Manual III.A

NATIONAL SOCIAL ECONOMIC SURVEY
(*SUSENAS*)
2002

MANUAL

CONSUMPTION MODULE
ENUMERATOR

BPS

Statistics-Indonesia (BPS), Jakarta- Indonesia

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I. PREFACE

A. General

In order to implement their tasks, The Central Bureau of Statistic (BPS) is responsible to provide data needed for planning sectional and cross sectional development. To observe the situation, monitor, and evaluate the implementation of the development program, the availability of continuous data is very helpful in making correction of an existing program if it is necessary.

The social data produced by BPS were collected through Population Census (SP), Population Survey between Census (SUPAS), National Labor Survey (SAKERNAS), and National Social economic survey (SUSENAS). Since 1992, some core data can give a description about population welfare, which is collected every year through SUSENAS. Development progress could be evaluated gradually because of the availability of yearly data/ information.

SUSENAS is designed in order to collect social population data, which is relatively in the wide scope. Data collected are included education, health/ nutrition, housing/ environment, criminality, social culture action, consumption, and income of household, travel, and household welfare. In 1992, SUSENAS data collecting system was renewed. Information which is used to arrange population welfare indicator in module (information is collected every three year) is joined in to core (information is collected every year). At that time being, SUSENAS provides tools that can be used to supervise population welfare level, formula government program, and analyze population welfare improvement program impact.

In the new SUSENAS core, consist some questions asking about condition and member of population attitude, which have tight relationship with welfare aspects. Here are some example question “do you still attend school”, “are you in health disruption”, “how do you take care your health”, “who was the birth helper”, “how long the baby got the wet nursing” and immunization to the children also be asked. Beside all question above, also been collected education info, household

economic activity, and especially for the ever- married women have been asked about age when she got married, number of child, and Family Planning attitude.

Explanation from the module has taken turns to be collected in 3 years. At the first year, household income and expenditure were collected, at the second year household welfare socio-culture, trips and criminality module were collected, and finally at the last year health, nutrition, education and housing were collected. Information is module is more detail and comprehensive question if it is compared to the same topic question in the core. For example, education information collected in core is limited to education level of household member. However, in module it is widen to detail education cost questions. In core it only asked, " do you do travelling?" in module, it asked more detail about characteristic and cost of the trip.

Questions in core are collected in order to get important information to anticipate some changes that could be happened every year. They are also helpful for short- term planning, and the questions could be related to module's questions such as expenditures. Questions in module are useful to analyze problems, which are unneeded to be supervised every year or to analyze government intervention, such as poverty and malnutrition.

SUSENAS is potential to describe people welfare. For example, to describe various components of welfare, it could be arranged various aggregate data as indicator of school participation level, family planning acceptor percentage, average age on the first marriage, average number of child birth, percentage of household that gets clean water or lavatory with septic- tank, and average expenditure per capita.

Joined core- module data will produce analysis to answer questions such as, "does poor group get proper advantage of education program implemented by government (for example, 9- years school program)", "who uses government education program subsidy", "is there certain family planning tool used by poor people more than others", "is there any relationship between working hour and fertility", and "is sanitation related to health status".

SUSENAS data is potential to cover some data availability gap needed by decision-makers in many fields. Some important things to do in the future are formulating panning problems, supervising, or evaluating to find out solution. Because of technology, computerizing, make analysis working easier and indirectly SUSENAS data become more socialized.

Since 1993, sample size of SUSENAS core is enlarged to produce simple statistic in Regency/ Municipality level. This- new progress gave data analyzers a new dimension. At that time being, some Regencies have been arranged their people welfare statistic/ indicator. I hope that all Regency will follow them although it is realized in order to be able to arrange the indicator; local statistic bureau officers need some training.

SUSENAS data users are being more various and wider implemented. Statistic bureau task is to provide with better quality, good timing, and comprehensive.

B. Objective

In general, the objectives of collecting data through SUSENAS are providing data of community welfare (Kesra) that reflects the social and economic conditions of the community. Specifically 2002 SUSENAS goals are:

i. Provide raw data about people welfare, which is very important to make policies, and to act as tool to supervise and evaluate the development;
ii. Provide detail data about household consumption expenditure, in Rupiah and quantity; to estimate pattern of people consumption, sufficiency of nutrition consumption, expenditure distribution, poverty level, etc.

C. Scope

The 2002 SUSENAS is conducted in all areas in Indonesia with the 214,144 households sample size in the urban and rural area. Because of the unfavorable security situation, in these following Provinces/ Regencies SUSENAS 2002 is only conducted in Banda Aceh (Aceh), Ambon (Maluku), Ternate (North Maluku),

Sorong (West Irian Jaya), Timika (Central Irian Jaya) and Jayapura (East Irian Jaya). Sample in those provinces is only for core household.

Special households, which live in special block census like military complex, jail, dormitory, and other special households are not chosen as sample. The core data is collected using the VSEN2002.K, consumption module data using VSEN2002.M.

D. Schedule of activities

	Activity	Date
1.	Document sending from BPS	Early November 2001
2.	Training	
	a. Main instructor	August 27th – September 1st 2001
	b. National instructor	October 1st- 6th 2001
	c. Local officials	October 22nd- November 15th 2001 (February 1st- 28th 2002)
3.	Implementation	
	a. Household listing	January 1st- 31st 2002 (March 1st- 31st 2002)
	b. Household sample selection	January 15th- February 5th 2002 (March 15th- April 5th 2002)
	c. Household enumeration	February 1st- 28th 2002 (April 1st- 30th 2002)
4.	List checking	
	a. Regency/ Municipality Statistic Bureau	February 20th- March 10th 2002 (April 20th- May 10th 2002)
	b. Provincial Statistic Bureau	March 1st- 31st 2002 (May 1st- 31st 2002)
5.	Training of processing data (data edit and entry) officers	March 2002 (May 2002)
6.	Core data and core- module set data entry in Regency and Province	March – April 2002 (May – June 2002)
7.	Document sending to BPS	
	a. VSEN2002.M list (Statistic Population welfare Bureau)	March – April 2002 (May – June 2002)
	b. VSEN2002.DSRT list (Statistic Methodological Bureau)	March – April 2002 (May – June 2002)
	c. DSBS list (Statistic Methodological Bureau)	March – April 2002 (May – June 2002)
8.	Processing at BPS a. VSEN2002.M list	April – May 2002
	b. VSEN2002.DSRT list	(June - July 2002)

		April – May 2002 (June – July 2002)
9.	Core data entry result sending to BPS Headquarter	April – May 2002 (June – July 2002)
10.	Evaluation and result discussion	June – July 2002 (August – September 2002)
11.	Publication	August – September 2002 (October – November 2002)
12.	Poverty line/ poor people calculation	July – August 2002 (September – October 2002)

Remark: *If there were no Additional Budget (ABT), valid schedule is in the bracket*

E. Type of data collected

1. Data Collected by Core Questionnaire (VSEN2002.K) including:

a. General characteristics on household member (name, relationship with head of household, sex, age, marital status);

b. Characteristic of head of household's ethnic;

c. Characteristic of health including people health condition, household expenditure on health;

d. Characteristics of education of household member ages ≥ 5 years old;

e. Characteristics of economic and labor activities of household member ages≥ 10 years old;

f. Characteristics of fertility for ever- married women and pregnancy- prevention attitude for married women;

g. Characteristics of housing including house- ownership, quality of household building, and household facilities;

h. Characteristics of household consumption in average and main source of household income;

i. Characteristics of social – economic condition of household.

2. Data collected by consumption module questionnaire (VSEN2002.M) including:

Characteristics on consumption and expenditure of household such as detail data about household expenditure consumption differed on food and non- food consumption without seeing the source of

F. Type of Lists and Documents Used

No.	Type of list	Purpose	Done by	Pair	Stored in
1.	Census Block Map sketch	To identify working area boundary and selected census block	Supervisor	1	BPS Regency/ Municipality
2.	Census Block Map list (DSBS)	To identify selected census block	Supervisor	-	BPS Headquarter/ Provincial BPS
3.	VSEN2002.L	Household listing	Enumerator	1	Provincial BPS
4.	VSEN2002.DSRT	Sample of selected Household list/ core-module	Supervisor/ Editor	2	BPS Headquarter/ Provincial BPS
5.	VSEN2002.K	Core household enumerating	Enumerator	1	Provincial BPS
6.	VSEN2002.M	Consumption module household enumerating	Enumerator	1	BPS Headquarter

No.	Type of Document	Purpose	Stored in
1.	Manual Book I	Manual Of Provincial, Regency/ Municipality Statistic Bureau	Provincial, Regency/ Municipality Statistic Bureau
2.	Manual Book II.A	Manual Of Core Enumerator	Supervisor And Enumerator
3.	Manual Book II.B	Manual Of Core Supervisor	Supervisor
4.	Manual Book III.A	Manual Of Consumption Module Enumerator	Supervisor And Enumerator
5.	Manual Book III.B	Manual Of Consumption Module Supervisor	Supervisor
6.	Manual Book IV	Manual Of Age Conversion	Supervisor And Enumerator

G. Arranged Statistic

Various type of statistic that is used to describe economic and social conditions can be found in 2002 SUSENAS core and module. Then, development planners to observe, monitor, and evaluate the successful of development will use those data. Statistic data which are arranged from 2002 SUSENAS activity can be differed into 4 indicators, they are:

1. **Population Welfare Objective Indicator For National And Province Level**

   This indicator comes from core data collecting. It covers a) indicators of individual such as population, health, education, labor, fertility, and family planning, and b) indicator of household such as housing and expenditure.

The indicators arranged at Regency/ Municipality level make the accuracy of the enumeration done by enumerator in field easier.

2. **Population Welfare Indicator From Consumption/ Expenditure And Poverty Level For National And Provincial Level Point Of View**

   This indicator comes from data collecting of food (in Rupiah and unit) and non- food consumption/ expenditure module.

II. CHARACTERISTICS OF CONSUMPTION/ EXPENDITURE OF HOUSEHOLDHOUSEHOLD (VSEN2002.M LIST)

VSEN2002.M list is used to collect information about consumption/ expenditure of household, both food and non- food expenditure as well as income and revenue. The objective is to figure out:

1. Consumption/ expenditure per household or per individual in average (per capita) in one- month according to type food and non- food.
2. Consumption/ expenditure pattern of population, both groups of food and non-food, or in each group.
3. Calorie and protein consumption per capita in average.

Expenditure of food and non- food consumption that is listed is only expenditure of household/ householder needs. It is excluded consumption/ expenditure of household business or transfer to other side. For food consumption, only record the quantity and value of food that is consumed during the survey period (consumption approach), and for Non- food consumption **usually** uses delivery approach, which is expenditure when the goods purchased/ got for household needs.

Some examples of expenditure that is not household consumption:

1. All type of ingredients to make food for sale, parties, or transfers to other side.
2. Food for worker that is not householder to assist a household business/ activity.
3. Furniture that is purchased for shop/ stall or other business.
4. Goods that is purchased as present or transfer to other non- householder- side.

A. Block I: Characteristics of Area

Detail 1-8: Write name and code of province, regency/ municipality, sub- regency, village/ kelurahan, classification of village/ kelurahan, census block number, sample code number, and serial number of household sample as Detail 1-8 of Block I of VSEN2002.K.

B. Block II: Characteristics of Household

Detail 1 and 2: Write name of household head and number of householders as enumeration period (It has to be the same as name of household head and number of householders in Detail 1 and 2 of Block I of VSEN2002.K list).

Detail 3: Write respondent's name that is interviewed and the serial number as column 1 and 2 of Block IV.A of VSEN2002. K list.

Detail 4: Write respondent's address completely and clear, e.g. Nurdin Street, Alley III No. 22 RT 004/ 018.

C. Block III: Characteristics of Enumeration

Detail 1-4: Write name and Employee Identity Number of Enumerator, the position, the signature and enumeration date.

Detail 5-8: Write name and Employee Identity Number of Supervisor/ Editor, the position, the signature and supervision/ editing date.

D. Block IV.1: Consumption of Food, Beverages, and Tobacco during Last one-week

The objective is to record quantity and value of food, beverages, and tobacco that is consumed by household during last one- week. Last one- week is 7 days in series that lasts one day before enumeration date.

Illustration: Enumeration is conducted in February 20, last one- week is from February 13 to 19. Enumerator is supposed to be careful while listing because the record must IS that of really consumed by household during last one- week. Respondent might report what he purchased but probe the quantity that is consumed during last week. It is possible that he does not consume all stuffs he purchased. A housewife usually purchases main food e.g. rice, sugar, salt, cooking oil, etc for monthly needs. In this case, record rice, sugar, salt, cooking oil, etc that is consumed during last one- week. Food and beverages both consumed in door or out- door, either free or paid must be recorded as household consumption.

Householder expenditure that has a tour has to be estimated. Predict the routine consumption or estimated as other householder expenditure. Predicted consumption of householder that has a tour is recorded as prepared food consumption.

Expenditure of Food Consumption is classified as source of food:

1. **Purchase**, if the consumed food is from cash, credit or install purchase. Consumption of food from household stall/ shop is considered as purchasing.
2. **Self- produces**, if the consumed food is from household/ householder business. It includes agriculture product that is not household/ householder business. Sample of agriculture product that is not household/ householder's business is papaya from yard; consume egg of breed chicken.
3. **Gift and so on**, it includes all free- consumed gift from other side. Rice from office for employee is not free because it is a part of salary (considered purchase).

Remarks:

For Food/ Non- food consumption is from self- produces or gift and so on, the recording in questionnaire is merged, in column 6 (quantity) and column 7 (quality).

To record quantity of consumed food, adapt standard unit in Column 3, 2 digits behind comma, record the value in round number

COLUMNS AND FILLING PROCEDURES

Column 1-2: Serial number and name of food, beverages, and tobacco
Enumerator is supposed to be careful not to skip it.

