THE CANADIAN LABOUR FORCE SURVEY

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The Labour Force Survey (LFS) is the most widely used source of information on employment and unemployment in Canada. Its voluminous monthly statistical output provides not only grist for the research mills of government and academia, but provides the general public one of its most familiar indicators of the economic health of the country. Despite the wide usage of the data, however, many aspects of the survey are either unknown to, or poorly understood by, data users. The purpose of this paper is to summarize the background information which is essential to a good understanding of LFS data, and to provide references to more comprehensive material for those who may require it[1]. The first section of the paper refers generally to the survey vehicle itself, while the second section focuses on survey data.
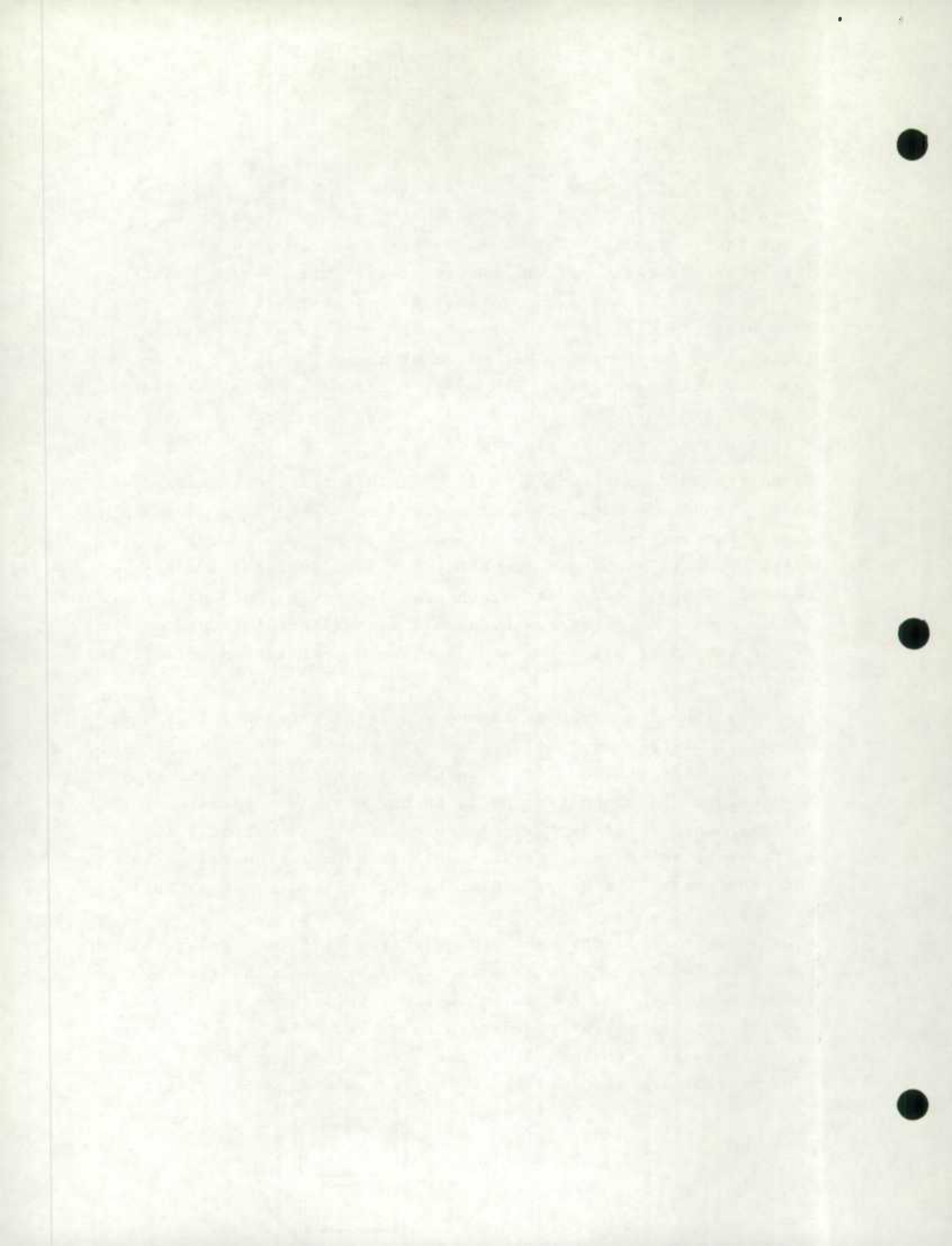
The Survey

Coverage: The LFS is a monthly household survey carried out by Statistics Canada interviewers throughout the country. Approximately 98% of the population 14 years of age and over is covered in the survey. Excluded are populations in the Yukon and Northwest Territories, residents of Indian Reserves, members of the Canadian Armed Forces, and inmates of institutions. The exclusion of the Yukon, NWT and Indian reserves has been based on both operational and statistical considerations, namely, the difficulties involved in carrying out monthly surveys in such areas and the general inapplicability of the survey concepts and definitions to the measurement of labour market conditions in northern and isolated reserve communities. Efforts have been, and continue to be, made to find conceptually and operationally feasible methods of extending survey coverage to these excluded areas, but as yet no satisfactory solutions have been found.

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(1) References shown in brackets [ ] in the text refer the reader to documentation listed in Appendix I.

Sample design[1]: The selection of households for the sample
is on the basis of area sampling, using a stratified, multi-
stage sample design. Put simply, each province is divided
into progressively smaller representative units, and a statis-
tical selection (based on probability proportional to popula-
tion size) is made of the areas to be included in the sample,
followed by (systematic) selection of the dwellings to be inter-
viewed within each area. Hence, at the time of sample selection,
no information is known about the persons living in households
within the selected dwellings.

Each household is retained in the sample for six consecutive
months, and no substitution of households takes place in the
event that information cannot be obtained for one of the sample
units. Should household composition change during the course of
the six months - for example, one family leaving and another
family moving in - the new household members are included in the
sample for the remainder of the six month period, replacing those
who left.

The rotation of households in the sample is carried out so that
one-sixth of the sample is changed each month, i.e. one-sixth of
the households (those which have been included for six months)
are replaced by other households in the same, or similar area.
The six-month rotation period provides major operational and
statistical advantages, particularly in terms of survey costs
and timeliness, and has a definite statistical impact as well.
As is generally the case with repeated surveys, the data derived
from households interviewed for the first time tend to be slightly
different from estimates derived from subsequent interviews. In
the case of the LFS, for example, the unemployment rate for that
portion (one-sixth) of the sample interviewed for the first time
averages several tenths of a point higher than the rate for the
remainder of the sample. As the result, a change in rotation

pattern (e.g. to the four months in, eight months out, four months in system used in the U.S. Current Population survey) could have a distinct impact on the survey data.

At present, approximately 35,000 households are included in the sample, allocated in a fashion which permits publication[2] of estimates of basic labour force characteristics for all provinces. Of course, the estimates vary substantially in terms of their "reliability" (sampling variability) due to the considerable differences which exist between provinces in terms of population size, sample size and frequency of occurrence of the characteristics (e.g. unemployment) being measured. Increases in the sample size to approximately 55,000 households are now underway, with the primary objective of improving the amount and reliability of data, particularly at the provincial level and, for smaller estimates, at the national level. The impact of the sample expansion on the sampling variability of the national and provincial unemployment estimates is illustrated in Table 1.

Despite the increase in sample size, however, the LFS cannot serve as a source of small area data. At best, given the sample size and sample design, estimates for major characteristics can be produced for the economic regions (or groups of regions) which lie within provinces, or in some cases, for areas comprised of complete strata or major metropolitan areas within various economic regions.

Survey Reference Period: The survey data in general refer to a particular week in the month, normally (with the exception of December) the week containing the 15th day. In analysing the data, it is important to consider the reference dates, particularly when comparisons are being made with data from other sources (e.g. Census), since the employment and unemployment levels can vary considerably in a matter of a week or two and since the changing date of certain holidays (e.g. Easter) can have a not-so-
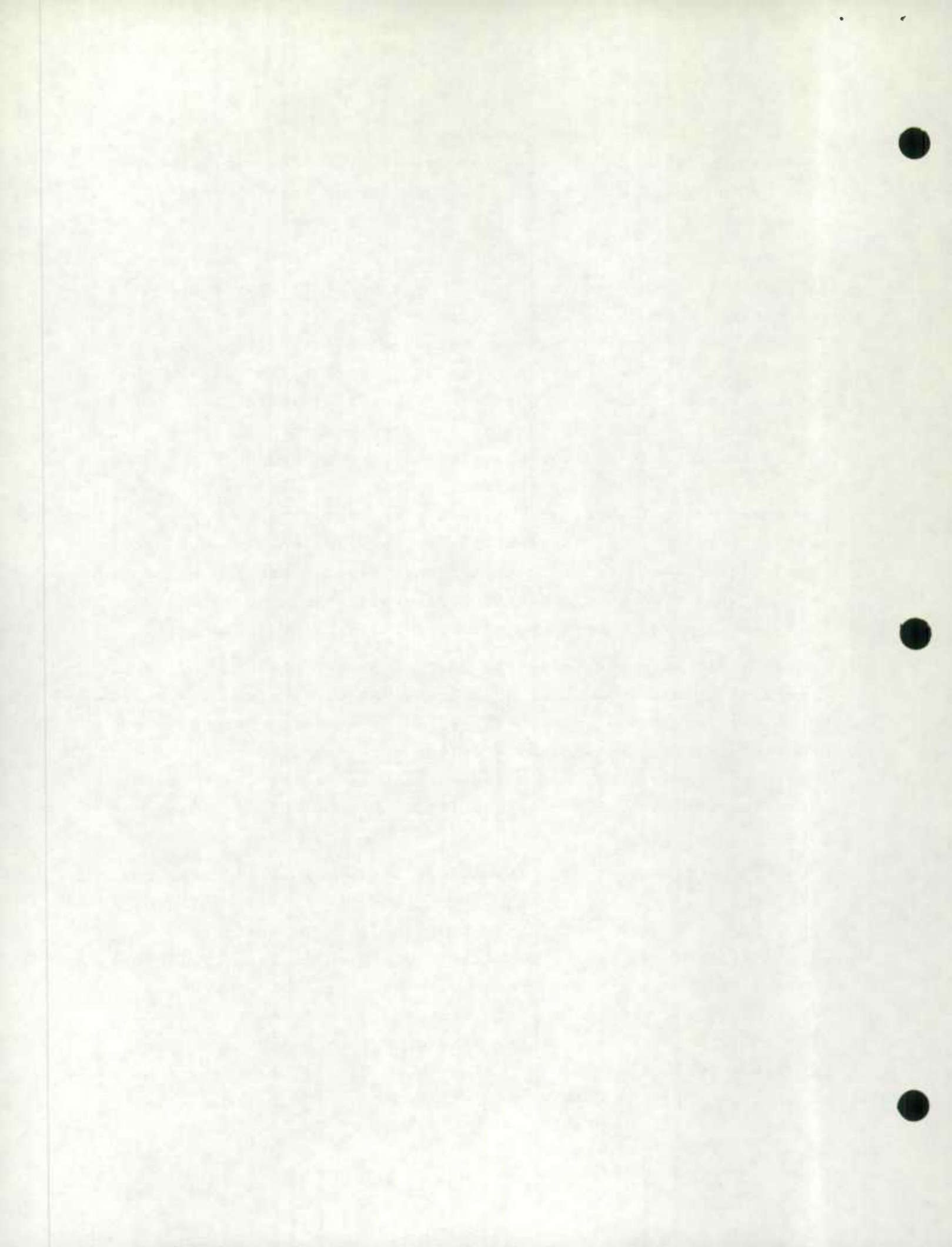
Table 1. Allocation of Labour Force Survey Sample

Province	Original Sample[1]		Expanded Sample		
	Households	C.V.[2]	Households	C.V.	% S.R.[3]
Newfoundland	1,815	8.64	3,091	6.57	2.34
Prince Edward Island	479	15.54	1,436	8.94	4.23
Nova Scotia	3,262	7.79	4,234	7.01	1.73
New Brunswick	2,539	9.12	4,260	7.20	2.31
Quebec	7,308	4.22	8,555	4.01	0.45
Ontario	9,544	4.76	10,903	4.60	0.42
Manitoba	1,860	11.38	4,489	7.86	1.52
Saskatchewan	1,997	13.56	5,989	7.62	2.09
Alberta	3,404	8.91	6,806	6.24	1.26
British Columbia	4,197	6.36	5,968	5.77	0.83
Canada	36,405	2.36	55,731	2.18	—

Notes: (1) Sample sizes are those which would be expected in March 1977, allowing
for natural growth in the population.
(2) C.V. refers to the coefficient of variation for the estimate of
unemployment.
(3) % S.R. refers to the overall sampling ratio. The ratio varies within
each province depending on the type of area and other factors.

For more information on sample size and allocation, see Labour Force Survey
Methodology, Statistics Canada, Cat. No. 71-504 (1976) (forthcoming).

subtle impact on the statistics. The fact that the reference
week moves forward or back, by as much as a full week according
to changes in the calendar, must also be taken into account,
since this fact alone can sometimes cause irregularities in
the data, particularly in the seasonally-adjusted series.

Data Collection Procedures: Data collection is carried out
during the week following reference week. Statistics Canada
interviewers, who are part-time employees hired and trained
specifically to carry out the survey, contact each of the house-
holds in the sample, through personal or telephone interviews, to
obtain the information needed to produce the labour force data
(see survey questionnaires shown in Appendix II). Each inter-
viewer contacts approximately 50 designated households, with the
individual assignment size varying by type of area, and conducts
a face-to-face interview in all households which are being inter-
viewed for the first time. In urban areas, provided the respondent
agrees, subsequent interviews may be conducted by telephone, an
interview technique which we have found to have no discernable
impact on the data and which offers significant savings in time
and cost.

One aspect of data collection which does have a considerable
influence on survey operations is that of proxy response, i.e.,
the collection of information from one member of the household
pertaining to all other household members. Given the high cost
and extended time periods which would be involved in the repeat
visits necessary to obtain information directly from each
respondent, interviewers normally obtain all the data from one
"responsible" member of the household. The result is that proxy
response accounts for roughly 55 per cent of the data collected.
Obviously, this factor must be taken into account in the design
and content of the survey questions, and means that certain types
of questions, particularly of the attitudinal variety, must be
avoided or at least used with considerable caution. The present

LFS documents have been designed to minimize the proxy response problem, but nonetheless this factor should not be ignored in any detailed analysis of survey data.

