
- 56 Food and beverage service activities
- 561 Restaurants and mobile food service activities
  - Restaurants and mobile food service activities
- 562 Event catering and other food service activities

- Event catering
- Other food service activities

- 563 Beverage serving activities
- Beverage serving activities

**SECTION J: Information and communication**

- 58 Publishing activities

- 581 Publishing of books, periodicals and other publishing activities
- Book publishing
  - Publishing of directories and mailing lists
  - Publishing of newspapers, journals and periodicals
  - Other publishing activities

- 582 Software publishing
- Software publishing

- 59 Motion picture, video and television programme production, sound recording and music publishing activities

- 591 Motion picture, video and television programme activities
- Motion picture, video and television programme production activities
  - Motion picture, video and television programme post-production activities
  - Motion picture, video and television programme distribution activities
  - Motion picture projection activities

- 592 Sound recording and music publishing activities
- Sound recording and music publishing activities

- 60 Broadcasting and programming activities

- 601 Radio broadcasting
- Radio broadcasting

- 602 Television broadcasting and subscription programming
- Television broadcasting
  - Cable, satellite and other subscription programming

- 61 Telecommunications

- 611 Wired telecommunications activities
- Wired telecommunications activities

- 612 Wireless telecommunications activities
- Wireless telecommunications activities

- 613 Satellite telecommunications activities
- Satellite telecommunications activities

- 619 Other telecommunications activities
  - Other telecommunications activities
- 62 Computer programming, consultancy and related activities
- 620 Computer programming, consultancy and related activities
  - Computer programming activities
  - Computer consultancy and computer facilities management activities
  - Other information technology and computer service activities
- 63 Information service activities
- 631 Data processing, hosting and related activities; web portals
  - Data processing, hosting and related activities
  - Web portals
- 632 Other information service activities
  - News agency activities
  - Other information service activities n.e.c.

#### SECTION K: Financial and Insurance Activities

- 64 Financial service activities, except insurance and pension funding
- 641 Monetary intermediation
  - Central banking
  - Other monetary intermediation
- 642 Activities of holding companies
  - Activities of holding companies
- 643 Trusts, funds and other financial vehicles
  - Trusts, funds and other financial vehicles
- 649 Other financial service activities, except insurance and pension funding activities
  - Financial leasing
  - Other credit granting
    - Other financial service activities, except insurance and pension funding activities, n.e.c.
- 65 Insurance, reinsurance and pension funding, except compulsory social security
- 651 Insurance
  - Life insurance
  - Non-life insurance
- 652 Reinsurance
  - Reinsurance

- 653 Pension funding
  - Pension funding
- 66 Other financial activities
- 661 Activities auxiliary to financial service activities, except insurance and pension funding
  - Administration of financial markets
  - Security and commodity contracts brokerage
  - Activities auxiliary to financial service activities n.e.c.
- 662 Activities auxiliary to insurance and pension funding
  - Risk and damage evaluation
  - Activities of insurance agents and brokers
  - Other activities auxiliary to insurance and pension funding
- 663 Fund management activities
  - Fund management activities

**SECTION L: Real estate activities**

- 68 Real estate activities
- 681 Real estate activities with own or leased property
  - Real estate activities with own or leased property
- 682 Real estate activities on a fee or contract basis
  - Real estate activities on a fee or contract basis

**SECTION M: Professional, scientific and technical activities**

- 69 Legal and accounting activities
- 691 Legal activities
  - Legal activities
- 692 Accounting, bookkeeping and auditing activities; tax consultancy
  - Accounting, bookkeeping and auditing activities; tax consultancy
- 70 Activities of head offices; management consultancy activities
- 701 Activities of head offices
  - Activities of head offices
- 702 Management consultancy activities
  - Management consultancy activities
- 71 Architecture and engineering activities; technical testing and analysis
- 711 Architectural and engineering activities and related technical consultancy
  - Architectural and engineering activities and related technical consultancy

- 712 Technical testing and analysis
  - Technical testing and analysis
- 72 Scientific research and development
- 721 Research and experimental development on natural sciences and engineering
  - Research and experimental development on natural sciences and engineering
- 722 Research and experimental development on social sciences and humanities
  - Research and experimental development on social sciences and humanities
- 73 Advertising and market research
- 731 Advertising
  - Advertising
- 732 Market research and public opinion polling
  - Market research and public opinion polling
- 74 Other professional, scientific and technical activities
- 741 Specialized design activities
  - Specialized design activities
- 742 Photographic activities
  - Photographic activities
- 749 Other professional, scientific and technical activities n.e.c.
  - Other professional, scientific and technical activities n.e.c.
- 75 Veterinary activities
- 750 Veterinary activities
  - Veterinary activities

