

A. WORKERS WITH NO EXPERIENCE OF REDUNDANCY

MASTER SCHEDULE

Government
Social
Survey

Redundancy Survey

SS 438/3a

WORKERS IN GENERAL

Area no.

3	4	5	6
Serial no.		7	8
Household no.			9
Person no.			10

THIS SCHEDULE TO BE USED ONLY IF INFORMANT HAS
HAD SOME EXPERIENCE OF EMPLOYMENT BUT HAS NOT
BEEN MADE REDUNDANT DURING THE PAST 6 YEARS.

Interviewer No.

No. of calls made Date of interview Time taken

Reason for non/incomplete interview:

NOTES. SURVEY NO. IS PUNCHED ON COL. 1

CASE TYPE LETTER IS PUNCHED ON COL. 2.

COLS. 1 - 10 ARE REPEATED ON BOTH CARDS.

DETAIL CARD = CARD TYPE A - (BLUE CARDS)

JOB CARD = CARD TYPE B (ORANGE CARDS)

JOB CARD = CARD TYPE B = (ORANGE CARDS)

1. (CHECK WITH HOUSEHOLD SUMMARY SHEET) Are you now -		CARD TYPE A SCHEDULE	
have worked in last 6 years but now	(not working/sick but no job to return to	in full-time employment	1
		in part-time employment	2
		unemployed	3
		in a training scheme for a job	4
		retired	5
		self-employed	6
			7
2. Have you been made redundant at any time during the last 6 years, that is, since the beginning of 1963? By 'redundant' I mean <u>any</u> occasions when you were discharged because there was no work for you?			
		Yes	3
		No	4
(a) How many times <u>with</u> a redundancy payment from the government scheme? - - - - - → (b) And how many times without a redundancy payment from the government scheme? WRITE IN NUMBER - - - - - → IF <u>NONE</u> WITHOUT - EXPLAIN SEPARATE SURVEY AND END INTERVIEW IF <u>ANY</u> WITHOUT - GO TO ORANGE SCHEDULE, Q.2			
3. How old were you when you started your first full-time job? D.N.A. (never had full-time job)			
4. How many employers (including your present one) have you had during the last 6 years? (Count different establishments of the same firm as the <u>same</u> employer) - - - - - → 91-9			
5. I should now like to ask you for some details about the job (each <u>please</u> of the jobs) you have had during the last 6 years. (NEXT PAGE) <u>NOTE:</u> Count jobs as 'periods with an employer'. Periods in business on own account count as jobs. Ignore consecutive changes of <u>type</u> of work with the same employer. If more than 3 periods with an employer during the last 6 years, take 3 most recent.			

CARD A

col. no.

5.

(c) What method did the firm use to select workers to be made redundant or decide who was to be kept on?

M.C.

Y.X.O

1-8

22

D.K.

9

(d) Did these redundancies change your feelings about your job or the firm?

M.C.

Yes

1

No

2)

D.K.

3)

N.A.

X

4

5

6

23

(e) In what way?

11. Have you heard of the Redundancy Payments Act?

M.C.

Yes

1

No

2

Ask a-b

Go to 12

(a) How did you (first) hear of it?

Newspapers

3

Radio/T.V.

4

Knew/heard of someone who was made redundant

5

D.K./Can't remember

6

Other (SPECIFY)

7

8

24

(b) Why do you think these government redundancy payments are made?

M.C.

Y.X.O

1-9

25

IF SELF-EMPLOYED OR NOT NOW IN EMPLOYMENT (CODES 3-7 AT Q.1) -

GO TO 16

12. Do you want if possible to remain with your present firm until retiring age?

N.A.

Y

0

Yes

1

No

2)

D.K.

3)

Ask a

Go to 13

(a) How certain are you of continued employment there -

N.A.

X

RUNNING very certain

4

PROMPT fairly certain

5

or uncertain?

6

D.K.

7

Other (SPECIFY)

8

26

13. Would you be entitled to an official redundancy payment if you were now to be made redundant?

N.A.

0

Yes

1

No

2)

D.K.

3

Go to 14

Ask a

(a) How would you set about finding out?

Y,X,

4-9

27

CARD A.

Col. No.

14. If you were to be made redundant, what do you think would be your chances of finding another equally suitable job in this area. I mean, within reasonable travelling distance?

RUNNING	very good	1
PROMPT	fairly good	2
	or not good?	3
	D.K.	4
Other (SPECIFY)		5
		6
		X

28

15. Q Do you think there is a real possibility of any employees at your firm being made redundant in the near future?

Y	1
No	2
D.K.	3

Ask a-b
Go to 16

(a) Which groups of employees might be affected?

Skilled	4
Semi-skilled	5
Unskilled	6
Clerical or office staff	7
Other (SPECIFY)	8

29

Q (b) What do you think might cause this redundancy?

M.C.	
Y,X,O	
1-9	

30

16. TO ALL. Do you know about the transfer schemes run by the Department of Employment and Productivity for helping people when they have to move because of their jobs?

Yes	1
No	2

31

IF HOUSEWIFE WITH HUSBAND WORKING - GO TO 20

17. During the last 6 years have you ever moved home for any reason connected with your work?

D.N.A.	0
Yes	1
No	2
N.A.	X

Ask a-d
Go to 18

(a) Thinking of that (the last) occasion, was this -

PROMPT to take up a job you got before you moved your home in order to look for work or for some other reason? (SPECIFY)

32

(b) How many miles did you move?

Under 10	7
10-100	8
Over 100	9
N.A.	Y

(c) Who met the costs of your removal -

PROMPT AND CODE
ALL THAT APPLY or one of the D.E.P. transfer schemes?

yourself	1
your employer	2
	3

(d) Did you or your family have any other expenses or difficulties arising from your moving home?

Yes (SPECIFY)	4
No	5
	6

33

CARD A

7.

IF SELF-EMPLOYED OR NOT NOW IN EMPLOYMENT (CODES 3-7 AT Q.1) -
GO TO 20

18. If the question of redundancy arose, would you be prepared to move your home to another area if your employer offered you an alternative job there?	<u>M.C.</u>	Y
		X
	Yes	1)
	No	2)
	D.K.	3)

'Depends' (SPECIFY)

5-9

34

Go to 19

Ask a

(a) Would a redundancy payment make any difference to your decision?

M.C.

1)

2)

3)

X

4)

5)

Y

Ask b

Go to 19

35

(b) What difference would it make?

N.A.

4)

5)

Y

19. If you were actually made redundant would you be prepared to move to another area to take up or look for a job with another employer?

M.C.

X

1)

2)

3)

4)

5)

6-9

0

Yes, take up a job

Yes, look for a job

No

D.K.

'Depends' (SPECIFY)

36

Go to 20

Ask a

(a) Would a redundancy payment make any difference to your decision?

M.C.

1)

2)

3)

X

4)

5)

6)

Ask b

Go to 20

37

(b) What difference would it make?

20. TO ALL. Would you like to see any changes in the present official redundancy scheme?

Yes

1)

2)

3)

X

Ask a 38

Go to 21

(a) What changes would you like to see?

M.C.

Y,X,

1-9,0

39

CARD A.

Cal. No.

Classification

21. Sex:

Male
Female

1
2

22. Are you married, single or widowed?

Married
Single
Separated/widowed

3
4
5

23. Number of children under 16 living at home (IF NONE WRITE '0') - - - →

0,0
1-9

24. What type of school did you last attend full-time?

Elementary/secondary modern/junior secondary
Central/intermediate/higher grade/technical
State grammar/county high/senior secondary
Technical college (up to 18)
Public (fee paying) school
Other (SPECIFY)

1
2
3
4
5
6
x

25. Have you obtained any qualifications or
completed a full industrial apprenticeship?

(None)

0
1
2
3
4
5
6
7
8
9
x

University or higher degree
GCE 'A'/Scottish LC Higher/HSC

GCE 'O'/Scottish LC Lower/GSO

HNC/HND

ONC/OND

City and Guilds Cert.

Full (completed) industrial apprenticeship

Other (SPECIFY)

BLANK = N.A.

26. What was your country of birth?

United Kingdom
Other (SPECIFY)

1
2
0

27. (CHECK WITH HOUSEHOLD SUMMARY SHEET) Age last birthday:

18 but under 20
20 but under 30
30 but under 40
40 but under 50
50 but under 60
60 but under 65
65 or over

3
4
5
6
7
8
9

END OF CARD TYPE A.

40

41

42

43

44

CARD TYPE B STARTS

Cal. No.

	<u>Present (most recent) job</u>	
(a) Occupation		4-106
(b) Industry		4-29 15/6
(c) No. of people employed at workplace	<p>Under 25 25-99 100-499 500 or over D.K./Can't remember</p>	1 X 2 3 4 5 17
(d) By what method did you get that job?	<p>Advert in paper Direct enquiry to firm Friend/relative working there Min. of Lab./Lab. exchange/YEO D.K./Can't remember Other (SPECIFY)</p>	1 7 2 8 3 9 4 0 5 X 6 18
(e) How long does (did) your journey to work take? (by usual method of transport)	<p>.....(mins.) D.K./varies</p>	0 1-6 X 19
(f) How long have you been (were you) in that job?	<p>Under 1 year 1 - under 3 years 3 - under 5 years 5 - under 10 years 10 years and over D.K./Can't remember</p>	1 1 2 2 3 3 4 4 5 5 6 20
(g) Average no. of hours worked per week (over last 4 weeks worked there, incl. overtime)	<p>.....(hrs.) D.K./Can't remember</p>	0 1-7 X 21
(h) Average weekly net income from job (after statutory deductions, over last 4 weeks worked there)	<p>nearest £ 100. D.K./Can't remember</p>	1-4 99
(i) Are/were you entitled to receive a pension on retirement from that job?	<p>Yes No D.K./Can't remember</p>	1 1 2 2 3 3 X 22
(j) Do (did) you have any other privileges or fringe benefits in that job?	<p>PROMPT AND CODE ALL THAT APPLY Free/cheap travel Company car Free/cheap meals (incl. L.Vs.) Free/cheap purchases None Other (SPECIFY)</p>	4 25 5 6 7 8 9 X
(k) How satisfied are (were) you with your job? Would you say you are (were) -	<p>RUNNING PROMPT very satisfied fairly satisfied or dissatisfied?</p>	1 1 2 2 3 3 X 26
(l) How long were you unemployed before starting your next job? (or up to date)	<p>(IF NOT AT ALL OR UNDER A WEEK WRITE 0).....(weeks) D.N.A. (present job)</p>	0 1-7 X 27
(m) What were your reasons for leaving?	'D.N.A. (present job)	1 X 28 1-9
(n) Did you try to obtain work through the employment exchange service after leaving/losing that job?	<p>D.N.A. Yes No N.A.</p>	0 29 1 2 X

CARD BSKIP CARDSecond most recent jobThird most recent jobSKIP CARD

(a)

(b)

(c)

(d)

(e)

(f)

(g)

(h)

(i)

(j)

(k)

(l)

(m)

(n)

Col. 1

3/30

33

34

35

36

Col. 2

51

52

53

54

55

57

58

60

61

62

63

65

66

67

68

69

Under 25
25-99
100-499
500 or over
D.K./Can't remember

1
2
3
4
5

Advert in paper
Direct enquiry to firm
Friend/relative working there
Min. of Lab./Lab. exchange/YEO
D.K./Can't remember
Other: (SPECIFY)

1
2
3
4
5
6

.....(mins.)
D.K./varies

1

Under 1 year
1 - under 3 years
3 - under 5 years
5 - under 10 years
10 years and over
D.K./Can't remember

1
2
3
4
5
6

.....(hrs.)
D.K./Can't remember

1

nearest £
D.K./Can't remember

1

Yes
No
D.K./Can't remember

1
2
3

PROMPT AND CODE Free/cheap travel
ALL THAT APPLY Company car
Free/cheap meals (incl. L.Vs.)
Free/cheap purchases
None
Other (SPECIFY)

1
2
3
4
5
6
7
8
9

RUNNING PROMPT very satisfied
fairly satisfied
or dissatisfied?

1
2
3

(IF NOT AT ALL OR
UNDER A WEEK WRITE 0).....(weeks)

1

D.N.A.
Yes
No

0
1
2

RUNNING PROMPT very satisfied
fairly satisfied
or dissatisfied?

1

(IF NOT AT ALL OR
UNDER A WEEK WRITE 0).....(weeks)

1

D.N.A.
Yes
No

0
1
2

END OF CARD TYPE B.

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SS.438/3(a)

REDUNDANCY SURVEYWORKERS IN GENERAL (White Schedule)CODING INSTRUCTIONSArea No.

Check that a 4 - digit area number is recorded in the top box and that it is the same as that given on the Household Summary sheet.

Serial No.

Check that a 2 - digit serial number is recorded in the 2nd box and that it agrees with the Summary Sheet.

Household No.

Check that a single digit number is recorded in the 3rd box and that it agrees with the Summary Sheet.
See Section (iii) on the Summary Sheet and if there is only one household at the address, all schedules covered by the Summary Sheet should be Coded 1.

Person No.

Check that a single - digit number is recorded in the 4th box. This is the person number from the first column of the household composition box.

Interviewer No.

Check that a 3 - digit number is recorded in the box.

No. of calls/Date of Interview/Time taken - will not be coded - ignore.

Proxy interviews should be withdrawn

Household Summary Sheet need not be coded

Qn. 1 "Are you now in full-time employment?"

Check that only one of precodes 1 - 7 is ringed and that it agrees with the information on the household Summary Sheet. Show discrepancies to the A.I.O.

Notes: 1. Persons working less than 8 hours should be treated as 'not working' (Code 7).

2. Informants who are now self-employed or not working, etc. are eligible for interview providing they have worked for an employer at some time since the beginning of 1963.
If they have not the schedule should be withdrawn (show to the A.I.O. first).

3. Code 7 includes students (who are eligible if have worked at all for an employer - i.e. part-time)
4. Retired but looking for work - Code 5
5. Code 4 includes employees doing a new course a part of their job.

Qn. 2. "Have you been made redundant at any time during the last 6 years?"

Check that Code 4 (No) is ringed.

If Code 3 is ringed or the Qn. is not answered refer to the A.I.O.

Qn. 3. "How old were you when you started your first full-time job?"

Check that either Code 0 (D.N.A.) is ringed or that an age is recorded. Code age as follows:-

	<u>SC</u>
13 years or under.....	3
14 years.....	4
15 years.....	5
16 years.....	6
17 years.....	7
18 years.....	8
19 years.....	9
20 years or over.....	2

(Ring the appropriate digit on the dotted line).

Note

1. Fractions should be ignored (i.e. age last birthday should be recorded).
2. Holiday jobs should be excluded.

2. N.A./Ref/DK to age = Code X

Qn. 4 "How many employers (including your present one) have you had during the last 6 years?"

Check that either Code X (D.K.) is ^{inel} ~~ringed~~, or that a number is recorded. Ring the number (from 1 - 9) in the coding column. If 10 or more employers recode as '0'.

If the number is between 1 and 3 check that the corresponding number of columns have been completed at Qn. 5 overleaf; except in the case of self-employed persons (see note 2 below). Show any discrepancies to the A.I.O.

Notes: 1. Separate spells with the same employer.

- a) Informants who work seasonally for the same employer (e.g. hop pickers) and do not work for another employer in between should be treated as having one employer (and one job listed at Q.5.)
- b) But if an informant worked for employer A, then left and went to employer B, and then returned to employer A - this counts as 3 employers and 3 jobs at Q.5.

- c) If an informant (who is not a seasonal worker) left employer A (e.g. to have a baby/because of sickness, or to become a full-time housewife, etc) and then after a break of more than 1 year returned to Employer A - this will normally count as 2 employers/jobs (but refer all such cases to the A.I.O.). Short breaks of less than 1 year (with no intervening employment) will not effect continuity of employment.

2. If the informant has been self-employed at some time during the last 6 years - this should not be included in the total of employers. (e.g. 2 yrs self-employed followed by 4 years with an employer = 1 employer at Qn. 4, but counts as 2 jobs at Qn. 5.)

3. Different establishments/sections of the same firm count as the same employer. Care should be taken when dealing with Local Authority or Nationalised Industry employees, e.g. an informant who has worked in several different capacities for the same L.A. during the last 6 years should be coded as having 1 employer and 1 job at Q.5.

3. *Parochial Clergy & publicans are employed
Malign working for them are employees*

Qn. 5 (a) Occupation.

Code the occupation of the present job (also 2nd and 3rd most recent jobs where applicable) from the G.R.O. Classification of Occupations 1966, using the 3 - digit Code to the left of the listed occupations.

A further code is required to indicate SKILL LEVEL. This will be found to the left of the "Manual/Non-manual/Agricultural" column on the photo-stat copies of the Socio-economic and Social Class - Appendix B.1. Add this code to the end of the 3 - digit code and place the now 4 - digit code in the coding box (in each applicable column) and ring.

Examples:-

replace skill level
code with 'X' for
S/E persons

1. Face worker - N.C.B. = Code 0087
2. Foreman Baker - Wonderloaf Bread Co. = Code 0806
3. Teacher - L.C.C. = Code 1883.

Qn. 5(b) Industry.

Code industry from the frame below and place the code in the coding box for present job (and for 2nd and 3rd most recent jobs where applicable). Use the 1968 S.I.C. Classification only.

Special Note

Mining and Quarrying.

Coal Mining is to be Coded 02 and all other mining and quarrying is to be Coded 28.

STANDARD INDUSTRIAL CLASSIFICATION

<u>ORDER NO.</u>		<u>CODE</u>
I	AGRICULTURE, FORESTRY, FISHING.....	01
II	COAL MINING.....	02
III	FOOD, DRINK AND TOBACCO.....	03
IV	COAL AND PETROLEUM PRODUCTS.....	04
V	CHEMICALS AND ALLIED INDUSTRIES.....	05
VI	METAL MANUFACTURE.....	06
VII	MECHANICAL ENGINEERING.....	07
VIII	INSTRUMENT ENGINEERING.....	08
IX	ELECTRICAL ENGINEERING.....	09
X	SHIPBUILDING AND MARINE ENGINEERING.....	10
XI	VEHICLES.....	11
XII	METAL GOODS NOT ELSEWHERE SPECIFIED.....	12
XIII	TEXTILES.....	13
XIV	LEATHER, LEATHER GOODS AND FUR.....	14
XV	CLOTHING AND FOOTWEAR.....	15
XVI	BRICKS, POTTERY, GLASS, CEMENT, ETC.....	16
XVII	TIMBER, FURNITURE, ETC.....	17
XVIII	PAPER, PRINTING AND PUBLISHING.....	18
XIX	OTHER MANUFACTURING INDUSTRIES.....	19
XX	CONSTRUCTION.....	20
XXI	GAS, ELECTRICITY AND WATER.....	21
XXII	TRANSPORT AND COMMUNICATION.....	22
XXIII	DISTRIBUTIVE TRADES.....	23
XXIV	INSURANCE, BANKING, FIN.NCE AND BUSINESS SERVICES.....	24
XXV	PROFESSIONAL AND SCIENTIFIC.....	25
XXVI	MISCELLANEOUS SERVICES.....	26
XXVII	PUBLIC ADMINISTRATION AND DEFENCE.....	27
II	MINING OTHER THAN COAL MINING (MINIMUM LIST HEADINGS 102, 103, 104, and 109).....	28
5	Inadequately described /NA - - - - -	29

CODING OF OCCUPATIONS FOR REDUNDANCY SURVEYS (WORKERS)

001 - 211
A. INDUSTRY - 27 groups

B. GRO 3-DIGIT OCCUPATION CODES

C. OCCUPATION GROUPING

~~D. J.E.O.~~

also: E. IF SERVED AN APPRENTICESHIP

F. EDUCATIONAL QUALIFICATIONS

G. SIZE OF UNDERTAKING/PLACE OF WORK

H. COMPARISON FACTOR RE DIFFERENT JOBS

C. OCCUPATION GROUPING by skill level

1. Managers (so described) ~~commercio, industrie, servizi~~ - senior (undertaking/place of work 25+)
incl. administrators, executives, working proprietors

2. " Managers ~~commercio, industrie, servizi~~ - junior or working proprietors (place of work under 25)

3. Professional & Technical - Higher

4. Professional & Technical - Lower

5. Clerical & Allied

6. Skilled - all occupations normally requiring an apprenticeship

7. Semi-skilled

8. Unskilled

9. Armed Forces

0. Inadequately described = N/A

× Self employed (takes preference over any of the codes above, 1-0)

6

Exemptions to Skill Classification - to be transferred from Semi-Skilled or Unskilled to Skilled(6)

Transfer from	from	to
Pottery thrower/turner/modeller &c	8	6
Glass etcher/cutter/blower/ engraver/grinder &c	8	
Electroplater	8	
Metal polisher	7	
Engineering inspector	7	
Wood carver	7	
Bolt wilder	7	
Saddler	8	
harness maker	8	
Shop fitter	7	
Roofers	7	
Silversmith	7	
Grazier	7	
Chef (not cook in cafe &c)	>7	

NOTE: Watch out for description of: Hairdresser and Chef - only put into skilled group those who have actually taken an apprenticeship

Managers

Include in Group 1

Include in Group 2

Civil Service Executive Officers
 Managers of shops with under 25 employees
 All farmers unless farm managers of estates employing
 more than 25 people
 All builders other than those in charge of firms with
 25 or more people
 All garage proprietors other than of garages with 25
 All publicans
 Hotel owners & managers of hotels employing under 25
 Patrons of (non-hospital) institutions employing under
 (incl. housemothers)
 All Supervisors who fall into SEC 1 or 2

H. COMPARISON OF JOBS

e. Compare first and second most recent jobs/first & second jobs after redundancy in terms of
 income - code if income higher/lower/same (nearest pound)/N.A. (to part or whole)

F. QUALIFICATIONS

Single code in terms of highest, but code Apprenticeship separately

REDUNDANCY SURVEY - QUESTIONS RELEVANT TO OCCUPATION CODING

	Schedule: 1	3a	3b
A. Industry	3a 52b	4b	4b 45b
B. GRO Occupations			
C. Occupation grouping		3 52a	4 45a
D. Sector			
E. Apprenticeship		77	25
F. Qualifications			67
G. Size of undertaking		3b 52a	4b 45a
H. Comparison of jobs	52h 52a]	4h 4a	45h 45a]
			First & second jobs after redundancy

Qn.5 Details of the informant's 3 most recent jobs should have been recorded here. The present (most recent) job should always be entered in the first column.

A 'job' is defined as a period with an employer. Periods in business on own account count as jobs. Consecutive changes of type of work with the same employer should be ignored. If more than 3 periods with an employer during the last 6 years the 3 most recent should have been recorded. (See also Qn.4 notes 1, 2 and 3 for further details). Show any discrepancies to the A.I.O.

If a job is deleted make sure that Qn. 4 is adjusted accordingly
Info who have been continuously employed since '63 are not eligible (i.e. have not worked for an employer at all)

Qn.5(a) "No. of people employed at workplace"

Check that only one precode is ringed in each applicable column.

Column blank - add code X here to cover NA to parts
(c)-(f) ~~etc~~ Code 5 includes 'varies'.

Qn.5(a) "By what method did you get that job?"

Check that one precode is ringed in each applicable column.

Examine 'other answers' (code 6) and recode as follows:-

S.C.

Approached by employer/firm/firm's representative
(e.g. owner came after me/approached by manager/
worked there p/t and they asked if I'd like the job/
incl. was asked (n.e.s.)..... 6

Through employment agency/secretarial agency..... 7

Self-employed..... 8

Other answers (specify with packet and serial no.)
(e.g. Directed into job/open competition/taken over
~~with firm to help friends/relatives/card in shop window, etc.~~..... 9
~~advertised in paper/card in shop window, etc.~~..... 0

~~include internal~~ L.A./No answer in terms of Qn. (e.g. promotion in the same
firm).
~~take over with firm~~..... X
~~.....~~..... 4

Place codes 7-9, X in the coding column to the right of code 6 and ring.
Delete code 6 where necessary.

Note: Code 1 includes informants who answered an advert and also those who placed an advert in the paper themselves.

Code 2 includes answers such as 'applied to school governors' /
'Application to L.A.'/advised to join Police Force - went to Police Station and took entrance exam'/'just went back to place where I'd had a holiday job.'

Code 3 includes - through friends/relatives whether working there or not e.g. "Father got it for me"/"introduction to firm by family friend." incl 'a friend told me' etc.
husband's business

If 2+3 NC - accept code 3.

Qn.5(e) "How long does (did) your journey to work take (by usual method of transport)?"

Check that either Code X (D.K./varies) is ringed or that a number of mins. is recorded. This should represent the time taken to get to work, not to and from work.

Code as follows and place the Code in the coding column and ring.

S.C.

D.N.A. live in/on the job/0 minutes.....	0
1 - 10 minutes.....	1
Over 10 - 20 minutes.....	2
Over 20 - 30 minutes.....	3
Over 30 - 45 minutes.....	4
Over 45 - 60 minutes.....	5
Over 60 minutes.....	6
N.A.....	Y

If a range is given - code the mid-point.

Qn.5(f) "How long have you been (were you) in that job?"

Check that only one of precodes 1 - 6 is ringed in each applicable column.

NA = Code X NB yrs in last 6 years

Where an interviewer has incorrectly split a job into 2 etc
The whole length of service with the firm / organ. should be
coded

Qn.5(g) "Average no. of hours worked per week (over last 4 weeks worked there, incl. overtime) exclude lunch breaks."

Check that either a number of hours is recorded or that Code X (D.K.) is ringed. Code hours as follows and place the code in the coding column and ring.

S.C.

8 to 20 hours per week.....	0
21 - under 30 hrs. per week.....	1
30 - under 40 hrs. per week.....	2
40 - under 41 hrs. per week.....	3
41 - under 42 hrs. per week	4
42 - under 43 hrs. per week.....	5
43 - under 50 hrs. per week.....	6

50 hours or over.....

NA (id full time workers who have recorded only a few hours) = 4

10 Refer any answers of less than 8 hours to the A.I.O.

Qn.5(h) Average weekly net income from job (after statutory deductions, over last 4 weeks worked there)

Check that either a number of pounds is recorded or that Code X (D.K.) is ringed in each applicable column.

Ring the number of pounds on the dotted line (as a 2-digit figure to the nearest pound). If a range is given, code the mid-point. 10/- should be coded up and down alternately. *On any one schedule keep the same direction of rounding if both £14.10 or £14.10 are kept salary the same*

Income refused Code Y (place above Code X and ring).

If 3 digit income figure given code 99 & specify
NA = Code O *(if receive board & lodgings in lieu of salary regard as NA)*

Comparison Code

An additional code is required where more than one job is recorded, to compare income from present job with income from 2nd most recent job (Cols 1 and 2). Code as follows and place the code in the coding column (for present job) above Code X and ring. *Use unrounded form of income as comparison*

S.C.

Present income is more than previous income... *by £1 or more*.....1

Present income is less than previous income... *by £1 or more*.....2

Present income is the same as previous income..... *with £1*.....3

No comparison possible because present and/or previous income refused or not known.....4

watch out for interviewee's arithmetic

where monthly figure given multiply by 12 & divide by 52 to obtain weekly figure.

Qn.5(i) "Are/were you entitled to receive a pension on retirement from that job?"

Check that only one of precodes 1, 2 or 3 is ringed in each applicable column.

NA → Code X

Qn.5(j) "Do (did) you have any other privileges or fringe benefits in that job?"

Check that either Code 8 is ringed on its own, or that at least one of codes 4-7 or 9 is ringed. NA = Code Y

Examine 'other answers' (Code 9) and where possible recode into existing precodes, e.g. 'travel allowance' can be included in Code 4, and Code 7 includes "N.U.T. discount at certain shops" and "reduced oil for central heating".

Answers which cannot be recoded (e.g. rent free accommodation/free clothing, etc.) should be left as Code 9 - but do not specify.

Note: Free/cheap travel means by public transport, hired coach, etc.

Miners' concessionary coal = Code 7.

11 Cheap meals during overtime id u 6

travel allowance
"9."

Qn.5(k) "How satisfied are (were) you with your job?"

Check that only one of precodes 1, 2 or 3 is ringed in each applicable column.

1+A - Code X

Qn.5(l) "How long were you unemployed before starting your next job?"

Check that either a number is recorded or that Code Y (D.N.A.) is ringed in each applicable column. Code number of weeks as follows and place the code in the coding column and ring. Code Y can only apply in the first column, except where (at jobs 2 & 3) info. was not looking for work.
Code Y should be added (e.g. delivery to home, having baby, S.C.)

Not at all/under 1 week.....	0
1 week - 2 weeks.....	1
Over 2 weeks - 4 weeks.....	2
5 - 13 weeks (i.e. over 1 month - 3 months).....	3
14 - 26 weeks (i.e. over 3 months - 6 months).....	4
27 - 52 weeks (i.e. over 6 months - 1 year).....	5
53 - 104 weeks (i.e. over 1 year - 2 years).....	6
Over 104 weeks (i.e. over 2 years) - specify with packet and serial number.....	7
NA / DK / Can't remember	X

12 (where Q5(l) coded y, Q5(n) should be coded 0)

Qn. 5(m) "What were your reasons for leaving?"

In each applicable column check that a reason has been specified or (in Col. 1 only) that D.N.A. (Code Y) is ringed. Code answers from the frame below and place the code in the coding column and ring.

Draw a line beneath codes derived (m) from (n)

M.C.

Voluntary reasons

Money: Wanted more money/offered job with more money/wage was too low/wanted a better job/offered job with better prospects (incl. wanted a more secure job/regular money,/ a pension). ~~and...benefits provided by firm~~ 1

Place of work: Disliked place of work/disliked working conditions/place was dirty/too far to travel/wanted to work nearer home/travelling difficulties/ (incl. due to move by employer, but excluding move by informant (Code 7) .. 2

Hours/times of work: Hours were too long/awkward hours/ wanted shorter hours/disliked shift work/wanted a part-time job/disliked working on Sat. /getting up at 3.0 a.m./ wanted a full-time job. ~~...work stopped...regular overtime;..~~ 3

Personal relations at work: Disliked/didn't get on with people worked with/for/under/disliked/didn't get on with union representative... ~~...wasn't happy...etc.~~ 4

Nature of work: Wanted a more interesting/challenging job/ wanted less strain/an easier job/job too hard/just wanted a change/didn't like the work/ too much to do 5

Anticipated redundancy Job coming to an end/establishment closing/left during short-time/lay-off/lack of work..... 6

Personal circumstances or voluntary change of status: Got married/became or returned to being full-time housewife/ Started or returned to full-time education/ retired (voluntarily) /moved home/moved away from area..... ~~to become self-employed~~ 7

Involuntary reasons

Not dismissed but left because of force of personal circumstances: Medical reasons/pregnancy/ to look after baby/sick relatives/ill health/had an accident..... 8

Employers action: Dismissal/sacked for any reason (excluding redundancy) /compulsory retirement incl. retirement unspecified. ~~take over~~ 9

~~Contract ended/ seasonal work~~

Other reasons (specify with packet and serial no)
e.g. Husband objected/~~taken over with firm~~/went to work for/with relatives/didn't offer a fully qualified apprenticeships incl. - just a temporary job/only a makeshift ~~incl. N.A.~~ X

~~Temporary job /only a makeshift~~ - - - - - 0

Qn. 5(m) Cont.

Notes:

1. If both voluntary and involuntary reasons are mentioned ignore voluntary reasons.
2. If the informant was doing 2 jobs at once, only the main job should have been recorded. Show such cases to the A.I.O. If self-employed & employed - the latter has priority
3. Code 6 can only refer to anticipated redundancy on this schedule. If the informant says he was actually made redundant - refer to the A.I.O. and where Red is implied but not mentioned - refer to R6
4. In some cases promotions within an organisation can be accepted as a change of job e.g. "promoted to another workplace within the group" - but refer all such cases to the A.I.O.

5. Civil Servants changing from one ministry to another should be treated as changing their employer

Qn. 5 (n) "Did you try to obtain work through the employment exchange service after leaving/losing that job?"

Check that only one precode is ringed in each applicable column.

NA = code X NB if not looking for work (at present)
Code (D N A) applies

Qn. 6 During the last 6 years have you ever been dismissed by an employer?

Check that either Code Y or Code X is ringed.

N.B. This Qn. refers to dismissal for any reason (apart from redundancy)

If Code Y is ringed part (a) applies. If Code X is ringed the rest of the Qn. should be blank.

Qn. 6(a) "How many times in the last 6 years?"

Check that a number is recorded. Ring numbers from 1 - 9 in the coding column. Numbers of 10 or more should be recoded 0 and specified.

If the number is 1 part (b) applies. If 2 or more part (c) applies.

Qn. 6(b) "Did you regard that dismissal as fair or unfair in the circumstances?"

Check that either Code 0 (Fair) or Code 1 (Unfair) has been recorded at part (c). Ring Code 0 or 1 in the coding column.

NA - include in code X (D F)

14

Qn. 6 (c) "How many of those dismissals did you regard as unfair in the circumstances?"

Check that either a number has been recorded or that Code X (D.K.) is ringed. Ring the number from 1 - 9 in the coding column. Numbers of 10 or more should be recoded Y and specified.

Qn. 7 "Have you been unemployed, that is, actively looking for work, at any time during the last 6 years?"

Check that either Code 1 or Code 2 is ringed.

If Code 1 is ringed part (a) applies. If Code 2 is ringed the rest of the Qn. should be blank.

Qn. 7(a) "Did you receive unemployment benefit or national assistance during any of that time?"

Check that either Code 3 or Code 4 is ringed. If Code 3 is ringed part (b) applies.

NA =

Qn. 7(b) "Did you at any time find it difficult to get a job with more money than you were already getting in unemployment benefit or national assistance?"

Check that either Code 5 or Code 6^{or 7} is ringed. If Code 5 is ringed part (c) applies.

Difficulty in getting any job = code 7.

Qn. 7(c) "How many jobs did you turn down only for this reason?"

Check that either a number is recorded or that Code X (D.K.) is ringed. Ring the number from 1 - 9 in the coding column. If the number is 10 or more recode as Y and specify with packet and serial

15 None code as

Qn. 8 "Security means different things to different people. What does it mean to you?"

Code answers from the frame below and place the code(s) in the coding column and ring.

Regular income /employment

e.g. a permanent job/steady work/stable job/no fear of redundancy/no short time work/regular weekly wage/a secure job/continuity of employment/sufficient local demand for one's skills/firm pays you if you're sick/incl. having a job / ~~full wage if off sick.~~ / income maintained..... 1
right to earn a living

M.C.

A good/well paid job e.g. good wages/a decent wage/having a good job..... 2

2

Job satisfaction (from sources other than regular/good income)

e.g. having an interesting job/liking the job you do/good working hours and conditions/satisfaction of a good job 3

Freedom from financial anxiety e.g. having enough money to pay one's way/Enough to keep out of debt/Enough to live on/

not having to worry about essentials/no need for credit/

H.P./reasonable standard of living ~~(do not use this code with codes 1 or 2)~~ a good carry on 4

Savings/money in the bank/a good bank balance/something to fall back on/something in reserve/to provide security in old age/to supplement pension/life insurance/provision for dependents/the more money you have the more secure you are/money (n.e.s.)/incl. financial security/independence n.e.s. 5
Can live on a reasonable pension

A pension on retirement/a decent/adequate pension/superannuation scheme 6

6

Having a home/a house/a good/comfortable home/your own home/a roof over your head/no fear of eviction/a reasonably good home life/incl. a settled/happy home life/having family round me 7

7

Good health incl. happiness/contentment/peace of mind (n.e.s.). 8

Source of security is another person e.g. having a husband/

someone to rely on/someone behind you/a good husband/

husband having a good job/pensionable job/husband's good

health/incl. marriage/a good wife 9

Benefits of Welfare State system e.g. sick benefit/good health service/industrial injury compensation/maternity

benefits/supplementary benefits/redundancy pay (n.e.s.) 0

Other answers (specify with packet and serial no.) e.g. they

search people to see if they've pinched anything/security

of premises against burglary/security of a trade, etc. Y

N.A./D.K./never thought about it/vague/incl. how much or how little it means to informant e.g. "a good deal" X S.C.

Qn.9 "How important to you is (w-s) security in your job?"

Check that only one of precodes 1 - 4 is ringed.

NA = code X

Qn.10 "Have there been any people made redundant in your present (last) firm during the last 6 years?"

Check that only one of precodes 1 - 3 is ringed.

If Code 1 is ringed parts (a) - (d) apply. If Code 2 or Code 3 is ringed the rest of the Qn. should be blank.

NA (whole Qn. Blank) = code Y

NB The informant's opinion on what constitutes redundancy will have to be accepted

Qn.10(a) "What types of workers have been affected?"

Check that at least one of precodes 4 - 8 is ringed.

Examine 'other answers' (Coded 8) and, where possible, recode into existing precodes, e.g. "engine drivers = Code 4.

Add additional Codes as follows:-

	<u>M.C.</u>
Professional and technical.....	9
Managerial.....	0
D.K./Vague... <i>Those due for retirement</i>	X S.C.

Place these codes below Code 8 and ring (deleting Code 8 where necessary).

Where recoding is not possible, leave as Code 8 and specify with packet and serial no.

Add advertisement staff & outside sales rep

Treat as clerical - precode Y

If rep has technical qualifications (Qn 25) then take code from Nat

Sale staff - skilled
Foreman - skilled

*Info in large conceme / Nat industries etc. who have
answered for whole co can be accepted in answer to
parts (a) - (c). Otherwise leave as No.*

Qn. 10(b) "What were the causes of these redundancies?"

Code answers from the frame below and place the code(s) in the coding column and ring.

<u>Reduction in demand for product/service, incl. shortage of work resulting in over-staffing</u>	<u>M.C.</u>
e.g. lack of orders/falling off of trade or demand/reduction in business/contracts haven't materialised/going through a slack period/contraction of industry/cancellation of orders/ too many men for the jobs/too much staff and not enough work for them/incl. no work (n.e.s.) 1 (but excluding reduction due to Govt. policy - Code 2)	1
<u>Effect of taxation/rising costs/financial difficulty/incl. arising from Govt. policy</u>	
e.g. taxes up, have to reduce staff to increase profits/ reorganisation due to crippling effect of taxation/result of S.E.T. couldn't afford so many employees/lack of funds/ because of freeze/Council cutting down expenditure/financial advantage to cease employing painting staff/railways have to pay for themselves/Govt. caused closure of Civil Defence Dept/ Govt. policy causing fall in demand/reduction in Armed Forces .. 2 work bankrupt	2
<u>Relocation of establishment/whole firm</u>	
e.g. factory moved to Surrey/firm moved to another city/ transfer of administrative H.Q. 3	3
<u>Closure of whole firm</u>	4
<u>Reorganisation by closure of (uneconomic) parts of firm</u>	
e.g. firm closing one of its branches/small sheds closing/ wholesale section closing/closure of marshalling yard/cut down the number of plants/closed Scottish firm/sold business side of factory/departments merged/hiving off of contracts dept. to a subsidiary/pit exhausted/running down/will close/ pit closed 5	5
<u>Reorganisation of methods of working</u>	
e.g. way of doing job was changed/reorganisation of work division between depts./efficiency experts came in/changing from traditional to revolutionary method/merger of jobs/ re-allocation of personnel/rationalisation/complete re-think of whole organisation/use of different materials 6 Changed to self service	6
<u>Reorganisation by introduction of new plant/machinery</u>	
e.g. computer installed/mechanisation/new machinery will cut down staff requirements/office girls replaced by accounting machine/incl. modernisation (n.e.s.) 7	7
<u>Contract/project/seasonal work finished</u>	
e.g. end of project/job came to an end/temporary work/ end of seasonal work/seasonal trade 8	8
<u>Cutting down staff (no reason given)</u>	
e.g. cutting down the number employed/overstaffed/cutting down on particular groups of staff/too many managers 9	9
<u>Take-overs (incl. reorganisation/closure due to this)</u>	0
<u>Other answers (specify with packet and serial no.)</u>	
e.g. shortage of materials/bad weather prevented work/can buy from others more cheaply than making it/inefficiency, factory	

Qn. 10(b) (cont.)

Notes: 1. Multi-coding should only be used where more than one cause is mentioned. Where a cause and its effects are mentioned - code the cause only, e.g.

"Closed smaller branch because of fall in business" = Code 1
"Said he couldn't afford to keep on a secretary as he hadn't enough work" = Code 1

"Closed workroom as result of S.E.T." = Code 2

"Work shortage due to credit squeeze" = Code 2

"Loss of orders due to financial squeeze" = Code 2

"Min. of Defence likely to cut Services further" = Code 2

"Because it was uneconomic we closed down our private catering" = Code 5

"Closing of publication through lack of advertising" = Code 5

2. Code 2 includes any mention of Govt. policy, e.g.
"I suppose Govt. policy - there's a run down in the Atomic Energy Authority"
3. Code 0 includes any mention of take-overs and the results e.g. "shortage of work - there's been a take-over in the firm recently" or "the company is being taken over so won't exist any more"

Qn. 10(d) "Did these redundancies change your feelings about your job or the firm?"

Check that only one of precodes 1, 2 or 3 is ringed.

If Code 1 is ringed part (e) applies.

NA = Code X

Qn. 10(e) "In what way?"

Code as follows and place the code in the coding column and ring.

<u>Feeling of insecurity</u> e.g. afraid we'd all be made redundant/D.K. where it would end/just work from day to day/worried	<u>M.C.</u>
.....	4

<u>Feeling of annoyance/indignation/resentment/irritation/anger, etc.,</u> e.g. annoyed that skilled workers were put out of work/we used to argue - it wasn't fair <u>disappointed that decent people give notice</u>	5
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19 Other answers (specify with packet and serial no.)

Qn. 10(c) "What method did the firm use to select workers to be made redundant or decide who was to be kept on?"

Check that either an answer is recorded or that Code 9 (D.K.) is ringed. Code answers from the frame below and place the code to the coding column and ring.

Age e.g. the over 60's/those nearing retirement /^{M.C.} the young ones
age anyone under 31 1

Length of service e.g. last in, first out 2

Sex of employee 3

Marital status 4

Health, constitution e.g. people in poor health/
cripples/those who can't do heavy work 5

Skill level e.g., key workers retained/unskilled
workers selected 6

Efficiency at work e.g. inefficient workers/those
least suitable/incl. bad time-keepers 7

Voluntary method/workers asked to volunteer for
redundancy/offered redundancy/asked if they
would like to retire early 8

Any other factor (specify with packet and serial no.)
e.g. part-time/seasonal workers/whole dept./section
closed/closed the yard 0

None/no method possible/no option/whole firm /dept /section etc
closed/don't seem to have any policy. ^{all workers affected by} X S.C.
Closure/modernization/lack of work

Those who refused alternative employment offered by co/
Those who didn't want to be transferred - - - - - Y

Notes: 1. Comments on what happened before the Redundancy Payments scheme should be ignored.

2. If the informant thinks a method applies but isn't sure -
code the method mentioned.

Qn.11 "Have you heard of the Redundancy Payments Act?"

Check that either Code 1 or Code 2 is ringed.

If Code 1 is ringed parts (a) and (b) apply. If Code 2 is ringed the rest of the Qn. should be blank.

Qn.11(a) "How did you (first) hear of it?"

Check that one precode only is ringed.

Recode other answers (Coded 7) as follows. Place the Code below Code 7 and ring (deleting Code 7 where necessary).

S.C.