The importance of the data collection phase of survey operations cannot be overstated, and substantial and continuing efforts must be made to ensure that the information collected is as accurate, consistent and complete as possible. In addition to the care taken in the design of the sample and survey question-naires, and in the initial selection and training of interviewers, regular quality control measures are carried out to help maintain performance levels. Two of the more important components of the quality control program are observation and re-interview. In the observation program, senior personnel accompany interviewers on a systematic basis to observe their work, with the objective of providing individual assistance, if required, and assessing any general points, positive or negative, which may affect overall survey performance. The re-interview program provides further information on individual or generalized problems through re-interviews of a sample of households. Each month, a small fraction of the sample is re-interviewed by senior interviewers shortly after the regular interviewer has conducted the monthly interview. For part of the sample, the senior interviewer reconciles, i.e. determines the reasons for, any differences in responses between the original and re-interview, and for the remainder simply completes the re-interview for subsequent analysis. The re-interview program is designed to serve two major purposes, first, as an aid to management of data collection activities in the field, and second, as a source of information on non-sample error. The latter objective is a new one, and since the program has only recently been modified to achieve it, we as yet cannot report any statistical results.
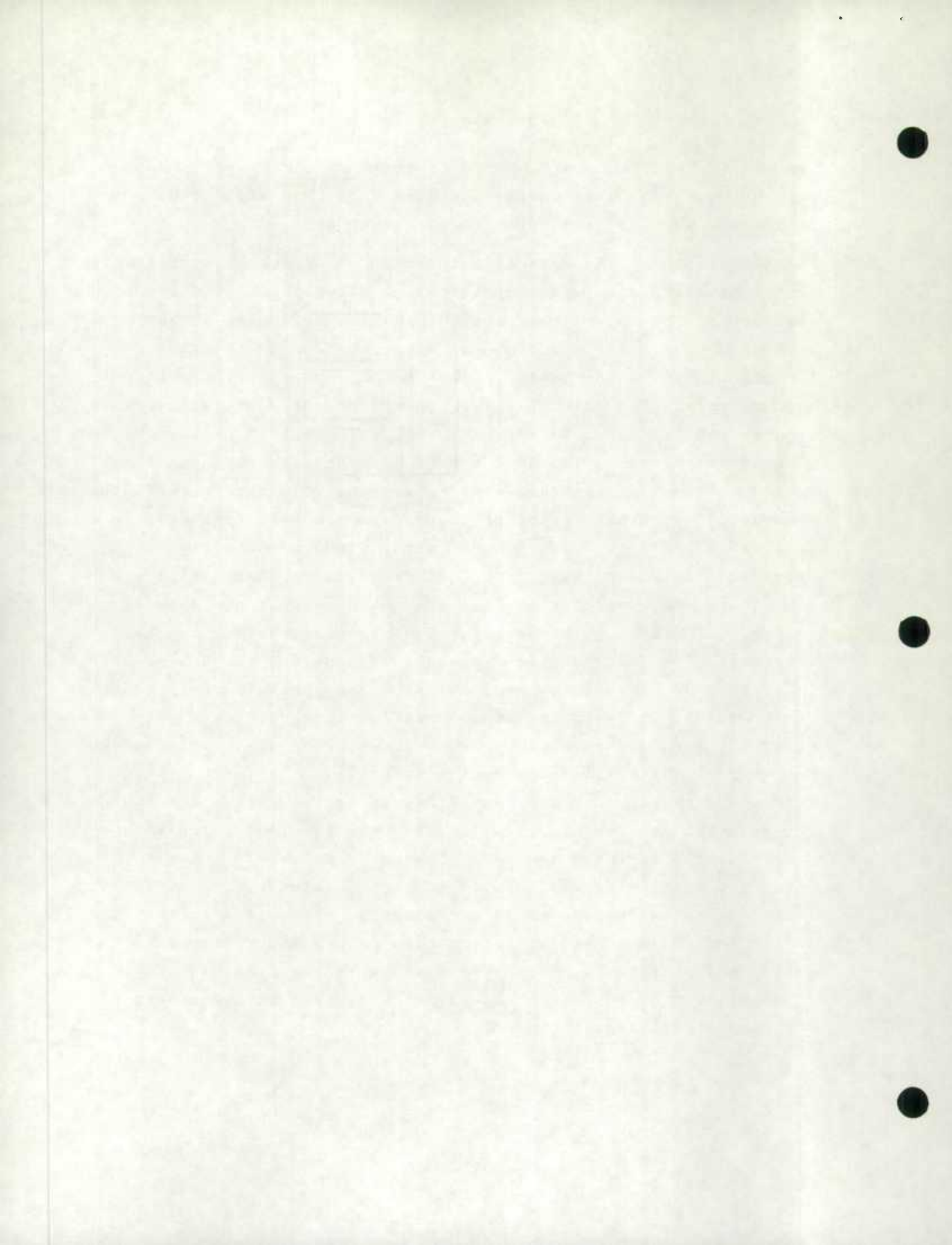
Estimation Procedures [1]: The production of summary statistics
from the information collected by the interviewers involves,
as one might expect, a rather complex process. First, the
information is sent to Statistics Canada regional offices, from
where it is transmitted to Ottawa, this alone being a rather
complicated task involving (simplifying somewhat) regional
office data capture on mini-computers, telecommunication of the
data to Ottawa, and consolidation of the transmitted information
onto files for (a) further processing or (b) transmittal back to
the regional offices for preparation of the next month's survey
documents. Each step in this process provides opportunity for
mistakes, of course, and rigorous control mechanisms must be
employed to minimize the degree of error.

Once the raw information has been received for processing, it is
put through an iterative sequence of editing, error correction,
imputation, industry/occupation coding, weighting and tabulation.
The editing, error correction and imputation phases of processing
essentially involve the identification of erroneous or missing
information items, and the correction of such values. Since the
"true" value of each entry on the questionnaire is not known,
the identification of errors can be done only through recognition
of obviously unlikely or extreme values (e.g. a report of 80 hours
worked on main job and another 80 hours worked on other jobs) or
inconsistencies (e.g. a 15-year old respondent who last worked in
1940). Obviously, if a value is in fact "wrong but reasonable"
(e.g. a report of 40 hours worked when in fact the respondent
worked only 38 hours), the erroneous value will find its way into
the monthly statistics. In such cases, the emphasis must be on
survey performance controls to ensure that errors are both minimal
in number and random in nature. Future re-interview data will be
of considerable value in assessing the significance of errors of
this type.

Where errors or omissions are detected, a correction or
imputation of the item must be made. Such changes may be made
automatically by the edit program, if the decision rules for
the correction can be precisely specified, or through clerical
intervention. In the latter case, decisions are based on
specified criteria, and may involve reference to earlier month's
information, if such is available, or the use of similar records
to impute one or more values. In all cases, records are kept of
edit changes and this information is used to assess various
aspects of survey performance.

The coding of industry, occupation and class of worker status is
a clerical operation carried out in the course of head office
processing. The coding is done once following the first interview,
and the assigned codes are repeated in following months, provided
no change has occurred since the previous interview.

After the coding and editing operations have been completed, the
sample results must be weighted to enable the tabulation of
estimates at national, provincial and sub-provincial levels of
aggregation. Several steps are involved in the weighting process,
but essentially it involves inflating the sample data to independent
estimates of the sampled population, i.e. the civilian, non-
institutional population in the areas covered by the survey. The
sample design determines the basic weighting factor (the reci-
procal of the sampling ratio) to be applied to each record, and
there are two common adjustments to this basic weight, one for
non-response, the other for what is known as slippage.

Non-response, some degree of which cannot be avoided, is compensated
for either through use of appropriately adjusted data (if such
exists) from the previous month's survey, in which case the
weighting factor is not affected, or through increasing the weights
attached to the households in the area (sub-unit) in which the
non-response occurs. Adjustment for non-response at the sub-unit
level is based on the assumption that the households which have
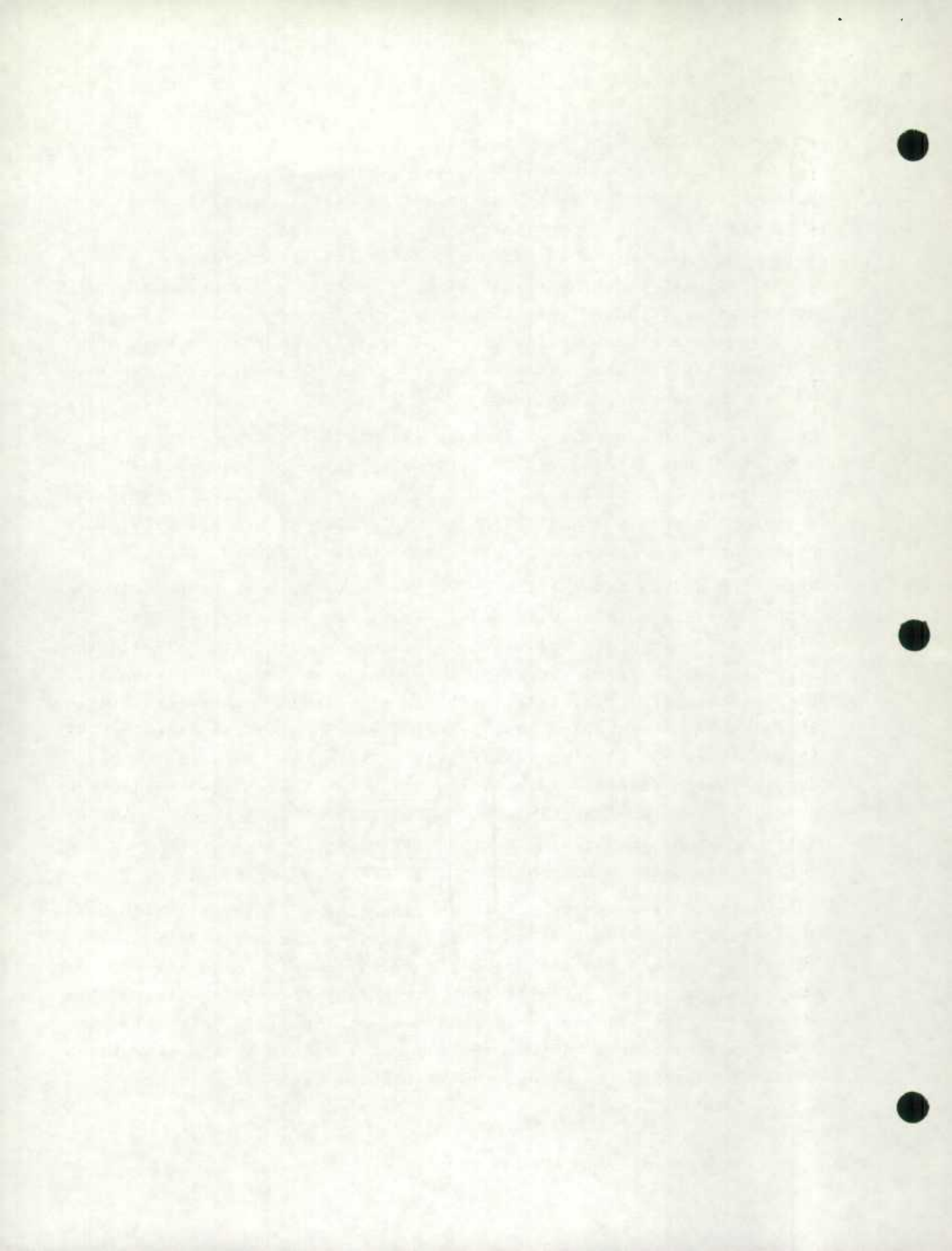
been interviewed in a particular area best represent those
in the area for which no response has been obtained. To the
extent that this assumption is not correct, bias can occur in
the estimates, and for this reason every effort is made to
keep non-response to a minimum. Such efforts have been quite
successful in the Labour Force Survey, and overall non-response
rates generally range between 5 and 10 percent.

Slippage is the term applied to the difference between the
population estimates derived by summing the weighted sample records
and comparable population estimates based on an independent source.
In the LFS, monthly estimates of the population to be sampled are
prepared [3] by age-group, sex and province. The estimates from
the sample are compared with these age-sex-province totals, and
the sample weights are adjusted to make the sample data agree with
the independent control totals. Normally, the sample weights
require upward adjustment, since there is a tendency for under-
coverage in the sample as the result of failure to enumerate
households, or individuals within households, particularly in the
first interview. Such under-coverage is not large, averaging
under 5 per cent, but may be more significant for particular age/
sex groups, e.g. 20-24 year old men. As with non-response, efforts
are concentrated on minimizing slippage rather than compensating
for it through the weighting process, since bias in the estimates
can occur if the characteristics of the under-enumerated population
are different from those included in the survey.

The independently-prepared population estimates to which the
sample data are adjusted are themselves subject to a degree of
error, although our experience has been that the estimates are in
fact quite accurate, certainly more accurate than the unadjusted
estimates generated through the sample. The population estimates,
and consequently the labour force estimates, are normally revised
after each Census to take account of any differences which have
developed between the projections and the Census benchmark data.
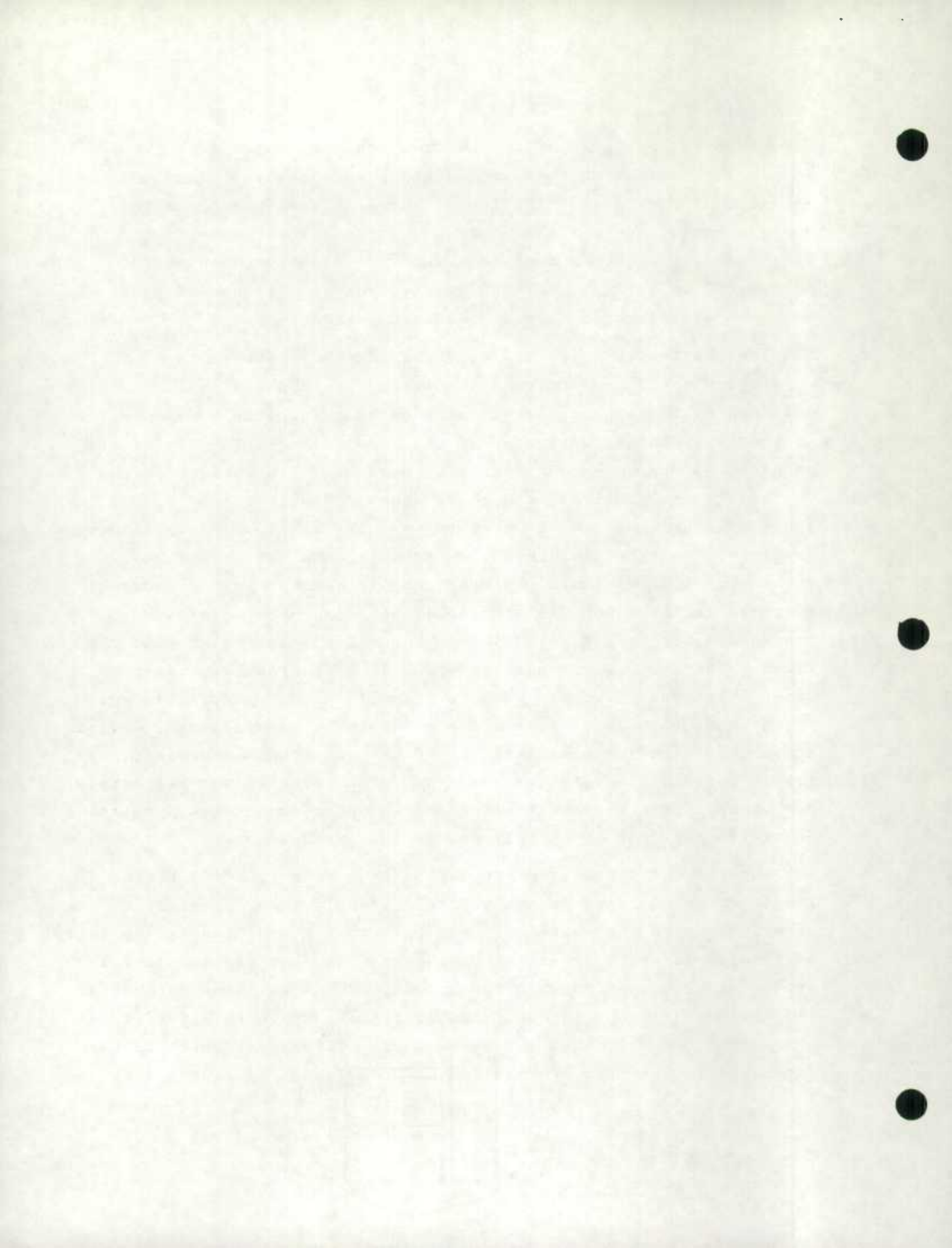
Tabulation of the LFS data takes place after the final weighting
has been completed, and virtually any combination of cross-
tabulations can be produced. All tabulated data are published,
or provided on request, subject to a "reliability" criterion
which is related strictly to the sampling variability and size
of the estimate. Indicators of the approximate coefficient of
variation are given [2] for most series as a guide to their reliability
from a sampling point of view, although there is an unfortunate
tendency on the part of data users to ignore such information.
In addition to the tabulated data, micro-data tapes, i.e. tapes
containing individual records from which all identifying information
has been removed, are, or will be, available for each monthly
survey.

Seasonal Adjustment: Employment and unemployment levels tradition-
ally have been subject to substantial, albeit decreasing, seasonal
fluctuations, and it therefore has been appropriate to attempt to
remove the seasonal variations to better portray the underlying
trend of the various series. This task, however, is not a simple
one, especially for series in which fairly rapid changes in
seasonal patterns have occurred and in which irregular movements,
due to sampling variability or other causes, are relatively large.
The latter situation is a frequent problem when dealing with
relatively small estimates, such as provincial unemployment levels,
and it therefore is necessary to repeatedly stress to data users
the importance of assessing trends in such seasonally-adjusted data
over the past several months rather than focussing entirely on the
last wiggle in the line.

