

/*APPENDIX 39*/

/*HELP SCREENS and DATA NOTES*/

/*June, 1999*/

/*INTRODUCTION. Below are the help screens available to the interviewer should the respondent have a question about what is being asked in the course of the 1997 NLSW. The text of each help screen is provided, along with a list of related items. Also included are notes about some anomalies in the data.

Help screens, p. 2

Discrepancies in the universe skips, p. 20

Empty Columns in Employer Roster, p. 20

Section timings, p. 22

Unusual data values, p.22

Pensions, p.22

/* Help screens */

Below are the help screens that the FR could access during the actual interviews. While most of the material merely duplicates information from the training sessions and the Field Representative's Manual, some of this information only appears in the CAPI instrument itself.

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ABSENTREF

With a job/temporarily absent

A person is temporarily absent if s/he had a job or business, but did not work during the reference week. If there is any question about the individual's employment status, determine:

- whether s/he intends to return to work, and
- whether his/her employer has agreed to hold a job for the individual when s/he returns.

If the person intends to return to work and his/her employer is holding a job for him/her, then the person is temporarily absent.

Related Questions:

RWH-10 HWH-9

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ACTUALHRSREF

Actual Hrs: Hrs taken off?

This series of questions is designed to determine ACTUAL number of hours person worked last week. By asking person if s/he took any hours off or lost any hours last week, you are aiding the person's recall of the actual number of hours worked.

Related Questions:

RWH-18 HWH-18

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ACTUALWRKREF

Actual Hrs: extra hours worked

This series of questions is designed to determine to ACTUAL number of hours person worked last week. By asking person if s/he worked any extra hours last week, you are aiding the person's recall of the actual number of hours worked.

Related Questions:

RWH-20 HWH-20

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AVAILREF

Why person could not work last week

This question refers to personal availability.
This question is asked of the person to determine whether or not person's situation meets the definition of being "On Layoff."

Definition of "On Layoff": Persons are on layoff if they are waiting to be recalled to a job from which they were temporarily separated for business-related reasons such as temporary drops in demand, business downturns, plant remodeling, material shortages, and inventory taking. They must have been given a date to report back to work or, if not given a date, must expect to be recalled to the job within 6 months.

Related Questions:

RWH-27B@1 HWH-27B@1

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BUSFARMREF

Business or farm in HH?

This question is asked to help determine if the person is employed. Select "Yes" when any of the following conditions is met:

- machinery or equipment of substantial value is used in conducting the business
- an office, store, or other place of business is maintained
- the business is advertised by a listing in the classified section of the telephone book, displaying a sign, or distributing cards or leaflets or otherwise publicizing that the work or service is offered to the general public.

Related Questions:

RWH-1A

DEBTREF

Debt being erased

These questions ask whether debts could be erased using all the money that the parent(s) currently have and all the money the parent(s) could raise if the parent(s) sold everything they own. Some parent(s) will not have any debt at all, so the assumption is that they will have some amount (however small) left over.

Related Questions:

PAR-12 PAR-22 PAR-35 PAR-45

DEGREEREF

Use the following guide to decide which entry to select.

NOTE: IF R is taking college courses but not pursuing a degree, select Option 11 "Nondegree program."

High school freshman 9th grade or Grade 9

High school sophomore 10th grade or Grade 10

High school junior 11th grade or Grade 11

High school senior 12th grade or Grade 12

Freshman 1st year college or 30 semester hours or 45 quarter hours

College sophomore 2nd year college or 60 semester hours or 90 quarter hours

College junior 3rd year college or 90 semester hours or 135 quarter hours

College senior 4th year college or 120 semester hours or 180 quarter hours

1st year of Graduate School 5th year college

End of later years of 6th or more year college or graduate school

Related Questions:

EAT-4 EAT-5

EARNREF

What does person earn weekly?

Round NONHOURLY earnings to the nearest whole dollar. If the person reports 50 cents or more beyond a whole dollar, round up to the next largest whole dollar. Otherwise, round down to the whole dollar.

Related Questions:

HSP-83D-ARR-01 HSP-83D-ARR-02 HSP-83D-ARR-03 HSP-83D-ARR-04 HSP-83D-ARR-05
HSP-83D-ARR-06 HSP-83D-ARR-07 HSP-83D-ARR-08 HSP-83D-ARR-09

EARNWKREF

Usual weekly earnings

USUALLY means 50% of the time or more, or the most frequent schedule during the last 4 or 5 months.

If the person is not sure if this is correct or does not agree with the amount, entering a "don't know" or a "no" response will lead to follow-up questions.

Related Questions:

RSP-83D-ARR-01 RSP-83D-ARR-02 RSP-83D-ARR-03 RSP-83D-ARR-04 RSP-83D-ARR-05
RSP-83D-ARR-06 RSP-83D-ARR-07 RSP-83D-ARR-08 RSP-83D-ARR-09 RSP-83D-ARR-10
RSP-83D-ARR-11

EMPDATEREF

Has employer given person a return date?

This question is asked of the person to determine whether or not person's situation meets the definition of being "On Layoff."

Definition of "On Layoff": Persons are on layoff if they are waiting to be recalled to a job from which they were temporarily separated for business-related reasons such as temporary drops in demand, business downturns, plant remodeling, material shortages, and inventory taking. They must have been given a date to report back to work or, if not given a date, must expect to be recalled to the job within 6 months.

Related Questions:

RWH-25 HWH-25

ESTATEREF

The total value of the estate is equal to the cash assets plus sellable property minus any debts. Since the previous question limits the universe of this question to respondents where the estate has been settled, this amount should be the total net worth of the entire estate.

Related Questions:

PAR-50 PAR-60

EXTRAHRSREF

of extra hrs worked last week

- Use whole numbers (count 30 minutes or more as whole hour).
- For persons with businesses, include hours spent setting up a business or profession, even if it is not opened yet.
- Include hours worked at a person's business even if s/he transacted no business
- Include hours worked without compensation at a wage or salary job (for example, a teacher grading papers at home).
- Include hours spent doing unpaid work on a family farm or business that is owned by a related household member.
- DO NOT include hours spent on jury duty or on National Guard duty.

Related Questions:

RWH-21 RWH-22A RWH-22B HWH-21 HWH-22A HWH-22B

FINANCIALREF

These questions ask about two types of help (financial help and doing chores) under the rubric of "contributing to the running of the household." It includes whether the parent(s) contribute money toward the household's living expenses OR whether the parent(s) do chores around the house.

