

## **DFG FOR 756**

Impact of Shocks on Vulnerability to Poverty – Consequences for Development of  
Emerging Southeast Asian Economies

# **Enumerator Guidelines**

**Household Survey 2008 (2<sup>th</sup> wave)**

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## **0 General**

These guidelines are for the second wave of the household survey to measure vulnerability to poverty of rural households for three provinces in Thailand and Vietnam. They are meant to be a set of practical hints that the interviewers can use in preparation of the field survey and as reference material during the survey. The guidelines have emerged from the results of the first household survey in early 2007 and especially the data cleaning process as the latter revealed weaknesses in the questionnaire and sources of misunderstanding of the interviewers. It must be pointed out however that while the guidelines are a source of background information for field supervisors and enumerators they cannot answer any questions that come up during the survey. Therefore, the interviewer and/or his supervisor must make a decision in the field (e.g. coding) or make a respective comment that facilitates decision-making later on.

### **0.1 Purpose**

The purpose of the questionnaire (Version 2.1 - 2008) is to measure vulnerability to poverty of rural households in Thailand and Vietnam. It builds on to the first wave of interviews and aims to generate a set of panel data by interviewing exactly the same households that have been interviewed during the first round in 2007. That is why you will be provided with a one-page information sheet that contains essential information of the household based on the data that were collected last year.

A major output of the questionnaire is to obtain reliable and valid information on the composition of the household's income. The income will be calculated based on all of the household's income generating activities including agriculture, off-farm employment, non-farm self employment, income from saving and lending and from remittances from friends and any persons who permanently live outside the household and who is not a member of the household. In the survey we do not use a fixed definition of a household, i.e. we do not decide who belongs to the household or not. Instead, we ask the respondent – who is normally the head of the household - to provide information on all people whom he considers to be member of his household.

### **0.2 General Rules for the Interview**

When you start the interview a few general rules need to be observed:

1. Introduce yourself in a nice way and politely inform the respondent of the purpose of the interview.
2. Ask the respondent if he agrees to be interviewed. If he really does not want, ask him if you can come later. In that case make another appointment and inform your supervisor.
3. Read out question by question slowly and carefully. Especially recognize the specifications that sometimes added to the question. For example, in section you will ask for marital status of household members. On top of the column where you are supposed to put the answer it says: "ask only for members > 13 years of age". Never ignore such instructions in order to avoid mistakes!
4. Get accustomed to the codes before you start the interviews. You do not learn them by heart but you should be familiar with them. Therefore, after the training and before the interviews start read through the questionnaire at least three times
5. Ask the respondent if he has understood the question.

6. Do not leave out any question. In case the respondent answers that he/she does not know ask him/her to make an estimate. This is especially important for all quantitative information that is needed to calculate household income.
7. Follow the “skip” or “go to” instructions written in different parts of the questionnaire.
8. In case the respondent does not want to give an answer explain again the purpose of the survey. If he still does not agree to answer use code 98
9. Please keep in mind for the income components if we miss only one piece of information (say the price of crop which the respondent may have sold) then we would have to omit the entire case. But for the analysis we cannot afford to lose many cases.
10. For all numerical values, the plausibility can be checked during the interview. If the respondent gives implausible values (both too high or too low) ask him again. If he insists try to clarify the unit and if still the same make a note like “respondent confirms”. Later in the evening you may bring the case up with your supervisor.
11. Always try to maintain a good atmosphere, if the respondent gets tired offer to have a short break
12. Make sure not to mix up value and price. Remember value = quantity times price. Price is expressed per unit, e.g. per kg per ton per day per month etc. Therefore, always clarify the unit.  
Monetary values in Thailand are in Baht. In Vietnam it is mostly in units of 1000 VND. So please be careful with the number of digits if the amount is big, e.g. one million. For example, in Vietnam if the amount is ten million and the unit is 1000 VND you must write “10 000”.
13. If the plausible answer for quantitative information (e.g. crop yield) is 97, 98 or 99 write 97.1, 98.1, 99.1 instead. Otherwise it can be confused with the respective codes.
14. Always be clear on the reference period. This is usually month or year. Make quick plausibility calculations using your calculator. For example, if the unit is month, you can calculate the amount per year. If it comes out very high, ask again.
15. Please write clearly especially the numbers.
16. If the respondent gives multiple answers to questions, where only one response is expected, clarify with the respondent his predominant (most important) choice.
17. Avoid to use code 90 (others, specify). Try to find the nearest code. If you cannot specify other and consult your supervisor in the evening.

### 0.3 Preparing the questionnaire prior to the interview

Variables to be filled in prior to the interview:

- Section 2.1: The following counts only for household members who – according to last year’s survey – did not leave the household permanently: Fill in information about name/nickname (column 2), gender (column 3), age (column 4), place of birth (column 7), for how long has ... been living with the household (column 8), reason for joining (column 9), previous location ((column 10), ethnic group (column 11), religion (column 12). The name/nickname (column 2) has to be filled in on BOTH pages of this sub-section!
- Section 2.2: The following counts only for household members who – according to last year’s survey – did not leave the household permanently: Previous to the interview fill in information about name/nickname (column 2). Make sure that the names are assigned to the same ID codes as in section 2.1.
- Section 2.3: The following counts only for household members who – according to last year’s survey – did not leave the household permanently: Previous to the interview fill in information about name/nickname (column 2). Make sure that the names are assigned to the same ID codes as in section 2.1.
- Section 3.1.c: Fill in information about event ID (column 1), type of event (column 2), and when did the event occur (column 3) of shocks stated last year from which the household did not yet recover when last year’s interview took place.

- Section 4.1: Fill in the land parcel number (column 2) and the land area (column 3)
- Section 4.3: Fill in the animal species/production activity (column 2) and fill in the stock of the end of the year from the first wave (43109) in the column stock at the beginning of the year (column 3)

## 0.4 Structure of the questionnaire

The questionnaire is structured in 9 main sections as follows:

1. Survey information - identifying information of the household and survey-related information, respondent
2. Household members
  - 2.1 Household members and presence
  - 2.2 Education
  - 2.3 Health
  - 2.4 Household dynamics - absent household members, former household members and links to other households
3. Shocks and risks
  - 3.1 Shocks - Record of past shocks, e.g. loss of job
  - 3.2 Risks - The perception of uncertain events and hypothetical questions
4. Land and Agriculture
  - 4.1 Land resources - land use and ownership, rental fees, location and quality of parcels, homestead
  - 4.2 Crops - details for crops grown during the reference period
  - 4.3 Livestock
  - 4.4 Hunting, fishing, collecting, gathering - use of natural resources
5. Off-farm employment
6. Non-farm self-employment
7. Finance
  - 7.1 Borrowing and Lending
  - 7.2 Public transfers and insurance
8. Consumption expenditures
- 9.1 Assets
- 9.2 Housing Conditions

Because different activities and resources of the household are related, the information in different sections of the questionnaire is related as well. For example, assets (e.g. a tractor) required for the economic activities of sections 4.2 - 6 must appear in section 9.1 or consumption expenditures covered in section 8 must be reasonable for the household size given in section 2.1. Therefore, the interviewer should conduct cross checks for the relevant sections. For more details, see the different sections of these guidelines.

In the following specific hints for the different sections of the questionnaire are provided. This follows the numbering of the questionnaire. The interviewer instructions in this manual are based on a five-digit number, which is the variable identification number. The first digit represents the section number (e.g. "2" for section 2) the second digit represents the subsection number (e.g. 2.1 household members). The third to the fifth number represents the column number.

## Section 1: Survey information

- Fill in all known survey information before the interview (province, district, etc)
- Do not fill in the name of respondent because he/she may have changed from last time
- Ask for the household head first. The household head is normally the person listed first on the list of households provided by the village or other authorities. If that person is not available or cannot be interviewed e.g. because of old age, then interview the most knowledgeable person available.

- Accept that other household members are around for the interview. They may also provide information but always ask the consent of the respondent before you write it down.
- Always note down the actual date and local time of interview for start and end. If the planned date of time differs from the actual one use the latter.

## Section 2: Household members

### 2.1 Household members

#### *General instructions:*

- Let the respondent decide who is considered to belong to this household!
- Go row by row when asking!
- For household members who – according to last year's survey (see your info sheet) – did not leave the household permanently, fill in information prior to the interview. This includes name/nickname (column 2), gender (column 3), age (column 4), place of birth (column 7), for how long has ... been living with the household (column 8), reason for joining (column 9), previous location (column 10), ethnic group (column 11), religion (column 12).
- The name/nickname (column 2) has to be filled in on BOTH pages of this sub-section to avoid mixing up household members! Start with the household head.
- The ID code of the household head is 1 even if he/she is not the same as last year
- Check whether last year's household members are still household members this year.
- Add new household members if applicable.

#### *Specific Instructions:*

21001	If the household head has changed, then put the different code for the newest
house	hold head. Don't put 01 that it is used to indicate the household head from
the first	wave.
21002	Start with questions concerning household member which you have already filled in prior to the interview. Next ask for household member who joined the household between 05/07 and 04/08 and add the respective information in the rows below existing household members.
21003	Fill in for NEW household members only.
21004	Fill in for NEW household members only. Fill in the actual age in years and put 0 if younger than one-year-old.
21005	Ask for OLD household members only if household head changed with respect to last year (you obtained this information in section 1). Always ask for NEW household members. If respondent says he does not know how this for a certain household member, refer to the answer possibilities from code A. Then ask respondent for the closest possibility. Make sure that you always refer to the same household head!
21007	Only for NEW household members. Let the respondent give the name of the place first and do not read out code C! However, if you do not know the place the respondent mentions then ask whether it is in the same district, in the same province but not in the same district, or in another province. For deciding whether the location in question is rural or urban refer to today's classification of the place. In

Thailand, we classify nai khet thetsaban as urban, and nok khet thetsaban as rural. In Vietnam we consider locations where more than 5000 people live as urban and locations where less than 5000 people live as rural.