Notified by employer/through the firm, e.g. posters put up at work /firm issued a form/leaflets down at the yard/on factory notice board/from my business/I used to be a personnel officer/was assistant to finance officer/as a member of the staff. 7

From conversation/gossip/talking to people/friends/relatives, e.g. through my husband/people I know/ casual gossip/heard chaps talking about it at work/ office discussions. 8

Through my Trade Union 9

Other answers (specify with packet and serial no.)
(e.g. film show at school/read a public notice somewhere/looking at husband's papers) 0

N.A - - - - -
From M.O.L /T.O.L publications /inc P&P publications - X
- - - - -
From M.O.L /T.O.L publications /inc P&P publications - 7

Note: Some answers can be recoded into existing precodes
e.g. "Some of the workmen in our Dept. trying to claim
it" = Code 5.

Where precodes have been multi-coded & there is no
indication how inf first heard - delete precode & ring
Code 6 (D K)

Code answers from the frame below and place the code(s) in the coding column and ring.

H.C.

Compensation: e.g. compensation for loss of job/ livelihood/ if little or no chance of another job/to recompense a person who becomes unemployed through no fault of his own/a sort of golden handshake/to offset loss of earnings/to compensate for loss of pension/a reward/payment for long service/entitled to something after 20 years with firm/a bonus

Tide over: to help people until they find alternative employment/to tide people over until they get another job/to give a reasonable income between jobs/give people time to look round/security during unemployment/so there's no hardship between jobs. 2

Help (other than tide-over)

e.g. to alleviate hardship/suffering/help poor people/
assist people made redundant/to protect workmen and
their families/to help people get over the shock of
losing job/all part of welfare system/welfare state/
help people out of work/when they finish work 3
(do not use this code where code 2 is ringing)

Protection against employer

e.g. a safeguard for employees against unfair treatment by employers/employers can't throw you out of work for no good reason/stops firm sacking employees/can't get rid of workers ad lib 4

To help employer e.g. to help firms stream-line

their workers/ get rid of surplus people/ put out
older men and bring younger ones in/ to re-organize
to safe-guard employer / a way of getting rid of some of
the older workers 5

To help workers move/change jobs

to encourage people to change their jobs/go to another area to find more suitable work/to help people train for a job 6

Other answers (specify with packet and serial no.)

e.g. to placate T.U.'s/a ~~salve to gov't's conscience~~/
to persuade older men to retire/people have a right
~~to it/reduce opposition to redundancy/stop workers~~
chopping and changing jobs

D;K./no idea/never thought about it/vague Y S.C.

N.A./NA. in terms of Dr. & Dr. N.C.B. Red. scheme:..... x s.c.

To help Govt for political reasons

eg: Cover for Govt's Incompetence / Sane to Govt
Conscience / to attract votes / Govt blackmail -
to give false sense of security / to save Govt
paying supplementary benefits. - - - - -

To assist older people whose chances of finding alternative employment are poor / help till they get OAP - - - - -

Qn.12 "Do you want if possible to remain with your present firm until retiring age?"

This Qn. (and Qns. 13 - 15) only applies to informants who are in full-time or part-time employment now (i.e. where Qn. 1 is coded 1 or 2). If self-employed or not now in employment (i.e. where Qn. 1 is coded 3 - 7) check that Code 0 (D.N.A.) is ringed and that Qns 13 - 15 have been struck through.

Where the Qn. applies check that only one of precodes 1, 2 or 3 is ringed. If Code 1 is ringed part (a) applies.

N.B. This Qn. refers to the informant's present opinion, not what he might want if circumstances were to change.

*If inf't. over retirement age but still working include in yes
+ (a) applies. (at new code 0.)*

4 = N/A to main question

Qn.12(a) "How certain are you of continued employment there?"

Check that only one precode is ringed.

N.A. = Code X (Place above Code 4 and ring)

Examine other answers (Code 8) and, where possible, recode into existing precodes, e.g.

Code 4 includes answers such as "as certain as anyone can be" and "provided don't shut any more pits I'm very certain"

Specify any answers that cannot be recoded with packet and serial no. *I leave as code 8*

Qn. 13 "Would you be entitled to an official redundancy payment if you were now to be made redundant?"

Where this Qn. applies check that only one of precodes 1, 2 or 3 is ringed.

N.A. = Code 0 (Place above Code 1 and ring)

23 If Code 3 is ringed part (a) applies.

Qn. 13(a) "How would you set about finding out?"

Code answers from the frame below and place the code(s) in the coding column and ring.

	<u>M.C.</u>
Enquire at place of employment e.g. ask the boss/supervisor/manager/ accounts dept. /ask people at work/in the office.....	4
Go to Labour Exchange /M.O.L./ Employment Exchange/Dept. of Employment and Productivity.....	5
Enquire at Min. of Social Security./M.P.N.I.....	6
Father as T.U. Official Ask a Trade Union Official/shop steward,.....	7
Ask relative/friend (other than Code 4).....	8
Other answers (specify with packet and serial no.) e.g. ask at G.P.O./Welfare Dept/Town/Clerk's Dept./ someone attached to the Law.....	9
D.K. /never thought about it.....	Y S.C.
N.A. /N.A. to Qn.....	X S.C.

Qn. 14

"If you were to be made redundant, what do you think would be your
chances of finding another equally suitable job in this area?
i.e. within reasonable travelling distance?"

Where this Qn. applies check that one precode only is ringed.

Examine 'other answers' (Coded 5) and where possible, recode into
existing precodes e.g.

Code 3 includes answers such as Impossible/nil/nonc/hopeless at my age/
no jobs like that round here.

Specify any answers that cannot be recoded with packet and serial no.

24 NA = code X (as NA in term of Qn)

Wouldn't bother to look for another job

Qn.15 "Do you think there is a real possibility of any employees at your firm being made redundant in the near future?"

Where this Qn. applies check that only one of precodes 1, 2 or 3 is ringed.

If Code 1 is ringed parts (a) and (b) apply.

Ref / NA = Code 4
NB The int opinion of what constitutes a redundancy will have to be accepted

Qn.15(a) "Which groups of employees might be affected?"

Check that at least one of precodes 4 - 8 is ringed.

Examine 'other answers' (Coded 8) and, where possible, recode into existing precodes, e.g. 'driver' - Code 4.

Add additional codes as follows:-

M.C.

Professional and technical.....9

Managerial.....0

D.K./Vague (e.g. those due for retirement).....X S.C.

Place these codes in the coding column to the right of Code 8 and ring (deleting Code 8 where necessary).

Where recoding is not possible, leave as Code 8 and specify with pkt. and serial no.

Qn. 15(b) "What do you think might cause this redundancy?"

Code answers from the frame given at Qn. 10(b). Place the code(s) in the coding column and ring.

25

Qn.16 "Do you know about the transfer schemes run by the Dept. of Employment & Productivity for helping people when they have to move because of their jobs?"

Check that either Code 1 or Code 2 is ringed.

Show any comments or N.A.'s to the A.I.O. Doubtful answers eg 'heard of it but OK what it means' - code 2 (No) and where info is obviously that of another scheme

Qn.17 "During the last 6 years have you ever moved home for any reason connected with your work?"

This Qn. (and Qns. 18 and 19) does not apply to informants who are housewives with husbands working (see household summary sheet). Check that Code 0 (D.N.A.) is ringed and that Qns. 18 and 19 are struck through.

NA - Code X

Where the Qn. does apply, check that either Code 1 or Code 2 is ringed. If Code 1 is ringed parts (a) - (d) apply. If Code 2 is ringed the rest of the Qn. should be blank.

Husband unemployed - accept interviewers treatment of 17-19 ie enter D.N.A. or answered, where applicable
Husband not in H/H (i.e. of accommodation difficult) accept a treat in normal way

Qn.17(a) "Was this to take up a job.....?"

Check that only one of precodes 2, 4 or 5 is ringed.

Examine 'other answers' (Coded 5) and, where possible, recode into existing precodes, e.g. "Because I'd got a job" = Code 3. Specify with packet and serial no. all answers which cannot be recoded.

Note: If the reason given is clearly unconnected with the informant's work, e.g. 'to go to University' recode as '2' at 17 main and strike through parts (a) - (d) - (but refer to A.I.O. first).

Transferred by co./new appointment with same firm --- 6

Qn.17(b) "How many miles did you move?"

Check that only one of precodes 7, 8 or 9 is ringed.

NA/Ref = Code 9

Qn.17(c) "Who met the costs of your removal?"

Check that at least one precode is ringed.

Code 1 includes costs met by relative/friend.

26 Moved because of loss of job - Recode No.

Qn.17(d) "Did you or your family have any other expenses or difficulties arising from your moving home?"

Check that either Code 4 or Code 5 is ringed.

Specify all answers coded 4 with packet and serial no.

Recode financial expense involved in moving / finding
alternate accommodation / selling old house etc..... 6

Qn.18 "If the Qn. of redundancy arose, would you be prepared to move your home to another area if your employer offered you an alternative job there?".

This Qn. (and Qn. 19) does not apply to informants who are self-employed or not now in employment (i.e. where codes 3 - 7 are ringed at Qn. 1). Check that Qns. 18 and 19 are struck through.

NA = Code 4

Where the Qn. applies check that only one of precodes 1 - 4 is ringed.

Recode specified answers (Coded 4) as follows and place the Code(s) below Code 4 (deleting Code 4 where necessary).

Depends on the job/wages e.g.

M.C.

If the job was sufficiently attractive/
if it was a better job and more money/
providing remuneration was the same..... 4

Depends on the area e.g. if it was a
suitable area/if I liked the area/
wouldn't go up north/if it was abroad/
incl. if it was fairly close/ depends on
the distance..... 5

family circumstances

Depends on family/if they agreed, e.g.

I would doubt if wife would/elderly
parents wouldn't want to leave area. / *if children had
left school* 6

Other answers (specify with packet and serial no.)

e.g. Only if couldn't find employment in area, etc..... 7

Situation would not arise. / D.N.A. h.m.s. X S.C.

Depends on accommodation - - - - - 8
Offered money (specify) - - - - - 9

If Codes 4 - 9 are ringed part (a) applies. If Codes 1, 2, 3 or X are ringed, the rest of the Qn. should be blank.

Qn.18(a) "Would a redundancy payment make any difference to your decision?"

Check that only one of precodes 1, 2 or 3 is ringed.

If Code 1 is ringed part (b) applies.

27 NA = X

Qn. 20 "Would you like to see any changes in the present official redundancy scheme?"

Check that only one of preodes 1 - 3 is ringed. N.A. = Code X

If Code 1 is ringed part (a) applies.

Qn. 20(a) "What changes would you like to see?"

Code as follows and place the code(s) in the coding column and ring.

Redundancy scheme should be scrapped/abolished/farcical/unnecessary/people should stand on own feet/people get too much help/incl. should be abolished in its present form/not doing the job it should be 1

Scheme should be selective not universal/should only apply to certain categories of people or in certain circumstances/open to abuse by employees/too many loopholes/e.g. abolish it except for the over 60's/let it apply to individuals not everybody/not sufficiently discriminating/only if can't get another job (easily)/not if offered alternative work/wrong for workers to receive red. pay then start another job immediately/they change jobs every 2 years just to get it 2

Open to abuse by employers/too many loopholes
e.g. so many ways employers can get out of paying/should not be used as an excuse to sack people/can make a person redundant if leaving for another reason and claim red. pay/a dishonest employer could create redundancy/firm should be more efficient at their own expense/payments shouldn't be made out of public money/Govt. shouldn't have to pay for firm's mistakes 3

Scheme should be universal not selective/greater equality/everyone on same footing/everyone should get it/everyone should be entitled to same amount/same conditions for everyone 4

Extend entitlement to redundancy payments
e.g. long service employees who leave through ill-health should qualify/those who anticipate red. and leave voluntarily/those who find alternative work offered unsuitable/long service employees of 65 get nothing/working women over 60 don't qualify 5

Higher redundancy payments in general
e.g. more money/guaranteed maximum/benefits shouldn't have been reduced/higher payments for genuine redundancies/payments shouldn't be taxed/higher compensation 6

Payments should be graded according to need/higher payments for certain groups of people or in certain circumstances
e.g. should be graded according to age/older people should get more consideration out of it/family man should get more/not right that someone who hasn't pulled his weight gets same as conscientious worker/less money for those who can get another job easily 7

Qn. 20(a) (cont.)

M.C.

Payments should be made in a different way
e.g. weekly instead of a lump sum/should be spread over a period of time/would stop people 'blowing' it at one go 8

More publicity about the Act/make it clearer/people don't know their legal rights/don't understand it/lack of information/more literature/general lack of knowledge 9

More emphasis on redevelopment/retraining
e.g. employer should offer other employment/try to find another job for them/train men to take other jobs/more flexibility in acceptance of alternative work/have money to move elsewhere/Govt. should pay redundant workers undergoing retraining a living wage Y

Other answers (specify with packet and serial no.) X
e.g. guarantee existing wage until another job found/more safeguards for small business people/shouldn't have to wait 2 months to be paid/employees should contribute more/large companies should pay more into the fund/Tribunals should be more consistent in their judgements/length of qualifying period should be altered

Qualifying period should be changed (decreased/increased) O

Note: Qn. 65 Employers (Green) schedule only

Any mention of alteration to the length of the qualifying period should be deleted and back-coded to Qn. 60.

Qn. 21 Sex

Check that either Code 1 or Code 2 is ringing. Check that the correct code has been ringing by referring to the person no (on front of schedule) and the house-hold summary sheet.

Qn. 22 Marital Status

Check that only one of precodes 3, 4 or 5 is ringing.

Qn. 23 Number of children under 16 living at home

Check that either 0 (None) or number from 1 - 9 is recorded. Ring the number in the coding box. Numbers of 10 or more should be coded Y and specified.

Note: This Qn. refers to the informant's own children (including step and adopted). Where a husband and wife have both been interviewed the same number should appear on both schedules. Where brothers and sisters or grandchildren etc. of the informant have been incorrectly included - delete.

Check that the information given is correct by referring to the household summary sheet and the person no.

Qn. 24 "What type of school did you last attend full-time?"

Check that one precode only is ringing. Refer any multi-coding to the A.I.O.

Examine 'other answers' (Code 6) and where possible recode into existing precodes e.g. "Village School" and "National School in Ireland = Code 1, & church schools

Specify answers which cannot be recoded with packet and serial no.

Note: If University or other further education establishment is mentioned together with the school attended prior to this - code the latter only and delete University.

Code 5 includes all private/fee paying schools.

Include Comprehensive Schools in code 2 unless grammar school is stipulated, then code 3.

Church schools = code 1

Any answers which refer to F Ed = NA =

Teacher Training Colleges
univ. ch

Qn. 25 "Have you obtained any qualifications or completed a full industrial apprenticeship?"

Check that either Code 0 (None) is ringed or that one of precodes 1 - 8 is ringed.

Where multi-coding occurs the highest qualification obtained is required - delete the lower qualifications. Priority code as follows:-

1, 4, ~~X~~, ²Y, 5, 6, 3, 9

Refer cases where Code 8 is multi-coded to the A.I.O.

Code 7 (Apprenticeship) should take priority over all other codes - delete any other codes ringed.

Examine other answers (coded 8) and recode as follows.-

	<u>S.C.</u>
R.S.A. Cert./shorthand-typing cert./secretarial diploma/Pitman's exam/London Chamber of Commerce, etc. . .	9
Nursing qualifications (e.g. S.R.N./R.M.N./S.C.M./R.G.N./Cert. for Handicapped & Mental children's nursing .W.C. Physiotherapy.....	Y
Teachers Certificate/Diploma/Training Cert Dip Ed etc	X

Answers which cannot be recoded should be left as Code 8 and specified with packet and serial no.

Note: 1. Code 7 includes trade apprenticeships, e.g. plastering and bricklaying apprenticeships and also hairdressing and dress-making apprenticeships.

2. If the informant did not complete the apprenticeship, e.g. "started an apprenticeship but did not complete it because of the war" - this should be ignored - recode as '0' (None).

3. Code 1 includes all higher post qualifications
NA = Blank

Code (8) now = anything lower than P.S.A or C.S.E

Qn. 26 "What was your country of birth?"

Check that either Code 1 or Code 2 is ringed.

Recode 'other answers' (code 2) as follows

S.C.

West Indies/India/Pakistan/Nigeria/Malaysia, etc. 2

Other countries 4 0

Note: Code 2 refers to all countries where most of the people are "coloured", but excluding S.Africa and Rhodesia (Code 3).

Qn. 27 Age last birthday

Check that only one of precodes 3-9 is ringed.

Check that the code is correct by referring to the household summary sheet. Show any discrepancies to the A.I.O.

Check that no men over 71, no women over 66 have been included in our

33

B. WORKERS WITH EXPERIENCE OF REDUNDANCY

DO NOT GO INCLUDED ONLY IF INFORMANT HAS
WORKED SINCE THE BEGINNING OF 1963.

Serial no. 77 78

Household no. 79

Person no. 80

Interviewer..... No. 77-78

No. of calls made Date of interview..... Time taken.....

Reason for non/incomplete interview

NOTE

COLS 3-7 PUNCHED ON ALL CARDS.

CARD C STARTS

+ CARD D.

1. Since the beginning of 1963 how many times have you been made redundant - I mean, occasions when you were discharged by an employer because there was no work for you? →	1-9	11
(a) How many times <u>with</u> an official redundancy payment? →	0	
(b) How many times <u>without</u> an official redundancy payment? →	1-9	12
	IF NONE WITHOUT - GO TO ORANGE SHEET Q 2	y
2. Thinking of that occasion (your last redundancy without receiving an official redundancy payment) - in what year did this happen? 196? →	1-9	13
	D.K./Can't remember	x
IF 6.12.1965 OR LATER. (a) Why did you not qualify for an official redundancy payment?		
DO NOT	Insufficient length of service	1
PROMPT	Worked less than 21 hrs. a week	2
	D.K.	3
	Other (SPECIFY)	4
	5) SC	14
	6) SC	
Why do you think these government redundancy payments are made?	1-9	15
	0	
	or	
	SC	
	x,y	

16/17/8/19

2 DIGITS

20/9/

2 DIGITS

(a) What did the firm produce or do?

(b) How many people were employed at your workplace?

Under 25	1
25-99	2
100-499	3
500 or over	4
D.K./Can't remember	5

Under 25	1
25-99	2
100-499	3
500 or over	4
D.K./Can't remember	5

Under 25	1
25-99	2
100-499	3
500 or over	4
D.K./Can't remember	5

29

5. How long altogether had you been doing this particular type of work continuously at this firm?

Under 1 year	1
1 - under 3 years	2
3 - under 5 years	3
5 - under 10 years	4
10 years and over	5
D.K./Can't remember	6
N/A	7

23

6. How long had you been continuously employed by ... before you were made redundant?

Under 1 year	1
1 - under 3 years	2
3 - under 5 years	3
5 - under 10 years	4
10 years and over	5
D.K./Can't remember	6
N/A	7

24

IF EXACT PERIOD SAME AS Q 5 - GO TO Q 8.

7. How many different types of work did you have with ... before the one from which you were made redundant? (SPECIFY TYPES OF WORK BELOW AND RECORD TOTAL NUMBER)

1-4

25

1-9

26

(a) (Thinking of your last change) why did you change types of work at ...?

8. Were you the only person made redundant at ... (establishment) at that time, or were others made redundant within 3 months before or after you?

Only person	1
Others	2

Go to 9
N/A

(a) How many others were there?

Up to 9	3
10-99	4
100 or more	5
D.K.	6

27
27

9. Were you given any reason why you (and the others) were being made redundant?

Yes	1
No	2

(a) What reason were you given?

Firm/establishment closed down	3
Contract finished	1
Other (SPECIFY)	0

3
1
0

1 only = Part (a) answered

OR
NC

2 only = MAIN QTN IS NO

5-9
1-2
OR
SC X

28

(a) What do you think was the real reason why you in particular were made redundant?

Yes	1	Go to 10
No	2	Go to 11
D.K.	3	Go to 10

(b) What do you think was the real reason why you in particular were made redundant?

29

(c) Do you think that any of the following things had anything to do with it?

INDIVIDUAL PROMPT	Age
OF THESE ITEMS	Sickness record
NOT MENTIONED AT (c)	Relations with superiors
	None of these

MC

1	30
2	
3	
4	
5	

10. Were you entitled to receive a pension on retirement from your job with ...?

Yes	1	Ask a
No	2	Go to 11
D.K.	3	

(a) Did you actually receive any of the following things when you were made redundant - PROMPT AND CODE Pension
ALL THAT APPLY Lump sum

Refund of contributions	
Paid-up policy	
None of these	

31	
5	
6	Ask b/c
7	
8	

(b) Total amount (codes 5-7)

Under £10	0
£10 - under £20	1
£20 - under £30	2
£30 - under £40	3
£40 - under £50	4
£50 - under £60	5
£60 - under £70	6
£70 - under £80	7
£80 - under £100	8
£100 or over	9
D.K./Can't remember	X

(c) Rate and interval of any periodic payment(s).

33

6C	32
1-7	

11. Did you have any other privileges or fringe benefits in the job, such as -

PROMPT AND CODE	Free or cheap travel
ALL THAT APPLY	Company car
	Free or cheap meals
	Free or cheap purchases
	None
	Other (SPECIFY)

1	
2	
3	
4	
5	
6	

34

12. How long did your journey to work take?
(by usual method of transport)

.....(mins)	SC
D.K./varies	1-7
	X

35

13. Did you receive any kind of training during the time you were employed by ...?

Yes	1	Ask a-c
No	2	Go to 14
NP	3	

(a) Was it specifically for the type of work from which you were made redundant?

Yes	3	
No	4	

36

(b) What kind of training was it?

Apprenticeship	5
Day release	6
On the job (SPECIFY)	7
Other (SPECIFY)	8

4. Was your short time immediately before you became redundant?

CARD C

Yes 1
No 2
NA 3

37

5. (a) How many hours work a week did you average while you were on short time?

(b) What was your average weekly net income from your job during the 4 weeks before your short time started?

nearest £...
(monthly nearest £...)

(c) How many hours was your normal working week without overtime?

No. 0
21 - under 30 hrs. 1
30 - under 40 hrs. 2
40 hrs. 3
41 hrs. 4
42 hrs. 5
43 - under 50 hrs. 6
50 hrs. or over 7
D.K./varies 8
9

38

(d) Did you normally work paid overtime?

Yes 1 Ask e
No 2 Go to 15
NA 0 3

(e) How many hours overtime did you work each week on average over the 4 weeks before you became redundant?

.....
D.T./Can't remember

40

15. What was your average weekly net income from your job during the 4 week period immediately before your employment ceased? (monthly nearest £.....) nearest £.....

D.K./Can't remember

01
-99

41
/42

16. By what method did you get that job?

Advert in paper 1
Direct enquiry to firm 2
Friend/relative working there 3
Min. or Lab./Lab. exchange/YEO 4
D.K./Can't remember 5
Other (SPECIFY) 6
7-9
0,X,Y

43

7. How satisfied were you with that job? Would you say you were -

PUNNING very satisfied 1
PROMPT fairly satisfied 2
or dissatisfied? 3

44

Notification of redundancy

8. From whom did you first get to know that you might be made redundant? Employer or his representative 0
Other (SPECIFY) 1
X

1/2 a
,--a--n

(a) How was this done - by letter, in person, or now?

Letter 2

In person 3

Other (SPECIFY) 4

45

IF 'OTHER'. (b) Did your employer (or his representative) give you any advance warning of redundancy before actual notice of dismissal?

Yes 5

No 6

as's c
Go to 20

(c) How were you given the advance warning

Letter 7

In person 8

Other (SPECIFY) 9

3. At what actual date of your redundancy did you receive advance warning?	Yes	1	10-10-22
	No	2	11-11-22
(c) How later after advance warning did your employer give you official notice of the date of your redundancy?		X	
	3-9	46	
4. How long before your employment ended were you given official notice of redundancy?	Last day at work	1	
	Other (SPECIFY)	2	
		3-8	47
5. Thinking of the time when your employer first told you about your redundancy, (a) were you - RUNNING PROMPT	upset	1	
	pleased	2	
	<u>or didn't you mind either way?</u>	3	
	Other (SPECIFY)	4	
	NA	5	
(b) were you - RUNNING PROMPT	surprised	6	
	<u>or did you expect it?</u>	7	
	Other (SPECIFY)	8	
	NA	9	
6. Do you think your employer told you about your redundancy - at about the right time	1		
RUNNING PROMPT	too soon	2	
	<u>or too late?</u>	3	
	D.K.	4	
	NA	5	
<u>IF GIVEN NOTICE OF REDUNDANCY ON LAST DAY AT WORK (Q 20) - GO TO Q 25</u>			
7. Did your employer make you any extra payment as an incentive to stay on until the end of the job or contract?	Yes	1	
	No	2	
(a) What form did this payment take?	NA	3	
<u>IF REDUNDANCY WAS CAUSED BY CLOSE DOWN OF WHOLE FIRM (Q 9) - GO TO Q 25</u>			
8. When the possibility of redundancy arose, did you have the chance of volunteering to be made redundant?	Yes	1	
	No	2	
	NA	3	
(a) Did you in fact volunteer to be made redundant?	Yes	4	
	No	5	
9. When you became redundant did your employer make you an offer of alternative employment?	Yes	1	
	No	2	
(a) Was the offer in writing?	Yes	3	
	No	4	
(b) Was the job offered at the same workplace, somewhere in the local area, or in another area?	Same workplace	5	
	Local area	6	
	Another area	7	
(c) Was it the same type of work or different?	Same type	8	
	Different (SPECIFY)	9	

48

49

50
Ask a
omit aAsk a
Go to 25

51

Ask a-i
Go to 26

52

an associated firm
or a different firm?

(c) Are you offered the alternative job
or commitment that you accepted training?

Yes 1
No 5

(d) Why did you not accept the offer?

110
C
4
XO

53

26. TO ALL. What do you think of the way (employer) acted
concerning your redundancy? Would you say he (they) acted very fairly

1
2
3
4
NP

RUNNING PROMPT

moderately fairly
or unfairly?

other (SPECIFY)

54

27. Were you a member of a trade union at the time
you were made redundant?

Yes 1
No 2

Ask a-b
Go to 28

(a) Which union?

T.G.W.U. 3
A.E.U./A.E.F. 4
N.U.G.M.U./G.M.W.U. 5
E.T.U. 6
Other (SPECIFY) 7
8
9

55

(b) Did you hold office in the union at that time?

No 0
Shop steward 1
Branch official/committee member 2
Other (SPECIFY) 3

Ask c
Go to d

(c) Did your union or shop steward take any
action or give you any advice at CODE ALL THAT APPLY
any stage of your redundancy? Yes, took action 4
Yes, gave advice 5
No 6

56

(d) Do you think your union (or shop steward) could have done
more to help you in connection with your redundancy?

Yes 7
No 8
D.K. 9
N/A 10

Redundancy Payment

28. Did you receive any payment in lieu of notice?

No	Y
Under £10	0
£10 - under £20	1
£20 - under £30	2
£30 - under £40	3
£40 - under £50	4
£50 - under £60	5
£60 - under £70	6
£70 - under £80	7
£80 - under £100	8
£100 or over	9
N/A D.K./Can't remember	X

57

<u>CARD C</u>		N11-5
Q. How much (or are you going to receive) redundancy pay you were made redundant for on average, and since my payment from - the firm's own redundancy scheme CODE ALL THAT APPLY	holiday pay	
£10,000 (0.10) & £10,000 (0.25)	payment or any other kind (SPECIFY)	None
		1 2 3 4 5 6 7 8
		58

59		60		61	
(a) <u>Redundancy scheme</u>		(b) <u>Holiday pay</u>		(c) <u>Other</u>	
Under £10	0	Under £10	0	Under £10	0
£10 - under £20	1	£10 - under £20	1	£10 - under £20	1
£20 - under £30	2	£20 - under £30	2	£20 - under £30	2
£30 - under £40	3	£30 - under £40	3	£30 - under £40	3
£40 - under £50	4	£40 - under £50	4	£40 - under £50	4
£50 - under £60	5	£50 - under £60	5	£50 - under £60	5
£60 - under £70	6	£60 - under £70	6	£60 - under £70	6
£70 - under £80	7	£70 - under £80	7	£70 - under £80	7
£80 - under £100	8	£80 - under £100	8	£80 - under £100	8
£100 or over	9	£100 or over	9	£100 or over	9
D.K./Can't remember	X	D.K./Can't remember	X	D.K./Can't remember	X
u	u	u	u	u	u

Job History

Q. What was your age at the time you were made redundant?	18 but under 20	1	
	20 but under 30	2	
	30 but under 40	3	
	40 but under 50	4	
	50 but under 60	5	
	60 but under 65	6	
1. How old were you when you started your first full-time job?	D.N.A. (never had full-time job)	0	
	13 or under	1	
	14	2	
	15	3	
	16	4	
	17	5	
	18	6	
	19	7	
	20 or over	8	
	D.K./Can't remember	9	
2. Had you ever worked for ... before your period of employment that ended in redundancy, I mean, did you leave him/them and then go back again?	Yes	1	17-18
	No	2	Go to 53
(a) Why did you leave ... the first time?	3-8	64	
	u		
	u		
(b) Why did you go back to work for him/them?	1,2,3	65	
	4		
	5		
	6		

(4) Did you first start to look for a new job -		CARD D.	
RUNNING	within a few days after advance warning	1	
PROMPT	within a few days after notice from employer	2	
	later but before notice expired	3	
	or some other time (SPECIFY)	4	15
		5	

39.	How did you set about getting a new job?	Direct enquiry to firms	1
		Looking at adverts in papers	2
CODE ALL		Acting f. /relative	3
THAT APPLY		Min. of Lab./Lab. exchange/YBO	4
		D.K./Can't remember	5
		Other (SPECIFY)	6

16

40.	During the period of your notice of dismissal did you have time off to attend an interview with another employer?	Yes	1	Ask 2-5
		No	2	Go to 41
(a)	Were you given permission to take this time off?	Yes	3	
		No	4	
(b)	Were you paid for this time off?	Yes	5	17
		No	6	

41.	Did you turn down any jobs offered to you?	Yes	1	Ask a
(a)	Why did you turn down that job (those jobs)?	No	2	Go to 42
				18

42.	How many different employers have you had altogether since you were made redundant at ...?	O	19	IF NONE- go to 50
		X		

43.	Did you find your (first) new job - <u>before</u> starting to serve notice	1	
RUNNING	while serving notice	2	
PROMPT	or after you left?	3	
	NA	4	

20

44.	How long after your last day in employment with ... did you start your (first) new job?	Immediately, next working day	1
		Under 1 week - 2 weeks	2
		Over 2 weeks - 1 month	3
		Over 1 month - 3 months	4
		Over 3 months - 6 months	5
		Over 6 months	6
		D.K./Can't remember	7
		NA	8

21

45.	I should now like to ask you for some details about the job (each of the jobs) you have had since being made redundant at ... (NEXT PAGE)
-----	---

Note. If more than 3 such jobs (employers) take the first and second and then skip to the present or last job.

(a) Occupation

CARD D

PRESENT JOB

22/3/24/25

26/27 INDIGS

(b) Industry

(c) No. of people living in household

1. 1-10
2. 11-20
3. 21-50
4. 51-100
5. 101-200
6. 201-500
7. 500 or overUNDER 25 1
25-99 2
100-499 3
500 or over 4
DK. CAN'T REMEM 5

128

(c) They are the PRESENT job + the first job after

(d) Now count it for just that job?

INCOME (REINANCIAL) amount in pps.
1. Rent and rates 1
2. Electricity, gas, water etc. 2
3. Phone/TV etc. 3
4. Food and drink 4
5. D.S./Car etc. 5
6. Other (including) 6-9.043

(e) How long does (did) your journey to work take? (by usual method of transport)

.....(mins.) 1-7 30
D.K./various X

(f) How long have you been (were you) in that job?

Under 1-year 1
1 - under 3 years 2
3 - under 5 years 3
5 - under 10 years 4
10 years and over 5
D.K./Can't remember 6

31

(g) Average no. of hours worked per week (over last 4 weeks worked there, incl. overtime)

.....(hrs.) 1-9 32
D.K./Can't remember 0 X

32

(h) Average weekly net income from job (after statutory deductions, over last 4 weeks worked there)

33/34
nearest £...
D.K./Can't remember 014-
-94 35

35

(i) Are/were you entitled to receive a pension on retirement from that job?

Yes 1
No 2
D.K./Can't remember 3

36

(j) Do (did) you have any other privileges or fringe benefits in that job?

PROMPT AND CODE
ALL THAT APPLY
Free/cheap travel 4
Company car 5
Free/cheap meals (incl. L.Vs) 6
Free/cheap purchases 7
None 8
Other (SPECIFY) 9

36

(k) How satisfied are (were) you with your job? Would you say you are (were) -

very satisfied
fairly satisfied
or dissatisfied?

37

37

(l) How long were you unemployed before starting your next job? (or up to date)

(IF NOT AT ALL OR
UNDER A WEEK WRITE 0).....(weeks)
D.N.A. (present job) 1-9
Y

38

38

(m) What were your reasons for leaving?

D.N.A. (present job) Y

39

39

(n) Do you think you used more, less or the same degree of skill as in the job from which you were redundant?

More 1
Less 2
Same 3
D.K. 4

40

40

(a)			42/43/44/45		
(b)			46/47		
(c)	Under 25 25-99 100-499 500 or over D.K./Can't remember	1 2 3 4 5	48	Under 25 25-99 100-499 500 or over D.K./Can't remember	1 2 3 4 5
(d)	Advert in paper Direct enquiry to firm Friend/relative working there Min. of Lab./Lab. exchange/YEO D.K./Can't remember Other (SPECIFY)	1 2 3 4 5 6	49	Advert in paper Direct enquiry to firm Friend/relative working there Min. of Lab./Lab. exchange/YEO D.K./Can't remember Other (SPECIFY)	1 2 3 4 5 6
(e)(mins.) D.K./varies		50(mins.) D.K./varies	
(f)	Under 1 year 1 - under 3 years 3 - under 5 years 5 - under 10 years 10 years and over D.K./Can't remember	1 2 3 4 5 6	51	Under 1 year 1 - under 3 years 3 - under 5 years 5 - under 10 years 10 years and over D.K./Can't remember	1 2 3 4 5 6
(g)(hrs.) D.K./Can't remember	X	52(hrs.) D.K./Can't remember	X
(h)	nearest £..... D.K./Can't remember	X	53/54	nearest £..... D.K./Can't remember	X
(i)	Yes No D.K./Can't remember	1 2 3	55	Yes No D.K./Can't remember	1 2 3
(j) PROMPT AND CODE ALL THAT APPLY	Free/cheap travel Company car Free/cheap meals (incl. L.Vs.) Free/cheap purchases None Other (SPECIFY)	4 5 6 7 8 9	56	PROMPT AND CODE ALL THAT APPLY Free/cheap travel Company car Free/cheap meals (incl. L.Vs.) Free/cheap purchases None Other (SPECIFY)	4 5 6 7 8 9
(k)	RUNNING PROMPT very satisfied fairly satisfied or dissatisfied?	1 2 3	57	RUNNING PROMPT very satisfied fairly satisfied or dissatisfied?	1 2 3
(l)	(IF NOT AT ALL OR UNDER A WEEK WRITE 0).....(weeks)		58	NOT AT ALL OR UNDER A WEEK WRITE 0).....(weeks)	
(m)			59		
(n)	More Less Same D.K.	1 2 3 4	60	SAME FRAME AS PRESENT JOB END OF CARD D	

CARD E SURVEY

46. Only if the employer, have you redundancy since the beginning of 1980? - - - - - (S. 3) 04/80

(a) How many times have you been dismissed by an employer during the last 6 years, including the redundancy(s)? - /9
(S. 3) 2-C

(b) Did you regard that dismissal because of redundancy as fair or unfair in the circumstances? (RECORD 0 ('FAIR') OR 1 ('UNFAIR') AT (c) BELOW)

(c) How many of those dismissals did you regard as unfair in the circumstances? - - - - - D.K. 13

47. Was your (first) employment after redundancy at the same premises where you were made redundant?	Yes	1	Ask 1-b
	No	2	Ask c
(a) Did you work for the same employer or a different one who had taken over the premises?	Same	3	
	Different	4	14
(b) Were you employed on the same kind of work as before you were made redundant?	Yes	5)	Go to 48
	No	6)	
(c) Was your (first) employment after redundancy with the same firm or an associated firm but at different premises?	Same firm	7	
	Associated firm	8	
	Neither	9	

IF NOW UNEMPLOYED - GO TO Q 48a

48. Do you feel as secure in your present job as you did when you were working for ... and before you know you might be made redundant?

Yes, as secure (insecure)

Yes, more secure

No, not as secure

D.K.

15 ..

16

(a) 'Security' means different things to different people. What does it mean to you?

1-9

(b) How important to you is (was) security in your job? Would you say it is (was) -

RUNNING PROMPT very important
fairly important
or unimportant?

D.I.

17

49. When you started your first job after being made redundant did you look on it at that time as a long-term job or merely as a stop-gap?

Long term
Stop gap
D.K.

18

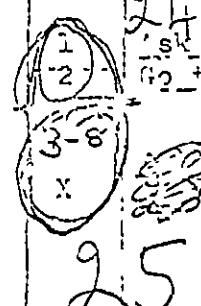
50. In trying to find another job, was your age a handicap to you?	Yes	1	1-12
	No	2	Co_12
	D.K.	3	Co_12
(c) Was it -	RUNNING PROPT	a great handicap	4
		or only a slight handicap?	5

51. How many jobs did you apply for without success? - - - - -	1-9	1-9
	D.K./Can't remember	X 20

52. Did you get in touch with the employment exchange service at any time after you first knew you might be made redundant?	Yes	1	1-12
	No	2	Co_12
(a) Did you just make an enquiry or did you actually register for work?	Enquiry	X	rest of Q
	Registered	4	blank
(b) Did you get in touch with them at the first indication of the redundancy, as soon as you were given official notice, or after that?	At first indication	5	21
	On official notice	6	
	After official notice	7	
(c) Did they make you any offers of work?	Yes	8	
	No	9	
(d) Were you satisfied with what they did to help you find a job?	Yes	1	Co_12
	No	2	Ans
	D.K.	3	Co_12
(i) In what ways were you dissatisfied?			22

(e) Did you turn down any offers of training made by the employment exchange?	Yes	1	1-12
	No	2	Co_12
(i) Why?			23

53. IF MORE THAN 3 JOBS SINCE REDUNDANCY (Q.4). Were you unemployed immediately before starting your present job?	Yes	1	1-12
	No	2	Co_12
(a) For how many weeks? (IF UNDER A WEEK WRITE '0') - - - - -	3-8		24
	D.K./Can't remember	X	



25

CARD E

54. Have you received unemployment benefit at any time since being made redundant?

Yes 1 *ask a-b*
No 2 Go to 55

(a) For how many weeks altogether? ----->
D.K./Can't remember

3-6 27
X 28/29
1-20

(b) At what rate per week? £..... s.....

(c) Did this include -
PROMPT AND CODE supplementary benefit
ALL THAT APPLY earnings-related supplement
neither

0
1
2
3
4

(d) Did you have any difficulty in getting a job giving you more income than you were already receiving in unemployment or other state benefit?

Yes 3 *ask 1*
No 4 Go to 55

Yes, difficulty in getting any job

(i) How many jobs did you turn down only for this reason?

None 6
One 7
Two 8
Three or more 9

30

55. (Apart from getting in touch with them to find work) did you have any (other) dealings with the employment exchange service in connection with your redundancy?

Yes 1 *ask a-b*
No 2 Go to 56

(a) What did you think of the service provided by the exchange in this respect? Were they - very helpful
RUNNING fairly helpful
PROMPT or not very helpful?

5
4
5
6

31

(b) Are there any improvements you would like to see in their service in connection with redundancy?
No 7
D.K. 8
Yes (SPECIFY) 9

56. TO ALL. Do you know about the transfer schemes run by the Department of Employment and Productivity for helping people when they have to move because of their jobs?

Yes 1
No 2

32

Mobility

7. Are you now living in the (L.A.) area in which you were made redundant?

No 0
Yes 1 *ask a*
No 2 Go to 58

(a) Would you have preferred to remain in ... (old area) if there had still been a job for you or do you prefer living here?

Prefer old area 3
Prefer here 4
D.K. 5
Other (SPECIFY) 6

33

58. Your move home is a result of being made redundant
the last occasion?

Yes 1
No 2
Go to 59

(a) Did you move -

to take up a job you got before you moved your home
RUNNING in order to look for work
PROMPT or for some other reason (SPECIFY)?

3
4
5

34

(b) How many miles did you move?

Under 10 7
10-100 8
Over 100 9

(c) Who met the costs of your removal -

PROMPT AND CODE
ALL THAT APPLY or one of the D.E.P. transfer schemes?

yourself 1
your employer 2
3

(d) Did you or your family have any other expenses or
difficulties arising from your moving home?

No 4
Yes (SPECIFY) 5

35

59. What would you say were the main problems that faced you
as a result of being made redundant?

No problems 0 Go to 60

M.C.

1-6

N.A. 36

IF 2 OR MORE (a) Which problem was the most important one?

1-6

37

60. Looking back, would you have preferred to have kept your
old job and not to have been made redundant?

Yes 1
No 2
D.K. 3

61. IF NOW IN EMPLOYMENT Are you happy in your present job
or would you have preferred to remain in your job with
... (employer) if that had been possible?

D.N.A. 0
Prefor present job 4
Prefor old job 5
No difference 6
D.K. 7

38

52. TO 11. Would you like to see any changes in the present
official secondary schools?

39

Yes 1
No 2
D.K. 3

1-9
10-12
13-62

(a) What changes would you like to see?

1-9
10
11
12
13

Classification

63. Sex

Male 1
Female 2

41

64. Are you married, single or widowed?

Married 3
Single 4
Separated/widowed 5

19

65. Number of children under 16 living at home (IF NONE WRITE '0') - - - - ->

0 19 43

66. What type of school did you last attend full-time?

Elementary/secondary modern/junior secondary 1
Central/intermediate/higher grade/technical 2
State grammar/county high/senior secondary 3
Technical school (up to 18) 4
Public (fee paying) school 5
Other (SPECIFY) 6

44

67. Have you obtained any qualifications or
completed a full industrial apprenticeship?

(None) 0
University or higher degree 1
GCE 'A'/Scottish LC Higher/ISC 2
GCE 'O'/Scottish LC Lower/CSU 3
HNC/HND 4
OND/OND 5
City and Guilds Cert. 6
Full (completed) industrial apprenticeship 7
Other (SPECIFY) 8

45

68. What was your country of birth?

United Kingdom 1
Other (SPECIFY) 2
3

46

69. (CHECK WITH HOUSEHOLD SUMMARY SHEET) Age last birthday

18 but under 20 5
20 but under 30 1
30 but under 40 3
40 but under 50 6
50 but under 60 7
60 but under 70 3
65 or over 9

47

END OF CARD

A 11 Workers with experience of redundancy

50 435/3(b)

Q.1. Since the beginning of 1963 how many times have you been made redundant?

Examine the figure entered in the coding box; if a single digit has been entered, ring it. If a number has been written in enter the corresponding digit and ring. Show all cases of two digits, ranges or omissions to ASSO.

N.A. X
Over 9 (specify with packet and serial number) ... Y

Q.1a) How many times with an official redundancy payment?

Check that one of codes 0, 1 or 2 has been ringed. Show any comments or discrepancies.

Q.1b) How many times without an official redundancy payment?

Check that a single digit has been entered in the coding box, and that this digit added to the ringed figure at Q.1a equals the figure ringed at Q.1. Show any cases of 'none' being entered here, together with all comments and discrepancies.

N.A. X
Over 9 (specify with packet and serial number) ... Y

Q.2 Thinking of that occasion - in what year did this happen?