**SECTION N: Administrative and support service activities**

- 77 Rental and leasing activities
- 771 Renting and leasing of motor vehicles
  - Renting and leasing of motor vehicles
- 772 Renting and leasing of personal and household goods
  - Renting and leasing of recreational and sports goods
  - Renting of video tapes and disks
  - Renting and leasing of other personal and household goods n.e.c.
- 773 Renting and leasing of other machinery, equipment and tangible goods n.e.c.
  - Renting and leasing of other machinery, equipment and tangible goods n.e.c.
- 774 Leasing of non financial intangible assets

- Leasing of non financial intangible assets
- 78 Employment activities
- 781 Activities of employment placement agencies
  - Activities of employment placement agencies
- 782 Temporary employment agency activities
  - Temporary employment agency activities
- 783 Human resources provision and management of human resources functions
  - Human resources provision and management of human resources functions
- 79 Travel agency, tour operator and other reservation service activities
- 791 Travel agency and tour operator activities
  - Travel agency activities
  - Tour operator activities
- 792 Other reservation service activities
  - Other reservation service activities
- 80 Security and investigation activities
- 801 Private security activities
  - Private security activities
- 802 Security systems service activities
  - Security systems service activities
- 803 Investigation activities
  - Investigation activities
- 81 Services to buildings and landscape activities
- 811 Combined facilities support activities
  - Combined facilities support activities
- 812 Cleaning activities
  - General cleaning of buildings
  - Other building and industrial cleaning activities
- 813 Landscape care and maintenance service activities
  - Landscape care and maintenance service activities
- 82 Office administrative, office support and other business support activities
- 821 Office administrative and support activities
  - Combined office administrative service activities
  - Photocopying, document preparation and other specialized office support activities

- 822 Activities of call centre
  - Activities of call centre
- 823 Organization of conventions and trade shows
  - Organization of conventions and trade shows
- 829 Business support service activities n.e.c.
  - Activities of collection agencies and credit bureaus
  - Packaging activities
  - Other business support service activities n.e.c.

#### SECTION O: Public administration and defence; compulsory social security

- 84 Public administration and defence; compulsory social security
- 841 Administration of the State and the economic and social policy of the community
  - General public administration activities
  - services, excluding social security Regulation of the activities of providing health care, education, cultural services and other social services, excluding social security
  - Regulation of and contribution to more efficient operation of businesses
- 842 Provision of services to the community as a whole
  - Foreign affairs
  - Defence activities
  - Public order and safety activities
- 843 Compulsory social security activities
  - Compulsory social security activities

#### SECTION P: Education

- 85 Education
- 851 Primary education
  - Primary education
- 852 Secondary education
  - General secondary education
  - Technical and vocational secondary education
- 853 Higher education
  - Higher education
- 854 Other education
  - Sports and recreation education
  - Cultural education
  - Other education n.e.c.
- 855 Educational support services



- Educational support services

**SECTION Q: Human health and Social work activities**

- 86 Human health activities
- 861 Hospital activities
  - Hospital activities
- 862 Medical and dental practice activities
  - Medical and dental practice activities
- 869 Other human health activities
  - Other human health activities
- 87 Residential care activities
- 871 Nursing care facilities
  - Nursing care facilities
- 872 Residential care activities for mental retardation, mental health and substance abuse  
Residential care activities for mental retardation, mental health and substance abuse
- 873 Residential care activities for the elderly and disabled
  - Residential care activities for the elderly and disabled
- 879 Other residential care activities n.e.c.
  - Other residential care activities n.e.c.
- 88 Social work activities without accommodation
- 881 Social work activities without accommodation for the elderly and disabled
  - Social work activities without accommodation for the elderly and disabled
- 889 Other social work activities without accommodation n.e.c.
  - Other social work activities without accommodation n.e.c.

**SECTION R: Arts, entertainment and recreation**

- 90 Creative, arts and entertainment activities
- 900 Creative, arts and entertainment activities
  - Creative, arts and entertainment activities
- 91 Libraries, archives, museums and other cultural activities
- 910 Libraries, archives, museums and other cultural activities
  - Library and archives activities
  - Museums activities and operation of historical sites and buildings
  - Botanical and zoological gardens and nature reserves activities

- 92 Gambling and betting activities
- 920 Gambling and betting activities
  - Gambling and betting activities
- 93 Sports activities and amusement and recreation activities
- 931 Sports activities
  - Operation of sports facilities
  - Activities of sports clubs
  - Other sports activities
- 932 Other amusement and recreation activities
  - Activities of amusement parks and theme parks
  - Other amusement and recreation activities n.e.c.