- 21008 Only for NEW household members. In case respondent does not know exactly fill in the approximate number of years.
- 21009 Only for NEW household members. If the person was born in the household skip this question and the following question. Do not read out code D! Only if respondent does not know how to answer you may read out code D and ask for the most adequate answer. Please decide into which category the case fits and try to avoid using code 90 "others, pls. specify". If one of the codes applies, we do not need more detail.
- 21010 Only for NEW household members. (see also 21007)
- 21011 Only for NEW household members. Do not read out code E!
- 21012 Only for NEW household members. Do not read out code F!
- 21013 Ask for all household members. Since this is only a "yes"/"no" question, do not write down the organization.
- 21014 Ask for all household members. The "main occupation" is the occupation for which the household member worked the longest during the reference period. Be aware that possible answers include not only occupations but also answers like "16 unable to work", "12 unemployed", "10 students/pupil"! However, do not read out code H! If the respondent cannot answer you may give some reasonable examples (e.g. for young household members "10 students/pupil" and "11 children below school age").
- 21015 Ask for all household members. The "second occupation" is the occupation for which the household member worked the second longest during the reference period. For further instruction, see 21014. Skip if the household member has no second occupation.
- 21016 Ask for all household members. Ask for the approximate number of days. If the answer is 97, 98 or 99 days, fill in 97.1, 98.1 or 99.1. Otherwise the values might be mixed with "don't know", "no answer", "not applicable".
- 21017 Ask for all household members. Note that this is only a "yes"/"no" question.
- 21018 Ask for all household members. Do not read out code I! If the respondent cannot answer you may give some reasonable examples (e.g. for old household members "10 went to be looked after" and "27 health"). Please decide into which category the case fits and try to avoid using code 90 "others, pls. specify".
- 21019 Ask only for household members that were absent at least some time in the reference period. Otherwise fill in "99" (not applicable). For further instructions, see 21007.
- 21020 Ask only for household members that were absent at least some time in the reference period. Otherwise fill in "99" (not applicable). Fill in ONE value that is the sum of the estimated total amount of money as well as of the estimated total monetary value of gifts received from the household member in question during the reference period.

Vietnam: Be careful, reporting units are 1000 VND! If the answer is 97000, 98000 or 99000 Dong, respectively, fill in 97.1, 98.1 or 99.1. Otherwise the values might be confused with “don’t know”, “no answer”, “not applicable”.

*Examples:*

1. Child 1 of hh head is studying in the capital city and therefore absent for 300 days received support from home: Enter the total value of support received from household. If child 1 pays the dorm rent from that money make sure that in the consumption expenditure section 8 no additional dorm rent is given.

2. Child 2 of hh head is working in a factory in a different province and therefore absent for 345 days. Child 2 regularly sends 1000 Baht/100 TVND every month. Put 12000 Baht/1200 TVND in col. 20.

3. Child 3 of hh head still lives most of the time in the hh and went for visiting relatives only for 15 days. Child 3 works in a small processing plant and contributes 1000 Baht/100 TVND to the household expenditures every month. Do not put 12000 Baht/1200 TVND in col.20, because this person belongs to the household and its total income (recorded in section 6: Off-farm employment) is considered as part of the household income.

21021 Ask only for household members that were absent at least some time in the reference period. Otherwise fill in “99” (not applicable). Fill in ONE value that is the sum of the estimated total amount of money as well as of the estimated total monetary value of gifts sent to the household member in question during the reference period.

Vietnam: see also instructions and examples for 21020!

21022 If some household members use the same telephone write down the same telephone number for all of them.

## 2.2 Education

*General instructions:*

- The following counts only for household members who – according to last year’s survey – did not leave the household permanently: Previous to the interview fill in information about name/nickname (column 2). Make sure that the names are assigned to the same ID codes as in section 2.1.
- Copy the new household members from section 2.1 if applicable. Make sure that the names are assigned to the same ID codes as in section 2.1.
- Ask row by row!

*Specific Instructions:*

22002 See interviewer instruction written above the table in this sub section.

22003 Note that this is only a “yes”/“no” question.

22004 Note that this is only a “yes”/“no” question. If the answer is “no”, skip the following question.

22005 Be aware that there are two country specific codes B, one for Thailand and one for Vietnam. For household members for which this question has to be answered leave out questions 6 to 10 and carry out with question 11.

22006 Note that this is only a “yes”/“no” question. If the answer is “no”, proceed with section 2.3.



22007	Be aware that there are two country specific codes B, one for Thailand and one for Vietnam. Thailand: For bachelors: use Univ 4 in Thailand (if attained, irrespective of time needed for studying).
22008	Fill in the (approximate) age. Fill in “97” if the answer is not known and “98” if the respondent does not answer to this question, respectively.
22009	Do not read out code C! Only if the respondent does not know how to answer read out the possible answers and ask for the most appropriate one. If the answer is “90” (other), please specify.
22010	Do not read out code D! For further instructions, see 21007!
22011	If respondent does not know exactly ask for approximate age. Consult other household members if they are around. If no one knows fill in “97” if the answer is not known and “98” if the respondent does not answer to this question, respectively.
22012	Note that this is only a “yes”/“no” question.
22013	Do not read out code C! Only if the respondent does not know how to answer read out the possible answers and ask for the most appropriate one. If the answer is “90” (other), please specify.

## 2.3 Health

### *General instructions:*

- The following applies only for household members who – according to last year’s survey – did not leave the household permanently: Prior to the interview fill in information about name/nickname (column 2). Make sure that the names are assigned to the same ID codes as in section 2.1.
- Copy the new household members from section 2.1 if applicable. Make sure that the names are assigned to the same ID codes as in section 2.1.
- Ask row wise!

### *Specific Instructions:*

23002	See interviewer instruction written above the table in this sub section!
23003	Do not read out code A! “Can manage” means that the performance of duties is impaired.
23004	If respondent answers “yes”, fill in “3” (better). If respondent answers “no”, ask whether the household member feels the same as (“2”) or worse than (“1”) last year and fill in accordingly.
23005	If respondent answers “yes”, fill in “3” (better). If respondent answers “no”, ask whether the household member feels the same as (“2”) or worse than (“1”) last year and fill in accordingly.

23006	Fill in the (approximate) weight in kilograms. If the answer is 97, 98 or 99 kilograms, fill in 97.1, 98.1 or 99.1. Otherwise the values might be confused with “don’t know”, “no answer”, “not applicable”.
23007	Fill in the (approximate) height in centimeters. If the answer is 97, 98 or 99 centimeters, fill in 97.1, 98.1 or 99.1. Otherwise the values might be confused with “don’t know”, “no answer”, “not applicable”.
23008	Note that this is only a “yes”/“no” question.
23009	This question is not related to question 8: it need not be the same disease or injury! Do not read out code D! Assign the most appropriate value from code D to the illness mentioned by the respondent. If unsure put 90 and specify the disease as mentioned by the respondent. If no a severe illness during the reference period, leave blank and go to next row
23012	Fill in the (approximate) number of weeks. If the household member’s occupation was most affected by the illness, fill in “0”.
23013	Do not read out code E! Only if the respondent cannot answer read out the possible answers and fill in the most adequate one. If the answer is “did nothing” (0), proceed with question 14, otherwise ask questions 13a, 13b and 13c, but skip question 14.
23013a	Do not read out code G! If you do not know the location the respondent mentions, ask whether it is in the same subdistrict/commune, in another subdistrict/commune, in a district town (if the location is in a district town in another subdistrict/commune, fill in “4”), in the capital of the same province, in the capital of another province or abroad and fill in accordingly.
23013b	“Sufficient treatment” is to be defined subjectively by the respondent.
23013c	Clarify that this is only an “inpatient”/“outpatient” question. If the household member was in inpatient and outpatient care, fill in “inpatient” care (1).
23014	Do not read out code F! Only if the respondent cannot answer read out the possible answers and fill in the most adequate one.

## 2.4 HH dynamics

### *General instructions:*

- Emphasize that you do not ask for any person already noted in the previous sections!

### *Specific Instructions:*

24002	Fill in names/nicknames of non-household members who provided money, gifts or in kinds (remittances) to the household or to whom the household provided money, gifts or in-kinds during the reference period and ask ROW WISE for the respective person’s information (see instruction above the table in section 2.4).
24005	Do not read out code A! Only if respondent does not know how to answer for a certain household member, tell him the answer possibilities from code A and ask which the most adequate one is.

24006	Read out answer categories. If you do not know the place of birth the respondent mentions, see instruction for 21007!
24011	Do not read out code B! If you do not know the location the respondent mentions, see instruction for 21007!
24012	<p>Fill in ONE value that is the sum of the estimated total amount of money as well as of the estimated total monetary value of gifts and in kinds received from the person in question during the reference period.</p> <p><u>Vietnam:</u> Be careful, reporting units are 1000 VND! If the answer is 97000, 98000 or 99000 Dong, respectively, fill in 97.1, 98.1 or 99.1. Otherwise the values might be confused with “don’t know”, “no answer”, “not applicable”.</p>
24013	<p>Fill in ONE value that is the sum of the estimated total amount of money as well as of the estimated total monetary value of gifts and in kinds sent to the person in question during the reference period.</p> <p>Support payments in this section include gifts given at social occasions i.e. when hh members join a celebration (wedding, funeral) and bring a gift. It also includes gifts received. It is very important to cover this here, because it is not to be included in the expenditure section (section 8) under code 46. Avoid double-counting!</p> <p><u>Vietnam:</u> see instruction for 24012!</p>

## Section 3: Risks and shocks

### 3.1 Shocks

#### 3.1.a:

##### *General instructions:*

- Introduce the section by explaining to the responden that these are now questions regarding events that cause problems. Interviewer read out the introductory question: *“When considering the time period between 05/07 and 04/08, has there been any event causing a big problem (shock) affecting the household?”* However, do not get into long discussions, in case the respondent starts telling stories but move to the questions.
- Question to be read out: *“What were the three major shocks that affected your household between 05/07 and 04/08?”* Record the answers in rows 1 to 3 in table 3.1.a; fill the most important shock in row 1, the second most important in row 2, and the third most important in row 3
- *Always ask row wise!*

##### *Specific Instructions:*

31002	Do not read out code A! We want to see whether the households are conscious of the shocks that occurred to them or not. If the household does not state any shock in section 3.1.a do not insist. Just continue with section 3.1.b. If the respondent did mention shocks under 3a assign a type of event from code A to the
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shock mentioned by the household. If not possible, fill in “90” and specify the shock verbally.

31002a Be aware of additional instruction “\*/If the shock affects more than one person, please don't fill in Q2a.” which you find below the table.

31003 Fill in numbers for each month. If the event lasted more than a month fill in the month when it started.

1=Jan 2008	4=Apr 2008	7=July 2007	10=Okt 2007
2=Feb 2008	5=May 2007	8=Aug 2007	11=Nov 2007
3=Mar 200	6=June 2007	9=Sep 2007	12=Dec 2007

31004 Read out the answers from code B on the previous page and let the respondent choose the adequate one.

31005a Ask for the total sum of income losses due to the event in the reference period (e.g. forgone income of household member that stopped working due to illness; foregone income due to destroyed harvest).  
Vietnam: Be careful, reporting units are 1000 VND! If the answer is 97000, 98000 or 99000 Dong, respectively, fill in 97.1, 98.1 or 99.1. Otherwise the values might be confused with “don't know”, “no answer”, “not applicable”.

