NATIONAL SOCIAL ECONOMIC SURVEY
(*SUSENAS*)
2002

MANUAL

CORE SUPERVISOR

BPS

Statistics-Indonesia (BPS), Jakarta- Indonesia

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I. PREFACE

The punctual and trustable information is very important for arranging development program. Therefore, we must increase the quality of the SUSENAS data, which is one of main source of data of development program arrangement by doing tight supervising to the survey activities.

Tight supervising is very important in 2002 SUSENAS considering these followings:

1. Most of officers are statistic collaborates, which are relatively less experience comparing with statistic officers. Therefore, they need supervisor's supervising in collecting data in field.
2. Characteristics collected will be united to describe social economic of household condition at provincial level. Incorrect that occurred during enumeration and incomplete documents will cause the inaccuracy description of one area.
3. There are some incorrect fillings, which the correction is easier to conduct in field. By supervising, the incorrect filling will decrease.

In the 2002 SUSENAS, all field- works that starts from characteristics of area (selected census block) to household enumeration are supervised by supervisor. The supervisors, which are also editors of enumeration document are staffs of regency/ municipality BPS or officers to supervise.

This manual will guide supervisor/ editor to implement their tasks, particularly in list editing.

II. SUPERVISING PROCEDURES

Supervising is needed to intensify the effectively of field realization and to reduce some mistakes that might occur. The main tasks are including the supervising of enumeration and the evaluating of the results.

The tasks of supervisor/ editor are as follows:

1. Participating training
2. Scheduling field supervising for enumerators.
3. Supervising all enumerators at least one day during the enumeration period.
   The supervising starts from the weakest enumerator immediately to anticipate some mistakes that might occur.
4. Assisting to solve enumeration problems. If the problem is about the doubt of concept or definition, see enumerator manual book or notes given during the training.
5. Distributing documents needed to enumerators and collect the list filled by enumerator
6. Identifying working area in census block of enumerator together with the enumerator
7. Selecting 16 household samples from list of VSEN2001.L and copying those to list of VSEN2002.DSRT
8. Giving the contented list of VSEN2002.DSRT to enumerators
9. Checking the contenting procedures of the lists used mainly the consistency and the completeness. If they are incomplete, inconsistent or improperly ask the enumerators.
10. Sending the contented and checked lists to regency/ municipality BPS
11. Conducting all tasks on schedule.

II. METHODOLOGY

A. General

From 1990 SUSENAS to 2000 SUSENAS, the areas that have been sampling unit for household selection are enumeration area and segment group. The 2000 Population Census has formed new enumeration area named Census block during preparation of 2000 Population Census (SP). The 2002 SUSENAS will use it as sampling unit. Therefore, the enumerators of 2002 SUSENAS need copy of map sketch of census block (SP2000-SWB; kept in Regency/ municipality BPS) to find out their working area.

As the previous SUSENAS, the 2002 SUSENAS core data is designed for regency/ municipality estimation. In addition, the 2002 SUSENAS module data is designed only for estimation at provincial level.

B. Sample Outline

The 2002 SUSENAS will use sample outline, which consists of 3 types: sample outline for sub- regency selection (special for rural area), for census block selection, and for household selection.

Sample outline for sub- regency selection in rural area is sub- regency list in every regency/ municipality, which is sorted geographically.

Sample outline for census block selection in urban area is census block list that is differed by census block in big city, Medium City, and Small City in regency/ municipality. For rural area, the census block selection uses census blocks list in selected sub- regency.

Sample outline for household selection is list of household in VSEN2002.L Block IV.

Core Household

Core households are selected from households list, which is classified by expenditure group (as sample outline) from listing result in 2002 SUSENAS selected census block (list of VSEN2002.L, Block IV column 8,9,10).

Consumption Module Household/ Household Expenditure

Selected consumption module households/ households expenditure is the same as core households in core- module census block. Therefore, the sample outline used is the same as sample outline for core- households' selection in census block of core- module.

C. Sample Design

BPS designed 2002 SUSENAS sample design for regency/ municipality estimation. The 2002 SUSENAS sample designs are two steps- sample designs for urban area and three steps- sample designs for rural area. The sample selection for urban and rural area is conducted separately.