Filling Procedures:

1. Before enumerating, enumerator has to know local market price of each food/ goods.
2. Watch number of householders, householder that is schooling/ working, ill householder, and number of baby (0-59 months old). If any, the related consumption might be in related details.
3. Ask daily consumption one day before enumeration to 7 days before enumeration.
4. To ensure, confirm the recorded detail. If necessary, ask one by one food that is usually consumed by householder or local people.

Column 3: Standard Unit

Standard Unit exists in Column 3. The function is to facilitate data processing and doing comparison inter household/ region.

Column 4 and 6: Quantity

Record quantity in standard unit as column 3 in 2 digits behind comma. Copy it to the box available.

If common standard in a region is different with standard unit in Column 3, find the conversion from local unit to standard unit before enumerating. Find by inspecting to the market. If the local unit is various, try to get price per standard unit. Example, local unit of Swamp cabbage is bunch, but the volume is not standard. Measure it, e.g. the Rp 300 bunch is 2 ounce, 1 kg swamp cabbage= 1 kg/ 0,2 kg x Rp 300= Rp 1,500. If enumerator enumerates a household that consumes 2 bunches of Rp 750, predicted weight = Rp 750/ Rp 1500 x 1 kg = 0,5 kg.

Column 5 and 7: Value

Record in round number. If it is self- produces or from other side (gift), estimate the quality in local market price when consumed. Record the quality in the box available.

Remarks:

1. Consumed food is estimated as local market price during last one- week.
2. Type of food in Block IV is the raw material (rice, chicken), not the final product (rice, fried chicken), except prepared food and beverages.

Illustration:

a. Two months ago, a household purchased powder milk in can for 3 months-supply Rp 32,5000/ kg and consumed 0,5 kg during last one week. Last week, the same milk is Rp 36,000/ kg. The recorded price = 0,5 kg x Rp 36,000= Rp 18,000. If respondent does not know the price last week, record the last price he knows, e.g. price when it is purchased Rp 32,500/ kg. Therefore, the recorded price = 0,5x Rp 32,500 = Rp 16,250.
b. A household purchased coconut 3 times, 3 coconuts in the first purchase @Rp 600, second purchase 2 coconuts @ Rp 700, and the last, 1 coconut Rp 750. During last one- week, all coconuts are consumed. The consumed value = Rp 1,800 + Rp 1,400 + Rp 740 = Rp 3,950.

Column 8: Total Amount

It is column 4 + column 6. Record the total amount in the box.

Column 9: Total Value

It is Column 5 + Column 7. Record the amount in the box.

Check the fittingness of standard unit price (Column 9: Column 8). It is not- too expensive or too cheap, re-checks the error possibility in determining the amount in standard unit

Remarks:

The consumed food material or prepared foods by population are various, but it is limited to load in the questionnaire. Therefore, there is detail of “others” in each sub- group of food. If a household consumed food that is not exists in

questionnaire, enumerator will record it in **"others"** as its sub- group. If it is a tuber, write its name in "others" of tuber sub- group. If type of the food is consumed in local unit, converse the weight in standard unit (kg) to fill Column 4 and Column 6.

If in a sub- group of "others" food type is consumed more than just one type, write all in the place available and count the quantity and value for Column 4 to 9. Standard unit in column 3 is type of foods that are consumed the most.

Illustration:

One week ago, Pak Amat consumed a Bawal fish 1 kg Rp 9,000, Gurame fish 0,5 kg Rp 7,000 and Flying fish 0,5 kg Rp 4,000.

Filling procedures:

Record name of those fishes in detail "others" no. 034, and count the quantity and value. If those types are purchased, the records in column 4 = 1,00+0,50+0,50= 2,00 kg, and Column 5= Rp 9,000+Rp 7,000+Rp 4,000= Rp 20,000.

Block IV.1 SUB- BLOCK A TO O

Detail 1: Sub- block A, Cereals

It consists of 8 details. The contents are total amount of Detail 2 to 9. Count contents in Column 5, 7 and 9.

Detail 2: Rice is local rice, super quality rice, and imported rice.

Local rice is rice that the seeds are not the super quality one, e.g. Rojo Lele, Cianjur, and Gembira.

Super quality rice e.g. PB, IR, Pelita, Asahan, and Bengawan.

Imported rice e.g. rices from Thailand, USA, and Australia.

Detail 4: Wet Corn with skin

If household consumes wet corn without skins, converse the weight 1,45.

Example:

Udin's household purchased 5 kg @ Rp 1,500 wet corn without skins last week and consumed- up. Record the consumption in Detail 4 of Column 4 1,45 x 5 kg = 7,25 kg, and consumed value in detail 4 of column 5 = Rp 7,500.

Detail 5: Shelled Corn/ corn rice, including Titi Corn that is consumed in NTT province.

Detail 9: Others, e.g. wheat (sorgum, bulgur) and dried rice for re- cooking.

Detail 10: Sub- block B, Tubers

It consists of 9 details. The contents are total amount of Detail 11 to 19. The filling procedures are as Sub- block A's.

Detail 13: Sago, from sago plant, not from cassava plant.

E.g.: Sago Ambon.

Detail 16: Dried Cassava

If a household consumes dried cassava that is self- produces, the cassava is purchased or self produces, record it in dried cassava consumption as quantity of consumed cassava and record the values as local market price as enumeration period. Respondent knows the quantity of consumed dried cassava better than the quantity of the cassava. If respondent purchased cassava last one- week to make dried cassava and consumed by household, record quantity and value of consumed dried cassava in Detail 16 of Column 4 and Column 5 (Purchased).

Detail 19: Others, e.g. Toxic tuber (gadung), oyek (rice from cassava), Uwi, gembili (edible tuber), and gogik

Detail 20: Sub- block C, Fish

Sub- block C consists of 32 details and scope 4 groups, they are: 1) Fresh fish, 2) Shrimp and other fresh water animal, 3) preserved fish, and 4) Preserved shrimp and other fresh water animal.

Detail 34: Other fresh fish, e.g.: Fly fish, Bawal fish, Tembang fish, Layur fish, lemuru fish, belanak fish, side fish, pari fish, gerot- gerot fish, Petek fish, japuh fish, tilapia fish, tawes fish, jambal fish, patin fish, belida fish, eel and frog.

Detail 35: Shrimp, including small shrimp.

Detail 36: Squid, including octopus.

Detail 38: shells/ snail, including escargot and mussel.

Detail 39: Others, e.g. turtle, jellyfish, and sea cucumber.

Preserved fish:

Kinds of preserved fish are salted and smoked fish.

Detail 48: Fish in can, e.g. mackerel, tuna, and small fish in can.

Detail 49: Other preserved fish, e.g. preserved flying fish, preserved Temblang fish, preserved lemuru fish, preserved gray mullet fish, preserved tawes fish, and shredded fish (fish abon).

Detail 52: Others, e.g. preserved jellyfish, preserved mussel, and preserved escargot.

Detail 53: Sub- block D, Meat

Sub- block D consists of 17 details in 3 groups, they are: 1) fresh meat, 2) preserved meat, and 3) others. The contents are total amount of Detail 54 to 70. The filling procedure is as Sub- block A.

Detail 56: Meat of goat and mouton

Detail 60: Other birds, e.g. bird meat, turkey meat, duck, and wild duck meat.

Detail 61: Other meats, e.g. horsemeat, rabbit meat, snake meat and dog meat.

Detail 64: Meat in can e.g. corned (beef, mouton, or other meats).

Detail 65: Other preserved meat, e.g. smoked beef and salted meat.

Detail 70: Others, such as: flying white ant, grasshopper, bee, and blocked-bowled chicken or beef blood.

Detail 71: Sub- block E, Egg and Milk

Sub- block E consists of 13 details. The contents are total amount of Detail 72 to 84. The filling procedures are as Sub- block A.

Detail 76: Other Eggs e.g. turtle's egg, and goose egg.

Detail 77: Salted Eggs, either uncooked or cooked.

Detail 78: Pure milk is fish milk from animal e.g. cows milk, goat milk, and horse milk.

Detail 79: Manufactured Milk, e.g. Ultra Milk, Bear Brand Milk, and Strawberry milk.

Detail 80: Condensed milk, e.g. Indomilk, Flag Milk, and Nona Milk.

Detail 81: Powder milk either packed in can or box, e.g. Flag powder milk, Dancow milk, and Klim as well as powder milk in kilo.

Detail 82: Baby milk powder, e.g. SGM, Almiron, Meiji, Bebelac, Camelpo, and Nutrilon.

Remarks:

Packed baby porridge is not milk. If selected household consumed packed baby porridge, do not forget to record in Detail 189 Block L.

Detail 84: Other milk products, e.g. yogurt and fermented water buffalo milk.

Detail 85: Sub- block F, Vegetables

Sub- block F consists of 29 details. The contents are total amount of Detail 86 to 114. The filling procedures are as Sub- block A.

Detail 93: Tomato, it is consumed as vegetables.

Detail 99: Squash, e.g. Siam squash, Pumpkin, etc.

Detail 101: Mixed Vegetables/ Cap Cay, Kimlo

Detail 114: Other vegetables

Record other vegetables, e.g. genjer, oyong. Lettuce, edible fern (pakis), bamboo shoot, beluntas leaves (kind of gardenia with leaves used for hedges), sour carambola, and other vegetables that are consumed in a region, are including dish of raw vegetables and a spicy sauce (lalap).

Detail 115: Sub- block G, Pulses

Sub- block G consists of 11 details. The contents are total amount of Detail 116 to 126. The filling procedures are as Sub- block A.

Detail 118: Bean

If household consumed bean that had wet stalk and leaves, converse the weight 0,18.

Detail 121: Other pulses, e.g. red bean, pod bean, tunggak bean, large white bean (Bogor bean), flat nut, peas, and jogo peas

Detail 126: Others, e.g. soybean milk, soy besn chips, mung bean flour, and other food from pulses.

Detail 127: Sub- block H, Fruits

It consists of 23 details. The contents are total amount of Detail 128 to 150. The filling procedures are as Sub- block A.

Detail 139: Other banana, e.g. barangan banana, thin banana (sereh banana), jackfruit banana, small banana (gold banana), Lampung banana

Detail 148: Tomato that is eaten as fruit. Tomato that is consumed as vegetable is considered as tomato as fruit.

Detail 150: Other fruit, e.g. manggis, pear, soursop, sweetsop, pomegranate, (kecapi) sourfruit, bengkuang (juicy tuber), small hornbill, grape, marquisa, small red fruit (ceremai), menteng fruit, fan palm fruit, sugar palm fruit, and young coconut.

Detail 151: Sub- block I, Oil and Fat

It consists of 6 details. The contents are total amount of Detail 152 to 157. The filling procedures are as Sub- block A.

Detail 152: Coconut oil is oil made from coconut and unpurified. It is called kampong oil or Klentik oil.

Detail 153: Corn oil is oil made from corn.

Detail 154: Other cooking oil e.g. purified (manufactured) and branded oil e.g. Delco, Filma, Vetco, Barco, and Bimoli. The raw material is from coconut, palm coconut, sunflower and peanut.

Detail 155: Coconut is taking the essence (coconut milk) for cooking. Consuming young coconut by purchasing is categorized into Detail 211 Sub- block M (others).

Detail 157: Others e.g. samin oil, fat, and instant coconut milk

Detail 158: Sub- block J, Beverages

It consists of 6 details. The contents are total amount of Detail 159 to 166. The filling procedures are as Sub- block A.

Detail 160: Palm sugar (includes liquid sugar). Liquid sugar is made from fan palm tree (exists in NTT province).

Detail 163: Instant chocolate e.g. Ovaltine and Milo.

Detail 166: Other beverages e.g. saccharin, coffee mix, nutrisari, essence and honey.

Detail 167: Sub- block K, Spices

It consists of 13 details. The contents are total amount of Detail 168 to 180. The filling procedures are as Sub- block A.

Detail 177: Monosodium glutamate e.g. Sasa, Ajinomoto, Indorasa, Royco, Masako, and Lezza.

Detail 179: Instant spices (packed spices) e.g. prepared and packed ingredients for one food recipe e.g. ingredients for rendang, opor, fried rice, and lodeh.

Detail 180: Other spices e.g. vinegar, ginger, galangale, turmeric, cinnamon bark, nubbled lime, lemon, lemongrass, fermented durian, and laurel leaf.

Detail 181: Sub- block L, Other consumption

It consists of 13 details. The contents are total amount of Detail 182 to 190. The filling procedures are as Sub- block A.

Detail 185: Instant noodle e.g. Indomie, Supermie, Sarimi, Pop Mie, Mie ABC, etc.

Detail 186: Wheat and rice noodle includes dry kwetiau (Chinese noodle).

Remarks:

If a household consumed cooked- instant noodle at house, record the consumption in detail 185. However, if consumed at instant noodle at food stall, record as prepared food consumption in Detail 206 after taking a note in consumption supplement sheet (VSEN2002.LPK).

Detail 189: Packed baby porridge e.g. Cerelac, SUN, SNM, Promina, Crème Nutricia.

Detail 190: Other consumption e.g. sago noodle, small rice and egg noodles, wet Chinese noodle (kwetiau), vanilla, various cake spices, jam, granule chocolate.

Remarks:

Column 3 (standard unit) for detail 166, 180, and 190 is blank. Official will fill the standard unit (kg, once, gram, liter, or ml) for the types that are recorded in column 2. If the food types are more than one, count the quantities in standard unit in column 3.

SUPPLEMENT SHEET OF PREPARED FOOD AND BEVERAGE CONSUMPTION (VSEN2002.LPK LIST)

The SUSENAS food and beverages data consumption is estimated under the real consumption (underestimated). In order to reduce the skipped food and beverage consumption, enumerator **has to** interview and record all food and beverage consumption during last one- week in VSEN2002.LPK list. Copy VSEN2002.LPK list to sub- block M of VSEN2002.M in the office or house.

Prepared food and beverage is food and beverage that is not cooked by household but consumable in house or out house e.g. at food stall, office or school.