The choice of seasonal adjustment method, or the level of dissaggre-
gation at which seasonal adjustment takes place, can influence the
estimates, although most methods will show the same general trends
in the various series. The U.S. Bureau of the Census Method II,
X-11 (multiplicative) version is the method presently used to adjust
the LFS series, although other alternatives presently are being
examined [4].
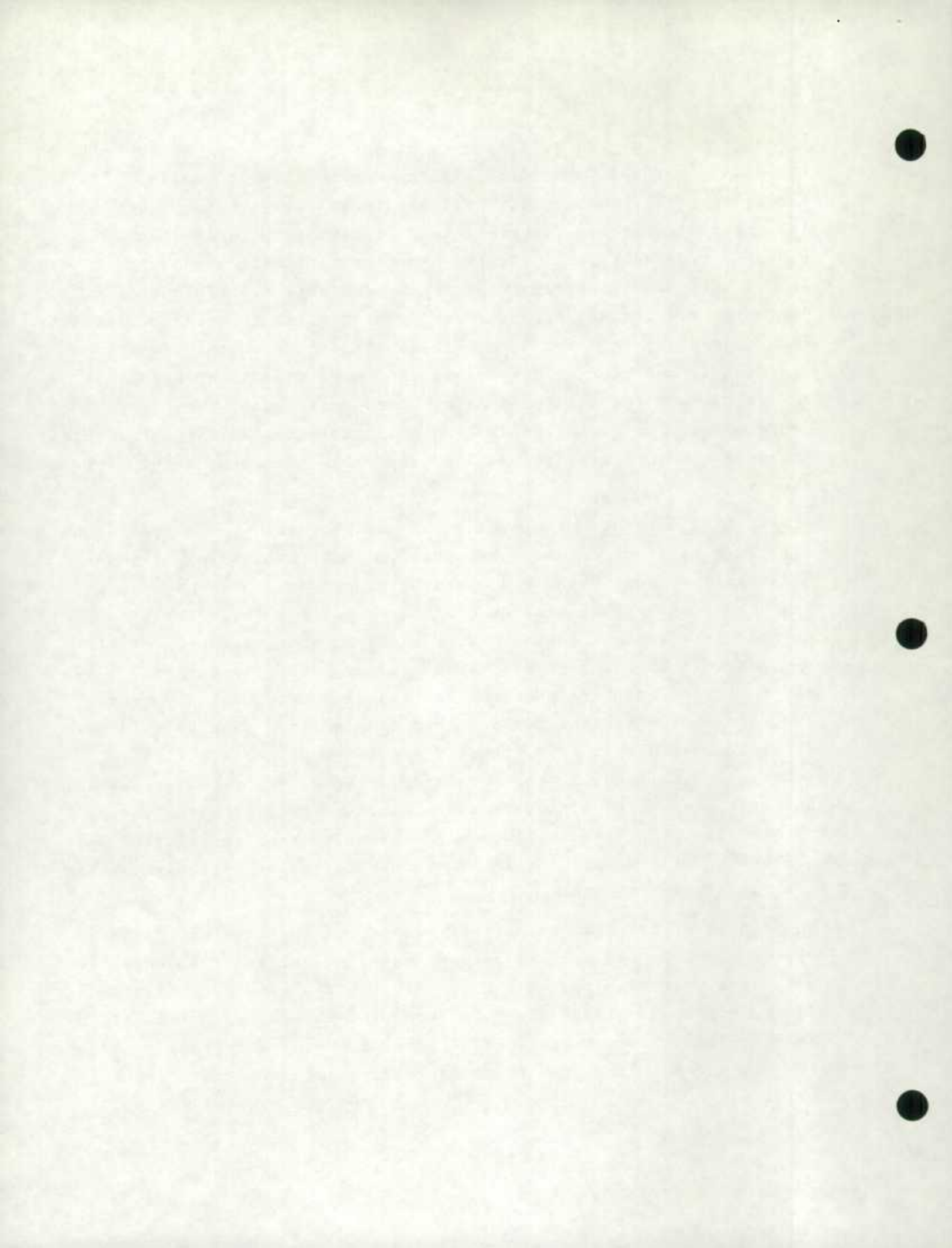
Seasonal adjustment is especially difficult for many labour force series at present due to the recent revisions in the survey. The modifications to the survey (discussed later) have had the impact of significantly changing the seasonal patterns in many of the unemployment series, necessitating an historical revision of earlier years data in order to obtain a consistent time series for use (inter alia) in the seasonal adjustment program. Since the historical revision had to be effected primarily on the basis of only one year's (1975) data, the seasonal pattern built into the revised series may not be entirely accurate, and to the extent that this is the case, current seasonal adjustment factors will require revision. Unfortunately, it will require at least another two years of observations from the revised survey before a more accurate assessment can be made, and in the meanwhile all that can be said is that the seasonally-adjusted series are subject to larger future revisions than normally would be the case.

Recent LFS Revisions [5,6,7,8]: At the beginning of this year, a number of major changes in the LFS were introduced. The revisions followed some three and one-half years of development, and have resulted in significant changes in both survey operations and survey data.

The major objective of the revision program was to meet growing requirements for a more comprehensive range of information on employment and unemployment in Canada. In particular, the revised survey was designed to provide (1) more data on the composition and characteristics of the employed, the unemployed and persons not in the labour force, (2) more data relating to the dynamics of the labour market (i.e. the flows from one category to another over time) and (3) more detailed and more accurate estimates, particularly at the provincial level. In addition to these data objectives, the revision program also involved making substantial changes in data collection and data processing procedures, re-designing the
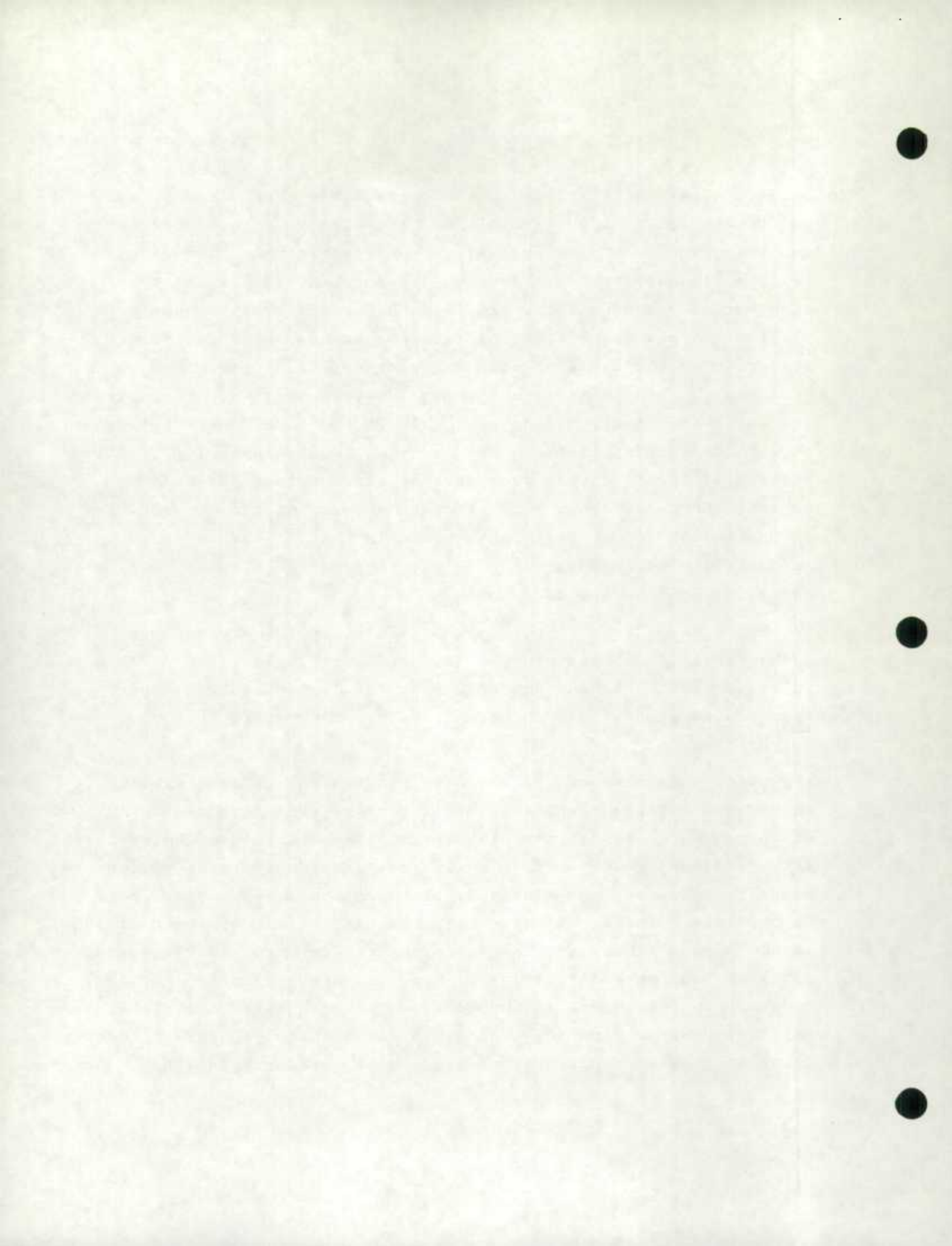
sample frame and introducing refinements in sampling methodology, revising the population estimates used to weight the sample data, and enhancing all other aspects of the survey, including the capacity to undertake supplementary surveys and to carry out analytic studies involving survey data.

The overall approach taken to bring about the revision was to identify as precisely as possible the data requirements of various users, develop the questionnaires and survey procedures which would best meet the identified requirements, carry out a parallel run of the revised survey with the on-going survey for a period of one year, and then introduce the new survey as the source of current monthly labour force data. These phases of the revision program were completed on schedule in January, 1976, and the final phase of the revision, the above-mentioned substantial increase in sample size designed to improve the reliability and availability of provincial data and smaller estimates in general, has been scheduled for completion early in 1977.

In addition to achieving the objectives of broadening the amount and type of information available about the Canadian labour market (discussed in some detail below), the survey revisions resulted in significant changes in the levels and seasonal patterns of some of the existing data series. The introduction of more direct and more detailed questionning about labour market activities, and the incorporation of this additional information into the definitions of employment and unemployment, led to slight upward revisions in estimated employment levels, substantially higher female unemployment estimates and significant reductions in unemployment levels for men, particularly in the winter months. The increase in the employment estimates, which was concentrated among women and, to a much larger extent, men 15-24 years of age, resulted from the revised survey's better identification of employment activities (especially part-time work) and job-holding, and similarly, the more precise identification of job search activities led to an expected substantial increase in female unemployment levels. The

significant reduction in the number of men classified as
unemployed occurred primarily as a result of the exclusion
from the unemployed category of persons not actively seeking
work.

The changes in levels and seasonal patterns which occurred in
many of the unemployment series made much more difficult the task
of linking the series from the revised and former series. The
one-year parallel of the two surveys had been conducted to provide
the information needed for purposes of historical revision, and
for most employment series, and some unemployment series, the
one-year overlap period furnished adequate information, i.e.,
reasonable adjustment of previous years' data could be made based
on the relationships which existed between the two sets of data
during 1975. However, for some series, particularly male unemploy-
ment, the differences between the two surveys, combined with the
unusually high unemployment levels of 1975, make it less certain
that historical revision based on the 1975 data will prove to be
fully satisfactory. In using revised historical series, therefore,
users should keep in mind the limitations inherent in the revision
process.

Having noted above the major methodological and operational
considerations which must be taken into account in the use of LFS
data, the remainder of this paper is devoted to the survey data in
terms of concepts, definitions and information content.

Survey Data

Statistical Objectives: Since its inception, the statistical
objectives of the Labour Force Survey have been to divide the
working age population into the three mutually exclusive and
exhaustive classifications of employed, unemployed, and not in
the labour force, and, to provide descriptive and explanatory
data on each of these categories.

The questions or items which make up the survey documents, (copies
of which are contained in Appendix II), can therefore be divided
into two groups according to their contribution to the objectives.
One group consists of items which serve to identify the employed
and the unemployed and consists of questions such as "LAST WEEK
DID ... DO ANY WORK AT ALL - not counting work around the house?"
and "IN THE PAST 4 WEEKS, WHAT HAS ... DONE TO FIND WORK?". The
choice and content of these items was based on the selected
definitions of employment and unemployment which in turn were
derived from the corresponding concepts. (A review of these
concepts and definitions is found in the next section of this
paper).

The other group consists of items which provide descriptive
information on an extensive range of characteristics of persons
in each of the three labour force classifications. For example,
hours worked, duration of job seeking, and date when last worked.
Without exception, the adoption of these particular items was
based on priorities determined through an intensive data user
consultation exercise undertaken in 1973 and 1974. This consultation
canvassed not only all of the data users in the federal and
provincial governments but representatives of the business, labour,
and academic communities as well.

Furthermore, because of the statistical and operational distinction
made between the items used to perform the labour force classifi-
cation and the remaining descriptive items, it will be possible to
modify and/or replace various descriptive items in response to
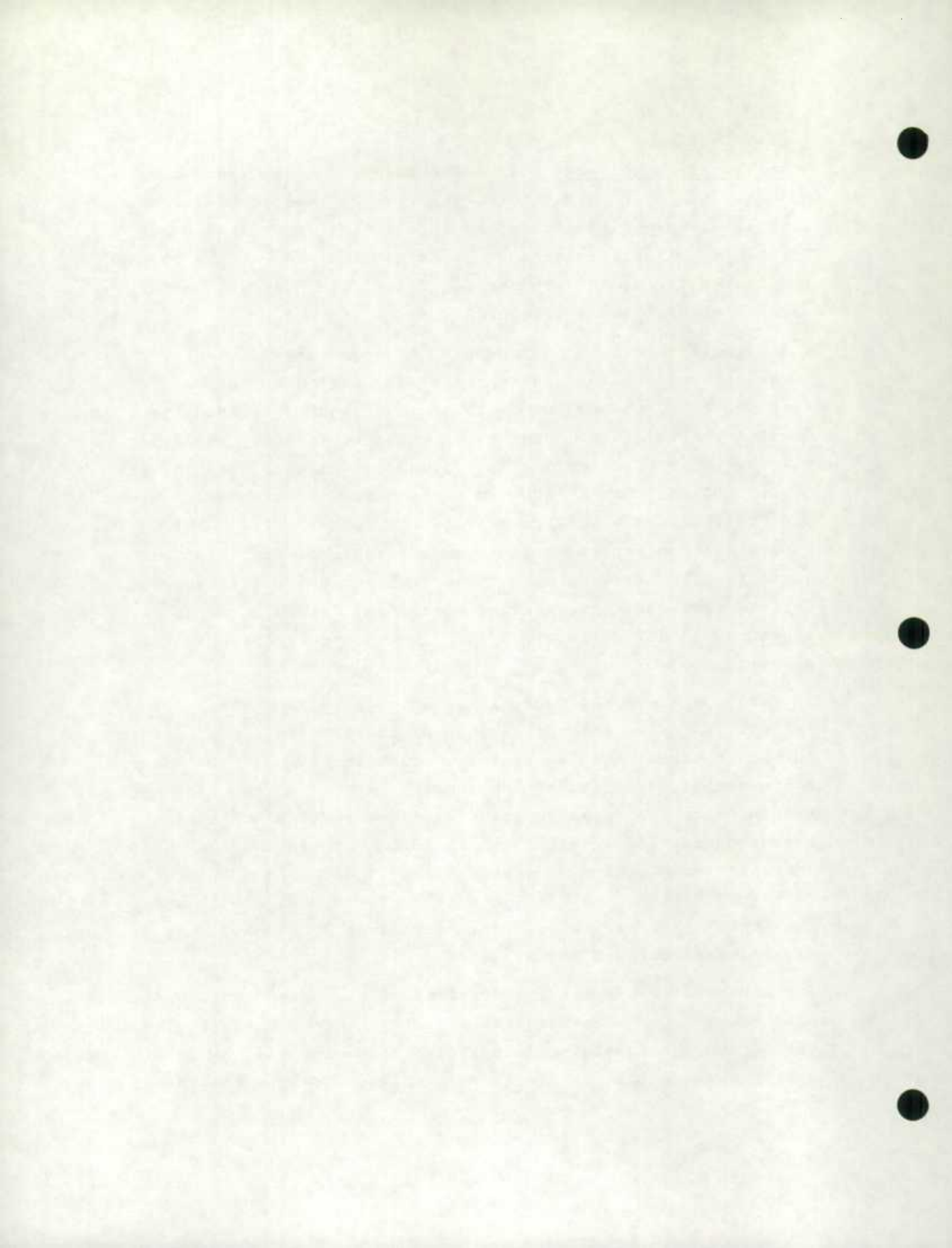
changes in data user priorities without disturbing the essential time series on employment and unemployment.

