

**Methodology of the
Survey on the
Equipment and Use of
Communication and
Information
Technologies in
Households
(CIT-H 2003)**

(Final report)

National Statistical Institute
Spain

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1 Introduction

The Survey on Information and Communication Technology Equipment and Use in Households (TIC-H 2003) is a statistical operation carried out by the National Statistical Institute (INE) in cooperation with the Statistical Institute of Cataluña (IDESCAT), the Statistical Institute of Navarra (IEN) and the Basque Statistical Institute (EUSTAT) in the scope of their respective autonomous communities.

Since the year 2000, IDESCAT has carried out monographic surveys in the Autonomous Community of Cataluña within the field of ICT in households on a six-monthly basis within a framework of coordination and cooperation with the body responsible for the introduction of ICT use in Cataluña (the University and Information Society Department of the Regional Government of Cataluña-DURSI). In 2003, IDESCAT also carried out the ICT-H. In the País Vasco, the survey was based on the Survey on Information Society –Families (ESIF), a six-monthly statistical operation. Furthermore, in the Autonomous Community of Navarra, the sample initially design at national level has been increased by request of the Statistical Institute of the Community, which has financed the additional cost.

The research is aimed at people aged over 10 in family households and collects information on the information and communication technology equipment in the household and the use of internet and e-commerce by the members of the household. In the case of the País Vasco, the research covers people aged over 6 years in family households, although only residents aged 10 and more were taken into account for the purposes of the ICT-H 2003.

This is a continuation to the ICT-H 2002 Survey carried out during the second quarter of 2002, although certain changes have been made such as the inclusion of more detailed information as to the use of computers, internet and e-commerce and the removal of questions related to the cost of fixed and mobile telephones and those related to the motivations and satisfaction of users with ICT service providers.

The survey follows the recommendations given by the Statistical Office of the European Union (EUROSTAT) that, in turn, has followed the guidelines and suggestions made in this field by the OECD.

2 Objectives of the survey

The survey seeks to:

1. Learn of the information and communication technology (ICT) equipment in Spanish households (television, telephone and radio) and, more particularly, computer equipment.
2. Learn of the Spanish population's usage of internet and e-commerce.

3. Be used as a basis for international comparison and cover the information requirements of international bodies, particularly the European Union e-Europe indicators.

4. Obtain information that is comparable among autonomous communities.

3 Units

The research units involve people aged 10 or over and living in family households. The analysis units are the family households and the people aged 10 or over and living in them.

4 Scope of the research

– The scope of population is the group of people aged 10 or over and living in main family households.

– The geographic scope is the whole of Spain.

– The time scope –collection of data and reference of results– is the second quarter of 2003.

5 Periods of reference

The following are distinguished for each variable:

– Period of reference of the results of the survey: this is the quarter when the interviews are made.

– The period of reference of the information is the time when the interview is made, except for the variables indicated below:

- The last three months for the use of computers
- The last three months for the use of the internet
- The last 12 months for all that relating to security problems in the use of the internet
- The last three months for the purchase of products and services over the internet
- The week prior to the interview for all that related to the person selected with the employment situation

6 Stages of the survey

The survey was carried out by means of personal or telephone interviews depending on the availability of the telephone number of the household selected in the survey sample. Prior to the survey, information between the sample households and the appropriate telephone directories was cross-referenced to obtain the telephone number of the household. In the País Vasco the telephone numbers were previously available, as the SSI-F is a subsample of the Economically Active Population Survey (EAPS).

In Cataluña and the País Vasco, the data was collected by the respective Regional Statistical Institutes. In the case of the Autonomous Community of Navarra, the data was collected by the INE.

7 Sample design

7.1 TYPE OF SAMPLING

An independent sample is designed in each autonomous community to represent it, one of the objectives of the survey being to provide data with this level of disaggregation.

The sampling type used is the three-staged stratified design.

The first-stage units are census sections. The second-stage units are the main family households. During the third-stage, a person in each household aged 15 or over. Thus, information is obtained from all children aged between 10 and 14 in the household.