31005b Ask for the total sum of extra expenditure due to the event in the reference period (e.g. expenditures for coping activities such as medical treatment, planting and additional crop, etc.).  
Vietnam: see instructions for 31005a.

31006 Ask for the estimated total monetary value of asset losses due to the event in the reference period (e.g. value of agricultural machines if it were destroyed by a flood).  
Vietnam: see instructions for 31005a.

31007 Do not read out code C! If the respondent does not know how to answer the question you may ask if rather “only your household” was affected or also other households. In the latter case, you may read out number 2 to 6 from code C to the respondent and ask which one of these is the most adequate answer.

31008 - 31010 Do not read out code D! If respondent cannot answer the question you may state the five coping categories from code D (economics, demographics, sale, borrowing and savings, grants) and give one example from each of them. If the household did nothing in order to cope with the event enter “1”. If question 8 (31008) was answered with “1”, do not ask questions 9 and 10, but fill in “1” and proceed with question 11. If question 9 was answered with “1”, do not ask question 10, but fill in “1” and proceed with question 11.

31011 Tell the respondent that this is simply a “yes”/“no” (code E) question. If anything is unclear to the respondent, explain that we want to know is whether the household reduced consumption due to the event despite (in addition to) the stated coping activities.

31012 Record the approximate number of months it took to recover from the shock. “Recover” means that the household is economically at the same level as it was prior to the shock. If the household is not yet fully recovered fill in “13”. See instructions in the questionnaire.

### 3.1.b:

#### *General instructions:*

- Read out Question b: “Was your household affected by any of the following events between 05/07 and 04/08?” To save time, please do not get into long discussions, but move on to the questions.
- Read out all the types of events! Ask row wise! If an event has occurred fill in the respondent's information in the respective row.
- If one type of event (e.g. illness of a household member) happened more than once during the reference period, fill in the case firstly mentioned by the household in the appropriate row. Fill in the information about all the other cases of the same event in new rows below table 3.1.b.
- If one type of event was already noted in 3.1.a, ask whether this event happened more than once. Only fill in information about shocks that were not already mentioned in section 3.1.a!
- Concerning the last row of table 3.1.b (“90 others, please specify”): After you read out all the types of events ask the respondent whether there have been any other shocks, which were not captured by the type of events just mentioned. If the respondent mentions any new event create a new row below table 3.1.b and fill in the information. Do NOT go back to section 3.1.a and fill in the information there.

#### *Specific Instructions:*

- |        |   |
|--------|---|
| 31001  | Ask whether the shock in column 2 occurred between 05/07 and 04/08. If it occurred, fill in an event ID. The event ID starts with 4 even if the household stated less than 3 shocks in section 3.1.a. If the shock did not occur during the reference period, do not fill in anything in the respective row but proceed with the following row. |
| 31002a | Be aware of additional instruction “*/If the shock affects more than one person, please don't fill in Q2a.” which you find below the table.   |
| 31003  | Use numbers for months (1=Jan 2008, 2=Feb 2008, 3=Mar 2008, 4=Apr 2008, 5=May 2007, 6=June 2007, 7=July 2007, 8=Aug 2007, 9=Sep 2007, 10=Okt 2007, 11=Nov 2007, 12=Dec 2007). If the event lasted more than a month fill in the month when it started.  |
| 31004  | Read out the answers from code B on the previous page and let the respondent choose the adequate one.   |
| 31005a | Ask for the total sum of income losses due to the event in the reference period (e.g. forgone income of household member that stopped working due to illness; foregone income due to destroyed harvest).<br><u>Vietnam</u> : see instructions for 31005a.   |
| 31005b | Ask for the total sum of extra expenditure due to the event in the reference period (e.g. expenditures for coping activities such as medical treatment, diversification of agricultural portfolio, etc.).<br><u>Vietnam</u> : see instructions for 31005a.  |
| 31006  | Ask for the estimated total monetary value of asset losses due to the event in the reference period (e.g. value of agricultural machines if it were destroyed by a flood).  |

Vietnam: see instructions for 31005a.

- 31007 Do not read out code C! If the respondent does not know how to answer the question you may ask if rather “only your household” was affected or also other households. In the latter case, you may read out number 2 to 6 from code C to the respondent and ask which one of these is the most adequate answer.
- 31008 -31010 Do not read out code D! If they do not know how to answer the question you may state the five coping categories from code D (economics, demographics, sale, borrowing and savings, grants) and give one example from each of them. If the household did nothing in order to cope with the event enter “1”. If already question 8 is answered with “1”, do not ask questions 9 and 10, but fill in “1” and proceed with question 11. If already question 9 is answered with “1”, do not ask question 10, but fill in “1” and proceed with question 11.
- 31011 Tell the respondent that this is simply a “yes”/“no” (code E) question. If not clear to the respondent, explain that we want to know whether the household reduced consumption due to the event although despite of (in addition to) the stated coping activities.
- 31012 Record the approximate number of months it took to recover from the shock. “Recover” means that the household is economically at the same level as it was prior to the shock. If the household is not yet fully recovered fill in “13”.

### **3.1.c:**

#### *General instructions:*

- Previous to the interview fill in information about event ID (column 1), type of event (column 2), and when did the event occur (column 3) of shocks stated last year from which the household did not yet recover when last year’s interview took place. You obtain this information from last year’s household survey.
- If in last year’s survey there was no event from which the household did not yet recover when the interview took place, skip section 3.1.c.
- Ask rowwise!
- When entering the data from this sub-section into the computer type event ID = “7...(last years event ID)...” (e.g. if the household did not yet recover when last year’s interview took place from last year’s shock number 1 type event ID “71”)

#### *Specific Instructions:*

- 31008 -31010 Do not read out code D! If they do not know how to answer the question you may state the five coping categories from code D (economics, demographics, sale, borrowing and savings, grants) and give one example from each of them. If the household did nothing in order to cope with the event enter “1”. If already question 8 is answered with “1”, do not ask questions 9 and 10, but fill in “1” and proceed with question 11. If already question 9 is answered with “1”, do not ask question 10, but fill in “1” and proceed with question 11.
- 31011 Tell the respondent that this is simply a “yes”/“no” (code E) question. If anything is unclear to the respondent, explain that we want to know whether the household reduced consumption due to the event although it conducted the stated coping activities.

31012 Record the approximate number of months it took to recover from the shock. "Recover" means that the household is economically at the same level as it was prior to the shock. If the household is not yet fully recovered fill in "13".

### 3.1.d:

*General instructions:*

- Here we want to know if the shocks were connected to each other and if yes, which ones. For example, theft of agricultural equipment may delay field operations and result in lower production. Introduce this concept to the respondent before asking.
- Ask row wise!

*Specific Instructions:*

31021 Do not read out. Go back to the questions 3.1.a, b, c and copy the ID in column1. Do not copy ID if row is empty.

31022 Ask for all the shocks indicated by the household in sections 3.1.a, 3.1.b, and 3.1.c.  
If the answer is "YES", enter 1 and answer question 23 for this row. If "NO" enter 0 and go to next row (leave question 23 empty)

31022a, b,c Enter the ID of the "Resulting Shocks" in the row of the "Causing Shock"  
*Example:* If a storm has caused damage to the house and flooding of agricultural land then enter the Shock ID of the house damage and the Shock ID of the flooding in columns 23.a and 23.b in the same row that contains the Shock ID of the storm in column 21.

### 3.1.e:

*Specific Instructions:*

31013-14 "Better off" refers to quality of life. Use code G.

31013b Refers to respondent only.

31014b Refers to respondent only.

31015 Refers to monthly income fluctuations during the last 12 months. Use Code H.

31016 "Well-being" refers to all aspects of daily life (i.e. eating, housing, medical treatment if needed, transport and communication, etc)

31019-20 "Better off" refers to quality of life. Use code G.

31024 If respondent does not understand enumerator can give examples related to the respondent's situation. For example, a person who is willing to take risks may be prepared to take up a dangerous but better paying job or may plant early despite of the risk of drought, etc.

31025 Explain to the respondent that the business investment does not involve much of his own labor nor has it much other costs except the investment. An example could be to give some one money who wants to start a shop or a taxi business. Vietnam: we still need to decide on an amount; may be 4 000 000 VND

## 3.2 Risks

### *General instructions:*

- Introduce this section by explaining that these questions deal with the expectation that the respondent has regarding events that could cause a problem for his household. The list of events are the same as those mentioned under section 3.1
- When respondent hesitates, explain to him that these are scientific questions and the answer will not bring bad luck to his household!
- Ask row wise, covering each possible risk mentioned on the left.
- Ignore (do not get confused) by the numbering of columns – the numbers are needed for internal reference.

### *Specific Instructions:*

32002 the	Please ask politely about the respondents' realistic assessment of the chance of event to take place.
32004	If respondent hesitates ask for approximate number of events.
32003a-b	Ask about approximate amount. If estimation is difficult for respondent use helping question " <i>How many monthly incomes would be lost?</i> " and enter the total amount.
32013	Record YES for any action taken BEFORE the event takes place.
32014a-c	Specify up to 3 actions that were taken BEFORE the event takes place.
32015	Ask for approximate value for the event specified in column 1.
32016	With this column double counting of specific expenditure in 32015 should be prevented. Therefore, record the event type whenever the same expenditures appear again.
32005	Read out possible answers! Record all codes that apply. If no code applies, enter 1.
32007	Ask for approximation.
32011	Read out possible answers! Record all codes that apply. If no code applies, enter 1.
32010	Ask for approximation.



## Section 4: Land, agriculture, natural resources

### *General instructions:*

- Pay attention to different units of measurement, convert to the unit given in the header of the tables, and – if necessary, take notes, e.g. Area: rai, sqm, ha or any local unit, Yield: kg, t, number (eggs e.g.) or local units, Production: kg, t, numbers (eggs, cattle, beef, pigs, ducks etc?) , Monetary values : it is always in THB but for Vietnam it can be either in units of thousand VND or in units of million VND. So, for example if the amount is 20 000 VND and the unit is thousand VND put 20 if the amount is 2 000 000 and the unit is million then put 2.
- Pay attention to numbering of parcels/plots in 41002, and write down the information according to 41002

### 4.1 Land

#### *General instructions:*

- Before the interview: Fill in the land parcel number (column 2) and the land area (column 3)
- Introduce the section by saying reading out the text under 4.1. Explain that this section deals with land use of all purposes including agriculture
- If the household neither has land (own or rented) for agriculture and/or gardening then only ask information on homestead, i.e. only fill in information in row 1 of the table.
- Row 1 in table 41 is designed for the homestead. Here enumerator must check whether the information given for row 1 might correspond with the “home stead”, which does not include the house (e.g. when giving rent/values). Better ask for the area of the homestead excluding the house when asking questions 41009a, 41010, 41011a, 41011b, and 41011e.