Filling procedures of VSEN2002.LPK list:

Block I: Characteristics of Area

Copy from Block I, Block II Detail 1, and 2 of VSEN2002.M list.

Block II: Characteristics of Enumeration

Detail 1-4: Write name and Employee Identity Number of Enumerator, the position, the signature and enumeration date

Detail 5-8: Write name and Employee Identity Number of Supervisor/ Editor, the position, the signature and supervision/ editing date

Block III: Consumption of Food, Beverages, and Tobacco during Last one- week

The objective is to record food and beverages that are consumed in the house as well as in the yard. For example: purchase packed mixed dish or cake to consume in the house or purchase food/ beverage to mobilizing food seller e.g. cendol, porridge, satay, fried sweet potato, meatballs and chicken noodle as well as from other side (gift). Write the date in last one- week at the topside. If enumerating in February 19 2002, last one- week is from February 12 to 18, 2002.

Column 1: Day/ Date

In order to facilitate respondent to recall, ask and record from the 7th day (last day) to the 1st day. Record the 6th day to the 1st day after recording all prepared food/ beverages in the 7th day. If he did not consume prepared food/ beverages in one day, put the (-) mark in column 2,3,4 and 5 but record the date in column 1.

Column 2: Type of prepared food/ beverages

Write type of prepared food/ beverages that were consumed e.g. mixed dish, mixed vegetables with peanut sauce, satay, steamed rice, syrup ice, cendol, mouton soup, fried sweet potato, meatballs, Indomie, Chicki, Taro, Crisps, Aqua, Coca Cola, and Sprite.

Remarks:

Record consumed fruits in Sub- block H (fruits) as the type.

Column 3: Quantity

Record the quantity in local standard unit e.g. 3 packages, 2 glasses, 6 pieces, 1 bottle, 5 bowls, 7 units, etc.

Column 4: Value

Record value of the food/ beverages that are recorded in column 3 in round number in Rupiah. If the consumed food/ beverages are from other side, estimate the value as the local market price.

Column 5: Source of foods

Record source of foods, e.g. purchased, self- produces, or from gifted. If consuming prepared food of self produces or gifted, record the quantity and value in column production/ gifted as the local market price.

Example:

A household sells fried bananas that are self- produced @Rp 100. Last week A household consumed 10 pieces of fried bananas, record the consumption in column 3 = 10 pieces and Column 4 = Rp 1,000.

Block IV: Prepared Food/ Beverages, which are consumed out of house during Last one- week (Ask the related householder)

The objective is to record prepared food/ beverages, which are consumed out of house by householders. For example: purchase food in school, market, street, office, or other places as well as treated by friend, have a meal in meeting, etc. Filling procedures of date during last one- week is as Block III.

To anticipate skipping out of house prepared food consumption and to gather more accurate data, ASK THIS BLOCK TO THE RELATED HOUSEHOLDER.

Column 1: Name of Householder

Record householders from head of household to the last householder. Record food/ beverages, which are consumed by head of household, then go to other householder. If a householder did not consume food/ beverages out of house during last one- week, put the name and date in column 1 and 7 and the (-) mark in column 3 to 6.

Remarks:

1. *A householder that is in a trip for more than 7 days and not back during enumeration, estimate his consumption as his habits. If he usually have meals 3 times a day, while each time he eat a dish consists of rice, side dish and vegetables, estimate that he consumed 7 days x 3 (a dish of rice, side dish, and a portion of vegetables).*
2. *A householder that is resting in a hospital for more than 7 days and not back during enumeration, record food/ beverage expenditure as food/ beverage consumption. Estimate the expense excludes the hospitality cost*

Column 2: Day/ date

Write the day/ date when consumed the prepared food/ beverages.

Column 3 to 6: The filling procedures are as column 2 to 5 in Block III.

Detail 191: Sub- block M, Prepared food and beverages

It consists of 27 details. The contents are total amount of Detail 192 to 218. The filling procedures are as Sub- block A.

Detail 192: White Bread

Standard unit for white bread is “small size”. If respondent consumed the big one, estimate the quantity in small. Small size white bread is white bread that is sold in a small package consists of 10 pieces in supermarket and shop.

Detail 193: Sweet bread/ other bread, e.g. cake, sweet bread and tart.

Detail 194: Cookies/ biscuit/ long cookies, e.g. sweet biscuit, plain biscuit, long cookies, round cookies, wafer, etc.

Detail 195: Steamed cake e.g. lemper (steamed sticky rice with chicken pieces inside), nagasari (steamed rice flour with banana inside), layered cake, sweet martabak, gelatin made of seaweed cake (agar- agar), bowl cake and bika Ambon.

Remarks: A portion of martabak is approximately 6 or 8 pieces of other steamed cake.

Detail 196: Fried food e.g. fried banana, fried sweet potato, fried fermented soybean cake, fried tofu, and egg martabak.

Remarks:

a. A portion egg martabak (had 2 eggs) is approximately 9 pieces of other fried food.
b. If consumed a portion of satay and rice, record satay consumption in Detail 204 and rice in Detail 201.

Detail 211: Other Ice, e.g. candle ice, mixed ice, block ice, syrup ice, mambo ice, coconut ice, juice.

Detail 212: Other prepared food is prepared food other than the foods above, e.g. kolak pisang (banana with boiled coconut milk), sweets, rujak (mixed fruits with hot peanut sauce), salted food, sweet food, dried and sweet banana, pecel (vegetables with hot chili sauce), hamburger and pizza.

Detail 213: Carbonated soft drink e.g. Coca cola, Sprite, Fanta, Green Sand, lemonade, soda drink, and coda crème.

Detail 214 to 218: Non- carbonated drink (soda)

Detail 214: Packaged water is mineral water packaged in bottle, glass or gallon.

Detail 215: Packaged tea drink is tea manufactured by factory and packaged in bottle or box e.g. Sosro tea, Dua Tang tea, and ABC tea.

Detail 216: Packaged fruit juice e.g. guava juice, apple juice, pineapple juice, etc.

Detail 217: Energy drink/ health drink e.g. Vita Charm, Yakult, Kratingdaeng, Extra Joss, Lipovitan, Tonotan, M-150, galingale juice with rice, turmeric and tamarind juice, drink “Kaki tiga” brand, Aquanar, and other powder packaged drink.

Remarks:
Volume of packaged food/ beverages is various. Example, mineral water is packaged in 200 ml (glass), 500 ml (small bottle), 1 l, 1 ½ l, and 20 l. Standard unit used in questionnaire is the most unit consumed by society. Enumerator will converse to the standard unit to record quantity in column 4,6, and 8.

Detail 218: Other beverage e.g. milk-coffee, tea, coffee, sugar palm juice, and palm flower juice.

Detail 219: Sub- block N, Alcohol drink

It consists of 3 details. The contents are total amount of Detail 220 to 222. The filling procedures are as Sub- block A.

Detail 221: Wine e.g. fermented grape, fermented apple, fermented pineapple, and fermented Malaga.

Detail 222: Other alcohol drink e.g. whisky, jenever, brandy, gin, rum, Chinese alcohol drink, sake (Japanese alcohol drink; fermented rice), tuak (traditional alcohol drink), and fermented sticky rice.

Detail 223: Sub- block O, Tobacco and betel vine

It consists of 6 details. The contents are total amount of Detail 224 to 229. The filling procedures are as Sub- block A.

Remarks:

If standard unit of Detail 229 is blank, enumerator has to fill Column 3 (standard unit) as unit used to have the things.

Detail 224: Clove- flavored cigarette with Filter e.g. Gudang garam filter, Jarum filter, Filtra, Bentoel filter, and Sampurna Mild.

Detail 225: Clove- flavored cigarette without filter e.g. Gudang garam, Bentoel, Brown Jarum, Minak Djinggo, Sampoerna, and Jie Sam Soe.

Detail 226: Cigarette without clove flavoring e.g. Ardath, Commodore, Kansas, Dunhill, and Marlboro.

Detail 228: Betel vine/ areca nut and Gambier

Detail 229: Other e.g. cigarette made with corn husk or palm leaf wrapper, menyan (incense derived from gum benzoic)- flavored cigarette, papir, cigarette wrapped sugar palm leaf, cigarette in which tobacco is mixed with gum benzene incense, pieced clove, tobacco sauce, and plastic filter.

Count Detail 5,6 and 7 in Sub- block A to O after enumerating and checking the contents

Remarks:

1. Consumption of gifts (from other side), agriculture product that is not household business, and household business (stall, etc), record in Column 6 and 7 of Block IV.1 and Block V as well.

   Illustration:

   A household consumed a- 1 kg chicken from the relative in last one- week period. It was Rp 15,000 if it were purchased.

   - Record the chicken consumption in Detail 59 of Block IV.1 column 6 1,00, and Rp 15,000 in column 7.
   - Record the value of Rp 15,000 in Block V.F Detail 5 as part of revenue during last one- year. Count the revenue during last one- year in column 2.

2. Food consumption out of last one- week reference is not recorded in Block IV.1 but in Block V.

   Illustration:

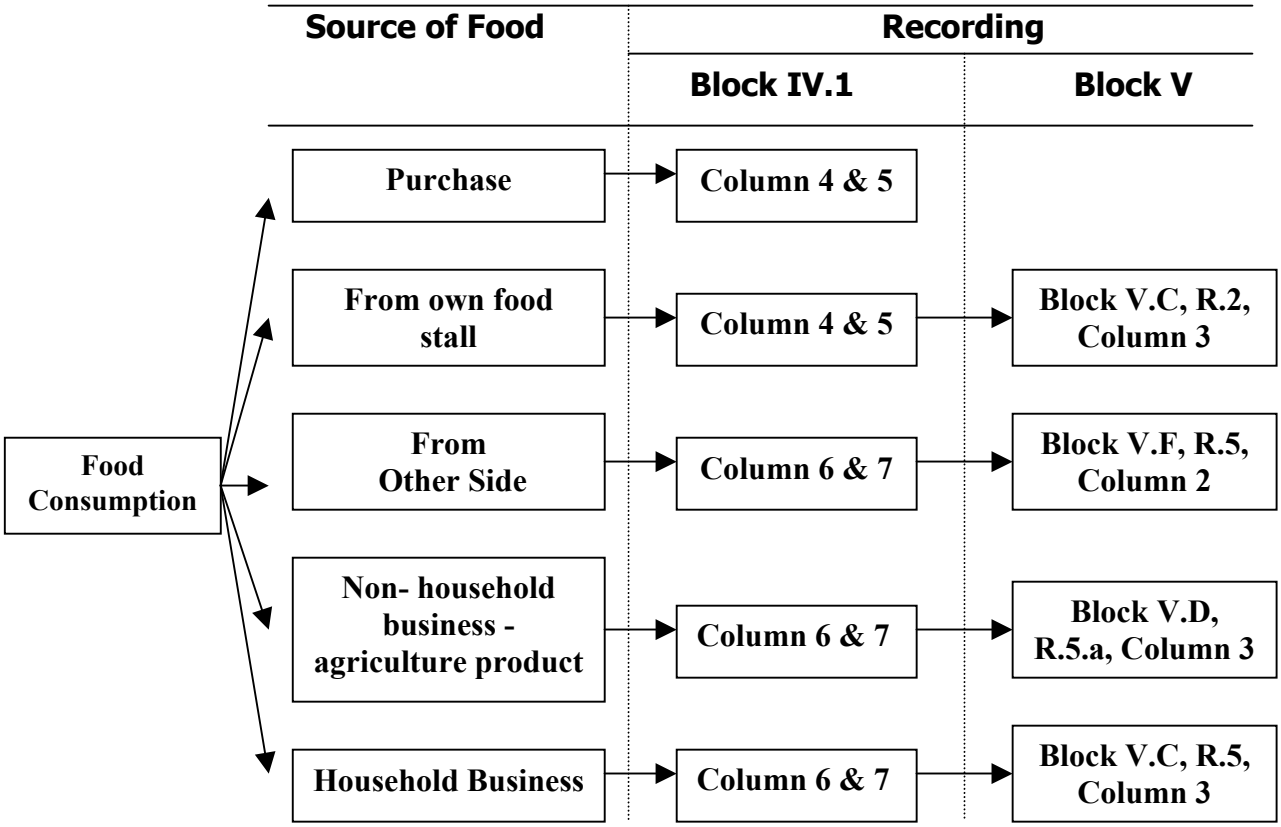
   A household consumed 2 papayas from their house yard one month ago. The prices are @ Rp 2,000. Do not record the consumption in Block IV.1 but in Block V.D in Detail 5.a Non- business of agriculture revenue.

3. A household that transferred food to other side in and out of the last one-week period, the quantity and value is not recorded in Block IV.1. Record the value in Column 5 of Block V.F (transfer food/ goods).

Scheme of Food consumption recording in Block IV.1, which is related to income/ expenditure recording in Block V is as Diagram 1:

Diagram 1

Food Consumption as its source and the recording In Block IV.1 and Block V



E. Block IV.2: Expenditure of Non- food Consumption during Last one- month and Last 12- months

The objective is to record expenditure of non- food consumption during last one-month and last 12 months that end one day before enumeration date, from purchase, self- produces, from other side. Expenditure of electricity, telephone, and its kinds refers to calendar month period.

Expenditure concept:

Expenditure of last one- month is real consumption expenditure during last one-month, not expenditure during last- 12 months divided into 12. Nevertheless, expenditure of last 12- months is real expenditure during last 12- months and ended one day before enumeration date or 12 calendar months. Expenditure of last 12 months includes expenditure of last one- month but expenditure of last 12 months probably occurred during last one- month. Expenditure, which is not paid but occurred, is still recorded as expenditure. However, if it is paid although it is not occurred yet, do not record as expenditure. Certain cases such as house rent and taxes probably are not paid last one- month but it is recorded for expenditure during last one- month or last 12 months.