The framework used to select the sample is a framework of areas made up of the list of existing census sections relating to 1 January 2001. For second-stage units, it was used the list of main family households in each of the sections selected for the sample, obtained from the Municipal Population Census in relation the aforementioned time. In the case of the País Vasco, the framework used was the section of the Population and Households Statistics 1996, adjusted to those of 2000.

The stratification criterion used was the size of the municipalities to which the section belongs. In the case of Navarra, by agreement with this community other substrata were defined based on the rural or urban type of municipality and on its geographic location within the region. In the case of the País Vasco, the strata were made up of sections with homogenous profiles in relation to certain socio-demographic and employment variables, for which multi-variant analysis techniques were applied.

7.2 SIZE OF THE SAMPLE. AFFIXATION

To meet the objectives of the survey in terms of being able to provide estimates with a certain level of reliability both at national and regional level, a sample of 2,436 census sections and 19,488 households (without taking the País Vasco into account) were selected, 8 being the number of main households selected in each census section. In each one, 6 reserve households were also selected. The main and reserve households were selected based on the Municipal Population Census.

The sample was distributed among autonomous communities using a compromise between uniform affixation and that proportional to the size of the community. For this, the information from the ICT-H survey carried out in 2002 was taken into account.

The survey is a rotating panel with four shifts of rotation so that a quarter of the sample is renewed every year. Thus, the number of sections per autonomous community is a multiple of four, allowing for the suitable allocation of the sections in each shift.

Between strata, affixation is proportional to their size, also upholding that the number of sections per stratum in each autonomous community be a multiple of four.

In the case of the País Vasco, the sample collection procedures were homogenised in relation to that applied by the INE during the ICT-H 2003 survey in terms of the selection of only one person in each household and of the selection of the more recent households from the EAPS sample-panel. Thus, the Vasco Statistical Institute extracted a subsample of 198 sections and 1,250 households from the IS-F survey from which only one person aged 15 and over and all children aged from 10 to 14 had been registered during the first half of 2003.

The sample was increased in Navarra to provide a greater level of data disaggregation.

The distribution of the number of sections selected per autonomous community is:

Autonomous community	Number of Sections	Number of Households
Andalucía	300	2,400
Aragón	128	1,024
Asturias (Principado de)	120	960
Balears (Illes)	92	736
Canarias	120	960
Cantabria	80	640
Castilla y León	172	1,376
Castilla-La Mancha	132	1,056
Cataluña	264	2,112
Comunidad Valenciana	196	1,568
Extremadura	112	896
Galicia	156	1,248
Madrid (Comunidad de)	204	1,632
Murcia (Región de)	100	800
Navarra (Comunidad Foral de)	160	1,280
País Vasco	198	1,250
Rioja (La)	72	576
Ceuta y Melilla	28	224
Total	2,634	20,738

7.3 SELECTION OF THE SAMPLE

The selection of first-stage units in each stratum was made using probability proportional to the size of each section. In a second stage, the households were selected by means of systematic sampling with random start and equal selection probabilities for each household in the section, a procedure that leads us to obtain self-weighted samples of households in each stratum.

In a third stage, and within each household, a person aged 15 or over was chosen with equal probability using the Kish random method, as well as all children aged from 10 to 14.

7.4 ESTIMATORS

Ratio estimators were used to which balance techniques were applied using external information from the projections of population by age groups and sex in each autonomous community.

7.5 SAMPLING ERRORS

The last conglomerate method is used to calculate the sampling errors of the main characteristics researched. This method is based on the formation of subsamples in which each one is obtained by eliminating a primary unit from the total sample.

The sampling errors were calculated for the most representative variables researched in the survey. This sampling error is expressed mathematically in the form of a coefficient of variation (%).

It is important to note that all estimates with a high sampling error must be taken with reservations and it must be the user who, according to the level of reliability required, determines whether a piece of data with a certain sampling error is useful or not for decision making.