For **urban area**, **the first step** will select some census blocks by linear systemic sampling from sample outline of census block. Then, the second step, select 16 households from each selected census block by linear systemic sampling as well.

For **rural area**, **the first step** will select some sub- regency from sample outline of sub- regency by probability proportional to size. The size is number of households in sub- regency. The second step, select some census blocks from selected sub- regency by linear systemic sampling. In addition, the last step, select 16 households from selected census block by linear systemic sampling.

To present data estimation at province level, samples are sub- sample from selected sample for regency/ municipality estimation. They are selected from selected list of census block in regency/ municipality for both urban and rural area by systemic sampling method. The sub- sample is called census block of core-module, because it also enumerated by core questionnaire. Otherwise, census block for provincial estimation (census block of core- module) is selected by systemic sampling from selected census block from regency/ municipality (core

census block). The unselected 2002 SUSENAS core- module is called core census block.

To fasten the presentation of 2001 SUSENAS estimation results at national level, some census blocks are selected from census block of core- module. Sample selection is using systemic sampling.

D. Census Block Map Sketch

Before field realization, the 2002 SUSENAS supervisors have to copy census block map sketch, SP2000-SWB, on F4 paper (Attachment 1). The officers of 2000 population census made SP2000-SWB. Enumerators will use the copy to identify their census block working area boundaries. If they found unclear legends or boundaries or different with the reality, the 2002 SUSENAS officers have to do the correction on copy of SP2000 SWB.

To conduct the registration of household by using VSEN2002.L list, enumerators have to enumerate every physical building, census, and household in all selected census block.

E. List of Selected Census Block

In the sample list of 2002 SUSENAS census block (Attachment 2), every selected census block has sample code number (NKS), the 2002 SUSENAS NKS consists of 4 digits, which are serial number of selected census block in regency/ municipality. The arrangement is as follows:

a. The first digit shows core- module sample, core, and acceleration.
   Code 1= Core- module, code 2= Core, code 3= acceleration (10,000 households panel)
b. The last- three digits show selected census block in rural and urban area:
   (i) 001- 499, are serial number of selected census block in rural area
   (ii) ≥ 501, are serial number of selected census block in urban area

Remark:

1. In census block list, sample column 5 has information of Local Environment Unit (SLS). The accuracy has to be checked by 2002 SUSENAS supervisor. If it is

not correct, fill in the right one in this column. If it is not the same or empties, the supervisor/ editor has to fill the right information on SLS. The result will be sending to BPS attn Statistic Methodological Bureau.

2. *The column 9 of 2002 SUSENAS census block sample list has number of households enumerated by 2000 Population Census (SP 2000). The number has to be used to check the accuracy of the number of 2002 SUSENAS households listed in the same census block. If there is a sharp difference, the supervisor has to check to the field to find out the reason of the difference. If uncorrected area was enumerated, the enumerator has to correct the list by VSEN2002.L in the correct area. If it is corrected, take a note the reason in column 10 of 2002 SUSENAS census block sample list.*

F. Household sample selection

As mentioned above, number of household sample is 16 households. **Supervisor** conducts the selection by systemic sampling after receiving the household registration list in census block (VSEN2002.L) from enumerators. Supervisor has to count- up sample interval and the first random digit in census block. The sample outline used for household selection is list of household in column 8 to 10, block IV, and list of VSEN2002.L. To record in-group of household expenditure per month in column 8 to 10, enumerator must use table of group of monthly household expenditure by province, which is differed, by urban and rural area.

Household Sample Selection Procedures

The procedures of household sample selection for supervisor/ editor are as following:

a. Check whether the “check mark” (√) in column eight to column 10 done by enumerator is correct, every ordinary household can not have more than one √ mark, or even does not have the √ mark.

b. Give the √ mark serial number in column 8 from one to the last number. If it, from the first page to the last page, is completed, do the next number to the √ mark in column 9 and column 10.

c. Please check whether the serial number of the last √ mark in column 10 shows number of households in selected census block (the content has to be the same as the last serial number of household in column 5). If it is not the same, there must be a mistake in column 5 or column 8 to column 10. Correct the mistake before selecting the sample.

d. Count The Sample Interval (I) for household selection :

$$I = \frac{\text{Number of household from household list}}{16}$$

Sample interval is counted up to two digits behind coma.

e. Use Random Digit table (see Attachment 5) to decide first random (R.1), which the value is smaller than, or equal with sample interval (I).

f. Circle the serial number on the same √ mark with the first random digit (R.1)., then use sample interval to count the next random digit, they are R.2, R.3, ……, R.16 as following:

R.2 = R.1 + I;

R.3 = R.1 + 2I;

.

