

Part I Questionnaire of Manpower Survey

Serial #. _____ for this form; Eligible interviewees : persons aged
 totally , _____ identical forms 15 years or over in each sampled household
 filled for this household

Hsiang/Chen

	Region	Stratum	County/City	Hsin/Ch'u	Tsun/Li	Household
Sample code	_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____

Address : _____ Phone # : _____

Serial no. of interviewees in household : _____

(there are 21 questions in each interviewee column)

Name : _____

0. Are questions answered by interviewees himself/herself ?

(1) Yes , self (2) Equivalent (3) No , proxy

1. Relationship to householder :

- | | |
|---|---|
| (1) <input type="checkbox"/> Householder | (8) <input type="checkbox"/> Child's spouse |
| (2) <input type="checkbox"/> Spouse | (9) <input type="checkbox"/> Grandchild's spouse |
| (3) <input type="checkbox"/> Child | (10) <input type="checkbox"/> Brother'/Sister' spouse |
| (4) <input type="checkbox"/> Grandchild | (11) <input type="checkbox"/> Spouse's parent |
| (5) <input type="checkbox"/> Parent | (12) <input type="checkbox"/> Spouse's brother/sister |
| (6) <input type="checkbox"/> Grandparent | (13) <input type="checkbox"/> Other relatives |
| (7) <input type="checkbox"/> Brother/Sister | (14) <input type="checkbox"/> Others |

2. Sex : (1) Male (2) Female

3. Date of birth : year _____ month _____ day _____;

Current age in full years : _____

(first , fill year/month/day; then calculate age associated with that date)

4. Marital status :

- | | |
|--|--|
| (1) <input type="checkbox"/> Never married | (3) <input type="checkbox"/> Divorced or separated |
| (2) <input type="checkbox"/> Married and cohabited | (4) <input type="checkbox"/> Widowed |

5. Educational attainment (highest) :

- | | |
|---|--|
| (1) <input type="checkbox"/> Illiterate | (6) <input type="checkbox"/> Vocational school |
| (2) <input type="checkbox"/> Self-educated | (7) <input type="checkbox"/> Junior college |
| (3) <input type="checkbox"/> Primary school | (8) <input type="checkbox"/> University |
| (4) <input type="checkbox"/> Junior high school | (9) <input type="checkbox"/> Master's |
| (5) <input type="checkbox"/> Senior high school | (10) <input type="checkbox"/> Ph.D's |

(go to Q.6 if choose (6),(7),(8),(9) or (10) ; otherwise, skip to Q.7)

6. Academic or professional specialty :

- (1) Literature (6) Agriculture
 (2) Law (7) Medical
 (3) Business ,management (8) Military and police
 (4) Science (9) Education
 (5) Engineering (10) Others (specify) _____

(all go to Q.7)

7. What was you doing during most of last week ?

- | | | |
|-------------|---|--------------------------|
| at work | (1) <input type="checkbox"/> undertaking a kind of work
(2) <input type="checkbox"/> undertaking works after school hours
(3) <input type="checkbox"/> undertaking works after housekeeping | (go to Q.8) |
| not at work | (4) <input type="checkbox"/> having a job but not at work (skip to Q.11)
(5) <input type="checkbox"/> jobless but seeking one or waiting
for an offer after seeking (skip to Q.14)
(6) <input type="checkbox"/> intend to work but not seeking (skip to Q.13)
(7) <input type="checkbox"/> attending schools or rebrushing to take
entrance exams (mark (2), if worked
part-time)
(8) <input type="checkbox"/> housekeeping (mark (3), if worked part-time)
(9) <input type="checkbox"/> old age (elders aged 65 or over) or disable (skip to Q.40)
(10) <input type="checkbox"/> in armed force, prison or missing (stop)
(11) <input type="checkbox"/> others (specify) _____ | (skip to Q.36)
(stop) |

8. How many hours did you work last week ? _____ hours

A. full-time job _____ hrs.

B. part-time job _____ hrs.

(go to Q.9 if total hours less than 40; otherwise , skip to Q.19)