#### SECTION S: Other service activities

- 94 Activities of membership organizations
- 941 Activities of business, employers and professional membership organizations
  - Activities of business and employers membership organizations
  - Activities of professional membership organizations
- 942 Activities of trade unions
  - Activities of trade unions
- 949 Activities of other membership organizations
  - Activities of religious organizations
  - Activities of political organizations
  - Activities of other membership organizations n.e.c.
- 95 Repair of computers and personal and household goods
- 951 Repair of computers and communication equipment
  - Repair of computers and peripheral equipment
  - Repair of communication equipment
- 952 Repair of personal and household goods
  - Repair of consumer electronics
  - Repair of household appliances and home and garden equipment
  - Repair of footwear and leather goods
  - Repair of furniture and home furnishings
  - Repair of personal and household goods, n.e.c.
- 96 Other personal service activities
- 960 Other personal service activities
  - Washing and (dry-) cleaning of textile and fur products
  - Hairdressing and other beauty treatment
  - Funeral and related activities

- Other personal service activities n.e.c.

**SECTION T: Use Activities of households as employers; undifferentiated goods and services producing activities of households for own use**

97 Activities of households as employers of domestic personnel

970 Activities of households as employers of domestic personnel  
- Activities of households as employers of domestic personnel

98 Undifferentiated goods and services producing activities of private households for own use

981 Undifferentiated goods-producing activities of private households for own use  
- Undifferentiated goods-producing activities of private households for own use

982 Undifferentiated service-producing activities of private households for own use  
- Undifferentiated service-producing activities of private households for own use

**SECTION U: Activities of extraterritorial organizations and bodies**

99 Activities of extraterritorial organizations and bodies

990 Activities of extraterritorial organizations and bodies  
- Activities of extraterritorial organizations and bodies

**INDUSTRY NOT ADEQUATELY DESCRIBED or NOT STATED**

998 Industry not adequately described

999 Industry not stated

## **Annexes: Control Forms**

01 February 2008

09:24 AM

**Control Form for CHECK IN PHASE**

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Province : 01 Banteay Meanchey

District : 02 Mongkol Borei

Commune : 01 Banteay Neang

Village Code	Village Name	E.A. No.	Check In Date	Check in Person	No. of Form A	No. of Form B	Form 1	Form 2	Form 3	E.A. Population	Signature	Remark
01	Ou Thum	01										
01	Ou Thum	02										
02	Phnum	01										
02	Phnum	02										
03	Banteay Neang	01										
03	Banteay Neang	02										
03	Banteay Neang	03										
04	Kouk Pnov	01										
04	Kouk Pnov	02										
05	Trang	01										
05	Trang	02										
06	Pangro	01										
06	Pangro	02										
06	Pangro	03										
07	Kouk Tonloab	01										
07	Kouk Tonloab	02										

01 February 2008

**Control Form for MANUAL CODING & VERIFICATION PHASE**

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Province : 01 Banteay Meanchey

District : 02 Mongkol Borei

Commune : 01 Banteay Neang

Village Code	Village Name	E.A. No.	Editing/ Coding Date	Name of Editor/Coder	No. of Form B	Name of Supervisor	Name of Verifier	Verification Errors	Remarks
01	Ottum	01							
01	Ottum	02							
02	Plum	01							
02	Plum	02							
03	Banteay Neang	01							
03	Banteay Neang	02							
03	Banteay Neang	03							
04	Kork Paov	01							
04	Kork Paov	02							
05	Trang	01							
05	Trang	02							
06	Pongro	01							
06	Pongro	02							
06	Pongro	03							
07	Kork Tonlab	01							
07	Kork Tonlab	02							
08	Trabaek	01							
09	Kille	01							
09	Kille	02							

01 February 2008

**Control Form for DATA ENTRY & VERIFICATION PHASE**

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**Province :** 01 Banteay Meanchey

**District :** 02 Mongkol Borei

**Commune :** 01 Banteay Neang

Village Code	Village Name	E.A. No.	Data Entry Date	Name of Data Entry Operator	Verification Date	Name of Verification	Signature Supervisor	Remarks
01	Ou Thom	01						
01	Ou Thom	02						
02	Phrum	01						
02	Phrum	02						
03	Banteay Neang	01						
03	Banteay Neang	02						
03	Banteay Neang	03						
04	Kouk Phov	01						
04	Kouk Phov	02						
05	Trang	01						
05	Trang	02						
06	Pongro	01						
06	Pongro	02						
06	Pongro	03						
07	Kouk Tonlob	01						
07	Kouk Tonlob	02						
08	Trabaek	01						
09	Khle	01						
09	Khle	02						