TIC-H-03.Total Sampling errors

	Coefficient of variation (%)
HOUSEHOLD RELATED VARIABLES	
Households with desktop computers	0.90
Households with internet access	1.42
VARIABLES RELATED TO PEOPLE AGED OVER 14	
Computer users (in the past three months)	1.02
Internet users (in the past three months)	1.24
e-commerce users (in the past three months)	4.30
e-commerce users (occasionally)	4.90
VARIABLES RELATED TO PEOPLE AGED OVER 10 to 14	
Computer users (in the past three months)	1.94
Internet users (in the past three months)	2.34

TIC-H-03. Sampling errors of household related variables by autonomous community

Autonomous community	Households with desktop computers	Households with internet access
Andalucía	3.3	5.22
Aragón	3.6	5.45
Asturias (Principado de)	4.2	7.15
Balears (Illes)	4.7	6.61
Canarias	4.5	6.33
Cantabria	5.2	8.67
Castilla y León	3.3	5.55
Castilla-La Mancha	5.1	9.09
Cataluña	2.4	3.63
Comunidad Valenciana	3.7	5.56
Extremadura	5.4	8.97
Galicia	4.3	6.58
Madrid (Comunidad de)	2.9	4.53
Murcia (Región de)	5.0	8.93
Navarra (Comunidad Foral de)	3.3	4.78
País Vasco	3.0	4.12
Rioja (La)	4.5	8.31
Ceuta y Melilla	12.0	15.91

TIC-H-03. Sampling errors of variables related to people aged over 15 by autonomous community

Autonomous community	Computers users (over the past three months)	Internet access (over the past three months)
Andalucía	3.34	4.21
Aragón	3.45	4.43
Asturias (Principado de)	4.15	4.96
Balears (Illes)	5.56	5.94
Canarias	4.31	5.53
Cantabria	6.35	7.75
Castilla y León	3.49	4.25
Castilla-La Mancha	5.42	6.36
Cataluña	2,60	3.23
Comunidad Valenciana	3.45	4.38
Extremadura	4.71	7.66
Galicia	4.48	5.30
Madrid (Comunidad de)	3.16	3.67
Murcia (Región de)	5.92	6.59
Navarra (Comunidad Foral de)	3.64	4.44
País Vasco	3.49	4.11
Rioja (La)	4,53	6.28
Ceuta y Melilla	13.34	13.73

**TIC-H-03. Sampling errors of variables related to people aged
From 10 to 14 by autonomous community**

Autonomous community	Computers users (over the past three months)	Internet access (over the past three months)
Andalucía	5.38	6.74
Aragón	6.61	7.77
Asturias (Principado de)	8.26	10.03
Balears (Illes)	11.59	12.05
Canarias	10.63	10.00
Cantabria	14.27	16.68
Castilla y León	6.01	7.35
Castilla-La Mancha	7.98	6.68
Cataluña	4.70	5.88
Comunidad Valenciana	6.67	9.63
Extremadura	11.49	11.14
Galicia	9.76	9.12
Madrid (Comunidad de)	5.25	6.38
Murcia (Región de)	9.03	14.00
Navarra (Comunidad Foral de)	6.63	9.44
País Vasco	6.60	7.36
Rioja (La)	10.40	10.33
Ceuta y Melilla	26.03	25.51

**TIC-H-03. Sampling errors of variables related to people aged
over 15 by autonomous community**

Autonomous community	e-commerce users (over the past three months)	e-commerce users (occasionally)
Andalucía	13.46	14.84
Aragón	21.49	18.03
Asturias (Principado de)	23.46	21.04
Balears (Illes)	24.28	28.07
Canarias	22.42	21.26
Cantabria	24.25	28.53
Castilla y León	21.24	18.07
Castilla-La Mancha	26.35	30.54
Cataluña	11.03	12.12
Comunidad Valenciana	15.43	15.50
Extremadura	27.65	30.91
Galicia	17.33	20.73
Madrid (Comunidad de)	10.19	13.13
Murcia (Región de)	30.84	23.98
Navarra (Comunidad Foral de)	14.48	15.57
País Vasco	15.99	36.39
Rioja (La)	31.15	22.61
Ceuta y Melilla	38.82	55.78

8 Collection of information

8.1 QUESTIONNAIRE

The information is structured in various sections. The first block of questions surrounds ICT product equipment in the main household and the second surrounds internet access from the household. This information could be provided by anyone in the household.