9. Why did you work less than 40 hours last week ?

- | | |
|---|----------------|
| (1) <input type="checkbox"/> busy in housekeeping
(2) <input type="checkbox"/> busy in studying/attending school
(3) <input type="checkbox"/> unwilling to work longer
(4) <input type="checkbox"/> wound or illness | (skip to Q.19) |
| (5) <input type="checkbox"/> official holidays , personal leaves (sick leaves
excluded), and special days off
(6) <input type="checkbox"/> seasonal reasons
(7) <input type="checkbox"/> work itself only need less than
40 hours' efforts
(8) <input type="checkbox"/> unfavorable conditions of business
(9) <input type="checkbox"/> bad weather or natural calamities
(10) <input type="checkbox"/> others (specify) _____ | (go to Q.10) |

10. Do you expect an increase of working hours ?

- (1) Yes (2) No
(all skip to Q.19)

11. Why were you absent from work last week ?

- (1) wound of illness
 (2) seasonal reasons
 (3) official holidays, personal leaves (sick leaves excluded),
 and special days off
 (4) decide to work shortly but no pay for that currently
 (skip to Q.16)
 (5) not at work resulted from accidents even though
 having employed and paid
 (6) waiting for a recall (go to Q.12)
 (7) others (specify) _____
 (all except (4) and (6) skip to Q.19)

12. Did you earn any pay from work last week ?

- (1) Yes (skip to Q.19) (2) No (skip to Q.16)

13. If there is a job offer , can you take it at once ?

- (1) can (~~stop~~) (skip to Q.36)
 (2) cannot,
 because of (3)-(6):
 (3) attending school or rebrushing _____
 to taking entrance exams (skip to Q.36)
 (4) housekeeping (skip to Q.36)
 (5) old age (elders aged 65 or _____) or disable (skip to Q.40) (~~stop~~)
 (6) others (specify) _____ (skip to Q.36)

14. How did you seeking a job ? (multiple choices)

- (1) referenced by relatives , friends or teachers
 (2) through private employment agencies
 (3) referring recruiting advertisements or posters
 (4) through public employment offices
 (5) through civil service exams and placement
 (6) others (specify) _____
 (all go to Q.15)

15. Do you expect a full-time job (weekly work hours are 40 or more)
 or a part-time job (weekly work hours are less than 40) ?

- (1) a full-time job
 (2) a part-time job
 (all go to Q.16)

16. How long did you take to seeking a job or wait for a recall if you
 were jobless ? _____ weeks (all go to Q.17)

17. Did you have a job before ? (skip to Q.32)

- (1) Yes (go to Q.18) (2) No (~~stop~~)

18. What was the main reason you left the last job mentioned in Q.17 ?

- (1) establishment closed or business shrunk
 (2) not satisfied to that job
 (3) ill health
 (4) seasonal or temporary work of that job finished
 (5) got married or gave birth (if interviewee is female)
 (6) retired
 (7) busy in housekeeping
 (8) others (specify) _____

(all go to Q.19)

19. What is the main workplace you are/were in ?

- (1) location of this workplace : _____
 (2) name of workplace and its
 major products or services : _____
 (3) number of employees : _____

- ① 1 person
 ② 2- 9 persons
 ③ 10- 29 persons
 ④ 30- 49 persons
 ⑤ 50- 99 persons
 ⑥ 100-199 persons
 ⑦ 200-499 persons
 ⑧ 500 persons or more
 ⑨ government organs

(all go to Q.20)

20. What is/was your duty in the main workplace mentioned in Q.19 ?

- (1) branch/department : _____
 (2) job title : _____
 (3) job description : _____

(all go to Q.21)

21. What is/was the class of workers you are/were in for the undertaken work ?

- (1) employer
 (2) own-account worker
 (3) government employee
 (4) private-sector employee
 (5) unpaid family worker

Note: County /City where interviewee actually reside, if different form the one of this household: _____

Remark : _____

Supervisor : _____ reviewer : _____ interviewer : _____

Date of interview : month _____ day _____ (AM / PM)

(If Q.18 was filled (skip to Q.32) ; if mark (5) in this column, and total working time of Q.8 is less than 15 hours (skip to Q.36) ; Others (go to Q.22)

Part II **Questionnaire and its key phrases**

for Manpower Utilization Survey, 1996

Proceed this survey interview at Q.22 for one whose employment confirmed by the results of questions Q.1 to Q.21 in Manpower Survey. Skip to Q.32 for one who is jobless. Skip to Q.36 if interviewees are not in labor force.

22. [Q] How much monthly income you earned from your major job ? (the income of minor job is excluded.)