Example

[Enumeration is conducted in February 25, 2002]

a. **Enumeration refers to calendar month period (last one- month is January 2002, and last 12 months are from February 2001 to January 2002).**

   Aci's household paid telephone bill in January 2002 Rp 42,500 and bills from February 2001 to January 2002 Rp 391,350. Record Detail 239 Rp 42,500 (last one- month) and Rp 391,350 (last 12 months).

b. **Enumeration refers to a period that ends one day before enumeration date**

   1. Acong's household spent Rp 120,000 for house maintenance's cost (paint and small repair) in May 2001 and handyman's wage. From January 25 to February 24, 2002 did not spend any house maintenance cost. Detail 236 is blank for last one- month and Rp 120,000 for last 12- months.
   2. Joko's household spent Rp 75,000 for house maintenance's cost (paint and small repair) in February 3, 2002 and Rp 50,000 for handyman's wage. Months before did not take any maintenance cost. Record Rp 125,000 (Rp 75,000 + Rp 50,000) in Detail 236 for last one- month's expenditure and Rp 125,000 for the last 12 months.
   3. Sitorus's household spent the following expenses for house maintenance: Rp 80,000 in January 28, 2002; repaired a broken fence Rp 37,000 in July 3, 2001; changed a broken glass Rp 31,500 in April 25, 2001; and changed a broken roof- tile Rp 25,500 in January 5, 2001. Record Rp 80,000 in Detail 236 for last

one- month's and Rp 148,500 (Rp 80,000 + Rp 37,000 + Rp 31,500) for the last 12 months (add the handyman's wage if any). The Rp 25,000 is not recorded because it is out of the last one- year reference. To anticipate double asking for the same item, ask the last one- month 's questions first and record the answers in last one- month's column. To avoid skipping questions, ask the other months, count and record in the last 12 months' column.

Title, Column and Filling procedures

Column 1 & 2: Serial number and name of non- food expenditure's items

Enumerator is supposed to be careful to not skip the items because most of them are put in one column and ask quantity of the consumed items e.g. electricity, gas, kerosene, gasoline, and charcoal.

Column 3 & 4: Expenditure Value of last one- month and last 12 months (in Rupiah)

Record the value in round number. If it was self- produced or present, estimate the value as the local market price and record in the box.

Block IV.2 Sub- block A to F

Detail 230: Sub- block A, Settlement and Household Facility

The objective is to record expenditure of settlement, fuel, electricity, telephone, and water during last one- month and last 12 months.

Sub- block A consists 26 details. The contents are total amount of Detail 232 to 256 for the last one- month (column 3) and last 12 months (column 4).

Attention:

Record answers of Block IV.2 in the blank (……) before copying to the box

Filling procedures Example:

	Column 3	Column 4
R.234. a. If **rent**, rent cost for a month: Rp 100,000	1 0 0 0 0 0	1 2 0 0 0 0
b. Duration to live in the rent house during last 1 year: …12…months		1 2

R.246. Quantity: a. Last 1 month: …41 l… | 0 | 0 | 4 | 1 |

R.250. Quantity: a. Last 1 month: …2,5 l… | 0 | 0 | 2 | , | 5 |

Detail 231: Authorization Status of Residence Building

Circle one of code 1 to 6 as the answer and copy to the box. If it circle code 1 and 4, detail 232 will have answer. If it circle code 2, Detail 233 will have answer. If it circle code 3, detail 234 will have answer. However, if it circle code 5 or 6, detail 235 will have answer.

Self-authorization, if head of household or a householder authorizes it. A house that is bought install or credit by bank is considered as own house.

Lease, if head of household or householder leases it for a certain period based on the agreements between the owner and the lessee e.g. 1 or 2 years. The payment usually paid before the lessee live in or install as the agreement. In the end of the agreement period, the lessee has to leave the house or make a new agreement to live in any longer.

Rent, if head of household or householder rent it by paying the rent regularly and continuous without period limitation.

Free, if the house is from other side without taking any cost to live in.

Official house, if an institution authorizes and provides it.

Others, if the house cannot be categorized into the categories above e.g. communal house, culture house.

Detail 232: If Self-authorization/ Free, Fare Estimation for one Month

Detail 232.a and 232.b will have answer if Detail 231 codes self-authorization/ free (code 1 or 4). Estimation on the fare is adapted with the local market fare. Do not forget to ask how long have the household been living in the house during last 1 year, record in months.

If there is not any rented house in the village, estimate the fare based on the fare in other village in the same or the nearest- different sub- regency. Record the estimation as revenue in Detail 4 (house fare estimation) of column 3 in Block V.D.

Example:

Amat has been living in his parent's house for more than one year, which is free. As the local market fare, his parent's house fare is Rp 80,000 per month.

Filling procedures:

a. In Detail 232.a of Column 3 in Block IV.2 = Rp 80,000, in column 4 = Rp 960,000, and in Detail 232.b = 12 months.
b. Free house is considered as revenue and record in Detail 4 of Column 3 in Block V.D = 12 x Rp 80,000 = Rp 960,000.

Detail 233: Lease

Detail 233.a and 233.b will have answer if Detail 231 codes 2 (lease). Content of 232.a (last 1 month column) is monthly fare in average and multiply it with 12 in the last 12 months column. Detail 233.b is duration to live in the house during last 1 year. Record it in months.

If a household leases a house more than once during last 1 year, count the fare based overall lease fare during last 1 year and the last fare for the last 1-month fare

Example:

1. Tommy's household lives in a house that is leased for 2,5 years (30 months) with the value Rp 3,000,000. Content of Detail 233.a for the last 1 month = 3,000,000 / 30 = Rp 100,000 and the last 12 months column = Rp 1,200,000. Record 12 months in Detail 233.b.
2. Tatta's household leases a house. These are the information:

   The first lease period is from November 3, 2000 to November 2, 2001 Rp 1,500,000. The second lease period is from November 3, 2001 to November 2, 2002 Rp 1,800,000. The payment is conducted at the beginning of lease. As the example, content for Detail 233.a for the last 1 month column = Rp 1,800,000: 12 = Rp 150,000. And for the last 12 months = Rp 1,575,000, which is:

   $$(9 months \times \frac{\text{Rp}1,500,000}{12}) + (3 months \times \frac{Rp1,800,000}{12}) =$$

   Rp 1,125,000 + Rp 450,000 = Rp 1,575,000.

   Answer for Detail 233.b is 12 months.

3. Acong's household has been living in a rent house for 5 months with the lease value Rp 1,200,000 per year and paid. Before living in the house, they lived in other rent house with the value Rp 900,000 per year.

   The expenditure records are:

   Detail 233.a of Column 3 in Block IV.2 = Rp 100,000 (average fare for the last 5-months).

   Column 4 = Rp 1,025,000, which is:

   $(5months \times \frac{Rp1{,}200{,}000}{12}) + (7months \times \frac{Rp900{,}000}{12}) =$

   Rp 500,000 + Rp 525,000 = Rp 1,025,000.

   Answer for Detail 233.b is 12 months.

Detail 234: Fare value for a month

Detail 234.a and 234.b will have answers if Detail 231 codes 3 (rent). The rent fare that is recorded in Detail 234 is the local market fare. For example, the monthly fare is Rp 50,000 while the monthly local market fare for the house is Rp 125,000. Record in Detail 234.a the monthly fare Rp 125,000. The difference Rp 75,000 x 12 = Rp 900,000 is recorded as revenue in Detail 5 of Column 2 in Block V.F and record the duration in Detail 234.b.

Detail 235: Official house and others

Detail 235.a and 235.b will have answer if the authorization status codes 5 or 6 (Official or others). Record the local market fare value/ estimated value as the fare/ estimated fare.

Example:

Kadir Jaelani's household has been living in a official house since 1999 by paying Rp 30,000 every month. Estimated local market fare is Rp 150,000 per month. Record the monthly fare in Detail 235.a Rp 150,000 and record the difference Rp 120,000 (Rp 150,000 – Rp 30,000) as revenue (column 5) in Block V.A. Fill Detail 235.a "12 months".

Remarks:

If a household lived in some houses, which have different authorization status e.g. the last 2 months lived in a credit- house and 10 months before in a leased house- the

status that is recorded is the last house's status (Detail 231 codes 1) and record expenditure on credit house and leased house in Detail 232 and 233.

Example:

During last 1-year period, Basir's household lived in a leased house in the first- 10 months Rp 600,000 and in a credit house in the last 2 months Rp 75,000/ month. The filling procedures are:

Block IV.2

- Detail 231 codes 1 (self- authorization).
- Record Detail 232.a by estimating the fare for 1 month for column 3 Rp 75,000 and for Column 4 Rp 150,000 (2 x Rp 75,000). Detail 232.b content is 2 months.
  Detail 233.a of Column 3 is blank. Column 4 = Rp 600,000 (lease fare for 10 months). Detail 233.b contents = 10 months.

Block V.D

- Detail 4 = Rp 150,000 (estimated fare value of credit house for the last 2 moths)

Answers of R.232.b + R.233.b + R.234.b + R.235.b = 12 months

Detail 236: House Maintenance and Small Reparation

Expenditure to repair old/ broken part of house is expenses to paint, to change broken roof- tile, broken glass, and other small reparation. Expenses to enlarge or change shape, or up- grade building quality are excluded.

Remarks:

1. A professional woodman works in PT Rimba Raya. If he repairs his own house, put the estimated woodman's wage in maintenance's expenditure. Put the estimation in Block V.A as wage.
2. A maintenance or reparation that is conducted by the owner that is not professional does not need to estimate the cost/ wage. However, put the material costs in Detail 236 of Block IV.2.
3. Put big reparation cost for house in Detail 2 of Column 3 (supplement) in Block V.E.

Detail 237: Quantity of Electricity Consumption

Put the Quantity in round number of KWh (kilowatt hours) unit. If the source is non-State Electricity Company (PLN) or respondent does not know the consumption in KWh, use this method to calculate the consumption:

Example:

A's household consumed electricity, which is not the PLN's. The power that is installed in each rooms:

- Living room: 40 watts
- Dining room: 25 watts
- Bedroom: 10 watts
- Verandah: 25 watts

The average consumption everyday is 6 hours; tariff per watt is Rp 1.

Calculation:

- Quantity of installed power = (40+25+10+25) watts= 100 watts
- Consumption Quantity during last 1- month = 6 x 30 x 100 = 18,000 watts= 18 KWh
- Consumption Quantity during last 12 months = 216,000 watt hours = 216 KWh

Quantity: a. Last 1 month : …18…KWh 0 0 1 8

b. Last 12 months : …216…KWh

0	2	1	6

Detail 238: Amount of Electricity Bill

Record the electricity payment value during last 1- month and last 12 months in column 3 and 4.

Example:

Enumeration is conducted in February 2002. Last 1 month is payment for January 2002 and the last 12 months are bills from February 2001 to January 2002. If the bills are lost or difficult to calculate, expenditure during last 12 months is estimated from general expenditure per month x 12.

A household that does not subscribe to State Electricity Company (PLN) as example in Detail 237; the record is:

	Column 3									Column 4									
Value	0	0	0	0	1	8	0	0	0	0	0	0	0	2	1	6	0	0	0

This is: 18.000 x Rp 1 = Rp 18,000 for last 1 month column

12 x Rp 18,000 = Rp 216,000 for last 12 months column

Detail 239: Amount of Telephone Bill

Record amount of the telephone payment during last 1 month and last 12 months in Column 3 and 4. Telephone payment is the amount excludes public telephone uses (public telephone cost is recorded in Detail 284). The filling procedure is as Detail 238.

Detail 240: Quantity of Water Consumption

Record the consumption in m^3 during last 1 month and last 12 months.

Detail 241: Amount of Water bill

A household that subscribes to State Water Company (PAM) or other water company, record the last 1-month and last 12 months bill. It includes water that is purchased or should be purchased e.g. by company/ office. Estimate water consumption value that should be purchased as well as the electricity and telephone. Water from own well/ pump does not to be estimated the value.

Remarks:

If a household get water from other location (free) and takes transportation cost or contribution, the expenditure in Detail 241 of Block IV.2 is the transportation cost/ contribution.

Detail 242: Quantity of LPG (Gas) Consumption

Record the consumption during last 1 month and last 12 months

Detail 243: Amount of LPG Bill

Record the amount during last 1 month and last 12 months.

Detail 244: Quantity of City LPG Consumption

The filling procedures are as Detail 242. Record the consumption in m^3

Detail 245: Amount of City Gas Bill

Record the payment during last 1 month and last 12 months. City gas is distributed to house by pipe by State Gas Company.

Detail 246: Quantity of Kerosene Consumption

Record the kerosene consumption for lighting and cooking during last 1 month and last 12 months.

Detail 247: Amount of Kerosene Expenditure

Record the amount during last 1 month and last 12 months.

Detail 248 to 252 is to record fuel consumption for generator that is used for household needs. Detail 252 is expenditures for reparation service and spare part but excludes capacity up- grade.

Detail 248: Type and quantity of gasoline/ diesel/ kerosene consumption for generator

Circle one of suitable code and copy to the box. Record the fuel consumption quantity as the code in the left box for last 1 month and last 12 months.

Detail 249: Consumption of gasoline/ diesel/ kerosene for generator

Record the consumption during last 1 month and last 12 months in Column 3 and 4.

Detail 252: Generator maintenance and reparation

The expenditure includes reparation service and spare part during last 1 month and last 12 months.

Detail 255: Amount of Firewood and other fuel consumption

If a household uses firewood for cooking, this detail will be filled. If it is not purchased because it is picked from the forest or garden, estimate the value and record in this detail. If the household has firewood business (pick firewood), record the revenue in Detail 5 of Column 3 in Block V.D as well as estimated value for household consumption (as part of production cost).

Detail 256: Other expenditure

Record other expenditure that is related to the settlement and its facility e.g. battery for flash light, battery for house lighting, matches for cooking, mosquito repellent, lamp, floor cleaner, and room refresher.