•

*Specific Instructions:*

- 41003** Put main land use in terms of area, which is rai (= 0,16 ha) and units of 1000 sqm (=0,1 ha) in Vietnam
- 41011** In kind payments: put 0, if there was no in-kind payment.
- 41007** Avoid putting "rental land" when land was rented, Follow skip instructions Q5, Q7 to avoid implausible responses for rental value etc.
- 41009a** We always need an estimate of the value, whether the land belongs to the household or not.  
You may help the respondent to estimate the value by asking the following questions:  
a) If the land belongs to the household: "If you were to sell this plot of land today how much do you think can you get?"  
b) If the land does not belong to the household: "If you had to buy this plot today how much do you think would you have to pay?"

## 4.2 Agriculture

*General instructions:*

- When asking for the crop items (42002) respondents may not answer in accordance with the parcels (e.g. rice is grown on more than one parcel, one parcel is used for different crops during the year or within one season (different varieties of vegetables on one parcel). – if one crop is grown on more than one parcel: fill in the main parcel in row 4 if respondent cannot answer for all plots
- Read out precisely the explanations to questions (e.g. above 420014 to 42022) and use correct code or mention quantity. As mentioned in previous section add .1 if number is on code list (e.g. 90 or 98)

*Specific Instructions:*

- 42003** code C gives further specification for crop, e.g. the exact type of vegetables which we call variety
- 42004** When the same crop is grown on more than one parcel, give the parcel number of the largest plot. In this case the complete crop details are assumed to be identical for all plots.
- 42010 - 42016b** The total output less all the values in utilizations should result in 0 balance. We want the following values here:

Total production: The production that was harvested during the reference period in this crop.

Home consumption: We want that part of the above total production that has been used for home consumption \_or\_ is earmarked for home-consumption until the next harvest is expected (actual + expected quantity). This applies to all the other utilization columns.

If the product undergoes simple processing such as cutting, chipping and drying, there is always weight loss involved. As a result, taking the final product into the balance will not work out. For those cases where the transformation rate is known, we will use the fresh weight equivalent to calculate the balance. In the questionnaire, you should always write down the corresponding - quality, quantity and price of a certain product type.

**41016a** We want the value of all land that is owned by the household, irrespective of the purpose it is used for, except for the homestead, because that is asked in 15a.

## 4.3 Livestock

### 4.3.1 Stocks

*General instructions:*

- Before the interview fill in the animal species/production activity (column 2) and fill in the stock of the end of the year from the first wave (43109) in the column stock at the beginning of the year (column 3)
- Units for all types of livestock are given the code A in variable 43102. Pls. use kg with fish, and number in most other cases. But always check in the code.
- If the respondent cannot give an exact figure or if he says that he doesn't know, ask him to give an estimated figure. Rough estimates are better than code 97.
- Check the livestock balance sheet for consistency, the stock at the end of the year should be consistent with the stock at the beginning of the year and the changes over the year. If the balance sheet is inconsistent, clarify this with the respondent.

*General instructions:*

**43102** Do not list pets, but all other livestock for production purpose.

**43105-**

**43105a** If animals were received in kind as a gift, please estimate the value and report it in 43105a.

**43103a, 43105a, 43106a, 43107a, 43109a**

- Check whether the livestock values given by the respondent are realistic. In case of unrealistically high or low figures, please ask the farmer for clarification. If there is a good reason for unusually high or low figures, please make a note at the bottom or back of the questionnaire sheet.

**43112, 43113, 43114, 43115, 43116**

- Check whether the cash expenditures given by the respondent are realistic. In case of unrealistically high or low figures, please ask the farmer for clarification. If there is a good reason for unusually high or low figures, please make a note at the bottom or back of the questionnaire sheet.

**43107**

- Check whether the amount of home consumption is realistic considering the number of household members. If the amount of livestock or livestock products consumed by household appears to be unreasonabl high, ask again for clarification. If there is a good reason for unusually high or low figures, please make a note in the questionnaire sheet.

### 4.3.2 Livestock products

*General instructions:*

- Units for all types of livestock are given in the code A in variable 43202.
- If the respondent cannot give an exact figure or if he says that he doesn't know, ask him to give an estimated figure. Avois code 97 as much as possible.

*General instructions:*

#### **43205a and 43207**

- Check whether the livestock product values given by the respondent are realistic. In case of unrealistically high or low figures, please ask the farmer for clarification. If there is a good reason for unusually high or low figures, please make a note at the bottom or back of the questionnaire sheet.

#### **43208, 43209, 43210**

- Check whether the cash costs given by the respondent are realistic. In case of unrealistically high or low figures, please ask the farmer for clarification. If there is a good reason for unusually high or low figures, please make a note at the bottom or back of the questionnaire sheet.

#### **43205**

- Check whether the amount of home consumption is realistic considering the number of household members. If the amount of livestock or livestock products consumed by household appears to be unreasonabl high, ask again for clarification. If there is a good reason for unusually high or low figures, please make a note in the questionnaire sheet.

## 4.4 Fishing, hunting, collecting gathering

*General instructions:*

In this section the household should report his activities in fishing, hunting, collecting and logging. Please make sure that very intensive fishing activities (for example the hh members harvest about one ton of fish daily per member) should be reported in aquaculture (section 4.3).

*Specific Instructions:*

**44011, 44012, 44012a** for all these costs (fuel, hired labour, other) calculate the cost per time of activity conducted (**44010**) and ask the respondent if this figure is reasonable.

**44012** If the respondent does not know how much is paid for hired labour in total, help him/her by asking, how many labourers worked for the hh, how many days they worked and the rate per man day which they paid them and finally calculate the total amount paid

- 44013** For Thailand: To fish marine fish seems not very plausible. Please make sure that they really fish it and if yes, write a note why it is reasonable.
- 44015a** Try to give information in a unit of weight. For example, in case firewood also m<sup>3</sup> is ok.
- 44017a** Try to re-check whether value given fits, i. e. for food calculate a per-kg price and compare it to other food. For example, in Thailand firewood it should not be much more than 0.5 B/kg When the respondent estimates the value estimate avoid the highest seasonal price but use an average price for the relevant reason.
- 44015a** This variable should give the unit used for 44014, 44018 and 44016. **Whenever possible try to use kg** or if the respondent uses another unit, try to convert it to kg. In case firewood also m<sup>3</sup> is ok.
- 44016** Try to re-check whether the quantity given fits by calculating quantity consumed per day/person
- 44005, 44011, 44012 and 44012a)** Compare the sum of all costs (with the value of total output (**44017a**)). If the sum of costs is bigger than 44017a clarify with the respondent by asking for explanation and write a comment if necessary.

## Section 5: Off-farm employment

### *General instructions:*

In this section the enumerator need to prepare the respondent for a different set of questions by reading out the introduction in section 5 of the questionnaire. It is important to explain that off-farm employment includes all jobs that the respondent or any member of his household as listed in section 2.1 has outside the household's farm. This includes work on other farms in the same village or outside the village but also non-farm employment such as employment in factories or construction companies. Since these jobs are often carried out by household members who may not come home often ask the respondent to give his best bet estimated for example when asking for wages etc. He may also ask other household members who may know better but the answer should always be endorsed by the respondent. Sometimes the employee may also receive other benefits (bonus payments) in addition to wage. These need to be included.

### *Specific Instructions:*

- 50008a** **Commuting covers all cases where people go to the place of work and return every day. If s.o. stays over night at the place where he/she is working**
- 50010:** interviewer please enter the number of times returning home during a year or the period of job duration. If the employee did not return home at all and is not going to return within one year, enter zero.
- 50023** Time unit: If the payment is every 2 weeks .. if lumpsum
- 50023-28** Here it is the interviewer's responsibility to avoid double counting. Include regular bonus payments in col. 23. If there are one-time bonus payments, they should appear with their value in the reference period in col. 28.
- 50027b,** Mind the reference period: it is **per day** for food
- 50028c** but it is **per year** for irregular bonus payments!

**50013, 14:** Answer the distance between household's location and the place of work (not commuting distance within Bangkok)

## Section 6: Non-farm self-employment

*General instructions:*

*This section refers to all non farm enterprises which the household owns or is engaged in. Please read out the introductory sentence on top of the table.*

*Specific Instructions:*

**60007:** We want the value of the initial amount of investment in the first year of the business, i.e. in terms of the currency value at that time.

**60038:** First calculate the profit by calculating 60029 - 60021 – 60033. Thereafter inform the respondent about the result and ask for confirmation. If respondent cannot confirm clarify and recalculate. If any of the detailed information is missing (Don't know, 98 don't want to say) ask for a profit estimate only. Pu98 for variables 60029, 60021, 60033 where appropriate.

**60013, 14:** We need the distance between household's location and the place of business

**60033:** Include all cost items including electricity, fuel. Be sure that these costs are not considered again in the expenditure section 8, because the latter one is for consumption expenditures only.

## Section 7: Borrowing and Lending

### 7.1

#### 7.1.1 A: Borrowing

*General instructions:*

- Please introduce the section by explaining that we would like to understand the characteristics of the rural credit market in Thailand/Vietnam and how the household participates. Please emphasize that we are interested in all sorts of borrowing/lending (formal and informal, cash and non-cash).
- Ask row wise

*Specific Instructions:*

**71033-36:** The purpose of this question is to obtain information on the location of the nearest branch/group of the four financial institutions and the travel time (in minutes) from the household to each branch/group. The interviewer should address this question to all households not only households that have borrowed. The interviewer should also ask for the location and travel time of the nearest branch/group of each and every financial institution listed below. If the nearest

branch/group of a given financial institution is within the same village that a household resides, then the interviewer should record code H=0. If the nearest branch is outside the village that a household resides but still in the same sub-district (commune), then the interviewer should record code H=1.

The other locations are coded as followed:

Location of the nearest branch/group	Code H
In the same village	0
Outside the village but in the same sub-district (commune)	1
Outside the sub-district but in the same district (rural area of the district)	2
Outside the sub-district but in the same district (urban area of the district)	3
Outside the district but in the same province (rural area of the province)	4
Outside the district but in the same province (urban area of the province)	5
In another province (rural area of that province)	6
In another province (urban area of that province)	7
In Bangkok	9 (only for Thailand)
In Hanoi	10 (only for Vietnam)
In Ho Chi Minh City	11 (only for Vietnam)

**71106a-c** Record the most important usage of the loan in column 6a, the second most important in 6b and the third most important in 6c. If the loan was used for only one purpose, put that purpose in column 6a, and be unfilled in column 6b and 6c. If the loan was used for two purposes, be unfilled in column 6c.