Check that a figure within the range 3 - 9 has been entered in the coding box, or code x has been ringed. Ring the figure.
If the ringed digit is 3, 4 or 5, check that part a) is blank. If the ringed digit is 6, 7, 8 or 9, check that part a) is answered.

Q.2a) Why did you not qualify for an official redundancy payment?

Check that at least one of codes 1-4 is ringed whenever the question applies. Examine all answers at code 4 and recode into codes 1-3 where possible, or one of the additional codes below. Specify all answers remaining at code 4 with packet and serial number.

Didn't think about it, it never occurred to me, I didn't know about it S.C. 5
Incl. "I didn't think anything about it, and my employer didn't mention it", "I didn't think of it, that's all".

Vague, Irrelevant S.C. 6

Q.3

Why do you think these redundancy payments are made?

Code all answers from the following frame, placing the codes in the column provided.

M.C.

Compensation, Reward, payment for long service 1

Incl. "If you've been with a firm for so long, they pay you for the years you've done", "The R.P. I had before didn't cover what I lost in pension rights", "Bloke giving best part of his life to a firm deserves something in return", "Compensation for losing his job".

To tide people over between jobs 2

Incl. "To help you financially until you can find another job", "To tide over financially until another job can be found", "R.P. would tide them over till they found a job really suitable".

Help other than tiding-over 3

Incl. "A person's got to live and this helps them", "Some people can't afford to put money away for emergencies", "Hardship money", "Obviously made to alleviate hardship", "So they don't starve". for those who are unemployed."

To protect employees against employers 4

Incl. "To save being put off for no reason", "To make sure everybody does get some money", "You want something or else you'll be thrown out every other week".

To PREVENT INDUSTRIAL UNREST, TO REDUCE OPPOSITION TO REDUNDANCY

Incl. "ONLY BLACKMAIL TO KEEP A MAN QUIET", "JUST TO STOP THE UNEMPLOYED SHOUTING SO MUCH", "BUYING WORKERS OFF, GIVING HIM SMALL AMOUNT OF MONEY TO STOP HIM CRUNCHING", "IT'S ONLY SOME INCENTIVE TO MAKE THEM TAKE REDUNDANCY"

9

For political reasons, For the Government's own ends 7

Incl. "Also to further the Govts. ends, just to get the votes, its a political gimmick".

Assistance for older people who find difficulty in getting a new job ... 8

Incl. "I think it just for middle-aged people", "When women get to 59 they find it difficult to get another job", "For cases who find it hard to get another job, weak chests, hearts, age".

D.K. Vague/Irrelevant/Never thought S.C.y

N.A. S.C.x

Other answers (specify with pkt. and serial no.) 0

2

Occupation at time of redundancy

Code the occupation from GRO classification of occupation (1966), placing the 3 digit code in the column provided, opposite the question. Before ringing, add the SKILL LEVEL code to make a 4 digit code. This is described in Q.5a on the white schedule coding instructions.

Q.4a) What did the firm produce or do?

Code the industry given from the frame for Q.5b on the white schedule, placing the code in the coding column below the 4 digit code.

Q.4b) How many people were employed at your workplace?

Check that only one of codes 1-5 is ringing, show any comments or discrepancies to the ASSO.

Q.5 How long had you been doing this particular type of work at this firm?

Check that only one of codes 1-6 is ringing, show any discrepancies or comments to the ASSO.

N.A. 7

Q.6 How long were you continuously employed at this firm?

Check that only one of codes 1-6 is ringing. Show any discrepancies or comments to the ASSO. Where the same code has been ringing at Q.5 and at Q.6, Q.7 should be omitted. Show all cases where this has not been done to ASSO.

N.A. 7

Q.7 How many different types of work did you have with the firm before the last?

Check that the number entered is the number of types of work coded in the second box. Ring the number.

Code all types of work from the frame used for Q.4, placing the codes in the box provided. When the same code has been ringing at Q.5 and 6, Q.7 should be omitted. Show all cases where this has not been done to ASSO.

Q.7a) Why did you change types of work?

Specify all answers with packet and serial number.

Q.8 Were you the only person made redundant?

Check that either code 1 or code 2 is ringing. Show all discrepancies. Where code 1 is ringing, part a) must be blank. Where code 2 is ringing, check that part a) is answered.

D.K., N.A. 7

Q.8a) How many others were there?

Check that one of codes 3-6 is ringing whenever this question applies show all comments to ASSO.

N.A. 6

Q.9

Were you given any reason why you were being made redundant?

Check that either code 1 or code 2 is ringed. Where code 1 is ringed, part a) applies. Where code 2 is ringed, parts c)-d) apply.

Q.9a) What reasons were given?

When the question applies check that at least one of codes 3-5 is ringed. Examine all answers at code 5 and recode where possible, or code into additional codes below.

M.B. Code 4 to include Temporary and seasonal workers.

M.C.

<u>Shortage of work, less work due to reduction in demand for product</u>	6
<u>Incl. "Told us it was lack of work", "Shortage of work", "They were going through a slack period", "Wasn't sufficient work to keep me occupied full time", "No work for us".</u>	
<u>Financial problems resulting from Government policies or unspecified reasons</u>	7
<u>Incl. "Because of freeze", "He was short of cash, so two of us made redundant", "Didn't have any money at all", "Government restrictions", "Couldn't afford to keep on secretary".</u>	
<u>Establishment or firm moving to a different location</u>	8
<u>Incl. "Firm moved to the other city, Glasgow", "Factory moved to Surrey".</u>	
<u>Cutting down staff with no further information</u>	9
<u>Incl. "Just that they were cutting down on their office staff", "Decided to shorten staff".</u>	
<u>Other Answers</u> (Specify with packet and serial no.)	5
<u>Vague, irrelevant</u>	X
<u>Automation or mechanisation introduced</u>	Y
<u>Incl. "Computer took over the bulk of the work", "Bringing in machines to do the work".</u>	
<u>Closing down of uneconomic parts of firm, departments outlets</u>	1
<u>Incl. "Another department finished, but men dismissed 'last in first out' from all departments", "Another shop closed down".</u>	
<u>Work methods or distribution changed or reorganised</u>	2
<u>Incl. "Reorganisation", "Combined the duties of matron and music teacher", "Firm changed accent from selling".</u>	
<u>Amalgamation or take-over and any reorganisation resulting from this</u>	0
<u>Delete all answers at b) - d).</u>	

Q.9b) Do you think this was the real reason you were made redundant?

Check that one of codes 1-3 is ringed whenever one or more of codes 5-9 or X has been ringed at Q.9a). Show all discrepancies to ASSO.

Q.9c) What do you think was the real reason why you were made redundant?

This applies whenever Q.9 was coded 2 or Q.9b) was coded 2. Code all answers into the precodes at Q.9d). If code 4 has been ringed and an answer has been entered at Q.9c), delete code 4 in red. Note Code 3. Relations with superiors/victimisation/Cattiness/I was too outspoken.

Code 4. Specify all answers remaining at Q.9c) with packet and serial number and ring code 4.

D.K., Vague, Irrelevant 5

Q.10 Were you entitled to receive a pension on retirement?

Check that one of codes 1-3 is ringed. When code 1 is ringed, part a) applies. When code 2 or 3 is ringed, the rest of the question must be blank.

Q.10a) Did you receive any of the following when made redundant?

Check that at least one of codes 4-7 or code 8 is ringed. When one of code 5-7 is ringed, part b) applies. When code 4 is ringed, part c) applies. If one or more of codes 5-7 ringed, part b) applies. If code 8 is ringed, parts b) - c) must be blank. Show all cases where code 5 is ringed.

Q.10b) Total amount

Check that only one of codes 1-9, 0 or X is ringed. Show all comments and any multicoding to ASSO.

Q.10c) Rate and interval of any periodic payments

Use frame of Q.28c) on yellow schedule.

Q.11 Did you have any other privileges or fringe benefits in the job?

Check that either code 5 is ringed or at least one of codes 1-4 and 6 is ringed.

Where possible recode answers at code 6 into existing precodes. Specify all answers remaining at code 6 with packet and serial number.

Notes

Code 1. Free or cheap travel includes 'Travel Allowance', n.o.s. and all assisted travel by public transport, hired coach, company bus etc.

Code 4. Include services such as cheap insurance, free hair cuts etc.

Code 3. Include Luncheon Vouchers.

Q.12 How long did your journey to work take?

Check that either a number of minutes has been entered, or code X has been ringed. Code all answers entered from the following frame, placing the code in the box provided.

S.C.

Up to and including 10 mins.	1
Over 10 - 20 mins.	2
" 20 - 30 "	3
" 30 - 60 "	4
" 60 mins.	5
D.K. Varied	6
Live in, On the job, 0 minutes so D.N.A.	7

Where a range has been entered, code the mid point.

Q.13 Did you receive any kind of training during the time you were employed by?

Check that either code 1 or 2 is ringed, where code 1 is ringed, a) and b) apply. Where code 2 is ringed, check that a) and b) are blank. Show all discrepancies to the ASOSO

N.A. X

Q.13a) Was it specifically for the type of work from which you were made redundant?

Check that either code 3 or code 4 is ringed where this question applies.

Q.13b) What kind of training was it?

When the question applies check that at least one of codes 5-8 is ringed. Examine all answers at code 8 and recode where possible into the other 3 precodes. Specify all answers remaining at 8 with packet and serial number. Examine all at code 7 and check they mean "on the job". Do not specify.

Q.14 Were you on short time immediately before being made redundant?

Check that either code 1 or 2 is ringed. If code 1 is ringed, parts a) - 3) apply. If code 2 is ringed parts a) - b) must be blank. Show all discrepancies and comments.

N.A. 3 (Check rest of question is blank)

Q.14a) How many hours a week did you average while on short time?

Specify all answers with packet and serial number.

~~INCLUDE ALL ANSWERS WHERE THE HOURS GIVEN ARE 40 OR OVER, RECODE AT MAIN~~

Q.14b) What was your average weekly net income from your job before short time started?

Specify all answers with packet and serial number.

Q.14c) How many hours was your normal working week without overtime?

Check that one of codes 1-8 has been ringed whenever this question applies. Show all multicoding and omissions to ASSO.

Under 21 hours 9

N.A. 0

~~INCLUDE IN 8 ALL NORMAL WORKING WEEKS WHICH INCLUDE UNPAID OVERTIME~~

Q.14d) Did you normally work paid overtime?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, part e) applies. If code 2 is ringed, part c) should be blank.

N.A. 0

Q.14e) How many hours overtime did you work on average before made redundant?

Code all answers from the following frame placing the code in the column provided. Round halves alternately up and down. Code mid-point of ranges.

0	0
1 - 5	1
Over 5 - 10	2
Over 10 - 15	3
Over 15 - 20	4
Over 20 - 25	5
Over 25 - 30	6
Over 30 (specify with packet and serial number)	7

Q. 15 What was your average weekly net income before employment ceased?

Check that either code X is ringed, or a figure is entered in the coding column. Code the figure by ringing all whole numbers, and rounding all fractions to the nearest whole number. 10/- should be rounded alternately up and down. If a range is given, code the mid-point. Use a 2 digit code, e.g. £9 = 09. If the figure is entered in the monthly bracket, multiply by 12 and divide by 52 and code the resulting figure, ignoring any figure the interviewer has entered.

Show all comments and discrepancies to ASSO.

If income is refused, enter and ring code y.

Q.16 By what method did you get that job?

Check that only one of codes 1 - 6 is ringed. Examining all answers at code 6 and where possible recode into existing precodes or one of the following additional codes

S.C. 6

<u>THROUGH MY UNION</u>	
<u>Employer or his representative asked me</u>	7
<u>Incl. "A friend of mine asked me to work for him", "I knew the boss, he asked me to help him out", The boss asked me if I'd like the job one day when I went into the shop". INCLUDE CASES WHERE INFORMANT WAS LAID OFF & EMPLOYER WROTE BACK WHEN MORE WORK WAS IN</u>	
<u>Private employment or secretarial agency</u>	8
<u>Self employed</u>	9
<u>No answer, or question not answered adequately</u>	X
<u>Incl. "I was promoted" (No answer of how he acquired original job).</u>	
<u>Taken over when firm was taken over</u>	Y
<u>Advert other than in paper</u>	0
<u>Incl. "I saw an advert in a shop window", "A card in the newsagents".</u>	

Q.21 When your employer first told you about your redundancy were you?

Check that one of codes 1 - 4 is ringed. Recode answers at code 4 if possible, and specify all answers remaining with packet and serial number.

<u>N.A.</u>	8
<u>Just accepted it, not code 3</u>	0

Q.21a) Were you?

Check that one of codes 5 - 7 is ringed. Recode answers at code 7 if possible, and specify all answers remaining with packet and serial number. Accept as code 6 all who "half expect it", or "won't be surprised".

<u>N.A.</u>	9
-------------	---

Q.22 Do you think your employer told you about your redundancy - ?

Check that one of codes 1 - 4 is ringed. Show all discrepancies and comments to ASSO.

<u>N.A.</u>	7
-------------	---

Q.17 How satisfied were you with that job?

Check that one of codes 1-3 is ringed. Show all comments to AS90

Q.18 From whom did you first get to know you might be made redundant?

Check that either code 1 or code 0 is ringed.

Examine all answers at code 1, and recode into code 0 where possible or into additional code. Specify all answers remaining at code 1 with packet and serial number.

S.C.

Rumour, on the grapevine, just general talk x

Incl. "From my mates", "Everyone knew", "Just a rumour going round".

b + c 4+84

NOTE. Include in code 0 any method of the employer's, such as a notice on the board, a slip in their pay packets, or "no warning" - i.e. only told on day they were dismissed, but then by employer.

UNION REPRESENTATIVE - - - - - 1.

Q.18a) How was this done, by letter, in person or how?

Check that one code is ringed. Examine all answers at code 4 and recode into existing precodes where possible, using the notes below. Specify all answers remaining with packet and serial number

NOTE. Code 2 should include all written notification directed to the informant but not a notice on the notice board - this should be specified.

Code 3 should include all cases where Q.18 was coded x.

NOTICE ON NOTICEBOARD - - - - - 4

(CASE OF MEETING AT WORK - - - - - 4)

Q.18b) Did your employer give you any advance warning of redundancy before official notice

Check that either code 5 or code 6 is ringed where this question applies.

Q.18c) How were you given the advance warning?

Check that one code is ringed if code 5 was ringed at Q.18b. Examine all answers at code 9 and recode where possible using the notes below. Specify all answers remaining.

NOTE. Code 7 should include all written notification directed to the informant, but not a notice on the noticeboard - this should be specified.

NOTICE ON NOTICEBOARD - - - - - 9

(CASE OF MEETING AT WORK - - - - - 9)

Q.19 Were you given the actual date of redundancy at time of advance warning?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, part a) should be blank. If code 2 is ringed, part a) applies

~~10~~ ----- x.

Q.19a) How much later did employer give you official notice of date of redundancy

Code from the following frame placing the code in the column provided.

S.C.

Up to 1 month	3
Over 1 month - 2 months	4
Over 2 months - 4 months	5
Over 4 months - 6 months	6
Over 6 months - 1 year	7
Over 1 year	8
D.K., Can't remember 10	9

Q.20 How long before your employment ended were you given official notice of redundancy?

Check that either code 1 or code 2 is ringed. Recode all answers from the following frame or into the existing precode, deleting code 2 in red.

S.C.

Up to 1 week	2
Over 1 week - 2 weeks	3
Over 2 weeks - 1 month	4
Over 1 month - 2 months	5
Over 2 months - 3 months	6
Over 3 months	7
Wasn't given official notice	8

10

Q.23 Were you made an extra payment as an incentive to stay to end of job or contract?

This question and Q.24 are to be omitted if Q.20 was coded 1. Check when the question applies that either code 1 or code 2 is ringed. If code 1 is ringed part a) applies. If code 2 is ringed, part a) should be blank.

N.A. 3

Q.23a) What form did this payment take?

Specify all answers with packet and serial number.

Q.24 Did you have the chance of volunteering to be made redundant?

This question does not apply if Q.20 was coded 1, or Q.3 was coded 3. When it does apply, check that either code 1 or 2 is ringed. When code 1 is ringed, part a) applies, when code 2 is ringed, part a) must be blank.

N.A. 5

Q.24a) Did you in fact volunteer to be made redundant?

Check that either code 3 or 4 is ringed, show all comments or discrepancies to ASRO.

Q.25 When you became redundant did your employer make you an offer of alternative employment?

Check that one of codes 1 - 2 is ringed. If 2 is ringed, the rest of the question must be blank. If 1 is ringed, parts a) - f) apply.

Q.25a) Was the offer in writing?

Check that either code 3 or 4 is ringed.

Q.25b) Was the job at the same workplace, locally or in another area?

Check that one of codes 5 - 7 is ringed.

Q.25c) Was it the same type of work or different?

Check that one of codes 8 or 9 is ringed. Specify all answers at code 9 with packet and serial number.

Q.25d) Was it with?

Check that one of codes 1 - 3 is ringed.

Q.25e) Were you offered the alternative job on condition that you accepted training

Check that either code 4 or code 5 is ringed.

Q.25f) Why did you not accept the offer?

Code all answers from the following frame, placing the code in the column provided.

N.C.

Travelling too difficult, awkward to get to 6
Incl. "Travelling was too far, could mean being out
all day, couldn't get home for lunch".

I did accept it S.C. 0
Incl. "I did, but I didn't realise I'd lose the payments",
"Firm who took over gave me job".

Other answers (specify with pkt. and serial number) 9

Q.26 What do you think of the way acted concerning your redundancy?

Check that one of codes 1 - 4 is ringed, show all cases of multicoding to the ASMO. Specify all answers at code 4 with packet and serial number, which can't be recorded into existing precodes.

N.A. 5

Q.27 Were you a member of a T.U. when you were made redundant

Check that either code 1 or 2 is ringed. If code 1 is ringed, a) and b) and d) apply. If code 2 is ringed, the rest of the question must be blank.

N.A. X

Q.27a) Which union?

Check that one of codes 3 - 7 is ringed. Specify all answers at code 7 with packet and serial number which can't be recorded into the existing precodes.

NUR 8
NUM 9
SOCAT 0

Q.27b) Did you hold office in the union at that time?

Check that either code 0 is ringed or one or more of codes 1 - 3 is ringed.
Specify all answers at code 3 which are not recordable into precodes.
If code 0 is ringed parts c) and d) apply.
If one of code 1 - 3 is ringed part d) applies and part c) must be blank.

Q.27c) Did your union or shop steward take any action or give any advice?

Check that one of codes 4 - 6 is ringed. Codes 4 and 5 can be multicoded

Q.27d) Do you think your union could have done more to help you?

Check that one of codes 7 - 9 is ringed.

N.B. Include in code 8 'didn't tell them', "No need for them to do anything".

N.A. X

Q.28 Did you receive any payment in lieu of notice?

Check that one of codes 1 - 9, 0, X or Y is ringing, show any multicoding of comments to ASSO.

N.A. X

Q.29 Did you receive payment of any other kind when you were made redundant?

Check that at least one of codes 1 - 3 or code 4, is ringing. When code 1 is ringing, there must be one code ringing at part a). When code 2 is ringing, there must be one code ringing at part b). When code 3 is ringing, there must be one code ringing at part c). When code 4 is ringing, parts a) - c) must be blank. Specify all answers at code 3 with packet and serial number.

Include stamped holiday card in code 2.

N.A. 5

Use code Y for N.A. at a), b) and c) where they should apply.

Ex Gratia payment - - - - - - - - - - - 6

Q.30 What was your age at the time you were made redundant?

Check that one of codes 1 - 6 is ringing. Show all comments and discrepancies to ASSO. Specify all cases of under 13.

Under 18 7

Q.31 How old were you when you started your first full-time job?

Check that one of codes 4 - 9 or 0 is ringing. Show all comments and discrepancies to ASSO. Specify all jobs abroad, but include.

Q.32 Had you ever worked for before your job which ended in redundancy?

Check that code 1 or code 2 is ringing. If code 1 is ringing, parts a) - b) apply. If code 2 is ringing, parts a) - b) must be blank.

Q.32a) Why did you leave the first time?

Code all answers from the following frame, placing the code in the box.

S.C.

Made redundant, Sacked, dismissed, casual worker 3
Incl. "I was redundant for lack of work", "Just helped them during busy times".

Health reasons, personal reasons 4
Incl. "I got married and moved away", "Health reasons".

Other answers (specify with packet and serial number) 5

All schedules which are coded 3 at Q.32a) must be coded 9 here. Code all other schedules 0 and specify with packet and serial number.

Was made redundant, more work came so went back 4
Other answers 0

Q.33 Did you work full time for anyone else since beginning of 1963?

This question and .34 only apply if .6 was coded 1 - 3.
Check that either code 1 or code 2 is ringed. If code 1 is ringed parts a) and b) apply. If code 2 is ringed parts a) and b) must be blank.

Q.33a) How many different employers did you work for then?

Check that either code X is ringed or a figure is entered. Ring the figure unless it is more than 9. Delete all answers of 10 or more and enter code Y and ring. Specify the deleted figure with packet and serial number.

Q.33b) Did you receive any training for any of those jobs?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, parts c) - d) apply. If code 2 is ringed, parts c) and d) must be blank.

Q.33c) What kind of training was it?

Check that at least one of codes 3 - 6 is ringed. Specify all answers at code 6 with packet and serial number which can't be recoded into precodes.

Q.33d) How long did it last?

Check that one of codes 1 - 5 is ringed. Show all comments.

Q.34 Why did you have lost recent employer before?

Code all answers from the following frame placing the codes in the column provided.

M.C.

<u>Financial reasons</u>	1
<u>Incl.</u> "The offer of better money", "To get more money", "Getting unfairly paid for what I was doing", "Was offered another couple of pounds", "A job is better if you get more money".	
<u>Made redundant, job finished, no more work, sacked</u>	2
<u>Incl.</u> "The firm went bankrupt", "Hotel closed down", "I had served my time in the army", "Work was coming to an end", "Change from solid fuel to oil, stokers not needed", "Firm lost Govt. contract".	
<u>Wanted a different sort of job, occupation</u>	3
<u>Incl.</u> "Just didn't like being a shop assistant", "Job was too routine", "I was a typist", "Wanted change".	
<u>Relationships at work with employers/workmates etc.</u>	5
<u>Incl.</u> "He said I was cheeky when I told him I didn't like being called by my surname".	
<u>Other answers (specify with packet and serial number)</u>	6

364 Why did you leave your most recent employer before ?

Code all answers from the following frame, placing the code in the column provided. If a comment is entered to say that the answer at Q 36a is the answer required, code the answer given at 36a from the following frame & enter here.

NC

Financial reasons of any sort, pay inadequate, chance of a better (paid) job - - - - 3.
"To get better money," "It was poorly paid," "I was offered more money with the builders,"
"Pay was too low for the work they expected," "Thought I'd make more money," "I couldn't manage"

lode redundant, job finished, No more work, Sacked - - - - - 4
"I'm sacked up," "Ship finished," "Redundancy again," "They stood down," "I was
made redundant when they had financial difficulties," "When contract job finished we got our cards"

Entered a different sort of job, change of occupation per se - - - - - 5

"Was approaching 40 & felt like a change from industry," "On first all the time, just felt like
change," "Just got fed up with it," "Tried to get work inside," "Ran
sorts about than tied into a machine," "To get an indoor job," "off of rough job, ~~but~~"

Health reasons (other than 3 or 5) - - - - - 6

"My wife wanted me home when sons married," "To get a job nearer home," "Osteoarthritis
brought by doctor, signs of an ulcer," "Health reasons we moved here," "Was bad with nerves
but on holiday"

Relationships at work with employer, colleagues etc - - - - - 7

"Wasn't satisfied with employer, the standard wasn't good enough," "Over a bonus dispute, not
an agreed amount was settled out," "Employer didn't do his fair part of work," "Couldn't get on with my staff"

Other answers (specify with first a serial number) - - - - - 8

1 A - - - - - 9

Hours & conditions - - - - - 9

Q.35

Were you thinking of leaving before you were redundant?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, part a) applies. If code 2 is ringed part a) must be blank.

N.A. 6

Q.35a) Had you actually done anything at this time about getting a new job?

Check that code 3 is ringed if an answer is entered at code 4. Specify all answers at code 4 with packet and serial number.

Approached other employers (no mention of job obtained) 5

Q.36 Did you find employment after you were made redundant?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, part a) must be blank. If code 2 is ringed, part a) applies. Show all comments to ASSO.

Q.36a) Since you were made redundant have you been ?

Check that either one of codes 3 - 7 is ringed or an answer is entered at code 8. Recode all answers where possible into existing precodes. Specify all answers remaining at code 8 with packet and serial number. If codes 6 - 7 are ringed check that Q.37-55 are blank.

Codes 6-7 have priority over other codes -

Q.37 Were you registered with DEP as a disabled person when made redundant?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, part a) must be blank. If code 2 is ringed, part a) applies.

N.A. 5

Q.37a) Did you register as a disabled person after you were made redundant?

Check that either code 3 or code 4 is ringed. Show any comments to ASSO.

N.A. 6

Q.38 Before leaving did you try to find a new job or were you offered a job?

Check that one of codes 1 - 3 is ringed. If code 1 is ringed, part a) applies. If codes 2 or 3 are ringed, part a) must be blank. Show all discrepancies to ASSO.

N.A. 4

Q.38a) Did you first start to look for a new job - ?

Check that one of codes 1 - 3 is ringed or an answer is entered at code 4. Recode these answers into existing precodes where possible or into additional code below. Specify all answers remaining at code 4 with packet and serial number.

Before advance warning 5
Incl. "Before I got my notice, '6 weeks before made redundant, and that's before notice'.

Q.39 How did you set about getting a new job?

Check that one or more of codes 1-4;6, or code 5 is ringed. Examine answers at code 6 and recode where possible into existing precodes or from the frame given at Q.16. Code 6 is retained as other specified + Union included in it.

Q.40 Did you have time off to attend an interview with another employer?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, parts a) and b) apply. If code 2 is ringed, parts a) and b) must be blank.

Q.40a) Were you given permission to take this time off?

Check that either code 3 or code 4 is ringed.

Q.40b) Were you paid for this time off?

Check that either code 5 or code 6 is ringed.

Q.41 Did you turn down any jobs offered to you?

Check that either code 1 or code 2 is ringed. If code 1 is ringed part a) applies. If code 2 is ringed part a) should be blank.

Q.41a) Why did you turn down that job?

Specify all answers with packet and serial number.

Q.42 How many different employers have you had since you were made redundant?

Check that either a figure has been entered or x is ringed. Ring the entered figure, unless it is over 9. Delete all figures over 9, and enter code Y. Specify the deleted figure with packet and serial number. If code 0 is ringed, Q.43-49 D.N.A.

C

Q.43 Did you find your first new job - ?

Check that one of codes 1 - 3 is ringed. Show all comments to ASSO.

N.A. 4

Q.44 How long after leaving did you start your new job?

Check that one of codes 1 - 7 is ringed. Show all comments to ASSO.

N.A. 8

Q.45

Details of jobs since redundancy

Most of these questions have been covered in previous questions, so the instructions will refer you to the relevant question. A column should be completed for each job, show all omissions to ASSO

Part b

a)	b)	c)	As for Q.4
d)			As for Q.16
e)			As for Q.12
			As for Q.6
work	g)		As for Q.14
new income > prev	h)		As for Q.15
new .. < ... 2	i)		As for Q.10 (main only)
new .. < ... 3	j)		As for Q.11
new & old taken	k)		As for Q.17

by job or more. 1) How long were you unemployed before starting next job?

Check that either code y is ringed (only if the next column is blank) or a figure has been entered. Enter this figure in the coding column and ring.

m) As for Q.34, code y ringed (only if the next column is blank).
use CODE or ~~for~~ hours + conditions (code y at Q.24).
n) Do you use more, less or same amount of skill?

Check that one of codes 1-4 is ringed.

MR ----- x

Q.46

How many different employers have you had since beginning of 1963?

Check that either code 1 is ringed, or a figure is entered. Ring the figure. If code 1 is ringed, the rest of the question must be blank. If another figure is entered, part a) applies.

Q.46a)

How many times have you been dismissed by an employer?

Check that either code 1 is ringed, or a figure is entered. Ring the figure. If code 1 is ringed, ~~part b) applies~~ is blank. If another figure is entered, part b) applies.

a+(Specify with pvt. + serial number) ---- y.

Q.46b)

Do you regard that dismissal because of redundancy as?

Check that either code 0 or code 1 is entered at c). Ring the code.

a+(Specify with pvt. + serial number) ---- y.

Q.46c)

How many of these dismissals do you regard as unfair?

Check that either code x is ringed or a figure is entered. If the figure is 0 or 1, go to next question. If the figure is more than one, enter above x and ring.

MR ----- y

Q.47 Was your employment at the same premises where you were made redundant?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, parts a) and b) apply and c) must be blank. If code 2 is ringed, parts a) and b) must be blank and c) applies.

Q.47a) Did you work for the same employer?

Check that either code 3 or code 4 is ringed.

Q.47b) Were you employed on the same kind of work as before you were redundant?

Check that either code 5 or 6 is ringed.

Q.47c) Was your employment with the same firm or an associated firm at a different address

Check that one of codes 7-9 is ringed.

Q.48 Do you feel as secure in your present job as you did when you worked for ...?

Check that one of codes 1-4 is ringed if informant is at present in a job. This can be ascertained from Q.42 and Q.45, part 1) of final column. If Q.42 is coded 0, or 45 is coded ~~not~~ 0, he is unemployed.

Q.48a) Security means different things to different people. What does it mean to you?

Code all answers from the frame for Q.55a) on the Yellow Schedule 1, placing the codes in the column provided.

Q.49 Did you look on your first job as a long term job or a stop-gap?

Check that one of codes 1 - 3 is ringed. Show all comments to ASSO.

Q.50 In trying to find another job was your age or handicap to you?

Check that one of codes 1 - 3 is ringed. If code 1 is ringed, a) applies. If code 2 or code 3 is ringed, part a) must be blank.

N.A. 6

Q.50a) Was it?

Check that one of codes 4 - 5 is ringed.

Q.51 How many jobs did you apply for without success?

Check that either code X is ringed or a figure is entered. Transfer to coding column and ring the figure unless it is 10 or more. Delete figures of 10 or more and enter code Y. Specify the deleted figure with packet and serial number. Code the midpoint of ranges.

N.A. X

Q.52 Did you get in touch with the employment exchange at any time?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, parts a) - e) apply. If code 2 is ringed, the rest of the question must be blank.

Q.52a) Did you just make an enquiry or did you actually register for work?

Check that either code 3 or code 4 is ringed.

Code X went to get cards, see about something other than job
(Rest of Q.52 should be blank)

Q.52b) When did you get in touch with them?

Check that one of codes 5 - 7 is ringed.

Q.52c) Did they make you any offers of work?

Check that either code 8 or code 9 is ringed.

Q.52d) Were you satisfied with what they did to help you find a job?

Check that one of codes 1-3 is ringed. If code 1 or code 3 is ringed, part e) applies, if code 2 is ringed part i) applies.

Q.52e) Did you turn down any offers of training?

Check that either code 1 or code 2 is ringed. If code 1 is ringed part e1) applies. If code 2 is ringed, part e1) must be blank

If an offer wasn't made, use code 2.

Q52e1) Why?

Specify all answers with packet and serial number.

Q.53 Were you unemployed immediately before starting your present job?

If Q.48 does not apply, t is que tio n must also be blank.

Check that either code 1 or code 2 is ringed. If code 1 is ringed, part a) applies. If code 2 is ringed, part a) must be blank.

Q.53a) For how many weeks?

Check that either code X is ringed or a figure is entered. Code the figure entered from the following frame at Q.54a, placing the code in the box above code X.

Q.55 Did you have any other dealings with the employment exchange service?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, parts a) - b) apply. If code 2 is ringed, parts a) and b) must be blank.

Q.55a) What did you think of the service provided by the exchange in this respect?

Check that one of codes 3 - 6 is ringed.

Q.55b) Are there any improvements you would like to see in their service?

Check that either one of codes 7 - 8 is ringed, or an answer is entered at code 9. Specify all answers at code 9 with packet and serial number.

Q.56 Do you know about the transfer schemes run by the D.E.P.?

Check that either code 1 or code 2 is ringed. Show all comments to ASSO.

Q.57 Are you now living in LA area in which you were made redundant?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, part a) should be blank. If code 2 is ringed, part a) applies.

N.A. 8

Q.57a) Would you have preferred to remain in ?

Check that either one of codes 3-5 is ringed or an answer is entered at code 6. Specify all answers at code 6 with packet and serial no. Include in code 5 answers indicating move was not connected with job.

Q.54. Have you received unemployment benefit since being made redundant?

Check that either code 1 or code 2 is ringed. If code 1 is ringed parts a)-d) apply. If code 2 is ringed, parts a)-d) must be blank. Show all comments to A.S.S.O.

Q.54a) For how many weeks altogether?

Code from the following frame wherever code X is not ringed, placing the code in box provided.

S.C.

up to and including 1 week	3
2-3 weeks	4
4-5 weeks	5
6-7 weeks	6
8-13 weeks	7
14 weeks and over (specify with packet and serial number)	8

Q.54b) At what rate per week?

Code all answers in the same way as Q.15 placing code in the column provided, opposite the question. Draw a horizontal line beneath the code.

D.K. , M.R. - - - - X

Q.54c) Did this include?

Check that at least one of codes 0, 1, 2 is ringed.

D.K. , M.R. - - - - X

Q.54d) Did you have any difficulty getting a job paying more than your unemployment benefit?

Check that one of codes 3-5 is ringed. If code 3 is ringed, part i) applies.

Q.54di) How many jobs did you turn down only for this reason?

Check that one of codes 6-9 is ringed.

13

Q.58. Did you move house as a result of being made redundant?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, parts a)-d) apply. If code 2 is ringed, parts a)-d) must be blank. Show all comments to A.S.S.O.

Q.58a) Did you move?

Check that either one of codes 3-4 is ringed, or an answer is entered at code 9. Specify all answers at code 9 with packet and serial number.

Q.58b) How many miles did you move?

Check that one of codes 7-9 is ringed.

Q.58c) Who met the costs of your removal?

Check that at least one of codes 1-3 is ringed.

Q.58d) Did you have any other expenses or difficulties arising from moving home?

Check that either code 4 or code 5 is ringed. Specify all answers at code 5 with packet and serial number.

Q.59. What would you say were the main problems which faced you?

Check that either code 0 is ringed or an answer is entered. Code all answers from the following frame, placing the code in the box provided.

M.C.

Financial problems 1

Incl. "Drop in income," "Not having the money for the H.P. payments," "Lack of money," "The loss of wages," "No longer get any unemployment benefit," "Can't live on £4.10 a week."

Difficulty of finding another job, or a suitable job 2

Incl. "Problem of finding another job," "Finding another job at such short notice," "Employer's attitude." "Not much work at Christmas," "Getting a local job." "Just the fact of having to look for another job."

Stigma attached to being out work, blame felt 3

Incl. "My father blamed me for having redundant." "Nobody in our house was ever without a job," "Mother-in-law kept nagging, expected me to work," "You get no respect where once you were King Rin."

Missed the job, the work itself or the people there 4

Incl. "Leaving there," "Having to leave the job I liked and was happy in," "Having the routine of going to work, missing the work part of it," "Having nothing to do, not having a job."

Other answers (specify with packet and serial number) 5

GETTING USED TO NEW JOB/PEOPLE/JOURNEY - - - - - 6

Q.59a) Which problem was the most important one?

This question applies if 2 or more codes have been entered at Q.59, or 2 or more things have been specified. Code the answer given from the frame for Q.59 placing the code in the box provided.

N.B. The code used at this part, must be entered already at Q.59.

N.A. (Interviewer didn't ask) - - - - - S-C-X

Q.60. Would you have preferred to have kept your old job and not be redundant?

Check that one of codes 1-3 is ringed. Show all comments to A.S.S.O.

Q.61. Are you happy in your present job or would you have preferred to remain?

Check that one of codes 0, 4-7 is ringed. Show all comments to A.S.S.O.

N.A. - - - - - 7.

ould you like to see any changes in the present official redundancy scheme?

Check one of codes 1-5 is ringing, if code 1 is ringing part a) applies.

Q.26)
6.2(a)

What changes would you like to see?

Code all answers from the following frame, placing the code in the column provided.

M.C.

Only certain groups should be eligible not everyone.....1

Incl. "People re-employed by firm within 2-3 weeks shouldn't qualify", "Younger people dodge jobs, shouldn't get any RP", "Younger man isn't entitled to anything", "Employee should be interviewed to see if he's a genuine case to get it", "It's all wrong if his firms take him back on Monday".

Everyone should be eligible, not just certain groups.....2

Incl. "Why can't it be given in the first year, everyone should get it", "Payment should be the same for everyone", "Don't see that some don't need it".

More people should be eligible for it. limits should be extended....3

Incl. "Man of 73 been there a long time - got nothing", "If have 1 year's service should be entitled to it", "2 year qualifying period should be reduced to 6 months", "People at 60 ought to get it".

Payments should be graded according to need...4

Incl. "Older man and single women should get more than young people", "Everyone has a different problem", "It benefits an older person more than a younger one", "Should give greater consideration to age".

Payments should be issued to recipients, other than in one lump sum..5

Incl. "Better to pay in a weekly or regular payment at intervals" "If they paid them so much a week then a lump sum when they got a job", "Better to pay from what hour wages were", "Give them it as a salary".

Complaints about anomalies in the act regarding amounts due.....6

Incl. "Unfair my RP was worked out on my part-time pay, I'd worked mostly full-time", "Take my case, 33½ years and you only get 20 year's payment", "Full amounts should be given to those nearing 65", "Apprentices should get more - only gets one week for 5 years", "If disabled don't get full week's wage so don't get much RP", "Every month after 64th birthday it's reduced - wrong", "Hard lines when you've done 2 years 50 weeks - only 2 weeks pay".

Should be more information/publicity about the Act.....7

Incl. "People should know more about it", "It's application should receive more publicity", "Boss didn't know about it".

Retraining and re-employment should have more emphasis.....8

Incl. "We want more work and less redundancy", "Longer time retraining people", "Surely they'd be better digging coal", "Should spend money on finding more work and training people for it instead of giving it out".

Abuse of the act possible by employer - for or against employee.....9
Incl. "Too wide open for the management, in the reasons for making one redundant", "Wouldn't let us go although nothing to do - would lose RP", "Employer making it difficult for him to stay so he'll leave before getting RP", "Should make it harder for boss to get rid of older ones in favour of young", "Fiddle it to give RP to those who are just sacked", "They give it out too freely, and its not their money".

Payments should be higher for everyone.....0

Incl. "Don't think money is enough for length of service", "I think its rather a small payment", "Give a man more money - especially if long service", "The amount you get out isn't much".

Other answers (specify with pkt. and serial no.).....X

Q 66. What type of school did you attend last full time?

Check that only one of codes 1-6 is ringed. Recode all answers at code 6 into existing precodes where possible. Specify all answers remaining at code 6 with packet and serial number.

Note Code 1 includes "village school," "National school in Ireland" "Church school."

Code 2 includes "comprehensives" unless grammar section is given, then code 3.

Code 5 includes all private fee - paying schools.

Anything referring to further education should be ignored unless nothing else is given - then use code X for No Answer.

Q.67. Have you obtained any qualifications or done an apprenticeship?

Check that either code 0 or at least one of codes 1-8 is ringed. Recode all answers at code 8 into existing precodes where possible or following additional codes.

Where multicoding has occurred, only the highest qualification is to be retained. The priorities are as follows:

7, 1, 4, X, 2, Y, 5, 6, 39.

S.C.

R.S.A., C.S.E., Pitmans, London Chamber of Commerce, Secretarial Diploma .. 9
Incl. "Shorthand typing" Certificate," "C.S.E. in English," "R.S.A.
Typing."

Teachers Certificate, Diploma, B....., Other professional non-degree X
qualifications.

Incl. "Associate of Institute of Cost and Works Accountants,"
"Teaching Certificate"

SRN, Radiography, Speech therapist's certificate Y
Incl. "Physiotherapy qualification," "Certificate in children's nursing."

Specify all answers remaining at code 8 with packet and serial number.

N.B. 1. Code 7 is to include all trade and industrial apprenticeships, for example bricklayers, hairdressers, motor mechanics, butchers.

2. Code 7 is not to include apprenticeships that were started but not completed, for any reason at all. Recode into code 0 if nothing else is given.

3. Code 1 includes full medical training, veterinary and dental qualifications.

Priority of codes

7. APPRENTICESHIP

1. Degree of full medical training.

4 H.N.C. or H.N.D.

X Teachers Certificate

Y Nursing etc. qualifications

2 A level

5 ONC or OND

6 City and Guilds

3 'O' level

9 R.S.A.

Q.63 Sex

Check that one of codes 1 - 2 is ringed.

Q.64 Are you married, single or widowed?

Check that one of codes 3 - 5 is ringed.

Q.65 Number of children under 16 living at home?

Check that a figure is entered, or code 0 is entered, Ring all figures.
Show any comments to ASSO.

N.B. Step and adopted children are to be included, as well as the informant's own natural children. Do not include grandchildren, foster children of nephews and nieces.

~~DELETE ANY ANSWER GIVEN IF Q63 IS CODED 1 + Q64 IS CODED 4.~~

Q.68 What was your country of birth?

Specify all answers at code 2 which will not recode into code 1 or additional code below.

S.C.

All countries where most of the people are coloured,
e.g. India, West Indies 3
(Do not include S. Africa or Rhodesia)

Q.69 Age last birthday?

Check that one of codes 3 - 9 is ringed, Show all comments to ASSO.

29

C. WORKERS WHO HAVE RECEIVED REDUNDANCY PAY

YELLOW SCHEDULE

Area No.

73 74 75 76

Serial

77 78 79 80

Interviewer..... No. 

No. of calls made..... Date of interview..... Time Taken

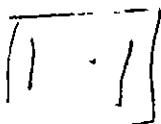
Reason for non/incomplete interview

NOTE

CARD LETTERS ARE PUNCHED ON COL 2

COLS 1 AND 3 ARE BLANK

COLS 4 TO 7, INCLUSIVE AND COLS 73 - 80 IN
ARE PUNCHED ON ALL CARDS



CARD G STARTS

Job from which Redundant

8

1. Did you receive redundancy pay because you were - made redundant
RUNNING PROMPT 1
or put on short time
Other (S.I.C. 1)

(a) For how long were you laid off (continuously) before your employment ended with ... (employer)? (weeks)
D.K./Can't remember

(b) Did you apply for a redundancy payment while you were laid off?

9
1
2

2. In what month did you become redundant
- I mean, when was your last day in employment with ... (employer)?

0
1
2
3
4
5
6
7
8
9
X
Y

IF CODE 2-4 AT Q.1 THEN TIME OF REDUNDANCY SHOULD BE CODED AS END OF PERIOD OF LAY-OFF OR SHORT TIME

10
June 0
July 1
Aug. 2
Sept. 3
Oct. 4
Nov. 5
Dec. 6
Some time 7
D.K./I don't know 8
11
12
13
14

2.

3. Occupation at time of redundancy: 12/13/14/15 FIRST 3 DIGITS = 001-100
4th DIGIT = 0-9, } → 4 DIGITS

(a) What did the firm produce or do? 16/17 0-29

(b) How many people were employed at your workplace?