A listing of these descriptive variables is found on page 21.

Theory, Concepts, and Operational Definitions:

(i) Concepts: The concepts of employment and unemployment are derived from the concept of the supply of labour as a factor of production measured over a short interval of time. The production referred to is in turn defined as those goods and services included in the national accounts.

While the logical and precise unit of measurement of total labour supply is man-hours (if we may be allowed to continue to use the term), the conceptual terms of reference for the survey require that individual members of the population be classified as employed, unemployed, or not in the labour force. Accordingly, persons who are supplying labour services in the reference period, regardless of the quantity supplied, are labelled employed while those who provide evidence that they are offering their labour services to the market (again regardless of quantity) are labelled as unemployed. The remainder of the population, those neither actively supplying nor offering their labour services, are referred to as persons not in the labour force.

Before developing operational definitions from these concepts it is necessary to make certain assumptions regarding the characteristics of the labour markets monitored by the survey. Firstly, it is assumed that it is a free market in which suppliers of labour can individually offer or withdraw their services in response to both current market and non-market factors. Secondly, it is assumed that there exists a deficiency of information on both the supply and demand sides of the market, that is, employers do not know the identity or qualifications of potential employees and persons offering their labour
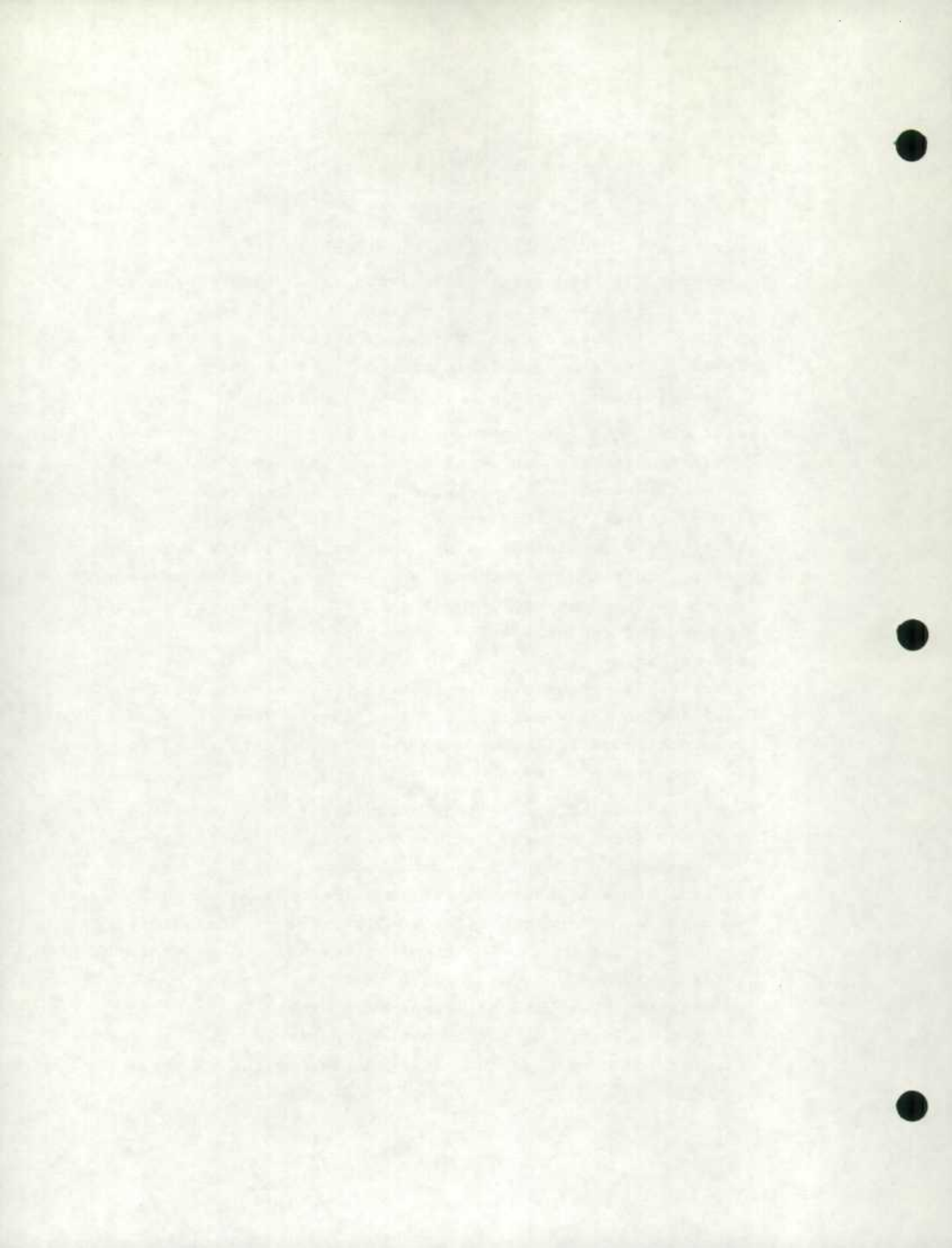
services ^{are} not aware of the identity of potential employers nor the exact terms of employment obtainable.

(ii) Definitions:

Employed: The definition of employment flowing from the above concept of the utilized supply of labour, is as follows:

> The employed includes all persons who, during the reference week:
>
> (a) did any work at all
>
>> (Work includes any work for pay or profit. That is, paid work in the context of an employer-employee relationship, or self-employment. It also includes unpaid family work where unpaid family work is defined as unpaid work which contributed directly to the operation of a farm, business or professional practice owned or operated by a related member of the household).
>
> (b) had a job but were not at work due to:
>
>> - own illness or disability
>> - personal or family responsibilities
>> - bad weather
>> - labour dispute
>> - vacation
>> - other reason not specified above (excludes persons on layoff and persons whose job attachment was to a job to start at a definite date in the future).

Unemployed: Given the concept of unemployment as the unutilized supply of labour and given the assumptions regarding the nature of the labour market, then the operational definition of unemployment is based primarily on the activity of job search, since job search is assumed to be the means

of eliminating the information deficiency and thereby
clearing the market and since job search activities can
be objectively measured over time in a household survey.

The definition of unemployment reads as follows:

> The unemployed includes those
> persons who during the reference
> week:
>
> (a) were without work, had
>   actively looked for work
>   in the past four weeks
>   (ending with reference
>   week), and were available
>   for work
>
> (b) had not actively looked
>   for work in the past four
>   weeks but had been on lay-
>   off (with the expectation
>   of returning to work) for
>   twenty six weeks or less
>   and were available for work
>
> (c) had not actively looked for
>   work in the past four weeks
>   but had a new job to start
>   in four weeks or less from
>   reference week, and were
>   available for work.

It will be noted that in the above definitions there are
two groups for whom job search is not required, specifically,
persons on layoff and persons with a job to start at a
definite date in the future.

Persons on layoff (up to 26 weeks) are included on the grounds
that their willingness to supply labour services is apparent
in their expectation of returning to work and is not vitiated
by the lack of job search since the expected time to find
alternative employment may be greater than or close to the
expected balance of the layoff.

A very similar argument applies to persons waiting to start
a new job at a definite date in the future.
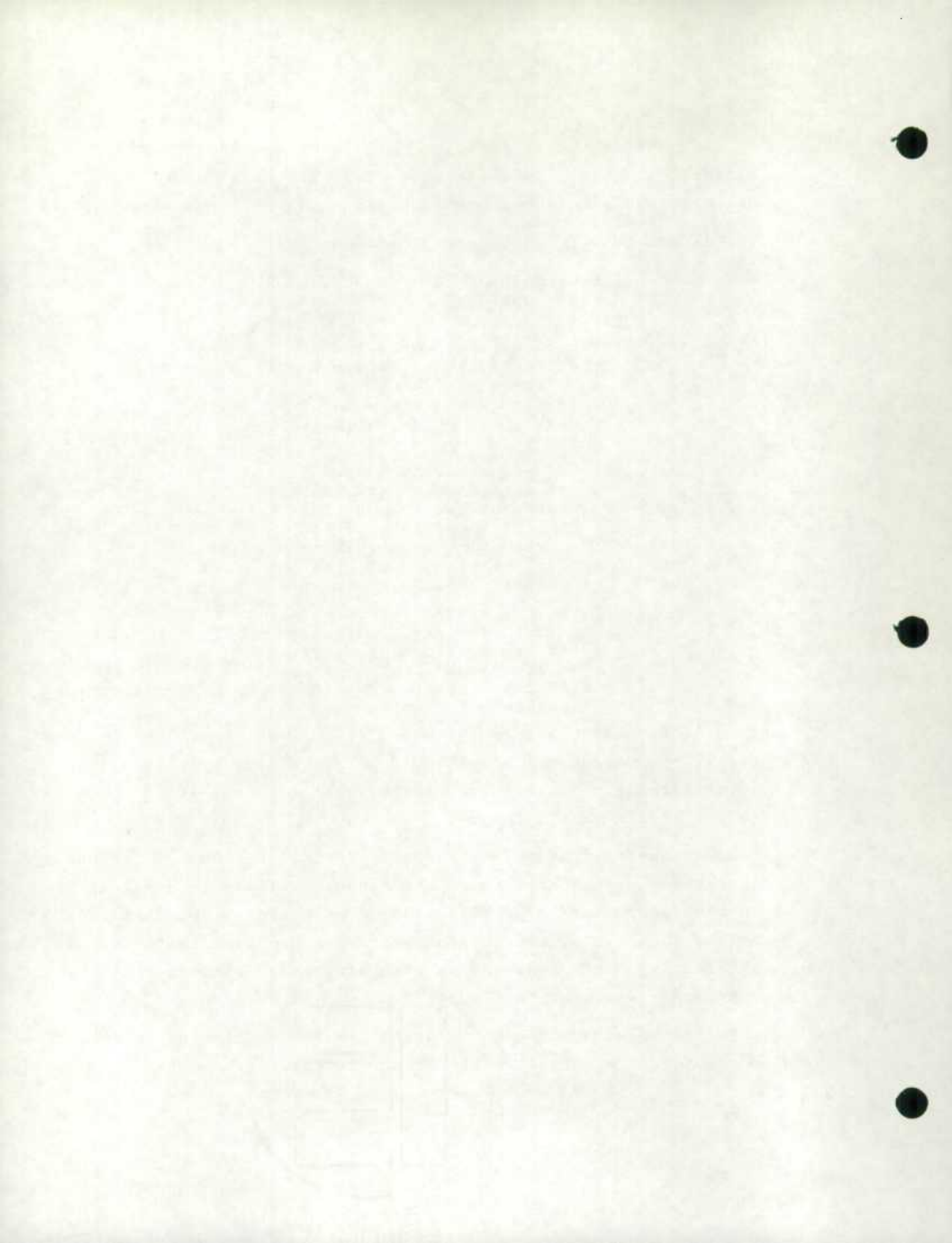
Finally, some readers will note that for purposes of
identifying the unemployed, the LFS now uses a 4 week
period as opposed to the one week period formerly prescribed.
Apart from the statistical evidence which shows that the
de facto reference period in the former survey was about
4 weeks, the delays inherent in job search and job application
require that the active element of looking for work be
measured over a period of greater than 1 week if a compre-
hensive measure of job-seekers is to be obtained.

No presentation of the definition of unemployment would be
complete without some reference to the so called "discouraged
workers". Given the conceptual basis of the unemployment
estimates, and the fact that the dependence on job search to
identify the unemployed is based on assumptions regarding
the characteristics of all of the labour markets in which
measurement takes place, it can be argued that the survey is
undercounting unemployment by failing to include persons
offering their labour services in markets where active or
continuous job search is superfluous. This phenomenon is
thought to be most prevalent in small, geographically isolated
communities with very few employers, where knowledge of any
and all suitable vacancies can be passively acquired through
the social network typical of these communities. While the
problems of defining and identifying discouraged workers can
be articulated readily enough, the solution has persistently
eluded survey designers. The result is that no country which
uses a household sample survey as the source of its official
unemployment statistics has developed a fully satisfactory
set of questions which would accurately and consistently
identify the "discouraged workers" in the context of a
national monthly survey. Developmental work in this area
will continue in Statistics Canada, primarily through the use
of the LFS supplementary survey capacity.
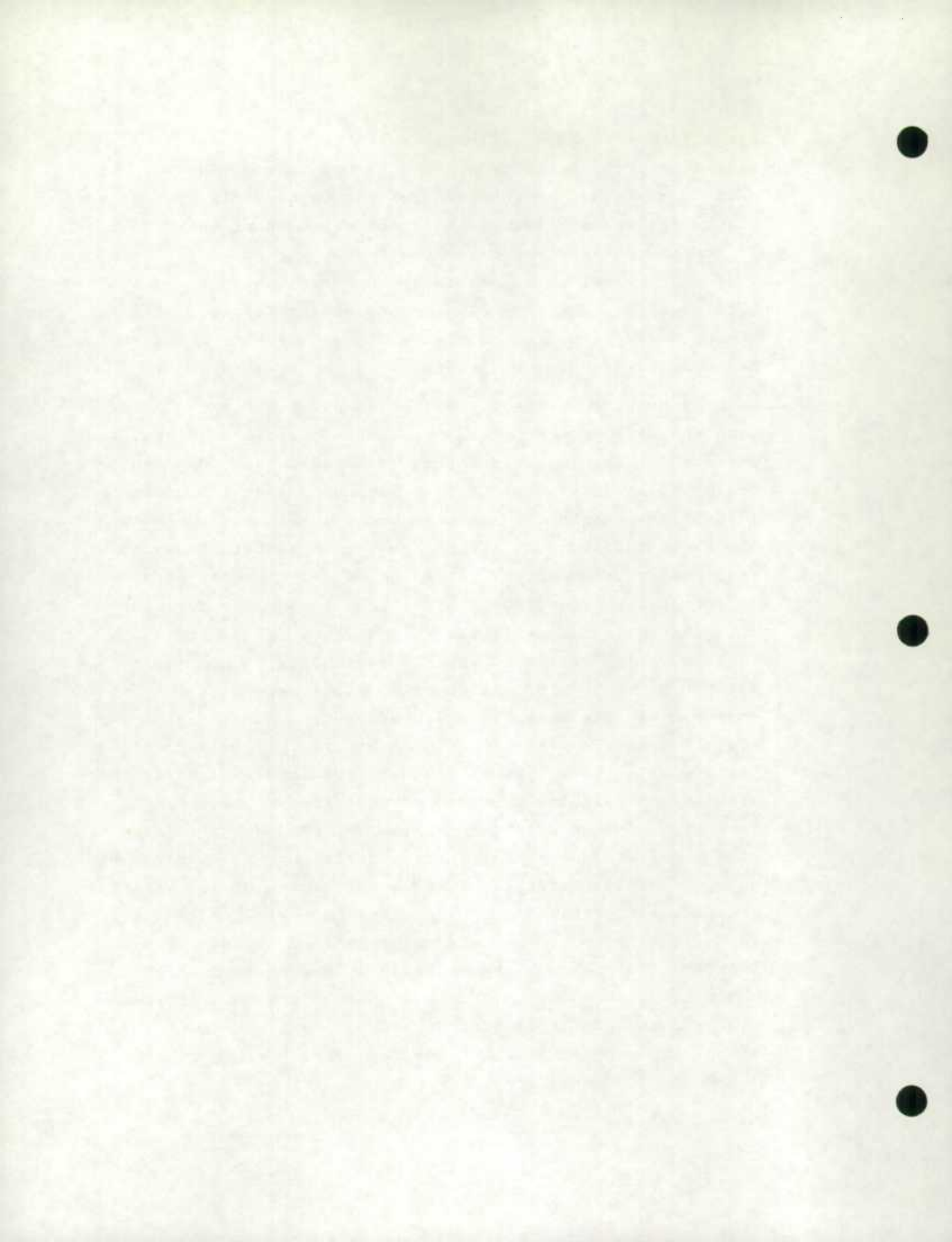
Not in the labour force: Conceptually, persons not in
the labour force are those who, during the reference week,
were unwilling or unable to offer or supply labour services
under conditions existing in their labour markets. However,
in terms of operating definitions they are identified
residually, that is, as persons who are neither employed nor
unemployed.