.

.

R.16 = R.1 + 15I

g. Circle the serial number of the same √ mark in column 8 to column 10 with the selected random digit. If the serial number in column 8 to column 10 has circled, the number of physical building, census building, and serial number of household which are in column 3, column 4 and column 5 have to be circled as well. Note the 16 households in VSEN2002.DSRT List. Double this VSEN2002. DSRT list, one for enumerator (kept in Provincial BPS) and the other one is for Statistic Methodological Bureau.

G. List of Selected Household Sample

After finishing the household sample selection in VSEN2002.L list, Block IV, copy the households, which are the √ marks, have been circled, to VSEN2001.DSRT list. Enumerators will use the list to enumerate the selected households.

List of VSEN2001.DSRT: List of Household Sample

a. Block I: Characteristics of Area

Detail 1-7 (province, regency/ municipality, sub- regency, village/ kelurahan, and classification of village/ kelurahan, census block number, and sample code number). They are copied from detail 1-7 Block I, list of VSEN2002.L

b. Block II: Characteristics of Household

Detail 1-4, (number of households, number of household members, and number of household members who “had a tour”, number of households based on household expenditure per month in- group). They are copied from detail 1-4, Block II, VSEN2002.L list.

c. Block III: Selector Sample Officers

Detail 1-5: write name, Number of Employee Identity (NIP) of sample selector down details 1, circle position code of sample selector down detail 2. Write date of sample selection down detail 3. Put the sample selector’s signature on detail 4. The signature signs that sample selector has taken all information needed to the selected households from VSEN2002.L list correctly. Write the enumerator’s name down detail 5.

d. Block IV: Characteristics of Selected Households.

Column 1: Serial number of household sample that is printed from no. 1 to no. 16 for each selected census block.

Column 2: write segment numbers, taken from column 1. Block IV, VSEN2002.L list

Column 3: write physical building numbers, taken from serial numbers circled in detail 3, Block IV, VSEN2002.L list

Column 4: write census building numbers, taken from serial numbers circled in detail 4, Block IV, VSEN2002.L list

Column 5: write selected household numbers, taken from serial numbers circled in column 5, Block IV, VSEN2002.L

Column 6: write name of household head, taken from name of household head on column 6, Block IV, VSEN2002.L list

Column 7: write number of household members, taken from column 7, Block IV, VSEN2002.L list

Column 8: write address (name of street, alley, RT/RW), taken from column 2, Block IV, VSEN2002.L list

H. Sample Problems

1. Change of Census Block Sample

   If we can not find selected census block in field because of the disaster or any other causes, which made the selected census block does not have people, supervisors/ editors are supposed to report to their regency/ municipality BPS. Regency/ municipality BPS will report to provincial BPS and the provincial BPS will report to BPS attn Statistic Methodology Bureau and Population Welfare Statistic Bureau.

2. Change of Household sample

   If we can not find selected household in VSEN2002.DSRT reasons (for example, it moved to other location), then change the household with household, which is located before or after it that recorded in VSEN2002.L list. The new household must be from the same group as household expenditure per month. It must be recorded in VSEN2002.DSRT list.

3. Not- succeed Achievement Household Sample Target

   If number of household from household registration in selected census block by VSEN2001.L is smaller than 16 households, all registered households are selected as sample. In Note Block of both list of VSEN2002.L and

VSEN2002.DSRT, record the statement that sample households target is not achieved.