Related Questions:

PAR-73 PAR-94 PAR-115

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FULLTIMEREF

Could person have worked full time

This question asks about the person's personal AVAILABILITY last week. Was the person available to work full time last week?

Related Questions:

RWH-24 HWH-24

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GIFTREF

The purpose of these questions is to determine whether the respondent (or her husband) gave more than "\$100 worth" of gifts to her/his parent(s). The value of the gifts should refer to the initial cost of purchasing the gifts. If the respondent gave gifts such as baked foods or homemade sewn clothes, the value of these items would be the cost to obtain similar items or how much would be gained if they were to have been sold when they were newly made.

Related Questions:

PAR-84 PAR-105 PAR-126 PAR-147

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HEALTHREF

The purpose of these questions is for the respondents to rate the health status of their parent(s)/parent(s)-in-law. Respondents should not rate health relative to their parents' immediately prior health status nor relative to what their parents' health status could be if they were not in remission. For example, respondents may rate parents as "excellent" despite the fact that they were currently hospitalized for some health condition, because this situation would be temporary, and the respondent expected the parent to return to excellent health eventually. The question should be clarified as, "Please think for a moment about your father's/mother's current health, as of today, compared to other men/women his/her age."

Related Questions:

PAR-75 PAR-76 PAR-96 PAR-97 PAR-117 PAR-118 PAR-138 PAR-139

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HRC6REF

Is (fill with a NAME) a member of this household as of today?
Determine whether a person is a member of the household:

ASK:

Does ...usually live here?

Yes - Person [bold]IS[n] a member of the household

No - PROBE to determine if the person has a usual place of residence elsewhere

ASK:

Does...have a usual place of residence elsewhere?

Yes - Person [bold]IS NOT[n] a member of the household

No - Person [bold] IS[n] a member of the household.

Additional information can be found in the Field Representative's Manual.

Related Questions:

HRC-6-ARR-02 HRC-6-ARR-03 HRC-6-ARR-04 HRC-6-ARR-05 HRC-6-ARR-06 HRC-6-ARR-07
HRC-6-ARR-08 HRC-6-ARR-09 HRC-6-ARR-10 HRC-6-ARR-11 HRC-6-ARR-12 HRC-6-ARR-13
HRC-6-ARR-14 HRC-6-ARR-15 HRC-6-ARR-16 HRC-6-ARR-17 HRC-6-ARR-18 HRC-6-ARR-19

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HRPYREF

What is person's hourly rate?

We are looking for an hourly rate of pay as stated by the employer, expressed precisely in dollars and cents. Do not round hourly earnings.

If the person reports a value that is a multiple of \$.50, (for example, \$5.00 or \$7.50 per hour), ask if this is an exact value. If it isn't, try to obtain a more precise figure. If the person does not know the exact amount, enter the amount the person stated.

Related Questions:

RSP-81I-ARR-01 RSP-81I-ARR-02 RSP-81I-ARR-03 RSP-81I-ARR-04 RSP-81I-ARR-05
RSP-81I-ARR-06 RSP-81I-ARR-07 RSP-81I-ARR-08 RSP-81I-ARR-09 RSP-81I-ARR-10
RSP-81I-ARR-11

HRTAKENREF

of hrs person took off last week

Use whole numbers (count 30 minutes or more as whole hour).

Related Questions:

RWH-19 HWH-19

INCOMEREF

Respondents may say that they do not know the incomes of their parent(s)/parent(s)-in-law. In these situations, a good strategy is to ask for the respondent's best guess of the value.

If the respondent indicates that she has already reported this answer to a previous question, explain that we need to record the information here also.

Related Questions:

PAR-10 PAR-20 PAR-33 PAR-43

INHERITREF

The purpose of this question is to determine which ONE of these statements most accurately reflects the person's attitude towards the IDEA of parents leaving an inheritance to their children.

Related Questions:

INC-14

INSUREF

Term insurance

A specific kind of financial protection that involves death benefits for a deceased person's survivors. Term insurance is good for a specific period, or "term" that is, the benefit is payable only if the insured dies within that time. The term typically is 1, 5, or 10 years (occasionally as long as 20), often with an option to renew.

Whole life

Whole life insurance is insurance providing death protection for the insured's lifetime. It can guarantee a specific amount of money payable to a beneficiary, no matter when the insured dies.

It remains in force, regardless of any future health impairment, for as long as timely premium payments are made.

Policies may have cash or surrender value. Cash values may grow throughout the life of the policy. The insurance company may pay dividends to policyholders.

Related Questions:

INC-9C

JOBDEFREF

Regular or Odd jobs- defntns

"Regular" full or part-time job:

A job in which there is a definite arrangement to work for pay or profit a specified number of hours per week or number of days a month.

"Odd" job:

A job that is done from time to time, with an unspecified schedule.

Related Questions:

RSP-70-ARR-01 RSP-70-ARR-02

JOBFINDREF

Has person been doing anything/work?

This series of questions helps you determine:

- What a person has done to find work
- If they could have taken a job if one were offered
- What they were doing before they started looking for work
- When they last worked
- If they were looking for full or part time work

Related Questions:

RWH-32

JOBMETHODREF

Method used for finding work

- ACTIVE: Could result in offer without any further action by job seeker.
- CONTACTED EMPLOYER DIRECTLY/INTERVIEW: personal visit, telephone call or mail.
- Include contact with Armed Forces Recruiting Office
- CONTACTED PUBLIC EMPLOYMENT AGENCY: must've inquired about opportunities rather than simply about unemployment insurance/job training programs.
- CONTACTED PRIVATE EMPLOYMENT AGENCY: serves more than one business, gives persons leads to potential employers, charges a fee for service.
- SENT OUR RESUMES/FILLED OUT APPLICATIONS: Do NOT enter this if picked up an application only. Didn't talk with employer, code "other passive."
- PLACED/ANSWERED ADS: NOT just looked at/read/marked ads in newspaper

- PASSIVE: Couldn't result in offer without further action by job seeker
- LOOKED AT ADS: If person has read/checked/marked ads without any other contact with the potential employer.
- ATTENDED JOB TRAINING PROGRAMS/COURSES: attended with intention of obtaining job-related knowledge or skills.
- NOTHING: If the person actually says "Nothing."