Questionnaire Design and Data Output: In order to more
fully appreciate the data output capacity of the LFS, some
knowledge of the design of the questionnaire may be of value.

The arrangement of the document's content was derived from
the operational definitions of employment and unemployment
and the overall layout is represented schematically in the
following diagram.
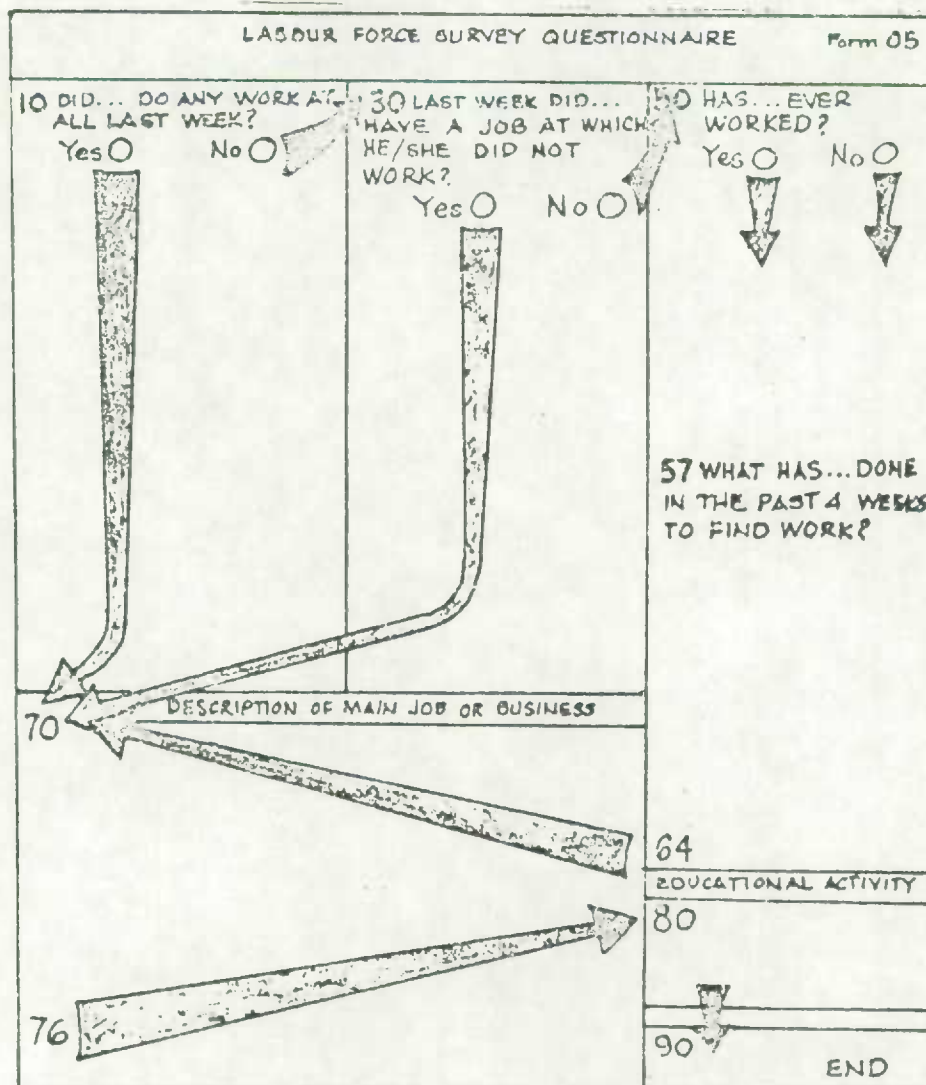
Given that the LFS definitions stipulate that one or
more hours of work in the reference week will result in
the respondent being classified as employed, the first
question addressed to the respondent (item 10) asks,
"LAST WEEK DID ... DO ANY WORK AT ALL - not counting work
around the house?" A "Yes" answer is sufficient to establish
the labour force classification (employed) and the respondent
then proceeds to answer a series of questions related
primarily to the work performed (items 11 to 20, 71 to 76)
and any concurrent educational activity (items 80 to 82).
A "No" answer leads to the question (item 30) "LAST WEEK,
DID ... HAVE A JOB AT WHICH HE/SHE DID NOT WORK?" A "Yes"
answer here is followed by an item (item 33) which yields
the reason for the absence from work and except for persons
whose job attachment is to a job to start at a definite date
in the future, and for persons on layoff, the subsequent
questions relate primarily to either the characteristics of
the job held (items 34 to 36, and 71 to 76) or to the absence
(item 37 and 38). Other than the two exceptions noted, these
persons are classified as employed.

A "No" reply to item 30 leads to item 31 regarding future
starting date jobs and a "No" reply to item 31, (which exhausts
the possibilities of concrete job attachment), leads to
collection of data on the respondent's last job (if any) in
items 50 to 54.

All respondents who have no current job attachment or whose
job attachment is to a job to start in the future or one from
which they have been laid off, are asked about any job search
which they may have conducted in the past 6 months. A "No"
answer results in the respondent going to item 70 while a "Yes"
answer is followed by item 57 which asks, "IN THE PAST 4 WEEKS,
WHAT HAS ... DONE TO FIND WORK?" For those who have undertaken
some form of active job search in the past 4 weeks, items 58
to 62 obtain information relating to looking for work. In
some cases this is followed by a question on reason for not

actively seeking work in the reference week (item 63) and
in all cases a question on availability is asked (item 64).

Those who have looked for work in the past 6 months but
not in the past 4 weeks ("Yes" in item 56 and "Nothing"
in item 57) are asked why they ceased seeking work (item
63) and their availability for work in the reference week
(item 64).

All respondents, regardless of the path taken through the
questionnaire, are asked item 80 on educational activity
and where appropriate items 81 and 82 as well.

By means of this highly structured approach to questioning
a very substantial amount of current and historical information
is obtained from each and every respondent without subjecting
any one respondent to more than a fraction of the 43 questions
on the form.

The following table shows, in severely condensed form, the
range of data available for each of the labour force classi-
fications and for the covered population as a whole. This
table does not convey a complete picture of the survey's output
since the effective boundaries of the content can only be
appreciated when one considers all of the possible cross-
tabulations.

Content Table

Labour Force Classification	Information Collected

ALL PERSONS REGARDLESS OF AGE	(From Household Record Docket)
	
	A. Age (single years)
	
	B. Sex
	
	C. Marital status (4 categories)
	
	D. Relationship to head of economic family (7 categories)
	
	E. Geographic location
	
	F. Educational Attainment
	
	   1. Years of primary or secondary education completed (6 categories)
	
	   2. Post secondary education (3 categories)

ALL PERSONS 14 YEARS OF AGE AND OVER
 	
(Data is collected for all persons 14 years of age and over but published for persons age 15 and over. Data including 14 year olds is available on request)
	(From LFS Questionnaire)
	
	A. Educational Activity in Reference Wee
	
	   1. Enrolled in a school, college, or university.
	
	     1.1 Full-time/part-time
	
	     1.2 Type of school, etc. (4 categories)
	
	   2. Not enrolled in a school, college or university.

LABOUR FORCE	The following data refer to the current main job for the employed and the last job held within the past 5 years for the unemployed.

Labour Force Classification	Information Collected
	A. Industry (1970 SIC)
	B. Occupation (1971 CENSUS (CCDO))
	C. Class of worker
	1. Worked for others
	1.1 Paid worker
	1.2 Unpaid family worker
	2. Self employed
	2.1 Incorporated business with paid help
	2.2 Incorporated business no paid help
	2.3 Not incorporated with paid help
	2.4 Not incorporated no paid help
	(For publication purposes, groups 2.1 and 2.2 will be classified as paid workers).
	D. When start working for (last) employer (month and year)
	- combined with "when last worked" to calculate job tenure.
EMPLOYED: (a) Worked	A. More than one job in Reference Week
	1.1 Result of changing employers
	1.2 Not result of changing employers
	1.3 Class of worker in second job
	B.1 Hours worked in Reference Week
	1.1 Main job
	1.2 Other job(s)
	2 Usual hours worked
	2.1 Main job
	2.2 Other job(s)
	3 Hours lost or taken off in Reference Week
	4 Extra hours worked in Reference Week
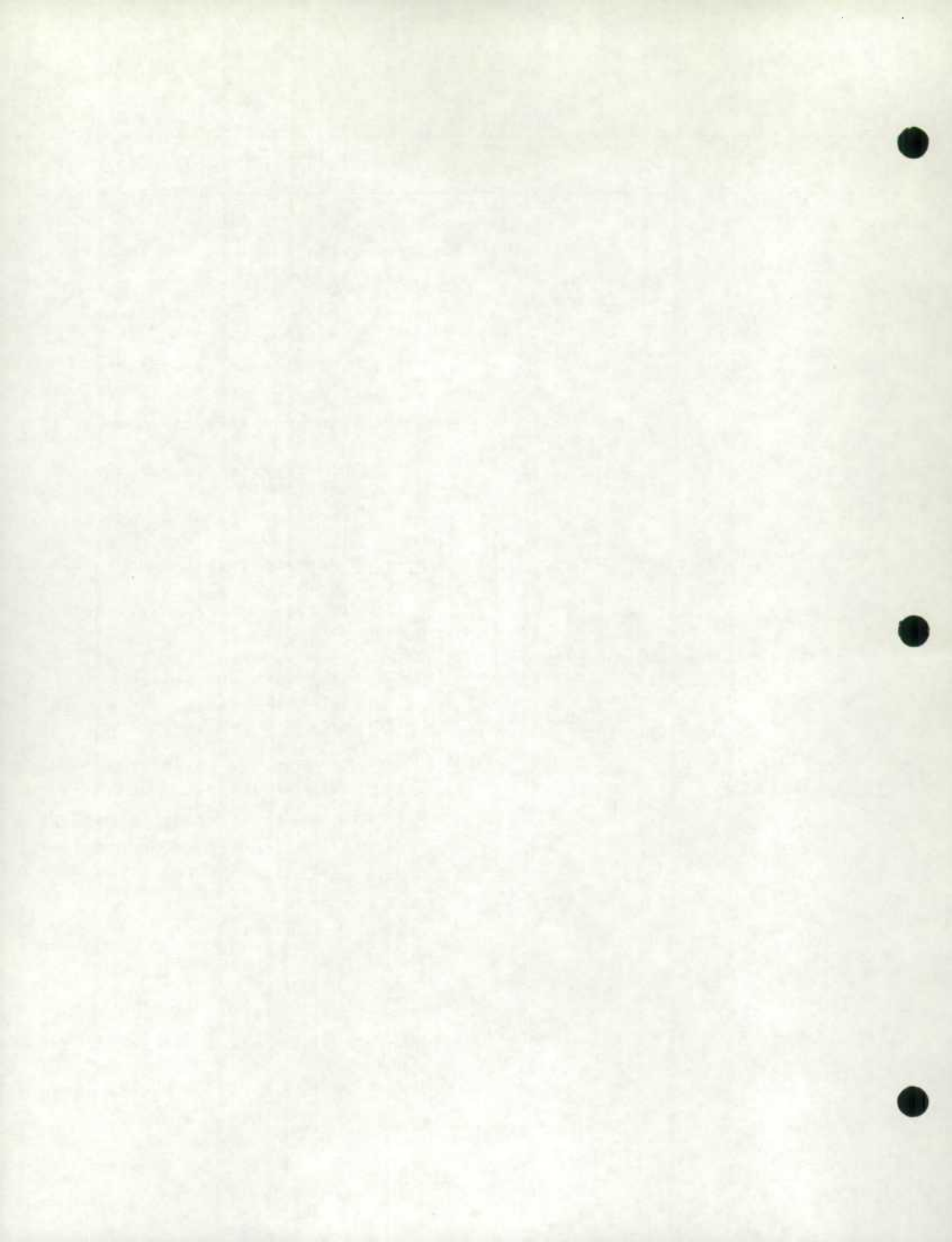
Labour Force Classification	Information collected
	C.1 For those usually working less than 30 hours at all jobs
	1.1 Reasons for usually working less than 30 hours (7 categories)
	2 For those with hours lost
	2.1 Reason for losing hours (10 categories).
	D. Persons looking for another job in past 4 weeks.
	1. Methods of job search (up to 3 categories
	E.1 Changed employers in past month
	2 Did not change employers in past month.
(b) Had a job but was not at work	A. Reason for absence (8 categories)
	B.1 Had more than one job in Reference Week
	1.1 Class of worker in second job
	2 Did not have more than one job in Reference Week.
	C. Usual hours worked
	1. Main job
	2. Other job(s)
	D. For those who usually work a total of less than 30 hours.
	1. Reason for usually working less than 30 hours (7 categories).
	E. Weeks absent from job
	1 Received wages or salary for absence in Reference Week.
	2 Did not receive wages or salary in Reference Week.
	F. For person looking for a new job
	1. Methods of job search (up to 3 methods recorded).
	G.1 Changed employers in past month
	2 Did not change employers in past month.

Labour Force Classification	Information Collected

UNEMPLOYED

A.1 Without work in Reference Week and seeking work within the 4 weeks ending with Reference Week.

    1.1 Methods of job search (9 categories)

        1.1.1 When method was last used (Weeks ago).

  2 On layoff

  2.1 Weeks on layoff

  3 New job to start at a definite date in the future.

    3.1 Weeks between Reference Week and starting to work at it.

B.1 For persons who have worked

    1.1 When last worked (month and year)

        1.1.1 If worked in last 5 years

            (i) Usual hours per week at last job

            (ii)Main reason for leaving that job (9 categories)

  .2 Number of weeks of unemployment

C. Number of hours per week of work sought.

D. For persons who did not look for work in Reference Week.

  1. Reason (10 categories)

E. Activity immediately prior to starting to look for work (4 categories).

F.1 Looking for a job to last 6 months or less (Seeking temporary or permanent employment)

  2 Looking for a job to last more than 6 months (Seeking temporary or permanent employment)

G.1 Available for work in Reference Week

  2 For persons who were not available for work.

  2.1 Reason (5 categories).

Labour Fo Classifica. ︶	Information Collected
NOT IN THE LABOUR FORCE	A. Permanently unable to work (Yes/No) B. For persons who have worked 1 When last worked (month and year) If worked in last 5 years. 1.1 Hours per week at last job 1.2 Reason for leaving last job (9 categories) 1.3 Industry 1.4 Occupation 1.5 Class of work (6 categories) 1.6 When start working for employer (month and year) - used with "when last worked" to calculate job tenure. C.1 Whether or not sought work in the past 6 months 1.1 If sought work reason for not seeking work in Reference Week (10 categories) 1.2 If sought work availability for work in Reference Week.

Future Data Developments: While the cross-sectional estimates presently available from the survey provide a source of information which researchers and analysts have not yet begun to exploit, even more data can and will be derived from the LFS. Some of these developments are described below.