**71107-8** if the household was borrowing in response to a shock make sure that the shock is listed in section 3.1. Fill in question 8 with the right shock I.D. from section 3.1 and NOT the code of the shock.

**71109** A list of commercial banks in Thailand and Vietnam:

Commercial Banks registered in Thailand	Commercial Banks registered in VN
Bangkok Bank	
Krung Thai Bank	
Kasikornbank	
The Siam Commercial Bank	
Bank of Ayudhya	
The Thai Military Bank	
The Siam City Bank	
United Overseas Bank (Thai) Company Ltd.	
Bank Thai	
Standard Chartered Bank (Thai)	
Thanachart Bank	
TISCO Bank	
Mega International Commercial Bank	

Kiatnakin Bank	
Land and Houses Retail Bank	
ACL Bank	
The Thai Credit Retail Bank	
AIG Retail Bank	

**71110-11** Record the English year. Example from Thailand: if the household borrowed a loan in 2550, record 2007 (English year = Thai year -543).

**71112-13** The duration of the loan begins from the time a borrower received a loan until he/she fully repays the loan. This is the actual duration of the loan, not the one that is initially agreed between a borrower and a lender. The actual loan duration may be different from the agreed one if a borrower made a late repayment. In this case, we should put the actual duration in column 12, 13.

**71114** A borrower can pay back the loan in cash or in-kind. If the repayment is in cash, put codeA=5 in this column. If the repayment is in in kind for example agricultural outputs (e.g. rice or other crops) or food, put codeA=4 in this column. If the repayment is a mixture of cash and in kind, put codeA=90 and specify as 'a mixture of cash and the type of in kind'.

**71114a** question 14a: "repayment schedule"

The purpose of this question is to examine whether the repayment streams are made regularly or not, and whether the repayments depend on the financial situation of the borrower.

If a borrower has to pay back fixed amount regularly, e.g. pay back 1,000 baht every month, then put codeCC = 1. If the amount of each payment stream varies but the repayment has a fixed schedule, e.g. pay back 100 baht for the first 10 months and 1,000 baht for the last two months, then put codeCC = 2 (pay varied but specific amount at each scheduled time). The loan from student loan fund belongs to this category. If payment is made whenever the borrower has enough money, then put codeCC = 3 (pay whenever the borrower has enough money). For this case, the repayment has a flexible schedule.

**71114b** This is the number of repayment times per year as initially agreed between the borrower and the lender. If 14a = 1 or 2(regular repayment schedule), then 14b should be 98. If 14a=3, then 14b should be unfilled.

**71116-17** This is the interest rate of loan as initially agreed between the borrower and the lender.

If a loan has 0% interest rate, put '0' in column 16 and '1 (per year)' in column 17. If a loan has an interest rate of 2% per month, put '2' in column 16 and '2 (per month)' in column 17. If the respondent does not know the interest rate, put '98' in both column 16 and 17. If the respondent does not really know, put '98' in both both in column 16 and 17.

**71115a-15b** If no payment is made between 5/07 and 4/08, then put 0 in both columns.

**71119a** This is the amount of cash of the value of goods that have already been made starting from the first payment time until the end of 4/08. If no past payment is made before 4/08, then put 0 in this column.

**71119b** This is the amount including some parts of **principal and interests** that a borrower still owes as of 4/08. If the loan has been fully repaid, put 0 in this column.

If the respondent does not know either column 19a or column 19b, put 98.



Example for **71119a-19b**, if full amount of principal and interests is 1500, possible answers for 19a and 19b are:

19a: Total repayment of loan as of end 4/08	19b: remaining debt as of end 4/08	Note
0	1500	No past payment is made before 4/08, i.e. 19b=1500
1500	0	The loan has been fully repaid
800	700	The loan has been repaid and still owes

**71121** If the loan has no collateral or if the collateral is in the form of guarantor or work contract, then be unfilled in column 21 (do not put 0 in these cases).

**71122-24** If there is no requirement, record 0 in column 22, 23 and 24. If there is 1 requirement, record the response in column 22, and put 0 in column 23 and 24. If there are 2 requirements, record the most important requirement in column 22, the second most requirement in column 23, and put 0 in column 24.

**71125** Record the English year. (English year = Thai year -543).

**71131** This is the location of the lender specified in column 9.

**71132** Record the travel time (in minutes) that a household normally takes to reach the lender, irrespective of the method of travelling.

## 7.1.2 B: Lending

*Specific Instructions:*

**71206a-c** Record the most important usage of the loan in column 6a, the second most important in 6b and the third most important in 6c. If the loan was used for only one purpose, put that purpose in column 6a, and be unfilled in column 6b and 6c. If the loan was used for two purposes, be unfilled in column 6c.

**71207-8** This is different from question 7 in borrowing section because the person to whom the household lent money did probably not suffer the same shocks as the household. If the household was lending to the borrower who use this loan to coping a shock, use the code of the shock (code I) for question 8 and NOT the shock I.D. from section 3.1.

**71211-32** question 11-question 32: see borrowing section.

## 7.1.3 C: Credit rationing

*General instructions:*

- Please record all the loan items that a household applied for between 5/07-4/08 without getting it or without getting the full amount a household applied for

*Specific Instructions:*

**71302** Pls. recode the month in number, e.g. 4 (for april).

**71307** If the loan is multi-purpose, recode the most important reason.

**71311** Record the number of times including this time that the application was partially or completely rejected. Thus, this column must be recorded and 0 do not allow for this column.

### **7.1.4 D: Default history**

*Specific Instructions:*

**71421** If the loan has no collateral or if the collateral is in the form of guarantor or work contract, then be unfilled in column 21 (do not put 0 in these cases).

### **Section 7.1 E: Savings**

*General instructions:*

- Please **remind** household member that all information given here a strictly confidential. It will only be used for scientific purposes
- Please be particularly sensitive about asking for cash at home

*Specific Instructions:*

**71510** Record the most important source in 10a, the second most important in 10b and the third most important in 10c. If there is only one source of savings, put that source in column 10a, and be unfilled in column 10b and 10c. If there are two sources, be unfilled in column 10c.

**71511** This question may be simply asked as 'why do you/your household save?' Record the most important reason in 11a, the second most important in 11b and the third most important in 11c. If there is only one reason, put that reason in column 11a, and be unfilled in column 11b and 11c. If there are two reasons, be unfilled in column 11c.

**71512** Record the bank account in a descending order of amount. If a household has more than 4 bank accounts, then record the bank account with the largest amount in bank account 1, the second largest in account 1, the third largest in account 3, the forth largest in account 4, and sum up the rest in row 5.

**71514** This is the account balance as of today (approximately as of 4/08). If possible, an interviewer may ask a respondent to show the bank accounts. If a household has not updated the bank account recently, then record the available account balance as the date closest to 4/08.

**71515** This is the account balance about a year ago (approximately as of 5/07). If a household has not updated the bank account in 5/07, then record the available account balance as the date closest to 5/07.

**71516** If a household has never withdrawn from this bank account during the past 12 months, then put 0 in column 16.

**71517** If a household has never added money this bank account during the past 12 months, then put 0 in column 17.

**71505** This is the name of the financial institution/group at which a household has a bank account.

**71518** This is the location of the branch/group of financial institutions that a household has saving account.

**71519** This is the travel time from household to the branch/group of financial institutions that a household has saving account.

**71520** This is the interest returns or dividends (excluding the beginning balance) that a household receives during the past 12 months (05/07-04/08).

## 7.2

### 7.2.1 A: Public transfers and other payments

*General instructions:*

- Please **read out** type of program (code A) and ask whether any of the household members has received any of these payments during the last year
- Each row is the transfer payment for each household member. Thus, if two members of the households have two transfers for each, then there are 4 rows that should be recorded information. If the household as a whole, not each member, received a transfer, then put the member ID of household head in column 1, and record the relevant information in that row
- Ask row wise.

*Specific Instructions:*

**72102a** If the type of transfer is in-kind, estimate its value and put the estimation in column 3. If the transfer is a mix of cash and in-kind, estimate the total value.

**72103** Record the actual amount of transfer received not the amount that is supposed to get. There are a few cases where a household member received a transfer less than he/she is supposed to get. (For Thailand: Most of these cases are cash transfer from 'support to the elderly fund'). The payment is sometimes delayed.

**72106** Pls. recode the month in number, e.g. 4 (for april).

### 7.2.2 B: Insurance

*General instructions:*

- Please introduce the section by telling the household head that we are interested in the various insurance arrangements the household members have, in particular "funeral insurance" (Thailand) and health insurance (Vietnam).

- Please **read out** code B for types of insurances
- Each row is the insurance for each household member. Thus, if two members of the households have two insurances for each, then there are 4 rows that should be recorded information. If the household as a whole, not each member, enrolls in an insurance scheme, then put the member ID of household head in column 1, and record the relevant information in that row.
- Ask row wise. For insurance(s) other than health insurance **stop** asking with **72216** and go to next row.
- Please check with the health section in 2.3 who of the household members had been sick during the last year. **Ask 72217-28 only** for the household members that **have health insurance**
- From 72205-28 will be recorded only insurance arrangements the household maintains at the moment. These exclude the free health card.

*Specific Instructions:*

**72209** This is the amount of premium an insuree paid between 5/07-4/08. If an insuree has never paid any premium between 5/07-4/08, put 0 in column 9.

**72215** If the household member bought the insurance, please indicate where the insurance agent was met to buy the policy (same village, district town etc.). If insurance is provided through employer (e.g. health insurance for government employees), please indicate location of work place.

**72212** Please ask the respondent give the exact amount or a value of in kind (goods), if households get any compensation payments from insurance policy during the last year (e.g. from livestock insurance because of livestock disease such as bird flu or compensation payments from (private) health insurance for medical bills household member had to pay in advance etc.) If an insuree has never received any compensation between 5/07-4/08, then put 0 in column 12.

**72216** Please indicate if household member had to buy insurance mandatory (e.g. household member working for non-state business with more than 10 employees or state enterprises etc.).

**72218** The “outpatient care” is a household member who visited a doctor but did not stay overnight in a clinic or hospital. This question wants to ask whether insuree have to pay for medical treatment in advance if he/she is **outpatient care**.