The so-called income means the profits earned through industrial or commercial activities; net income of farm works; or employee's salary, bonus, commission, overtime, pay, and tip etc. In principle, one with stable monthly income should enter his/her last month's work income. This is, an employee should fill this blank with his/her work income of April 1996. One who is newly hired or just transferred to this present job on May this year, should enter the estimate of his/her income based on the negotiation with employer or the payroll system of this establishment. Meanwhile, the yearly average of work income should be entered if his/her monthly income is unstable and seasonally fluctuated. Unpaid family workers skip this question.

[A] Monthly income : NT \$ _____

23. [Q] Where is the location of your major working sites ?

[A] _____ Hsien/City _____ Hsiang/Chen/Shih.

24. [Q] How long have you working at the present place ?

The feasible answers must pinpoint the length of interviewee's current employment in this major job. It means the working period since one aged 15 years or more and start to work in this job until the last day of reference week. In other words, the years of one's working as he/she aged under 15 years are not counted. However; if such employment duration is less than one month, it is regarded as one month.

[A] _____ years _____ months.

(If the length of working period is less than 1 year and 5 months, go to Q.25; otherwise, skip to Q.29).

25. [Q] Before working at the present place, had you ever undertaken a paid work or unpaid family work for more than three months ?

It is to probe if interviewee, presently at work, had undertaken a job (or jobs in similar) consecutively or cumulatively for more than three months, before working at the present place.

[A] (1) yes, ever (2) no, never

(skip to Q.29, if mark (2))

26. [Q] How many times have your working places been changed during the year, 1995 ?

Only those who has been employed in current working places for less than 1 year and 5 month are required to answer this question.

[A] (1) Once (2) Twice (3) Three times or more (4) None
(skip to Q.29, if mark (4))

27. [Q] Where was the place you last worked and what sort of work did you do on your last job ?

This question is to probe the following characteristics of the place where interviewee last worked :

[A] i. Major working site

- (1) Name : _____
- (2) Location : _____
- (3) Major product or business : _____
- (4) Number of employees : _____
 - a. 1
 - b. 2-9
 - c. 10-29
 - d. 30-49
 - e. 50-99
 - f. 100-199
 - g. 200-499
 - h. 500 or more

i. Government organization

ii. Description of this major job

- (1) Branch/department : _____
- (2) Job title : _____
- (3) Work contents : _____

28. [Q] Why did you leave the place where you last worked ?

Only those who have employed in current working places less than 1 year and 5 month are required to answer this question.

[A]a.(1)Own account worker (or employer) transfers to another job :

It means that interviewee's class of worker with last job was an own account worker (or employer), but he/she closed down his/her own business and transferred to present job.

b.(2)Unpaid family worker transfers to another job : it means that interviewee's class of worker with last job was an unpaid family worker but he/she gave up this family work and then transferred to present job.

c. Employee who willingly left his/her last job : it means that interviewee's class of worker with last job was an employee but he/she quited the job at his/her own will. The reasons why he/she left the mentioned position are itemized below :

- (3) Low pay.
- (4) Expect to change working place : because the working place of interviewee's last job was too remote or inconvenient to ommute, he/she left there at his/her own will.
- (5) Inadequate working time : long working hours or no flexibility In working

schedule.

- (6) No job security : a private employee or temporary overnment employee believed that he/she could be laid off at any time because of employers' prejudice/preference or the influence of business cycle.
 - (7) Poor working environment : a referred working place where is inadequately / insufficiently equipped for environment safety and sanitation threatened the health condition or life of employees.
 - (8) Knowledge not met the job's need : the knowledge or skill previously learned by interviewee did not meet the need of last job.
 - (9) Dim prospect : few opportunity to be promoted to a higher position.
 - (10) Ill health : interviewee willingly left his/her job because of wounds, illness, bad health, and so on.
 - (11) Female employee getting married or giving birth : a female Interviewee willingly left her last job because she married or gave birth at that time.
 - (12) Voluntarily retired : before the stipulated age limit in personnel regulations, interviewee eligibly retired at his/her own will.
 - (13) Establish self own business/enterprise : interviewee expected to be the owner of a business/enterprise so that he/she left the last job voluntarily.
 - (14) Others : the other reasons beyond those described among (3)- (13).
- d. Employee who unwillingly left his/her last job : interviewee's class of worker with last job was an employee and he/she left the last job not at his/her own will but under the regulations of the mentioned working place.
- (15) Workplace shutout or business shrinkage : economic depression or business downturn resulted in interviewee's last employer stopped operating the workplace or downsized the business so that interviewee had to quit the job.
 - (16) Seasonal or temporary job completed.
 - (17) Layoff because of personnel reorganization in last workplace : Interviewee unwillingly left the last workplace because of the rearrangement of personnel structure over there.
 - (18) Female employee getting married or giving birth : employer enforce unfavorable layoff policies toward a female employee like interviewee as long as she become married or pregnant.
 - (19) Job relocation within the same enterprise : it implies interviewee was internally transferred branch-to-branch or establishment-to-establishment inside the same enterprise. It frequently occurs in financial institutes or national enterprises. For example, one was relocated among regional branches within Taiwan Bank, either from Chai-I Branch to Taipei Branch or from Taipei Headquarter to Son-San Branch, or some other ways similar. It implies that repositioning in that same working place is excluded from this category. If job relocation within the same enterprise was requested by employee himself/herself, this event should be classified into (4) 'expect to change working place'.
 - (20) Mandatorily retired : interviewee's age reached the limit stipulated by