(i)   Gross flow estimates: Historically LFS data users have had to be content with estimates of stock measures of employment, unemployment etc., even though much of the theory relating to labour markets has been formulated in terms of the flows among these categories. In recognizing this real and persistent gap in our labour market information system, certain features were incorporated into the design of the revised survey to maximize the likelihood that flow data
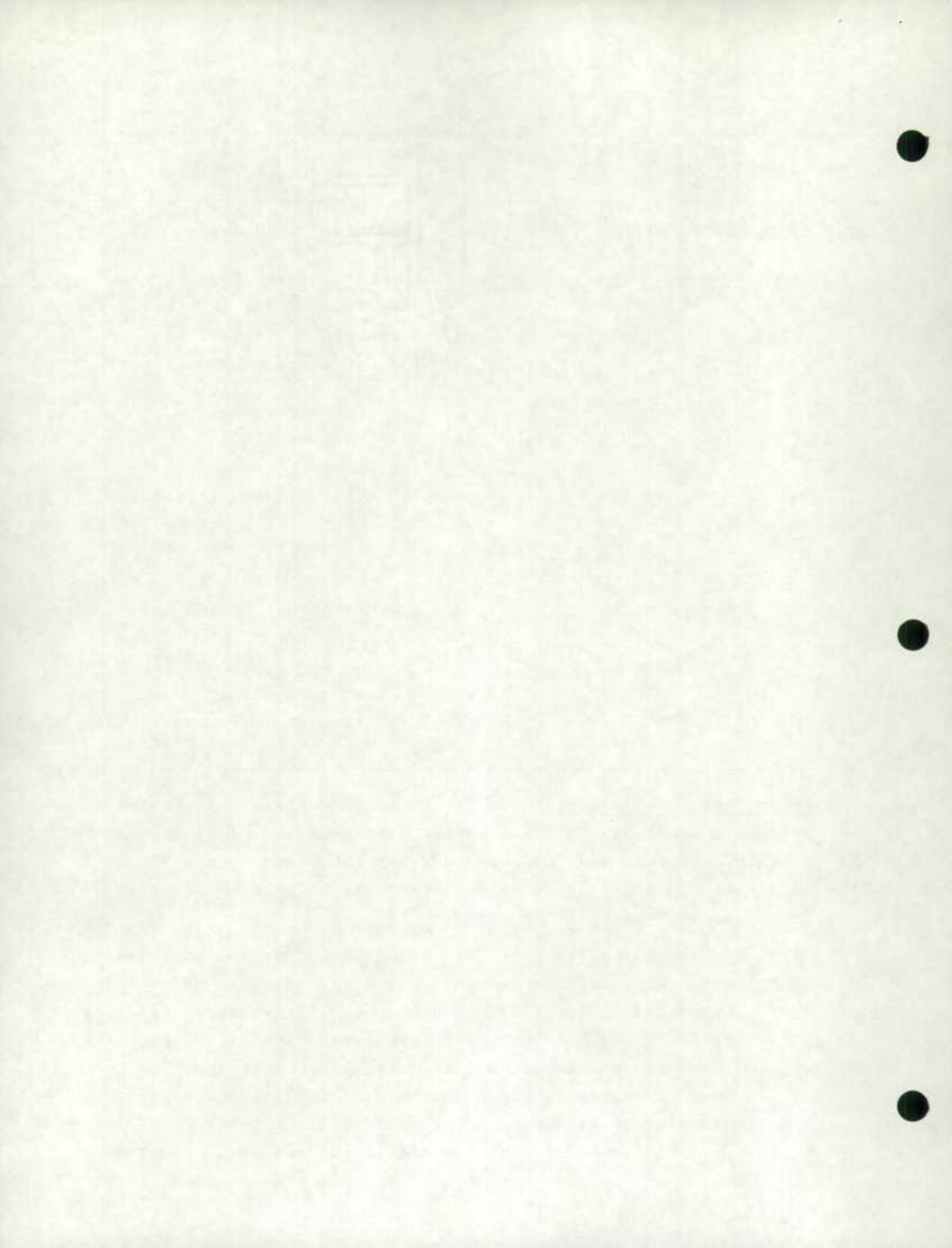
could be derived from the LFS. Statistics Canada is now well into the development of gross flow estimation routines and it is expected that gross flow estimates will be available by the end of 1976 at the latest.

In a closely related area, exploratory work is being done towards the derivation of turnover (hirings and separations) statistics. Success in this area will be announced in the Labour Force Survey Division Monthly Publications.

(ii)   Longitudinal Files: As noted elsewhere in this paper, selected dwellings are retained in the sample for a period of 6 consecutive months with one sixth of the sample being replaced each month. The survey has always contained this feature because of the cost and sampling variability advantages which it provided. However, for some time now it has been recognized that this feature also yields the raw material for a longitudinal picture of the labour force statuses and activities of the sampled population.

Ultimately we would like to provide the users with both weighted longitudinal estimates and longitudinal micro files (that is, individual records linked over 6 months but shorn of uniquely identifying information in order to avoid disclosure). The development effort is substantial and since it is relatively new and unfamiliar area of data generation, it is difficult at this time to predict when these data might become available.

(iii)   Micro files: In recent years, Statistics Canada has made micro files (that is, magnetic tape files of individual records) available to the data users. We plan to resume the generation and dissemination of information in this form once the criteria for the revised survey have been developed to maximize the level of statistical detail in the files while ensuring absolutely that no information which might lead to the identification of an individual respondent is released.

(iv) Family-Based Data: Since all members of the households
      selected for the sample are included in the survey, the
      Labour Force Survey will continue to make use of this
      design feature for the production of data related to
      families. The survey is capable of assembling data on
      families covering all the possible combinations of labour
      force statuses and activities recorded on the documents
      for the individual family members. Unfortunately, this
      capacity cannot be fully exploited in terms of generating
      weighted estimates for the entire universe since at present
      independently derived family estimates by which the sample
      data could be weighted are not available. Accordingly,
      the possibility of generating total family estimates
      suitable for weighting is being investigated as are some
      "self-weighting" schemes. In the meantime, Statistics
      Canada will continue to produce family data but this data
      will be confined to those families containing one or more
      unemployed individuals.

(v)   Supplementary Surveys: Included as part of the recent survey
      revision was a substantial increase in the supplementary
      survey capacity of the LFS. This increased capacity will
      be used not only to extend the monthly labour force data
      but also to provide Statistics Canada with an enhanced
      capability for the collection of social statistics in general.

      In the former LFS, supplementary surveys were conducted to
      a very large extent on an ad hoc "as needed" basis. While
      this was well suited to short-term, high priority data
      requirements, it was not compatible with the generation of
      a consistent time series for inter-temporal comparisons.

      Accordingly, present plans call for the creation of a program
      of periodic supplementary surveys designed to extend the
      information collected through the monthly questionnaire.

where
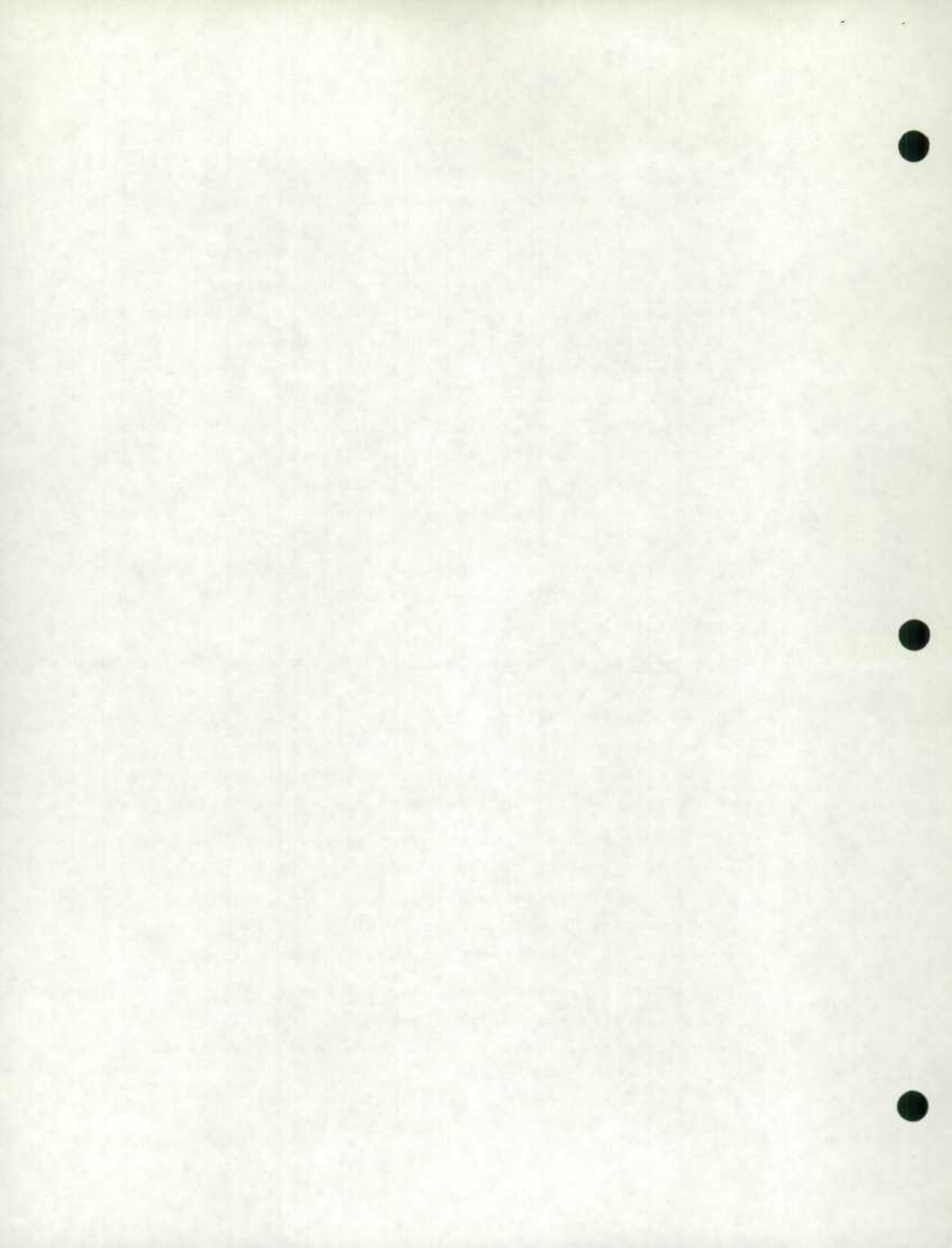
The content of these surveys has been broadly outlined
using the information collected in the LFS revision
project user consultation exercise. The details of
specific surveys will be established through testing
and additional data user consultation. It should be noted
that this program will consume less than half of the total
annual supplementary survey capacity leaving the balance
to service requirements for various social statistics.

An example of the type of survey envisaged for this
program is the measurement of annual labour force partici-
pation patterns scheduled for January 1977. In addition to
the annual duration measures of working and looking for work
traditionally found in this type of survey, we will be
attempting to measure in some considerable detail the
distribution of these activities over the course of calendar
1976.

Conclusion: The new information which can be generated by the
revised Labour Force Survey offers unprecedented analytical
opportunities for researchers in the area of manpower and labour
economics. The value of this new information will be determined
entirely by the extent to which it is applied to the policy
functions of government and the research activities of a wide range
of Canadian institutions.

Statistics Canada looks forward to participating with the data
users in the application of the Labour Force Survey statistics,
and welcomes any comments or queries relating to the data.
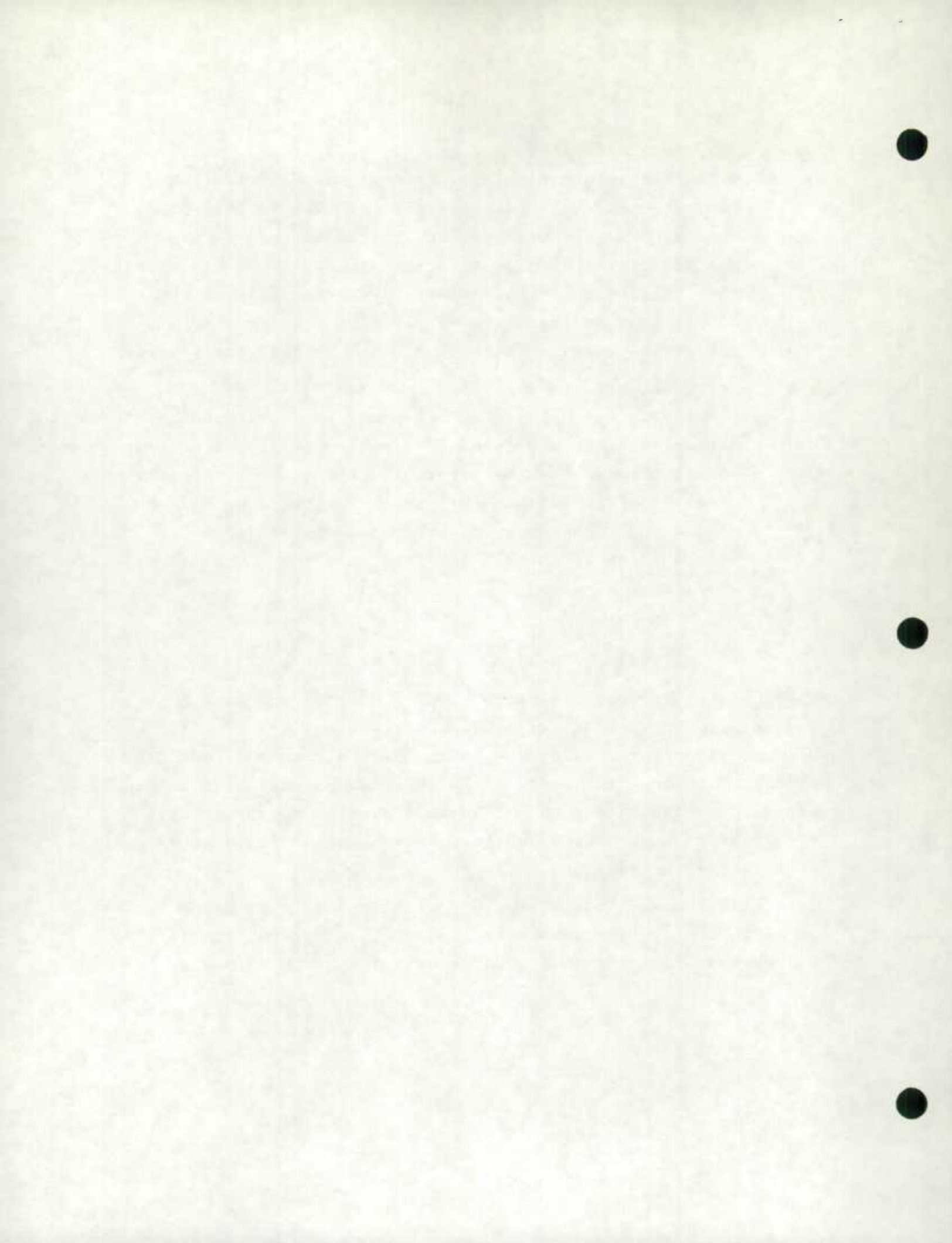
(1)   Methodology of the Canadian Labour Force Survey, Statistics
        Canada Cat. No. 71-504, 1976 (forthcoming).

(2)   The Labour Force, Statistics Canada Cat. No. 71-001 (monthly),
        and Labour Force Information, Cat. No. 71-001P (The latter
        document is published several days in advance of the
        monthly publication and contains a summary of the data
        included in the bulletin). See also Historical Labour
        Force Statistics - Actual Data, Seasonal Factors,
        Seasonally-Adjusted Data, Cat. No. 71-201 (annual) for
        historical data from the former survey, and "The Labour
        Force Historical Series - Unadjusted and Seasonally-
        Adjusted Data, January 1970-December 1975" (available on
        request from the Labour Force Survey Division) for revised
        estimates consistent with data from the revised survey.

(3)   The Revision of Labour Force Survey Population Estimates ,
        Labour Force Survey Division, Statistics Canada.

(4)   Seasonal Factor Forecasts from ARIMA Models , Estella Bee
        Dagum, Current Economic Analysis Staff, Statistics Canada
        (unpublished).

(5)   Special note in January, 1976 issue of Labour Force Information,
        Cat. No. 71-001P.

(6)   Conceptual, Definitional and Methodological Changes in the
        Labour Force Survey , Labour Force Survey Division, Statistics
        Canada.

(7)   Comparison of the 1975 Labour Force Survey Estimates Derived
        from the Former and Revised Surveys , Labour Force Survey
        Division, Statistics Canada.

(8)   The Revised Labour Force Survey Documents , Labour Force
        Survey Division, Statistics Canada.

Appendix II

(1) Form No. 05, LFS Questionnaire: One form completed for each
                                   member of the household aged
                                   14 years or over.

