

## Manpower Utilization Survey, 1995

### Data description

- ‘Manpower Utilization Survey, 1995’ sponsored and carried out by the Directorate-General of Budget, Accounting & Statistics (DGBAS), Executive Yuan. Center for Survey Research, Research Center for Humanities and Social Sciences, Academia Sinica is responsible for the data distribution. Released files of this survey include SPSS dataset, STATA dataset, SAS program, source data (ASCII), questionnaire and code book.

### Released File Description

#### 1. Questionnaire

ques1995.pdf	Questionnaire (Adobe Acrobat v9.4)
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#### 2. Dataset

mu1995.sav	SPSS Dataset (SPSS v20.0)
mu1995.dta	STATA Dataset (STATA v9.0)
mu1995.dat	Source Data (ASCII)

#### 3. Program

mu1995.sas	SAS program for lb1995.dat (SAS v9.3)
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#### 4. Code book

code1995.doc	Code book (Word 2003)
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### Guideline for data usage

1. The geographic information, such as code numbers of city, county, district, and village, etc. are re-coded and could not be identified.
2. Regarding to the sample representativeness and data stability, the sample size of individual city/county is small and eigenvalue and is not suitable to make any estimation for single city/county. The data for every city/county should be based on the publication counts from DGBAS.
3. The sampling design is based on sample rotation. The sample ID is composed by area, level, village, household number and total amount of household members over 15-year-old. Hence, repeating sample ID is normal.
4. The result after data cleaning:

ques.num.	variable name	illegal value	frequency
一、3	a3	115	1
二、22	b22	200	2
		300	1
		500	9
		600	5
		800	5

		900	1
二、27	b27_a3	34	1
二、39	b39_a3	500	1
二、40	b40_a5	20	1
		23	1
		60	1

#### ■ Dataset Citation Description

There are a number of different citation styles, depending on the discipline in which you are working. The following is for reference only.

Directorate-General of Budget, Accounting & Statistics, Executive Yuan. (1995). Manpower Utilization Survey, 1995 (AA020018en) [data file]. Available from Survey Research Data Archive, Center for Survey Research, Research Center for Humanities and Social Sciences, Academia Sinica. Web site: <http://srda.sinica.edu.tw>. doi:10.6141/TW-SRDA-AA020018en-1.

#### ■ Contact us

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\*\*\*\*\* Continued by Questionnaire \*\*\*\*\*

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

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

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~~)  
 over )  
 (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)

## Questionnaire and definition of key phrases for Manpower Utilization Survey, 1995, in Taiwan Area

For interviewees whose employments confirmed by the results of questions Q. 1 to Q. 21 in Manpower Survey, interviews would start at Q. 22. For those who are jobless, interviews would start at Q. 32. If interviewees are not in labor force, they should be interviewed at another start point Q. 36.

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 by industrial or commercial organizations; net income of farm works; or employee's salary, bonus, commission, overtime, pay and tip etc. In principle, one whose monthly income is stable should enter his/her last month's work income. For example, an interviewed employee should fill this blank with his/her work income of April 1995. If one employed is newly hired or just transferred to this present job on May this year, his/her income should be estimated and entered according to the pay mutually agreed upon or regulated by a payroll system. Meanwhile, the yearly average of work income should be entered if his/her monthly income is unstable and it fluctuates across seasons. Unpaid family workers skip this question.

[A] Monthly income: NT\$ \_\_\_\_\_

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

[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 ages 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 the duration of his/her employment 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?

This is to probe if interviewee who presently at work had under-

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

26. [Q] How many times have your working places been changed during the year, 1994?

Only those interviewees who employed in current working places less than 1 year.

[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. 100-499
  - g. >2500
  - h. 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 interviewees who 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 the interviewee's working identity of last job was an own account worker (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

the interviewee's working identity of 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 the interviewee's working identity of last job was an employee but he/she quited at his/her own will. The reason why he/she left is as follows:

(3) Low pay.

(4) Expect to change working place; because the working place of last job was too remote or inconvenient to communt, interviewee 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 tempoyary government employee believed that he/she could be laid off anytime resulted form employers' prejudice/preference or influence of business cycle.