establishment's personnel regulation, so that he/she had to retire.

(21)Others : the reasons beyond those among (15)-(20).

29. [Q] How did you get the present job ?

[A](1) Introduced by relatives/friends or teachers.

(2) Through employment service offices in schools.

(3) Through public employment service agencies.

(4) Through private placement agencies.

(5) Through labor unions.

(6) Referring advertisements or posters.

(7) Passed exams and joined placements for civil service : passed the high exam, ordinary exam or other special exams given by the government.

(8) Relocated within the same enterprise.

(9) Self own business : interviewee operated a solely-owned, partnership, or company type of business/enterprise or worked in a business/enterprise operated by his/her family.

(10)Others : other reasons beyond those described among (1)-(9).

30. [Q] Do you expect to change job or add an additional job in the eantime ?

[A] (1) Expect to change job : interviewee expect to change working place because of his/her ill health or dissatisfaction with the present Job.

(2) Expect to add an additional job : besides the job present working for, interviewee expect an additional job to have more income or to fully utilize his/her time.

(3) Not expected to seek another job : no intention to change job or add an additional job.

31. [Q] Have you begun to seek a job ?

It is to probe if those who expect to change job or add another Job have taken actions to seek jobs.

[A] (1) yes, I have (2) no, I have not

(skip to Q.35, if mark (1); otherwise skip to Q.40)

32. [Q] Which kind of job do you wish to get ? How much monthly pay do you expect ?

[A]Job title : _____

Expected pay :\$ _____

The job title referred here is a position, in the reference week, Interviewee look for through job seeking or mentioned in employers' response he/she await after previous seeking when he/she was jobless or anticipating a recall after layoff.

33. [Q] Did you encounter any job opportunity while you were seeking ?

It is to probe if interviewee has encountered any opportunity to work while he/she were seeking a job.

[A] a. 'Yes'. Why did not go for it ?

(Mark 3 answers at most, according to the precedence in interviewee's mind.)

(1) Pay too low.

- (2) Unpreferable working location.
- (3) Poor working environment.
- (4) Inadequate working hours.
- (5) Knowledge not met the job's need.
- (6) Dim prospect.
- (7) Others.

b. 'No'. What were the major difficulty that you faced in job seeking ?

- (1) Interviewee's expertise unfitted to job openings : employers expected to hire someone who were knowledgable in other field or capable with higher level of skill rather than interviewee's.
- (2) Interviewee's educational attainment unfitted to job openings : employers expected to hire someone who had achieved higher educational attainment rather than the interviewee did.
- (3) Age limit imposed on job openings : interviewee was not a qualified candidate because of his/her age.
- (4) Sex status restricted on job openings : interviewee was not a qualified candidate because of his/her sex status.
- (5) Language barrier : the language that employers preferred for job openings was different from the one interviewee fluently spoke.
- (6) Martial status restricted on job openings : interviewee was not a qualified candidate because of his/her marital status.
- (7) Others : other kinds of difficulties rather than those as (1) To (6) itemized.

34. [Q] How did you make your living while you were seeking a job ?