(2) Code Sheet for Form 05.

(3) Form No. 03, Household Record Docket: One form completed for
                                          each dwelling in the sample.

(4) Code Sheet for Form 03.

2 Package No.   **3** Survey date   Mo   Yr   **4** Assignment No.

5   **6** Dwelling serial No. / Pers. Code   **7** Surname

10 DID . . . DO ANY WORK AT ALL LAST WEEK (not counting work around the house)?

Yes ◯   No² ◯ Go to 30   Perm. unable to work ³ ◯ Go to 50

11 DID . . . HAVE MORE THAN ONE JOB LAST WEEK?

Yes¹ ◯   No² ◯ Go to 13

12 WAS THIS A RESULT OF CHANGING EMPLOYERS LAST WEEK?   Yes¹ ◯   No² ◯

13 HOW MANY HOURS PER WEEK DOES . . . USUALLY WORK AT HIS/HER:

(Main) JOB? ☐☐ If total 30 or more go to 15

Other jobs? ☐☐

14 WHAT IS THE REASON . . . USUALLY WORKS LESS THAN 30 HOURS PER WEEK?

☐ Enter code

15 LAST WEEK, HOW MANY HOURS OF OVERTIME OR EXTRA HOURS DID . . . WORK?

(Include paid and unpaid time at all jobs) ☐☐ If none enter 00

16 LAST WEEK, HOW MANY HOURS DID . . . LOSE OR TAKE OFF FROM WORK FOR ANY REASON SUCH AS ILLNESS, HOLIDAY, OR LAYOFF? (From all jobs)

☐☐ If none enter 00 and go to 18

17 WHAT WAS THE MAIN REASON FOR LOSING THESE HOURS?

☐ Enter code

18 HOW MANY HOURS DID . . . ACTUALLY WORK LAST WEEK AT HIS/HER:

(Main) JOB? ☐☐   Other jobs? ☐☐

19 IN THE PAST 4 WEEKS, HAS . . . LOOKED FOR ANOTHER JOB?

Yes¹ ◯   No² ◯ Go to 71

20 WHAT HAS . . . DONE IN THE PAST 4 WEEKS TO FIND ANOTHER JOB?

☐ ☐ ☐ Enter code(s) and go to 71

30 LAST WEEK, DID . . . HAVE A JOB AT WHICH HE/SHE DID NOT WORK?

Yes¹ ◯ Go to 33   No² ◯

31 LAST WEEK, DID . . . HAVE A JOB TO START AT A DEFINITE DATE IN THE FUTURE?

Yes¹ ◯   No² ◯ Go to 50

32 COUNTING FROM THE END OF LAST WEEK, IN HOW MANY WEEKS WILL . . . START TO WORK AT HIS/HER NEW JOB?

☐ Go to 50

33 WHY WAS . . . ABSENT FROM WORK LAST WEEK?

☐ Enter code and if code . . . go to 32

34 DID . . . HAVE MORE THAN ONE JOB LAST WEEK?   Yes¹ ◯   No² ◯

35 HOW MANY HOURS PER WEEK DOES . . . USUALLY WORK AT HIS/HER:

(Main) JOB? ☐☐ If total 30 or more go to 37

Other jobs? ☐☐

36 WHAT IS THE REASON . . . USUALLY WORKS LESS THAN 30 HOURS PER WEEK? ☐ Enter code

37 UP TO THE END OF LAST WEEK, HOW MANY WEEKS HAS . . . BEEN CONTINUOUSLY ABSENT FROM WORK? ☐☐

38 IS . . . GETTING ANY WAGES OR SALARY FOR ANY OF THE TIME OFF LAST WEEK?

Yes¹ ◯   No² ◯

39 INTERVIEWER CHECK ITEM

• If code 5 (layoff) in 33   go to 56
• Otherwise¹   go to 40

40 IN THE PAST 4 WEEKS, HAS . . . LOOKED FOR ANOTHER JOB?

Yes¹ ◯   No² ◯ Go to 71

41 WHAT HAS . . . DONE IN THE PAST 4 WEEKS TO FIND ANOTHER JOB?

☐ ☐ ☐ Enter code(s) and go to 71

50 HAS . . . EVER WORKED?

Yes¹ ◯   No² ◯ Go to 55

51 WHEN DID . . . LAST WORK AT A JOB OR BUSINESS?

☐☐ ☐☐ If month unknown enter __ in month

52 INTERVIEWER CHECK ITEM

• If last worked before ☐☐ ☐☐ go to 56
• Otherwise   go to 53

53 ABOUT HOW MANY HOURS PER WEEK DID . . . WORK AT THAT JOB?

☐☐ or Full-time¹ ◯   Part-time² ◯

54 WHAT WAS THE MAIN REASON WHY . . . LEFT THAT JOB?

☐ Enter code

55 INTERVIEWER CHECK ITEM

• If "perm. unable to work" in 10 ◯ go to 80
• Otherwise² ◯ go to 56

56 IN THE PAST 6 MONTHS HAS . . . LOOKED FOR WORK?

Yes¹ ◯   No² ◯ Go to 70

57 IN THE PAST 4 WEEKS WHAT HAS . . . DONE TO FIND WORK? Mark all methods reported

Nothing ☐ Go to 63

• IN THE PAST 4 WEEKS HAS . . . DONE ANYTHING ELSE TO FIND WORK? Mark all other methods reported

For each method given ask

• WHEN DID . . . LAST (Repeat method)

Checked with	Method used	No. of weeks ago last any week
PUBLIC employment AGENCY	² ◯	☐
PRIVATE employment AGENCY	³ ◯	☐
UNION	⁴ ◯	☐
EMPLOYERS directly	⁵ ◯	☐
FRIENDS or relatives	⁶ ◯	☐
Placed or answered ADS	⁷ ◯	☐
LOOKED at job ADS	⁸ ◯	☐
OTHER Specify in NOTES	⁹ ◯	☐

58 WHAT WAS . . . DOING IMMEDIATELY BEFORE HE/SHE STARTED TO LOOK FOR WORK? FOR EXAMPLE, WORKING, KEEPING HOUSE, GOING TO SCHOOL OR SOMETHING ELSE. ☐ Enter code

59 UP TO THE END OF LAST WEEK, HOW MANY WEEKS HAS . . . BEEN LOOKING FOR WORK? ☐☐

60 HAS . . . BEEN LOOKING FOR A JOB TO LAST FOR LESS THAN 6 MONTHS, OR, MORE THAN 6 MONTHS?

Less than 6 months (incl. 6 mos.) ◯   More than 6 months ◯

61 ABOUT HOW MANY HOURS OF WORK PER WEEK HAS . . . BEEN LOOKING FOR?

☐☐ or Full¹ ◯   Part² ◯ time

62 INTERVIEWER CHECK ITEM

• If "1 week ago" for any method in 57   go to 63
• Otherwise   go to 80

63 WAS THERE ANY REASON WHY . . . DID NOT LOOK FOR WORK LAST WEEK? ☐ Enter code

64 WAS THERE ANY REASON WHY . . . COULD NOT TAKE A JOB LAST WEEK? ☐ Enter code go to 70

DESCRIPTION OF MAIN JOB OR BUSINESS

70 INTERVIEWER CHECK ITEM

• If "No" (never worked) in 50 ◯ go to 80
• If last worked before ☐☐ ☐☐ in 51 go to 80
• Otherwise   go to 72 through 76 and check that the information is complete and correct

71 HAS . . . CHANGED EMPLOYERS SINCE LAST MONTH?

Yes¹ ◯ Enter new information for 72 through 76   No² ◯ Check that information in 72 through 76 is complete and correct

72 FOR WHOM DID . . . WORK? (Name of business, government dept. or agency, or person)

No change ◯ or ▶ ☐☐☐☐

73 WHEN DID . . . START WORKING FOR THIS EMPLOYER?

No change ◯ Mo Yr ☐☐ ☐☐   or   If month unknown enter -- in month Mo Yr ☐☐ ☐☐

74 WHAT KIND OF BUSINESS, INDUSTRY OR SERVICE WAS THIS? (Give full description e.g. paper-box manufacturing, retail shoe store, municipal board of education)

No change ◯ or ▶

75 WHAT KIND OF WORK WAS . . . DOING? (Give full description e.g. posting invoices selling shoes, teaching primary school)

No change ◯ or ▶

76 Class of worker   Main job   No change ◯ or ☐ Enter code   Other job   No change ◯ or ☐ Enter code

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EDUCATIONAL ACTIVITY

80 LAST WEEK, WAS . . . ENROLLED IN A SCHOOL, COLLEGE, OR UNIVERSITY?

Yes¹ ◯   No² ◯ go to 90

81 WAS . . . ENROLLED AS A FULL TIME OR A PART TIME STUDENT?

Full¹ ◯   Part² ◯ time

82 WHAT KIND OF SCHOOL WAS THIS? ☐ Enter code

INFORMATION SOURCE

90 Who was the person providing the above information?

Last interview ☐☐   This interview ☐☐

91 Was this information presented over the telephone?

Yes¹ ◯   No² ◯

See over for additional NOTES

NOTES

☐☐   ☐☐

☐☐   ☐☐
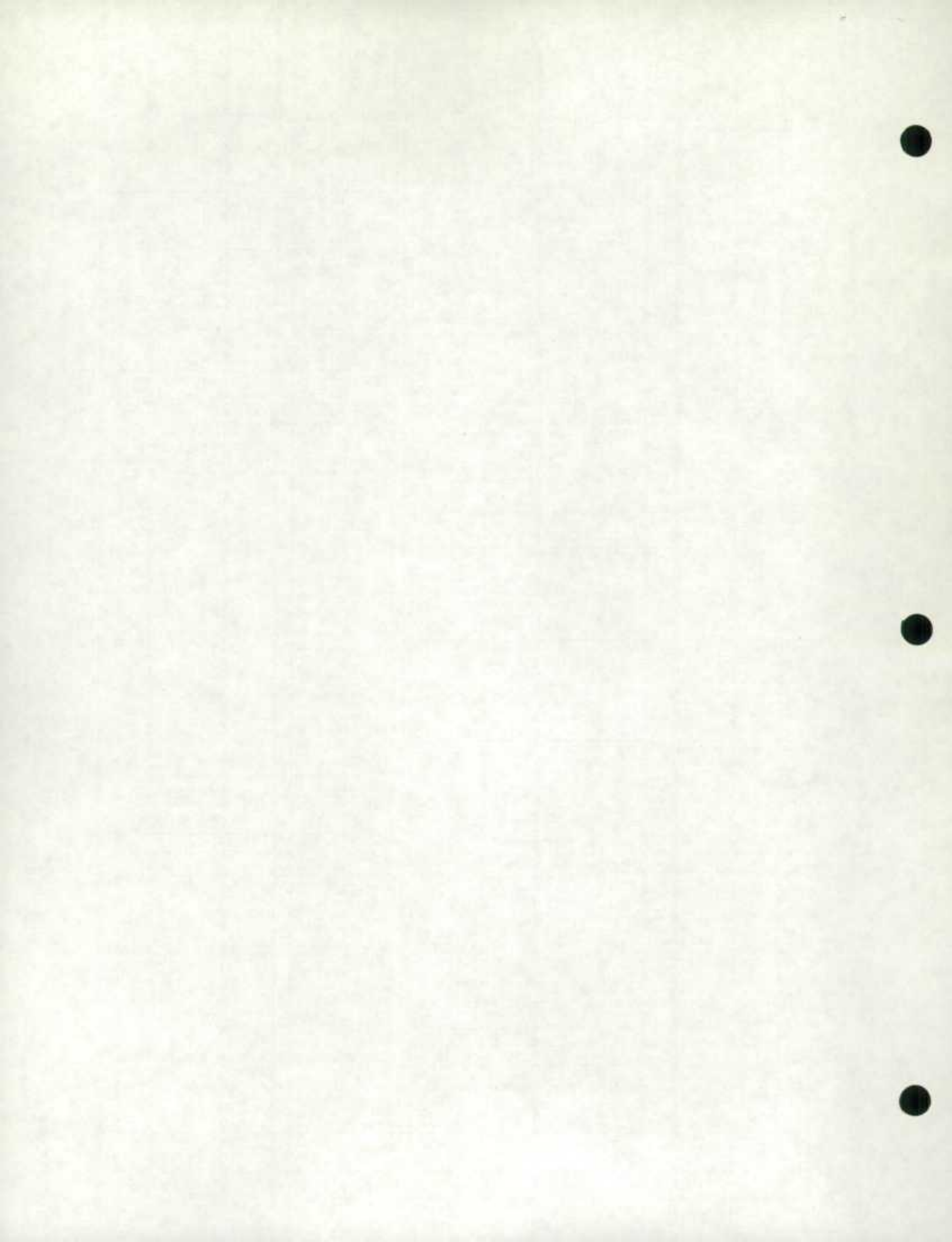
CODE SHEET 1976

Labour Force Survey Questionnaire (Form 05)

14
1 Own illness or disability
2 Personal or family responsibilities
3 Going to school
4 Could only find part-time work
5 Did not want full-time work
6 Full-time work under 30 hours per week
0 Other – *Specify in* NOTES

17
1 Own illness or disability
2 Personal or family responsibilities
3 Bad weather
4 Labour dispute (strike or lockout)
5 Layoff (expects to return)
6 New job started during week, or job terminated (does not expect to return)
7 Vacation
8 Holiday (legal or religious)
9 Working short-time (because of material shortages, plant maintenance or repair, etc.)
0 Other – *Specify in* NOTES

20
1 Checked with: Public employment agency
2 Checked with: Private employment agency
3 Checked with: Union
4 Checked with: Employers directly
5 Checked with: Friends or relatives
6 Placed or answered job ads
7 Looked at job ads
0 Other – *Specify in* NOTES

33
1 Own illness or disability
2 Personal or family responsibilities
3 Bad weather
4 Labour dispute (strike or lockout)
5 Layoff (expects to return)
6 New job to start in the future
7 Vacation
0 Other – *Specify in* NOTES

36
1 Own illness or disability
2 Personal or family responsibilities
3 Going to school
4 Could only find part-time work
5 Did not want full-time work
6 Full-time work under 30 hours per week
0 Other – *Specify in* NOTES

41
1 Checked with: Public employment agency
2 Checked with: Private employment agency
3 Checked with: Union
4 Checked with: Employers directly
5 Checked with: Friends or relatives
6 Placed or answered job ads
7 Looked at job ads
0 Other – *Specify in* NOTES

54
1 Own illness or disability
2 Personal or family responsibilities
3 Going to school
4 Quit job for no specific reason
5 Lost job or laid off job
6 Changed residence
7 Dissatisfied with job (poor pay, working conditions, etc.)
8 Retired
0 Other – *Specify in* NOTES

58
1 Working
2 Keeping house
3 Going to school
0 Other – *Do not specify in* NOTES

63
1 Own illness or disability
2 Personal or family responsibilities
3 Going to school
4 No longer interested in finding work
5 Waiting for recall (to former job)
6 Has found new job
7 Waiting for replies from employers
8 Believes no work available (in area, or suited to skills)
9 No reason given
0 Other – *Specify in* NOTES

64
Yes, could not take a job because of:
1 Own illness or disability
2 Personal or family responsibilities
3 Going to school
4 Already has a job
5 No reason (Available for work last week)
0 Other – *Specify in* NOTES

76
Worked for Others
1 Paid worker
2 Unpaid family worker

Self-Employed
3 Incorporated business – With paid help
4 Incorporated business – No paid help
5 Not incorporated business – With paid help
6 Not incorporated business – No paid help
(include Self-employed without a business)

82
1 Primary or secondary school
2 University
3 Community college, junior college, or CEGEP
0 Other – *Specify in* NOTES

HOUSEHOLD RECORD DOCKET

Statistics Canada   Statistique Canada

1 03

2 Docket No

3 Survey date

4 Assignment No

5 P.S.U

6 Group

7 Cluster

8 Rotation No

9 Listing

10 Visit

11 Regional Interviewer no

12 Your interviewer no   or

13 Group address

14 Type of dwelling

15 Record time of every call on this household

Mon				
Tues				
Wed				
Thur				
Fri				
Sat				

16 If unable to make contact with a responsible household member, specify reason in NOTES and enter code in 24

17 Mailing address

18 Telephone no   —
   No telephone   Go to 21
   Telephone no refused

19 INTERVIEWER CHECK ITEM
   • If "T" in above box   Go to 20
   • Otherwise   Go to 21

20 Request permission to interview by phone
   Permission granted
   Permission denied

21 Determine and record the best time to call on this household.

22 INTERVIEWER CHECK ITEM
   • If first interview at this dwelling   enter survey date (month) and response status in 23 & 24 and go to 25
   • Otherwise 2   enter survey date (month) and response status in 23 & 24 and go to 29

25 Ask for and record in 32 the names of all persons NOW living or staying at this address and who have no usual place of residence elsewhere.