Detail 257: Sub- block B, Goods and Service

The objective is to record expenditure on goods and service for all householders.

Sub- block B consists of 39 details. The contents are total amount of Detail 258 to 296 during last 1 month (column 3) and last 12 months (column 4).

Detail 261 to 276: Expenditure on health e.g. medical treatment in Public hospital, private hospital, Practice Doctor, Puskesmas, etc.

Detail 270: Purchase medicine by Doctor's prescription is purchase medicine by using doctor's prescription in pharmacy or drugstore.

Detail 271: Purchase medicine without Doctor's prescription/ purchase herbal medicine (jamu) as medicine e.g. purchases medicine for headache, influenza, cough, rheumatic, liniment, and herbal medicines without doctor's prescription.

Detail 272 to 275: Expenditure on other health

Detail 272: Expenditure of pregnancy check up is expenses for check the pregnancy in hospital, practice doctor, midwife, Puskesmas, etc during last 1 month and last 12 months. Expenditure during last 12 months (Column 4) is expenditure during last 1 month plus expenditure on pregnancy check up during previous months in last 1- year period.

Detail 273: Expenditure of give birth is expenses for giving birth in hospital, midwife, traditional healer, etc.

Detail 274: Expenditure of < 5 years old children immunization is expenses for < 5 years old children immunization e.g. BCG, DPT, Polio, Measles, and Hepatitis B immunization.

Detail 275: Expenditure of Sterilization check up and instrument is expenses for sterilization consultation, check up, or application/ purchasing the instrument in hospital, practice doctor, midwife, Puskesmas, etc during last 1 month or last 12 months.

Remarks:

If health expense payment uses health insurance, put the expense that should be paid in Block IV.2 as long respondent can estimate. The difference between the paid-expense and the should be paid- expense is recorded as revenue in Detail 4 of column 2 in Block V.F (revenue) and in column 4 (expenditure) record insurance premium for one year.

Detail 276: Expenditure of health maintenance is expense to maintain householders' health e.g. expense of vitamin, herbal medicine, massage, and fitness during last 1 month and last 12 months.

Detail 277 to 282: Expenditure of School and Course

Detail 277: Expenditure of school development contribution (registration fee, etc)

Expenditure of school development contribution excludes uniform fee and textbook cost. Put uniform fee in Sub- block C and textbook in Sub- block B Detail 280.

Remarks:

Column 3 is blank since the 2002 SUSENAS is not in new academic year. However, if a householder change his school 1 month before enumeration and had registration fee, record the expense in Column 3 and 4.

Detail 278: Expenditure of School Fee and BP3/ POMG/ OSIS contribution

School Fee is monthly school fee.

BP3/ POMG contribution is monthly contribution, which is contribution for parents of student's organization.

Filling procedures:

Example:

Respondent pays school fee for one academic year (July 2001- June 2002) in July 2001. Enumeration is conducted in mid February 2002.

- Last 1- month school fee is the paid- school fee/ 12. Records in Detail 278 of Column 3 in Block IV.2.
- Last 1- year school fee is total paid- school fee for February- June 2001 (5 x monthly school fee of previous academic year) and paid- school fee for July 2001- January 2002 (7 x monthly school fee of current academic year). Records in Detail 278 of Column 4 in Block IV.2.

Detail 279: Expenditure of School Contribution e.g. handwork, sports, re-registration, test- guide, final examination, school party e.g. Kartini's day, Muhammad SAW Prophet's birthday, and Christmas.

Detail 280: Expenditure of textbook, textbook copy, for school and course.

Detail 281: Expenditure of Stationeries

Record stationeries' expenditure for school and course e.g. calculator, shaving brush, and compass for describing circles. The same items that are not for school needs are recorded in Sub- block D (durable goods).

Detail 282: Expenditure of course

If the fee is paid every month, record the amount in column "last 1 month" and "last 12 months" as the past duration.

Remarks:

1. If in survey time reference Detail 277, 278, 279, and 282 is still unpaid, **records the expenditure**. In this case, do not forget to fill the amount in Block V.G Revenue in Detail 6 (borrow money) column 2 (considered borrow money).
2. If a householder gets his school fee free because of his performance, count the fee and record in Detail 278. Put the estimated fee in Revenue of Detail 2 of Column 2 in Block V.F.
3. If a householder gets scholarship from government, company or supported parents, estimate the education cost and put the scholarship value as revenue in Detail 2 of Column 2 in Block V.F.

Filing procedures example:

Pak Badrun has 3 children (Ita, Edo and Ana) that live with him. Ita studies in university in semester IV (the fare is Rp 600,000/ semester). Two months ago, she paid academic fee for semester IV. She has been taking English course for 2 years with the fee Rp 30,000/ months. Eleven months ago, she purchased a textbook Rp 45,000.

Edo studies in a high school. He paid registration fee Rp 15,000 and Rp 250,000 for building fee. He pays school fee Rp 10,000 every month and it is paid to March 2002. Two weeks ago, he purchased stationeries Rp 5,000. 8 months ago, he purchased stationeries Rp 30,000. When he was in the 3rd grade of junior high school, he paid farewell party in the school Rp 60,000 and school fee Rp 7,500/ month.

Ana studies in Kindergarten school. Registration fee is Rp 250,000 includes a uniform package (total uniform expense Rp 80,000). School fee is Rp 15,000/ month.

If enumeration is conducted in February 20, 2002, the records are:

Detail 277: Registration fee

Column 3: Blank

Column 4: Rp 250,000 (Edo's Building fee) + Rp 15,000 (Edo's registration fee) + Rp 170,000 (Ana's registration fee excludes uniform) = Rp 435,000.

Detail 278: School fee and BP3/ POMG contribution

Column 3: Rp 100,000 (Ana's academic fee/ month) + Rp 90,000 (Edo's school fee) + Rp 15,000 (Ana's school fee) = Rp 125,000.

Column 4: Rp 1,200,000 (Ita's academic fee for 2 semesters) + Rp 90,000 (Edo's high school fee for 9 months) + Rp 22,500 (Edo's junior high school fee for 3 months) + Rp 135,000 (Ana's school fee for 9 months) = Rp 1,447,500.

Detail 279: Other school's contribution

Column 3: Blank

Column 4: Rp 60,000 (Edo's junior high school farewell party)

Detail 280: Textbook

Column 3: Blank

Column 4: Rp 45,000 (Ita's textbook)

Detail 281: Stationeries

Column 3: Rp 5,000 (Edo's stationeries)

Column 4: Rp 35,000 (Edo's stationeries, Rp 30,000 + Rp 5,000)

Detail 282: Course fee

Column 3: Rp 30,000 (Ita's course fee)

Column 4: 12 x Rp 30,000 = Rp 360,000 (Ita's course fee during last 1- year)

Records in Detail 277 to 282 of Block IV.2:

No.	Details	Last 1- month	Last 12 months
(1)	(2)	(3)	(4)
277	School/ Course Fee		
278	Registration fee		4350000
279	School fee and BP3	1250000	14475000
280	Other school contribution (Re-Registration)		6000000
281	Textbook		4500000
282	Stationeries	5000	3500000
	Course Fee	3000000	36000000

Expenditure of Ana's uniform Rp 80,000 put in Detail 300

Detail 284: Expenditure of mail, telegram, public telephone (includes telecommunication shop and hand phone), and post materials (stamp, envelope, revenue stamp, etc). It includes expenses to send news, by someone or communication tool e.g. SSB and pager.

Detail 285 to 291: Expenditure of motorized vehicle for household's news e.g. goes to office, school, shopping, cinema, and recreation. A householder that has vehicle, which is private or belongs to Government/ Company, records consumption of gasoline in Detail 285, diesel in Detail 287, and lubricant oil in Detail 289. Put the value of gasoline in Detail 286, diesel in Detail 288, and lubricant oil in Detail 290. Vehicle utilization for business' needs is not household's expenditure; therefore, the quantity and value consumption is excluded. Record small reparation and maintenance expenditure in Detail 291. Big reparation expenditure and change tire is recorded Detail 324.

Remarks:

An employee that has fuel subsidy from the office is considered as part of salary and record in Block V.A (wage/ salary).

Detail 292: Expenditure of Transportation cost e.g. bus, train, airplane, ship, becak, bemo, bajaj, and other transportation instrument.

If respondent has free bus facility from office, record the estimated- cheapest public transportation cost. Put the estimation in Block V.A (considered as part of salary).

Detail 293: Expenditure of hotel, lodging, movie, theatre, sports, and other recreation

The expenditure is to pay hotel and its facility, place hire or sports contribution, fare to enter recreation object e.g. zoo and games park. Nevertheless, it excludes transportation cost, sports instrument purchasing, and food/ beverages purchasing.

Detail 294: Expenditure of servant/ driver's wage, householder or non-householder

Servant or driver that is householder, record the salary as householder's income in Block V.A. Expenditure of food, clothes, etc as their needs is recorded in their detail. However, servant or driver that is not householder, the salary is not recorded as revenue in the boss's household as well as the food, clothes. It is recorded as transfer expenditure (Block V.F Expenditure Detail 5 Column 4).

A servant that assists household's business as well, separate the salary as household's servant and assists household's business. However, only record the salary as household's servant in this detail. If it is difficult, separate as the working hours proportion in one month. Salary of gardener, security/ night guard is included in household's affair as well.

Example:

A works as servant and sales clerk with A. Monthly salary is Rp 120,000. A works as servant from 5 am – 9 am (4 hours/ day or 120 hours/ month) and as sales clerk from 9 am – 5 pm (8 hours/ day or 240 hours/ day). Salary as servant is 120/ 360 x Rp 120,000 = Rp 40,000.

Detail 295: Other goods expenditure that is excluded e.g. paper tissue and camphor purchasing as well as goods to support food cooking e.g. banana leaves, toothpick, cotton buds.

Detail 297: Sub- block C, Clothes, Footwear, and Headgear

The objective to record expenditure of clothes, footwear, and headgear that is purchased or from other side (transferred). Estimate the current local market price for those items. A clothes refers to the customer not the size. A man that wears boy's size clothes is recorded as man's clothes in Detail 298.

Sub- block C consists of 12 details. The contents are total amount of Detail 298 to 309 during last 1- month (column 3) and last 12 months (column 4).

Detail 298: Expenditure of Men wears e.g. blazer, T-shirt, jacket, trousers, underwear (undershirt, underpants, etc) and sportswear as well as work uniform (formal clothes) and school uniform.

Remarks:

Special uniform transferred e.g. Army's uniform and clothes for work are not recorded as consumption because they are part of work's equipment.

Detail 299: Expenditure of Woman's wears e.g. gown, long fabric, blouse, warm clothes, skirt, sarong, scarf, and underwear (underpants, bra, etc). It includes work uniform (formal clothes) and school uniform.

Detail 300: Expenditure of Kid's wears e.g. blouse, trousers, warm clothes, underwear and T-shirt as well as school uniform.

Detail 307: Expenditure washing soap (block, cream, powder and liquid) e.g. washing soap brands Tangan, Superbusa, and B-29. Powder soap e.g. Rinso, Total, So Klin, Dino, Attack. Cream soap e.g. Ekonomi, B-29, Omo and Wing Biru.

Detail 308: Expenditure of clothes softener, bleacher, perfume, smoother and other clothes care e.g. Trika, Molto, Comfort, Softener.

Detail 309: Other expenditure for clothes, footwear, and headgear e.g. towel, white cloak covering a woman's head and body worn at prayer, prayer rug, long flowing robe, belt, shoe polish, shoe brush, handkerchief, laundry service cost, and clothes hanger.

Detail 310: Sub- block D, Durable goods

Sub- block D consists of 16 details. The contents are total amount of Detail 311 to 326, during last 1- month (Column 3) and last 12 months (Column 4).

Detail 317: Expenditure for household's furniture, equipment, and tools reparation e.g. repairs chair upholstery, refrigerator, kerosene lamp, water pump, and solder cost.

Detail 321: Expenditure of kids toy and the reparation e.g. cars, doll, with or without battery, kids toy to stimulate intelligence from wood or plastic. It includes cheap accessories such as imitated accessories.

Detail 322: Expenditure of entertainment instrument e.g. television, radio, video, tape recorder, laser disc, projector, piano/ organ, computer, kids toy e.g. **Nintendo, sega, game and the reparation cost.**

Remarks:

Do not forget source of fund of durable goods which is relatively expensive e.g. car. If it is from saving, records Detail 1 of Column 2 in Block V.G (revenue) as the withdrawal.

Example:

Acong purchased a motorcycle Rp 3,000,000 in May 2001 cash by taking saving Rp 3,000,000.

Filling procedures:

Detail 324 of Column 3 in Block IV.2 = blank, Column 4 = Rp 3,000,000. Amount of saving that is taken Rp 3,000,000 is recorded in Detail 1 Revenue of Column 2 in Block V.G.

Detail 325: Expenditure of Pet, tree as well as the fodder and care e.g. decoration fish, Poksai bird, small turtledove bird, bonsai tree, bottle palm, red palm, bird fodder, and decoration tree's fertilizer.

Detail 326: Expenditure of other durable goods e.g. electricity, telephone, water pipe, hand phone, and pager installation as well as the reparation cost, calculator charge or type machine for non- school/ business needs.

Remarks:

A goods that is purchased by credit is recorded as the amount unless clear separation between the principal and the interest exist as financial institution credit's agreement.

Below is how to record goods value, which is purchased by credit

Example:

1. Hok Seng's household purchased a refrigerator in October 2001 Rp 1,200,000. He paid down payment Rp 200,000 at that moment. The house has paid the installment for 5 months (October 2001 to February 2002) when being enumerated (February 16, 2002). Installment per month is Rp 100,000.

   Records:

   Block IV.2:

   Detail 312, column 3: blank, column 4: Rp 1,200,000

   Block V.G:

   Revenue Detail 6 Column 2 = Rp 1,200,000. Expenditure Detail 2 Column 4 Rp 200,000 + (Rp 100,000 x 5) = Rp 700,000.