**72219** The “copayment” is that the insurance usually pays a fixed amount of money, i.e. an insuree has to pay the rest amount of treatment expenditure. Does the insuree have to pay a fixed percentage or a fixed amount of money that he/she always has to pay when he/she seeks OUTPATIENT CARE that is NOT covered by the insurance? (COPAYMENT)

**72220** In case of any of household member received **outpatient care**, was the insurance policy covered for this? Last time the insuree received OUTPATIENT CARE, was this treatment covered by the insurance policy (excluding the COPAYMENT, if insuree had to make on)?  
Example: An insured person that seeks treatment has to pay, in most cases, a share of the bill (copayment). That is the minimum amount the person has to pay. But in some cases the insurance policy does not cover a particular treatment (or only a share of it). That means, the treated person has the copayment + some amount of X (which could be the rest of the bill if the insurance policy does not cover this treatment at all). So I want to know in this question, if the household member had to pay more than the copayment last time he/she was treated.

**72221** Does the health insurance policy allow you to **choose out patient care** from a **private health provider** (private doctor, private health clinic, private hospitals) in the case of need?

**72222** The “inpatient care” is a household member who visited a doctor and stay overnight in a clinic or hospital. This question wants to ask whether insuree have to pay for medical treatment in advance if he/she is **inpatient care**.

**72223-25** See 72219-21

**72226-28** Pls. see 72223-25. Medicine in this case is medicine that was prescribed by a doctor. If medicine is included in the outpatient/inpatient bill, please record the same answers as for 72218-20 and 72222-24

Example 1: The funeral insurance (Thailand)

The funeral insurance is counted as insurance and should be recorded in this section. For funeral insurance from BAAC, put ‘funeral insurance’ in column 5 and ‘BAAC’ in column 6. Usually, the premium for funeral insurance is paid whenever someone in the group passed away. For example, a member household has to contribute 20 baht to the group when another group member passed away. If two members passed away in the past 12 months, then the household has to contribute 40 bath to the group. In this case, we should put ‘40 baht’ as the total premium amount. If someone in the household passed away and the household received a compensation from the funeral insurance, then put the compensation amount in the row that records the information of a household head (as if a household head received this compensation).

Example 2: Health Insurance (Vietnam)

A. A student getting a rabies vaccination

A student has a voluntary health insurance (question 16, Code F) from the insurance company Bao Viet (question 6, code C). As health insurance is not for free (question 5a, code G) he has to pay between 15-45000VND (question 12). In the past he used his health insurance (question 17, code G) to get a rabies vaccination. For that he needed to see a doctor who inoculated the vaccination but he did not have to stay overnight in a hospital or clinic (Outpatient care, questions 18-21). He paid the bill (question 18, code G). As the insurance company did not cover cover this kind of treatment (question 20, code G), the student had to pay the full bill and not a percentage of the bill as copayment (question 19, code G). After the vaccination the student suffered from terrible headaches as a side effect, thus he was buying some aspirin. As this medicine was also not covered by his insurance policy (question 28), the student had to pay the full price for the medicine (question 26, code G). Inpatient care was not needed, therefore fill in “does not apply” (code 99) for questions 22-25.

B. An employer having a traffic accident

An employer working for an enterprise with foreign investment got involved in a traffic accident. As this non-state business had more than 10 employees he had to pay for mandatory health insurance (question 16, code F) and paid 1 percent of his basic monthly salary plus allowances (question 9). He broke his leg in an accident and needed a surgery plus a longer stay in hospital. He could choose the health provider (question 25). He had to pay the bill or a share of the bill (question 22, code G). The insurance covered 80 percent of the bill (question 24, code G), 20 percent of the bill had to be paid to the health care provider (question 23, code G). Outpatient care was not needed, therefore fill in “does not apply” (code 99) for questions 18-21.

## Section 8: Household Expenditures

### Generally

- Household includes all members mentioned by the respondent in section 2.1!
- Left Table: Ask for approximate expenditure of each item per MONTH.
- Right Table: Ask for approximate expenditure of each item per YEAR.
- Only use local currency
- Exclude durable goods from the estimation

80002 When recording calculate sub-totals (line 15, line 25, line 30, line 39, line 45, line 55). Ask the respondent again, in case sub-totals seem to big or too small.

80005-06 "In kind payments" are goods given instead of money.

80007 "Food home production" is the value of the food grown AND consumed by household (i.e. food was not purchased on market)

80008 "Non-food home production" is the value of any other good produced AND consumed by household members.  
*Example:* home-grown tobacco, self-made cloth, and all other self-made items 17-25 in the non-food section.

80009 Enter 0 if the household rent, but do not have to pay a rent  
Skip or blank if the household is the owner of the house

## Section 9

### 9.1 Household Wealth

#### Generally

- Ask rowwise!
- Read out assets (*column 1*)

91001 Code 43: Jewellery includes any jewellery whether its gold, silver, precious stones or of lower value materials

91003 Ask for approximation. Fill in 98 if not known. Make sure response is plausible.

91004 Ask for approximation. Enter 0 if bought during the last 12 months.

91009 Ask for approximation of re-sale value in nearest town. Fill in 98 if not known. Make sure response is plausible.

91008a If item is broken or not used anymore, please ask the use of asset in the past and insert the code for this

91005 Question refers to the average household in your village. Use Code B

1 Much better off

2 Better off

3 Same

4 Worse off  
5 Much worse off  
98 No answer

91006 Question refers to the average household in the entire country. Use Code B

91007 "Minimum net income" is the money needed to barely sustain a household.

## 9.2 Housing Conditions

### Generally

- Houses: Do not count stables and animal shacks, unless humans live inside.
- Please have a look at the house to verify answers when response is not clear. All questions should be answered!

92000 Number of houses inhabited by this household at this place

92001 Ask respondent for the approximate size of each house and add them up for him.  
*Hint:* If estimation is difficult ask how many times a long bed can fit to a wall (outside wall). A long bed is nearly 2 metres long.

92002 Total of all houses inhabited by the household, put one room at least! Rooms separated by plastic sheets count as one room.

92003-05 Refers to newest house only. (Not those under construction)

92006 Read out options. "Tenure status" refers to ownership of house.

92007 Read out options.

92008 Read out options.

92009-11 Read out options. If various materials, check only one option: the main material of the newest house.

92012 Ask for source of water, and if source is shared.

92013 Politely ask about toilet. Ask to see if, if answer does not seem plausible.

92014-15 Check only one option for light AND one option for cooking.

92016 Question refers to value of the houses recorded in 92000, including the land it/they are build on. Be sure the amount seems plausible.

You may help with the respondent to estimate the value by asking the following questions:

- a) If you were to sell this house and plot of land today how much do you think can you earn? Ask for approximate value in case house was sold to a rich person from the village or from the next town.
- b) If you had to buy this plot today how much do you think would you have to pay

# Appendix

DFG FOR 756  
Household survey  
2<sup>nd</sup> wave 2008

Exercises and Role Plays for Training  
in Thailand and Vietnam

## Introduction

The purpose of these exercises and role plays are meant to help the enumerators who will conduct the second wave of the household survey for the project on vulnerability to poverty of rural households in Thailand and Vietnam. The exercises are prepared for the different sections of the questionnaire. They are mostly short and actually are like exam questions. The correct answer will be provided after you have done the exercise. Doing these exercises should help enumerators to better understand the nature of the questions and become aware of difficulties with possible answers of respondents. In fact, many of the examples have emerged from the data cleaning process of the first wave.

The role plays are special exercises where some one plays the respondent using a prepared story. The enumerator must then learn how to assess the information given by the respondent and ask back for clarification.

After having done the exercises and role plays enumerators should be more confident to make decisions in the field and navigate through the questionnaire during the interview efficiently. The exercises and role plays are prepared for both trainings in Thailand (8. 4. – 11.4. 2008) and Vietnam (14. 4. – 17.4. 2008) but some exercises are specific to the situation in one of the two countries.

The first part of the document contains normal exercises, which relate to specific questions in the questionnaire and the second part has a collection of role plays.



**Section 1:**

*Vietnam specific:*

10008            The interview time per plan was supposed to start at 8.30 a.m. but because the respondent was not there the interview actually started at 2 p.m. What time do you put?

Answer: 2 p.m.

10014            Interviewer "A" was assigned for respondent "B" and a defined date and time. But because interviewer "A" did not feel well on that day the field supervisor took over and conducted the interview. Whose name is to be put in Variable 10014 and whose name will be put in variable 10016.

Answer: the name of the field supervisor

## Section 2:

### 2.1

21005 Household member in question is an adopted son. Fill in the correct number!

Answer: 14

21014 Household member in question has not got a job. The reason for this is a serious illness he suffered from. Fill in the correct number!

Answer: 16

21016 Household member in question stayed in the household from January 2007 until the end of July 2007. Fill in the correct number!

Answer: 92 (90 is also ok)

21019 Household member in question went to

- Thailand: *nai khet thetsaban* in the same province but in another district. Fill in the correct number!

Answer: 5

- Vietnam: a town with 7000 inhabitants in the same province but in another district. Fill in the correct number!

Answer: 5

*Vietnam specific:*

21020 From household member in question the household received 98000 Dong. Fill in the correct number!

Answer: 98.1

### 2.2

22009 Household member in question became a refugee. Fill in the correct number (code)!

Answer: 13

### 2.3

23009 Household member in question lost two fingers when he/she crashed his/her motorbike. Fill in the correct number!

Answer: 33

23013 Household member in question did not do anything. Fill in the correct number and mark the question with which you are supposed to proceed!

Answer: 0; question 14

23013a Household member in question got main treatment in a district town in another commune. Fill in the correct number!

Answer: 4

### 2.4

24002-13 The household head that was born in the same village and temporarily had been in Hanoi/Bangkok during the reference period sent approximately 98000 VND/30000 THB to the household during the reference period. Fill in the correct numbers!

Answer: nothing has to be filled in

24002-13 The household was invited at a friend's wedding. The friend was born in the same village and lives currently in Hanoi / Bangkok. The gifts for the friend had a monetary value of approximately 400000 VND / 40000 THB. Fill in the correct numbers (leave out question 2: name/nickname)!