18	Under 25	1
	25-99	2
	100-499	3
	500 or over	4
	D.K./Can't remember	5

4. How long altogether had you been doing this particular type of work continuously at this firm?

19	Under 1 year	1
	1 - under 3 years	2
	3 - under 5 years	3
	5 - under 10 years	4
	10 years and over	5
	D.K./Can't remember	6
		7

5. How long had you been continuously employed by ... before you were made redundant?

20	Under 1 year	1
	1 - under 3 years	2
	3 - under 5 years	3
	5 - under 10 years	4
	10 years and over	5
	D.K./Can't remember	6
		7

IF EXACT PERIOD SAME AS Q.4 - GO TO Q.7.

6. How many different types of work did you have with ...

before the one from which you were made redundant? SPECIFY 21 3,09
TYPES OF WORK BELOW AND RECORD TOTAL NUMBER →

M.C.

22 3,09

(a) (Thinking of your last change) why did you change types of work at ...?

23 1-5

7. IF LAID OFF OR PUT ON SHORT TIME (CODE 2-4 AT Q.1) - GO TO Q.9 M.C.
Were you the only person made redundant at ... (establishment) at that time, or were there others made redundant within 3 months before or after you?

Only person 1

Others 2

D.K. 3

(a) How many others were made redundant there?

24	Up to 9	4
	10-99	5
	100 or more	6
	D.K.	7

8. Were you given any reason why you (and the others) were being made redundant?	Yes	1	Ask a
	No	2	Ask c-d
(a) What reasons were you given?			
	Firm/establishment closed down	3	Go to 9
	Contract finished	4	
	Other (SPECIFY)	5	Ask b
		6	
		7	
		8	
		9	
		0	
		X	
		1	
		2	
		3	
		4	
		5	
		6	
		7	
		8	
		9	

25

(b) Do you think this was the real reason why <u>you</u> in particular were made redundant?	Yes	1	Go to 5
	No	2	Ask c-d
	D.K.	3	Go to 9
(c) What do you think was the real reason why <u>you</u> in particular were made redundant?		4	
		5	
		6	
		7	
		8	
		9	
		0	
		X	
		1	
		2	
		3	
		4	
		5	
		6	
		7	
		8	
		9	

26

(d) Do you think that any of the following things had anything to do with it?	Age	1	
INDIVIDUAL PROMPT	Sickness record	2	
OF THOSE ITEMS	Relations with superiors	3	
NOT MENTIONED AT (c)	None of these	4	

27

9. TO ALL. Did you have any privileges or fringe benefits in the job, such as -	Free or cheap travel	1	
PROMPT AND CODE	Company car	2	
ALL THAT APPLY	Free or cheap meals	3	
	Free or cheap purchases	4	
	None	5	
	Other (SPECIFY)	6	
		7	
		X	
		1	
		2	
		3	
		4	
		5	
		6	
		7	

28

10. How long did your journey to work take? (by usual method of transport)	Up to and including 10 mins.	0	
	11 - 20 mins.	1	
	21 - 30 mins.	2	
	31 - 60 mins.	3	
	Over 60 mins.	4	
	D.K./varied	5	
		6	
		7	

29

11. Did you receive any kind of training during the time you were employed by ...?	Yes	1	Ask a-b
	No	2	Go to 12
		X	
(a) Was it specifically for the type of work from which you were made redundant?	Yes	3	
	No	4	
		5	
		6	
		7	
		8	
		9	
(b) What kind of training was it?	Apprenticeship	5	
	Day release	6	
	On the job (SPECIFY)	7	
	Other (SPECIFY)	8	
		9	

IF LAID OFF (CODE 2 AT Q 1) - GO TO Q 1

12. Were you on shorttime immediately before you were made redundant?

D.N.A. (laid off)

Yes

31 No

1
2
3
X

(a) How many hours work a week did you average while you were on short time?

.....

(b) What was your average weekly net income from your job during the 4 weeks before your short time started?

nearest £.....

(monthly nearest £.....)

(c) How many hours was your normal working week without overtime?

21 - under 30 hrs.

30 - under 40 hrs.

40 hrs

32 41 hrs.

42 hrs.

43 - under 50 hrs

50 hrs. or over

D.K./varied

1
2
3
4
5
6
7
8
9

(d) Did you normally work paid overtime?

Yes

No

(e) How many hours overtime did you work each week on average over the 4 weeks before you became redundant?

33

1
2
3-9
0

.....

D.K./Can't remember

X

13. What was your average weekly net income from your job during the 4 week period immediately before your employment ceased? (monthly nearest £.....) nearest £.....

34/35

01-99
00-99

D.K./Can't remember

XX

14. By what method did you get that job?

Advert in paper

Direct enquiry to firm

Friend/relative working there

Min. of Lab./Lab. exchange/YEO

D.K./Can't remember

Other (SPECIFY)

36

1
2
3
4
5
6
7-9
0-0

15. How satisfied were you with that job? Would you say you were -

very satisfied

RUNNING fairly satisfied

PROMPT or dissatisfied?

37

1
2
3
X

IF LAID OFF OR PUT ON SHORT TIME (CODE 2-4 AT Q 1) GO TO Q 24

16. From whom did you first get to know that you might be made redundant?

D.N.A.

Employer or his representative

Other (SPECIFY)

38

0
1
2

(a) How was this done - by letter, in person, or how?

Letter

In person

Other (SPECIFY)

3
4
5

~~IF 'OTHER' AT MAIN Q.~~ (b) Did your employer (or his representative) give you any advance warning of redundancy before actual notice of dismissal?

Yes

No

6-4

7-5

(c) How were you given the advance warning -

by letter

in perso:

RUNNING at a works meeting

PROMPT or how? (SPECIFY)

8

9

X

5

0

17. Were you given the actual date of your redundancy at the time of advance warning?	Yes No	1 <u>100</u> 2 <u>100</u>														
<p>(a) How much later after advance warning did your employer give you official notice of the date of your redundancy?</p> <p style="text-align: right;">40</p> <table border="0"> <tr><td>Up to and including 1 month</td><td>3</td></tr> <tr><td>Over 1 month - 2 months</td><td>4</td></tr> <tr><td>Over 2 months - 4 months</td><td>5</td></tr> <tr><td>Over 4 months - 6 months</td><td>6</td></tr> <tr><td>Over 6 months - 1 year</td><td>7</td></tr> <tr><td>Over 1 year</td><td>8</td></tr> <tr><td>D.K./Can't remember</td><td>9</td></tr> </table>			Up to and including 1 month	3	Over 1 month - 2 months	4	Over 2 months - 4 months	5	Over 4 months - 6 months	6	Over 6 months - 1 year	7	Over 1 year	8	D.K./Can't remember	9
Up to and including 1 month	3															
Over 1 month - 2 months	4															
Over 2 months - 4 months	5															
Over 4 months - 6 months	6															
Over 6 months - 1 year	7															
Over 1 year	8															
D.K./Can't remember	9															
18. How long before your employment ended were you given official notice of redundancy?	Last day at work Up to and including 1 week Over 1 week - 1 month Over 1 month - 2 months Over 2 months - 4 months Over 4 months - 6 months Over 6 months - 1 year Over 1 year D.K./Can't remember	1 <u>100</u> 2 <u>100</u> 3 <u>100</u> 4 <u>100</u> 5 <u>100</u> 6 <u>100</u> 7 <u>100</u> 8 <u>100</u> 9 <u>100</u> 0, X <u>100</u>														
19. Thinking of the time when your employer first told you about your redundancy, (a) were you - RUNNING PROMPT	upset pleased <u>or didn't you mind either way?</u> Other (SPECIFY)	1 <u>100</u> 2 <u>100</u> 3 <u>100</u> 4 <u>100</u>														
<p style="text-align: right;">41</p> <p>(b) were you - RUNNING PROMPT</p> <p style="text-align: right;">surprised <u>or did you expect it?</u> Other (SPECIFY)</p> <p style="text-align: right;">42</p>																
20. Do you think your employer told you about your redundancy -	at about the right time too soon too late?	1 <u>100</u> 2 <u>100</u> 3 <u>100</u> 4 <u>100</u> 5 <u>100</u>														
<p>RUNNING PROMPT</p> <p style="text-align: right;">43</p>																
IF GIVEN NOTICE OF REDUNDANCY ON LAST DAY AT WORK (Q.18) - GO TO Q.23																
21. Did your employer make you any extra payment as an incentive to stay on until the end of the job or contract?	Yes No	0 <u>100</u> 1 <u>100</u> 2 <u>100</u> 3 <u>100</u>														
<p>(a) What form did this payment take?</p> <p style="text-align: right;">44</p>																
IF REDUNDANCY WAS CAUSED BY CLOSE DOWN OF WHOLE FIRM (Q.8) - GO TO Q.23.																
22. When the possibility of redundancy arose, did you have the chance of volunteering to be made redundant?	Yes No	0 <u>100</u> 1 <u>100</u> 2 <u>100</u>														
<p>(a) Did you in fact volunteer to be made redundant?</p> <p style="text-align: right;">45</p>																
	Yes No	3 <u>100</u> 4 <u>100</u>														

23. When you became redundant did your employer make you an offer of alternative employment?

Yes	1	A - 8 -
No	2	Go on
	3	
	4	
	X	
	5	
	6	
	7	
	8	
	9	

(a) Was the offer in writing?

46 Yes
No

(b) Was the job offered at the same workplace, somewhere in the local area, or in another area?

Same workplace
Local area
Another area

(c) Was it the same type of work or different?

Same type
Different (SPECIFY)

(d) Was it with - RUNNING PROMPT

the same firm
an associated firm
or a different firm?

(e) Were you offered the alternative job on condition that you accepted training?

47 Yes
No

(f) Why did you not accept the offer?

MC

MC

48 0.8
3-9

24. TO ALL. What do you think of the way (employer) acted concerning your redundancy? Would you say he (they) acted very fairly

moderately fairly
or unfairly?

RUNNING PROMPT

Other (SPECIFY)

49

1
2
3
4
X

25. Were you a member of a trade union at the time you were made redundant?

50 Yes
No

LS - S -
Go on

(a) Which union?

T.G.W.U.
A.E.U./A.E.F.
N.U.G.M.W./G.M.W.U.
E.T.U.
Other (SPECIFY)

3
4
5
6
7
S, Q, O

(b) Did you hold office in the union at that time?

No

Shop steward
Branch official/committee member
Other (SPECIFY)

0 A - C -
1 -----
2 -----
3 -----

(c) Did your union or shop steward take any action or give you any advice at ANY stage of your redundancy?

THAT APPLY
Yes, took action
Yes, gave advice

No
D.K.

4
5
6
7

(d) Do you think your union (or shop steward) could have done more to help you in connection with your redundancy?

Yes
No
D.K.

8
9
X

26. What was the amount of the redundancy payment you received under the government scheme, that is, excluding other payments such as those in lieu of notice, etc?

52

Under £25	0	£200 - under £300	6
£25 - under £50	1	£300 - under £500	7
£50 - under £75	2	£500 - under £750	8
£75 - under £100	3	£750 - under £1,000	9
£100 - under £150	4	£1,000 or over	X
£150 - under £200	5	D.K./Can't remember	Y

27. Did you receive any payment in lieu of notice?

53

No	Y	£50 - under £60	5
Under £10	0	£60 - under £70	6
£10 - under £20	1	£70 - under £80	7
£20 - under £30	2	£80 - under £100	8
£30 - under £40	3	£100 or over	9
£40 - under £50	4	D.K./Can't remember	X

28. Were you entitled to receive a pension on retirement from your job with ...?

Yes

No

D.K.

All

1

2

3

4

5

6

7

8

9

X

Y

(a) Did you actually receive any of the following things when you were made redundant - PROMPT AND CODE Pension ALL THAT APPLY Lump sum

Refund of contributions

Paid-up policy

None of these

(b) Total amount (codes 5-7)

Under £10	0	55
£10 - under £20	1	
£20 - under £30	2	
£30 - under £40	3	
£40 - under £50	4	
£50 - under £60	5	
£60 - under £70	6	
£70 - under £80	7	
£80 - under £100	8	
£100 or over	9	
D.K./Can't remember	X	

(c) Rate and interval of any periodic payment(s):

56

29. Did you receive (or are you going to receive) payment of any other kind when you were made redundant - for example, did you receive any payment from - the firm's own redundancy scheme CODE ALL THAT APPLY

holiday pay

None

payment of any other kind (SPECIFY)

Redundancy scheme
58
Holiday pay
59
Other lump sums

(a)	(b)	(c)
under £10	0	0
£10 - under £20	1	1
£20 - under £30	2	2
£30 - under £40	3	3
£40 - under £50	4	4
£50 - under £60	5	5
£60 - under £70	6	6
£70 - under £80	7	7
£80 - under £100	8	8
£100 or more	9	9
D.K./Can't remember	X	X
	Y	Y

(d) Rate and interval of any periodic payment(s):

57

61

8.

30. Did you get your official redundancy payment in a single lump sum or in two or more instalments?

Lump sum
2 or more instalments

(a) How soon after your employment ended was the (last instalment of the) redundancy payment made to you?

62
X
3
Up to 1 week
Over 1 - 2 weeks
Over 2 - 4 weeks
Over 4 weeks - 2 months
Over 2 months
D.K./Can't remember

1
2
3
5
6
7
8
9

31. Did you have any difficulty in getting the redundancy payment?

Yes
No

(a) Was there delay in getting the payment or some other difficulty?

CODE ALL THAT APPLY Delay in payment
Other difficulty (SPECIFY)

1 Ask a-b
2 Go to 32
3
4

63

(b) Was your case taken to a tribunal?

Yes
No

X
5
6
7
8

32. Did you know how much the official payment was going to be before you got it?

Yes
No

1 Go to 33
2 Ask a

(a) Was the payment more or less than you expected?

64
More
Less
About the same
Didn't expect any
D.K.

3
4
5
6
7
X

33. Why do you think these government redundancy payments are made?

M.C.
JXO.
1-9

65

CARDS G & H

Job History

34. What was your age at the time you were made redundant?

18 but under 20	1
20 but under 30	2
30 but under 40	3
40 but under 50	4
50 but under 60	5
60 but under 65	6

66

35. How old were you when you started your first full-time job (21 or more hrs. a week)? D.N.A. (never had full-time job)

13 or under	0
14	1
15	2
16	3
17	4
18	5
19	6
20 or over	7
D.K./Can't remember	8
	9

67

36. Had you ever worked for ... before your period of employment that ended in redundancy, I mean, did you leave him/them and then go back again?

M.C.

Yes 1 Ask a-b
No 2 Go to 37

(a) Why did you leave ... the first time?

68

0

(b) Why did you go back to work for him/them?

+ col 70 & 79 col 46 cde.
+ col 71. - 0526 col 42 d.h.

69

x, 1-5

END CARD G

37. IF LESS THAN 6 YEARS AT Q.5 (CHECK): Apart from ... did you work full-time for anyone else since the beginning of 1963 and before you were made redundant?

D.N.A.

Yes 0 Go to 39
No 1 Ask a-b
X 2 Go to 39

START CARD H

8

(a) Apart from ... how many different employers did you work for during that period? ----- 9 -> D.K./Can't remember

D.K./Can't remember

0-9
X, Y(b) Did you receive any kind of training for any of the jobs you had, apart from that (those) with ...? Yes 1 Ask c-d
No 2 Go to 38

10

(c) What kind of training was it?
CODE ALL
THAT APPLYApprenticeship
Day release
On the job (SPECIFY)
Other (SPECIFY)3
4
5
6
7

(d) How long did it last (longest single period)?

Up to 1 month	1
Over 1 - 4 months	2
Over 4 months - 1 year	3
Over 1 year	4
D.K./Can't remember	5

11

CARD 17

10.

38. Why did you leave your most recent employer before ...?

M.C.

0,X,

3-9

12

Interim and New Job(s)

39. Were you thinking of leaving ... before you got to know you might be made redundant there?

Yes

No

M.C.

Ask a-b
Go to 40

(a) Had you actually done anything at that time about getting a new job?

13
Yes (SPECIFY)

No

3

4

(b) Did you in fact stay on in order to get a redundancy payment?

Yes

No

5

6

X

40. Did you (eventually) find other employment after you were made redundant?

Yes

No

1

2

Go to 41
Ask a

(a) Since you were made redundant have you been -

continuously unemployed

3

continuously sick

4

continuously training for another job

5

retired

6

or no longer seeking work

7 } Go to 62

Other (SPECIFY)

8

X

41. Were you registered with the D.E.P./Min. of Lab. as a disabled person for employment purposes at the time you were made redundant?

Yes

No

1

2

Go to 42
Ask a

X

(a) Did you register as a disabled person after you were made redundant?

Yes

No

3

4

42. Before leaving the firm, did you try to find a new job or were you offered a job by another employer which you accepted?

Yes, tried

1

Yes, offered a job

2

Neither

3

Ask a
Go to 4

(a) Did you first start to look for a new job -

within a few days after advance warning

4

RUNNING PROMPT within a few days after notice from employer

5

later but before notice expired

6

or some other time (SPECIFY)?

7

X

43. Did you wait until actually receiving the redundancy payment before you started looking for a job?

Yes

No

1

2

Ask a
Go to 4

X

(a) Why did you wait?

17

44. How did you set about getting a new job? Direct enquiry to firms

Looking at adverts in papers

1

2

Asking friend/relative

3

Min. of Lab./Lab. exchange/YEO

4

D.K./Can't remember

5

Other (SPECIFY)

6

7

8

9

0

X

18

(a) Occupation

SEE Q3

25/26/27/28

4 DUES

(b) Industry

SEE Q3a

29/30

2 DUES

(c) No. of people employed at workplace

Under 25	1
25-99	2
100-499	3
500 or over	4
D.K./Can't remember	5

31	25-99
	100-499
	500 or over

(d) By what method did you get that job?

Advert in paper	1,2
Direct enquiry to firm	2,3
Friend/relative working there	3,4
Min. of Lab./Lab. exchange/YEO	4,5
D.K./Can't remember	5,6
Other (SPECIFY)	6,7

33.....(mins.)	0-7
D.K./varies	X

(e) How long does (did) your journey to work take? (by usual method of transport)

Under 1 year	1
1 - under 3 years	2
3 - under 5 years	3
5 - under 10 years	4
10 years and over	5
D.K./Can't remember	6

35.....(hrs.)	0-9
D.K./Can't remember	X

(g) Average no. of hours worked per week (over last 4 weeks worked there, incl. overtime)

(h) Average weekly net income from job (after statutory deductions, over last 4 weeks worked there)

(i) Are/were you entitled to receive a pension on retirement from that job?

(j) Do (did) you have any other privileges or fringe benefits in that job?

(k) How satisfied are (were) you with your job? Would you say you are (were) -

(l) How long were you unemployed before starting your next job? (or up to date)

(m) What were your reasons for leaving?

(n) Do you think you used more, less or the same degree of skill as in the job from which you were redundant?

IF BLANK, LOOK AT Q13 AND CODE

36

1-4

nearest £.....	0-99
D.K./Can't remember	XX,YY

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39	Yes
	No

39

Go to 46
Ask a-b
Go to 46

45. During the period of your notice of dismissal did you have time off to attend an interview with another employer? D.N.A. (no notice)

Yes
No

0
1
2

Ask a-b
Go to 46

(a) Were you given permission to take this time off?

19

Yes
No

3
4

(b) Were you paid for this time off?

Yes
No

5
6

46. Did you turn down any jobs offered to you?

Yes
No

1
2

Ask a-b
Go to 47

(a) Why did you turn down that job (those jobs)?

20

x
3-8

y

47. How many different employers have you had altogether since you were made redundant at ...? ----- 21 ->

0-9
y
x

D.K./Can't remember

IF NONE -
go to 55a

48. Did you find your (first) new job - before starting to serve notice

RUNNING while serving notice
PROMPT or after you left?

1
2
3

y

49. How long after your last day in employment with ... did you start your (first) new job? Immediately, next working day

Under 1 week - 2 weeks
Over 2 weeks - 1 month
Over 1 month - 3 months
Over 3 months - 6 months
Over 6 months

D.K./Can't remember

4
5
6
7
8
9
x

50. Did having the redundancy payment help you to get a better job than the one you might have had to take otherwise?

Yes
No
D.K.

1-
2)
3)

Ask a-b
Go to 51

(a) How did the redundancy payment help you to get a better job?

23

4
5
6
7
8
9
0
x

(b) In what ways do you think the job was better?

51. Did you turn down any jobs that you would have accepted if you had not received a redundancy payment?

24

Yes
No

1
2
x

52. I should now like to ask you for some details about the job (each of the jobs) you have had since being made redundant at ...

(NEXT PAGE)

Note: If more than 3 such jobs (employers) take the first and second and then skip to the present or last job.

Second job after redundancy = R

(a)

45/46/47/48

4 digits

Present (most recent) job = C

(b)

49/50

1 digits

(c)

51
Under 25
25-99
100-499
500 or over
D.K./Can't remember1
2
3
4
5Under 25
25-99
100-499
500 or over
D.K./Can't remember1
2
3
4
5

(d)

Advert in paper
Direct enquiry to firm
Friend/relative working there
Min. of Lab./Lab. exchange/YEO
D.K./Can't remember
Other (SPECIFY)1 Y
2 X
3 0
4 7
5 8
6 9Advert in paper
Direct enquiry to firm
Friend/relative working there
Min. of Lab./Lab. exchange/YEO
D.K./Can't remember
Other (SPECIFY)1
2
3
4
5
6

(e)

53
.....(mins.)
D.K./varies0-7
X.....(mins.)
D.K./varies

X

(f)

54
Under 1 year
1 - under 3 years
3 - under 5 years
5 - under 10 years
10 years and over
D.K./Can't remember1
2
3
4
5
6Under 1 year
1 - under 3 years
3 - under 5 years
5 - under 10 years
10 years and over
D.K./Can't remember1
2
3
4
5
6

(g)

55
.....(hrs.)
D.K./Can't remember6-9
X

NOTE PUNCH TWO JOBS ONLY

(h)

EDITING IGNORE → 56
nearest £.....
57/58
D.K./Can't remember1-4
01-99
XX, YYALWAYS COL. A GOES ON COLS. 25-44
ONE JOB CODED PUNCH ON COLS. 25-44
IF ONLY TWO JOBS ARE GIVEN, PUNCH
B ON COLS. 45-64

(i)

59
Yes
No
D.K./Can't remember1
2
3
4-8IF THREE JOBS ARE GIVEN, PUNCH
COL. C AND IGNORE COL. B

M + Chrome

(j)

PROMPT AND CODE Free/cheap travel
ALL THAT APPLY Company car
Free/cheap meals (incl. L.Vs.)
Free/cheap purchases
None
60 Other (SPECIFY)4
5
6
7
8
9
XPROMPT-----, company travel
ALL THAT APPLY Company car
Free/cheap meals (incl. L.Vs.)
Free/cheap purchases
None
Other (SPECIFY)4
5
6
7
8
9

(k)

RUNNING 61 very satisfied
PROMPT fairly satisfied
or dissatisfied?1
2
3
Xvery satisfied
fairly satisfied
or dissatisfied?1
2
3

(l)

(IF NOT AT ALL OR
UNDER A WEEK WRITE 0),.....(weeks)
D.N.A. (present job/not seeking work)0-9
X
Y(IF NOT AT ALL OR
UNDER A WEEK WRITE 0),.....(weeks)
D.N.A. (present job/not seeking work)

Y

(m)

D.N.A. (present job)

Y X

D.N.A. (present job)

Y

(n)

64

More
Less
Same
D.K.1
2
3
4REPRODUCED
Q3a = 65 66
from CARD G. 14/17More
Less
Same
D.K.1
2
3
4

CARD I STARTS

141

53. Was your (first) employment after redundancy at the same premises where you were made redundant?

(a) Did you work for the same employer or a different one who had taken over the premises?

(b) Were you employed on the same kind of work as before you were made redundant?

(c) Was your (first) employment after redundancy with the same firm or an associated firm but at different premises?

M.C.

Yes 1 Ask a-b
No 2 Ask c

8 Same 3
Different 4

Yes 5 Go to 5
No 6

Same firm 7
Associated firm 8
Neither 9

54. Apart from the redundancy we have been talking about, have you had any other redundancies during the last 6 years - I mean, occasions when there was no work for you and you were discharged for that reason?

M.C.

9 Yes 1 Ask a
No 2 Go to

(a) Were you more choosey or less choosey about getting a job after you received the official redundancy payment compared with the other time(s) you were redundant?

More choosey 3
Less choosey 4
No difference 5
D.K. 6

IF NOW UNEMPLOYED OR NO LONGER SEEKING WORK - GO TO Q.55a

55. Do you feel as secure in your present job as you did when you were working for ... and before you knew you might be made redundant?

10

D.N.A. 0
Yes, as secure (insecure) 1
Yes, more secure 2
No, not as secure 3
D.K. 4

(a) 'Security' means different things to different people. What does it mean to you?

M.C.

1-9

0

(b) How important to you is (was) security in your job? Would you say it is (was) -

RUNNING 1
PROMPT 2
very important 3
fairly important 4
or unimportant? 5
D.K. 6

12

1
2
3
4

56. When you started your first job after being made redundant did you look on it at that time as a long-term job or merely as a stop-gap?

Long term 1
Stop gap 2
D.K. 3
X 4

13

0 (Q47)

57. In trying to find another job, was your age a handicap to you? Yes
No
D.K. 14 1
2 } 2 Ask a
3 } 3 Go to 58
X X

(a) Was it - RUNNING PROMPT a great handicap
or only a slight handicap? 4
5

58. How many jobs did you apply for without success? 15

.....
D.K./Can't remember 0-9
X

59. Did you get in touch with the employment exchange service
at any time after you first knew you might be made redundant? Yes
No 1 Ask a-e
2 2 Go to 60
3 3
4 4

(a) Did you just make an enquiry or
did you actually register for work? Enquiry
Registered

(b) Did you get in touch with them at the first
indication of the redundancy, as soon as you were
given official notice, or after that? At first indication
On official notice (if later) 5
After official notice 6
7

(c) Did they make you any offers of work? Yes 8

No 9

(d) Were you satisfied with what they did
to help you find a job? Yes
No 1 Go to e
D.K. 2 Ask 1
3 Go to e

(i) In what ways were you dissatisfied? 17

M.C
1-9

18

(e) Did you turn down any offers of training made
by the employment exchange? Yes 1 Ask i
No/not offered any 2 Go to 60

(i) Why? X

19

60. IF MORE THAN 3 JOBS SINCE REDUNDANCY (Q.47): Were you unemployed immediately before starting your present job?		D.N.A.	0	Go to 61	
		Yes	1	Ask a	
		No	2	Go to 61	
(a) For how many weeks? (IF UNDER A WEEK WRITE '0') - - - - -		91	0-9		
		2	y		
			X		
D.K./Can't remember					
61. Have you received unemployment benefit at any time since being made redundant?		92	Yes	1	Ask a-d
		2	No	2X	Go to 62
(a) For how many weeks altogether? - - - - -		93	0-9		
		23	y		
			X		
D.K./Can't remember					
(b) At what rate per week?		£..... s... 24/25	01-99 or xx yy		
(c) Did this include -		supplementary benefit	0 M.C.		
PROMPT AND CODE		earnings-related supplement	1		
ALL THAT APPLY		neither	2		
			X		
(d) Did you have any difficulty in getting a job giving you more income than you were already receiving in unemployment or other state benefit?		96	Yes	3	Ask 1
			No	4	Go to 62
		Yes, difficulty in getting any job	5		
(i) How many jobs did you turn down only for this reason?			Y		
		None	6		
		One	7		
		Two	8		
		Three or more	9		
62. (Apart from getting in touch with them to find work) did you have any (other) dealings with the employment exchange service <u>in connection with your redundancy</u> ?		Yes	1	M.C.	
		No	2	Ask a-b	
			3	Go to 63	
(a) What did you think of the service provided by the exchange in this respect? Were they -		27	X		
RUNNING PROMPT		very helpful	3		
		fairly helpful	4		
		<u>or not very helpful?</u>	5		
		D.K.	6		
(b) Are there any improvements you would like to see in their service <u>in connection with redundancy</u> ?		No	7		
		D.K.	8		
		Yes (SPECIFY)	9		

63. TO ALL. Do you know about the transfer schemes run by the Department of Employment and Productivity for helping people when they have to move because of their jobs?

28 Yes 1
No 2

Mobility

M.C.

64. Are you now living in the (L.A.) area in which you were living when you were made redundant?

Yes 1 Go to 65
No 2 Ask a

(a) Would you have preferred to remain in ... (old area) if there had still been a job for you or do you prefer living here?

29 Prefer old area 3
Prefer here 4
D.K. 5
Other (SPECIFY) 6

65. Did you move home as a result of being made redundant (on the last occasion)?

Yes 1 Ask a-d
No 2 Go to 66

(a) Did you move -

to take up a job you got before you moved your home
RUNNING in order to look for work
PROMPT or for some other reason (SPECIFY)?

30

(b) How many miles did you move?

Under 10 7
10-100 8
Over 100 9

(c) Who met the costs of your removal -

PROMPT AND CODE yourself 1
ALL THAT APPLY your employer 2
or one of the D.E.P. transfer schemes? 3

(d) Did you or your family have any other expenses or difficulties arising from your moving home?

31
Yes (SPECIFY) 4
No 5

Information About the Act

66. Did you have any difficulty in getting information put out by the D.E.P. about the Redundancy Payments Act?

Yes
No
ried

Ask a
Go to 67

(a) What was the difficulty?

39

67. Have you looked at any of the D.E.P.'s explanatory literature on the scheme?

Yes
No

Ask a
Go to 68

(a) What did you think of this literature? Was it - very helpful
RUNNING fairly helpful
PROMPT or not very helpful?

(b) Was there any point that caused you particular difficulty?

33

Yes (SPECIFY) No

6
7
8
x

68. What would you say were the main problems that faced you as a result of being made redundant?

No problems

Go to 69

34

IF 2 OR MORE (a) Which problem was the most important one?

30

59. I'd like to ask about how useful you found your official redundancy payment. Can you tell me how you actually used it?

CODE ALL Put into savings
THAT APPLY Other (SPECIFY)

M.C.1
2
3
4
5
6
7
8
9
0
X
Y

36

IF MORE THAN 1 USE: (a) How did you use the major part of the money?

X,Y
0-9

37

70. Looking back, would you have preferred to have kept your old job and not to have had the redundancy money?

Yes
No
D.K.M.C.
1
2
3

38

71. IF NOW IN EMPLOYMENT: Are you happy in your present job or would you have preferred to remain in your job with D.N.A. ... (employer) if that had been possible?

Prefer present job
Prefer old job
No difference
D.K.0
4
5
6
7

72. TO ALL. Would you like to see any changes in the present official redundancy scheme?

Yes
No
D.K.Ask a
1
2 }
3 Go to 73

39

(a) What changes would you like to see?

M.C.
0,X,Y
1-9

40

Classification

73. Sex:

Male
Female1
2

74. Are you married, single or widowed?

4 /
Married
Single
Separated/widowed3
4
5

75. Number of children under 16 living at home (IF NONE WRITE '0') - - → 0-9

42

76. What type of school did you last attend full-time?

Elementary/secondary modern/junior secondary
Central/intermediate/higher grade/technical
State grammar/county high/senior secondary
Technical college (up to 18)
Public (fee paying) school
Other (SPECIFY)1
2
3
4
5
6
X

43

77. Have you obtained any qualifications or completed a full industrial apprenticeship?

44 (None)
University or higher degree
GCE 'A'/Scottish LC Higher/HSC
GCE 'O'/Scottish LC Lower/GSC
HNC/HND
ONC/OND
City and Guilds Cert.
Full (completed) industrial apprenticeship
Other (SPECIFY)0
1
2
3
4
5
6
7
8

78. What was your country of birth?

United Kingdom
Other (SPECIFY)1
2
3
X

45

79. (CHECK WITH HOUSEHOLD SUMMARY SHEET) Age last birthday:

46
18 but under 20
20 but under 30
30 but under 40
40 but under 50
50 but under 60
60 but under 65
65 or over5
3
4
5
6
7
8
9

END CARD I.

C Persons who have received redundancy pay

SS 438

Qn.1 Did you receive redundancy pay because you were ...?

Check that one of codes 1-4 is ringed. If one of codes 1-4 is ringed, parts a) and b) must be blank. If code 2 is ringed part a) and b) apply. Specify all answers at code 4 with packet and serial number.

Qn.1a) For how long were you laid off before your employment ended with?

Check that either a number of weeks is entered or code x is ringed. Specify all entered answers.

Qn.1b) Did you apply for a redundancy payment while you were laid off?

Check that either code 1 or code 2 is ringed.

Qn.2 In what month did you become redundant, when was your last day at work?

Check that only one of codes 0, X, Y, 1-9 or 1-2 is ringed. Show all comments or discrepancies to ASSO.

Sometime in 1969. 3

Code for Guaranteed payment 4

Qn.3 Occupation at time of redundancy

Code the occupation from GRO classification of occupation (1966), placing the 3 digit code in the column provided, opposite the question. Before ringing, add the SKILL LEVEL code, to make a 4 digit code. This is described in Q.5a on the white schedule coding instructions.

Qn.3a) What did the firm produce or do?

Code the industry given from the frame for Q.5b on the white schedule, placing the code in the coding column below the 4 digit code.

Qn.3b) How many people were employed at your workplace?

Check that one of codes 1-5 is ringed. Show all discrepancies to ASSO.

Qn.4 } How long did you do this particular type of work at this firm?
& Qn.5) How long had you been continuously employed by?

Check that only one of codes 1-6 is ringed. Show all discrepancies to ASSO.

N.A.7

12 AUG 1969

Q.6

How many different types of work did you have with?

Check that the number entered is the number of types of work coded in the second box. Ring the number. Code all numbers of Q+ as y N.A, D.K = x
Code all answers from the skill level frame placing the codes in the box provided. N.A x
When the same code has been ringed at Q.5 and Q.4, Q.6 should be omitted.
Show all cases where this has not been done to the ASSO.

Q.6a)

Why did you change types of work at?

Code all answers from the following frame, placing the code in the coding column provided.

M.C.

Promotion to a better or better paid job.1

Incl. "Promotion to cashier", "More money", "Because got promoted", "I was ambitious, I wanted to get on", "It was a bit more money", "Little bit better job", "I was offered boss' job".

Had to do lighter work because of an injury or sickness.2

Incl. "Found the job a bit heavy, had a bit of gas in my chest", "Was having trouble with my back", "Was a process worker and got gassed at the work so they moved me", "Accident on the bench".

Not enough of that work for any reason apart from automation.3

Incl. "The department shut down", "Contract expired so I went back to loom fitting", "Due to pit closing down", "Because war contracts had finished", "Firm stopped general baking".

Automation or mechanisation of old job.4

Incl. "Diesels were brought in, so no more firemen needed", "Changed to machine auditing from being a ledger clerk", "They started doing it mechanically".

Other answers (specify with packet and serial number).5

N.A

x

Firm changed me around for their own convenience policy.

6

(ef) "Secretary left, so I was put on her job", "Well they just move you around all the time is this job", "Just put me on drilling", "Transferred to that branch"

Q.7

Were you the only person made redundant at that time?

Check that one of codes 1-3 is ringed. If code 1 or 3 is ringed, part a) must be blank. If code 2 is ringed, part a) applies.

D.K., N.A.8

Q.7a)

How many others were made redundant then?

Check that one of codes 4-7 is ringed whenever this question applies.
Show all comments to ASSO.

N.A.7

2

Q.8

Were you given any reason why you were being made redundant?

Check that either code 1 or code 2 is ringed. Where code 1 is ringed, part a) applies. Where code 2 is ringed, parts c-d) apply.

Q.8a)

What reasons were you given?

When the question applies check that at least one of codes 3-5 is ringed. Examine all answers at code 5 and recode where possible, or code into additional codes below.

M.C.

Shortage of work, less work due to reduction in demand for product..... 1

Incl. "Told us it was lack of work", "Shortage of work", "They were going through a slack period", "Wasn't sufficient work to keep me occupied full-time", "No work for us".

Financial problems resulting from Government policies and unspecified reasons..... 2

Incl. "Because of freeze", "He was short of cash so 2 of us were made redundant", "Didn't have any money at all", "Government restrictions", "Couldn't afford to keep on a secretary".

N.B. Include the results of any government policy - e.g. "scrapping Blue Streak".

Establishment or firm moving to a different location..... 6

Incl. "Firm moved to the other city, Glasgow", "Factory moved to Surrey".

Cutting down staff with no further information..... 7

Incl. "Just that they were cutting down on their office staff", "Decided to shorten staff".

Closing down of uneconomic parts of firm, departments, outlets..... 8

Incl. "Company losing money on that section", "This side of the business was closing down", "½ closure of the pit", "Three departments merged", "The part of the firm employing women moved to Avonmouth".

Work methods or distribution changed or reorganised..... 9

Incl. "Closed bursars dept. to make way for fully qualified Accountant", "Job reorganised - 1 man with car to do 3 men's jobs", "Firm decided to contract out the cleaning", "Farmers packed eggs on trays".

Automation or mechanisation introduced..... 0

Incl. "It's all diesels, so don't need firemen", "Getting in new machines did the work for you", "Single manning - going over to diesels", "Machines made automatic so less and less work for us", "Putting in new plant".

Takeover and any closure or reorganisation resulting from this..... S.C.x
(b)(c) + (d) don't apply

Other answers (specify with pkt. and serial number)..... 5

N.B. Include in code 4 temporary and seasonal jobs.

3

Question not answered as required S.C. y

To be used
at 8 & only
at 8, 1, 2
codes 2

6

7

8

9

0

x

y

Q.8b) Do you think this was the real reason why you were made redundant?

Check that one of codes 1-3 is ringed whenever one or more of codes 1-2, 5-9 or 0, Y has been ringed at Q.8a. Show all discrepancies to ASSO.

Q.8c) What do you think was the real reason why you were made redundant?

This applies whenever Q.8 was coded 2 or Q.8 b was coded 2.

Code all answers into the precodes at Q.8d. If code 4 has been ringed and an answer has been entered at Q.8c, delete code 4 in red.

Note Code 3 Relations with superiors (victimisation/cattiness/I was too outspoken)

Code 4 Specify all answers remaining at Q.8c with packet and serial number, and ring code 4.

Volunteered 5

Use the frame for Q.8a), only if Q.8 was coded 2

Q.9 Did you have any privileges or fringe benefits in the job, such as?

Check that either code 5 is ringed or at least one of codes 1-4 or 6 is ringed.

Where possible recode answers at code 6 into the existing precodes. Specify all answers remaining with packet and serial number.

NOTES Code 1 Free or cheap travel includes "Travel allowance" or e.g. and all assisted travel by public transport, hired coach, company bus, etc.

Code 4 Include services such as cheap insurance, free haircuts, etc.

Code 3 Include Luncheon Vouchers.

N.A. x

Q.10 How long did your journey take?

Check that one of codes 1-6 is ringed. Show all comments to ASSO.

D.N.A. (live on job) or none 0

N.A. 7

Q.11 Did you receive any kind of training during the time you were employed?

Check that either code 1 or code 2 is ringed. Where code 1 is ringed a) and b) apply.

Where code 2 is ringed, check that a) and b) are blank. Show all discrepancies to the ASSO.

N.A. x

Q.11a) Was it specifically for type of work from which you were made redundant?

Check that either code 3 or code 4 is ringed when this question applies.

N.A. y

1b) What kind of training was it?

When the question applies, check that at least one of codes 5-8 is ringed. Examine all answers at code 8 and recode where possible into the other 3 precodes. Specify all answers remaining at code 8 with packet and serial number. Examine all at code 7 and check that they mean "on the job". Do not specify.

Firm's own school or lectures ----- 9

Q.12 Were you on short time immediately before you were made redundant?

Check that either code 1 or 2 is ringed, or code 0 is ringed if Q.1 was coded 2. If code 2 is ringed, parts a)-b) must be blank. If code 1 is ringed parts a) - e) apply.

N.A. 3 (check that the rest of the question is blank).

Q.12a) How many hours a week did you average while on short time?

Specify all answers with packet and serial number.

NA -- x

Q.12b) What was your average weekly income from your job before short time started?

Specify all answers with packet and serial number.

NA -- x

Q.12c) How many hours was your normal working week without overtime?

Check that one of codes 1-8 has been ringed whenever this question applies. Show all multicoding and comments to ASSO.

Under 21 hours 9

Q.12d) Did you normally work paid overtime?

Check that either code 1 or code 2 is ringed. If code 1 is ringed part e) applies. If code 2 is ringed, part e) should be blank.

NA -- o

Q.12e) How many hours overtime did you work on average before made redundant?

Code all answers from the following frame, placing the code above code X.

	S.C.	S.C.
0.....	3	over 15 - 20.....
Up to 5.....	4	7
Over 5 - 10.....	5	over 20 - 30.....
Over 10 - 15.....	6	8
		over 30 (specify with pkt. and serial no.)....9

Q.13 What was your average weekly net income before employment ceased?

Where code X is not ringed, code all figures entered on the dotted line by transferring the nearest whole number to the coding box and ringing. Code mid-point of ranges. Check interviewers arithmetic when monthly income is given: multiply by 12 then divide by 52 and enter the resulting figure. Code 10/- alternately up and down.

Income refused.....Y

Leave no answers blank

If informant was off sick & gives sick pay + wages for previous period, accept wages. If only sick pay given, code that & specify

Q.14. By what met'od did you get that job?

Check that only one of codes 1-6 is ringed. Examine all answers at code 6 and where possible recode into existing precodes or one of the following additional codes. Specify all answers remaining at code 6 with packet and serial number. Do not forget to delete code 6 when recoding occurs

S.C.

Employer or his representative asked me.....7

Incl. "A friend of mine asked me to work for him", "I knew the boss, he asked me to help him out", "The boss asked me if I'd like the job one day when I went into the shop".

Private employment or secretarial agency.....8

Self-employed.....9

No answer, or question not answered adequately.....X

Incl. "I was promoted" (no answer to how he acquired the original job).

Taken over when firm was taken over.....Y

Advert other than in paper.....0

Incl. "I saw an advert in a shop window", "A card in the newsagents".

Union, professional association - - - - 6

Q.15. How satisfied were you with that job?

Check that only one of codes 1-3 is ringed Show all comments to A350.

NA - - - - x

Q.16 From whom did you first get to know you might be made redundant?

Check that either code 1 or code 2 is ringed unless Q.1 was coded 2-4 and code 0 is ringed here. Examine all answers at code 2 and recode into code 1 or into additional code below where possible. Specify all answers remaining at code 2 with packet and serial number.

S.C.

Rumour, on the grapevine, just general talk.....X

Incl. "From my mates", "Everyone knew", "Just a rumour going round".

Union - - - - - 6

NOTE Include in code 1 any method of the employer's, such as a notice on the board, a slip in their pay packets, or "no warning" i.e. only told on day they were dismissed, but then by employer.

(Both A9b should be answered after code 1 as main part of question - not just part(s) as in Schedule instructions)

Q.16a) How was this done - by letter, in person, or how?

Check that one code is ringing. Examine all answers at code 5 and recode into existing pre-codes where possible, using the notes below. Specify all answers remaining with packet and serial number.

Other answers 8

NOTE Code 3 should include all written notification directed to the informant, but not a notice on the notice board - this should be code 5.

Code 4 Should include all cases where Q.16 was coded X. and all cases of "by phone"

Q.16b) Did your employer give you any advance warning of redundancy before official notice?

NA ----- 0

Check that either code 7 or code 6 is ringing where this question applies.

Q.16c) How were you given the advance warning?

at least This question only applies if code 6 was ringing at Q.16b. Check that one code is ringing. Examine all answers at code Y and recode where possible using the notes below. Specify all answers remaining, with packet and serial no.

Notice on the notice board (incl. Tamey arrangement) ----- 5.