IV. EDITING PROCEDURES OF 2002 SUSENAS LIST

Supervisor has to edit and check the correctness of list content by checking VSEN2002.L list before selecting household sample or checking by VSEN2002.K list, which are enumerated by enumerators. Supervisor has to know and understand type of incorrect list, particularly the consistency, and the completeness or any kinds of matter that need re- enumeration.

A. List of VSEN2002.L: List of Building and Household

1. Selected census blocks need a set of VSEN2001.L list. Check whether the number of the list is the same as number of selected census blocks.
2. Check whether the list content has been complete and correct. The hand-writing must be clear, readable, and write on the right place.
3. Check the physical building; the last serial number on the last page column 3 block IV must be $\leq$ number of census building (the last serial number in column 4)
4. Check serial number of household in column 5 block IV whether it was skipped, or double- written. Correct the incorrect one because every incorrect numbering will affect the incorrect household sample selection.
5. Check whether the sum in all columns in line A and C block IV in every page has been correct. Please check carefully before moving from line C on the previous page to line B on the next page.

6. Check whether the serial numbering to the √ mark column 8 to 10 was correct based on the direction. Check whether number of the √ mark was the same as the content in the last line of column 5 block IV. If it is not the same, please check the √ mark on column eight to 10 and the note block as well whether there were households that are not interviewed yet until the last day of enumeration.
7. Check whether number of the √ mark on column 8 to 10 were the same as number of the total in line C, Block IV last page for each column.
8. Check whether number of household member in detail 2 block II was the same as the total on column 7, block IV, and line C in the last page.
9. Check whether number of households that the members “had a tour” in detail 3, Block II are the same as the contents of column 11, Block IV in line C on the last page.
10. Check whether number of households based on expenditure group, detail 4.a to 4.c, Block II had been the same as number of the √ mark in column 8 to 10, Block IV in line C on the last page. Content of 4.d = total contents of detail 4.a to 4.c.

B. List of VSEN2002.K: Main characteristics of Household and Household Member

Check whether number of VSEN2002.K list in selected census block is the same as number of selected household in VSEN2002.DSRT list.

1. Block I: Characteristics of Area

Detail 1-7; Name and code of province, regency/ municipality, sub- regency, village/ kelurahan, classification of village/ kelurahan, census block number, sample code number must be the same as contents of Block I, VSEN2002.DSRT list.

Detail 8: Serial number of household sample must be the same as contents of column 1, Block IV, VSEN2002.DSRT, from number 1 to 16 in selected census block.

2. Block II: Characteristics of Household

Detail I: Name of Household Head must be the same as name in column 6, Block IV, VSEN2002.DSRT, and must be the same as line 1 column 2 Block IV.A, VSEN2002.K list. If it is different, please check Note Block, whether it has explanation about that, for example, head of household recorded in VSEN2002.DSRT has passed-away, move, etc.

Detail 2: Ethnic of Household Head. Please check whether name of ethnic is the same as code of ethnic. Code of ethnic available is 01 to 22. This detail can not be blank. If it is blank, supervisor must contact enumerator to confirm respondent.

Detail 3: Number of Household Members and number of household members in Block IV.A (characteristics of household members) VSEN2002.K list is supposed to be alike.

Detail 4: Number of children age's 0 – 4 years old. The contents must be the same as number of lines recorded in Block IV.A, which contents of column 5 (age) are 00 – 04, or must be the same as recorded number of Block V.B, VSEN2002.K list.

Detail 5: Number of household members who pass- away during last one year must be the same as number of recorded line in Block IV.B VSEN2002.K list. Block IV.B is characteristics of household members who passed- away, including pass- away when was born during last one year.

Detail 6: Number of household members who were born during last one year must be the same as recorded line in Block IV.C, VSEN2002.K list. Block IV.C is characteristics of household members who were born during last one year.

3. **Block III: Characteristics of Enumeration**

Please check whether name, Employee Identity Number (NIP), position, and signature of enumerators, and enumeration date are complete. After finishing the editing of all list contents, do not forget to fill in name, Employee Identity Number, position, and signature of supervisor/ editor, and enumeration date to sign that supervisor has done the editing and responsible to the truth of the contents.