(7) Poor working environment: the working place being inadequate

yor insufficiently equiped for environment safety and sanitation threatened the health condition or life of employees.

(8) Knowledge not met the job's need: the knowledge/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: the female interviewee willingly left her last job becасue she married or gave birth at that time.

(12) Voluntarily retired: interviewee eligibly retired at his/her own will before his/her age reached a limit stipulated in personnel regulations.

(13) Establish self own business/enterprise: interviewee expected to be the owner of a business/enterprise that he/she left the last job voluntarily.

(14) Others: the other reasons beyond (3) to (13) could describe.

d. Employee who unwillingly left his/her left the last job not at

his/her own will but under the regulations of the last working place.

(15) Workplace shutout or business shrinkage: economic depression or business downturn resulted in employer stopped operating the workplace or downsized the business he/she operated 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 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 from Taiwan Bank, Chai 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. If job relocation within the same enterprise was requested by employee himself/herself, the answer associated with this event should be classified into (4) 'expect to change working place.'

(20) Mandatorily retired: interviewee's age reached the limit stipulated by personnel regulation, so that he/she had to retire.

(21) Others: the reasons beyond (15) to (20) could describe.

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 union.

(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: the interviewee operated a solely-funded, part-

nership, or company type of business/enterprise or worked in the business/enterprise operated by his/her family.

(10) Others: other reasons beyond (1) to (9) could describe.

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

[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: beside the present job, besides the present job, interviewee expect an additional job to have more income or to fully utilize his/her time.

(3) No change expected: no intention to change job or and an additional job.

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

It is probe if those who expect to change job or to add an additional job have taken actions in job searching.

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

(skip to Q. 35, if mark (1); otherwise 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, the interviewee looking for in job searching or a position he/she waiting for after searching while 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 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 searching?

- (1) Interviewee's expertise unfitted to job openings: the employers expected to hire someone who were knowledgeable in other field or capable with higher level of skill rather than interviewee's.
- (2) Interviewee's educational attainment unfitted to job openings: the 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: a language the employer preferred for job openings was different from the one interviewee fluently spoke.
- (6) Marital 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 the last job.
  - (2) Family supports: interviewee's living expenses were provided by someone in his/her family.
  - (3) Layoff settlement of retiree's payments: interviewee made his/her living on a layoff settlement or retiree's payments disbursed by the employer of the last job while he/she were seeking another job at that time.
  - (4) Loans or other sources: interviewee's living expenses borrowed from others or other sources rather than (1) to (3).

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

It is to probe if interviewee had himself/herself registered in public employment service agencies for placement service in the past half year, from November 1993 to the last day of reference week.

The interviewee referred here include the jobless in the reference

week but seeking a job, or waiting for results after job seeking, the employed 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.
- (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 out for him/her.
- (5) No ideal job sought even though application filed 6 months before.

(skip to Q. 40.)

36. [Q] Were you employed the year 1994?

It is probe if interviewee had worked consecutively or discretely but totally for more than 3 months in either way within the year 1994 those interviewee referred herer include one who were not in labor force, one who were employed but his/her working identity were unpaid family worker and his/her working hours were less than 15 in the reference week.

[A] (1) 'Yes'. What kind of work did your 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 preparing to.

(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 income increased.

(5) Family finance burden getting lighter.

(6) Wound or illness.

(7) Retired.

(8) Seasonal or temporary job completed.

(9) Workplace shutout or business shrinkage.

(10) Others: the reasons beyond (1) to (9) could describe.

38. [Q] Had you sought for a job in the year 1994?

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

It means interviewee had sought for a job the year 1994 (but in the reference week-May 15 to 21, he/she did not seek a job or wait for the results of previous seeking). The reason why is:

- (1) Job opportunity not available for a long time, so stop seeking.
- (2) Stop seeking caused by other reasons.

b. (3) 'No', Not sought yet in the year 1994.

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

(2) Part-time job.

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 responsible for taking care of family dependents such as infants/kind, 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 preparing to.

(6) Waiting for conscription.

(7) Others: the reasons beyond (1) to (6) could describe.

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 so-called children include those children 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 interviewed 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 does n't have children yet.