Related Questions:

RWH-33-01 RWH-34A-01 RWH-34B-01 HWH-33-01 HWH-34A-01 HWH-34B-01

JOBREF

Do person lose/quit/temp job?

LOST JOB: Persons whose employment ended involuntarily, for example, discharged for cause (fired), plant closed, company moved, reduction in staff, job ended, or forced to retire.

QUIT JOB: Persons who voluntarily ended their employment; include people who quit their jobs or retired from their jobs.

TEMPORARY JOB: Persons who had a temporary job that ended. These persons neither quit nor lost their jobs because these jobs were never intended to be long-term.

Related Questions:

RWH-31 HWH-31

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JOBSREF

Did person have more than one job?

Most multiple jobholders hold two or more wage and salary jobs or are self-employed on more than one job and a wage and salary employee on another job. (Also included are people who started and ended jobs in the same week.)

The following situations are NOT multiple job holding:

- an individual who has more than one employer but only one job -e.g. a maid
- an individual who has more than one client but only one job -e.g. a lawyer
- an individual who owns two or more unincorporated businesses (and has no wage and salary job)
- an individual who has more than one contract or one piece of work but only one job - e.g. a general contractor or construction worker

Related Questions:

RWH-13 RWH-14 HWH-13 HWH-14

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JOBSTARTREF

Could person have started a job 1st wk

If the person attaches conditions to the type of work or work schedule wanted, this does not affect the person's availability. You should still enter "Yes" for a person who can only work during certain hours, or for a person who wants a certain kind of work and is available for that type of work.

Related Questions:

RWH-35

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LASTWORKREF

When did person last work at job?

Please ask person for the date (month and year) that s/he last worked.

Related Questions:

RWH-38A HWH-38A

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LAYOFFREF

Was person on layoff last week?

"Last Week" is the full week (from Sunday through Saturday) prior to the week of the interview. Code the response that fits the person's answer.

A person is on LAYOFF if:

- s/he is waiting to be recalled to a job from which they were temporarily separated for business-related reasons such as temporary drops in demand, business downturns, plant remodeling, material shortages, and inventory taking. They must have been given a date to report back to work or, if not given a date, must expect to be recalled to the job within 6 months.

Related Questions:

RWH-11 OJS-4E-ARR-01 OJS-19E-ARR-01 OJS-29E-ARR-01 HWH-10 HOJ-4C-ARR-01
HOJ-29E-ARR-01

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LAYREF

Has employer given person indication?

This question is asked of the person to determine whether or not person's situation meets the definition of being "On Layoff."

Definition of "On Layoff": Persons are on layoff if they are waiting to be recalled to a job from which they were temporarily separated for business-related reasons such as temporary drops in demand, business downturns, plant remodeling, material shortages, and inventory taking. They must have been given a date to report back to work or, if not given a date, must expect to be recalled to the job within 6 months.

Related Questions:

RWH-26 HWH-26

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LEAVEJOBREF

Why did person leave job?

Code only one category given by the person. For vague responses, probe to determine the specific reason. If the person gives more than one reason, probe to determine the main reason.

Related Questions:

OJS-6@1-ARR-01 OJS-6@1-ARR-02 OJS-6@1-ARR-03 OJS-6@1-ARR-04 OJS-6@1-ARR-05
HOJ-6@1-ARR-01 HOJ-6@1-ARR-02 HOJ-6@1-ARR-06

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LESSHRSREF

Reasons worked under 35 hrs

SELECT: SLACK WORK/BUSINESS CONDITIONS: drop in orders, not enough customers, business was slow, or to save jobs.

COULD ONLY FIND PART-TIME WORK: Include cases in which the person was hired part time so the employer could avoid paying benefits

SEASONAL WORK: off-season for their place of business

CHILD CARE-PROBLEMS: If specifically mentioned

SELECT: OTHER FAMILY/PERSONAL OBLIGATIONS: sick child, working around the house or going with a child on a school field trip.

HEALTH/MEDICAL LIMITATIONS: own illness, injury, or disability

SCHOOL/TRAINING: due to attendance in any type of school/training.

RETIRED/SOCIAL SECURITY LIMIT ON EARNINGS: retired, most hours they can work without losing benefits.

FULL TIME WORKWEEK IS LESS THAN 35 HOURS: some occupations have hours limited by federal regulations or union contracts.

Related Questions:

RWH-17B@1 HWH-17B@1

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LOOKREF

What person was doing before looking?

If the person was working just prior to the current job search, we are interested in how s/he was separated from the previous job, that is if the person lost or quit the job, or had a temporary job that ended.

Related Questions:

RWH-37A RWH-41 HWH-37A HWH-41

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LOOKWORKREF

Was person looking for work last week?

This question is asked to gain further information on the job market behavior of persons on layoff.

Related Questions:

RWH-28 HWH-28

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MAINREF

Mn reasn/wrkd 35 hrs 1st wk

SLACK WORK/BUSINESS CONDITIONS: drop in orders, not enough customers, business was slow, or to save jobs.

SEASONAL WORK: off-season for their place of business.

OWN ILLNESS/INJURY/MEDICAL APPOINTMENT: OWN illness, injury, HOLIDAY (LEGAL OR RELIGIOUS) even if not during the ref. week.

CHILDCARE PROBLEMS: childcare specifically mentioned

OTHER FAMILY/PERSONAL OBLIGATIONS: staying with sick child, housework, or going with a child on a school field trip

LABOR DISPUTE: at the person's own place of employment.

WEATHER AFFECTED JOB: adverse weather conditions.

SCHOOL/TRAINING: attendance in any type of school or training.

CIVIC/MILITARY DUTY: jury duty, Armed Forces reserve duty, etc.

OTHER REASON: conditions above not adequate.

Related Questions:

RWH-2301 HWH-2301

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MATERIALREF

These questions ask "how much were the things worth." The interest here is in the value of material objects. However, the purpose of these questions is to include any cash received by the respondent as well. It is very challenging to ask a respondent what a set of objects is "worth". The notion of economic value is not likely to be highly familiar to respondents, so it needs to be clarified more precisely. Specifically, some respondents may interpret the question to be asking how much the objects cost to purchase in the first place. But in fact, the intent here is to gauge how much money would have been gained if all the objects had been sold at the time the respondent inherited them. If the respondent indicates that she has already reported this answer to a previous question, explain that we need to record the information here also.