The next blocks relate to people aged over 15 and living in the household: computers usage, internet usage and e-commerce usage.

Finally, all children aged between 10 and 14 and living in the household provide brief information on computer usage, internet usage and possession of mobile telephones.

In Cataluña and Navarra, the questionnaire adopted was that established by the INE, following EUROSTAT recommendations. In the País Vasco, the questionnaire adopted was that used in the Survey of Information Society - Families (IS-F survey), corresponding to the second quarter of 2003, EUSTAT providing the INE with the file of variables required by it.

8.2 FIELD WORK

The field work was basically carried out during the second quarter of 2003.

In terms of households with no telephone number available, information was collected by personal interview held by an interviewing agent.

Prior to information collection, a letter was sent to the person of the household who appeared as the main contact in the framework directory of the survey, informing this person of the objectives of the survey and inviting him/her to cooperate.

8.3 INCIDENCES

8.3.1 IN CATALUÑA

2,112 main households were selected by the INE in Cataluña and 1,584 reserves. Of all the households, 61% were accompanied by their corresponding telephone number. In terms of completing the questionnaire, this was done by telephone interview to households with a telephone number available and by personal interview for the remainder.

To make subsequent field work easier, the main and reserve households were dealt with in the same manner. In an initial stage, by means of cross-references

with telephone directories, 220 telephone numbers were recovered. In a second stage, the remaining 1,200 households were dealt with. They were all sent a letter and an anonymous postcard (only identified by a code) by post. These introduced the survey and offered two options for subsequent completion of the questionnaire. 47% of all households provided their telephone number by returning, carriage owing, the completed postcard or by calling an IDESCAT enquiry line. These households were then interviewed by telephone.

As a final result of data collection, 1,833 households took part in the survey, which in relation to the overall sampling (main households) of 2,112, implied a response rate of 87%. Of these 1,833 cooperating households (fully surveyed), 1,248 (68%) were main households.

The table of incidences is as follows:

	CATI	PAPI	Total
Cooperating	1,086	747	1,833
Negative	224	51	275
Households used for other purposes	38	14	52
Not qualified to answer	109	13	122
Absent	1	141	142
No contact (only CATI)	600		600
Could not be located (only PAPI)		16	16
Inaccessible (only PAPI)		2	2
Empty household (only PAPI)		125	125
Not full interview	1	0	1
Wrong number (only CATI)	123		123
Total cooperating + incidences	2,182	1,109	3,291

8.3.2 PAÍS VASCO

In País Vasco, 1250 households were selected by EUSTAT, which had cooperated for the first time in the EAPS during the first half of 2003. The telephone numbers were previously available, these having been requested during said EAPS. No reserves were selected and, therefore, there were no replacements. In households for which there was no telephone number available, a personal interview was carried out.

The number of households eventually interviewed was 1180.

The percentage of incidences, both framework and in terms of surveyable households, was calculated using only the sample interviewed for the first time during the second quarter of 2003 as a reference so that the data was comparable with that of the rest of Spain. The summary is indicated in the following table:

Type of interview sections	No. of sections	Households			Framework incidents				Surveyable Household incidents					
		Total	Researched	%	Empty	Not located	Others	Surveyable	Cooperating	Absent	Negative	Not qualified to answer	Not contacted	Others
CATI		1,239	1,169	94	8	0	4	87	89	4	7	0		
PAPI		11	11	100	0	0	0	100	100	0	0	0		
Total	198	1,250	1,180	94	8	0	4	87	89	4	7	0	0	0

8.3.3 THE REST OF SPAIN:

As indicated above, in each of the 2,172 sections of the sample (the Autonomous Communities of Cataluña and the País Vasco are not considered), 8 main and 6 reserve households were selected.

The INE outsourced data collection and sent the 30,408 households selected (main and reserves) an official letter explaining the reason and objectives of the Survey as well as the legal normative supporting it. 1,907 letters were returned, 6.3% of the total.