NOTE code 8 should contain all written notification directed to the informant but not a notice on the notice board - this should be code 5

NA ----- 4

Q.17 Were you given the actual date of your redundancy at time of advance warning?

Check that either code one or code 2 is ringing. If code 1 is ringing, part a) must be blank. If code 2 is ringing, part a) applies.

NA ----- x

Q.17a) How much later did he give you official notice of redundancy?

Check that only one of codes 3-9 is ringing.

Q.18 How long before employment ended were you given official notice of redundancy?

Check that one of codes 1-9 is ringing. Show all comments or discrepancies to ASSO.

Informal agreement.....0

NA ----- x

Q.19a) When your employer first told you about your redundancy were you....?

Check that one of codes 1-4 is ringed. Examinc answers at code 4 and recode where possible into codes 1-3. Specify all remaining answers, with packet and serial number.

Q.19b) Volunteer 2 Just accepted it, nothing could do about it 4
Were you ...?

Check that one of codes 5-7 is ringed. Recode answers at code 7 if possible and specify with packet and serial number all answers remaining at code 7.

Where informant "half expected it but was surprised." Code 6 is always used, - if they had even an inkling this is expected
Volunteer 6

N A x

Q.20 Do you think your employer told you about your redundancy?

Check that only one of codes 1-4 is ringed. Show all comments or discrepancies to ASSO.

N A 5

Q.21 Did your employer made you any extra payment to stay on to end of contract?

This question and Q.22 are to be omitted if Q.18 was coded 1.

Check that either code 1 or code 2 is ringed. If code 1 is ringed, part a) applies. If code 2 is ringed, part a) should be blank.

Q.21a) N A 3 D N A 0
What form did this payment take?

Specify all answers with packet and serial number.

Q.22 Did you have the chance of volunteering to be made redundant?

This question does not apply if Q.18 was coded 1 or Q.8 was coded 3, x or 4
Check that either code 1 or code 2 is ringed.

If code 1 is ringed part a) applies. If code 2 is ringed, part a) must be blank. D N A 0

Q.22a) N A DC
Did you in fact volunteer to be made redundant?

Check that either code 3 or code 4 is ringed. Show all comments to ASSO.

Q.23 Did your employer make you an offer of alternative employment? N/A -

Check that one of codes 1-2 is ringed. If 2 is ringed, the rest of the question must be blank. If 1 is ringed, parts a) - f) apply.

Q.23a) Was the offer in writing?

Check that either code 3 or code 4 is ringed. **N/A = X**

Q.23b) Was this job at the same workplace, locally or in another area? 1 - 0

Check that one of codes 5-7 is ringed.

Q.23c) Was it the same type of work or different?

Check that one of codes 8 or 9 is ringed. Specify all answers at code 9 with packet and serial number.

Q.23d) Was it with ...?

Check that one of codes 1-3 is ringed.

Q.23e) Were you offered the alternative job on condition you accept training?

Check that either code 4 or code 5 is ringing.

Q.23f) Why did you not accept the offer?

Code all answers from the following frame placing the codes in the column provided.

Travelling would be difficult and too expensive. ^{hours} inconvenient.....6
Incl. "Too much travelling with no compensation", "Couldn't
get there by 6 a.m. each day", "Too far away - bus fares would
take all my money". "Too far to travel" "2 hours journey each day".

Didn't want to move house for any reason..... 7
Incl. "I've tried keeping 2 homes going and it doesn't work",
"Would mean tearing up my roots", "My mother lives here",
"Didn't want another move 't my age", "Would upset my son
to move his school".

Financial reasons including shorter hours and lower wages, but no extra fares..... 8
Incl. "Less money than earning at present", "Financially impossible", "Money wasn't much".

Other answers (specify with packet and serial number).....9

I did accept it S.C. Q.

Not such a good, interesting job, fall in status, skill level . . . a
inc "I felt I wanted to stick to my own trade." "I have ability than
carrying on." "I feel the type of service I had to sell would be inferior
to what I wanted to do." "I wanted to do my type of

wanted to try something different wanted to leave her type of work
"I thought when I was going I'd have something different"
"Bored off with sweeping up" "I didn't want to drive again" "Didn't
want to work at home"

Want to stay inside? Stay at home Health Reasons Stay at home Health Reasons

Personal Reasons Health Reasons
"I had a serious accident, so now I do a lot of heavy work." "Homeless", the
days I have with my husband "I can't leave him at my age".

Redundancy little again & donor very secure.
And People who work are always leaving. I think that it was a stop-gap "you
know you will be redundant in about a year" they were first working there ^{as}

Q.24. What do you think of the way your employer acted over your redundancy?

Check that only one of codes 1-4 is ringed. Examine all answers at code 4 and recode into one of codes 1-3 where possible. Specify all answers remaining with packet and serial number.

N.A. X

Some where employer died, we accepted how his executor acted, or solicitor

Q.25 Were you a member of a T.U. at the time you were made redundant?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, a) and b) and d) apply. If code 2 is ringed, the rest of the question must be blank.

Q.25a) Which union?

Check that one of codes 3-7 is ringed. Specify all answers at code 7 with packet and serial number which cannot be recoded into the existing precodes or the additional precodes below.

S.C.

N.U.R. 8

N.U.M. 9

S.O.G.A.T. 0

Q.25b) Did you hold office in the union at that time?

Check that either code 0 is ringed or one or more of codes 1-3 is ringed. Specify all answers at code 3 which are not recodable into one of the existing precodes.

When code 0 is ringed, part c) and d) apply.

When one of codes 1-3 is ringed, only part d) applies.

Q.25c) Did your union or shop steward give you any advice or take any action?

Check that one of codes 4-7 is ringed. Show all comments to ASSO. Codes 4 and 5 can be multicoded.

Q.25d) Could your union have done more to help you in connection with redundancy

Check that one of codes 8, 9 or X is ringed.

Q.26. What was the amount of redundancy payment you received?

Check that only one of codes 1-9, 0, X or Y is ringed. Show all comments to ASSO.

N.A. D.K.

Q.27

Did you receive any payment in lieu of notice?

Check that only one of codes 1-9, 0, X or Y is ringed. Show all comments to ASSO.

NA and an X

Q.28

Were you entitled to receive a pension on retirement from your job ...?

Check that one of codes 1-3 is ringed. If code 1 is ringed, part a) applies.

If codes 2-3 are ringed, parts a)-c) must be blank. If there is any mention of Gov. pensions or schemes, show to ASSO.

NA . . . Y

Q.28a) Did you actually receive any of the following things when redundant?

Check that either code 8 or at least one of codes 4-7 is ringed. If code 8 is ringed, show to ASSO and parts b) and c) must be blank. If code 4 is ringed part c) must be answered. If one or more of codes 5 - 7 is ringed part b) applies. Show all schedules where code 5 is ringed.

Q.28b)

Total amount

NA . . . X

Check that only one of codes 1-9, 0 or X is ringed. Show all comments to ASSO and any multicoding.

Q.28c)

Rate and interval of any periodic payment.

Code all answers from the following frame, placing the code in the box provided. Calculate the weekly amount by multiplying monthly payments by 12 and dividing by 52, and dividing annual amount by 52. Check with Q.61 that the figure given here is not the same as at Q.61.

	S.C.
Up to and including £1.....	1
Over £1 - £2.....	2
Over £2 - £3.....	3
Over £3 - £5.....	4
Over £5 - £10.....	5
Over £10 - £15.....	6
Over £15 (.....)	7
<i>NA, DK, Refusal</i>	<i>8</i>

Q.29 Did you receive payment of any other kind when you were made redundant?

N.A.

X

Incentive bonus

6

Check that either code 4 is ringed or one or more of codes 1-3 is ringed.
If code 4 is ringed, parts a) - d) must be blank.

If code 1 is ringed part a) applies. Check only one code is ringed at a).

If code 2 is ringed part b) applies. Check only one code is ringed at b).

If code 3 is ringed part c) applies. Specify all answers at code 3, with packet and serial number. Check only one code is ringed at c).

Q.29a) Rate and interval of any redundancy payment

Ex gratia payment, a gift

7

Code all answers from the following frame, placing the code in the box provided. Calculate the weekly amount by multiplying the monthly payments by 12 and dividing by 52, and dividing annual amounts by 52.

	S.C.
Up to and including £1.....
Over £1 - £2.....
Over £2 - £3.....
Over £3 - £5.....
Over £5 - £10.....
Over £10 - £15.....
Over £15 (specify with pkt. and serial number)

Q.30 Did you get your official redundancy payment in one lump sum?

Check that either code 1 or code 2 is ringed. Show all comments to ASSO.

Q.30a) How soon after your employment ended was your redundancy payment made to you?

Check that only one of codes 3-9 is ringed. Show all discrepancies to ASSO.

Before last day ... Y

N.A. - - - - - X

Q.31 Did you have any difficulty in getting the redundancy payment?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, parts a) and b) apply. If code 2 is ringed, parts a) and b) must be blank.

Q.31a) Was there delay in getting the payment, or some other difficulty?

Check that code 3 and/or 4 is ringed. Examine all answers at code 4 and recode into code 3 where possible, or into one of the additional codes below. Specify all answers remaining at code 4 with packet and serial number.

M.C

Employer refused to give payment at all.....7

Incl. "Had notice to say I had to go to court", "Sleeping partner said she wasn't going to pay any", "Accountant said I wasn't entitled to any", "Americans thought they could avoid it".

Disagreement about length of service and amount to be paid.....8

Incl. "Only wanted to pay me 5 week's money", "Well, we only got one weeks redundancy money", "I got more with union's help than I would have otherwise, they negotiated it".

N.A. . . . x

Q.31b) Was your case taken to a tribunal?

Check that either code 5 or code 6 is ringed. Check the answer where possible with the verbatim at part a). Show all discrepancies to ASSO.

N.A. . . . y

Q.32 Did you know how much the official payment was going to be?

Check that either code 1 or code 2 is ringed. Show all comments to ASSO. If code 1 is ringed, part a) must be blank. If code 2 is ringed, part a) applies.

Q.32a) Was the payment more or less than you expected?

Check that only one of codes 3-7 is ringed. Show all comments to ASSO.

N.A. x

13.

Q.33

Why do you think these redundancy payments are made?

Code all answers from the following frame placing the codes in the column provided.

M.C.

Compensation, Reward, Payment for long service.....1

Incl. "If you've been with same firm for a long time, they owe it to you", "Compensation for things like pension rights", "If you've given the boss the best years of your life, you deserve it".

To tide people over between jobs.....2

Incl. "R.P. tides you over till you find a suitable job", "To tide people over financially till another job can be found", "To help financially when you're in between jobs"

Help other than tiding-over.....3

Incl. "A person's got to live, this helps them", "So people don't starve", "To prevent hardship", "For people who can't afford to save for emergencies", "Hardship money". To cushion the effects"

To protect employees against employers.....4

Incl. "To stop people being sacked for no reason", "to ensure that everyone does get at least some money", "Protects you against being thrown out every other week".

To help employer.....5

Incl. "Employers can get rid of excess people more easily", "Can reorganise and get newer blood in". "Boss can use it to get rid of older people and bring in young", "It stops younger people flitting from job to job".

Mobility made easier.....6

Incl. "Enables people to move to different area", "Encourages training for new jobs" "Can afford to move".

Political reasons, for the government's own ends.....7

Incl. "Also to further the Government's own ends", "It's a sure vote catcher", "Just a political gimmick", "So the NAB don't have so much to pay out", "Would be a big draw on NAB", "Would relieve pressure on Social Security". Assistance for older people who find difficulty in getting a new job.....8

Incl. "It's just for middle-aged people", "At 59 it's hard to get a new job", "For those whose age is high".

Prevention of industrial unrest, opposition to redundancy.....9

Incl. "Prevents too much bad feeling", "Might be strikes over unemployment otherwise", "To make redundancy more acceptable", "To soften the blow of redundancy so people accept it", "To encourage acceptance of change".

D.K., Vague, Irrelevant, Never thought about it.....S.C. Y

N.A......S.C. X

Other answers (specify with packet and serial number).....0

Ms.

Q.36 Had you ever worked for ... before your period of employment that ended in redundancy?

Check that either code 1 or 2 is ringing. If code 1 is ringing, parts a) and b) apply. If code 2 is ringing, parts a) and b) must be blank.

Q.36a) Why did you leave the first time?

Code all answers from the frame given at Q.38 with the following additional code, placing the code in the column provided.

Side effect of the war, conscription, National Service.....9
Incl. "Went into the army", "When the war was on", "National
Service, 3 years in R.A.F.", "Only during the war to go into the
services", "In the war, 1944, they had a clear-out".

Q.36b) Why did you go back to work for them?

Whenever code 4 is ringing at Q.36a, code 4 for "more work" must be entered and ringing at this part.

This question has been answered in one of three ways, either to tell us why informant left the firm he went to, or how he got his old job back, or why he chose this to work for, for a second time. Whenever code 4 has not been used, specify the answer under one of the following heading.

Why informant left other firm (specify with pkt. & serial no.).....1

Why informant chose this firm to work for (specify with pkt. and serial no.).....2

How informant got back to this firm (specify with pkt. & serial no)....3

Redundant at part a) & any reason for returning (specify with pkt. & serial no.).....4

NA 2C

Unclassifiable (specify) 5

Q.34 What was your age at the time you were made redundant?

Check that only one of codes 1-6 is ringing. Show all comments and discrepancies to ASSO.

Q.35 How old were you when you started your first full-time job?

Check that only one of codes 1-9 or 0 is ringing. Show all comments to ASSO.

Q.37. Apart from ... did you work full-time for anyone else since beginning of 1963?

Check that code 0 is ringed whenever Q.5 is coded 1-5. If Q.5 is coded 1-3 check either code 1 or code 2 is ringed. If code 2 is ringed, the rest of the question must be blank. If code 1 is ringed, parts a - b) apply.

NA .. X

Q.37a) Apart from ... how many different employers did you work for in that period?

Check that either code X is ringed or a figure is entered on the dotted line. Enter the figure in the box above X and ring the figure unless it is 10 or more. Specify all these and enter and ring code Y in the box.

Q.37b) Did you receive any kind of training for any of the jobs you had?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, parts c) - d) apply. If code 2 is ringed, parts c) - d) must be blank.

Q.37c) What kind of training was it?

Check that at least one of codes 3-6 is ringed. Recode all answers to code 6 into existing pre-codes where possible, and specify all answers remaining at code 6 with packet and serial number.

Q.37d) Firms own school, lectures *7*
How long did it last?

Check that only one of codes 1-5 is ringed. Show all comments and discrepancies to ASO.

138 Why did you leave your most recent employer before

Code all answers from the following frame, placing the code in the column provided. If a comment is entered to say that the answer at Q36a is the answer required, code the answer given at 36a from the following frame & enter here.

20

Financial reasons of any sort, pay inadequate, chance of a better (pay) job-----3.
"To get better money," "It was poorly paid," "I was offered more money with the builders,"
"Pay was less than the work they expected;" "Thought I'd make more money," "I couldn't manage"

made redundant, job finished, No more work, Sacked 4
"Train folded up," "Ship finished," "Redundancy again," "They closed down," "I was made redundant when they had financial difficulties," "When contract job finished we got our cards."

Wanted a different sort of job, change of occupation per se. - - - - - 5
and: "Was approaching 40 & I felt like a change from industry," "On first all the time, just felt like
change," "just got fed up with it," "Tried to get work inside," Rather
go out & about than tied in dots to a machine," "To get an indoor job," "off of an office job, ~~but always~~

Personal reasons (other than 3 or 5) - - - - - 6
"My wife wanted me home when sons married", "To get a job nearer home", "Advised to
leave by doctor, signs of an ulcer", "Health reasons we moved here", "Was bad with nerves
"Want a holiday"

Relationships at work with employers) with mates etc ----- 7
and. "Wasn't satisfied with employer, this standard wasn't good enough"; "Over a bonus dispute, not paid agreed amount so walked out"; "Employer didn't do his fair part of work"; "Couldn't get on with my staff".

~~Q 52 m~~

Inc "Didn't intend staying long; "Was just filling in time before my permanent job, "Only temporary"

Conditions or hours were unacceptable, unsuitable ----- 9

Inc "We had to work outside in all weathers", "I just couldn't get used to nightwork", "It was too hot in the furnace room", "The hours were too long, I couldn't manage it with housework"

17. Use code 9 at Q 36 + 38, but called code y

Q.39 Were you thinking of leaving ... before you knew you might be redundant?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, parts a) and b) apply. If code 2 is ringed, the rest of the question must be blank.

Q.39a) Had you actually done anything about getting a new job?

Check that either code 3 is ringed, or an answer is ringed at code 4. Specify all answers at code 4 with packet and serial number.

Q.39b) Did you stay in order to get the redundancy payment?

Check that either code 5 or code 6 is ringed. Show all comments at the question to ASSO.

NA X

Q.40 Did you find other employment after you were made redundant?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, the rest of the question must be blank. If code 2 is ringed, part a) applies.

Q.40a) Since you were made redundant have you been ... ?

Check that one of codes 3-7 is ringed, or an answer is entered at code 8. Specify all answers at code 8 which can't be recoded with packet and serial number.

If codes 6-7 are ringed, Q.41-62 must be blank.

If codes 3-5 and 8 are ringed, Q.41-62 apply.

Q.41 Were you registered with the DEP as a disabled person when made redundant?

NA (41-63) O

Check that either code 1 or code 2 is ringed. Show all discrepancies to ASSO.

If code 1 is ringed, part a) must be blank.

If code 2 is ringed, part a) applies.

Q.41a) Did you register as a disabled person after you were made redundant?

Check that either code 3 or code 4 is ringed. Show any comments to ASSO.

NA X

Q.42 Before leaving the firm did you try to find a new job or were you offered a job?

Check that one of codes 1-3 is ringed. Show all discrepancies to ASSO.
If code 1 is ringed, part a) applies.
If code 2-3 is ringed, Q.43 - 45 must be blank, i.e. Q.42a).

N A Y

Q.42a) Did you first start to look for a new job ...?

Check that one of codes 4-6 is ringed, or an answer is entered at code 7.
Recode these answers into existing precodes where possible, or into additional code below. Specify all answers remaining at code 7 with pkt. and serial number.

S.C.

Before advance warning.....8
Incl. "Before I got my notice", "6 weeks before made redundant, and that's before warning".

N A X

Q.43 Did you wait until actually receiving the redundancy payment before looking.

Check that either code 1 or code 2 is ringed. Show all comments and discrepancies.

If code 1 is ringed, part a) applies.
If code 2 is ringed, part a) must be blank.

N A X

Q.43a) Why did you wait?

Specify all answers with packet and serial number.

Q.44 How did you set about getting a new job?

Check that one or more of codes 1-4 or 6 is ringed, or code 5 is ringed.
Examine all answers at code 6 and recode into existing precodes where possible or into one of the additional precodes below.

Employer or owner of firm offered me a job.....7
Incl. "I knew the boss and he asked me", "I worked there before and he said I could go back", "Owner offered me a job".

Private employment agency, Secretarial bureau.....8

Self employed, started up on my own.....9

Taken over with firm, New owner gave me a job.....0

Advert in somewhere other than paper.....X

Union, professional Association 6

Q.45 Did you have time off to attend an interview with another employer?

Check that one of codes 1-2, 0 is ringed. Code 0 must be ringed if Q.18 is coded 1. Show all comments and discrepancies to ASSO. If code 0 or code 2 is ringed, parts a) and b) must be blank. If code 1 is ringed, parts a) and b) apply.

NA - - - X

Q.45a) Were you given permission to take this time off?

Check that either code 3 or 4 is ringed.

Q.45b) Were you paid for this time off?

Check that either code 5 or code 6 is ringed.

Q.46 Did you turn down any jobs offered to you?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, part a) applies. If code 2 is ringed, part a) must be blank.

NA - - - X

Q.46a) Why did you turn down that job?

Code all answers from the following frame, placing codes in the column provided.

M.C.

Financially not worthwhile.....3

Incl. "Wages too low", "Couldn't live on £11 per week", "Less than I was getting from the dole".

Wrong sort of job offered, not the sort of job I wanted, could do.....4

Incl. "Labouring job not suitable", "Weren't type I was used to", "Not kind of job I wanted", "Work too heavy".

Personal reasons.....5

Incl. "I wanted to take a training course", "I didn't want to move from here", "Son suffers from hay fever".

Relationships at work with employers/work mates.....6

Incl. "Didn't like atmosphere in dept.", "Staff were too young", "Employer seemed unreasonable".

Other answers (specify with packet and serial number).....7

Hours inconvenient, Travelling inconvenient, Conditions.....8

Incl. "It was regular nights", "Hours were too long", "Didn't want the travelling, made a long day".

NA - - - - - Y

Q.47 How many different employers have you had since you were redundant?

Check that either code Y is ringed or a figure is entered above X. Ring the entered figure unless it is over 9, specify all such cases and enter code Y. If the ringed figure is 0, Q.47-55 must be blank.

Q.48 Did you find your first new job?

Check that one of codes 1-3 is ringed. Show all comments to ASSO.

NA - - - y

Q.49 How long after your last day did you start your first new job?

Check that one of codes 4-9 or X is ringed. Show all comments to ASSO.

HB Code 4 includes before last official day in employment.

Q.50 Did having the RP help you to get a better job than you might have had?

Check that one of codes 1-3 is ringed. If code 1 is ringed, parts a)-b) apply. If code 2 or code 3 is ringed, parts a)-b) must be blank. Show all comments to ASSO.

Q.50a) How did the RP help you to get a better job?

Code all answers from the following frame, placing the codes in the column provided, opposite the question.

S.C.

Didn't have to take the first job, was able to take time and look around.....4
Incl. "If I had no money would have been compelled to take any job", "Could afford to wait a bit longer", "Having the money I knew I could stop and think would I like it", "I was able to pick my job".

Was able to start my own business, become self-employed.....5
Incl. "It helped me to buy the business", "Helped to purchase business", "Gave me the capital to start up in business", "It provided the capital to get started, benefit won't show yet".

Other answers (specify with packet and serial number).....6

21.

Q.50b) In what ways do you think the job was better?

Code all answers from the following frame, placing the code in the column provided, opposite the question.

M.C.

Better paid, position is higher.....7

Incl. "I need the extra money with a wife and 5 kids", "The money was better", "Pay is better than standard rates", "It should bring a higher standard of living", "Its a staff job which I wanted".

Own boss or good relationship with boss.....8

Incl. "I'm working for myself, most certainly bctt r", "Employer respects me as a person and as a technician", "Only because I'm self-employed", "Best employers I ever had", "I felt I was appreciated".

little travelling
and good

Conditions and hours are good. 9

Incl. "The conditions - very modern", "You've better working conditions" "He's got production geared to rights", "I do 35 hours a week - 9-5", "General conditions of factory".

Other answers (specify with pkt. and serial number).....0

Q.51 Did you turn down any jobs you would have accepted if you hadn't received RP?

Check that either code 1 or code 2 is ringed. Show all comments and discrepancies to ASSC.

H.B. include 'rat offered avg' in code 2
NA - - - x.

Q.52 Details of jobs since redundancy

Most of these questions have been covered in previous questions, so the instructions will refer you to the relevant question. A column should be completed for each job.

a)&b)&c) As for Q.3.

d) As for Q.14. N.A. = ∞

e) As for Q.10 using precodes there for the coding frame.

f) As for 0.5. $NA = 6$

g) As for Q.12e. Under 21 hrs 9 NA ... x

1) As for Q.28 (main only). $NA = y$ " same as "
inc unknown, refused

As for 0.9, $NA = \infty$

k) As for Q.15. $NA > 4$

1) As for Q.60 or code Y to be ringed (only if the next column is blank). *accept 0*

m) As for Q36a or code Y to be ringed (only if the next column is blank).

n) Check that only one of codes 1-4 is ringed. N.A. = ∞

Q.53. Was your employment in your industry taken over or missed where you were redundant?

Check that either code 1 or code 2 is ringed. Show all comments. If code 1 is ringed, parts a) and b) apply and part c) must be blank. If code 2 is ringed, parts a) and b) must be blank and part c) applies.

Q.53a) Did you work for the same employer or a different one who'd taken over premises?

Check that either code 3 or code 4 is ringed. Show all comments to ASSO.

Q.53b) Were you employed on the same kind of work as before you were made redundant?

Check that either code 5 or code 6 is ringed. Show all comments to ASSO.

Q.53c) Was your employment with the same or an associated firm at different premises?

Check that one of codes 7-9 is ringed. Show all discrepancies at this question to ASSO.

NA . . . x

Q.54 Have you had any other redundancies during the last 6 years?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, part a) applies. If code 2 is ringed, part a) must be blank. Show any comments to ASSO.

Q.54a) Were you more or less choosy about a job after you received RP compared with other times?

Check that one of codes 3-6 is ringed.

Q.55 Do you feel as secure in your job as you did when you were working for . . .?

Check that code 0 is ringed if informant is unemployed, or one of codes 1-4 is ringed. Show all comments to ASSO.

NA x

Q.5)

Security means different things to different people. What does it mean to you?

This question applies to everyone.

M.C.

Freedom from financial anxiety.....1

Include all cases where the permanence of the job, unlikelihood of redundancy and regularity of income mean there is financial security, and where adequate or more than adequate income or funds means no financial anxiety for the present or immediate future.

Opportunities for promotion

Savings for the future or emergency, a pension on retirement.....2

Include all cases where the informant mentions that the future, old age, or rainy days are taken care of by having some spare money, saved or put by, or by having an insurance policy or pension arrangement.

Your own house, your home being protected from eviction.....3

Include all cases where security of tenure, absence of threat of eviction and ownership of the home means continuity of family life, and where family life and a happy home are mentioned.

Job satisfaction.....4

Include all cases where the informant mentions enjoying his job, having an interesting job and "here "a good job" implies his interest in it. In cases of doubt, use code 1 for "a good job".

Having a good boss (other than financially)

Good health.....5

Include all cases, where the maintenance of the informant's own health is the meaning of security.

Another person.....6

Include all cases where the source of the informant's security is another person, but do not code in which way; "husband's pension" is code 6, not code 2, "father's job" is code 6 not code 1, "wife's health" is code 6, not code 5.

Security is given by the Welfare State.....7

Include all cases where the informant mentions a Government Act or provision as the source of security - from National Assistance to the RPA and a free National Health Service.

Other Answers (specify with pvt. and social number).....8

N.A., vague, irrelevant, D.K......S.C.9

Q.55b)

How important is security in your job?

Check that one of codes 1-4 is ringed. Show all comments to ASSO.

N.A.

Q.56

When you started your first job after redundancy did you look on it as a long term or stop gap job?

Check that only one of codes 1-3 is ringed. Show all comments to ASSO.

N.A.

D.N.A. (Q47=0) 0

24.

Q.51. In trying to find another job, was your age a handicap to you?

Check that one of codes 1-3 is ringed. Show all comments and discrepancies.

If code 1 is ringed, part a) applies.

If code 2 or 3 is ringed, part a) must be blank.

Q.57a) Was it ... *NA* *X*

Check that either code 4 or code 5 is ringed.

N.A. ... Y

Q.58. How many jobs did you apply for without success?

Check that either code X is ringed or a figure is entered. Transfer the figure to the coding column and ring if the figure is 9 or less. Specify all ~~other~~ answers with packet and serial number entering code Y. Code the mid point of ranges.

9-20 (inclusive) ... 9
21+ ... Y
NA ... X

Q.59 Did you get in touch with the employment exchange at any time?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, parts a) - e) apply.

If code 2 is ringed, the rest of the question must be blank.

Q.59a) Did you just make an enquiry or did you actually register for work?

Check that either code 3 or code 4 is ringed.

went to get cards or anything other than enquiry or registering *X*

When did you get in touch with them?

+ b)-c) blank

Check that one of codes 5-7 is ringed.

Q.59c) Did they make you any offers of work?

O

Check that either code 8 or code 9 is ringed.

NA ... blank

Q.59d) Were you satisfied with what they did to help you find a job?

Check that one of codes 1-3 is ringed. If code 1 or code 3 is ringed, part e) applies. If code 2 is ringed, part 1) applies.

Q.59di) In what ways were you dissatisfied? *NA* *DK*

Specify all answers with packet and serial number.

259d.) In what ways were you disengaged?

N.C.

Do offered not suitable regarding conditions etc, pls already fill it (mention of it will) - 2
Ref: "Offer any job to get you off their books", "Give me a lifting job when I was pregnant",
Confident do that because of my condition", "They sent me to terrible job, the employer unsatisfactory".

thing offered in the field I still I wished to follow, Not training offered, they mention of trade - - 3
as, "Wouldn't train me," "No jobs in my trade," "I wanted training as I was trained for," "few
opportunities for jobs with the position I held," "Tried to shove me back on a job below my potential."

yet stand out money, too easy to sit back & do nothing - - - - - 6
"just sign here" and then wait till next week, "it's easier to come & sign later & get
money," just expected to sign on as unemployed, "just keep signing again & again".

influence about patient treatment, efficiency, indifference of existing personnel to my problems - 7 incl. "Didn't tell me I'd need to report every day to see [their] work", "Didn't even sit me down to get a set to the problem", "lack of interest taken in a personal way", "I've been ignored for over a month", "Not encouraged to say "you still need review", "Didn't acknowledge and they gave us a week to send them, they didn't receive any, it was very disappointing", "Not influenced by sufficiently experienced staff".

too offed not well paid enough, not suitable regarding wages — — — 9
"They could only find these jobs with shovels any money," "Low wages at the
new Regent mts," "Wages - I turned it down," "You can't live on just \$11 a week."

Q.61) How many jobs did you turn down only for this reason?

Check that one of codes 6-9 is ringed.

Q.62 Did you have any other dealings with the employment exchange about redundancy?

Check that either code 1 or 2 is ringed. If code 1 is ringed, parts a) - b) apply. *NA - - - - - X*

Q.62a) What did you think of the service provided by the exchange. Were they...?

Check that one of codes 3-6 is ringed.

Q.62b) Are there any improvements you'd like to see in their service?

Check that one of codes 7-9 is ringed. Specify all answers at code 9 with pkt. and serial no.

NA. - - - Y

Q.63. Do you know about the transfer schemes run by the D.T for moving because of jobs

Check that either code 1 or code 2 is ringed. Show all comments to ASSO.

NA. . . X

Q.64. Are you now living in the LA area you lived in when made redundant?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, the rest of the question must be blank. If code 2 is ringed, part a) applies.

Q.64a) Would you have preferred to remain in if there had still been a job for you?

Check that one of codes 3-6 is ringed. Specify all answers at code 6 with packet and serial number.

28.

Q.6. Did you move home as a result of being made redundant?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, parts a) - d) apply. If code 2 is ringed, the rest of the question must be blank. Show all comments to ASSO.

Q.65a) Did you move.....? *NA X*

Check that either one of codes 3-4 is ringed, or an answer is entered at code 5. Specify all answers at code 5 with packet and serial number. Show all comments.

Q.65b) How many miles did you move?

Check that one of codes 7-9 is ringed.

Q.65c) Who met the costs of your removal....?

Check that at least one of codes 1-3 is ringed.

Q.65d) Others specify with pkt. serial no . . . 6
Did you have any other expenses or difficulties arising from moving house?

Check that either code 4 or code 5 is ringed. Specify all answers at code 5 with packet and serial number.

Q.66 Did you have difficulty on getting information put out by Df about the RP?

Check that one of codes 1-3 is ringed. If code 1 is ringed part a) applies. If codes 2-3 are ringed, part a) must be blank. Show all comments to ASSO.

Q.66a) What was the difficulty? *NA X*

Specify all answers with packet and serial number.

Q.67 Have you looked at the DEP's explanatory literature on the scheme?

Check that either code 1 or code 2 is ringed. If code 1 is ringed, part a) applies. If code 2 is ringed, parts a)-b) must be blank. Show all comments to ASSO.

Q.67a) What did you think of this literature, was it? *NA O*

Check that one of codes 3-5 is ringed. If code 3 is ringed, part b) must be blank. If code 4 or code 5 is ringed part b) applies.

Q.67b) Was there any point that caused you particular difficulty? *NA DK Y*

Check that one of codes 6-7 is ringed. Specify all answers at code 7 with pkt. and serial number.

NA X

Couldn't understand it, wording obscure . . . 8

Q.60

What would you say were the main problems which faced you on redundancy?

Check that an answer is entered or code 0 is ringed. Code all answers from the following frame, placing the codes in the column provided. Whenever more than one code is ringed, part a) applies.

M.C.

Financial problems of any sort.1

Incl. "Drop in income", "Lack of money", "Can't live on £4.10.0 a week", "Not being able to keep up payments on the car", "No regular wages", "It's no fun on the dole with 5 kids".

Difficulty of finding another/suitable job.2

Incl. "Finding another job at such short notice", "The problem of finding another job", "Not much work available at Xmas", "Getting a local job", "Employers' attitude to you".

Stigma attached to being without work, blame felt, insecurity felt.3

Incl. "My father blamed me for being redundant", "Nobody in our house was ever without a job", "Mother-in-law kept nagging, expected me to work", "You get no respect where once you were King Pin", "Hoping, & would be lasting".

Missed the job, the work itself or the people there.4

Incl. "Just leaving there", "Having to leave a job I liked and was happy in", "Losing the routine of going to work, missing the work part of it", "Having nothing to do, not have a job".

Other answers (specify with pkt. and serial number)5

Getting used to new jobs/people/places.6

Incl. "When you're in pit you know what to do and who you're working with", "To learn the ways of the office and people you work for", "Setting down in another job", "Getting to know the Administration side".

Q.61a)

Which problem was the most important?

Code the answer given from the above frame for Q.68, placing the code in the box provided. If 2 things are specified at code 5, this part applies. The code used at this part must be entered already at Q.68.

30. N.B.

Q.69.

Can you tell me how you actually used your R. Payment?

and/or

Check that 1 or 2 is ringed. Code 1 answers at code 2 from the following frame, placing the code in the column provided. If more than 1 code is ringed, part a) applies or if 2 or more things are specified at code 2. Do not forget to delete code 2 when recoding from it.

N.A

Housekeeping supplement, Boosted unemployment benefit,

Regular bills paid..... 3

Incl. "To live and eat, went in with money from the labour", "To live on, to buy food", "For electric bills and other bills that need paying", "Just as a normal wage to live on", "Everyday use".

Furnishings and furniture, home improvements and household goods.... 4

Incl. "Furniture and fittings for the house", "In the house, a suite", "Furnishing a new house" "Decorated, new furniture and utensils", "Towards carpet", "Bathroom suite", "Paint and paper", "Bought a green house".

Holiday for informant or someone else..... 5

Incl. "Both had a good holiday", "First holiday for family in 25 years", "Went on holiday in Ireland", "My daughter's coming over her this year", "First holiday we've ever had", "Holidays".

Clothes for informant or family..... 6

Incl. "Spent on clothes for myself", "Everybody got new clothes", "Daughter's school uniform", "Clothes for self and wife", "Special shoes made for me", "A new coat for my wife", "Nylons", "Kids got shoes".

Debts, H.P. (excluding mortgage on a house). Back bills, unpaid bills.... 7

Incl. "Repaid loan from employer", "Paid debts on furniture", "When I'd paid debts...", "Paying off accounts and things", "We'd run up bills for clothing", "Finished H.P. instalments on T.V.", "Debts".

N.B.

Do not multicode with what debt was for. "We'd run up bills for clothing" should be coded (7) not (7) and (6) - the clothing was bought before the RP came, the debt was what the money was used for.

Car, Car accessories... Motor... Bike..... 8

Incl. "As down-payment for the car", "I bought a car", "Used it to get a better car", "Got new tyres for the car", "Had an old car which needed some attention."

Entertainment, treats, presents, wedding expenses

9

Set up in business, started my own business

10

To start a business on my own, bought the business with it, "To put it into the business", "To buy the wagon so I could do this work", "Set up on my own".

To buy house, pay off house, Moves

g

Incl. "Moving", "Helped to buy new house", "Pay off some of the house", "Towards deposit on house", "Partly to move to Scotland", "To buy a house".

Q.69a)

Did you use the major part of the money?

Code the answer given from the above frame for Q.69, placing the code in the box provided.

N.B.

The code used at this part must be entered already at Q.69.

1 + 2 or refusal

1
2

31.

No.

Q.70 Looking back, would you have preferred to have kept your old job?

Check that one of codes 1-3 is ringed. Show all comments to ASSO.

NA x

Q.71 Are you happy in your present job or would you prefer to have remained in other job?

Check that either code 0 is ringed if informant is unemployed, or one of codes 4-7 is ringed. Show all comments to ASSO.

NA y

Q.72 See over the page for instructions + frame

Q.73. Sex

Check that one of codes 1-2 is ringed.

Q.74. Are you married, single or widowed?

Check that one of codes 3-5 is ringed.

NA x

Q.75 Number of children under 16 living at home?

Check that a figure is entered, or code 0 is entered. Ring all figures. Show any comments to ASSO.

N.B. Step and adopted children are to be included, as well as informant's own natural children. Do not include grandchildren, foster children or nephews and nieces.

NA x

Q.76 What type of school did you attend last full-time?

Check that only one of codes 1-6 is ringed. Recode all answers at code 6 into existing precodes where possible. Specify all answers remaining at code 6.

NOTE Code 1 includes "village school", National school in Ireland", "Church School".

Code 2 includes "comprehensives" unless grammar section is given, then code 3.

Code 5 includes all private fee-paying schools.

Anything referring to further education should be ignored unless nothing else is given - in this case use code X for no answer.

NA x

Q.72

Would you like to see any changes in the present official redundancy scheme?

Check one of codes 1-3 is ringed, if code 1 is ringed part a) applies.

Q.72a) What changes would you like to see?

NA .. X

Code all answers from the following frame, placing the code in the column provided.

M.C.

Only certain groups should be eligible, not everyone.....1

Incl. "People re-employed by firm within 2-3 weeks shouldn't qualify", "Younger people dodge jobs, shouldn't get any RP", "Younger man isn't entitled to anything", "Employee should be interviewed to see if he's a genuine case to get it", "It's all wrong if his firms take him back on Monday". "Should stop altogether"

Everyone should be eligible, not just certain groups.....2

Incl. "Why can't it be given in the first year, everyone should get it", "Payment should be the same for everyone", "Don't see that some don't need it".

More people should be eligible for it, limits should be extended....3

Incl. "Man of 73 been there a long time - got nothing", "If have 1 year's service should be entitled to it", "2 year qualifying period should be reduced to 6 months", "People at 60 ought to get it".

Payments should be graded according to need...4

Incl. "Older man and single women should get more than young people", "Everyone has a different problem", "It benefits an older person more than a younger one", "Should give greater consideration to age".

Payments should be issued to recipients, other than in one lump sum..5

Incl. "Better to pay in a weekly or regular payment at intervals" "If they paid them so much a week then a lump sum when they got a job", "Better to pay them what their wages were", "Give them it as a salary".

Complaints about anomalies in the act regarding amounts due.....6

Incl. "Unfair my RP was worked out on my part-time pay, I'd worked mostly full-time", "Take my case, 33½ years and you only get 20 year's payment", "Full amounts should be given to those nearing 65", "Apprentices should get more - only gets one week for 5 years", "If disabled don't get full week's wage so don't get much RP", "Every month after 64th birthday it's reduced - wrong", "Hard lines when you've done 2 years 50 weeks - only 2 weeks pay".

Should be more information/publicity about the Act.....7

Incl. "People should know more about it", "It's application should receive more publicity", "Boss didn't know about it".

Retraining and re-employment should have more emphasis.....8

Incl. "We want more work and less redundancy", "Longer time retraining people", "Surely they'd be better digging coal", "Should spend money on finding more work and training people for it instead of giving it out".

Abuse of the Act possible by employers - for or against employee. ...9
Incl. "Too wide open 'or the management, in the reasons for making one redundant", "Wouldn't let us go although nothing to do - would lose RP", "Employer making it difficult for him to stay so he'll leave before getting RP", "Should make it harder for boss to get rid of older ones in favour of young", "Fiddle it to give RP to those who are just sacked", "They give it out too freely, and its not their money".

Payments should be higher for everyone.....0
Incl. "Don't think money is enough for length of service", "I think its rather a small payment", "Give a man more money - especially if long service", "The amount you get out isn't much".

Other answers (specify with pkt. and serial no.).X

Vague y

Definitions + instructions in the Act should be more precise

*less ambiguous.

y

Incl "Some confusion about offer of alternative work", "Should be some steps to clarify this" "Should be a standard procedure set down, no one knows at present" "So many ifs + buts at the moment its difficult to know just what a worker is entitled to" "Nobody knows who's to inform the member of the tribunal time"

Blue

Schedule

34.

Q.77

Have you obtained any qualifications or done an apprenticeship?

Check that either code 0 or at least one of codes 1-8 is ringed.
Recode all answers at code 8 into existing precodes where possible, or
one of the additional codes below.
Where multicoding has occurred, only the highest qualification is to be
retained.

1 Priority of codes

1. Degree, or full medical training.
4. H.N.C. or H.J.D.
- X. Teachers Certificate or member of professional institute.
- Y. Nursing etc. Qualifications.
2. A level
5. ONC or OND
6. City & Guilds
3. 'O' Level
9. R.S.A.,

S.C.

R.S.A., C.S.E., Pitmans, London Chamber of Commerce, Secretarial Diploma 9
Incl. "Shorthand Certificate", "C.S.E. in maths", "R.S.A. in English", "R.S.A. Typing".

Teacher's Certificate, [REDACTED], Other professional non-degree Qualifications X
Incl. "Associate of Institute of Costs & Works Accountants", "Teaching Diploma".

S.R.N., Radiography, Speech therapist certificate F
Incl. "Physiotherapy qualification", "Certificate in children's nursing".

N.B.

Specify all answers remaining at code 8 with packet and serial number
Code 7 is to include all trade and industrial apprenticeships, for
example bricklayers, hairdressers, motor mechanics, butchers, and
has priority over all others.

Code 7 is not to include apprenticeships that were started but not completed,
for any reason at all. Recode into code 0 if nothing else is given.
Code 1 includes full medical training, veterinary and dental qualifications.

Q.78

What was your country of birth

Check that either code 1 is ringed or an answer is entered at code 2.
Specify all answers with packet and serial number. Show all comments to
ASSO.

Countries where most people are coloured (except S Africa) . 3
N.A. x

Q.79.

Age last birthday

Check that one of codes 3-9 is ringed. Show all comments to ASSO.

N.A. y

D. FORMER EMPLOYERS OF C.

SURVEY OF EMPLOYERS

WEIGHT
3 DIGS

cols 73 74 75 76

Starts

70-73

COLS. 3-7 + 70-80 ARE PUNCHED
ON ALL CARDS.

70/71/72 No.

Serial No.

cols 73

4 DIGITS

4 DIGITS

77 78 79 80

Gen. 1 Red. 2

SC

Name of establishment M. J. Brown

cols 73

4 DIGITS

77 78 79 80

Gen. 1 Red. 2

Address (Off. use only)

PLEASE ANSWER THE FOLLOWING QUESTIONS IN RESPECT OF THE ABOVE ESTABLISHMENT
ONLY, IGNORING ANY OTHER UNITS OF WHICH THE ABOVE MAY BE PART.

CARD 1. STARTS

1. What is the exact nature of the business carried on at the above establishment? 8/9... 1-28

2. Is the establishment independent or is it part of a large organisation?

(Please tick correct box)

Independent

MA 1

Part of
larger
organisation

2

IF PART OF LARGER ORGANISATION: (a) Is the establishment wholly responsible for its own redundancy arrangements or does the parent organisation play any part in these?