4. Block IV.A: Characteristics of Household Member

a. Check whether name of household members in column 2 has matched with the serial number. It starts from head of household, spouse. Unmarried children; married children, children in law, grandchildren, parents/ grandparents, other relatives, household servants, and others (as serial code of relationship with head of household in column 3).

b. Check connection of column 3, 5, and 6. If column 3 codes 1 (Head of household), the answer of column 5 must be ≥ 10(years old). If column 3 codes 2 (spouse) or 4 (children in law), the answer of column 5 must be ≥ 10 (years old), and column 6's code must be 2 (married). If column 3 codes 6 (parents/ parents in law), the answer in column 5 must be ≥ 20.

c. Column 7's code is supposed to be 1 or 2

d. Column 8 will have answer if column 7 codes 1, the content must be ≥ 0 (zero).

e. The content of column 9 is among code 1 to 4. Column 9 will have answer if column 5 codes 03 to 06. Column 9 must be blank if codes 00 – 02 or ≥ 06.

DETAIL f to h is ONLY FOR VSEN2002.K+ EDITING

f. Contents of column 10 and column 12 are one of code1, 2, or 9. Contents of column 10 and column 12 can not be blank.

g. Column 11 will have content is column 10 codes 1. Content of column 11 is code of serial number household members who are male (column 4= 1), age are 10 years old and above (column 5 ≥ 10), and ever been married (column 6=2/3/4). Column 11= 00 if biological father is not household member.

h. Column 13 will have content if column 12 codes 1. Content of column 13 is code of serial number of household members who are female (column 4= 2), age are 10 years old and above (column 5 ≥ 10), and ever been married (column 6= 2/3/4). Column 13 = 00 if biological mother is not household member.

Block IV.B: Household Members Who Pass- Away During Last One Year

a. Check whether number of recorded line in column 2 is the same as contents of detail 5, Block II.
b. If column 2 has recorded line, (there is a dead household member during last one year), column 3 must be coded 1 to 9.
c. Column 4 must code 1 or 2.
d. Column 5 must code 02 to 98.
e. Content of Column 6 is 00 to 23.
f. If column 5 has content, column 6 must be blank and on the contrary.

Block IV.C: Household Members Who Were Born During Last One Year

a. Check whether number of recorded line in column 2 is the same as contents of detail 6, Block II.
b. If there is household member who is passed away during last one year, contents of column 1 to 4 must be the same as content of one of line in Block IV.A or IV.B.
c. Column 3 must code 3,5,7 or 9.
d. Column 5 must match to age in column 5, Block IV.A or column 5 and 6 Block IV.B for the same household member.
e. The written code in column 6 must match to Block IV.A, column 1.
f. If column 6 $\neq$ 00, content of column 7 must be the same as or less one year than content of column 5 Block IV.A for the related household member/ mother.

5. Block V: Characteristics of Individual

Please check whether recorded Block V.A pages number is the same as number of recorded household members in Block IV.A. Check whether name and serial number of household members in this block is the same as number, serial number and age of household members in column 1 and 2, Block IV.A as well.

Block V.A: Characteristics of Health (for all ages)

Please check whether number of recorded Block V.A is the same as number of household written in Block IV.A. Do not forget to check the completeness.

a. If detail 1.a to 1.p code 2, detail 2 to 7.b must be blank. If one of details 1.a to 1.p, codes 1, detail 2, 5.a, and 6 must have contents. If codes 1 in detail 1 are more than 8, check the accuracy by confirming enumerators.
b. If detail 2 codes 1, detail 3 must have content.
c. Content of Detail 3 must be ≥ 1 (one) day and ≤ 30 days.
d. Detail 4 will have content if Detail 2 codes 1, and its content is code 1 or 2.
e. If detail 5.a codes 1, detail 5.b1, b2, b3, and b5 must have contents. A content of detail 5.c is minimum 400 or “free”.
f. Detail 6 will have answer if detail 5.a codes 2.
g. Detail 7 will have answer if detail 2 codes 1 and detail 6 codes 1. Check the completeness of detail 7. The maximum contents of detail 7.a to 10 are 15. Check the fittingness of service type numbers visited by get outpatient treatment. The minimum answer of Detail 7.b is 500 or “free”.
h. Detail 8 must have answer, which codes 1 or 2.
i. Detail 9 must have answer if detail 8 codes 1.
j. Maximum total detail 9.a 1 to 7 is 360 days. The minimum answer of Detail 9.b is Rp25, 000 or “free”.