2. Mandra purchased a motorcycle in a dealer Rp 5,000,000 in January 15, 2002. He paid down payment Rp 1,500,000 on that day. Monthly installment is Rp 350,000 and the first installment is paid in February 5, 2002. enumeration is in February 12, 2002.

   Records:

   Block IV.2:

   Detail 324, column 3: Rp 5,000,000, Column 4: Rp 5,000,000.

   Block V.G:

   Revenue Detail 6, Column 2: Rp 5,000,000.

   Expenditure Detail 2, Column 4: Rp 1,850,000 (Rp 1,500,000 + Rp 350,000).

3. Mrs. Cici's household purchased a unit of personal computer in January 20, 2002 Rp 3,250,000 by cooperative's credit facility in her office. She paid down payment in January 20, 2002 Rp 1,250,000 and the rest will be paid 10 times by taking her salary from February 2002. She has to pay interest 1,75% of the last balance every month. Her expenditure since January 2002 is:

   January 2002: Paid down payment Rp 1,250,000.

   February 2002: Principal Rp 200,000.

   Interest (1,75% x Rp 200,000) = Rp 35,000.

   Records:

Enumeration is in February 15, 2002;

Block IV.2:

Detail 322, Column 3: Rp 3,250,000, Column 4: Rp 3,250,000.

Block V.G:

Revenue Detail 6, Column 2: Rp 3,250,000.

Expenditure Detail 2, Column 4: Rp 1,485,000 {Rp 1,250,000 (down payment) + Rp 200,000 (principal) + Rp 350,000(interest)}.

Remarks:

If principal is from saving/ borrow, record the amount in Detail 1 or 6 Block V.G Column revenue.

Detail 327: Sub- block E, Taxes and Insurance

Sub- block E consists of 5 details. The contents are total amount of Detail 328 to 332.

Detail 328: Expenditure of Land Tax. Land tax is joined taxes to pay every year. Expenditure during last 1- month is tax amount per year/ 12.

Detail 329: Expenditure of radio and television tax

Amount of radio and television tax per month is decided. Expenditure during last 1- month is tax amount per year/ 12.

Detail 330: Expenditure other contribution e.g. contribution of RT/ Kampong, clean, security, road reparation, and fine (street fine) and pet tax.

Remarks:

1. A householder that does not pay yet, records the amount of tax that is supposed to be paid for last one month and last 12 months.
2. Tax fine (because of the late) is recorded in Detail 331 (includes fine because late to pay electricity, telephone and water bill).
3. A household that lives in a rent house, the land tax is blank/ does not pay land tax.
4. Land/ building that belongs to householder/ household and not for business, record the land tax in Detail 328. If for business, land tax is production cost and put the amount in Block V.B or Block V.C

Detail 332: Expenditure of life insurance, fire insurance, and loose insurance premium is insurance premium that is unlike saving. For example, Fire insurance for house per year is Rp 45,000. If fire does not occur during 1 year, the insurance is lost.

Detail 333: Sub- block F, Party and Ritual Needs

Sub- block F consists of 6 details. The contents are total amount of Detail 334 to 339.

Expenditure of party and ritual, which is recorded, is expenses for the party and ritual beside food/ food materials purchasing for guests.

Detail 334: Expenditure of Wedding Party is expenses for wedding party e.g. rent bridal equipment, rent the building, rent dishes and wedding cost, bridal hairdresser, Muslim leader.

Detail 335: Expenditure of circumcision/ birthday party is expenses for circumcising and birthday party e.g. circumcising charge, decoration and guests.

Detail 336: Expenditure of religious ritual e.g. expenditure for Eid al Fitri, Christmas/ New Year, waisak (Budhist feast), galungan (Hindu feast).

Expenditure, which is recorded, is only un-covered expenditure in other details. For example, clothes purchased by householder for Eid, New Year, etc are covered in Block IV.2, Sub- block C and cannot be recorded in this detail.

Detail 337: Expenditure for Islamic Pilgrim (ONH) is expense for going to pilgrim in Mecca as paid and done.

Contribution for other side in form of money or goods (presents) is not recorded in Block IV.2 Sub- block F but in Block V.F Expenditure Detail 1, Column 4 (money) or Detail 5 Column 4 (goods)

E household
e At Bedu's household side, it is recorded in Block V.F Revenue Detail 1 Column 2.

If Amang's household gives goods (present), record the expenditure in Block V.F Expenditure Detail 5 Column 4. For Bedu's household record the estimation value in Block Revenue Detail 5 Column 2. If the present is consumed as household's consumption, record the estimated value in a detail as the goods in Block IV.2.

F. Block IV.3: Average Household's Expenditure for one month

This block is recorded if Block IV.1 and IV.2's contents have been checked as well as the expenditure calculation in each block.

Serial number 1: Cereals. The content is as Detail 1, Column 9, Sub- block A of Block IV.1.

Serial number 2: Tubers. The contents are as Detail 10, Column 9, Sub- block B of Block IV.1.

Serial number 3: Fish. The contents are as Detail 20, Column 9, Sub- block C of Block IV.1.

Serial number 4: Meat. The contents are as Detail 53, Column 9, Sub- block D of Block IV.1.

Serial number 5: Egg and Milk. The contents are as Detail 71, Column 9, Sub- block E of Block IV.1.

Serial number 6: Vegetables. The contents are as Detail 85, Column 9, Sub- block F, Block IV.1.

Serial number 7: Pulses. The contents are as Detail 115, Column 9, Sub- block G of Block IV.1.

Serial number 8: Fruits. The contents are as Detail 127, Column 9, Sub- block H of Block IV.1.

Serial number 9: Oil and Fat. The contents are as Detail 151, Column 9, Sub- block I of Block IV.1.

Serial number 10: Beverages. The contents are as Detail 158, Column 9, Sub- block J of Block IV.1.

Serial number 11: Spices. The contents are as Detail 167, Column 9, Sub- block K of Block IV.1.

Serial number 12: Other consumption. The contents are as Detail 181, Column 9, Sub- block L of Block IV.1.

Serial number 13: Prepared food and beverage. The contents are as Detail 191, Column 9, Sub- block M of Block IV.1.

Serial number 14: Alcohol drink. The contents are as Detail 219, Column 9, Sub-block N of Block IV.1.

Serial number 15: Tobacco and Betel vine. The contents are as Detail 223, Column 9, Sub- block O of Block IV.1.

Serial number 16: Sub- total 1 to 15. The contents are total amount of Detail 1 to Detail 15 Column 3.

Serial number 17: Sub- total (16) x 30/7, which is expenditure of food during last one month.

Serial number 18: Settlement and Household's facility. Column 5's contents are as Detail 230, Column 4, Sub- block A of Block IV.2.

Serial number 19: Goods and Service. Column 5's contents are as Detail 257, Column 4, Sub- block B of Block IV.2.

Serial number 20: Clothes, Footwear, and Headgear. Column 5's contents are as Detail 297, Column 4, Sub- block C of Block IV.2.

Serial number 21: Durable Goods. Column 5's contents are as Detail 310, Column 4, Sub- block D of Block IV.2.

Serial number 22: Taxes and Insurance. Column 5's contents are as Detail 327, Column 4, Sub- block E of Block IV.2.

Serial number 23: Party and Ritual needs. Column 5's contents are as Detail 333, Column 4, Sub- block F of Block IV.2.

Contents of Serial number 18 to 23 Column 4 are similar to Serial number 18 to 23 Column 5 that is divided into 12

Serial number 24: Average Household's Expenditure for one month (Column 4) is total expenditure of Serial number 17 to 23.

G. Block V. Revenue, Income, and Non- Consumption Expenditure

The objective is to find out amount of revenue, income, and non- consumption expenditure. Enumerator is supposed to be careful when filling this block to anticipate skipping the revenue or income. Try to gather revenue/ income data from each householder. As expenditure, householder probably does not receive real revenue/ income during last 1- month and last 12 months e.g. income from estimated rent cost of self- authorization house lived by household or other side, which is free and so on.

Sub- block A. Revenue from Wage/ Salary in form of money or goods, which is received during last one month or last 12 months

The objective is to figure out amount of each householder's revenue that works as employee/ labor. Labor/ employee is excluded family worker but includes household's servant/ driver that lives in the household. This block records revenue (salary/ wage) based on characteristics of business field and type of work.

Column 1: Serial number of Householder. Writes Serial number 01, 02, etc as number of householders that has salary/ wage as Block IV.A of VSEN2002.K.

Column 2: Characteristics of Work. Write the characteristics completely.

A characteristic of work is information about householder's job in his workplace by inform type of the work and business field.

Below is example to write characteristics of work:

Incomplete Writing	Complete Writing
➢ Farm Labor	Labor in agriculture business (paddy, corn, cassava, soybean, etc)
➢ Employee of Airplane Company	Pilot, staff to measure weight of passenger's luggage, administrator; in airplane company.
➢ International Hotel Employee	Guest service staff, bartender, arrange and supervise household's activities, restaurant manager; in hotel.
➢ Shoes Factory Employee	Marketing staff, sewing machine operator, security; in shoes factory.
➢ Building Labor	Free building labor, building labor with contract system, labor; in developer's company.
➢ Trading Employee	Cashier, sales clerk, supervisor; in Department Store.

Column 3: Business field (code)

Write business field code as work's characteristics.

Business field code:

See book II Core enumerator manual.

Column 4: Type of Work (code)

Write type of work as work's characteristics.

Type of work code:

See book II Core enumerator manual.

Column 5: Wage/ salary in form of money and goods

Wage/ salary is regular payment for employee/ labor as current rule. Wage/ salary that is received is in form of money or goods.

Wage/ salary in form of money includes wage and main salary, cost of living allowance and other allowances e.g. functional allowance, house subsidy, food subsidy, and transportation allowance. Wage/ salary in form of goods includes official house facility, and other goods e.g. rice, clothes, and other facilities e.g. official car, electricity, etc.

Official house is a house belongs to institution employer to live by someone because he works in the institution/ employer.

Column 6: Overtime, honorarium, etc. Write the amount.

Overtime is revenue that is received by labor/ employee for working out of working hours. Honorarium, bonus, etc includes bonus, gratification, production premium, tips, teaching honorarium, and social allowance e.g. marriage, birth, and dead allowance.

Remarks:

- Labor/ employee usually receives net wage and salary (in form of money) after taxes and other withholdings. However, record wage/ salary before taxes/ withholdings (health insurance, labor insurance, employee's wife contribution, life insurance, etc) in this block.
- Wage/ salary in form of goods includes official house and other goods. Revenue on official house is estimated as local market rent charge. If household has to pay the rent cheaply, value of house facility is difference between local markets rent charge with the cheap rent charge that should be paid. Revenue on other facilities e.g. rice, clothes, etc is estimated as local market value.

Record Serial number of a householder that works in more than one business fields in more than 1 lines, as number of business fields, as well as a householder that works in the same business field but different type of works.

Example 1:

Amin works in State Train Company (PJKA) as locomotive engineer. He lives in an official house, which is free. The estimated rent charge is Rp 125,000/ month. Salary that mentions in receipt is Rp 1,000,000. Amin gets his salary Rp 848,500 after taxes (15%), health insurance Rp 500, and life insurance Rp 1,000. Amin gets rice 20 kg/ month (equivalent to Rp 2,000/ kg). Before last Eid, he got production service Rp 500,000 and Eid subsidy e.g. egg, flour, and food Rp 100,000.

Records Block V.A revenue from wage/ salary of Mr. Amin:

Column 1: 01

Column 2: locomotive engineer in PJKA

Column 3: Code 60 (Land transportation)

Column 4: Code 7 (Medium level of Worker of Production and Transportation)

Column 5: Rp 1,165,000

{Salary Rp 1,000,000 + Official house Rp 125,000 + Rice (Rp 2,000 x 20 kg) = Rp 40,000)}.

Column 6: Rp 600,000

(Rp 500,000 + Rp 100,000)

Example 2:

Amin has to pay the official house's rent Rp 20,000/ month. Other revenues are as example 1. Records for official house is (Rp 125,000 – Rp 20,000) = Rp Rp 105,000. Therefore, Amin's salary (Block V.A Column 5) is:

Column 5: Rp 1,145,000 (Rp 1,000,000 + Rp 105,000 + Rp 40,000 = Rp 1,145,000)

Column 7: copy Column 5 and 6.

Sub- block B: Revenue of household's Agriculture business during last 1 year

This block records revenue of a householder that has household's business. Revenue that is received is business profit. Household's revenue (business profit) is production value minus production cost (salary and raw materials). This block records householder's revenue as characters of business field, business status, and type of work. Householder with or without labor conducts the business.

Household's business is business unit that is authorized or managed by householder, that is incorporated, non- quasi corporation and mixed with household's activity.

A person has business or manages household's business if has these qualifications:

a. Take some or whole production cost (input)
b. Produce goods or service (output)
c. Conduct marketing activities or distribution of produced goods/ service.
d. Take business risk.

Characteristics of household's business are:

a. Fixed assets or other assets for household's business do not belong to the business but household's assets.
b. Business unit does not work on behalf of its authority but household's while it has transaction, deal of agreement, or fulfill the obligation.
c. Business author has 2 roles, as businessman and labor to work as paid labor. Therefore, business profit describes mixed of 2 types of different income (mixed income).

Column 2: Characteristics of Business

Characteristics of works exist and differed to 5 categories. They are:

a. Food plant agriculture, e.g.:
- Cereals: paddy, corn, wheat, etc
- Tubers: Cassava, sweet potato, potato, etc
- Pulses: peanut, soybean, mung bean
- Vegetables: spinach, swamp cabbage, cabbage, onion, chili, tomato, eggplant, cucumber, beans with pungent odor (petai), Pithecolobium (jengkol), etc
- Fruits: banana, papaya, mango, pineapple, hair fruit, jack fruit, orange, guava, etc

b. **Non- food plant agriculture,** e.g.: coconut, tobacco, coffee, clove, pepper, sugar palm, kapok, cashew nut, cinnamon bark, etc

c. Animal husbandry, birds breed, and various livestock

d. Fishery

e. Forestry and Hunt

Column 3: Production Value

Production value or output is value of all goods and service that is produced by household's business unit includes goods/ service that is consumed by household or transfer to other side. Output of a business that produces goods is multiplication of goods quantity and price/ unit. Businesses that produce goods are agriculture, mining and manufacture. Output of business that works in service field is income value of service to other side.