Answer: 12, 1, 10/9, 0, 400/40000

### **Section 3:**

#### **3.1.a**

- 31a002      The household has to pay for an attorney. Fill in the correct number!  
Answer: 38
- 31a003      The shock occurred in August and September 2007. Fill in the correct number!  
Answer: 8

#### **3.1.b**

- 31b001      In section 3.1.a two shocks were mentioned by the respondent. When reading out the first shock in the table of section 3.1.b ("illness of household member") the respondent states that this shock took place. Fill in the correct number!  
Answer: 4
- 31b008-10    One adult member of the household moved to live in another relative's household due to the shock. This was the only coping activity. Fill in the correct numbers!  
Answer: 9,1,1
- 31b012      By the end of November 2007 the household had fully recovered from the event. Fill in the correct number!  
Answer: 7

#### **3.1.c**

- 31c002      Last year the household experience livestock diseases. Fill in the correct number!  
Answer: 15
- 31c008-10    In order to cope with last years' shock, the household sold livestock, took some children out of school, and sold some assets.  
Fill in the correct numbers (in order)!  
Answer: 11, 6, 14
- 31c012      The house was damaged in a storm prior to 4/07. The house was only fully repaired in February 2008. Fill in the correct number!  
Answer: 10

#### **3.1.d**

- 31d021      The following events were recorded in sections 3.1a-c:  
                -Drought; event ID 01; Type of event: 11  
                -Accident; event ID 02; Type of event: 57  
                -Collapse of business; event ID 701; Type of event: 18  
Which numbers do you fill in column 31d021?  
Answer: 01, 02, 701
- 31d021      The following events were recorded in sections 3.1a-c:  
                -Conflict with neighbours in the village; event ID 701; Type of event: 8  
                -Collapse of business; event ID 01; Type of event: 18  
                -Job loss (agricultural); event ID 702; Type of event: 60  
Which numbers do you fill in column 31d021?  
Answer: 701, 01, 702 (order irrelevant)

31d022 A big storm (event ID 02) caused damage on the house (event ID 03).

What do you enter in column 31d022 for event ID 02 and event ID 03?

Answer: event ID 02) 1

event ID 03) 2

31d023a-c A big storm (event ID 02) caused damage on the house (event ID 03).

What do you enter in columns 31d023a-c for event ID 02 and event ID 03?

Answer: event ID 02) 03

event ID 03) -

### 3.1.e

31013a After asking the question the respondent complains about how difficult life still is. You ask again if life has improved, but the respondent doesn't think it has improved. What do you enter?  
Answer: 3

31014a After asking the question the respondent starts complaining about the big floods that destroyed the harvest 2 years ago. Ever since, life is very difficult. What do you enter?  
Answer: 4 or 5

31015 After asking the question the respondent tells you that income always fluctuates after harvest, but that the household is used to it. What do you enter?  
Answer: 2

31016 After asking the question the respondent tells you that income always fluctuates after harvest, but that the household is used to it. What do you enter?  
Answer: 3 or 4

### 3.2

32013 Your asking about house damage (type 6). The respondent tells you that they built a fence around the house. What do you enter?  
Answer: 1

32014a-c In order to prevent flooding, the household build small damns around their fields. Fill in the correct number.  
Answer: 16

32011 The household would sell land and livestock, borrow from friends and a commercial bank, and try to find an additional job. Fill in the correct number.  
Answer: 12, 11, 18, 22, 2 (order irrelevant)

## Section 4

### Section 4.1

41007 Respondent says he has received his farm land through land allocation from the Land Development Department but he does not know the value if he had to buy the land

**Question:** Which code do you put and how do you obtain a value for the land?

**Answer:** Put Code 6 in 41007 and in 41009a ask respondent if he knows the price of similar land either on his own farm or from his neighbours.

41003 Respondent answers that he has three parcels of land: rice, cassava and gardening land, which belongs to the homestead.

**Question:** Where do you report the land for gardening?

**Answer:** Information on land is in row 1 and details of land use are to be reported in section 4.2

### Section 4.2

42002 Respondent plants rice for seed production but he does not sell the seeds. He has harvested 600 kg per rai.

**Question:** Where do you report the quantity?

**Answer:** in 42013a

42002 A HH has a five-year-old pomelo orchard.

**Question:** What do you report as the planting period?

**Answer:** year 2546

42002 Respondent said his total harvest from his three plots of rice is 6000 kg and as of today he keeps 1000 kg in his own storage.

**Question:** where do you report the 6000 kg and where do you report the 1000 kg.

**Answer:** interviewer must ask respondent to split up among the three plots. The stored amount does not need to be split up.

42025 Respondent has 10 rai of rice planting traditional varieties. He reports the use of 20 000 Baht of pesticide use

**Question:** What do you do?

**Answer:** Amount for pesticides is unreasonably high. Please ask the respondent for details of use. Number sprays, type of pesticides, etc.

### Section 4.4

44002 HH with 5 members says he alone goes fishing in his own pond and says that he harvests 25 tons of tilapia fish per year.

**Question:** What could be wrong with this answer?

**Answer:** Interviewer must check if this activity belongs to aquaculture (section 4.3)

*Thailand specific (but data for Vietnam can be found)*

44002 – 44017a A HH with five members is in the process of building a new house. In August 2007 all HH members went to a forest of a friend (no access fee) to collect 1 pick-up of timber. Respondent says he spend 100 B for car fuel for his friend's pick-up. The respondent estimates the value of the timber at 500 Baht.

**Question:** How do you check the plausibility of the timber value?

**Answer:** Convert the pick-up load into kg or ton!

44002 - 44017a

A household with 4 persons, husband, wife and two children who still go to school went to a forest to cut firewood 15 times (one day each) and to collect wild plants during the period 05/07 and 04/08. The forest is owned by a friend and the HH does not pay for access. Each time they collected approximately 40 kg of firewood, which is for home consumption only. Respondent estimates the value of the firewood with 1200 Baht. The HH also collects 2 different types of wild plants in the same forest for home consumption. From the one type HH collects 5 kg with a total value of 150 Baht. From the other type of wild plants HH collects 30 kg with a total value of 900 Baht. HH is collecting wild plants at the same time while cutting wood. HH pays 38 Baht for the transport to the forest (fuel) for each time he goes to the forest. The HH does not hire labor for cutting wood. In addition to collecting firewood and wild plants, HH goes fishing (snake-headfish) in a canal of the community. There is no need to pay any access fee. The respondent says that he and his wife are going at least every other day or more. He estimates the total times with 200 days. He estimates the fish catch with 1 kg per fishing on average. He sells half of the fish and estimates the total value at 16000 Baht.

**Questions:** 1) Would you accept the values for firewood and fish? 2) Fill in the information provided by the respondent in the correct columns?

**Answer: 1)** Value of fish seems OK, but for firewood 2 B per kg seems high so the interviewer should check again. 2) see excel sheet attached!

## Section 7

### 7.1 A

- 71101-02 Case (1) a household has ever borrowed 10,000 baht from BAAC 3 years ago and has fully repaid the loan in March 2007. Case (2) a household has ever borrowed 20,000 baht from Krung Thai Bank in January 2006 and has fully repaid the loan in December 2007.
- Question: How do you fill in 71101-2 for case (1) and (2)?  
Answer: case (1) 71101=1 (yes), 71102=2 (no); case (2) 71101=1 (yes), 71102=1 (yes).
- 71107-08 A household took a loan. A share of the loan was used to buy expensive medicine for a sick household member. What do you fill in 71107 and 71108? Answer: 71107=1 (yes), because household was borrowing because of a shock (please don't forget to check if this shock is recorded in section 3.1), 72201=shock I.D. from section 3.1, and NOT the shock code!
- 71114 If a household took a loan of 5,000 baht and has to repay loan by cash for principle and pay back in rice as the interest payments.
- Question: How do you fill in 71114?  
Answer: 71114=90 (mix of cash and rice).
- 71114a – 14b If a household is currently owned a loan but can pay back any amount whenever he has enough money.
- Question: How do you fill in 71114a – 71114b?  
Answer: 71114a=3, 71114b=[blank].
- 71116-17 Suppose a household borrowed 10,000 baht from neighbor. When asking a respondent about the interest rate on loan, the respondent answers no interest but when asking about repayment streams, the respondent says that he has to make 1,000 baht/month for 12 months.
- Question: How do you fill in 71116-17?  
Answer: The interviewer should calculate the total repayment which is 12,000 baht in this case. This repayment is greater than the loan the household took, thus the respondent's answer of 'no interest' is probably not correct. The interviewer should show the total calculation and ask respondent whether this is correct.
- 71119a – 19b If a household has to repay 10,000 baht in total and already made some repayments as follows: 1,000 baht in Jan 2007; 1,000 baht in May 2007; and 2,000 baht in Dec 2007.
- Question: How do you fill in 71115a – 71115b and 71119a – 71119b?  
Answer: 71115a=3,000; 71115b=2; 71119a=4,000; 71119b=1,000.
- 71103-32 goods on installment Suppose a household bought a motorcycle in Jan 2007. A household has to pay 10,000 baht for initial down payment and has to make

monthly payments of 1,250 baht/month for 20 months (or the interest rate is 2% per month).

Question: (1) What is the type and amount of the loan? (2) How do you fill repayments of the loan? (3) what are the collateral and its value?

Answer: (1) 71104=2; 71105=25,000 For good on installments, the value of loan is the total value of monthly payments (1,250x20) and excluding the initial down payment.

(2) 71114=5; 71114a=1, 71114b=12, 71116=2, 71117=2, 71115a=15,000, 71115b=12, 71119a=20,000, 71119b=5,000.

(3) 71120=5, 71121=35,000 The value of collateral for goods on installment is the sum of initial down payment + total monthly payments. The reason why the sum of these amounts is the value of collateral is that if a borrower cannot complete monthly payments, the motorcycle will be seized. The borrower will lose a motorcycle with an estimated value of (1,250x12) and the initial down payment (10,000 baht that has already been paid).

## 7.1 E

71514-17 The household has a saving account. The amount of savings was 1,5 Mio Dong on year ago. During the year the household members added 4 times 100000VND to the savings account and withdrew 200000 once. What do you fill in 71514-17? Answer: 71514=1,7 Mio Dong (1,5 Mio + 4\*100000Dong – 1\*200000VND=1,7 Mio Dong), 71515=1,5 Mio Dong, 71516=1 and 71517=4.

71520 The household receives 7 percent interest per year on the average savings it holds in that account. What is the return on the account? Answer: 71520=0,07\*average savings. Careful: This is only a proxy. Ask first if some household member knows the exact amount of interest payments received during the last year.

## 7.2 A

72102-6 The harvest of a household suffered from a tropical storm. The receive help financial help through the government and food aid from an NGO. What do you fill in 72102-6? Answer Row 1 (government): 72102=2 (Vietnam) and 72102=52 (Thailand), 72102a=1 (because help was in cash), 72203=cash amount, 72206=month cash amount was received. Answer Row 2 (NGO): 72102=70 (Vietnam and Thailand), 72102a=2 (because help was in kind), 72203=estimated value of food aid, 72206=month food aid was received.

## 7.2 B

72201-3 Vietnam specific: A rather poor family, living in a commune that participates in the 135 program receives health insurance through government program (free health card). The household head would like to buy some livestock insurance, because last year some of his chickens were killed by the bird flu. But given all the other expenditures he cannot afford other insurance What do you enter in 72201, 72202 and 72203 and what do you do about the rest of the section? Answer: You fill in 72201=1 (yes), 72202=2 (no) and 72203=3 because the household head finds other insurance too expensive. Afterwards you go to next section because the household does not have any other insurance arrangement.