Chart of Block V.A questions is in Chart 1.

Block V.B: Health of <5 years old children

Details 10 to 12.b are for children age’s 0 – 59 months.

a. If the answers of detail 10.a divides into 12 (the division result is completed below), the result must be the same as answer of column 5, block IV.A.
b. Detail 10.b will have answer if Detail 10.a= 00. If it has answer, the content must be less than 30 days.
c. Code of first box (box a) of detail 11 is supposed to be the same as or more than code of last box (box b). if it is not, confirm enumerators
d. Detail 12.a must code 1 or 2.
e. If Detail 12.a codes 1, detail 12.b must have answer and the answer can not be more than age of Balita (<5 years old children) in detail 10.a.

f. Detail 13 is for children age's 0 – 11 months. If detail 10.a contents ≤ 11, detail 13.a must code 1 or 2. If detail 13.a codes 1, detail 13.b must code 1 or 2.

Chart of Block V.B questions is in chart 2.

Block V.C: Characteristics of Education

a. Details 14 to 19 are for household member in age's 5 years old and above. Check whether details 14 to 19 have been interviewed to all household members. Minimum answer in column 5, Block IV.A is 05. If detail 14 codes 1, detail 15 to 18 must be blank.
b. Detail 15.a must have answer if Detail 14 codes 2 or 3. Detail 15.b codes between code 1 to code 11.
c. Detail 15.b must have answer if detail 14 codes 2 or 3. Detail 15.b codes 1 to 3.
d. Detail 16 must have answer, if detail 14 code 2 and detail 15.a codes 1 to 7, detail 16 code is between 0 to 26.
e. Check the relationship between the highest education (Detail 18) and age of household members.

Direction of relationship between the highest education and age:

Code	The Highest Education (Detail 18, Block V.C)	Age (column 5, block IV)
(1)	(2)	(3)
Code 1	No certificate	≥ 5 years old
Code 2	Elementary School	≥ 10 years old
Code 3	Junior high school	≥ 13 years old
Code 4/ 5	Senior High school	≥ 16 years old
Code 6	Diploma I & II	≥ 17 years old
Code 7	Diploma III	≥ 19 years old
Code 8	Diploma IV & S1	≥ 20 years old
Code 9	Post graduate/ Ph.D.	≥ 22 years old

f. Detail 19 must code between 1 to 3 for all household members age's 5 years old and above. Check whether code of reading and writing ability is consistent to education level.

Chart of Block V.C question is in Chart 3.

Block V.D: Matters Pertaining to Manpower

a. Check the completeness, whether this block has been asked to all household members age's 10 years old and above. Number of recorded Block V.D must be the same as number of household members who are 10 years old and above. (Content of column 5, Block IV.A ≥ 10).
b. Detail 20.a.1 to 20.a.3 must code 1 or 2. If detail 20.a.2 codes 1, detail 14, Block V.C must code 2.
c. If Detail 20.a.1 codes 1 , detail 21 must be blank.
d. Detail 22 and detail 23 must code 1 or 2.
e. Detail 24 and 25 must have answers if detail 22= 2 and detail 23= 2.
f. Detail 24 codes between code 1 to 4.
g. Detail 25 codes between code 1 to 2.
h. Detail 26.a to 30 will have answer if detail 20.a.1= 1 or detail 21=1.
i. The maximum answer in Detail 26.a is 7 days, while in detail 26.b is 98. If Detail 21 codes 1, detail 26.a records 0 and detail 26.b records 00.
j. Contents of 26.b divides into contents 26.a must be less than 24.
k. Check whether contents of Detail 27 and 28 have been complete and clear. If they are incomplete and unclear, they will harm editor in coding.
l. If detail 29 codes 4, detail 30 must have answer.
m. If detail 29 codes other than 4, Detail 30 must be blank.
n. If detail 29 codes 1,2, or 3, detail 23 can not code 1. If detail 23 codes 1, streak that code and circle code 2.