If Col 9

Wholly responsible (including where the establishment is the parent organisation)

3

Not wholly responsible
i.e. parent organisation plays a part

4

BLANKS

IF PARENT ORGANISATION PLAYS PART: (b) What part does it play? 10

3. Please state the numbers of people employed at or from the establishment:
(a) the most recent figures available (with the month to which these apply), and (b-f) the corresponding figures for the past 5 years*:

	Month to which figures apply	Full-time		Part-time (either sex)	STABILITY Total	1-9
		Male	Female			
1968 (most recent) (a)				cols 11	SIZE BAND	0, X 1-5
1967 (b)				12	11-15	0, 1-9 X, Y
1966 (c)				13	16-20	0, 1-9 X, Y
1965 (d)				14	21-25	0, 1-9 X, Y
1964 (e)					26-30	0, 1-9 X, Y
1963 (f)					31-35	0, 1-9 X, Y

*If you cannot give an exact figure, please give an estimated figure and mark this with an 'E'.

NOTE: Manual ('works') and non-manual ('staff') should be included together.

NOW PLEASE TURN OVER TO Q4

CARD J

4. Did you make any employees (manual or non-manual) redundant before 6.12.65 (when the Redundancy Payments Act came into force) i.e. did you dismiss any employees because you had no further work or not enough work for them?

(Please tick correct box)

Yes

23

1,3
X

No (incl.
no record)

2

(Off.
use
only)

If Coded 1

IF YES: Please state numbers made redundant - during 1965

- during 1964

- during 1963

24/25/26
na x

1-999
sc

5. Have you had any redundancies since 6.12.65?

Yes

X

or

No

27

If Coded 1

IF YES: Please state numbers who received and who did not receive a statutory redundancy payment:

	(a) Received statutory redundancy payment	(Off. use only)	(b) Did not receive redundancy payment
1968			
1967			
1966*	28/29/30 na x	00- 999 sc	31/32/33 na x 00- 999 sc

* include any between 6.12.65-31.12.65

6. During the last 12 months, how many employees of all kinds have you taken on at the establishment?

4 DIGITS
none 0
na x

7. During the last 6 years has there been any change in the ownership of the establishment?

38

Yes

X

or

No

2

IF YOU HAVE ANY DIFFICULTY IN ANSWERING ANY OF THE ABOVE
QUESTIONS PLEASE TELL THE INTERVIEWER WHEN SHE CALLS.

EMPLOYERS IN GENERAL

Interviewer..... No. 3 DIGITS Area No. 4 DIGITS

Date of interview..... Time Taken..... Serial No. 4 DIGITS

Reason for non/incomplete interview:

Gen. 1 Red. 2

CARD J

8. Position in firm of informant: Managing director/chairman/owner
Director/company secretary
Personnel manager/officer
Manager/officer other than personnel
Other (SPECIFY) 39

9. For how many years have you held this position?

Under 5 1
5 - under 10 2
10 - under 20 3
20 or more 4
NA X

10. I sent you a sheet of questions in advance of this interview.
Have you been able to complete them?

Yes 1
In part 2
No 3
Sheet not received 4

IF YES OR IN PART: Could I look at it now because some of
the questions I would like to ask are based on the replies?

IF IN PART: TRY TO GET AS MANY OTHER ANSWERS AS POSSIBLE.

IF NO OR SHEET NOT RECEIVED: SAY THAT WE WOULD STILL LIKE TO
HAVE IT COMPLETED, BUT INTERVIEWER WILL CARRY ON WITHOUT IT.

Sheet completed at interview 5

IF Qs. 4 & 5 ALREADY ANSWERED - GO TO Q.12

11. Have you had any redundancies at the establishment during the
last 6 years, that is, since the beginning of 1963? By
redundancies I mean occasions when you had to dismiss employees
because you had no further work or not enough work for them? Yes 1
No 2
D.K. 3

Ask a

Go to 12

(a) Did you have any redundancies before the Redundancy
Payments Act came into force on 6th Dec. 1965, any
after that, or some during both periods?

Only before 4
Only after 5
Both 6
D.K. 7

CARD J

2.

12. Do you think that in the future any redundancy in the establishment is -		D.N.A. (estab. closed down) RUNNING unlikely PROMPT fairly likely 41 or very likely? D.K. NA	0 1 2 3 4 X	Go to 14
13. How do you, that is to say, management, regard redundancy in the establishment? Would you say that it is -		Dealt w/ Coded Q at Q. 12 RUNNING PROMPT accepted as part of business life not liked but sometimes necessary or something to be avoided at all costs? Other (SPECIFY) 42	1 2 3 4 5 6 X	SC
14. TO ALL. Are there any categories of your employees you could switch from one job to another <u>without</u> your retraining them?		Yes No NA 43 All Skilled Semi-skilled Unskilled Clerical or office staff Other (SPECIFY) NA X	1 2 3 4 5 6 7 8 9 0 X	SC Ask a Go to 15
(a) Which occupational categories?		PROMPT AND CODE ALL THAT APPLY 44 Yes No D.K. None All Other (SPECIFY) NA X	1 2 3 4 5 6 7 8 9 0 X	SC
15. Is it now a practical possibility for you to train any categories of your employees so that they can do more than one type of job?		NA 45 Yes No D.K. None All Other (SPECIFY) NA X	1 2 3 4 5 6 7 8 9 0 X	SC Ask a Go to 16
(a) What occupational categories do you in fact train to do more than one type of job?		45 Redundancy in mind Operational reasons Both NA X	1 2 3 4 5 6 7 8 9 0 X	SC Ask b MC SC
(b) Do you train employees for more than one job with possibilities of redundancy in mind or purely for reasons connected with the operation of the establishment?		46 Redundancy in mind Operational reasons Both NA X	1 2 3 4 5 6 7 8 9 0 X	SC
16. During the past 6 years have you at any time offered to train employees in the establishment for a new job specifically to prevent them from becoming redundant?		NA 47 Yes No D.K. All at least half or less than half? D.K. NA X	1 2 3 4 5 6 7 8 9 0 X	SC Ask a Ask b Go to 17
(a) What proportion accepted the offer of training?		RUNNING PROMPT 48 All at least half or less than half? D.K. NA X	1 2 3 4 5 6 7 8 9 0 X	SC

CARD J

3.

IF NO: (b) Is this because the necessity has never arisen or for some other reason?

NA
Necessity never arisen
Other (SPECIFY)

48

X
1
2
3
4

SC

17. During the last 6 years have you at any time offered alternative work without training to any employees to save them becoming redundant?

(a) Did you do this before the Redundancy Act (i.e. Dec. 1965) or since?

ASK b-e FOR 'BEFORE' AND/OR 'SINCE', AS APPROPRIATE

(b) Were the employees offered a trial period on the new job?

Before	Since
Yes	1
No	2
D.K.	3
NA	4
Yes	5
No	6
Some did, others not	7
NA/D.K.	8

(c) Did they accept the offer of a trial period?

Before	Since
Yes	1
No	2
D.K.	3
NA	4
Yes	5
No	6
Some did, others not	7
NA/D.K.	8

(d) Why did they/some refuse the trial period?

Before	Since
Yes	1
No	2
Both	3
NA	4
Yes	5
No	6
D.K.	7
NA	8

SC
Ask a
Go to 18

SC

SC
Ask c
Go to 18
Go to 18
SC
Ask d(e)

MC

SC

SC

Codes 5, 6 in Col 2

ASK ONLY IN RESPECT OF REFUSALS 'SINCE'

(e) Was their refusal anything to do with the loss of redundancy pay?

52
Yes
1
2
3
D.K.
NA

1
2
3
X

SC

18. Some people think that employees who are offered alternative work to save them from redundancy should have the opportunity of a trial period on it. Do you think this is -

RUNNING
PROMPT

a good idea
impractical
or not necessary?
Other (SPECIFY)

53

5-7

SC

CARD 3

4.

19. During the last 6 years have you trained or professional employees been temporarily short of work?

and any skilled, temporary

Yes
No
D.K.
N/A

SC
Ask a
Go to 20

(a) What did you do with them on full pay or lay them off?

CODE ALL THAT APPLY

1, (some) on full pay
some) on short time
Laid (some) off
Other (SPECIFY)

54

Ask b
Ask c
Ask b
SC
nc

IF CODE 1, 2, 3, 4, 5, 6, 7 Were there any short time?

Yes
No
D.K.
N/A

SC

IF C: 5 OR 6 (a) Has the redundancy Act made any difference to your business to people off?

55
Yes, short
Yes, lay-off
No
N/A

MC
Ask d
Go to 20

(b) In what way?

SC

20. Do you have difficulty recruiting staff or workpeople to the establishment?

56
N/A
Yes
No
Other (SPECIFY)

SC
Ask a-b
Go to 21
Ask a-b

If coded 1 or 3 or 4

(a) What occupations cause you difficulty?

DK

SC

(b) Is it because you can't find people at all or because those who come are unsuitable

1. (All) 2. (None)

57
Can't find
Unsuitable

SC

21. During the last 3 years have there been any changes in any part of the organisation which have led to employees changing their jobs within the establishment but which have not led to any redundancy?

58
N/A
Yes
No

SC
Ask a
Go to 22

IF YES: (a) What were these changes?

59

1-9
0-4
MC
SC

CARD J

5.

2. Do you negotiate with trade unions in or on behalf of the establishment?

60 Yes
No
D.K.

SC
Ask a-b
Go to 23

(a) For which categories of employees - RUNNING PROMPT
all
all except staff
or only for certain categories?
Other (SPECIFY)
NA

SC

(b) Do you have any agreement or understanding with (any of) the unions about redundancy?
Yes, agreement
Yes, understanding
No

SC
Ask c-d
Go to 23

(c) I'd like to ask you something about this/these agreements -

(i) Does it (any of them) require consultation with the union(s)?

61

Yes
No
D.K.
NA

SC

(ii) Is the principle of 'last in, first out' accepted? Yes
Yes, with qualifications (SPECIFY)

No
NA/D.K.

SC

62

MC

(iii) Are there any understandings with (any of) the union(s) about numbers of people employed to do particular jobs?

Yes
No
NA/D.K.

SC

(d) In your view, has the Redundancy Act had any effect on the attitude(s) of the union(s) to the discharge of employees because of redundancy?

Yes
No
D.K.
NA

Ask e
Go to 23

IF YES: (e) What effect has it had?

+ Col 64

Reproduced
from C.D.K.
qsl 13

63

MC

65 26;
66 35
67 36
68 37.

END OF CARD J.

AFTER PUNCHING
Cols. 70 - 80

4.9
4
2
MC

10/1/64

4.9
4
2
MC

Attitudes to Redundancy

IF NO REDUNDANCIES SINCE THE ACT (DEC. 1965) (Q.5 OR 11) - GO TO Q.27 NA

23. Has the Redundancy Payments Act made it easier or more difficult for you to discharge employees if you have to?

8 D.N.A.

Easier

More difficult

Made no difference

D.K.

CARD K STARTS

(a) In what ways?

5

Y

0

Go to 27

1

Ask a

2

SC

3

Go to 24

4

5

9

MC

0, Y

X

SC

24. Have any employees in the establishment actually asked to be made redundant since the Act became law?

OR BLANK

(a) What occupational categories were they?

NA

Yes

No

D.K.

NA

Skilled

Semi-skilled

Unskilled

Clerical or office staff

Other (SPECIFY)

Under 40

40-50

50-60

Over 60

D.K.

NA

1

2

3

4

5

6

7

8

9

X

SC

1

2

3

4

5

6

7

8

9

Y

SC

25. How important is the Redundancy Act in affecting your employees' attitudes towards redundancy? Would you say that it is very important

OR BLANK

RUNNING PROMPT fairly important

or does it make no difference?

D.K.

NA

1

2

3

4

5

6

7

8

9

Y

SC

26. How important would you say the earnings-related supplement to unemployment benefit is in affecting employees' attitudes towards redundancy? Would you say that it is - very important

12

RUNNING

PROMPT

fairly important

or does it make no difference?

D.K.

NA

1

2

3

4

5

6

7

8

9

Y

SC

27. TO ALL. Do you attempt to plan ahead for your manpower requirements?

Yes

1

No

2

NA

3

4

5

6

7

8

9

Y

SC

28. Have your manpower requirements changed during the last 3 years? Yes

3

No

NA

3

4

5

6

7

8

9

Y

SC

(a) In what ways?

Code X can be

MC and 5, 6 or 7

(b) Is the change in any way a result of the Redundancy Payments Act?

Yes

8

No

9

NA

5

DO NOT

ANSWER

CARD K

7.

3. Has the establishment moved into (these) new premises in the last 3 years (since the Redundancy Act)? D.N.A. (new estab.)

Yes
No
N/A/SC

SC
Go to 30
Ask a-d
Go to 30

(a) What was the reason for the (last) move?

14

3-9

MC

(b) How many miles was the move?

Under 10
10-100
Over 100

NA

(c) Did you bring all or most of your old labour force, key workers only, or did you recruit most of your labour here?

CODE ALL
THAT APPLY

Brought all/most
Key workers only
Recruited most here
Other (SPECIFY)

15

MC

(d) Was the Redundancy Act a help or a hindrance in the move?

Help
Hindrance
Neither

NA

SC

30. Has the firm bought a business or sold part of a business since the Redundancy Act came into force? D.N.A. (loc. govt.)

Yes
No
D.K.

SC
Ask a-b
Go to 31

(a) Did the provisions of the Act cause difficulties (for example, in fixing the terms of sale) because of contingent liabilities to the purchaser?

16
Yes
No
D.K.

SC

(b) Were difficulties caused by the cost of redundancy payments to the vendor?

Yes
No
D.K.

SC

31. Has your liability to make redundancy payments under the Act made you less ready to engage additional employees?

Yes
No
D.K.

SC
Ask a
Go to 32

(a) What occupational categories?

PROMPT AND CODE
ALL THAT APPLY

17
Skilled
Semi-skilled
Unskilled
Clerical or office staff
Other (SPECIFY)

1

2

3

X

4

5

6

7

8

9

0

X

Y

SC

CARD K

8.

32. Do you in the establishment sub-contract any part of your work to self-employed persons?

NA X
Yes 1
No 2
Ask a-b
Go to 33

(a) Approximately how many employees are (normally) involved?

18
1-9
10-99
100 or more
D.K.
NA
Before
Only since
D.K.

SC

SC
Ask a-b
Go to 33

(b) Did you do this before the Act or have you started to employ them only since the Act?

7
8
9
SC
Ask c
Ask d
Go to 33

IF BEFORE: (c) Have you increased the number of persons you sub-contract to since the Act came into force?

Yes 1
No 2
NA 3
Not 4
Yes 5
No 6
NA 7
SC

(i) Was this a direct consequence of the Act or not?

10 Direct
Not 4
Yes 5
No 6
NA 7
SC

IF SINCE: (d) Did you begin to employ them as a direct consequence of the Act?

SC

33. Do you employ any workers for less than 21 hours a week?

Yes 1
No 2
NA 3
Before 4
Only since 5
D.K. 6
NA 7
SC

(a) Did you do so before the Act, or have you started to employ them only since the Act?

SC
Ask a-b
Go to 34

(b) Was this a direct consequence of the Act?

90 Yes 6
No 7
SC

34. Have you a pension scheme for any of your employees?

Yes 1
No 2
SC

(a) Was the scheme set up before or after the Act came into force?

Ask a-b
Go to 35

(b) Was the scheme set up as a result of the Act, or would you have set it up anyway?

Result of Act
Anyway 6
7
SC

35. If you were to have redundancies in the future would it be your policy to make payments at the statutory level, above it, or would the basis of the payments vary from case to case?

At statutory level 1
Above statutory level 2
Vary (for some categories only) 3
NA 4
D.K. 5
99
SC

36. Do you have your own (private) redundancy scheme?

Yes 5
No 6
SC

(a) When was the scheme set up?

Before 6.12.65 7
Since 6.12.65 8
NA/D.K. 9

SC

(b) Does the scheme provide for payments over and above the statutory level?

Yes X
No Y
NA/D.K. 0
SC

CARD K

37. Does the establishment qualify for Selective Employment Tax refund?

Yes

No

23 D.K.(yet)

NA

all

at least half

or less than half?

NA/OK

SC 9.

Ask a

Go to 38

(a) For how many of all the employees in the establishment do you get a refund -

RUNNING

PROMPT

all

at least half

or less than half?

NA/OK

SC

SC

38. Are your decisions to take on people or discharge them affected in any way by S.E.T.?

Yes

No

Ask a

Go to 39

(a) In what ways?

NA = Blank

24

MC

SC

3-7
8
9, 10
X

SC

39. Which of S.E.T. or the Redundancy Payments Act would you say has the greater influence on your decisions about staff and manpower?

S.E.T.

R.P.A.

Both/neither

D.K.

NA

SC

SC

40. Do you normally send employees aged 18 and over on -

your own training courses

PROMPT AND CODE

ALL THAT APPLY

96 day release

block release

sandwich courses

(none of these)

NA

MC

SC

1
2
3
4
5
6
7
8
9
X
Y

41. Does the establishment come under one of the Industrial Training Boards?

Yes

No

D.K.(yet)

NA

SC

Ask a

Omit a

(a) Roughly what proportion of the levy did you recover from the Board for 1967?

27

None

1-25%

26-50%

51% or more

D.K.

NA

SC

SC

SC

IF NO REDUNDANCIES SINCE THE ACT (Q.5 OR 11) - GO TO Q. 65

42. Have you had any difficulty in getting information about the Redundancy Payments Act?

Qs 42-64 apply where Qs 5 coded 1

(a) What difficulty?

28 D.N.A.

Yes

No

Haven't tried

NA

SC

Ask a

Go to 43

Specify all

14 cases, may

CARD K

10.

43. Have you consulted any of the Department of Employment and Productivity's explanatory leaflets on the scheme?

(a) What did you think of these leaflets? Were they in general -

RUNNING
PROMPT

very helpful
fairly helpful
or not helpful?
D.K.

Yes
No
1
2
3
4
5
6

SC
Ask a
Go to 44
SC
Go to 44
Ask b
Go to 44

(b) Was there any point that caused you particular difficulty?

Yes (SPECIFY)
No

30

44. Have you been in touch with the employment exchange service in connection with the Redundancy Act?

NA = Blank

Yes
No
1
2

SC
Ask a-c
Go to 45

(a) What aspect of the Act did you approach them about?

31

3-9
X, Y
O

MC

(b) What do you think of the service provided by the exchange in connection with redundancy? Were they on the whole -

RUNNING
PROMPT

very helpful
fairly helpful
or not helpful?
NA/D.K.

(c) Are there any improvements you would like to see in the employment exchange service with regard to redundancy?

Yes
No
NA/D.K.
4
5
6

SC
Ask 1
Go to 45

IF YES: (i) What improvements?

7
8

IF NO REDUNDANCIES BEFORE THE ACT (1965) - OMIT Q45 + 46

45. I see that you had to make people redundant before the Act was passed at the end of 1965. Did your firm then (normally) D.N.A. make redundancy payments of any kind?

DK if applies
or not

Yes
No
1
2
3

4
5
6
7
SC
Ask a
Omit a

(a) On what basis was the amount of the payment decided, - length of service or some other factor?
CODE ALL
THAT APPLY

Length of service
Other (SPECIFY)

D.K.
1
2
3

4
5
6
7
SC
MC

On 46 applies where (1) or 2
& where over 10 employees at Q.3

CARD K

IF LESS THAN 10 EMPLOYEES (Q.3a OR CHECK) - OMIT Q.46

46. I'd like to ask what factors you took into account before the Act when deciding which employees should be declared redundant, for example, did you consider - (D.N.A. - no redundancies, or small firm) ^{before Act}

PROMPT AND CODE length of service (incl. 'Last in, first out')
ALL THAT APPLY

Blank if Q.4

or N/A/DK

sex of the employee
marital status
sickness record
skill level
efficiency at work
any other factor (SPECIFY)
No, none

11.
To be punched as Code 8
A. 2-5 0-1 SC
1 2 3 4 5 6 7 8 9
X
SC

47. What have been the causes of your redundancies during the last 3 years, and the main events which led up to them?

D.N.A.
N/A/D.K.

9 SC

1-8

0, X, 4

4, 5

MC

To be punched as Code 9

(a) Would you say that any of the following factors had anything to do with your redundancies?

N/A L.-(i)-(v)

X

0

1

2

SC

J67

(i) Introduction of new plant or machinery

Yes

No

D.K.

36

3

4

5

SC

(ii) Re-organisation of work

6

7

8

9

MC

36

MC

(iii) Effect of strikes (official or unofficial)

Yes, official

Yes, unofficial

No

D.K.

36

6

7

8

9

SC

(iv) Fall in demand for product/service

Yes, temporary

Yes, permanent

No

D.K.

36

1

2

3

4

SC

J68

(v) Financial difficulty (temporary or permanent)

Yes, temporary

Yes, permanent

No

D.K.

37

5

6

7

8

SC

MC

(b) What was the main cause of your most recent redundancy?

Same answer as Q.47, main
Other (SPECIFY)

38

1

2

3-8

SC

To be punched as
X 04
A. 1-5

CARD K

12.

IF LESS THAN 10 EMPLOYEES (Q.3a) - OMIT Q5. 48-53

48. I'd like to ask what factors you take into account (now) when deciding which employees should be declared redundant, for example, do you consider - (D.N.A. - no redundancies or small firm) 39

PROMPT AND CODE length of service (incl. 'last in, first out')
 ALL THAT APPLY sex of the employee
 marital status
 sickness record
 skill level
 efficiency at work
any other factor (SPECIFY)
 No, none

If 1-8, X, Y (A B C) MC

(a) IF MORE THAN ONE FACTOR NAMED:
 Which one of ... carries most weight?

To be punched
 as Code 8

9

WRITE CODE NO. *43*
 PUNCH AS 8

SC or
 MC
 a digit

49. Do you make any exceptions at all for particular groups you want to retain, such as -

PROMPT AND CODE NA / DK
 ALL THAT APPLY key workers
 skilled workers
 exceptionally efficient workers
 shop stewards
any other kind of employee (SPECIFY)
 No, none

DR. BURKE

41

7-9
 0, 4

50. Thinking of the factors you take into account when deciding who to make redundant or who to retain, do you usually apply these over the whole establishment, department by department, or what do you do?

Whole establishment
 Dept. by dept.
 D.K.
 Other (SPECIFY)

DR. BURKE

42

1
 2
 3
 4
 5
 6

MC

IF REDUNDANCIES BEFORE THE ACT - OMIT Q.5 62-51 applies when Qn 4
 Coded 2

51. Before the Act was passed, did you have any kind of selection D.N.A. procedure planned for dealing with possible redundancies? Yes

DR. BURKE

43

No
 D.K.
 NA

SC
 Ask 52
 Go to 53

DK if applies or not

Qn 52 blank if Qn 51 coded 2 or 3

CARD K

13.

2. As a result of the Act, did you change the basis of the selection procedure for dealing with redundancies?

IF NO UNIONS (CODE 2 AT Q.22) - OMIT a AND Q.53

IF YES. (a) Was this change in selection procedure the result of any representation from the union(s) or any agreement or understanding between management and the union(s)?

Qn 52 blank if Qn 22 Coded 2 at man

(a) blank of Qn 22
Coded 2 at man

CODE ALL THAT APPLY

Yes, representation
Yes, agreement
Yes, understanding
No
D.K.

1
2
3
4
5
6
7
8
NA
Y

SC

NA

X

SC

5

MC

6

SC

7

SC

8

SC

53. Would you (management) have dealt with the post-Act redundancies differently if you had been free to do so?

1
2
3
NA
D.K.

SC

Ask a

Omit a

(a) In what way would you have dealt with them differently?

Qn 53 blank if Qn 22 Coded 2 at man

1
2
3
NA
D.K.

SC

4

MC

5

SC

6

SC

**IF NO REDUNDANCIES SINCE THE ACT WITHOUT STATUTORY PAYMENT
(Q.5 COL. (b) BLANK OR CHECK) - GO TO Q.55**

54. I see that you had employees who were made redundant after 1965 but who received no statutory payment. Were they given payment of any other kind in respect of their redundancy?

Qn 54 applies if Qn 5 (b) Coded 1-999 or X

0
1
2
3
NA/DK

SC

Ask a

Go to 55

(a) What kind of payment?

PROMPT AND CODE
ALL THAT APPLY

Private redundancy scheme
Ex gratia
Holiday pay
Any other? (SPECIFY)

4
5
6
7
8
9

SC

MC

55. Had any of the people made redundant during the last 6 years taken part in a training course run by the firm before they were made redundant?

X
1
2
3
NA
D.K.

SC

Ask a-b

Go to 56

(a) What proportion of them -

RUNNING
PROMPT

all
at least half
or less than half?
NA/DK

4
5
6
7
8
9

SC

(b) What kind of training did they take part in?

1-4
5
6,7
8
9
NA/DK

MC

48

314/NA

CARD K

14.

56. Apart from your statutory liabilities under the Contracts of Employment and Redundancy Payments Acts, have you ever done any of the following things in respect of the redundancies that have occurred in the last 3 years -

- (a) Have you given employees advance warning of redundancy? 49
- (b) Have you given them notice longer than statutory notice? 50
- (c) Have you given advance notice to the employment exchange? 50
- (d) Have you provided facilities on the premises for staff of the employment exchange service to register employees for other jobs? 50
- (e) Did you make attempts to place redundant employees with other employers? 51
- (f) Did you give or offer employees paid time off to attend interviews with other employers? 52
- (g) Have you any scheme for resettlement or re-training of redundant employees? 52

Yes	No	Varies/Depends	D.K.	NA
1	2	3	X	4
5	6	7	Y	8
1	2	3	X	4
5	6	7	Y	8
1	2	3	X	4
5	6	7	Y	8
1	2	3	X	4

SC SC SC SC SC SC SC

57. During the last 6 years has it happened that an employee made redundant has later been taken back into his old job or into another job in the establishment?

CODE ALL THAT APPLY Old job Another job

1 } 1 }
2 } 2 }
3 } 3 } No
4 } 4 } D.K.
SC }
SC }
SC }
SC }

If Code 1 or 2

(a) How many workers were involved -

1
2-9
10-99
100 or more
D.K.
NA

1 } 1 }
2 } 2 }
3 } 3 } No
4 } 4 }
5 } 5 }
NA }
SC }
SC }
SC }
SC }

(b) How many of them had received official redundancy pay - PROMPT

all
at least half
less than half
none
D.K.
NA

1 } 1 }
2 } 2 }
3 } 3 } No
4 } 4 }
5 } 5 }
NA }
SC }
SC }
SC }
SC }

Attitudes to the Act

58. How well does the Redundancy Payments Act fit the conditions of your business? Would you say it fits it - RUNNING

PROMPT well
 fairly well
 or badly?
 D.K.

(a) In what way doesn't it fit?

1 } 1 }
2 } 2 } Go to 59
3 } 3 } Ask a
4 } 4 } Go to 59

55 58

5-9 }
NA } X
SC }

CARD K

59. Do you know what the present split is between employers and the Fund of the cost of redundancy payments?

(a) Do you think the present split between employers and the Fund is right or not?

(b) Should employers pay proportionately more or less?

Yes	1
No	2
Right	3
Not right	4
D.K.	5
More	6
Less	7
Other (SPECIFY)	8

15. Ask a
Go to 60
Go to 60
Ask b

60. Is the present qualifying period of 2 years of redundancy pay about right or should it be lengthened or shortened? *Show very*

About right	1
Lengthened	2
Shortened	3
D.K.	4
Under 1 year	5
1 year but less than 2	6
Over 2-4 years	7
5-9 years	8
10 years or more	9
D.K.	X

SC
4
0
1
2
3
Go to 61
Ask a
Go to 61

(a) How long should the qualifying period be?

Under 1 year	1
1 year but less than 2	2
Over 2-4 years	3
5-9 years	4
10 years or more	5
D.K.	X

SC
56
SC

61. The Act stipulates that if an employee is offered alternative employment on changed terms with either the same employer or an associated company, the offer has to be made in writing. Do you think that stipulation is fair or unfair?

Fair	1
Unfair	2
Makes no difference	3
D.K.	4
Other (SPECIFY)	5

SC
1
2
3
4
5

62. The Act provides for continuity of service if work is not available for a temporary period. Do you think there should or should not be a time limit on such a break?

Time limit	1
no time limit	2
D.K.	3

SC
4
1
2
3
Ask a
Go to 63

(a) What should the time limit be in your industry?

Under 2 months	4
2 months but less than 3	5
3 months but less than 6	6
6 months or more	7
D.K.	8
Other (SPECIFY)	9
	X

SC
5
6
7
8
9
X

CARD K

16.

63. It has been said that employees are over-protected by the Act.
Would you agree or disagree with that?

59 ~~62~~ Agree
Disagree
Some abuse it/qualified agreement
NA D.K.

1
2
3
4

SC

64. When you notified the Department of Employment and
Productivity of your redundancies, did you have any
difficulty in completing the claim form? D.N.A. (did not notify)

✓ Yes
No

NA D.K.

0
1
2
Y

Go to 65
Ask a
Go to 65

(a) What difficulties did you have?

60 ~~62~~

3
4

MC

65. TO ALL. Would you like to see any changes in the
present official redundancy scheme?

Yes
No
D.K.
NA

SC
Ask a

(a) What changes would you like to see?

61 ~~62~~

1
2
3
X

MC

1-9
Y X 0
13-
17, 18

62 ~~63~~
63 ~~64~~

END OF CARD K.
70-73
GANG Cols. ~~70-80~~

EMPLOYERS IN GENERAL (Green Schedule)CODING INSTRUCTIONSSelf-completion sheet

Area No. Check that a 4-digit area number is recorded in the top box and that it is the same as that given on the schedule.

Serial No. Check that a 4-digit serial number is recorded in the 2nd box and that it agrees with the number given on the schedule. Refer any duplicate serial numbers to the A.I.O.

Check that '1' is ringed in the box under serial no. at "Gen. 1" (also on the schedule) and show any cases where Code 2 is ringed to the A.I.O.

Interviewer No. (on the schedule) Check that a 3-digit no. is recorded in the box.

Date of Interview/Time Taken (on the schedule) - will not be coded - ignore.

Interviews involving more than one establishment (subsidiaries)

When information about second and subsequent establishments of the same firm has been given by one informant, only Qns 1-7, 10-12, 14-17, 19-21, 24, 28, 29, 32, 33, 37, 41, 47 and 57 should have been asked. Other questions refer to the firm's general policy as applied to all establishments and should be left blank. Strike through all Qns. which do not apply.

Refer all cases where subsidiary interviews have been left blank or where all the Qns. have been filled in to the A.I.O.

Qn. 1 "What is the exact nature of the business carried on at the above establishment?"

Code in accordance with S.I.C. (28 codes)

Qn. 2 "Is the establishment independent or is it part of a large organisation?"

Top left hand box = 1	Top right hand box = 2
Lower left hand box = 3	Lower right hand box = 4

Check that either box 1 or 2 is ticked. If box 2 is ticked, box 3 or 4 should also be ticked. If box 3 or 4 not ticked - leave blank.

Place code 1, 2, 3 or 4 in the top left-hand corner of each appropriate ticked box and ring.

If N.A. at box 1 or 2 only, place an X in the top left-hand corner of box 1 and ring.

Subsidiary interviews Box 2 should always be coded 2, but accept whatever the interviewer has recorded in box 3 or 4

Qn. 3 Numbers of people employed at or from the establishment

Where figures are recorded in the "male", "female" or "part-time" columns on lines (a) - (f) check that the correct total is inserted in the right-hand "total" box on each applicable line.

Note 1. Assume an Est. total is correct
2. Where a range is given code the mid-point

Size band Code the most recent figure (at Q.3(a)) and place the code in the coding box to the right of "total" column and ring.

	S.C.
Under 10 employees	0
10 - 24 "	1
25 - 49 "	2
50 - 99 "	3
100 - 499 "	4
500 and over "	5
N.A. (i.e. no information in total box). X	

Stability Code

Compare the total figure given at (a) with the total figure given at (f). If no total figures available at (f) or (e) compare with the total given at (d). Code the difference between these totals as follows:-

	S.C.
Stable (incl. increase/decrease less than 10%) ...	1
Increase of recent figure over former figure by between 10% to 24%	2
Increase between 25% to 49%	3
Increase by 50% or more	4
Decrease of recent figure over former figure by between 10% to 24%	5
Decrease between 25% and 49%	6
Decrease by 50% or more	7
Business started since the Act (specify with packet and serial no.)	8
No answer	9

Place this code in the coding box to the right of "Total" and ring.

Total employees 1967 - 1968 -

Ring the total no. of employees for the above years on lines (b) + (d). Code any 5-digit nos. as 9999

N.A. - Code X

Qn. 3 (Cont.) Percentage of Female Workers in Establishment in 1968

Code the percentage of female workers in the estab. in 1968 as follows.
Place the code in the coding box on line (b) and ring.

None	Inf.	Con. Met.	S.C.
1	-	10%	0
11	-	20%	1
21	-	30%	2
31	-	40%	3
41	-	50%	4
51	-	60%	5
61	-	70%	6
71	-	80%	7
81	-	90%	8
91	-	100%	X
N.A.			Y

Percentage of Part-time workers in Estab. in 1968

Code the percentage of part-time workers in the estab. in 1968 from the frame given above. Place the code in the coding box on line (c) and ring.

Qn. 4 "Did you make any employees redundant before 6.12.65?"

Left hand box (Yes) = 1
Right hand box (No) = 2

Check that either box 1 or 2 is ticked and place Code 1 or 2 as appropriate in the top left hand corner of that box and ring.

If N.A./D.K. (i.e. neither box is ticked) and it is not possible to back-code from Qns. 45/46 and 51, place an 'X' in the top left hand corner of box 1 and ring.

Where Code 1 is ringing above, add together the figures given for 1965, 1964 and 1963 and code the total using a 3-digit code in the lower 'office use' coding box and ring.

1,000 or more (specify with packet and serial no.) 999
N.A. (where an answer should have been given) X

If all redundancies occurred before 1963, Box 1 should be recoded '3'

Qn. 5 "Have you had any redundancies since 6.12.65?"

Left hand box (Yes) = 1
Right hand box (No) = 2

Check that either box 1 or 2 is ticked and place Code 1 or 2 as appropriate in the top left hand corner of the ticked box and ring.

If neither box is ticked (i.e. N.A. or D.K.), refer to Qns. 42 - 64 and, where possible, code 'Yes' or 'No' at Qn. 5 as appropriate (but refer these cases to the A.I.O. first). Here back-coding is not possible - code X in box 1.

Where 1 is coded above, parts (a) and (b) apply.

Qn. 5(a) & (b) Numbers who received and who did not receive a statutory redundancy payment

Add together the figures given for 1968, 1967 and 1966 at part (a) and part (b) and place the totals as a 3-digit code (01 - 99) in the bottom "Office use" coding box at (a) and (b) and ring.

None (at either (a) or (b)) 00
,000 or more (specify with packet & serial no.) .. 999

N.A. to (a) and (b) where applicable X (at 5(b) if DK
whether any or not, check with
Q.54 & if D.N.R (0) here, code
as '0' here)

Qn. 6 "During the last 12 months, how many employees of all kinds have you taken on at the establishment?"

Ring the figure given on the line - max 4-digits. Recode any 5-digit
not as 9999

None 0
N.A./DK X

Accept estimates

Qn. 7 "During the last 6 years has there been any change in the ownership of the establishment?"

Left hand box (Yes) = 1
Right hand box (No) = 2

Check that either box 1 or 2 is ticked and place Code 1 or 2 as appropriate in the top left hand corner of the ticked box and ring.

If neither box is ticked, place Code X in box 1 and ring.

In a merger/consolgs not counted as new estabs.

The Schedule

Qn. 8 "Position in firm of informant"

Check that only one of pre-codes 1 - 5 is ringing. Examine "other answers" (coded 5) and where possible recode into existing pre-codes, or recode as follows:-

S.C.

Accountant, Chief Accountant, or any other accountant posts	5
All officers working in local government/education/public utilities/hospital service/ welfare services, e.g. Matron, headmaster, Clerk of the Council, M.O.H., County Welfare Officer, Engineer to Board, hostel warden, bursar ... (but excluding those specifically dealing with staff, Code 3)	6
All Club Officers/officers of Voluntary Organisations	7
Other answers (specify with packet and serial no.)	8
Clerical/office staff (e.g. clerk/bookkeeper /cashier/ personal assistant/incl. secretary unspecified)	9
N...	X

Note: Code 1 includes Partner, Senior Partner, General Manager, Governing Director, part-owner and all positions indicating informant is at head of firm/establishment.

Code 2 includes works director, executive director and all other "directors"

Code 3 includes all persons connected with personnel matters, e.g. Personnel Director, Deputy Registrar (Personnel), Personnel Training Officer, Personnel Controller, Group Personnel Officer, Employment Officer, Senior Estab. Asst., General Manager (resp. for admin. and staff), Staff Manager's Assistant.

Code 4 includes works Manager, Branch Manager, Assistant General Manager, Office Manager, Chief Clerk, Group Wages Officer, Deputy Secretary, Office Secretary, Assistant Secretary

If multicoding occurs, give priority to 1 over 2-5, 2 over 3-5 and 3 over 4-5.

If more than one person was involved in the interview refer to the A.I.O.

Subsidiaries Transfer information from main schedule at Was 8 + 9 (i.e. delete other information on sub. sched.)

Qn. 9 "For how many years have you held this position?"

Check that only one of pre-codes 1 - 4 is ringing. If more than one person was involved in the interview refer to the A.I.O.

N.n. = Code X (Place below Code 4 and ring)

Qn. 10 "Have you been able to complete the Qns. sent in advance?"

This Qn. will not be punched.

Qn. 11 "Have you had any redundancies at the estab. in the last 6 years?"

Check that the information recorded here agrees with the information at Qns. 4 and 5. If the information does not agree or there is no self-completion form attached, refer to the A.I.O.

Qns. 10 & 11 are interviewer check Qns. only, and will not be punched.

Qn. 12 "Do you think that in the future any redundancy in the establishment is unlikely"

Check that only one of precodes 0, 1 - 4 is ringed.

N.A. = Code X (Place above Code 0 and ring)

If Code 0 is ringed and the establishment has closed down, the schedule should be withdrawn and packed separately. (refer to A.I.O. first).

Where Code 0 is ringed Qn. 13 does not apply and should be struck through.

Qn. 13 "How do management regard redundancy in the establishment?"

Check that only one of precodes 1 - 4 is ringed.

N.A. = Code X (Place above Code 1 and ring)

Examine "Other answers" (Coded 4) and, where possible, recode into existing precodes, or into new codes as follows:-

S.C.

Haven't had to consider it/not applicable/irrelevant here/
don't need to consider it/can't foresee redundancies here .. 5

D.K. /Can't say (exc. because of Code 5) 6

Delete Code 4 where recording has taken place. Specify with packet and serial no. all answers remaining in Code 4.

Note. Code 2 includes "between 1 & 2", "between 2 & 3" and "Try to avoid if possible but not necessarily at all costs"

Subsidiary interviews - this Qn. does not apply and should have been struck through.

Qn. 14 "are there any categories of your employees you could switch from one job to another without your retraining them?"

Check that either Code 1 or Code 2 is ringed.

If Code 1 is ringed part (a) applies.

N.A. = Y

Qn. 14(a) "Which occupational categories?"

Check that either Code 3 is ringed on its own or that one or more of precodes 4-8 are ringed.

Examine Other Answers (Coded 3) and where possible fit into existing codes, or recode as follows:-

M.C.

Professional and technical	9
Managerial	0
DK/Vague	X S.C.

Place these Codes below Code 8 ^{and} (deleting Code 8 where necessary).

Where recoding is not possible, leave as Code 8 and specify with packet and serial no:

~~Code "Sales Staff" as 7 (Clerical and Office)~~

Qn. 15 "Is it now a practical possibility for you to train any categories of your employees so that they can do more than one type of job?"

Check that only one of precodes 1, 2 or 3 is ringed.

If Code 1 is ringed part (a) applies.

N.A. = X

Qn. 15(a) "What occupational categories do you in fact train to do more than one type of job?"

Check that only one of pre-codes 1, 2 or 3 is ringed.

Examine other answers (Coded 3) and recode as follows:-

	<u>M.C.</u>
Skilled	4
Semi-skilled	5
Unskilled	6
Clerical or office staff	7
Professional and Technical	8
Managerial	9
DK/Vague	X S.C.
<u>Inadequately described</u>	<u>O.S.C.</u>

Place these codes below code 3 and ring, deleting code 3 where necessary.

Where recoding is not possible, leave in Code 3 and specify with packet and serial number.

~~Code "office staff" as 7 (cleric i and office)~~

Qn. 15(b) "Do you Train employees for more than one job with possibilities of redundancy in mind or purely for reasons connected with the operation of the establishment?"

Check that only one of pre-codes 1, 2 or 3 is ringed

N.A. = X

Qn. 16 "During the past 6 years have you at any time offered to train employees in the establishment for a new job specifically to prevent them from becoming redundant?"

Check that only one of pre-codes 1, 2 or 3 is ringed

If Code 1 is ringed part (a) applies. If Code 2 is ringed part (b) applies. Show any discrepancies to the A.I.O.

N.A. = X

Qn. 16 (a) "What proportion accepted the Offer of training?"

Check that only one of procdes 4-7 is ringed.

N.A. = Y

Qn.16 (b) "Is this because the necessity has never arisen or for some other reason?"

Check that either Code 1 or Code 2 is ringed.

N.A. = A

Examining the other answers (Code 2) and where possible recode as follows.-

S.C.

It is our policy to train men all the time to do more than one type of job/v. do it for our own ends3

No point in doing so because don't do any other kind of work/because could use a skilled man elsewhere/our work is specialised/certain jobs not suitable for retraining/all employees are either tradesman or apprentices

4

Remaining answers should be specified with packet and serial no. (Code 2)

Qn. 17 "During the last 6 years have you at any time Offered alternative work without training to any employees to save them becoming redundant?"

Check that either Code 1 or Code 2 is ringed.

If Code 1 is ringed part (a) applies.

N.A. = A

On 17(a) "Did you do this before the Redundancy Act (i.e. Dec. '65) or since?"

Check that only one of precodes 3, 4 or 5 is ringed.

If Code 3 or Code 5 is ringed part (b) Col. 1 applies
If Code 4 or Code 5 is ringed part (b) Col. 2 applies.

N.A. = Y

On 17(b) "Were the ex-employees offered a trial period on the new job?"

In each applicable Column check that only one of precodes 1, 2, or 3 is ringed.

If Code 1 is ringed part (c) applies.

N.A. = X ~ under col

On 17(c) "Did they accept the offer of a trial period?"

Check that only one of precodes 4, 5, 6 or 7 is ringed in each applicable column.

N.A. = X ~ under ~ Code 7 (or) ~ under col.

If code 5 or 6 is ringed part (d) applies, and in respect of Refusals "since" part (e) additionally applies

Qn. 17(d) "Why did they/some refuse the trial period?"

Examine the reasons given and code as follows:-

N.C.

Didn't want job offered/other suitable

Employment available8

Wanted to collect Redundancy Payment9

Other answers (specify with packet and serial

no.)/1st...2nd...OK.....0

Travel difficulties/Too far to go - - - 2

Qn 17 (e) "Was their refusal anything to do with the loss of Redundancy pay?"

or 6

This part only applies if Code 5A is ringed in Col. 2 at 17(c)
Check that only one of precodes 1, 2 or 3 is ringed.

N.A. = Code X

Qn. 18 Some people think that employees who are offered alternative work to save them from redundancy should have the opportunity of a trial period on it. Do you think this is a good idea

Check that only one of precodes 1-4 is ringed.