29 DO THE FOLLOWING PERSONS STILL LIVE OR STAY HERE?
   • Read names of all persons recorded in 32
      / and
   • For persons who are household members this month,
      Enter 1 in 40 if they are civilians
      Enter 2 in 40 if they are full time members of the Canadian Armed Forces
   • For persons who are NOT household members this month,
      Enter 0 in 40

26 ARE THERE ANY PERSONS AWAY FROM THIS HOUSEHOLD ATTENDING SCHOOL, VISITING, TRAVELLING OR IN HOSPITAL WHO USUALLY LIVE HERE?
   Yes   Enter names in 32   No

27 DOES ANYONE ELSE LIVE AT THIS ADDRESS SUCH AS OTHER RELATIVES, ROOMERS, BOARDERS, OR EMPLOYEES?
   Yes   Enter names in 32   No

30 DOES ANYONE ELSE NOW LIVE OR STAY AT THIS ADDRESS SUCH AS OTHER RELATIVES, ROOMERS, BOARDERS, ETC.?
   Yes   Enter answers for 32 through 40 for all new household members   No   Go to 42

23 Survey date (month)

24 Household response

28 Enter answers for 33 through 40 for each person recorded in 32

31 HRD Pg / Ln	32 Names of household members	33 Age	34 S	35 M	36	37 R	38 Edu [1] [2]	39	40 Membership	41
1	Given name / Surname									
2	Given name / Surname									
3	Given name / Surname									
4	Given name / Surname									
5	Given name / Surname									
6	Given name / Surname									
7	Given name / Surname									
8	Given name / Surname									

NOTES
See over for additional NOTES

Person	Item no	

42 IS THIS DWELLING RENTED BY A MEMBER OF THIS HOUSEHOLD?
   Yes   No
   Complete FORM NO 04   Go and refer to FORMS NO 05 & 06

43 Forms issued

	04	05	06
Issued			
Printed			
Completed			

FRANÇAIS AU VERSO
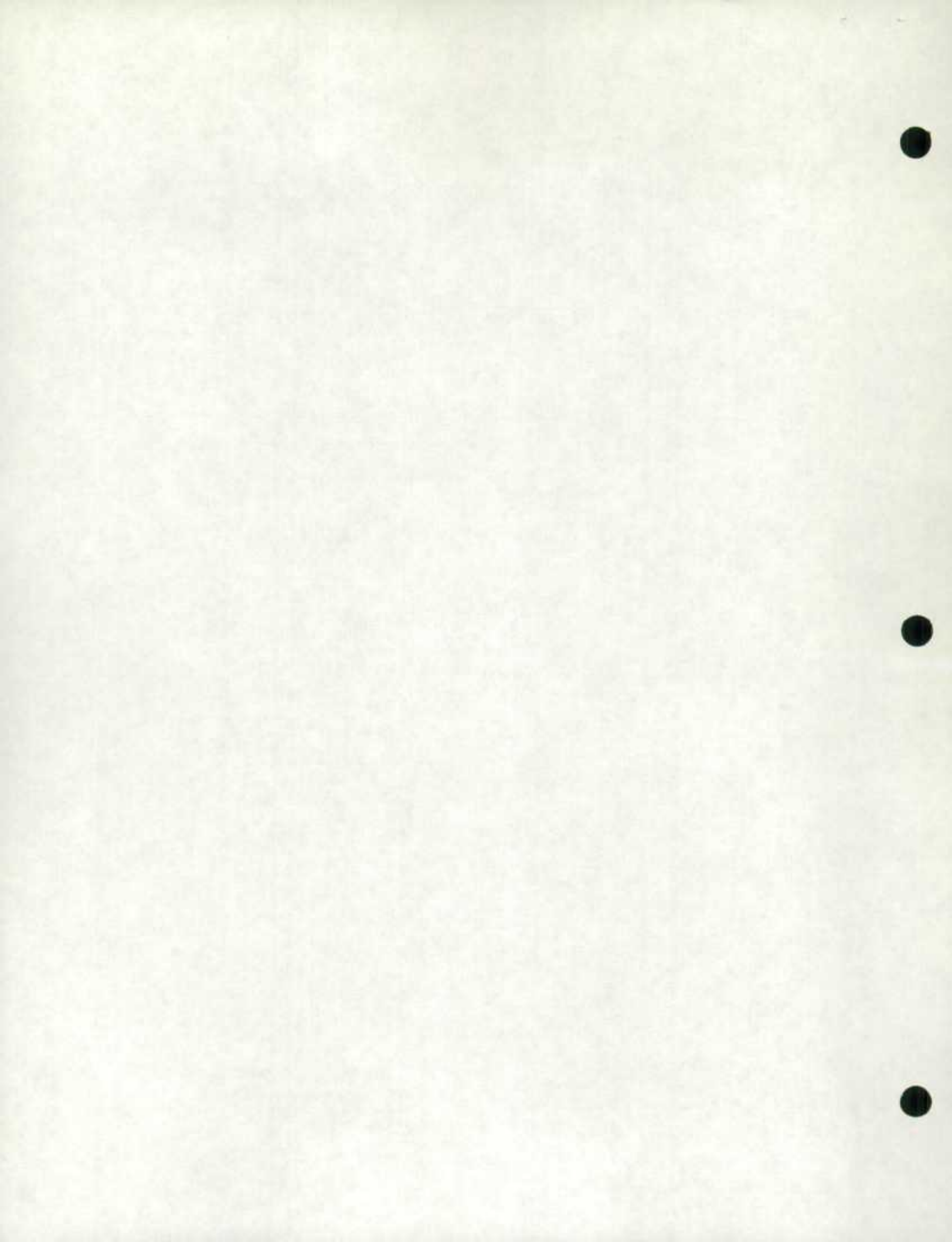
CODE SHEET 1976

Household Record Docket (Form 03)

14
1. Single Detached
2. Double
3. Row or Terrace
4. Duplex
5. Apartment, Flat
6. Institution
7. Hotel or Large Lodging House
8. Camp – Logging, Construction, etc.
9. Mobile Home
0. Other – *Specify in* NOTES

24

FIRST CODE: Entered by interviewer

(NOTE: *for any code other than X, explain situation on appropriate form*)

X   LFS questionnaire completed for all eligible household members
E   LFS questionnaire completed for some (not all) eligible household members
N   No one at home (after several calls)
R   Household refusal
K   Interview prevented by death, sickness, language problem or other unusual circumstances in the household
L   Interview prevented by weather conditions
T   Household temporarily absent
V   Vacant dwelling (or trailer stall)
S   Vacant seasonal dwelling
C   Dwelling under construction
B   Dwelling occupied by persons not to be interviewed
D   Dwelling demolished; converted to business premises; moved; abandoned (unfit for habitation); listed in error

A   Interview cancelled for lack of an interviewer (Entered by Regional Office only)

SECOND CODE: Entered by Regional Office only.

Blank   Interview or attempt to interview again
3   Do not interview unless there is a complete change in household membership
4   Attempt to interview again. A letter was sent
5   Attempt to interview again. Personal contact made by regional office staff

34
M   Male
F   Female

35
1. Now married or living common-law
2. Single (never married)
3. Widow or widower
4. Separated or divorced

36
A to Z   *Assign one letter to all members of each family ('A' for each member of the first family, 'B' for each member of the second family, etc.)*

37
1. Head of family
2. Spouse
3. Son or daughter (natural or adopted)
4. Parent or parent-in-law
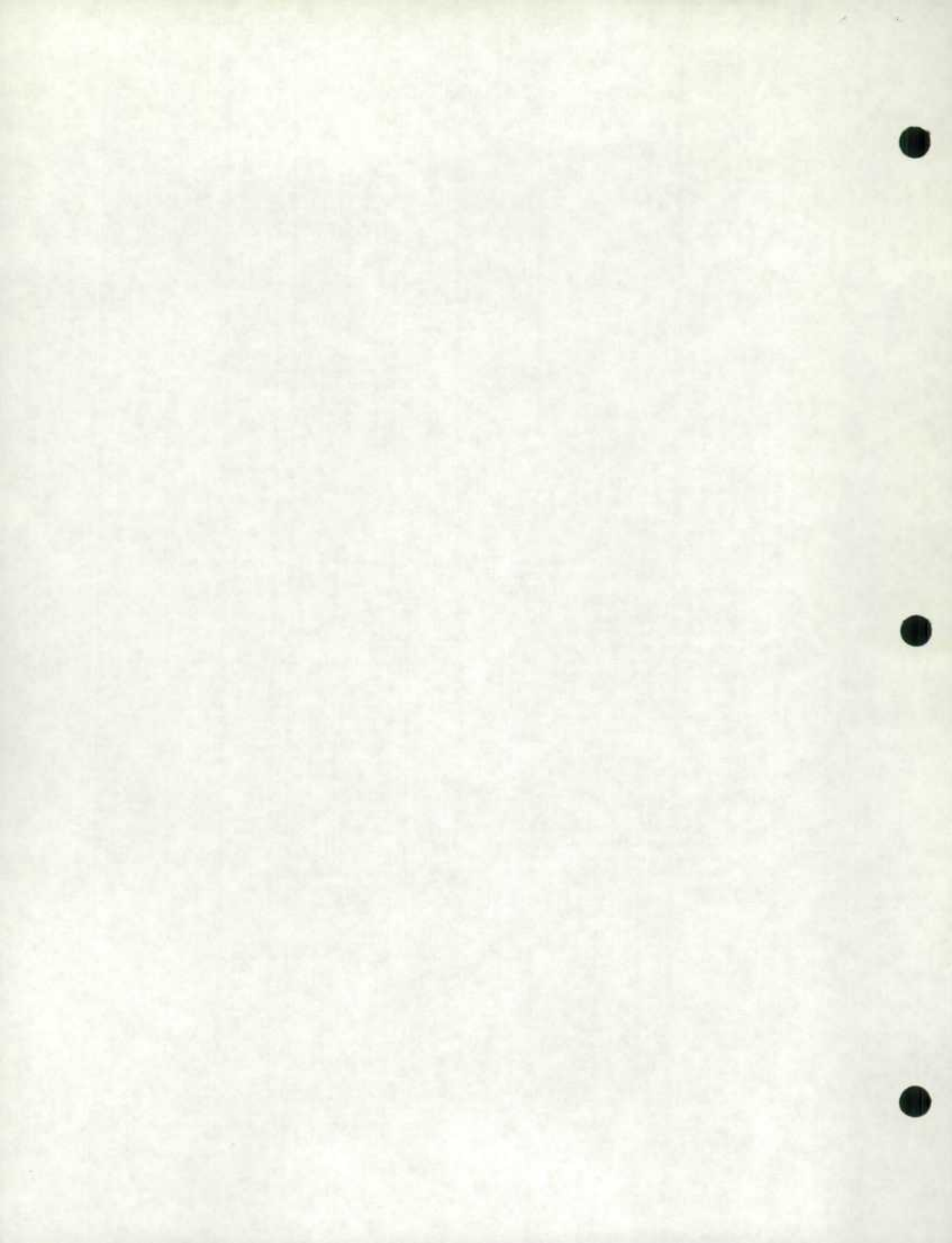5. Son-in-law or daughter-in-law
6. Foster child
7. Other relative

38

Column 1: Years of primary and secondary education completed.

0. No schooling
1. 1 to 8 years of primary and secondary education
2. 9 or 10 years of primary and secondary education
3. 11 years of primary and secondary education
4. 12 years of primary and secondary education
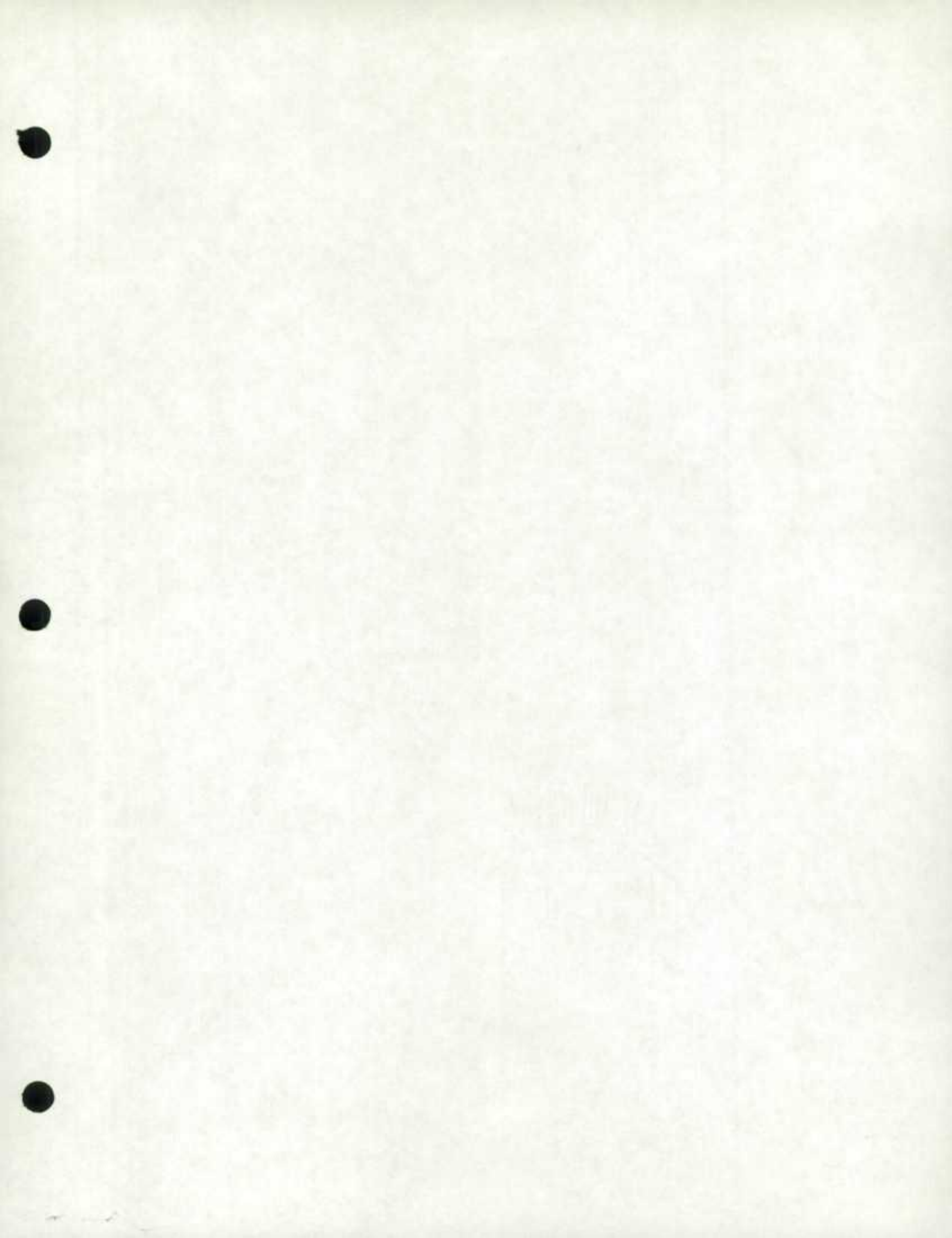5. 13 years of primary and secondary education

Column 2: Post secondary education

0. No post-secondary education
1. Took some post-secondary education
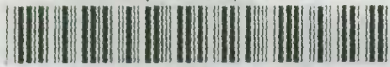2. Received a post-secondary certificate or diploma
3. Received a university degree

40
0. Not a household member this month
1. Civilian household member this month
2. Full time member of Canadian Armed Forces this month