Chart of block V.D questions is in Chart 4.

Block V.E: Fertility and Family Planning

Detail 31 to 34 is for household members who are female age's 10 years old and above, and ever been married (Block IV.A, column 4= 2, column 5 ≥ 10, Column 6= 2,3, or 4).

a. The minimum record in Detail 31 is 10 years old.

b. Check whether contents of Detail 32 have been correct. Detail 32 contents + Detail 31 contents ≤ age in column 5 plus 1, Block IV.A.

c. Detail 33.a = contents of 33.b + 33.c column Male and Female = contents of column Male and column female.

d. Detail 34 must code 1 or 2. If detail 34 codes 2, detail 35 to detail 38 must be blank.

   Detail 35 to 37 for female age's ≥ 10 years old which her status is married (Block IV.A, column 4=2, column 5 ≥ 10, and column 6=2).

e. If column 35 codes 2, questions for the related household member is done (Detail 36 and 38 must be blank).

   If Detail 36 codes 1 to 8, detail 37 must have answer and detail 38 at least records "free". If detail 36 codes 9, questions for the related household member is done.

Chart of Block V.E questions is in chart 5.

6. Block VI: Housing

a. Detail 1 must record code between 1 to 7.

b. Detail 2, 3, 4, 5, 6.a, 7, 8, 9.a, and 10 must record answers.

c. If detail 6.a codes 3 to 7, detail 6.b must have answer.

d. Detail 7 must have answer that codes 1 to 3.

e. Detail 8 must have answer that codes 1 to 4.

f. Detail 10 must have answer that records 1 to 5.

g. Detail 11 will have answer if detail 10 codes 1.

For VSEN2002.K list which pairs with VSEN2002.M list, check whether Block VII has been copied from Block IV.3, VSEN2002.M list

7. Block VII: Household Expenditure

Sub- block A: Food Expenditure during Last One Week

a. Check whether contents of Detail 1 to 15 have been correct. If details 1 to 12 are blank, detail 13 must have answer.

b. If among details 3 to 7 have answer, detail 11 must have answer.

c. Detail 16 is total details 1 to detail 15, please check the correctness.

Sub- Block B: Non- Food Expenditure During Last One Month And Last 12 Months

a. If expenditure during last one month (column 2) have answer, the expenditure during last 12 months in column 3 must have answer at least the same as expenditure during last one month but the contrary is invalid.

b. Detail 17.a (lease, prediction of own house's lease, rent), both column 2 and 3 must have answers.

c. If detail V.C records household members who attend school (Detail 14, code 2), Detail 19 must have answer.

d. If Block V.A, Detail 5.c, Detail 7.b, or Detail 9.b, and Block V.E, Detail 38 have answers, Detail 20 Block VII.B must have answer. If Detail 5.c, 7.b, or 9.b, Block V.A record "Free", cost in Detail 20, Block VII.B must have the cost prediction, if it is blank, supervisor must confirm the enumerator.

e. Detail 25 is total of all contents of Detail 17 to 24.

f. Detail 26 = Contents of Detail 16 x 30/7

g. Detail 27 = contents of Detail 25 column 3 : 12.

h. Detail 28= contents of Detail 26 + Contents of Detail 27.

i. Detail 29 must have answer. Please check whether the main source of household income has recorded completely and correct. The contents must include business field and job status.

8. Block VIII: Characteristics of Socio – Economic Condition of Household

a. Detail 1.a, Detail 2 column 2, Detail 3.a, Detail 4 to Detail 8 column 2 must have answers.

b. Details 1.b and 1.c will have answers if Detail 1.a codes 1.

c. If Detail 1.c column 2 codes 1, Detail 1.c column 3 must code 1 or 2.

d. If Detail 2 column 2 codes 1, Detail 3 must have answer.

e. Detail 3.a will have answer if one of contents of Detail 14 Block V.C codes 2.

f. Detail 3.b will code 1- 31 if detail 3.a codes 1.

g. Details 6.a to 6.e must code 1 to 2.

h. Detail 7 must code 1 or 2.

i. Detail 8 column 4 and 5 must have code, if column 2 code 1.