N.A. = X

Examine the other answers (Code 4) and recode as follows:-

S.C.

Good with qualifications ie. Good but not practical/good but highly impractical/good idea in some circumstances/depends on individual suitability4

Does not apply here eg. in banking, people come in to do all types of work no likelihood of redundancy here5

D.K./haven't thought about it/No comment-have to think about it seriously6

Other answers, including not really answers to question/question a parently not understood, specify with packet and serial number7

If info gives both managerial view & own view -
Code personal view

Qn. 19 "During the last 6 years have you at any time had any skilled, trained or professional employees who were temporarily short of work?"

Check that only one of precodes 1, 2 or 3 is ringing.

If code 1 is ringing, part (a) applies.

N.A. = X

Qn. 19(a) "What did you do with them? Did you keep them on full pay, put them on short time, or lay them off?"

Check that at least one precode is ringing.

If codes 4 or 7 are ringing, part (b) applies

If codes 5 or 6 are ringing, part (c) applies.

Recode 7 as follows

Specify with packet and serial no: all other answers at code 7.

Found them alternative work / jobs - - - - - 7

Not - - - - Y

Made them redundant / discharged / dismissed / paid off - - - 8

Cut out overtime / basic pay only - - - - - 9

Paid percentage of gross wage / less money - - - 0

Other answer incl not in job (specify) - - - - - 4

Qn. 19(b) "Were they (any of them) offered unskilled or less skilled work?"

Check that only one of precodes 1, 2 or 3 is ringing.

N.A. = X

Qn. 19(c) "Has the Industrial Act ... do any difference to your readiness to put people on short time/lay them off?"

Check that either Code 6 is ringing on its own, or that Code 4 and/or Code 5 is ringing.

If code 4 and/or 5 is ringing, part (d) applies.

N.A. = Y

Qn. 19(d) "In what way?"

Specify all answers with packet and serial no and code them as 7.

N.A. = 0

Questionnaire SurveySurvey of Businesses (General Schedule)Coding Instructions

Area No. Check that a 4 digit area number is recorded in the top box and that this is the same as that given on the self-completion sheet.

Serial No. Check that a 4 digit serial number is recorded in the 2nd box and that this agrees with the number on the self-completion sheet.

Ring 1 in box under Serial no, at 'Gen. 1', if not already coded and show any cases where 2 has been ringed to S.S.O.

Interviewer No. Check that a 3 digit number has been recorded in the box.

Date of Interview/Time Taken - will not be coded - ignore.

Note about interviews involving more than one establishment

When second and subsequent establishments of the same firm have been coded, only questions 1, 3, 7, 15, 17, 18, 19, 21, 24, 28, 29, 32, 33, 37, 41, 47 and 57 should have been coded. Other qns. refer to the firm's general policy are applied to all establishments and should be left blank. Rule a line through all qns. which do not apply.

Qn. 20. "Do you have difficulty recruiting staff or work people to the establishment?"

Check that only one of pre-codes 1, 2 or 3 is ringed.

If code 1 or 3 is ringed, parts (a) and (b) apply.

Recode "other" answers as:

Q.C.

Various definitions (e.g. on location of p.t)..... 4

D.K. vague answers 5

Leave remaining 'other' answers in code 3 and recode

Code "difficulty in getting right type of people" as 123 and make sure part (b) is coded 2 (try or may not be coded) as well.

N.A. = K

Qn. 20(a) "What occupations cause you difficulty?"

Examine all answers and code as follows:-

All.....	4	—	S.C.
Skilled.....	5)	
Semi-skilled.....	6)	
Unskilled.....	7)	H.C.
Clerical or office staff, sales staff.....	8)	
Other.....	9)	
Professional and technical.....	0)	
Managerial.....	X)	
DK/Vague.....	Y	—	S.C.

Code mention of actual trades/occupations into one of the above categories using the G.I.C. classification of occupations where necessary.

Qn. 20(b) "Is it because you can't find people at all or because those who are are unsuitable?"

Check that at least one precode is ringed.

H.A. = Code 3

Qn. 21 "During the last 3 years have there been any changes in any part of the organisation which have lead to employees changing their jobs within the establishment but which have not led to any redundancy?"

Check that either Code 1 or Code 2 is ringed.

If Code 1 is ringed part (a) applies.

N.B. "Changes" can include changes in technology or organisation of production or service.

H.A. = N

Qn. 21(a) "What were these changes?"

Code as follows and place the code(s) in the coding column and ring.

<u>Reorganisation by introduction of new production machinery</u>	<u>M.C.</u>
e.g. new machines installed/introduction of heavier equipment/modern machinery/automatic bottling line/equipped with new plant and machinery	1
<u>Reorganisation by introduction of new office machinery</u>	
e.g. introduction of a computer/changing production control to computers	2
<u>Change of products manufactured</u>	
e.g. development of new products/new types of safety glass/now concentrating on canned goods instead of bacon/changed from brassieres to brc slips/conversion to North Sea Gas/reduction/increase in manufacture of products	3
<u>Changes of type of business</u>	
e.g. eliminating unprofitable contracts/changed whole means of trading/changed from general wholesalers to specialized/extended different types of insurance/started an aviation insurance dept./expanding into new markets/dealing other types of work	4
<u>Take-overs/Change in constitution of company</u>	
e.g. taken over another company/bought over other company/formation of subsidiary company (including staff changes/movement resulting from this)	5
<u>Expansion of premises/establishment (not due to Code 5)</u>	
e.g. moved part of estab. to other premises/opened new show-rooms/set up a marketing unit/new admin. organisation set up/established new assembly dept./got a new warehouse/changed our premises	6
<u>Reorganisation by closure of (uneconomic) parts of firm/contraction of realises/establishment</u>	
e.g. closing down one dept./closed our cetering/rolling mills closed ..	7
<u>Reorganisation of methods of working/reorganisation of units within establishment</u>	
e.g. reorganised commercial dept. into 4 production groups/formation of group executive/functional reorganisation of regions/centralisation/decentralisation/reorganised clerical depts./death of partners caused general reorganisation	8
<u>Other answers (specify with packet and serial no.)</u>	
e.g. workers trained to do more than one job/staff transferred from one dept. to another/and incl. other answers where the effect of the change and not the cause is given) ..	9
<u>N.A./D.K./Vague</u>	<u>Y S.C.</u>

Transfer of staff within org / staff changes (n.e.s.)
e.g. staff transferred from one dept. to another/change due to retirement/promotion/staff transferred (n.e.s.)

O S.C.

Qn. 2 "Do you negotiate with trade Unions in or on behalf of the establishment?"

Check that only one of precodes 1, 2 or 3 is ringed. N.A. include = D1C.
If Code 1 is ringed parts (a) and (b) apply. If Code 2 or 3 is ringed parts (a) - (d) should be blank.

'Yes' includes "at national level" or 'Head Office do' of subsidiary sectors completed.

Qn. 22(a) "For which categories of employees?"

Check that only one precod. is ringed.

E. m. other answers (code 7) and where possible fit into existing precodes, specify the rest with packet and serial number.

Clerical staff, managers and sales staff should be treated as "staff".

N.A. = Code Y

Qn. 22(b) "Do you have any agreement or understanding with (any of) the unions about redundancy?"

Check that only one of precodes 1, 2 or 3 is ringed.

If code 1 or 2 is ringed parts (c) and (d) apply. If Code 3 is ringed parts (a) - (d) should be blank.

N.A. = Code X

If Codes 1 and 2 are multi-coded, delete Code 2.

Qn. 22(c)(i) "Does it (any of them) require consultation with the union(s)?"

Check that only one of precodes 4, 5 or 6 is ringed.

N.A. = Code Y

Qn. 22(c)(ii) "Is the principle of 'last in first out' accepted?" (i.e. by back rules)

Check that only one of precodes 1-4 is ringed.

N.A. = ~~Code 2~~ include = Code 4 (D1C)

If coded 2, examine specified answers, recode as follows and delete code 2 where appropriate.

Qn.22(c)(ii) Cont. <i>all things being equal</i>	O	MC S.O.
Exceptions to principle made if a newer worker is very skilled/valuable, or a longer service worker is not much use/ has poor record, according to characteristics or record good r bad of worker	2	
Those volunteering to go would go first (incl. those near retirement age who are willing to leave)	8	
Other answers (specify with packet and serial number)	9	
Depends on employee's job/position/grade/badge - age / length of service	X	2

Qn.22(c)(ii) "Are there any understandings with (any of) the union(s) about numbers of people employed to do particular jobs?

Check that only one of preodes 5, 6 or 7 is ringed.

N.A. = ~~Code 7~~ include a Code 7 (OK)

Qn.22(d) "In your view, has the Redundancy Act had any effect on the attitude(s) of the union(s) to the discharge of employees because of redundancy?"

Check that only one of precodes 1, 2 or 3 is ringed.

If Code 1 is ringed part (e) applies.

N.A. = Code A

Qn.22(e) "What effect has such a diet?"

Examine all specified answers, and code as follows:-

vague/irrelevant answers - - - y ec 4.0.

Easier for them to accept Redundancy as a fact of life
(provided workers get redundancy payments)..... 4

Less insistant on "last in, first out", easier to retain

Skilled people 5
Value to net cost of people alone to management are as

long-service employees who are no longer useful 6

Other answers (specify with packet and serial number) 1

Note: Ignor. ns'rs re firms' attitude.

Try to get red pay for members by any means / easier
to explore red / try any method - both/ recall-trimmers etc - - - &
More easier to accept redeployment / transfer to other jobs
+ schools / elsewhere - - - - - - - - - - - - - - - 9

Qn. 23 "Has the Redundancy Payments Act made it easier or more difficult for you to discharge employees if you have to?"

This Qn. (and Qns. 24 - 26) does not apply where there were no redundancies since the Act (i.e. where Qn. 5 is ticked 'No'). Check that Code 0 (D.N.A.) is ringed and that Qns. 23(a) - Qn. 26 are struck through.

Where the Qn. applies check that only one of precodes 1 - 4 is ringed. If Code 1 or Code 2 is ringed part (a) applies.

N.A. = Code Y

Discrepancies between Qn. 4 and 23 should be shown to the A.I.O.

Qn. 23(a) "In what ways?"

Examine all answers and code as follows:-

Easier in some ways more difficult in others recode as '5' at main Qn.

Easier (Coded 1 at main qn.)

M.C.

Employer can discharge employees with an easier conscience
e.g. knowing employee will be 'tided over'/have time to look for another/right job/not on streets/not so painful/not so sorry for them/morally easier/no qualms about getting rid of anyone/can fire people instead of giving 6 months notice 1

Terms of the R.P. Act not arguable

e.g. laid down/know what our obligations are/employer - employees know where they stand/undisputed instead of ex gratia 2

Employees more willing to leave

e.g. some men welcome it, they know there's some money coming 3

Financial help from the Government

e.g. can recover some of the cost/financial backing from the Govt. gave us a basis to work on 4

Easier in other ways (specify with packet and serial no.) 5

Less time spent on / hostility - - - - 0

More difficult (coded 2 at main)

Employee will not leave of own accord without Red. Payment

e.g. they ask to be redundant/claim R.P. when we try to sack them for other reasons/..... have to 6
~~great care in giving reasons for dismissals~~

Employee less willing to accept alternative work

e.g. employer has to try harder to find alternative jobs 7

Expense to employer

e.g. we don't want to pay out if we can help it/try to save money by checking length of service 8

(Cont.....)

Qn. 23(a) (C. nt.)

More difficult (cont.)

M.C.

More difficult in other ways (specify with packet & serial no.) . 9

N.A./D.K./Vague (where coded 1 or 2 at main) X S.C.

Note: Make sure that Codes 1 - 5 are used only where Code 1 (Easier) is ringed at main qn., similarly that Codes 6 - 9 are used only with Code 2 at main.

Answers containing "Easier" and "More difficult" codes should be recoded 5 at min qn.

Qn.24. "Have any employees in the establishment actually asked to be made asked to be made redundant since the Act became law?"

Check that only one of precodes 1, 2 and 3 is ringed.

If code 1 is ringed parts (a) and (b) apply.

N.A. = X *(1, 2, 3)*

Qn.24(a) "What occupational categories were they?"

Check that at least one precode is ringed.

Examine other answers (code 8) and fit into existing codes where possible, or recode as follows:- M.C.

Professional and technical	9
Managerial	0
DK/vague	X S.C.

N.A. = Y

Qn.24(b) "What age groups?"

Check that at least one precode is ringed.

N.B. Any sub-groups given (e.g. 55-60) can be included in the appropriate larger one (i.e. 50-60).

N.A. = X

Qn. 25

"How important is the Redundancy Act in affecting your employees attitudes towards redundancy?"

Check that only one of procodes 1 - 4 is ringed.

Code 3 includes answers such as "makes a little difference, but not very significant"

N.A. = X

Qn. 26

"How important would you say the earnings - related supplement to unemployment benefit is in affecting employees attitudes towards redundancy?"

Check that only one of procodes 5 - 8 is ringed.

N.A. = Y

Qn. 27

"Do you attempt to plan ahead for your manpower requirements?"

Check that either Code 1 or Code 2 is ringed.

N.A. = ~~2~~ Blank

Qn. 29

"Has the establishment moved into (these) new premises in the last 3 years (since the Redundancy Act)?

Check that only one of procodes 0, 1 or 2 is ringed.

N.B. This Qn. refers to moves of the whole establishment or the larger part of it. Moves of only particular departments etc., do not count. Where the whole establishment moved to another floor in the same building or to another building nearby, recode 2, or ~~rebuild on existing site~~

N.A. = X

Code 0 = Any business formed after Dec '65 (See w 3)

Better location /more central /nearer London/
better trading position - - - - -

For economic reasons (other than costs of) where land
costs less /more economic site /lower rates - - - - -

Qn. 29(a) "What was the reason for the last move?"

Examine all answers and ~~code~~ as follows:-

Had to move out/demolition/compulsory
purchase/end of lease/damage and
destruction by fire/rebuilding..... 3

M.C.

Expansion - became too big for previous
place..... 4

Result of reorganisation inc. take-overs/
amalgamations consolidation of premises..... 5

Modernisation/clean new premises. /better
facilities..... 6

Others (specify with packet and serial no.) N.A. 7

Note: Single code first cause where more than one reason is given,
and ~~avoid multi-coding if possible~~. Do not use code 7 with
any other code. Only M.C. where impossible to decide a
major cause

Qn. 29(b) "How many miles was the move?"

Check that only one of precodes 0, 1 or 2 is ringed.

N.A. = X

Qn. 29(c) "Did you bring all or most of your old labour force, key workers
only, or did you recruit most of your labour here?"

Check that at least one precode is ringed.

Specify all 'other' answers (code 6)

Qn. 29(d) "Was the Redundancy Act a help or a hindrance in the move?"

Check that only one of precodes 7, 8 or 9 is ringed.

N.A. = 7

Qn.28 "Have your manpower requirements changed during the last 3 years?"

Check that either Code 3 or Code 4 is ringing.

If Code 3 is ringing parts (a) and (b) apply.

N.A. = Code 0

Qn.28(a) "In what ways?"

Examine all answers and code as follows:-

Increased (on balance) - for whatever reason, <i>more but can't get them</i>	<u>S.C.</u> 5
Decreased (on balance) - for whatever reason.....	6
(Constantly) fluctuating (e.g. due to nature of business, such as service industry), <i>then fallen for a time</i>	7
Quality/type of staff requirements has changed.....	X — MC
Other answers, specify with packet and serial number.....	Y

Code X can be MC with 5, 6 or 7

Qn.28(b) "Is the change in anyway a result of the R.P.A.?"

Check one precode is ringing.

N.A. = y — *will be plural*

Qn. 30 "Has the firm bought a business or sold part of a business since the Redundancy Act came into force?"

Check that only one of precodes 0, 1, 2 or 3 is ringed.

N.B. The Qn. applies to businesses in the U.K. only.

If the undertaking is not permitted by law to buy or sell a business - Code 0 DNA. (not bodies such as Water Bd, not Industrial Tribunals)
Refer "mergers" to A.S.S.O.

N.A. - include in Code 3 (dk)

Qn. 30(a) "Did the provisions of the Act cause difficulties (for example, in fixing the terms of sale because of contingent liabilities to the purchaser?)"

Check that only one of precodes 4, 5 or 6 is ringed.

N.A. = Y

Qn. 30(b) "Were difficulties caused by the cost of redundancy payments to the vendor?"

Check that only one of precodes 7, 8 or 9 is ringed.

N.A. = X

Qn. 31 "Has your liability to make redundancy payments under the Act made you less ready to engage additional employees?"

Check that only one of precodes 1, 2 or 3 is ringed.

If Code 1 is ringed part (a) applies.

N.A. = X (part a, 3)

Qn.31(a) "What occupational categories?"

Check that at least one precode is ringed

Recode "other" answers, if possible, into:-

Professional or technical.....	9
Managerial.....	0
All.....	X S.C.
D.K. vague answers.....	Y S.C.
<u>"Sales staff"</u> - Code 9.	

Qn. 32 "Do you in the establishment sub-contract any part of your work to self-employed persons?"

Check that either Code 1 or Code 2 is ringed

If Code 1 is ringed parts (a) and (b) apply.

Code 1 includes 'occasionally'

N. A. = X

Qn. 32(a) "Approximately how many persons are (normally) involved?"

Check that only one of precodes 3 - 6 is ringed.

N.B. the word "employee" in the printed question should read "persons".

N. A. = Code Y

Qn.32(b) "Did you do this before the Act or have you started to employ them only since the Act?"

Check that only one of precodes 7, 8 or 9 is ringed

If Code 7 is ringed part (c) applies. If Code 8 is ringed part (d) applies.

Qn.32(c) "Have you increased the number of persons you sub-contract to since the Act came into force?"

Check that either Code 1 or Code 2 is ringed.

If Code 1 is ringed part (c) (i) applies.

N.A. = X.

Qn.32(c) "Was this a direct consequence of the Act or not?"

(i)

Check that either Code 3 or Code 4 is ringed.

N.A. = Y

Qn.32(d) "Did you begin to employ them as a direct consequence of the Act?"

Check that either Code 5 or Code 6 is ringed.

N.A. = O

Qn.33 "Do you employ any workers for less than 21 hours a week?"

Check that either Code 1 or Code 2 is ringed.

If Code 1 is ringed part (a) applies.

N.A. = Code X

Qn.33(a) "Did you do so before the Act, or have you started to employ them only since the Act?"

Check that only one of precodes 3, 4 or 5 is ringed.

If Code 4 is ringed part (b) applies.

N.A. = Code Y

Qn.33(b) "Was this a direct consequence of the Act?"

Check that either Code 6 or Code 7 is ringed.

Qn. 34 "Have you a pension scheme for any of your employees?"

Check that either Code 1 or Code 2 is ringed.

If Code 1 is ringed part (a) applies.

N.A. = Code X

Qn. 34(a) "Was the scheme set up before or after the Act came into force?"

Check that only one of precodes 3, 4 or 5 is ringed.

If Code 4 is ringed part (b) applies.

If 2 schemes, 1 before, 1 since - Code before

N.A. = Code y

Qn. 34(b) "Was the scheme set up as a result of the Act, or would you have set it up anyway?"

Check that either precode 6 or 7 is ringed

Qn. 35 "If you were to have redundancies in the future....."

Check one precode is ringed.

N.A. - include = Code 4 (DK)

Qn. 36. "Do you have your own (private) redundancy scheme?"

Check one precode is ringed. If coded YES (5), parts (a) and (b) apply. *Include equivalents, e.g. Early Retirement Scheme & Not Service Payment scheme*

N.A. = Blank

Qn. 36(a) "When was the scheme set up?"

Check one precode is ringed (7, 8 or 9).

N.A. - include = Code 9 (DK)

Qn. 36(b) "Does the scheme provide for payments over and above the statutory level?"

Check one precode is ringed. (X or Y)

N.A. / DK - Code 0

Qn. 37. "Does the establishment qualify for S.E.T. refund?"

Check one of precodes 1, 2 or 3 is ringing. Part (a) applies if answer is YES (1).

N.A = Code X

Qn. 37(a) "For how many of all the employees in the establishment, do you get a refund?"

Check ONE precode is ringing. (4, 5 or 6).

N.A / D/K - Code Y

Qn. 38 "Are your decisions to take on people or discharge them affected in any way by S.E.T.?"

Check ONE precode is ringing. If it is YES (1) part (a) applies.

Qn. 38(a) "In what ways?"

Where it applies code as follows:

Take on fewer new staff/don't replace those who leave..... MC. 3

Employ women rather than men..... 4

Employ part-time/temporary staff in preference to full-time/permanent; keep p/t to less than 21 hours..... 5

Take on fewer more qualified staff rather than more staff with lesser qualifications..... 6

Those inclined to dismiss staff/cut down (distinguish from code 1) especially those not pulling their weight..... 7

Makes you more cost conscious/affects costs, beneficial or otherwise..... 8

Other answers, specify with packet and serial no..... 9

Vague, irrelevant..... X S.C.

Qn. 38 "Are your decisions to take on people or discharge them affected in any way by S.E.T.?"

Check that either Code 1 or Code 2 is ringed. If Code 1 is ringed, part (a) applies.

N A. - Blank

Qn. 38(a) "In what ways?"

Code answers from the frame below and place the code in the coding column and ring.

M.C.

Take on fewer staff/don't replace those who leave
e.g. keep staff to a minimum/only take on staff we really need/employ correct no. for job/pay existing staff overtime rather than take on more/watch recruitment carefully .. 3

Employ women rather than men 4

Employ part-time or temporary staff in preference to full-time or permanent staff/incl. keep P/T to less than 21 hours or to less than 8 hours per week 5

Take on a few more qualified/efficient staff rather than more staff with lesser qualifications e.g. only take on people who promised to be good at their job/get one highly paid worker instead of 2 lower paid workers/be more selective when taking people on 6

More inclined to dismiss staff/cut down
e.g. ask unsatisfactory workers to resign/dismiss those not pulling their weight/get rid of staff during a non-productive season and re-employ them later 7

Makes one generally more cost conscious/affects costs
e.g. makes manpower more expensive/an additional cost to take into account/want maximum hours per employee/must get value for money 8 S.C.

Other answers (specify with packet and serial no.) 9

Employ full-time staff in preference to part-time or temporary staff/don't take on part-time staff
e.g. replace 2 P/T's with one F/T /don't employ so many P/T's/stopped employing P/T's/prefer full-timers 0

Engage people at the beginning of the week
e.g. only allow staff to start on Mon. or Tu. to get full benefit of stamps/wc pay Y

N.A./D.K./Vague/irrelevant/incl. general complaints re S.E.T... X S.C.

Note Code 7 should be used where the estab. has actually dismissed/sacked workers, whereas Code 3 applies where the Estab. is not taking on new employees or is cutting down by means of natural wastage (i.e. not replacing those who leave for reasons other than dismissal)

Code 8 should only be used where nothing more specific is mentioned. Do not use this code with any other code.

Code 0 Use this code in reference to Code 3 or 7 where any mention is made of taking on F/T staff in preference to P/T, or where estab. has reduced or ceased to employ P/T staff.

Qn. 39 "Which of S.E.T. or the R.P.A. would you say has the greater influence on your decisions about staff and manpower?"

Check ONE of precode 1, 2, 3 or 4 is ringed.

N.A. = Code Y

Qn. 40. "Do you normally send employees aged 18 or over on your own training courses....?"

Either precode 5 or one or more of the other precodes (1 - 4) must be ringed. Ignore training on the job

N.A. = Code Y

Qn. 41 "Does the establishment come under one of the I.T.B.'s?"

Check ONE precode has been ringed. If code 1, part (a) applies.

N.A. = Code X

Qn. 41(a) "Roughly what proportion of the levy did you recover from the Board in 1967?"

Check ONE of precodes 1 - 8 has been ringed. N.A. = Code Y

If Board (or E.S.Lab.) not formed in 1967 - Code 9

1C includes 'waiting to hear / none yet' / still being negotiated

Qn. 42. "Have you had any difficulty in getting information about the R.P.A.?"

This question DNA if there were no redundancies since the Act - i.e. if Qn. 5 is coded 10. In this case Qns. 43 to 64 inclusive must be blank, delete them in red. Qn. 42 should be coded 0 (DNA).

Where it applies check ONE precode has been ringed (1 - 3). If code 1, then part (a) applies.

N.A. = Code Y

Qn. 42(a) "What difficulty?"

Specify all answers with packet and serial no:

Qn. 43 "Have you consulted any of the D.E.P. explanatory leaflets on the scheme?"

Check that either Code 1 or Code 2 is ringed. If Coded 1 part (a) applies.

Qn. 43(a) What did you think of these leaflets? Were they in general ...?"

Check that one precode only is ringed. If Code 4 or 5 is ringed, part (b) applies.

Qn. 43(b) "Was there any point that caused you particular difficulty?"

Check that either Code 1 or Code 2 is ringed. Examine all answers coded 1 and recode as follows. Delete Code 1 where necessary.

General difficulty in understanding/interpreting the form M.C.
e.g. they might write it in simple everyday English/less legal terms and civil service jargon/ambiguous/have to read it a dozen times before registering/some important points so obscure you miss them 1

Calculation of pay
e.g. actual calculation of the amount of redundancy pay/interpreting the formula by which one assesses the amount to be paid/taking into consideration incentive scheme, bonus & overtime/deciding what you base the man's pay on/couldn't understand rates of payment 3

Definition of contiguity of service/continuous employment
e.g. the way they calculate the length of service/estimating the length of cont. service/no. of years 4

Defining alternative employment
e.g. how is other 'suitable' employment to be defined/what is a reasonable alternative/what distance is involved 5

Definition of redundancy
e.g. the exact definition of redundancy/the old case of what is and what is not redundancy 6

Other answers (specify with packet and serial no.)
e.g. criticism of layout/small print, etc. 7

D.K./Vague answers Y S.C.

H.I./I.A. in terms of Qn. X S.C.

Qn. 43

"Have you consulted any of the D.E.P.'s explanatory leaflets on the scheme?"

Check either precode 1 or 2 has been ringed. If YES (1) part (a) applies.

Qn. 43(a)

"What did you think of these leaflets?"

Check ONE precode is ringed; if 4 or 5, part (b) applies

Qn. 43(b)

"Was there any point that caused you particular difficulty?"

Check ONE precode is ringed; if YES (1) specify all answers with packet and serial no.

N.A. = X

Qn. 44.

"Have you been in touch with the employment exchange service in connection with the redundancy Act?"

Check ONE precode is ringed, if YES (1) parts (a) to (c) apply.

111 / B/C - Blank

Qn. 44(a)

"What aspect of the Act did you approach them about?"

Examine specified answers, and recode as follows -

	M.C.
Advice on eligibility for redundancy payments3
Advice on amount/calculation of Redundancy payment - what part bonus was to play/interpretation of sliding scale/inclusion of part-time pay/use of length of service calendar.....	.4
Advice on the forms - getting them/filling them in/dates to put on form.5
Advice on cases going to tribunal or arising out of tribunal decision..	.6
Claiming rebate7
Notifying the employment exchange of redundancies.8
Finding new jobs for redundant employees. (from P.C. Sec. 19 part 2 (a))	.9
General help on interpretation and implementation of the Act (Don't use this code if the particular instance is specified in more detail codeable elsewhere, but X can be multicodeable if general matters mentioned in addition to particular points). Include vague answers here e.g. whether we're doing the right thing by people.X
Others - specify with packet and serial noY
Continuity of service	.O

Qn. 44 (b) "What do you think of the services provided by the exchange in connection with redundancy?"

Check ONE precode (1, 2 or 3) is ringed.

NA / DK - Code X

Qn. 44 (c) "Are there any improvements you would like to see in the employment exchange services with regard to redundancy?"

Check ONE of precodes 4.5. or 6 is ringed. If YES (4) part c (i) applies.

NA - include - Code 6 (DK.)

Qn. 44(c) (i) "What improvements?"

NC

Need to be more knowledgeable about the Act..... 7

Others - specify with pocket and serial no..... 8

Qn.45 "Did your firm then (normally) make redundancy payments of any kind (i.e. before the Act)?"

This question does not apply to those with no redundancies before the Act - i.e. those ticked NO (Box 2) at Qn.4. In this case check the D.N.A. code is ringed ~~in~~ pencil through Qn. 45 and 46.

N.A. (where applicable) = Code 9

Where it does apply check ONE precode (1-3) is ringed; if Yes (1) part (a) applies.

If Qn. 4 = N.A./DK (+ in back coding possible) Code 9 is only (i.e. DK whether Qn. applies or not)

Qn.45(a) "On what basis was the amount of the payment decided - length of service or some other factor?"

Check at least one precode is ringed and ~~specify all answers coded 5 (other)~~ specify 5 as follows

N.A. = X

M.C.

Age - - - - - 5

Salary / rate of pay - - - 6

Others, incl. 'severely' (specify) - 7

Qn.46. "I'd like to ask what factors you took into account before the Act when deciding which employees should be declared redundant?"

This question D.N.A. if

a} no redundancies before the Act (See Qn.4)
or b} establishment is small - i.e. has under 10 employees - check with Qn. 3 and show discrepancies to the A.S.S.O.

If D.N.A., the D.N.A. code must be ringed. Otherwise check either Code 9 or one or more of codes 1-8 is ringed. Recode other answers (8) if possible and specify the remainder in code 8, incl. ~ A

Personal characteristics / personality eg honesty / cleverness / Loyalty to firm, incl. willingness to work extra hours / overtime / stability / M.C. X

Flexibility, ease of putting employees on other work / night work / to work elsewhere..... Y

Note: Other answers, code 8, to include such answers as:- Attendance record other than sickness/conduct/part-time workers (go first).

No selection necessary = Code 9

new code

Attendance record (other than sickness) / absenteeism in line - keeping / punctuality . - - - . A

Qn 46 should be left blank if Qn 4 is NO / DK.

Qn.47. "What have been the causes of your redundancies during the last 3 years and the main events which led up to them?"

Code from the following frame, unless precode 9 is ringed and nothing else is stated.

Code 0

If D.N.A. is ringed, check it has been ringed at Qn.42, and delete ^{Code 0} at Qn.47.

Code answers from the frame below and place the code(s) in the coding column and ring.

M.C.

Reduction in demand for product/service, incl. shortage of work resulting in over-staffing

e.g. lack of orders/falling off of trade or demand/reduction in business/contracts haven't materialised-going through a slack period/contraction of industry/cancellation of orders/too many men for the jobs/too much staff and not enough work for them/incl. no work (n.e.s.).....1
(but excluding reduction due to Govt. policy - Code 2).

Effect of taxation/rising costs/financial difficulty/incl. arising from Govt. policy.

e.g. taxes up, have to reduce staff to increase profits/reorganisation due to crippling effect of taxation/results of S.E.T couldn't afford so many employees/lack of funds/because of freeze/Council cutting down expenditure/financial advantage to cease employing painting staff/railways have to pay for themselves/Govt. caused closure of Civil Defence Dept./Govt. policy causing fall in demand/reduction in Armed Forces... 2

Relocation of establishment/whole firm

e.g. factory moved to Surrey/firm moved to another city/transfer to administrative H.Q.3

Change in product/manufactured/changed in type of buyers

Reorganisation by closure of (uneconomic) parts of firm
e.g. firm closing one of its branches/small sheds closing/whole-sale section closing/closure of mar shalling yard/cut down the number of plants/closed Scottish firm/sold business side of factory/departments merged/hiving off of contracts dept. to a subsidiary/pit exhausted/running down/will close/pit closed....5

Reorganisation of methods of working

e.g. way of doing job was changed/reorganisation of work division between depts./efficiency experts came in/changing from traditional to revolutionary method/amalgamation of jobs/re-allocation of personnel/rationalisation/complete re-think of whole organisation/use of different materials.....6

Reorganisation by introduction of new plant/machinery

e.g. computer installed/mechanisation/new machinery will cut down staff requirements/office girls replaced by accounting machine/incl. modernisation (n.e.s.)....7

Contract/project/seasonal work finished

e.g. end of project/job came to an end/temporary work/end of seasonal work/seasonal trade.....8

Contd...

Cutting down staff (no reason given)

e.g. cutting down the number employed/overstaffed/cutting down on particular groups of staff/too many managers.....X

Take-overs (incl. reorganisation/closure due to this),.....0

Other answers (specify with packet and serial No.)

e.g. shortage of materials/bad weather prevented work/can buy from others more cheaply than making it/inefficiency, factory uneconomical through poor supervision/worker not up to our standard/drunkenness/loss of franchise to sell equipment/due to greater competitiveness in the industry.../.....Y

D.K./N.A.9 S.C.

Notes: 1. Multi-coding should only be used where more than one cause is mentioned. Where a cause and its effects are mentioned - code the cause only, e.g.

"Closed small or branch because of fall in business" = Code 1
"Said he couldn't afford to keep on a secretary as he

hadn't enough work" = Code 1

"Closed workroom as result of S.E.T." = Code 2

"Work shortage due to credit squeeze" = Code 2

"Loss of orders due to financial squeeze" = Code 2

"Min. of Defence likely to cut Services further" = Code 2

"Because it was uneconomic we closed down our private catering" = Code 5

"Closing of publication through lack of advertising" = Code 5.

2. Code 2 includes any mention of Govt. policy, e.g. "I suppose Govt. policy - there's a run down in the Atomic Energy Authority".

3. Code 0 includes any mention of take-overs and the results e.g. "shortage of work - there's been a take-over in the firm recently" or "the company is being taken over so won't exist any more".

Extra codes

M.C.

Labor difficulties e.g. worker not up to standard/inefficient/incompetent/in-co-operative/breakable-worker/drunkard/unsatisfactory - - - A

External forces / factors beyond management control

e.g. shortage of materials / shortage of staff / bad weather - - - - - R

1. In product in
d

Qn. 47(a) Would you say that any of the following factors had anything to do with your redundancies?

Check that for sub-sections (i) and (ii) ONE precode is ringed in each section, and for sub-section (iii) to (v) one or two precodes have been ringed. (Section (iii) can be MC as 6 + 7, Section (iv) as 1 + 2, section (v) as 5 + 6).

N.A. to whole of qn. 47(a) = X, to be inserted in coding column above code 0, (yes).

Qn. 47(b) What was the main cause of your most recent redundancy?

Code the answer from the frame for the main question and delete the pre-codes if ringed. If precode 1 is ringed just copy the codes used at the main question, and specify with packet and serial no. where M.C. occurs. (qn. 47(b) should be S.C. now).

If the main cause cannot be established - recode 9 (N.A.)

Qn. 49 Do you make any exceptions at all for particular groups you want to retain ...?

Check either code 6 is ringed or one or more of precodes 1-5. Recode 'others' (5) if possible. Add these codes:-

	M.C.
Disabled/handicapped	7
Those near retiring age	8
Hardship cases other than 7 or 8	9
<i>or never aware / it is</i> N.A. = X (S.C.)	
Long service employees	0
Employees in a position of authority (e.g. managers/foremen/supervisors)	4

Qn. 50 Thinking of the factors you take into account when deciding who to make redundant or who to retain, do you usually apply these over the whole establishment, department by department, or what do you do?

Check ONE precode has been ringed and show multicoding to the A.S.S.O. Recode "others" if possible, otherwise specify as 4.

Code 3 includes 'has it occurred yet? / can't say / it is
wanted to be our policy'.

Extra Codes

Applies to individuals / on an individual basis
e.g. cases listed on merit / the one we least require 5

Only applies to certain groups e.g. seasonal workers / temps / night shift 6

N.B If Qn 3 blank - accept answers at 48-53
(i.e assume more than 10 employees at 80th)

Qn.48. "I'd like to ask what factors you take into account (now) when deciding which employees should be declared redundant."

This question and Qns. 49-53 D.N.A. if less than 10 employees - in this case the D.N.A. code should be ringed and Qns. 49-53 be blank - delete any answers to these latter questions in red.

where it's on applies
In all other cases, check that either code 9 is ringed, or one or more of the other codes (1-8).

Recode other answers if possible and specify the remaining answers in Code 8. New codes.-

Personnel characteristics / personality e.g. Loyalty / Keenness M.C.
Loyalty to firm, incl. willingness to work extra hours / overtime, / dependability, / good manners, / trouble maker.....x

Flexibility, ease of putting employee on other work/night work / to work elsewhere / ~~honesty, / hard... of... learning~~.....y

Note. Other answers, code 8, should include such answers as:-
Attendance record other than sickness/conduct/part-time workers (go first) / seriously / union see / aliens / volunteers / incl. N/A & DK

Code 9 includes refs not involving selection in case where if staying genuine policy

Qn.48(a) "Which one of ... carries the most weight?"

This applies if main part of Qn.48 is multicoded; if so, check one code is entered here (if = 8, check whether it can be re-coded). Show multi-coding to the A.S.S.O. Ring the code in the box

where info cannot decide between 2 groups - try both

N/A / DK / can't decide between 3 or more different groups = Code 0

Qn 48 Extra Codes

Attendance record (other than sickness) / absenteeism M.C.
incl time-keeping / punctuality - - - - - A

Domestic / family circumstances e.g. large family /
sick wife / trouble at home / hardship - - - - - B

Depends on the job / job phobia e.g. mainly the job
they're doing / can't get rid of / cutters first - - - - - C

Qn. 51 Before the Act was passed did you have any kind of selection procedure planned for dealing with possible redundancies?

i.e. Codes 1 or 3. This question DNA to those with redundancies before the Act i.e. those coded YES (Box 1) at Qn. 4, in which case code 0 should be ringed where this question applies. Check ONE precode has been ringed (1-3).

Code Y : DK whether (or applies or not - (use when Qn 4 is not DK))

Code X - N/A

Code 0 (DNA) includes 'Jobs not in existence before Act'

Qn. 52 As a result of the Act did you change the basis of the selection procedure for dealing with redundancies?

Code 0 - 'Jobs not in existence before Act'

Check ONE precode is ringed.

If coded YES (1) and the establishment negotiates with trade unions (Qn. 22 code 1), part (a) applies.

N.A. Code Y

Qn. 52(a) Was this change in selection procedure the result of any representation from the union(s) craving agreement or understanding between management and the union(s)?

If the question DNA (because Qn. 22 is coded 2 or 3), strike it and Qn. 53 through in red.

Where it applies check ONE precode is ~~not~~ ringed.

N.A. = X

Qn. 53 Would your (management) have dealt with the post-Act redundancies differently if you had been free to do so?

Qn. 53 if Qn. 22 coded 2

Check ONE precode is ringed when the question applies. If YES(1) part (a) applies.

N.A. - Code Y

Qn. 53 (a) In what way would you have dealt with them differently?

Examine the specified answers and code as follows:-

M.C.

Act is too liberal/too biased in favour of employees 4
(ditto tribunals); the payments are too high (for all or for some categories) i.e. all answers indicating employer would have paid out less money

Would have retained only the ones we wanted and got 5
rid of the unsuitable ones.

Wouldn't have made them redundant (now they want 6
the redundancy payments and therefore prefer redundancy to a transfer).

Others - specify with packet and serial number 7

S.C.

DK / vague / Irrelevant answers (e.g. pay them more - (they are 8
always free to do this)).

Qn. 54 "I see that you had employees who were made redundant after 1965 but who received no statutory payment where they given payment of any other kind in respect of their redundancy?"

Check this question applies by referring to Qn. 5; if col. (b) there is blank Qn. 54 DNA and code 0 should be ringed. Where it applies check ONE precode (1-3) is ringed; if 1 or 2 is ringed part (a) applies.

NA / DK - Code Y

Qn. 54(a) "What kind of payment?"

One or more codes should be ringed. Specify all "others" (code 7) with packet and serial no. M.6

Pay in lieu of notice 8

Extra weeks pay / a month's pay/

Reduced payment 9

(Code 0 at serial corresponding with Code 0 at Q. 5 (b))

Qn. 55 "Had any of the people made redundant during the last 6 years taken part in a training course run by the firm before they were made redundant?"

Check ONE precode has been ringed, if YES (1) parts (a) + (b) apply.

NA - Code X

Qn. 55 (a) "What proportion of them?"

ONE precode should be ringed.

NA / DK - Code Y

Qn. 55 (b) "What kind of training did they take part in?"

Type of job / time given notice then -
the type of course (e.g. mech engineering) M.C.

Apprenticeship 1

Day release/training away,
from actual job at moment/
off the job training 2

Management 3

On the job inc. basic training/show
how to do it 4

DK/NA 5 - S C
Other answers (specify) - - - - - 5

Note: Code 2 should include "sent on a course" run by the firm, or worked on a special training section/room. Include re-training courses, special training scheme which are more than ~~normal~~ being trained as you work. Training referred to in the question is training given to the employees by the firm itself although the place of training may be away from the sampled establishment. The training however applies only to employees of the sampled establishment and for work in that establishment.

Qn. 56

Apart from your statutory liabilities under the contracts of Employment and R.P. Acts, have you ever done any of the following things in respect of the redundancies that have occurred in the last 3 years?

Check that for each part (a) to (g) ONE precode is ringed.

N.A. to (a) = X
(b) = Y
(c) = X
(d) = Y
(e) = X
(f) = Y
(g) = X

Indicates code

Place code at right of D.K. column and ring.

Qn. 57

During the last 6 years has it happened that an employee made redundant has later been taken back into his old job or into another job in the establishment?

Codes 1 or 2 can be multi-coded, otherwise only ONE code can apply, if 1 or 2, parts (a) and (b) apply.

Qn. 57 (a) How many workers were involved?

ONE precode must be ringed
N.A. = X

Qn. 57 (b) How many of them had received official redundancy pay?

ONE precode must be ringed
N.A. = X

Qn. 58

How well does the RPA fit the conditions of your business?

ONE precode must be ringed; if "badly" (3) part (a) applies.

Qn. 58 (a) In what way doesn't it fit?

Specify all answers with packet and serial number.

Qn. 60

"Is the present qualifying period of 2 years for redundancy pay about right or should it be lengthened or shortened?"

ONE precode must be ringed, if 1 or 2, part (a) applies.

Qn. 60 (a)

"How long should the qualifying period be?"

ONE precode must be ringed.

Qn. 58 "How well does the Redundancy Payments Act fit the conditions of your business?"

Check that only one precode is ringed. If Code 3 is ringed, part (a) applies.

Qn. 58(a) "In what way doesn't it fit?"

Code answers as follows and place the code in the coding column and ring.

	<u>M.C.</u>
<u>Act does not fit because of short-term nature of work</u> e.g. contract work/seasonal/fluctuating work/mobility of labour/employees on such work not considered redundant in the normal sense of the word)	5
<u>Employees can easily obtain alternative employment</u> e.g. can walk straight into another job/can get work anywhere/could get another job tomorrow	6
<u>Expense to employer/financial loss, e.g. liability is too much for a small firm/cheaper to keep them on for a few weeks than give them red. pay/means paying money out of profits/can't afford to get rid of troublemakers</u>	7
<u>No need for Act because we have our own scheme</u> e.g. not applicable/doesn't fit as no or very few redundancies	8
Other answers (specify with packet and serial no.)	9
N.A. in terms of Qn./vague/irrelevant	X — S.C.

Qn. 59 - not to be punched

Qn. 60 Is the present qualifying period of 2 years for redundancy pay about right or should it be lengthened or shortened?"

Check that only one precode is ringed.

Should vary according to age Y S.C.

If Code 1 or Code 2 is ringed, part (a) applies.

Qn. 60(a) "How long should the qualifying period be?"

Check that only one precode is ringed. Make sure that the precode ringed is consistent with the answer at main.

N.A. = Code X

Qn. 61 "Is the stipulation to make the offer of alternative employment in writing fair or unfair?"