The data collection method was based on a combination of CATI¹ and PAPI² procedures, where CATI was the first contact with the household in the event of a telephone number being available. For each section of the sample, two lists of households were provided for use as reserves to replace the incidences in the originally selected households (main households). One of the reserve lists was used for replacements to the main households in which the interview was carried out using CATI while the other was for replacements to main households contacted using PAPI. Under all circumstances, the replacements were made using the first reserve available.

- *Results obtained in the telephone number search*

21,126 telephone numbers were obtained from a sample of 30,408, representing 69% of the total. The following tables show their distribution in terms of main and reserve households and their representative percentage.

Total Sample	Households	Telephone numbers located	%
Main	17,376	11,991	69

¹ PAPI: acronym of *Paper and Pencil Interview* (personal interview)

² CATI: acronym of *Computer Assisted Telephonic Interview* (telephone interview)

<u>Reserve</u>	<u>13,032</u>	<u>9,135</u>	<u>70</u>
<u>Total</u>	<u>30,408</u>	<u>21,126</u>	<u>70</u>

- *Processing of incidences in CATI*

Given that the first contact with the household was by telephone, three different types of possible incidences were established:

1. **Wrong number:** The telephone number was considered erroneous when the message that the number dialled did not exist or a FAX signal was heard after dialling. In these cases, the personal interview (PAPI) was used.

2. **No answer:** A call was considered as part of this category when, after 16 calls on different days of the week and timetables, the results were: No answer, Engaged, Continually failed, Answering machine, Over 16 calls. In these cases, PAPI was used.

3. **Call answered:** The members of the household could be contacted. Here, the casuistic was recorded by recording the address match.

3.1. *Address does not match:* This case was considered when the house number and street name included in the database were incorrect. Before using PAPI, a check was made to ensure these addresses had not undergone renumbering or name changes.

3.2. *Address matches:* The address matches the house number and street name recorded in the database. Here the possible incidences were: Household used for other purposes (not a family household), Empty (no member could be surveyed), Absence (the person selected would be absent while the interview was being carried out and could not be contacted), Not qualified (family members or person selected not qualified to answer), Negative (negative at the start or during the interview, not authorised to continue with the interview when a person aged below 18 answers or the members of the household or person selected refuses to answer) and, lastly, Cooperating (the full interview is completed).

- *Processing of incidences in PAPI*

The processing of these incidences was included in the Survey Interviewer's Manual and was standard to the surveys carried out by the INE.

The incidences in contacts for the person interview (framework incidences) were: household not located, used for other purposes, inaccessible, empty and could be surveyed. Moreover, the incidences in the interview were: negative, absence, not qualified to answer (not the members of the household as a whole, preventing initial contact, and the person selected) and cooperating household (surveyed).

In this last case –both in CATI and PAPI– it is important to note that a questionnaire was considered complete if all of its questions had been answered, although it was also considered completed if only data from block 9, aimed at children aged from 10 to 14, was missing for a justified reason. This case was brought about when the person selected was unaware of the information of any child (aged 10 to 14) living in the household.

• *Incidence tables*

As a result of CATI (and subsequently PAPI in households not contacted by telephone) and of the personal interview (PAPI) in households not located by telephone, 27,221 households were contacted, of which 15,906 were contacted using PAPI (61%) and 10,167 by CATI (39%). Of this, it can be deduced that 8,697 reserve households were used.

There were 15,938 cooperating households (fully surveyed), broken down as follows:

No. of households surveyed using CATI..... 7.643

No. of households surveyed using PAPI..... 8.295

Bearing in mind that the objective established was to collect information from 17,376 households (the main ones), the final collection rate was 91%. However, it is important to note that of the 15,938 households surveyed, 10,581 (66%) were main households and the remainder, logically, reserve households.