Related Questions:

PAR-52

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MONEYREF

These questions ask about lending money to parent(s) and whether the respondent expects to be repaid. For some respondents, the difference between a loan and a gift may be unclear. Lending money means giving money and expecting that it will be paid back to you. A gift involves giving money or objects such as clothing as presents. Some respondents may give money to their parents but may not be sure about whether they expect to be repaid. Sometimes a cash exchange starts out as a "loan" and ends up as a "gift." If the respondent indicates that she has already reported this answer to a previous question, explain that we need to record the information here also.

Related Questions:

PAR-81 PAR-83 PAR-102 PAR-104 PAR-123 PAR-144 PAR-146

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MOREEMPREF

Mark box 1 for persons who sell their services to a variety of employers on a regular or irregular basis. For example, a construction worker, house cleaner, caterer, babysitter, or nurse that works for different employers.

Related Questions:

OJS-24@1-ARR-01 OJS-24@1-ARR-02 OJS-24@1-ARR-03 OJS-24@1-ARR-04 OJS-24@1-ARR-05
 OJS-24@1-ARR-06 OJS-24@1-ARR-07 OJS-24@1-ARR-08 OJS-24@1-ARR-09 OJS-24@1-ARR-10
 OJS-24@1-ARR-11 HOJ-24@1-ARR-01 HOJ-24@1-ARR-02 HOJ-24@1-ARR-03 HOJ-24@1-ARR-04
 HOJ-24@1-ARR-05 HOJ-24@1-ARR-06 HOJ-24@1-ARR-07 HOJ-24@1-ARR-08 HOJ-24@1-ARR-09
 HOJ-24@1-ARR-13

MOREHRSREF

Does a person usually work 35 hrs/more?

Remember that USUALLY is 50% of the time or more, or the most frequent schedule during the past 4 or 5 months.

Related Questions:

RWH-16 HWH-16

MREASONREF

Main reason not working

BELIEVES NO WORK AVAILABLE IN LINE OF WORK OR AREA: Include "No work around here," "No jobs since mill closed," COULDN'T FIND ANY WORK: Include person who searched, but couldn't find, attached condition, "I couldn't find a job that used my college degree."

LACKS NECESSARY SCHOOLING/TRAINING/SKILLS/EXPERIENCE: Not looking because of illiteracy, inability to speak English, lack job search knowledge,

EMPLOYERS THINK TOO YOUNG/OLD: Too young to obtain a work permit, informed by employers that job unavailable to them because of their age.

OTHER TYPES OF DISCRIMINATION: Excluding reasons covered by other odes, include responses related to racial/sex discrimination, criminal record.

CHILDCARE PROBLEMS: affordable, available, or adequate childcare.

FAMILY RESPONSIBILITIES: illness in family, care for elderly parent.

IN SCHOOL OR OTHER TRAINING: attendance at any public/private school, including college, vocational or trade school.

ILL HEALTH/PHYSICAL DISABILITY: related to OWN illness/disability.

OTHER (SPECIFY): Classify responses in one of the above if possible.

Related Questions:

RWH-43@1 HWH-43@1

NAMEREF

Name of employer

Make sure we have recorded the full and exact name of the company, business, government agency or other employer. Probe for the full name of an employer if an acronym or abbreviation is given.

Make sure we have the name of the company, not the name of the supervisor, foreman, or owner. For employees whose employers do not have company names, such as dentists, lawyers, construction contractors, etc., enter the name of the owner.

If the person questions why we must know his/her employer's name, explain that because we will be talking about several jobs which s/he might have had, it becomes less confusing if we can refer to each of the different jobs by the employer name.

Related Questions:

OJS-1A-ARR-01 OJS-1B-ARR-01 OJS-1A-ARR-02 OJS-1B-ARR-02 OJS-1A-ARR-03
 OJS-1B-ARR-03 OJS-1A-ARR-04 OJS-1B-ARR-04 OJS-1A-ARR-05 OJS-1B-ARR-05

OJS-1A-ARR-06 OJS-1B-ARR-06 OJS-1A-ARR-07 OJS-1B-ARR-07 OJS-1B-ARR-08
 OJS-1B-ARR-09 HOJ-1A-ARR-01 HOJ-1B-ARR-01 HOJ-1A-ARR-02 HOJ-1B-ARR-02
 HOJ-1A-ARR-03 HOJ-1B-ARR-03 HOJ-1A-ARR-04 HOJ-1B-ARR-04 HOJ-1A-ARR-05
 HOJ-1B-ARR-05 HOJ-1A-ARR-06 HOJ-1B-ARR-06 HOJ-1A-ARR-07 HOJ-1B-ARR-07
 HOJ-1A-ARR-11 HOJ-1B-ARR-11 HOJ-1A-ARR-12

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NOFULLREF

Reasons didn't want full time

SELECT: CHILD CARE-PROBLEMS: If childcare specifically mentioned
 OTHER FAMILY/PERSONAL OBLIGATIONS: staying home with sick child, working around the house, going with a child on a school field trip.
 HEALTH/MEDICAL LIMITATIONS: own illness, injury, or disability

SELECT: SCHOOL/TRAINING: If the person states that s/he did not work full time due to attendance in any type of school/training program.

RETIRED/SOCIAL SECURITY LIMIT ON EARNINGS: If the person says that the reason they are working part time is that they are retired or that this is the most hours they can work without losing benefits.

FULL TIME WORKWEEK IS LESS THAN 35 HOURS: some occupations have hours limited by federal regulations or union contracts.

OTHER: If conditions above do not adequately explain main reason

Related Questions:

RWH-17C@1 HWH-17C@1

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NOSTARTREF

Why person could not start a job?

TEMPORARY ILLNESS: Although it is not necessary to probe, if you learn that the illness is expected to last more than 30 days from the time of the interview, enter "Other" and the verbatim response.

GOING TO SCHOOL: Include all types of public and private educational institutions both in and out of the regular school system, such as high school, college, business, or vocational school.

OTHER: Use this if none of the above are appropriate. Examples of "other" reasons are: did not have transportation, couldn't find a babysitter, had to care for a sick family member, long-term illness.

Related Questions:

RWH-36@1 HWH-36@1

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OTHEREF

Residual category. Include any income not reported elsewhere.

Royalties (e.g., % of gross sales from books, music, etc.,

Annuities (received periodically as return on investment in which person has purchased right to receive a monthly, annual or other periodic income for a fixed number of years/lifetime.

Contributions from family members living outside the household (e.g., loans) other than alimony and child support payments.