- [A] (1) Personal savings : savings previously cumulated by interviewee himself/herself were his/her living resource before he/she left the last job.
- (2) Family supports : interviewee's living expenses were provided by someone else in his/her family.
- (3) Layoff settlement or retiree's payments : interviewee made is/her living on a layoff settlement or retiree's payments disbursed by the employer of his/her last job while he/she were seeking another job at that time.
- (4) Loans or other sources : it means interviewee's living expenses were borrowed from others or gotten from other sources, instead of those itemized as (1) to (3).

35 [Q] Have you applied for a job through public employment service agencies In the past half year ?

It is to probe if interviewee ever requested placement service through, public employment service agencies in the past half year, from November 1995 to the last day of reference week.

The interviewee referred here include one who is jobless and seeking a job in the reference week, or waiting for results after actions of job seeking, or in employment but either trying to change job or add an additional job.

- [A] a.(1)'Yes'. Interviewee did request such service through public employment service agencies in the past half year.

b. 'No'. The reason is :

- (2) Never heard about them : not enough advertisements to publicize the existence of such agencies.
- (3) Didn't know where they located : interviewee knew the existence of such agencies but didn't know where they located.
- (4) Doubtful of their capability to locate ideal jobs : interviewee didn't believe they could seek an ideal job for him/her.
- (5) No ideal job sought even though application filed 6 months before.

(skip to Q.40)

36. [Q] Were you employed in the year 1995 ?

It is to probe if interviewee worked consecutively/discretely but, in either way, totally more than 3 months within the year 1995. Those interviewee referred here include one who were not-in-labor-force, employed but categorized as an unpaid family worker and his/her working hours were less than 15 in the reference week.

[A] (1) 'Yes'. What kind of work did you do ? Job title : _____
(If more than 2 jobs were taken at that time, enter the one last worked).

(2) 'No'.

(skip to Q.38, if mark (2); otherwise, go to Q.37)

37. [Q] Why did you quit your job ?

[A](1) Attending schools or rebrushing to take entrance exams.

(2) Housekeeping : it refers to doing houseworks such as raising children, cooking, laundry, garden arrangement and so on, instead of doing any other works.

(3) Female employee getting married or giving birth.

(4) Family finance getting better.

(5) Wound or illness.

(6) Retired.

(7) Seasonal or temporary job completed.

(8) Workplace shutout or business shrinkage.

(9) Others : the reasons beyond those described among (1)-(9).

38. [Q] Had you sought for a job in the year 1995 ?

[A] a. 'Yes'. Why did you stop to seek ?

It means interviewee had sought for a job in the year 1995 (but in the reference week -- May 12 to 18, he/she did not seek a job or await responses resulted from actions of previous seeking).

The reason why is :

(1) No job sought for a long time, so stop seeking.

(2) Other reasons, so stop seeking.

b. (3) 'No'. Not sought yet in the year 1995.

39. [Q] If the work condition (pay, working site, working hours, working environment and so on) of a job ideally meet your requirement, are you willing to work ?

[A] a. 'Yes'. What is the work condition of expected job ?

Job title : _____

Working location : _____

(Please fill the location of your anticipated working place in Hsien (City) and Hsiang (Chen or Shih).

Monthly pay : NT \$ _____

Job type : (1) Full-time job : weekly working hours are 40 or more.

(2) Part-time job : weekly working hours are less than 40.

b. 'No'. Why not to work ?

It means that interviewee are not willing to work even though the job pay has been good enough.

(1) Female employee getting married or giving birth.

(2) Enough family income, no need to work.

(3) Responsibility in taking care of family members : interviewee is to take care of family dependents such as infants/ kids, members wounded/ill or aged/disabled, so that he/she is not willing to work even though the job pay has been good enough.

(4) Ill health, wound or illness.

(5) Attending schools or rebrushing to take entrance exams.

(6) Waiting for conscription.

(7) Others : the reasons beyond those described among (1)-(6).

40. [Q] How old are your children ? (a female interviewee who live with her own husband or partner/cohabitant is eligible to response; otherwise skip it).

The children defined here include those kids borne by her own, married and adopted. However; those children who were given out to others and those who died are excluded.

[A]a. 'Have children' : it means a married (or cohabited) female does have children with different ages categorized below could enter multiple answers into the following blanks, according to her children's age in full years.

'Children aged under 3 years' : _____ persons

'Children aged 3 - 6 years' : _____ persons

'Children aged 6 - 15 years' : _____ persons

'Children aged 15 - 18 years' : _____ persons

'Children aged over 18 years' : _____ persons

b. 'No children yet': it means a married or cohabited female doesn't have children yet.