	No. of Households ¹		Framework incidences			Incidences of surveyables					
	Sections	Total	Resear	%	Empt %	Not loc %	Surv %	Coop %	Abs %	Neg %	Not qual %
MAIN CATI	2,118	8,733	73	0	2	98	77	3	18	2	
		11,991									
MAIN PAPI	2,165	8,643	100	17	6	77	62	18	19	1	
MAIN CATI/PAPI	2,172	17,376	100	8	5	87	70	10	18	2	
		17,376									
MAIN AND RESERVE CATI	2,118	10,167	49	0	2	98	77	3	18	2	
		20,628									
MAIN AND RESERVE CATI	2,165	17,054	84	15	6	79	62	17	20	1	
		20,216									
MAIN AND RESERVE CATI/PAPI	2,172	27,221	90	9	5	86	68	11	19	2	
		30,408									

1 The sum of CATI and PAPI is above the total because some households were researched through both methods

- RESEAR: Households researched (contacted)
- EMPT: empty households
- NOT LOC: households not located
- SURV: surveyable households
- COOP: cooperating households (surveyed)

- ABS: absent households
- NG: negative households
- NOT QUAL: households not qualified to answer

8.3.4 SUMMARY:

The total number of households researched, between main and reserve, was 31,692, of which 18,173 used personal interviews and 13,519 telephone interviews.

Of the total number of households researched, 87% could be surveyed (27,539 in absolute value). The remaining 13% correspond to empty and unlocatable households.

Of the 27,539 households that could be surveyed, 68% cooperated. Participation was lower in personal interviews (63%) than in telephone interviews (74%), although it must be taken into account that some of the households interviewed in person were visited after the attempts to carry out a telephone interview failed.

The *negative* cooperation in the survey represented 17% of the total amount of households that could be surveyed and *absent* 10%.

Summary of Incidents, National total

Percentage

Type of interview	No. of sections	Households			Framework incidents			Surveyable Household incidents						
		Total (**)	Researched	%	Empty	Not located	Others	Surveyable	Cooperating	Absent	Negative	Not qualified to answer	Not contacted	Others (*)
CATI			13,519		1	2	1	97	74	3	16	2	5	1
PAPI			18,173		15	6	0	79	63	17	19	1	0	0
Total	2,634	35,354	31,692	90	8	4	0	87	68	10	17	2	2	0

(*) Including 2 inaccessible in PAPI, 1 incomplete interview in CATI and 123 wrong numbers in CATI.

(**) As it is mentioned in this report, the households have been assigned to CATI or PAPI in function of the own survey proces

9 Information processing

When the information was collected by telephone, it was recorded at the same time using the appropriate medium for this purpose so that controls of the flow

(to ensure the questions were asked in the correct order) and content and consistency among the variables could be included.

For households involved in person interviews, the information was collected *on paper*, the questionnaires were recorded after they had been coded and edited. This recording included controls as to the consistency of the statistical variables collected. In the case of the País Vasco, the personal interview were carried out using laptop computers that included a variable control programme.

10 Dissemination of the results

The main results of the survey were initially disseminated on 17 December 2003 along with a press release, all including on the INE website (www.ine.es/prensa/prensa.htm). The detailed results (to which a detailed report will be added) were also published on the INE website in January 2004. e-publications are also planned. Likewise, the Autonomous Statistical Institutes to have taken part in the ICT-H 2003 made their own use of results relating to their respective Regions.

11 Definitions

The definitions specifically associated to the objectives of the survey are included in the attached glossary. Below are details of the more general ones.

11.1 FAMILY HOUSEHOLD

A family household is classed as any room or group of rooms and their dependencies occupying a building or a structurally separated part thereof and that, due to the way in which they have been built, rebuilt or altered, are used as a residence by one or various families or individual people and, on the date of the interview, were not fully used for other purposes. Included in this definition are:

- Permanent accommodation: areas that do not fully respond to the definition of the family households due to the fact that they are semi-permanent (huts or cabins), are improvised with waste materials such as tins and boxes (shacks, huts) or were not primarily designed for residential purposes nor have they been altered to be used for this purpose (stables, straw lofts, mills, garages, warehouses, caves, natural shelters) but that constitute the main, regular residence of one or various families or individual people.
- Family households within collective households (hotels, hostels, etc.), provided that they are for use by the management, administrative or service staff of the collective establishment.

11.2 HOME

For the purposes of this survey, the concept of the home is similar to that of the household.