Life insurance payments to survivors of insured person payments from insurance, which provides income to, insured after she/he reaches a certain age.

Pensions and retirement benefits paid to the survivors of a worker who has paid into the Social Security fund.

Money payments from private welfare or relief agencies

Scholarships, fellowships, etc. Do not include assistantships or grants, which are included in previous income questions.

Armed Forces allotments for dependents.

Strike benefits paid by a union.

Related Questions:

INC-60@1

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OVRPYREF

Usually receive overtime pay?

Answer "Yes" if the person USUALLY receives overtime pay, tips, or commissions, that is, 50% of the time or more. If s/he receives them only occasionally, enter "No."

Related Questions:

RSP-81B-ARR-01 RSP-81B-ARR-02 RSP-81P-ARR-03 RSP-81P-ARR-05 RSP-81P-ARR-06
RSP-81P-ARR-07 RSP-81P-ARR-08 RSP-81P-ARR-09 RSP-81P-ARR-10 RSP-81P-ARR-11
HSP-81B-ARR-01 HSP-81B-ARR-02 HSP-81B-ARR-03 HSP-81B-ARR-04 HSP-81B-ARR-05
HSP-81B-ARR-06 HSP-81B-ARR-07 HSP-81B-ARR-08 HSP-81B-ARR-09

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PAIDREF

Earnings at job (per week)

The questions on earning refer to USUAL earnings. In cases where the person states that his/her earnings are not the same from week to week (or month to month) you should ask what the earnings are 50% of the time or more. If the person is unable to answer, ask for the most frequent earnings amount during the past 4 or 5 months. For annual earnings that have varied from year to year, use the annual rate for the current year.

Persons who are new to their job should report their expected earnings for the current time frame.

Types of Income included as earnings: PIECE RATE, COLLEGE ASSISTANTS AND FELLOWSHIPS, ON-THE-JOB TRAINING, PAY IN KIND, EXPENSE ACCOUNT.

Related Questions:

RSP-72@1-ARR-01 RSP-72@1-ARR-02 RSP-72@1-ARR-03 RSP-72@1-ARR-04 RSP-72@1-ARR-05
RSP-72@1-ARR-06 RSP-72@1-ARR-07 RSP-72@1-ARR-08 RSP-72@1-ARR-10

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PAYREF

What does person receive in overtime?

If calculating an HOURLY rate of pay, obtain the amount as stated by the employer, expressed precisely in dollars and cents. Do not round hourly earnings. If the person reports a value that is a multiple of \$.50, (for example, \$5.00 or \$7.50 per hour), ask if this is an exact value. If it isn't, try to obtain a more precise figure. If the person does not know the exact amount, enter the amount the person stated.

Round NONHOURLY earnings to the nearest whole dollar. If the person reports 50 cents or more beyond a whole dollar, round up to the next largest whole dollar. Otherwise, round down to the whole dollar.

Related Questions:

HSP-81X@1-ARR-01 HSP-81X@1-ARR-02 HSP-81X@1-ARR-03 HSP-81X@1-ARR-04
HSP-81X@1-ARR-05 HSP-81X@1-ARR-08

=====

PENSIONREF

Formula plan

Sometimes called a defined benefit plan. The employer promises a specific level of benefits to be paid off each year after retirement. These benefits will be based on rank, years of service, salary, etc.

Thus, the person will be getting a certain amount of money each month or year until her death.

Savings account plan

Sometimes called a defined-contribution plan. The employer (and maybe the employee) puts in a certain amount of cash annually, sometimes a percentage of the profits. The money is invested and when the employee retires, she receives her share of the benefits. This term is sometimes confusing to the person because there are some benefits that may, on the surface, sound like a savings account plan. Most common example of what ISN'T a savings account plan: A company gives year-end bonuses to employees, based on profits. Bonuses are not pension plans.

Related Questions:

RSP-113-ARR-01 RSP-113-ARR-02 RSP-113-ARR-03 RSP-113-ARR-04 RSP-113-ARR-05
RSP-113-ARR-06 HSP-113-ARR-01 HSP-113-ARR-02 HSP-113-ARR-03 HSP-113-ARR-04
HSP-113-ARR-05 HSP-113-ARR-06 HSP-113-ARR-07

PARENTREF

Help the respondent gives to parent.

These questions ask about help the respondent (or her husband) gives to parent(s)/parent(s)-in-law. Respondents may note that their children provide help to the respondent's parent(s). T'm /U=====

PREVREF

If the respondent indicates that she has already reported this answer to a previous question, explain that we need to record the information here also.

Related Questions:

PAR-155-ARR-01 PAR-156-ARR-01 PAR-157-ARR-01 PAR-158-ARR-01 PAR-159-ARR-01
PAR-160-ARR-01 PAR-155-ARR-02 PAR-156-ARR-02 PAR-157-ARR-02 PAR-158-ARR-02
PAR-159-ARR-02 PAR-160-ARR-02 PAR-157-ARR-03 PAR-158-ARR-03 PAR-159-ARR-03
PAR-160-ARR-03 PAR-157-ARR-04 PAR-159-ARR-04 PAR-157-ARR-05 PAR-159-ARR-05

PROFITREF

The sharing of profits, as between employer and employee, in such a way that the employee receives, in addition to his wages, a share in the profits of the business.

Related Questions:

RWH-4 RSP-95G-ARR-01 RSP-95G-ARR-02 RSP-95G-ARR-03 RSP-95G-ARR-04 RSP-95G-ARR-05
RSP-95G-ARR-06 RSP-95G-ARR-07 RSP-95G-ARR-08 RSP-95G-ARR-09 HWH-3

QUITJOBREF

Do person lose/quit/temp job?

LOST JOB: Persons whose employment ended involuntarily, for example, discharged for cause (fired), plant closed, company moved, reduction in staff, job ended, or forced to retire.

QUIT JOB: Persons who voluntarily ended their employment; include people who quit their jobs or retired from their jobs.

TEMPORARY JOB: Persons who had a temporary job that ended. These persons neither quit nor lost their jobs because these jobs were never intended to be long-term.

Related Questions:

RWH-37B HWH-37B

=====

REASONREF

BELIEVES NO WORK AVAILABLE IN LINE OF WORK OR AREA: Include "No work around here," "No jobs since mill closed,"

COULDN'T FIND ANY WORK: Include person who searched, but couldn't find, attached condition, "I couldn't find a job that used my college degree."