72205  
72215-6

Vietnam specific: A family member works for a big company that provides health insurance. He works in the province capital. What do you enter in 72205, 72215 and 72216? Answer: 72205=53 (because type of insurance is health insurance), 72215=5 (because he gets the insurance through his employer in the province capital) and 72216=1 (because he works in a big non-state company as an employee and thus health insurance is mandatory for him).

72217-28

Vietnam specific: During the last year the father was involved in a traffic accident. His arm was x-rayed but was not found to be broken. Thus he could go home after the doctor had a close look at his aching arm. The father did not have to stay in hospital overnight. He had to pay 20 percent of the bill, while his insurance covers the other 80 percent? What do you enter in 72217-28? Answer: 72217=1 (yes, because he used health insurance), 72218=1 (because he had to pay the bill or a share of it), 72219=1 (yes, because he always has to pay a certain share of the bill as a copayment when he needs treatment), 72220=1 (yes, because the insurance covered his treatment with the exception of the copayment). 72222-28=97(because he needed no inpatient care and did not get a prescription for other medicine).

## Section 8

80002 The household spends 200 per day on eggs. What do you enter in row 5?

Answer: 6000 ( $=30 \times 200$ )

80002 The household spends 300 every week on cigarettes and 2000 per month on alcohol.  
What do you enter in row 13?

Answer: 3200 ( $=4 \times 300 + 2000$ )

80002 The household spends 5000 per months on lunch, of which 1000 is consumed by children attending school and university. No pocket money is paid. What do you enter in row 39?

Answer: 12000 ( $=12 \times 1000$ )

## Section 9

- 90002      The household owns two tractors with 2 wheels. One is broken. What do you enter in row 1?  
Answer: 1
- 90002      The household owns two tractors with 2 wheels. One is broken. What do you enter in row 1?  
Answer: 1
- 90008      The household owns one pick-up truck which cost 50,000 when bought 3 years ago. The answer to 90008 is 800,000. What do you fill in?  
Answer:

## Role plays

### Section 2:

Last year there have been four household members. This year there is one new household member. The enumerator is supposed to fill in the information about the new household member.

Information for the respondent:

2.1: The new household member is the six months old daughter of the household head. She was born in the same village, is of Chinese (Han) origin, and Buddhist. Obviously she is not a member of any organization, nor does she have an occupation. Since she was born she never left the household.

2.2: The child is not enrolled/educated yet.

2.3: The girl weighs about 3200 grams and measures approximately 48 centimeters. Since two weeks child is suffering from influenza which has been the only illness it suffered from so far. The mother went with the child to a doctor in the next clinic. They went only once and only to this clinic. The clinic is in another village but in the same commune. Mother and child stayed at the clinic for a couple of hours and returned home afterwards.

Answers:

- 21003: 2
- 21004: 0
- 21005: 3
- 21006: nothing
- 21007: 1
- 21008: 0.5
- 21009: nothing
- 21010: nothing
- 21011: 4
- 21012: 1
- 21013: 2
- 21014: 11
- 21015: 11
- 21016: 180 and 183 are considered to be correct
- 21017: 2
- 21018: 99
- 21019: nothing and 99 are considered to be correct
- 21020: 0
- 21021: 0
- 21022: nothing
- 22003: 2
- 22004: 2
- 22005: nothing
- 22006: 2
- 22007: nothing
- 22008: nothing
- 22009: nothing
- 22010: nothing
- 22011: nothing
- 22012: nothing
- 22013: nothing
- 23003: 3
- 23004: nothing
- 23005: nothing
- 23006: 3.2
- 23007: 48
- 23008: 1

- 23009: 27
- 23012: 0
- 23013: 4
- 23013a: 2
- 23013b: 1
- 23013c: 2
- 23014: nothing

### Section 3:

3.1.a: The respondent does not know anything about shocks that occurred to the household during the reference period.

3.1.b: When shocks are read out, the respondent remembers that household experienced the following shocks:

- Job loss (agricultural):
  - 31002a: brother (ID “4”) and father (ID “1”)
  - 31003: July 2007 (brother), June 2007 (father)
  - 31004: high (father), medium (brother)
  - 31005a: 40000 THB (brother), 25000 THB (father) / 500000 VND (brother), 330000 VND (father)
  - 31005b: 20000 THB (brother), 15000 THB (father) / 300000 VND (brother), 200000 VND (father)
  - 31006: 0
  - [Enumerator is supposed to go back to 31004, since information provided there is obviously wrong. – If enumerator goes back to 31004 respondent answers: medium (father), high (brother)]
  - 31007: only the two household members were affected
  - 31008-10: brother – went to province capital to look for a job and (less importantly) used savings to compensate for income loss; father – used savings to compensate for income loss
  - 31011: brother – yes; father – no
  - 31012: brother – until he found a new job in November 2007; father – still jobless

Answer:

- Fill the information for one of the two cases in the given row. Create a new row for the other case.
- 31001: in the given row – “4”; in the newly created row – “5”
- 31002: not applicable for the given row; in the newly created row – “60”
- 31002a: brother – “4”; father – “1”
- 31003: brother – “72” father – “6”
- 31004: brother – “1”; father – “2”
  - And NOT brother – “2”; father – “1”; certainly the respondent states brother – “2”; father – “1”, but the information obtained in 31005a and b clearly shows that it is the other way around. When having asked 31005a and b, the enumerator should wonder whether the respondent’s answers concerning 31004 were correct and re-ask 31004.
- 31005a: Thailand: brother – “40000”, father – “25000” / Vietnam: brother – “500”, father – “330”
- 31005b: Thailand: brother – “20000”, father – “15000” / Vietnam: brother – “300”, father – “200”
- 31006: everywhere “0”
- 31007: everywhere “1”
- 31008-10: brother – “8”, “15”, “1”; father – “15”, “1”, “1”
- 31011: brother – “1”; father – “2”
- 31012: brother – “5”; father – “13”

### 3.1.c:

-During last years interview the household was still suffering from the impact of a “8 Conflict with neighbours in the village”, “9 Relatives/Friends stopped sending remittances” and from “10 Flooding of agricultural land”. All of these events occurred in December 2006.

Which columns are prepared BEFORE the interview, and what is entered?

Answer:

- 31001: 701, 702, 703
- 31002: 8, 9, 10,
- 31003: 1207, 1207, 1207

-To cope with the effect of the village conflict (event ID 701) and the missing remittances (event ID 702), the household had to borrow from an informal money-lender to maintain consumption unchanged, since nobody in the village wanted to give money to the household head anymore. The conflict continues, but remittances have been coming again since June 2007.

Because of the flooded land (event ID 703) the household had to restrict expenditures. On top, the household sold assets and livestock, which helped to recover. The land is used again since September 2007.

Fill in the columns 31008-12

Answer:

- 31008: 20, 20, 14
- 31009: -, -, 11
- 310010: -, -, -
- 310011: 2, 2, 1
- 310012: 13, 1, 4

### 3.1.d & e

-During last years a major flood (event ID 02) had damaged the house (event ID 701). Fill in questions 31021-23c

Answer:

- 31021: 02, 701
- 31022: 1, 2
- 31023a: 701, -
- 31023b: -, -
- 31023c: -, -

## Section 4

### Hints for the respondent:

1) Start with: your hh has 5hh members. You go fishing every day in your own ponds (no access fee) and that you harvest one ton of fish daily.

**Note: Normally the interviewer should ask if this is aquaculture! This does not belong in the section 4.4**

**If the interviewer does not ask, please try to give extreme answers and some hints that he/she might notice that this does not belong here. For example: You hire 3 persons, have other very high costs for the pumps for instance**

In addition, in August you went with your whole family to a forest (no access fee) of your friends and collect 1 carload of timber to built a house.

**Note: only the interview ask if you could convert the carload into kg then answer one carload is approximately 500 kg**

Fuel cost: 20 Baht

Completely self-consumed

The estimated value of your total output is 250 Baht

## Section 8

- The household had the following expenditures for non-food items:

- Personal care supplies: 50 per week
- Clothes: 500 per month
- Shoes: 1000 per quarter year
- Bags: 100 per month
- Accessories: nothing
- Detergent/washing powder: 200 every two weeks
- Electricity: 2000 per month
- Water cost: 3000 every two months
- Liquid propane gas: 400 per months
- Charcoal: not used
- Hair dresser: 100 per week

Fill in 80002 for non-food items.

Answer:

- 17 Personal care supplies: 200
- 18 Clothes, shoes and bags, accessories:  $500+333+100+0=933$
- 19 Detergent/washing powder: 400
- 20 Electricity: 2000
- 21 Water cost: 1500
- 22 Liquid propane gas/Charcoal: 400
- 23 Hair dresser: 400
- 25 Total Non-Food: 5833

- The household had the following expenditures for transport and communication:

- Fuel for car: no car
- Fuel for motorbike: 250 per week
- Public transportation: 10 per day
- Telecommunication (includes mobile credit): 80 per week
- Other transportation and communication: 50 per week (for internet)
- Maintenance for car: no car
- Maintenance for motorbike: 2000 per year
- Insurance and tax for motorbike: not paid

Fill in 80002 for transport and communication.

Answer:

- 126 Fuel for car and motorbike: 1000
- 27 Public transportations: 300
- 28 Telecommunication (includes mobile credit): 320
- 29 Other transportations, Communication: 200
- 127 Maintenance for car and motorbike per year: 2000
- 128 Insurance and tax for car and motorbike per year: 0
- 30 Total Transp. Commun.: 1986.67 per month (note: divide lines 127 and 128 by 12)

## Section 9

**The household owns the following items:**

- Radio(s): 2 in household, newest is 2 yrs old, cost then 350, would cost now 50, private use
- Stereo (s): 0 in household
- Regular Phone (s): 0 in household
- Mobile Phone (s): 2 in household, newest is 1 month old, cost then 2000, would cost now 2000, business use
- Refrigerator (s): 0 in household
- Gas Stove (s): 1, in household, is 5 yrs old, cost then 500, would cost now 200, private use

- Water heater (s): 1 in household, broken, is 1 yrs old, cost then 350, would cost now 50, private use
- Washing Machine (s): 0 in household

Fill in 90002-9 for these items.

Answer:

1	2	3	4	8	9
29 Radio (s) and Stereo (s)	2	350	2	50	3
30 Regular Phone (s)	0				
31 Mobile Phone (s)	2	2000	0	2000	1
32 Refrigerator (s)	0				
33 Gas Stove (s)	1	500	5	200	3
34 Water heater (s)	0				
35 Washing Machine (s)	0				

Note: The water heater is broken and hence should not be counted.