The home is defined as a person or group of people communally occupying a main family household.

Included in this definition are private homes located in collective households, provided that any expenses are independent in relation to the collective home.

11.3 HOUSEHOLD MEMBERS

The conditions established to determine whether a person resides in the surveyed household or not seek to avoid the possibility of the same person being classified in more than one household or, otherwise, not being classified in any.

For the purposes of this survey, household members are considered those who **usually occupy** the surveyed household (residing or plan to reside for most of the year in the household survey and do not occupy another main household).

Domestic staff are residents in the households where they work. Hospital patients, prisoners, people travelling for pleasure or on business, fishermen at sea, staff on airlines or sea companies and students and workers temporarily living in another municipality or country are considered residents in their household of origin or in the household where the rest of their family resides.

11.4 RELATIONSHIP WITH ECONOMIC ACTIVITY

– ACTIVE

This is the group of people who, during the week prior to the interview, provided labour for the production of economic goods and services (employed) or were available and took steps to form part of said production (unemployed).

– EMPLOYED

These are people aged over 16 who, during the week prior to the interview, were either employed or self-employed according to the definitions given below:

Working. People aged over 16 are considered working if, during the week of reference, they worked for at least one hour, either for a wage, salary or other form of attached remuneration in cash or in kind or in exchange for a benefit or family gain, in cash or in kind.

Also included as working are family workers, remunerated apprentices and workers under a remunerated public employment programme, provided they worked for at least one hour during the week of reference.

Employed or working, but temporarily absent. People are considered in this situation who, having worked in their current employment or job, are absent during the week of reference due to illness or accident, labour dispute, disciplinary suspension of employment and salary, holidays, bank holidays, study leave, maternity leave or other type of leave, voluntary absence, temporary disorganisation of work for reasons such as bad weather, mechanical faults or other similar reasons, provided these are formally linked to their employment. Those suspended or separated from their employment as a result of lay offs will only be considered employed in the event of their expecting to rejoin their company within a period of three months and also receive at least 50% of their salary from the employer.

– UNEMPLOYED

All people aged over 16 are considered unemployed if, during the week of reference, they were without a job, are available for work over the next two weeks as of the date of the interview and are seeking work, i.e. have taken specific measures over the past four weeks to find employment or to become self-employed.

Although this definition includes the effective employment search criterion, those people who, during the week of reference, were without a job, available for work and waiting to start a new job after the week of reference are also considered unemployed.

–INACTIVE

The inactive population covers all those aged over 16 of both sexes, not classified as employed or unemployed during the week of reference. These include the following functional categories:

People looking after their home: people who, without undertaking any economic activity, look after their own homes, e.g. housewives and other family members responsible for looking after the house and the children.

Students: people who, without undertaking any economic activity, receive systematic instruction at any level of public or private education.

Retired or early retired: people who had a previous economic activity and, due to age or other reasons, have left it, receiving a pension (or early retirement income) through their previous activity.

Other inactives: people who, without undertaking any economic activity, receive public or private assistance and all those not included in any of the above categories, e.g. rentiers.

12 Classifications used

12.1 SIZE OF THE CURRENT MUNICIPALITY OF RESIDENCE

This adapts to the following population intervals:

- < 10,000 inhabitants
- from 10,000 to 19,999
- from 20,000 to 49,999
- 50,000 and over
- provincial capitals

12.2 LEVEL OF COMPLETED STUDIES

This variable is included in a literal and is coded to one digit according to the National Education Classification (CNEC) resulting in disaggregation according to the headings of said classification:

- Illiterates
- Primary Education
- Lower secondary education (Compulsory Secondary Education)
- Upper secondary education (Secondary School Graduate and Mid-level Vocational Training)
- Higher level vocational training (Advanced Level Vocational Training)
- First and second cycle university education (HND, Technical Engineers, Graduates and Advanced Engineers). Third cycle university education (Doctorate)

12.3 RELATIONSHIP WITH ACTIVITY

Those interviewed aged over 16 will be classified as employed (self-employed or employees) or unemployed (students, retired, housework, pensioners, other situation).