LACKS NECESSARY SCHOOLING/TRAINING/SKILLS/EXPERIENCE: Not looking because of illiteracy, inability to speak English, lack job search knowledge,

EMPLOYERS THINK TOO YOUNG/OLD: Too young to obtain a work permit, informed by employers that job unavailable to them because of their age.

OTHER TYPES OF DISCRIMINATION: Excluding reasons covered by other codes, include responses related to racial/sex discrimination, criminal record.

CHILDCARE PROBLEMS: affordable, available, or adequate childcare.

FAMILY RESPONSIBILITIES: illness in family, care for elderly parent.

IN SCHOOL OR OTHER TRAINING: attendance at any public/private school, including college, vocational or trade school.

ILL HEALTH/PHYSICAL DISABILITY: related to OWN illness/disability.

OTHER (SPECIFY): Classify responses in one of the above if possible.

Related Questions:

RWH-12A@1 RWH-12A1@1 HWH-11@1 HWH-11A@1

=====

RSNGAPREF

Gaps not working or in military

Gaps in duration are detected here. They fall in places where the person has reported no employer or work at all.

Seasonal Laborer: If person's job is seasonal then their time off should not be counted as a job gap because they are not unemployed and looking for work. If they are looking for work and consider themselves unemployed, then a gap should be indicated. This also is true for persons who are self-employed. If business is slow they may not consider themselves unemployed; but if business is so slow that they give up the business altogether, they may consider themselves unemployed and therefore a job gap should be indicated.

Related Questions:

GAP-3@4-ARR-01 GAP-3@4-ARR-02 GAP-3@4-ARR-03 GAP-3@4-ARR-04 GAP-3@4-ARR-05
GAP-3@4-ARR-06 GAP-3@4-ARR-07 GAP-3@4-ARR-08 GAP-3@4-ARR-09 GAP-3B@4 HGP-3B@4

=====

STARTJOBREF

Could person have started a job 1st wk?

If the person attaches conditions to the type of work or work schedule wanted, this does not affect the person's availability. You should still enter "Yes" for a person who can only work during certain hours, or for a person who wants a certain kind of work and is available for that type of work.

Related Questions:

RWH-48 HWH-48

=====

SUPPORTREF

Some parents live in apartments in facilities that can provide living assistance, but these individuals are not currently receiving any such assistance. For respondents in these situations mark living a supported living facility. We are not interested in whether their parent(s) are currently receiving living assistance from staff at the facility but whether they could receive assistance if they needed help.

Related Questions:

PAR-68 PAR-89 PAR-110 PAR-131

=====

TEMPREF

Temp worker/consult/cntrct, etc

Temporary workers are not intended to be full time workers. A consultant or contractor is someone who is hired or contracted to do work for another company. An employee of a contractor is a person who works for a company or individual who is hired or contracted to do work for another company.

Related Questions:

RSP-71@1-ARR-01 RSP-75-ARR-01 RSP-71@1-ARR-02 RSP-75-ARR-02 RSP-71@1-ARR-03
 RSP-75A-ARR-03 RSP-71@1-ARR-04 RSP-75A-ARR-04 RSP-71@1-ARR-05 RSP-75-ARR-05
 RSP-71@1-ARR-06 RSP-75-ARR-06 RSP-71@1-ARR-07 RSP-75-ARR-07 RSP-71@1-ARR-08
 RSP-75-ARR-08 RSP-71@1-ARR-10 RSP-75-ARR-10

=====

TIMEREF

Was time off paid by employer?

Do not count as being paid persons who are receiving money only from:
 -union funds that are distributed to members involved in a labor dispute
 -unemployment insurance collected by persons involved in a labor dispute

Related Questions:

RWH-12B HWH-12

=====

UNPAIDREF

Unpaid work in family business

This question is asked to determine if the person did any work for which s/he would receive profits, which would then classify him/her as having worked.

Related Questions:

RWH-3 HWH-2

=====

USUALHRSREF

Usual # hrs person works per wk

- If multiple job holder, use "main" job only
- Try to keep "Hours vary" to a minimum, ONLY if estimate impossible
- "USUALLY" is 50% of the time or more, during the past 4 or 5 months

Guidelines to follow for estimating USUAL HOURS:

- Use whole numbers (count 30 minutes or more as a whole hour).
- Probe for an exact number when a person provides a range of hours.
- Obtain usual hours expected if job started during reference week.
- If job ended during the reference week, ask for the usual hours at that job. If a new job began during the same week, obtain the usual hours for both jobs (record job ending in follow-up question).
- If does not usually work but did during ref. week, usual hours are zero.
- Include extra hours usually worked even if without compensation.

Related Questions:

RWH-15A RWH-15B HWH-15A HWH-15B

VAREMP

We want the date you started doing this work for this variety of employers.

Related Questions:

OJS-27-ARR-01D OJS-27-ARR-02D OJS-27-ARR-03D OJS-27-ARR-04D OJS-27-ARR-05D
OJS-27-ARR-06D OJS-27-ARR-07D OJS-27-ARR-08D HOJ-27-ARR-01D HOJ-27-ARR-02D
HOJ-27-ARR-03D HOJ-27-ARR-04D

WEEKSOFFREF

How many wks has person been laid off

This question is asked of persons who reported a duration of layoff of 1 to 4 months. These shorter-term unemployed are asked to provide a more precise estimate in weeks to enhance the accuracy of the estimate.

Related Questions:

RWH-30 HWH-30

WEEKREF

Last week reference

"LAST WEEK" is the FULL WEEK BEFORE the week in which the survey is being conducted. The "LAST WEEK" always begins on a Sunday and ends on a Saturday. For example, if you are interviewing on a Monday, the "LAST WEEK" would have ended two days prior on that past Saturday. If you are interviewing on a Saturday, The "LAST WEEK" would be the week beginning almost 2 weeks prior, NOT the current week ending on the day of the survey.

Related Questions:

RWH-40

WIDOWREF

Some respondents may be confused if their parent(s) were widowed at the time they died. Because most people think of their father/mother as still "married" to the deceased wife/husband at the time of death, they sometimes will say he/she was married at the time of his/her death. However, in this situation, the "widowed" box should be selected. If a man was widowed earlier and married to a second wife at the time of his death, the "married" box should be marked.

Related Questions:

PAR-6 PAR-17 PAR-29 PAR-40

WKLOOKREF

wks looking for work/on layoff

"Looking for work" means trying to find a job or trying to establish a business or professional package. Count 4 or more days as 1 week.