Column 4 and 5: Production cost

Production cost is expenses to produce goods or service e.g. raw material/ supported material purchasing, administration cost, and service cost excludes location charge and capital interest. Separate production cost from other side's service.

Column 6: Revenue

Record contents of column 3 –column 4 – columns 5

Identification of Production value and Production cost

1. **Food plant Agriculture business**

   Production value is value of all harvests from food plant agriculture. Service value of food plant agriculture e.g. land processing, fertilizing, harvesting, seedling, pesticide, etc.

   Production cost includes all expenses for seeds, fertilizer, pesticide, animal rent, labor wage, pesticide labor wage, etc.

2. **Non- food plant agriculture business**

   Production value is value of all harvests from plantation and horticulture plants e.g. coconut, tobacco, coffee, clove, pepper, nutmeg, sugar palm, kapok, cashew nut, cinnamon bark, etc. it includes plantation and horticulture plants agriculture service e.g. land processing, fertilizing, harvesting, seedling, pesticide, etc.

   Production cost includes all expenses for seeds, fertilizer, pesticide, animal rent, labor wage, pesticide labor wage, etc.

3. **Animal husbandry, Birds, and various livestock business**

   It includes activities of animal husbandry/ birds to breed and sell in form of the animal itself, meat or the products e.g. fresh milk and egg.

Production value of livestock/ bird is value of all livestock/ birds, which are sold cash or credit and remarked as price when transaction is conducted. Side product value (natural fertilizer, feather, etc) and service value of animal husbandry e.g. livestock health care, livestock shave, grass service, look after the livestock, which is conducted based on contract or payment, egg hatching, etc.

Production cost of animal husbandry business includes all expenses to purchase livestock (as the price when it is purchased), the fodder, salary/ wage, medicine, electricity, fuel, transportation cost, small reparation of stable, etc.

4. **Fishery Business**

   Production value of fishery business is value of harvests of fish, shrimp, and fresh water/ seawater plant.

   Production cost of fishery business includes expenses for salary/ wage, seeds, fodder, fertilizer, facility maintenance, fuel, lubricant oil, transportation cost, etc. Nevertheless, it excludes location rent and capital interest.

5. **Forestry and Hunt**

   Production value is value of products that are picked in the forest and hunt. Forest products e.g. firewood, bamboo, honey, rattan, resin torch, and charcoal production. Hunting activities include catching wild animal e.g. pig, crocodile, deer, picking bird nests, etc to consume the meat or take the leather, hair/ feather, etc. Hunting which refers to hobby is not hunt business.

   Production cost of forestry/ hunt includes expenses for transportation, meals when doing the work, etc.

Column 7: Supply Change

Column 7 records change value of supply that relates to household's business. It excludes consumption supply.

Supply is goods, which is purchased to re- sell or as input of household's business or goods (ready to sell or Undone), which is produced by production unit but it is not sold yet

There are 3 Household Supply as the types:

a. **Raw material** is material/-supported material, which is not used yet while enumerated.

b. **Done supply** is ready to sell- goods. It includes supply, which is not sold yet while enumerated.

c. **Undone- supply** is supply, which is in process (undone). Since it does not have market price, remark by conversing o the production cost (value of material + wage). Undone supply exists in industrial or house craft business.

If last supply (one day before enumeration) of household's business is deducted with the first supply (one year before enumeration), we will get change of supply of last one-year period.

Supply of household's business example is:

1. In agriculture/ plantation, supply includes products, which are harvested. Raw material includes fertilizer, seeds, and pesticide. Agriculture business does not have undone- supply.
2. In animal husbandry, supply includes types of livestock and its products (milk, egg, feather, etc) but it excludes livestock as capital or production instrument (dairy cow, laying pullet, transportation instrument, etc). Raw material includes fodder and medicine. Animal husbandry business does not have undone- supply.
3. In industrial/ handicraft business, done supply includes industry/ handicraft products e.g. food, textile materials, wood, stone, etc. Un- done supply includes industrial/ handicraft business, which is in process. Moreover, raw material includes material and supported material that is used in production process.
4. In trading business, supply includes un- sold supply while raw material includes supported material e.g. wrapper, string, etc.

Not all households have particular notes about business supply. If it is difficult to decide the first supply in a period (e.g. trading business), enumerator can note last one month- supply but do not multiply it to 12. In this case, information about data in Block V.B or Block V.C must be noted that it is estimated from the first stock and the last stock in one- month period. This method will describe pattern of yearly supply change although it cannot represent, particularly agriculture products that depends on the seasons.

Sub- block C: Revenue of Non- Agriculture Household's business during last 3 months

The objective is to figure out average monthly income from non- agriculture household's business during last 3 months. Values are based on the transaction time.

Column 2: Characteristics of Business

Characteristics of business are categorized into 5 categories, they are handicraft, trading, transportation, service, and others (building, excavation).

1. **Handicraft**

   Production value of manufacturing industry is value of produced and ready to sell- goods. It includes side product and industry service value. Production value of un-ready to sell supply is excluded unless the industry produces undone- supply.

   Production cost of manufacturing industry is expenses to produce goods. It includes cost of salary, raw material purchasing, facilities maintenance, fuel, transportation cost, business taxes, tools/ location rent, etc.

2. **Trading**

   Production value of trading is called trading margin, which is the difference between trading value and sold commodity. It includes other income e.g. commission on a sale.

   Production cost includes wage/ salary, transportation cost, and supported material cost e.g. wrapper, rope, stationeries, electricity cost, telephone, advertising fee, fuel, tools maintenance, etc.

3. **Transportation**

   Production value of Transportation is value of sold tickets, chartered/ rent of vehicle with or without driver, and loading service.

   Production cost of Transportation is wage/ salary, fuel, oil lubricant, and small reparation of transportation vehicle. Cost for big reparation is not a production cost but capital goods injections e.g. purchase machine, paint vehicle, and purchase spare that is costly.

4. **Service**

   a. Education, Health and Cleaning Service

Production value of Education, Health and Cleaning Service includes income that is received by cleaning service, health service (injection mantri, doctor, traditional healer, massager, etc) and private education service (kindergarten school, playgroup, private course, etc).

Production cost of social and public service includes expenses for teacher salary, color pen, material e.g. medicine, electricity, water, stationeries, etc.

b. Recreation, Culture and Sports Service

Production value includes income from entertainment service, film, monkey mask, dance, music, song arranger, writer, painter, etc.

Production cost includes expenses for salary, materials, transportation cost, food and beverages, etc.

c. **Personal and Household Service**

Production value of reparation cost includes income from laundry service, hairdresser, beauty salon, funeral, tailor, servant, baby sitter, massager, shoe polisher, etc.

Production cost includes expenses for the business e.g. salary, materials, transportation cost, food and beverages, etc.

d. Rent service

Production value includes income from building lease, land lease, party equipment rent, and change service e.g. legal service, data processing, technical and architecture, advertising, etc.

Production cost includes expenses for the business e.g. salary, reparation, electricity, water, stationeries, fuel, etc.

e. Un- defined Service

Production value includes income from creditor, roller into pellets.

Production cost of reparation service includes expenses for transportation cost, food and beverages, etc.

5. Others

a. Building/ Construction

Production value of construction service is works value, which is done in time reference, without concerning whether the construction has done. Production

value includes value of building equipment e.g. electricity installation, telephone, water, etc. However, it excludes value of the land where the building stands on.

Production cost includes expenses for salary, materials, fuel, oil lubricant, equipment maintenance, etc.

b. Stone, Clay, and Sand Excavation

Production value is value of excavation items e.g. stones, sands, and clays on earth surface. The products are e.g. mountain stone, river stone, lime, pebble, and coral, marble, sand for building, silica sand, clay, etc.

Production cost includes expenses for salary, detonator, facility maintenance, fuel, oil lubricant, transportation cost, retribution cost, etc. However, it excludes value of the land and capital interest.

Notice scope of output in field business below:

- Output of building or construction business field is value of work that has done during the reference period without concerning whether the whole work has done. It includes value of construction equipment e.g. electricity installation, telephone, air condition, as well. However, value of land where the construction stands is not an output.
- Output of trading business field is trading margin, which is difference of selling price and purchasing price of the sold goods.

Explanation of Column 3 to 7 is as explanation of Sub- block B in the same column.

Example for Block V.C:

1. Mas Bangun got contracted work for building a house 3 months ago, which is value Rp 50,000,000. In deal of agreement, it is dealt that Mas Bangun responsible to pay the materials and expenses.

   Here are the expenses to build the house:

   - Materials: Rp 32,000,000
   - Wage: Rp 3,000,000
   - Working tools rent: Rp 1,000,000
   - Organize building license and administration fee: Rp 200,000
   - Electricity installation: Rp 500,000

- Room Air Condition: Rp 1,500,000

Total Expenditure: Rp 38,500,000

During 2002 SUSENAS enumeration, Mas Bangun has completed the work. If Mas Bangun is a respondent, records of Block V.C is:

Detail 5: Others (building, excavation)

Column 3: Rp 50,000,000

Column 4: Rp 3,000,000

Column 5: Rp 35,500,000

Column 6: Rp 11,500,000

(Rp 50,000,000 – Rp 38,500,000)

Column 7: -

2. Mas Karyo who is a handyman got a work to build Doel's house. Daily wage is Rp 50,000 and Doel purchases the materials. During enumeration, the work is ¾ done (done for 2 months) and value of materials e.g. sand, cements, woods, river stone, bricks is Rp 35,000,000.

   Records of Block V.C for Mas Karyo is:

   Detail 5: Other (building, excavation)

   Column 3: Rp 38,000,000 (Rp 50,000 x 60 days) + Rp 35,000,000)

   Column 4: -

   Column 5: Rp 35,000,000

   Column 6: Rp 3,000,000 (Rp 38,000,000 – Rp 35,000,000)

3. Mbok Tantri is a vegetable seller. Three months ago, she worked 6 days in a week for 2 months. She went to Main market to shop everyday and spent Rp 100,000/ day. She sold the supply around and got Rp 190,000. Mbok Tantri spent Rp 5,000 for ojek fare, and Rp 4,000 for wrapper and rope everyday.

   Records of Block V.C:

   Detail 2: Trading

   Column 3: Rp 4,320,000

   {(Rp 190,000 x 6 x 8) – (Rp 100,000 x 6 x 8)}

   Column 4: -

Column 5: Rp 432,000 {(Rp 5,000 + Rp 4,000) x 6 x 8}

Column 6: Rp 3,888,000 (Rp 4,320,000 – Rp 432,000)

Sub- block D: Revenue of Authorization and Non- business

This block records revenue of household that authorizes financial assets and un-produced fixed assets e.g. land and mining area, which is used by other side for business. Saving, deposit, stock, land and house are types of property to make money and called property income. Land, house, and machine can be leased. Saving and deposit can make interest. In addition, money to buy stock in a company can make dividend. Money, property, and entrepreneurship in a business can make share income.

The block also records imputation from house authorization that is lived by household itself or other side, which is free, and products that is not categorized in household's business.

A householder that consumes agriculture's product from house yard (non-business), the product is categorized in revenue as well as excavation product (stone, choral, sand), which is self- excavated and self- consumed and handyman's wage for building or the reparation that is conducted by household.

Value of goods and service that is produced for the work is recorded in consumption expenditure Block IV.2 or building renovation (Block V.E) as the reference time and type pf goods/ service.

Detail 1: Interest of saving/ deposit

Write value of interest of saving and deposit in bank or other financial institution e.g. cooperative, Post office, People Credit Bank, etc.

Interest of saving/ deposit in bank or other financial institution is payment for the money that is used by bank side or other financial institution.

Detail 2: Land lease

Write the rent value that is received.

Detail 3: Share

Write the share value that is received.

Share is payment for land participation and or capital in other business activity by sharing system, which the land, capital, or fund author does not take the business risk.

Detail 4: Rent fare house estimation

Write value of rent fare house estimation, which is lived by household or by other household as well that is free. The estimated value is based on the current local market fare.

Revenue of other authorization is revenue of other than the revenue above e.g. royalty, dividend, and profit from corporate/ incorporate company.

Detail 5: Non business revenue

Write non- business revenue from non- business activity. The revenue is net income after cost to produce goods/ service.

Detail 5.a to 5.d is for non- professional one.

Detail 6: Others

Write revenue of other revenue in Detail 1 to 5 e.g. profit from corporate/ incorporate business and royalty.

Detail amount: write total amount of Detail 1 to 6.

Remarks:

- Revenue in this block that is unrealized (in debt) is recorded as the actual (accrual basis) but record dividend as the received amount in the year (cash basis).
- Do not record household's business income and salary in this block. Enumerator has to be careful to record the property income.

Example for Block V.D:

Pak Sukamso plants mango tree and he put natural fertilizer Rp 50,000/ sack every year. In this mango season, the tree produces ± 200 kg mangoes. He distributed 50 kg mangoes to his neighbors and the rest is for self- consumption. Self-consumption during last week was 10 kg. One kg mango in the market is Rp 5,000.