Related Questions:

GAP-1B

=====

WKSWRKPAID

In some jobs, there is a distinction between the number of weeks a person works and the number of weeks for which a person is paid.

For example, teachers that choose to have salary disbursed over a 12-month period, even though they only actually work for 9 months, would still get paid for 52 weeks. However, teachers that work and get paid for a 9-month period would only actually get paid for 39 weeks.

Also, if a person gets paid for vacation time or for an extended illness, these weeks would be included here.

Related Questions:

RSP-86M-ARR-01 RSP-86M-ARR-02 RSP-86M-ARR-03 RSP-86M-ARR-04 RSP-86M-ARR-05
RSP-86M-ARR-06 RSP-86M-ARR-07 RSP-86M-ARR-08 RSP-86M-ARR-09 RSP-86M-ARR-10
RSP-86M-ARR-11 HSP-86M-ARR-01 HSP-86M-ARR-02 HSP-86M-ARR-03 HSP-86M-ARR-04
HSP-86M-ARR-05 HSP-86M-ARR-06 HSP-86M-ARR-07 HSP-86M-ARR-08 HSP-86M-ARR-09
HSP-86M-ARR-13

WKWRKREF

of hours worked per week

Record the number of hours usually worked per week as a whole number. Count 30 minutes or more as a whole hour.

Try to get an average number of hours worked per week for a person whose schedule varies from week to week.

USUALLY means 50% of the time or more, or the most frequent schedule during the last 4 or 5 months.

Related Questions:

RSP-82G-ARR-01 RSP-82G-ARR-02 RSP-82G-ARR-03 RSP-82G-ARR-04 RSP-82G-ARR-05
RSP-82G-ARR-06 RSP-82G-ARR-07 RSP-82G-ARR-08 HSP-82G-ARR-01

WORKPAYREF

PERSON WORKED if:

- One hour or more for wages, salary, profit or fees, payment in kind Received part of profits regardless of the number of hours worked, or would have received profits if bus/farm were not operating at loss.

PERSON DID NOT WORK if:

- Owns business for investment purposes only, on jury duty or National Guard/Reserve duty, unpaid work other than family business/farm

PERSON CONSIDERED RETIRED IF THEY SAY:

- "Voluntarily retired," "Retired because of health," "too old"

PERSON CONSIDERED DISABLED WHEN ALL OF THE FOLLOWING CONDITIONS ARE MET:

Specific physical/mental condition prevents working; not just combination of minor disabilities associated with old age; prevents ANY work, for at least 6 mos.

PERSON CAN BE CONSIDERED (CURRENTLY) UNABLE TO WORK IF:

- "Disabled" conditions are met and medical condition prevents any kind of work, not just the type of work at last job, for next 6 months

Related Questions:

RWH-2 HWH-1

=====

WORKREF

Unable to work/Disabled

DISABLED: (must meet ALL the conditions listed below)

- Person has a specific physical or mental condition that prevents him/her from working.
- the disability is NOT a combination of minor disabilities that normally come with advanced age
- the disability incapacitates him/her and prevents him/her from doing any kind of work, not just the type of work at his/her last job, for AT LEAST the next six months.

UNABLE TO WORK:

- the disability incapacitates him/her and prevents him/her from doing any kind of work, not just the type of work at his/her last job, for the next six months.
- ("UNABLE TO WORK" is more often a temporary situation.)

Related Questions:

RWH-6 RWH-8 RWH-9 RWH-45 HWH-5 HWH-7 HWH-8 HWH-45

=====

WRKLOOKREF

wks looking for work/on layoff

"Looking for work" means trying to find a job or trying to establish a business or professional package. Count 4 or more days as 1 week.

Related Questions:

GAP-1-ARR-01 GAP-1-ARR-02 GAP-1-ARR-03 GAP-1-ARR-04 GAP-1-ARR-05 GAP-1-ARR-06
 GAP-1-ARR-07 GAP-1-ARR-08 GAP-1-ARR-09 GAP-1-ARR-10 GAP-1-ARR-11 GAP-1-ARR-12
 HGP-1-ARR-01 HGP-1-ARR-02 HGP-1-ARR-03 HGP-1-ARR-04 HGP-1-ARR-05 HGP-1-ARR-06
 HGP-1-ARR-07 HGP-1-ARR-08 HGP-1-ARR-09 HGP-1-ARR-10 HGP-1-ARR-11

=====

WRKRETURNREF

Could person have returned to work?

This question asks about the person's personal AVAILABILITY last week. Was the person available to work last week if s/he had been recalled?

Definition of "On Layoff": Persons are on layoff if they are waiting to be recalled to a job from which they were temporarily separated for business-related reasons such as temporary drops in demand, business downturns, plant remodeling, material shortages, and inventory taking. They must have been given a date to report back to work or, if not given a date, must expect to be recalled to the job within 6 months.

Related Questions:

RWH-27A HWH-27A

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/* Discrepancies in the Universe Skips */

The term "universe skips" refers to the universe of respondents who skip from question to question. For example, CK-HEA-A is a check item that sends respondents who are currently employed to question HEA-2 and all others to question HEA-1. Thus, the universe of respondents in question HEA-1 consists of those who had a value of '0' in CK-HEA-A (not currently employed). Discrepancies in the universe skips occur when the number of respondents appearing in the follow-up question does not match the number of respondents in all lead-in questions (or more precisely, all lead-in categories). For example, a discrepancy of 3 cases exists if a universe of 30 respondents was skipped to a question but this follow-up item has a frequency of only 27 respondents.

After careful examination of the data, CHRR concluded these universe discrepancies were due to two types of problems with the survey program and break-off interviews. The first problem occurred at the close of the interview, when valid "on-path" data values were incorrectly declared off-path and were therefore not written out to the data file. The result is that some cases have no data in a question even though they have valid data in the lead-in and branching questions. The opposite problem also occurred, in which the program wrote out values that should have been defined as "off path." One reason for this is that the CAPI program fills in the data for check items throughout the survey as soon as data is available for satisfying the conditions of the check item. This means, for example, that a check item in section 11 (the income section) can be evaluated while the interviewer is still asking questions in section 2, as long as the data needed for the check item has been obtained. This mainly affected the universe skips among respondents who did not finish the interview. For example, a respondent who broke off the interview in the health section (section 10) might have data for a check item in the other family business section (OFB, section 12). The result is that the universe of respondents in a check item will be greater than the number of respondents leading in to the check item and the universe of respondents in the follow-up item.

/* "Empty" Columns in Employer Roster */

The expected pattern of data in roster items is for the data to start in the first "column" (the item indexed with 'ARR-01' or '1') and continue to the right until all information has been collected. However, this pattern was not always obtained in the employer name rosters, as shown in panel A of Figure 39.1. (For ease of presentation the -4 and -5 values found in the actual data have been changed to a period.) For example, case #5112 contains employer names in the 2nd and 3rd items of the roster, while the first column is blank. These blanks occurred because of the procedures used by the CAPI program to retrieve, update, and store the contents of the employer name roster. For example, respondents were asked to confirm the name and work history of employer names that were included as part of the input file. If the respondent denied having worked for the employer the name was deleted from the roster. However, the space in the roster occupied by the name remained empty, and new names that were collected in subsequent questions were stored in the next column. Thus, empty columns are not indicative of data problems or irregularities.

Figure 39.1

Employer Names, Work History Information, and Employer Stop Dates

(A: Employer name roster)

<u>YW</u> <u>ID #</u>	<u>EMPL-</u> <u>ROST1</u>	<u>EMPL-</u> <u>ROST2</u>	<u>EMPL-</u> <u>ROST3</u>	<u>EMPL-</u> <u>ROST4</u>	<u>EMPL-</u> <u>ROST5</u>	<u>EMPL-</u> <u>ROST6</u>
0051	1	2	3	.	.	.
5112	.	2	3	.	.	.
4824	1	2	.	4	.	.
4412	1	.	3	.	.	.
4031	1	2	.	4	5	.

(B: Data in RSP-153)

<u>ID #</u>	<u>RSP-</u> <u>153-01</u>	<u>RSP-</u> <u>153-02</u>	<u>RSP-</u> <u>153-03</u>	<u>RSP-</u> <u>153-04</u>	<u>RSP-</u> <u>153-05</u>	<u>RSP-</u> <u>153-06</u>
0051	4	.	1	.	.	.
5112	.	2	1	.	.	.
4824	2	.	.	2	.	.
4412	2	.	2	.	.	.
4031	4	.	.	4	2	.

(C: Stop dates)

<u>ID #</u>	<u>DOLI</u>	<u>End 01</u>	<u>End 02</u>	<u>End 03</u>	<u>End 04</u>	<u>End 05</u>	<u>End 06</u>
0051	20-OCT-93	15-FEB-94	15-NOV-91	30-JUN-95	.	.	.
5112	15-OCT-93	.	18-JAN-94	25-JUL-95	.	.	.
4824	02-NOV-93	17-JUN-95	10-APR-93	.	17-JUN-95	.	.
4412	05-OCT-93	28-JUL-95	.	28-JUL-95	.	.	.
4031	15-OCT-93	25-MAY-94	21-SEP-93	.	07-AUG-95	07-AUG-95	.

<u>ID #</u>	<u>DOI</u>	<u>CK-</u> <u>RSP-I-01</u>	<u>CK-</u> <u>RSP-I-02</u>	<u>CK-</u> <u>RSP-I-03</u>	<u>CK-</u> <u>RSP-I-04</u>	<u>CK-</u> <u>RSP-I-05</u>	<u>CK-</u> <u>RSP-I-06</u>
0051	30-JUN-95	0	.	1	.	.	.
5112	25-JUL-95	.	0	1	.	.	.
4824	17-JUN-95	1	.	.	1	.	.
4412	28-JUL-95	1	.	1	.	.	.
4031	07-AUG-95	0	.	.	1	1	.

<u>ID #</u>	<u>RES-1-01</u>	<u>RES-1-02</u>	<u>RES-1-03</u>	<u>RES-1-04</u>	<u>RES-1-05</u>	<u>RES-1-06</u>
0051	0	0	0	.	.	.
5112	.	0	0	.	.	.
4824	0	0	.	0	.	.
4412	0	.	0	.	.	.
4031	0	0	.	0	0	.

It is also possible for respondents to have data in the employer roster but not in the corresponding RSP roster item. For example, as panel B of Figure 39.1 shows, case #0051 has no data in the second roster item in question RSP-153 even though an employer name is listed in RES-EMPL-ROST2 (see panel A). The end date for this employer (see panel C) reveals that the respondent had stopped working at this job prior to the date of last interview, making the employer ineligible for questions in the RSP section. The same is true for other employers for other respondents, such as employer #2 for case #4031 and case #4824. The variables in CK-RSP-I (see panel D) can be used to determine the work history status of each employer name in the job roster. When CK-RSP-I equals 1, the respondent is currently employed with the employer; a value of 0 in CK-RSP-I means the respondent has worked for the employer since the date of last interview but is not currently working. When CK-RSP-I is -4 (blank in panel D), there is no employer name listed or the employer has a stop date preceding the date of last interview.

Finally, it should be noted that employer names that are out of scope for the RSP section may have data in the RES and OJS sections (see panel E). This is because the employer name roster was not finalized until the end of the RES, the point at which the employers' dates and names had been revised and updated.

/* Section Timings */

The section timing variables are unreliable if the interviewer backed up over a section during the interview or had to break off and resume the interview later. More specifically, when an interviewer jumped back to a question in a previous section the start- and end-time counters for that section and all intervening sections were reset to zero. Thus, if an interviewer jumped from the Health section back to the RSP section, the timing variables for the sections between RSP and Health were re-initialized. As a result of this and other problems it was possible for a respondent to end up with negative numbers and zeros for section timings. These negative values were retained in the data so that the researcher could decide how to handle these variables.

/* Unusual Data Values */

Some 1997 data items may contain what appear to be implausible or unreasonable values. While these values may not be incorrect, they seem unusual. In the past, when a respondent had an unusual value for an item, the archivist could refer to the respondent's paper questionnaire to determine if the value was the result of a data entry error. However, this is no longer possible with a CAPI instrument. Instead of blanking these suspicious values they were left in the data so that the individual researcher could decide how to handle them. Researchers using such items may want to look at the rest of the respondent's record for the current year or look at this same item in earlier years.

/* Pension Issues */

In order to save space in the CAPI instrument changes were made in the employment rosters with respect to the pension section. While the way the questions were asked for the most part stayed the same as in 1995, the pension data are stored differently. For a complete explanation see the section on the pension and employer gap rosters in Appendix 40.