The records is:

Block IV.1: Food Consumption

Detail 129: Mango

Column 6: 10,00 Kg

Column 7: Rp 50,000

(10 kg x Rp 5,000)

Block IV.2. Non- food expenditure

Detail 231 : code 1

Detail 232.a: Rp 416,667

Column 3: Rp 416,667

Column 4: Rp 5,000,000

Detail 232.b: 12 months

Block V.D. Revenue of authorization and non- business

Detail 4 : Rp 7,000,000

Detail 5.a : Rp 950,000

{(200 kg x Rp 5,000) – Rp 50,000(fertilizer cost)}

Block V.F. Income and Transportation cost

Detail 5: Transfer food/ goods

Column 4 = Rp 2,250,000

(50 kg x Rp 5,000) + Rp 2,000,000

Sub- block E: Capital goods injection or deduction during last 1 year

Building/ land for living and block gold is preferred to be re- sell property. Household prefers those items as well. They will use income or householders' revenue for consumption needs and saving (if possible). A household that has business, the saving is for short- term capital (purchase raw material, seeds, etc) or long- term capital. Long- term capital is to purchase production equipment. Relationship between production equipment addition and income is very close because income enlarges capital, which will be used to purchase production equipment to increase income.

Detail 1: write in column 3 value of increasing production equipment, which is purchased, transferred, or self- produce, and value of big reparation. Record in column 4 deduction value of production equipment because it is sold or transfer to other side

Use this information to decide whether equipment is production equipment:

- Value of production equipment is relatively big compares to output per unit of the activity
- Utility period of the equipment is more than one year
- It has declining value

Production equipment, which is used for household's business e.g. plow, mattock, handy tools, and building equipment is recorded in this block. To decide whether

equipment is recorded as production equipment or household tool, see Block V.B or V.C. If a householder does not manage household's business, Block V.E Detail 1 column 3 is blank.

Increasing or deduction of production equipment that is recorded in this block is production equipment, which is currently or has used in production process.

Detail 2: Write value of increasing or deduction of building resident, land of resident and the facilities

Building and land resident and block gold is:

a. Resident building includes supported facilities e.g. garage, swimming pool, tennis yard, rice barn, cow stable, etc, which exist around resident
b. Land resident includes land for building resident. Land for business is categorized as production equipment of the business.
c. Block gold includes pure block gold. Gold accessory is categorized as consumption goods.

Net change of building authorization includes increasing and deduction of building resident that belongs to household. The building is limited to building for residence (not for business).

Increasing can occur because of new building, enlargement, big renovation, purchasing, and transfer from other side.

Deduction can occur because of selling, transfer to other side, disaster, etc.

Household or other side can conduct **new building, enlargement, and big renovation**. If household conducts new building, enlargement, and big renovation, estimate the value based on the local market price, which includes material cost, wage, and other expense.

Enlargement and big renovation of resident building is recorded if it increases the utility period e.g. building renovation, increase the floor, or build new room.

Reparation, which is maintenance e.g. painting, change broken roof tile, is excluded. Record in consumption expenditure

Remarks:

If the increasing (of land/ building/ block gold) occurred because household got grant from other side, record the value in Block V.F Detail 6 Column 2 (as income transfer).

Nevertheless, if deduction occurred because household transferred to other side, record in Block V.F Detail 6 Column 4 (as outgoing capital transfer).

Detail 3: write the increasing/ deduction value of block gold, as the change

Amount: write the amount (Detail 1, Detail 2, and Detail 3 column 3 and 4)

Example for Block V.E:

To support economy of her household, Mrs. Tessi makes fried banana to sell in the market near her house by cart. Mrs. Tessi sells fried banana Rp 200,000 everyday. Ingredients to make the banana per day are Banana Rp 50,000, Flour Rp 25,000, Vanilla Rp 5,000, and Cooking oil Rp 10,000, kerosene Rp 8,000, wrapper Rp 7,500, and Retribution fee Rp 5,000. She changed the cart (Rp 300,000) and kerosene (Rp 30,000) a month before. She purchased knife 1,5 years ago. Mrs. Tessi has been conducting the business since 5 months ago (assume 1 month= 30 days).

Records for Mrs. Tessi:

Block V.C:

Detail 2: Trading

Column 3: Rp 18,000,000
(90 x Rp 200,000)

Column 5: Rp 9,945,000
{(Rp 50,000 + Rp 25,000 + Rp 5,000 + Rp 10,000 + Rp 8,000 + Rp 7,500 + Rp 5,000) x 90 days}

Column 6: Rp 8,055,000
(Rp 18,000,000 – Rp 9,945,000)

Block V.E:

Detail 1: Production equipment

Column 3: Rp 330,000
(Rp 300,000 + Rp 30,000)

Sub- block F: Transfer Income and Expenditure

This block records transfer transaction or gift that is conducted by household (outgoing transfer) or other institution (incoming transfer). The transfer transaction includes money and goods transaction.

Health allowance, living cost allowance and house subsidy from government to the employee is excluded because it is part of salary.

A. **Incoming transfer** is household's income from other side, which is free, in form of money and goods.

Detail 1: Write **the money transfer** during last 12 months from government (disaster aid, flood aid, fire aid, etc), corporation, non-profit- organization (alms, tithe, etc from mosque, church, social foundation, etc), other household (money transfer from parents, relatives, or other person in different house), and foreign country (Magsaysay reward, contribution from foreign non-government organization)

Detail 2: Write **value of official contract or scholarship** during last 12 months. It includes contribution that is received by householder to support education cost domestic or in foreign country. It comes from government, corporation, non- profit organization, household or individual, and foreign country. Example: Supersemar Scholarship, parenthood program, etc

Detail 3: Write amount of **pension fund** during last 12 months excludes separation pay, waiting fee because quit from work before the time. Separation pay and waiting fee is categorized as part of salary.

Detail 4: Write value of **lost insurance claim to consumption goods, life insurance and health insurance claim** during last 12 months. The income includes claim of accident or loose of consumption goods that belongs to householder e.g. car, motorcycle, etc and claim of accident or dead. Moreover, claim to treatment to hospital; give birth, or other treat, which is received from domestic insurance company, e.g. PT. ASKES and PT. JAMSOSTEK or from foreign country.

Detail 5: Write amount of **incoming transfer in form of food/ goods, etc** during last 12 months. The income includes transfer e.g. rice, fruits, and **inheritance in form of money and goods for consumption**. **A household that lives in a house without any cost is categorized to receive transfer as amount of the estimation charge and recorded in this block.** Money and goods from lottery prize and present from producer to buy their

products is included as well. Present in form of house and block gold is recorded in Detail 6.

Detail 6: write value of incoming **transfer (inheritance, grant, gift) in form of resident land/ building and block gold** during last 12 months. Estimate the value based on current local market price.

Detail 7: write value **of income from capital goods lost insurance claim** during last 12 months. The income is payment or claim for the damaged, fire, or lost of capital goods that belongs to householder e.g. house from domestic or foreign country insurance.

Detail 8: write value of **other incoming transfer** during last 12 months. Incoming transfer is in form of money for investment or capital goods.

Total amount detail: write **total amount of Detail 1 to 8 in Column 2**.

B. **Outgoing transfer** is household's expenditure to other side without any cost, in form of money or goods.

Detail 1: write value of **transfer in form of money** by household during last 12 months to government institution (Income tax, land tax, radio tax, animal tax, etc), non- profit organization (household's transfer to orphan house, mosque, church, teenage organization, etc), other household (transfer school fee to child in other city, wedding contribution, dead contribution, etc) and foreign country.

Detail 2: Blank

Detail 3: Blank

Detail 4: write value of paid **premium of consumption good lost insurance, life and health insurance** during last 12 months. It includes insurance premium of consumption goods e.g. car and motorcycle, insurance premium of life insurance, health insurance to domestic insurance company e.g. PT. ASKES and PT. JAMSOSTEK or foreign country to domestic or foreign insurance company.

Detail 5: write value of outgoing **food/ goods** transfer during last 12 months. It includes rice, fruits, and inheritance in form of money and goods for consumption. A house's household that is lived by other side without any

cost (free) is considered to transfer as estimation charge and recorded in this block as well as household's expenditure to purchase lottery.

Detail 6: write the transfer value (inheritance, grant) of household to other side during last 12 months in form of **land/ building resident and block gold**. Estimate the value as current local market price.

Detail 7: write amount of **paid premium of capital goods lost insurance** during last 12 months. This detail includes payment of lost insurance to domestic or overseas insurance company.

Detail 8: write value of **other transfer expenditure** during last 12 months. The expenditure is in form of money for other household to investment or capital goods.

Total amount detail: write **total amount of Detail 1 to 8 in Column 4**

Sub- block G: Financial transaction

This block is to get information about household's financial assets authorization change. If it is related to previous blocks, we will see what household done to their saving, how they finance durable goods and half durable goods, and where they invest their saving.

Household's financial changes every time. Sometimes it is surplus but sometimes it is deficit. It depends on the income and consumption expenditure during the period. Income surplus is spent to purchase durable goods and or to increase financial assets. Financial assets is assets out of fixed assets e.g. saving, deposit, bond, and debt. *Financial assets authorization change in one year (survey period)- that increases or deceases- shows household's cash flow in the same period. If household's financial asset (e.g. saving in the bank) reduces, it shows that they used the assets for consumption or physical investment, etc. Nevertheless, if it increases, it shows that there is income surplus on consumption, physical investment, or other financial assets.*

Contents of block G are value of household's financial assets mutation flow during last 1 year from enumeration day, not condition of financial assets (price supply) that is authorized in enumeration day. Therefore, use these following methods to calculate financial assets flow:

1. Eliminate each type of financial assets in enumeration day to last one- year condition. A's household authorizes 100 sheet of stocks with value Rp 1,000,000 (purchased price). Last one year, this household authorizes 10 sheets of stocks that are purchased Rp 85,000. A's household financial stocks flow is 90 sheet with the cash value Rp 915,000.
2. Calculate all completed transactions during last 1 year. Example, B's household completed house's credit 12 x Rp 50,000. A financial flow that is recorded in credit payment is Rp 600,000.

In order to get complete household's financial transaction, ask this block to each householder, which are head of household, spouse, children, etc. because sometimes children conduct financial transaction at their school e.g. save money in school or bank.

A. Income

Income is financial transaction that makes money to household. The money is used to finance consumption activity or investment.

Detail 1: write value of saving that is withdrawal from the bank (general bank, development bank, or public credit bank), cooperative (KUD or non-KUD), Bapertarum, PT. TASPEN, etc (school, boy scout). The saving includes clearing account, deposit, etc (Tabanas, Tapelpram, Simpedes, Taperum, Taspen, etc).

Detail 2: write value of accounts receivable that is received by household (non-business receivable, record business receivable in Detail 7). Record the value and the interest.

Detail 3: write value of sold marketable securities e.g. stock and bond

Detail 4: write value of life insurance claim, pension fund, and scholarship

Detail 5: write value of social gathering group that is received.

Detail 6: write value of household's debt from bank, cooperative, or other financial institution

Detail 7: write value of trading credit that is received by household. Trading credit is bill/ account receivable of credit household's business transaction, usually it is paid by installment. Example, payment for credit sale

Detail 8: write value of withdrawal capital from share business

Detail 9: write amount of money from pawning goods. Pawning is borrowing money by warranting goods.

B. Expenditure

Detail 1: write value of money that is saved in the bank, financial institution, or other institution as well as installment for ONH. The detail is classified by saving in bank, post office and cooperative, Bapertarum, PT. TASPEN, and other institution e.g. school, Boy Scout, etc.

Detail 2: write value of debt installment or debt that is paid by household to financial institution, cooperative, or other institution and individual. If the money is used to business capital, record the value excludes the interest. Nevertheless, if it is used for consumption, record the value with the interest.

Detail 3: write value of marketable securities record value when it is purchased, without concerning whether the value increases or decreases

Detail 4: write payment value of life insurance premium, Pension fund premium, and scholarship insurance premium by household. Insurance premium is payment value of customer to insurance company for period as deal of agreement

Detail 5: paid social gathering group, clear

Detail 6: write value of money that is borrowed by household to other side, for consumption or investment/ business capital

Detail 7: write value of debt that is paid by household. Account payable is debt for purchasing transaction, which is credit e.g. credit of house, motorcycle, and household equipment. If the goods are used for business, record the payment without interest. However, if the goods are used for consumption, the record is with interest.

Detail 8: write amount of money that is used for business capital of other side or incorporation capital. Capital contribution in legal corporation [PT (Limited corporation) or CV) is recorded in Block G Detail 3 Column 4

Detail 9: write amount of money that is paid by household to withdrawal the pawning goods

Example of Block V.G:

Pak Manahan who is a farmer plants sweet corn in a field. He rents the field from Mandor Ruli Rp 1,000,000/ year. He processes the land with 3 children of his. He started his business in January 2001 by borrowing money form Village Unit Cooperative (KUD) Rp 2,500,000 with interest 21% per year.

He spent Rp 3,500,000 to purchase seeds and pesticides Rp 450,000. He purchased mattock to do the work Rp 50,000.

Because of the lack of capital, he plants his field only once in a year. He harvests the corns every June; he gets 2 Tons of sweet corns every harvest. His household consumed ½ Ton and the rest are sold. He sells the corns to a broker Rp 2,500/ kg. However, until September 2001 he still has 200 kg of corns and 150 kg, which is harvest product supply of previous harvest.

Pak Manahan pays the installment well to get other loan in next plant season. He paid the principal Rp 700,000 and interest ± Rp 300,000 until August.

The records is:

Block V.B:

Detail 1: Food Plant Agriculture

Column 3: Rp 500,000,000 (Rp 2,500 x 2,000 kg)

Column 5: Rp 800,000 (Rp 350,000 + Rp 450,000)

Column 6: Rp 4,200,000 (Rp 5,000,000 – Rp 800,000)

Column 7: Rp 125,000

{(200 kg x Rp 2,500) – (150 kg x Rp 2,500)

Block V.G:

Detail 6: Borrow money

Column 2: Rp 2,500,000

Detail 2: Pay debt

Column 4: Rp 700,000

Sub- block H: Expenditure and Income of Household in Average

This block is summary of household's expenditure and income in Block IV and Block V.

Block VI. Notes

This block is to note respondent's response, which needs more information.