ONE precode must be ringed.
Specify all "others" (5) if not recordable.

Code 1 includes 'essential' + qualified answer - 1
'Fair but'

Qn. 62 "Do you think there should or should not be a time limit on such a break (continuity of service)?"

Under the Act a man can claim redundancy payment even if he hasn't worked for the firm for a long period - provided the reason was lack of work. (He may have taken another job in the meantime.) Many employers object to this and advocate lower payments and a time limit for the break.

Check ONE precode is ringed; if coded 1, part (a) applies.

N.A. - Code 4

Qn. 62(a) "What should the time limit be in your industry?"

Check that only one precode is ringing. If multi-coding occurs code the lowest time limit only.

All "other answers" (Coded 9) should be specified with packet and serial no.

N.A. = Code X (Place below Code 9 and ring)

Qn. 63 "It has been said that employees are over-protected by the Act. Would you agree or disagree with that?"

Check that only one precode is ringing.

N.A. - include - Code 4 (D K)

Qn. 64 "When you notified the D.E.P. of your redundancies, did you have any difficulty in completing the claim form?"

Check that only one precode is ringing. If Code 1 is ringing part (a) applies.

N.A. / D K : Code 4

Qn. 64(a) "What difficulties did you have?"

Code as follows and place the code(s) in the coding column and ring.

M.C.

How to work out the claim/what to include

e.g. bonus 3

Other answers (specify with packet and serial no.) ... 4

Qn. 65 "Would you like to see any changes in the present official redundancy scheme?"

Check that only one precode is ringing.

N.A. = Code X

If Code 1 is ringing part (a) applies.

65
Qn. 20 "Would you like to see any changes in the present official redundancy scheme?"

Check that only one of preodes 1 - 3 is ringed. N.A. = Code X

If Code 1 is ringed part (a) applies.

65
Qn. 20(a) "What changes would you like to see?"

Code as follows and place the code(s) in the coding column and ring.

Redundancy scheme should be scrapped/abolished/farcical/unnecessary/people should stand on own feet/people get too much help/incl. should be abolished in its present form/not doing the job it should be 1

N.C.

Scheme should be selective not universal/should only apply to certain categories of people or in certain circumstances/open to abuse by employees/too many loopholes: e.g. abolish it except for the over60's/let it apply to individuals not everybody/not sufficiently discriminating/only if can't get another job (easily)/not if offered alternative work/wrong for workers to receive red. pay then start another job immediately/they change jobs every 2 years just to get it 2

Open to abuse by employers/too many loopholes e.g. so many ways employers can get out of paying/should not be used as an excuse to sack people/can make a person redundant if leaving for another reason and claim red. pay/a dishonest employer could create redundancy/firm should be more efficient at their own expense/payments shouldn't be made out of public money/Govt. shouldn't have to pay for firm's mistakes 3

Scheme should be universal not selective/greater equality/everyone on same footing/everyone should get it/everyone should be entitled to same amount/same conditions for everyone 4

Extend entitlement to redundancy payments e.g. long service employees who leave through ill-health should qualify/those who anticipate red. and leave voluntarily/those who find alternative work offered unsuitable/long service employees of 65 get nothing/working women over 60 don't qualify 5

Higher redundancy payments in general e.g. more money/guaranteed maximum/benefits shouldn't have been reduced/higher payments for genuine redundancies/payments shouldn't be taxed/higher compensation 6

Payments should be graded according to need/higher payments for certain groups of people or in certain circumstances e.g. should be graded according to age/older people should get more consideration out of it/family man should get more/not right that someone who hasn't pulled his weight gets same as conscientious worker/less money for those who can get another job easily 7

cont.

Payments should be made in a different way
e.g. weekly instead of a lump sum/should be spread over a period of time/would stop people 'blowing' it at one go 8

More publicity about the Act/make it clearer/people don't know their legal rights/don't understand it/lack of information/more literature/general lack of knowledge 9

redeployment
More emphasis on redevelopment/retraining
e.g. employer should offer other employment/try to find another job for them/train men to take other jobs/more flexibility in acceptance of alternative work/have money to move elsewhere/Govt. should pay redundant workers undergoing retraining a living wage Y

Other answers (specify with packet and serial no.) X
e.g. guarantee existing wage until another job found/more safeguards for small business people/shouldn't have to wait 2 months to be paid/employees should contribute more/large companies should pay more into the fund/Tribunals should be more consistent in their judgements/length of qualifying period should be altered

Note: Qn. 65 Employers (Green) schedule only
Any mention of alteration to the length of the qualifying period should be deleted and back-coded to Qn. 60.

Additional Codes

Reduce liability/cut expense to employer 13

Simplest/alter & change in method of calculation
e.g. round up to 2 weeks 14

Extend/abolish 20 year maximum for redundancy payments 15

Abolish/ amend Tribunal procedures 16

No objection period to employer/decided should be altered 17

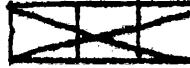
Employees should contribute to fund 18

EMPLOYERS OF REDUNDANT WORKERS

PUNCHCARD ON ANG CARDS

THIS IS A SUPPLEMENTARY SCHEDULE TO BE USED AFTER AN INTERVIEW HAS BEEN CARRIED OUT ON SCHEDULE 2. THIS MAY BE WITH A DIFFERENT INFORMANT.

Name of redundant employee (X) (copy from address list)

Interviewer No. 

Area No.

73	74	75	76
77	78	79	80

Date of interview Time taken

Serial No.

Reason for non/incomplete interview:

PINK SCHEDULE.

CARD F STARTS

1. Did you (management) make X redundant, or did he/she claim redundancy pay as a result of being laid off or put on short time?

Redundant	1
Laid off	2
Short time	3
Other (SPECIFY)	4

2. What was the reason for this redundancy?

Close down of establishment
Close down of whole firm
Other (SPECIFY)

Go to 11

Go to 7

3. Was X the only person made redundant at ... (establishment) at that time, or were there others made redundant within 3 months before or after him?

D.N.A.
Only person
Others

Go to 4
Ask a

(a) How many others were made redundant (there)?

Up to 9
10-99
100 or more
D.K.

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CARD FIF EMPLOYMENT HAS BEEN BERM IN SUSPENSION - GO TO Q. 7

6. Have you engaged any employees at ... (same establishment) to do the same kind of work that X was doing since he/she was made redundant?

Yes
No
D.K.
Other (SPECIFY)

SC 20 20 7

1 2 3 4

5 6 7 8

9

(a) How soon after X left did you do this (first occasion)?

Under 1 month
1 - under 3 months
3 - under 6 months
6 months and over
D.K.

1 2 3 4

5 6 7 8

9

(b) Was X himself/herself asked to come back?

Yes
No
Returned at own request
D.K.

1 2 3 4

5 6 7 8

9

7. Did you (management) give X any advance warning of redundancy before actual notice of dismissal?

Yes
No
D.K.

SC Ask 5-7

2 3 4

5 6 7 8

9

(a) How was the advance warning given -

RUNNING
PROMPT

by letter
in person
at a works meeting
or how? (SPECIFY)

1 2 3 4

5 6 7 8

9

(b) At the time of this advance warning did you (management) give X - the exact date of his/her redundancy PROMPT the approximate date or neither?

D.K.

SC 0 1 2 3

4 5 6 7 8

9

(c) How much later after this advance warning did you give X official notice of the date of his/her redundancy?

Up to and including 1 month
Over 1 month - 2 months
Over 2 months - 4 months
Over 4 months - 6 months
Over 6 months - 1 year
Over 1 year
D.K./Can't remember

SC 4 5 6 7 8

9

1 2 3 4 5

6 7 8 9

0 1 2 3 4

5 6 7 8 9

0 1 2 3 4

5 6 7 8 9

0 1 2 3 4

5 6 7 8 9

0 1 2 3 4

5 6 7 8 9

0 1 2 3 4

5 6 7 8 9

0 1 2 3 4

5 6 7 8 9

0 1 2 3 4

5 6 7 8 9

8. How much official notice of dismissal did you give before his/her employment ended? D.N.A. (informal agreement)

Last day at work
Up to and including 1 week
Over 1 week - 1 month
Over 1 month - 2 months
Over 2 months - 4 months
Over 4 months - 6 months
Over 6 months - 1 year
Over 1 year
D.K./Can't remember

SC 0 1 2 3 4

5 6 7 8 9

0 1 2 3 4

5 6 7 8 9

0 1 2 3 4

5 6 7 8 9

0 1 2 3 4

5 6 7 8 9

CARD F

3.

9. Do you know how X reacted when he/she was first told _____ about his/her redundancy?

Yes
No

Ask a-b
Go to 10

(a) Was he/she -

RUNNING PROMPT

upset
pleased
or did he/she not mind either way?
other (SPECIFY)

18

SC
1
2
3
4
5
6
7
8
9

(b) Was he/she -

RUNNING PROMPT

surprised
or did he/she expect it?
other (SPECIFY)

SC
1
2
3
4
5
6
7
8
9

IF GIVEN OFFICIAL NOTICE OF REDUNDANCY ON LAST DAY AT WORK
(CODE 1 AT Q.8) - GO TO Q.11

10. During the period of his/her notice did X take time off to attend an interview with another employer?

Yes
No
D.K.

Ask a-b
Go to 11

(a) Was he/she given permission to take this time off?

Yes
No
D.K.

SC
1
2
3
4
5
6
7
8
9

(b) Was he/she paid for this time off?

Yes
No
D.K.

SC
1
2
3
4
5
6
7
8
9

11. TO ALL. Did someone in the firm take the initiative to obtain the statutory redundancy payment for X, or did he/she take the initiative himself/herself? Someone in firm 9 X took initiative 20

D.K.

12. Did the firm make X any payment in lieu of (CODE AMOUNT AT a) notice (excluding redundancy payment)?

Yes
No
D.K.

SC
1
2
3
4
5
6
7
8
9

(b) Did the firm make X payment in respect of any of the things when he/she was made redundant -

Payment in lieu
Pension
Lump sum
Refund of contributions
Paid-up policy
None of these
Other 1
2
3
4
5
6
7
8
9

Ask c-d
Go to 13

23

Payment in lieu
Pension
Lump sum
Refund of contributions
Paid-up policy
None of these
Other 1
2
3
4
5
6
7
8
9

(a) 0
1
2
3
4
5
6
7
8
9

(b) 0
1
2
3
4
5
6
7
8
9

(c) 0
1
2
3
4
5
6
7
8
9

(d) Rate and interval of any periodic payment(s):

14-17

22

SC
1-8

14-17

under £10
£10 - under £20
£20 - under £30
£30 - under £40
£40 - under £50
£50 - under £60
£60 - under £70
£70 - under £80
£80 - under £100
£100 or more
D.K./Can't remember

1
2
3
4
5
6
7
8
9
X

CARD F

13. Did the firm make X a payment of any other kind when he/she was made redundant - for example, did he/she receive any payment from - the firm's own redundancy scheme CODE ALL ^{holiday pay} THAT APPLY payment of any other kind (SPECIFY)?

25 MC?

Ask a
Ask b
Ask c
Go to 14

26

27

(a) Redundancy scheme:	(b) Holiday pay:	(c) Other total lump sum(s):	
Under £10	0	Under £10	0
£10 - under £20	1	£10 - under £20	1
£20 - under £30	2	£20 - under £30	2
£30 - under £40	3	£30 - under £40	3
£40 - under £50	4	£40 - under £50	4
£50 - under £60	5	£50 - under £60	5
£60 - under £70	6	£60 - under £70	6
£70 - under £80	7	£70 - under £80	7
£80 - under £100	8	£80 - under £100	8
£100 or over	9	£100 or over	9
D.K./Can't remember	X	D.K./Can't remember	X

14. Was X a member of a trade union?

SC
1
2
3
Ask a-b
Go to 15

(a) I'd like to ask about the part that his/her union played at any stage in the redundancy arrangements. First, was the union kept informed about the (batch of) redundancy(s)?

Yes
No
D.K.

(b) Did the union dispute any of the arrangements for X's redundancy?

Yes
No
D.K.

Yes (SPECIFY)

15. Did you (management) do anything to help X find another job?

SC
1
2
3
Ask a
Go to 16

(a) What did you do to help X?

30
MC
4-7
Max=2

Classification

16. Whether (any of) the informant different from Schedule 2: Yes

SC
1
2
Ask a
Omit a

(a) Position in firm of (main) informant (at time of X's redundancy/lay-off/short time):

Managing director/chairman/owner

Director/company secretary

Personnel manager/officer

Manager/officer other than personnel

Other. (SPECIFY)

31
MC
3
4
5
6
7

Max=2
2

END CARD F AFTER
PUNCHING Cols. 73-80

SURVEY OF TRADE UNION FULL-TIME OFFICERS

(Off. use only)

73 74 75 76 77 78 79
1-9 0 0 0 1-9 1-9 1-9

1. How many members of your union are you responsible for (wholly or partly)?

BLUE SCHEDULE
CARD J
SAMPLE = 185

PLEASE	Under 5,000	<input type="checkbox"/>	1
TICK	5,000-7,499	<input type="checkbox"/>	2
CORRECT	7,500-9,999	<input type="checkbox"/>	3
BOX	10,000 or over	<input type="checkbox"/>	4

c6

8

2. (a) Please indicate whether or not you have members in each of the industry groups named below (put a ring round the number against 'yes' if this applies to any industry in each group, otherwise ring the number against 'no').(b) In which of these industries have you had members who experienced actual or threatened redundancy during the last 3 years?*(put a ring round the number against 'yes' if this applies to any industry in each group, otherwise ring the number against 'no').

*i.e. since the Redundancy Payments Act came into force on 6th Dec. 1965

AGRICULTURE, FORESTRY, FISHING, MINING AND QUARRYING

MANUF. AND PROCESS OF FOOD, DRINK, TOBACCO

MANUF. AND PROCESS OF CHEMICALS

MANUF. OF METALS AND METAL GOODS

MANUF. OF ENGINEERING AND ELECTRICAL GOODS

SHIPBUILDING AND MARINE ENGINEERING

MANUF. OF VEHICLES

MANUF. AND PROCESS OF TEXTILES, LEATHER, FUR CLOTHING AND FOOTWEAR

MANUF. AND PROCESS OF BRICKS, POTTERY, GLASS TIMBER, FURNITURE

MANUF. OF PAPER AND PUBLISHING MATERIALS

CONSTRUCTION/CIVIL ENGINEERING/BUILDING

PROD. AND DISTRIB. OF GAS, ELECTRICITY, WATER

TRANSPORT AND COMMUNICATIONS

WHOLESALE AND RETAIL DISTRIBUTIVE TRADES

INSURANCE, BANKING, FINANCE, PROFESSIONAL AND SCIENTIFIC SERVICES

CENTRAL AND LOCAL GOVERNMENT AND DEFENCE

OTHER INDUSTRIES OR SERVICES (PLEASE SPECIFY BELOW)

(a) Members in the industry?	(b) Redundancies or threatened redundancies?
Yes <input type="checkbox"/> No <input type="checkbox"/> 1	Yes <input type="checkbox"/> 2 No <input type="checkbox"/> 3
Yes <input type="checkbox"/> 4 No <input type="checkbox"/> 5	Yes <input type="checkbox"/> 6 No <input type="checkbox"/> 7
Yes <input type="checkbox"/> 8 No <input type="checkbox"/> 9	Yes <input type="checkbox"/> X No <input type="checkbox"/> Y
Yes <input type="checkbox"/> 0 No <input type="checkbox"/> 1	Yes <input type="checkbox"/> 2 No <input type="checkbox"/> 3
Yes <input type="checkbox"/> 4 No <input type="checkbox"/> 5	Yes <input type="checkbox"/> 6 No <input type="checkbox"/> 7
Yes <input type="checkbox"/> 8 No <input type="checkbox"/> 9	Yes <input type="checkbox"/> X No <input type="checkbox"/> Y
Yes <input type="checkbox"/> 0 No <input type="checkbox"/> 1	Yes <input type="checkbox"/> 2 No <input type="checkbox"/> 3
Yes <input type="checkbox"/> 4 No <input type="checkbox"/> 5	Yes <input type="checkbox"/> 6 No <input type="checkbox"/> 7
Yes <input type="checkbox"/> 8 No <input type="checkbox"/> 9	Yes <input type="checkbox"/> X No <input type="checkbox"/> Y
Yes <input type="checkbox"/> 0 No <input type="checkbox"/> 1	Yes <input type="checkbox"/> 2 No <input type="checkbox"/> 3
Yes <input type="checkbox"/> 4 No <input type="checkbox"/> 5	Yes <input type="checkbox"/> 6 No <input type="checkbox"/> 7
Yes <input type="checkbox"/> 8 No <input type="checkbox"/> 9	Yes <input type="checkbox"/> X No <input type="checkbox"/> Y
Yes <input type="checkbox"/> 0 No <input type="checkbox"/> 1	Yes <input type="checkbox"/> 2 No <input type="checkbox"/> 3
Yes <input type="checkbox"/> 4 No <input type="checkbox"/> 5	Yes <input type="checkbox"/> 6 No <input type="checkbox"/> 7
Yes <input type="checkbox"/> 8 No <input type="checkbox"/> 9	Yes <input type="checkbox"/> X No <input type="checkbox"/> Y
Yes <input type="checkbox"/> 6 No <input type="checkbox"/> 1	Yes <input type="checkbox"/> 2 No <input type="checkbox"/> 3
Yes <input type="checkbox"/> 4 No <input type="checkbox"/> 5	Yes <input type="checkbox"/> 6 No <input type="checkbox"/> 7
.....

NOW PLEASE TURN

OVER TO Q.3.

(
use
only)

3. How many different workplaces employ the members you are or have been responsible for during the last 3 years?* 91
3-9
0-4

4. In how many of these workplaces have instances of threatened or actual redundancy occurred among your members during the last 3 years?* 99
5C
1-9
2-4

5. During the last 3 years how many of the members you are or have been responsible for have been involved in threatened redundancies (which were avoided)?* 93
5C
2-9
0
2-4

6. During the last 3 years how many of the members you are or have been responsible for were actually made redundant?* 91
5C
2-9
0
2-4

* If you cannot give exact figures please give estimated figures and mark these with 'E'.

IF YOU HAVE ANY DIFFICULTY IN ANSWERING ANY OF THE QUESTIONS
ON THIS SHEET PLEASE TELL THE INTERVIEWER WHEN SHE CALLS

Government
Social
Survey

Redundancy Survey

SS 438/5

TRADE UNION FULL-TIME OFFICERS

Area no.

0-9000

Interviewer No.

--	--	--

Serial no.

1	9	0	9	0
---	---	---	---	---

No. of calls made Date of interview Time taken

Reason for non/incomplete interview:

IF NO THREATENED OR ACTUAL REDUNDANCIES DURING LAST 3 YEARS
(NONE AT Q.4) GO TO Q.21

IF NO ACTUAL REDUNDANCIES (NONE AT Q.6) - GO TO Q.12

7. What have been the main causes of redundancy among your members over the last 3 years?

MC
1-7
IF MC

25

SC
1-7

26

SC
0
1
2
3
4
D.K.

27

SC
5
6
7
8
9
D.K.

8. I'd like to ask how far you think the redundancies that have occurred among your members were avoidable. First, in the short term do you think they were on the whole - entirely avoidable

RUNNING avoidable to some extent
PROMPT or entirely unavoidable?

some were avoidable, some weren't

D.K.

(a) And, in the long term, do you think these redundancies were, on the whole -

RUNNING avoidable to some extent
PROMPT or entirely unavoidable?

some were avoidable, some weren't

D.K.

2. 3.

Have you had any members who received an official redundancy payment?

Yes
No

SC
1
2
Ask a
Go to 10

(a) Have you had any members redundant during the last 3 years who did not receive an official redundancy payment? Yes
No

SC
3
4
Ask b
Go to 10

(b) I'd like to ask you about ways in which workers entitled to official redundancy payments may be treated differently from those not entitled. Firstly -

M.C
28

(i) were workers entitled to official payments more likely or less likely to receive voluntary payments from the employer than workers not entitled (other things being equal)?

More likely
Less likely
No difference/no voluntary payments made
D.K.

SC
5
6
7
8

(ii) were workers entitled to official payments more likely or less likely to agree to be made redundant than workers not entitled (other things being equal)?

More likely
Less likely
No difference
D.K.
M.C

SC
1
2
3
4

(iii) were there any (other) ways in which redundant workers who were entitled and those who were not entitled to official payment were treated differently?

No
D.K.
Yes (SPECIFY)
29
SC
5
6
7
8
9

10. Have you ever had any difficulty in securing what you regarded as your members' rights under the Redundancy Payments Act?

Yes
No
D.K.
M.C

SC
1
2
3
Ask a
Go to 11

(a) What kind of difficulty?

30
SC
1
2
3
4
5
6
7
8
9
0
MC

11. How much do you think the Redundancy Payments Act, where it applied, has helped your members who were made redundant? Has it, on the whole, helped them -

RUNNING PROMPT

D.N.A. - no members with payments

a lot

a little

or not at all?

D.K.

Ask a-b

Go to 12

A

(a) In what ways has it helped them?

M.C.

31

MC

6-9

0,X

32

Yes

No

D.K.

SC

1

2

3

(b) On the whole, has it helped them to find more suitable jobs in the area than they would otherwise have been able to get?

HAND SHEET CONTAINING Qs.12-17 TO INFORMANT, EXPLAINING SECOND SELF-COMPLETION.

14(f) Other aspects of redundancy (SPECIFY):

	At	At	At	Less			
	All	least	least	least	than	None	D.K.
	1	2	3	4	5	6	7
	1	2	3	4	5	6	7
	1	2	3	4	5	6	7

15(a) What kind of changes did your members or the union ask for?

(b) What proportion of these requested changes were put into effect?

1	2	3	4	5	6	7

Redundancy Agreements and Negotiations

For the questions on both sides of this sheet please think about all the workplaces where you have had members who experienced actual or threatened redundancy during the last 3 years - the workplaces you mentioned at Q.4.

PLEASE PUT A RING ROUND ONE OF THE NUMBERS FROM 1 TO 7 AGAINST EACH QUESTION.

At	At	At	Less				
All	least	least	least	than	None	Don't	know
1	2	3	4	5	6	7	

12. In what proportion of these workplaces was there a prior agreement or understanding between your union and the employer covering any aspect of redundancy? **33**

1	2	3	4	5	6	7
---	---	---	---	---	---	---

13. In what proportion of these workplaces was there any kind of consultation with the union about redundancy matters? **34**

1	2	3	4	5	6	7
---	---	---	---	---	---	---

14. Then, in the course of handling the actual or threatened redundancies in what proportion of these workplaces was any kind of written agreement on redundancy concluded? (IF NONE (CODE 6) GO TO Q.1) **35**

1	2	3	4	5	6	7
---	---	---	---	---	---	---

Thinking now of these agreements, what proportion of them covered -

(a) consultation with the union? **36**

1	2	3	4	5	6	7
---	---	---	---	---	---	---

(b) the method of selecting workers for redundancy? **37**

1	2	3	4	5	6	7
---	---	---	---	---	---	---

(c) early retirement or pensions? **38**

1	2	3	4	5	6	7
---	---	---	---	---	---	---

(d) terms of re-engaging dismissed workers? **39**

1	2	3	4	5	6	7
---	---	---	---	---	---	---

(e) payment over and above the statutory payment to workers made redundant? **40**

1	2	3	4	5	6	7
---	---	---	---	---	---	---

(f) Was any other aspect of redundancy covered by any of these agreements? **41**

1	2	3	4	5	6	7
---	---	---	---	---	---	---

PLEASE TELL INTERVIEWER WHAT ASPECTS AND WHAT PROPORTION OF AGREEMENTS COVERED IT.

SC 3-6	SC 3-6	SC 3-6
-----------	-----------	-----------

SC 1-7	SC 1-7	SC 1-7
-----------	-----------	-----------

(g) What proportion of these agreements remain in force to cover possible future redundancy situations? **42**

1	2	3	4	5	6	7
---	---	---	---	---	---	---

15. In what proportion of the workplaces where there were actual or threatened redundancies did your members ask the union to intervene? **50**

MC 1-8	SC 1-8	SC 1-8
-----------	-----------	-----------

1	2	3	4	5	6	7
---	---	---	---	---	---	---

PLEASE ANSWER INTERVIEWER'S QUESTIONS ON THIS

SC 1-7

16. In what proportion of the workplaces where there were actual or threatened redundancies did your members demand that there should be no redundancies at all?

IF CODE 1-5: In what proportion of these last workplaces was this demand -

(a) wholly met (no redundancies occurred)?
(b) partly met (number of redundancies reduced)?

All	At least	At least	At least	Less than	None	Don't know
$\frac{3}{4}$	$\frac{1}{2}$	$\frac{1}{4}$	$\frac{1}{4}$			

SC

1	2	3	4	5	6	7
---	---	---	---	---	---	---

SC

1	2	3	4	5	6	7
---	---	---	---	---	---	---

17. In what proportion of the workplaces where there were actual or threatened redundancies did your members' resistance to this result in -

(a) an unofficial strike?
(b) an official strike?
(c) an overtime ban?
(d) working to rule?

1	2	3	4	5	6	7
---	---	---	---	---	---	---

SC

1	2	3	4	5	6	7
---	---	---	---	---	---	---

SC

1	2	3	4	5	6	7
---	---	---	---	---	---	---

SC

1	2	3	4	5	6	7
---	---	---	---	---	---	---

SC

18. How fairly, on the whole, do you think the employers involved dealt with redundancy questions affecting your members? Would you say -

RUNNING PROMPT

very fairly
moderately fairly
or not very fairly?
some fairly, some unfairly

59

SC
1
2
3
4

19. How far have you been involved in the redundancy tribunals? Have you - PROMPT AND CODE

ALL THAT APPLY
FROM 1-3
represented members on any
been a witness
not been involved

sat on any

1)
2)

Ask a-c

3)

Go to 20

4)

(a) Do you think these tribunals are, on the whole -
RUNNING PROMPT

fair
or unfair?
D.K.

5)

6)

7)

8)

9)

X)

(b) Do you think they are - RUNNING PROMPT

too formal
or too informal?
D.K.

5)

6)

7)

8)

9)

X)

(c) Do you think that the lay members on these tribunals play -

RUNNING
PROMPT
a very important part
a fairly important part
or an unimportant part?

D.K.

M.C.

5)

6)

7)

8)

20. What do you think of the official D.E.P. literature on the redundancy payments scheme? Do you find it in general -

RUNNING
PROMPT
very useful
fairly useful
or not very useful?
D.K.

5)

6)

7)

8)

21. Are there any circumstances in which you think workers are justified in opposing redundancy?

All

Yes

1)

Ask a

No

2)

Go to 22

D.K.

M.C.

3)

4)

5)

6)

7)

8)

9)

X)

(a) In what circumstances?

MC

4-9

OXY

22. Do you think the Act has helped redundant workers to move out of the area to find work?

Yes	1	Ask a
No	2	Go to 23
D.K.	3	

(a) In what ways has it helped?

MC	
63	
SC	
4-5	
5	
6	
SC	

23. TO ALL. Were any of the members you were responsible for made redundant before the Act came into force in Dec. 1965?

D.N.A. - not then responsible for any members of this union

MC	Yes	1	Ask a
	No	2	Go to 24
	D.K.	3	

(a) What proportion of them got a redundancy payment from their employer?

MC	Yes	1	Ask a
	No	2	Go to 24
	D.K.	3	
64	All	4	
	At least $\frac{1}{2}$	5	
	At least $\frac{1}{3}$	6	
	At least $\frac{1}{4}$	7	
	Less than $\frac{1}{4}$	8	
	None	.9	
	D.K.	X	

24. How far do you think the Redundancy Payments Act has helped management to get workers to accept changes affecting manpower needs. On the whole, has it helped management -

RUNNING PROMPT
a lot a little or not at all?

65	SC	
	a lot	1
	a little	2
	or not at all?	3

25. I'd like to ask whether you think the Act has tended to make employers deal with redundancy problems in a different way.

In particular -

(a) Has their liability under the Act made them more reluctant to take on new labour?

Yes
No/no difference

MC	D.K.	3
66		

(b) Has it made them more willing or less willing to sign voluntary agreements with unions to regulate redundancy, or has it made no difference?

More willing
Less willing
No difference

Views about the Act

26. Are there any changes you would like to see in the official redundancy scheme?

67

Yes
No
D.K.

SC

Ask a
Go to 27

(a) What changes?

68

MC
1-9
OXY

27. Why do you think these government redundancy payments are made?

69

MC
1-9
O
SC
XY

28. Do you think employers try to avoid their liability to make payments under the Act?

Yes
No
D.K.

Ask a

Go to 29

(a) In what ways?

M.C.
70

MC
4-9
04
X

Classification

29. How long altogether have you been a full-time officer with your present union?

Under 5 yrs. 1
5 - under 10 yrs. 2
10 - under 20 yrs. 3
20 yrs. or over 4

A. 71
Under 35 5
35-44 6
45-54 7
55 or over 8

30. Age:

PLEASE PUNCH THE S/No.
ON Cols 73-79.

APPENDIX I

TECHNICAL SAMPLING REPORT

by

Celia Pillay

1 Sample requirements

The enquiry required samples to be drawn from five different populations, namely

- (A) Workers in general (i) with no experience of redundancy
(ii) with experience of redundancy
- (B) Employers in general
- (C) Persons who had received a statutory redundancy payment during the year 1 January 1968 to 31 December 1968 inclusive
- (D) Former employers of (C)
- (E) Full-time trade union officers

It was decided that, whenever possible, the samples should be drawn from within the same primary sampling units, and this was done for samples (A) to (D). This was done to enable comparison between the samples to be as complete as possible and also to assist the optimum allocation of interviewers

2 Sample design

Samples (A) to (D) were of the stratified two-stage random design. The primary sampling units were DE local office areas for samples (A) to (D) and trade unions for sample (E)

3 Selection of primary sampling units (Samples (A) to (D))

- (a) All the DE local office areas were stratified by region, using the DE definition of region
- (b) Within each region (except Greater London), the cumulative total of employees in each local office area was obtained, using information obtained from DE monthly returns for June 1966 (ER II returns) and the percentage distribution of employees by region was calculated (see table 1)

Table 1 Regional distribution of employees and primary sampling units

Region	No of Employees	% Distribn of Employees	Sample of DE Office Areas			
			Expected Sample	Sampling Interval	Random Start	Yield
North	1,265,009	5.7%	6	210,835	42,375	6
Yorks & Humbs	2,004,183	9.0%	9	222,687	73,731	8*
Eastern & Southern	2,597,218	11.7%	12	216,435	8,095	12
South East	1,079,311	4.8%	5	215,862	26,674	5
Greater London	4,623,023	20.7%	21			21
South West	1,235,228	5.5%	6	205,871	23,363	5*
Wales	940,011	4.2%	4	235,003	49,223	4
North West	2,859,152	12.8%	13	219,935	212,469	11*
Midlands	3,646,755	16.4%	16	227,922	113,804	14*
Scotland	2,052,819	9.2%	9	228,091	80,301	8*
Total	22,302,709	100.0%	101			94*

*See (d)ii for explanation

N B The number of persons in employment obtained by the summation of all monthly returns (June 1966) is overall approximately one million less than the published employment figures. This is due to the fact that

(i) about 700,000 civil servants are not allocated to individual offices and therefore do not appear in the monthly totals. These are taken into account in the published employment figures

(ii) about 300,000 employees are 'unallocated' to particular offices because if their National Insurance cards are changed in an area other than that in which they are working, and are changed in batches of less than ten, then they are not accounted for in the monthly totals, but are included in the national published figures

(c) The set sample of 100 local office areas was distributed regionally according to the percentage distribution of total employees

(d) Within each region (except Greater London) the required number of office areas was selected with probability proportionate to the number of employees. Two points should be noted

(i) On some monthly forms the total number of employees is given for groups of office areas only. This is because the DE considers that, within conurbations for example, any more detailed breakdown of employees per area would be meaningless, and figures for such areas are not available separately. In these cases the group of office areas is considered to be a primary sampling unit, and is sampled accordingly

(ii) In some cases (see table 1) the yield of office areas is less than the expected sample. This is due to some offices (or groups of offices) having populations greater than the sampling interval used, and therefore the same office (or group of offices) has been selected two or three times. When a group of offices is entitled to more than one quota for this reason, then the required number of local offices has been chosen at random from within the group. Due to rounding-off decimals in the calculations, the final sample was of 101 local office areas

(e) In the Greater London region, no monthly returns are made for individual offices and so these could not be selected with probability proportionate to the number of employees as this figure was not available. In this region, therefore,

the office areas were listed geographically and the required sample was selected with unit probability.

(f) The sample consisted of 80 offices selected with probability proportionate to the number of employees and 21 offices selected with unit probability. The list of selected areas is shown in the annex to this appendix.

4. Sample of workers in general

As no sampling frame could be compiled to enable a sample of employees to be drawn directly, it was decided to obtain informants from a random sample of households in the selected DE areas.

In 1966 there were 17,347,970 households in England, Scotland and Wales (1966 Sample Census Summary Tables) In June 1966 there were 23,277,000 persons in employment in England, Scotland and Wales (The June figures for any year are taken as the most reliable—see *Ministry of Labour Gazette*, May 1966) Therefore the average number of employees per household = 1.342

To achieve a sample of approximately 2000 employees, therefore, we would need a sample of 2000 - 1342 households, i.e. 1490 households. It was decided however to draw a sample of about 2000 households to allow for refusals, non-contacts, etc.

The sample of 2020 households was selected in the following way

(a) Detailed definitions of the boundaries of the selected office areas were obtained from the DE and the electorate therein was listed by ward and polling district

(b) A systematic random sample of addresses was selected from within the primary sampling units

(c) The final stages of sampling were undertaken by the interviewers at the addresses concerned. They proceeded as follows

(i) At each address the interviewer had to establish exactly how many households lived there (using the standard OPCS definition of household). She then had to make contact with a maximum of three households at the address

(ii) If she made contact with two households, then she had to delete the next un-called-on address on her quota. If she made contact with three households at the address, then she had to delete the next two un-called-on addresses

(ii) If the address contained more than three households, then the interviewer had to select three at random and then proceed as in (i) above

(d) In each contacted household the interviewer had to establish which of its members were eligible for interview as employees, i.e. he was eligible if aged 18 but under 71 (under 66 for women) and had worked at least 8 hours a week for an employer at any time since the beginning of 1963

(e) Having established who was eligible for interview, it was necessary to determine whether each was to be interviewed as (i) a worker with experience of redundancy, or (ii) a worker without experience of redundancy

(i) A worker was eligible for interview as having had redundancy experience if he had at any time since the beginning of 1963 been discharged from his employment because his employer had no work for him

(u) Any worker who did not fulfil these conditions was interviewed as having no experience of redundancy.

Response rate

Total Addresses
 Deleted to compensate for
 household addresses
 Addresses containing no contact
 Addresses demolished/erased
 Addresses not contacted
 Refusal on behalf of whole household

Total addresses co-operating
 These 1431 addresses yield 1431 households

Households
 Household containing no contact

Households containing eligible persons
 These 1478 households yield 1478 eligible persons

Estimated eligible persons actually contacted or refused

Total estimated eligible persons

Total interviewed
 non-redundant
 paid redundant
 unpaid redundant

Total refused
 non-redundant
 unpaid redundant

Total non-contacted
 *above
 non-redundant
 unpaid redundant

5. Sample of redundant we

(a) *Sampling frame*

The sampling frame consists of persons notified at least once during a period 1 January 1968 to 31 December 1970.

Flame problems

(i) These lists could prove each redundant worker, his name and industrial classification necessary to obtain the contact)

(ii) By chance it was due to duplication was occurring in minor proportions and under the influence of selection

* Calculated by multiplying per household (134)

was selected

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23,277,000
figures for
azette, May
342

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from his

as having

	<i>Response rate</i>	
Total Addresses		2020
Deleted to compensate for extra interviews at multi- household addresses	71	
Addresses containing no eligible persons	380	
Addresses demolished/empty/derelict	77	
Addresses not contacted	39*	
Refusal on behalf of whole address	22*	589
Total addresses co-operating		1431
These 1431 addresses yielded		
Households	1503	
Household containing no eligible person	25	
Households containing eligible persons		1478
These 1478 Households yielded		
Eligible persons	2514	
Estimated eligible persons at addresses/households non- contacted or refused		82*
Total estimated eligible persons	2596	100 0%
Total interviewed	2248	86 6%
non-redundant	1999	
paid redundant	68	
unpaid redundant	181	
Total refused		247 9 5%
non-redundant	244	
unpaid redundant	3	
Total non-contacted		101 3 9%
*above	82	
non-redundant	18	
unpaid redundant	1	

5. Sample of redundant workers

(a) *Sampling frame*

The sampling frame consisted of lists, supplied by each of the 101 DE selected offices, of persons notified as receiving statutory redundancy payment during the period 1 January 1968 to 31 December 1968 inclusive

Frame problems

(i) These lists could provide only a limited amount of information concerning each redundant worker, i.e. his name, his National Insurance number, and the name and industrial classification of his former employer. A procedure was necessary to obtain the addresses of workers in the sample (see (d) Postal contact)

(ii) By chance it was discovered after sampling had commenced, that some duplication was occurring in some areas. However this was found to be of minor proportions and unsystematic and therefore did not affect probabilities of selection

* Calculated by multiplying the 61 addresses by the average number of employees per household (1 34)

(b) *Sample design*

The set sample of approximately 2300-2400 redundant workers was to be a systematic random sample, but in order to achieve this several problems had to be overcome

(i) Of the sample of 101 primary sampling units (DE office areas), 80 were selected with probabilities proportionate to the numbers of employees and 21 with uniform probability. Therefore in the former 80 areas a re-weighting procedure had to be built into the sample design to enable redundant workers to be selected with their correct probabilities (see 5(c)ii). In the 21 primary sampling units selected with unit probability the sample of redundant workers could be selected with unit probability

(ii) Since it was necessary to employ two different sampling methods, it was essential to distribute the sample between Greater London (21 psu's) and other regions (80 psu's). However, the time available for the execution of this sampling stage was so limited that decisions on the sample design had to be made before all the lists of redundant workers had been received. Therefore the distribution of the sample between the Greater London region and other regions could only be estimated (see 5(c)i)

(iii) In the light of pilot experience it was decided that in order to achieve a set sample of 2300-2400 redundant workers to interview, an initial sample of approximately 3000 must be selected to allow for a loss of about 24% at the postal stage (see 5(d))

(iv) In a very few primary sampling units, no figure for the number of employees was available, and therefore estimated values had to be calculated (see 5(c)iii)

(c) *Practical application of sample design*

(i) *To estimate the distribution of the sample of redundant workers between Greater London and other regions*

First it was necessary to estimate the distribution of the population of redundant workers in the primary sampling units. The sample of 3000 workers could then be distributed proportionately (see table 2)

Table 2 Estimation of the distribution of the population and sample of redundant workers

Distribution Region	Estimated number of redundant workers in population	%	Estimated number of redundant workers in sample
Greater London	16,500	26 4%	800
Other regions	46,000	73 6%	2,200
Total	62,500	100 0%	3,000

(ii) *To select redundant workers with correct probabilities*

In Greater London, where psu's were selected with uniform probability, a systematic random sample of redundant workers was selected using a sampling fraction of 1/20

In other regions where the psu's were selected with probabilities proportional to the number of employees, a procedure was adopted which took into account the need to apply a correction factor because the ratio of redundant workers to general workers was not constant. Where no figures of employees for an office area were available an estimate had to be made

(iii) *Comparison of estimated distribution of the population with the distribution of the sample*

When the final data were available it was found that the distribution of the population of redundant workers was as given in table 3(a) and the distribution of the sample as in table 3(b)

Table 3

(a) Distribution of population

Redundant workers Region	Number	%
Greater London	17,351	26 82%
Other regions	47,354	73 18%
Total	64,705	100 00%

(b) Distribution of sample

Redundant workers Region	Number	%
Greater London	868	27 37%
Other regions	2,303	72 63%
Total	3,171	100 00%

The distribution of the sample is not significantly different from the distribution of the population as between Greater London and the Other Regions

(d) *Postal contact*

As mentioned in (a), no provision is made on official forms for the address of the person in receipt of a statutory redundancy payment, except in those cases where a Guaranteed Payment was made. Therefore, since informants were to be interviewed in their homes, a procedure to obtain their addresses had to be worked out. The following procedure was adopted

(i) The addresses of the former employers of the selected redundant workers were obtained from the local DE offices

(ii) These former employers were contacted by post and were requested to return a completed form giving the last known address(es) of their former employee(s) in the sample. In some cases it was found difficult to trace the appropriate record within a firm, and the only other information that OPCS could supply was the National Insurance number of the ex-employees, and the DE office through which the redundancy was notified. These employers were contacted approximately five weeks prior to the commencement of field-work, and a reminder with duplicate documents was sent two weeks after the initial contact.

After withdrawing the names of 2 redundant workers because of known duplication, information was sought from the DE concerning the addresses of the ex-employers of 3169 redundant workers. Of these 3169

The addresses of the employers of 3 redundant workers were not available

The addresses of 117 redundant workers were immediately available (because they had received Guaranteed Payments)

Former employers were contacted for the addresses of 3049 redundant workers

Table 4 Response rate for postal contact

Result	No of Redundant workers	%
Address of worker supplied	2,195	72 0%
Letter returned by Post Office undelivered	83	2 7%
Refusal by employer	34	1 1%
Worker deceased	12	0 4%
Worker living abroad	12	0 4%
Employer unable to supply address	200	6 5%
*Letter passed to firm's HQ - no reply	15	1 5%
Letter sent to worker through employer†	30	1 0%
Worker ineligible	16	0 5%
*Further information requested by employer	61	2 0%
Deleted	6	0 2%
Non-response	355	11 7%
Total	3,049	100 0%

†In some cases an employer would not disclose a former employee's address without the latter's permission. In these circumstances firms were requested to forward a letter from OPCS to the redundant worker, who could then return the information direct to us

*Up to the cut-off date for the receipt of information, replies concerning 36 redundant workers were received where earlier contact had already been made and classified under results marked * in Table 4 above. Of these 36 —

For 32 redundant workers, addresses were supplied
, " 1 " , " the employer refused co-operation
, " 3 " , " could supply no information

In all, 2227 addresses of redundant workers were obtained by means of postal contact

Including Guaranteed Payment cases, a total of 2344 redundant workers were in the sample to be approached for interview

(e) Response rate

Total employees' addresses available or obtained	2,344	100%
Employees interviewed	1,860	79 4%
Employees ineligible (no statutory payment received)	37	1 6%
Employees refused	135	5 7%
Employees non-contacted	312	13 3%

It may be estimated that, in addition to the 59 persons found to be ineligible (22 at postal stage and 37 at interview stage), a further 22 persons would have proved to be ineligible if they had been contacted. On this basis of 3088 eligible persons, the 1860 persons interviewed represents a response rate of 60%. The principal factors accounting for this low response rate are (i) having to go through employers to get addresses of their former employees and (ii) the fact that many of the addresses supplied proved to be out-of-date

6. Sample of general employers

(a) Sampling frame

The sampling frame consisted of a set of complete lists of all establishments¹ in the selected DE local office areas. These were obtained from the Employers' Register of each local office, which gives details of name, address, telephone number, number of employees (and date of figures) and the Minimum List Heading (MLH). This latter is a numerical code for the industrial classification of the establishment.

%
72 0%
2 7%
1 1%
0 4%
0 4%
6 5%
1 3%
1 0%
0 5%
2 0%
0 2%
11 7%
100 0%

Unfortunately these lists were in many cases not up-to-date and therefore the sampling frame suffers from the inclusion of establishments no longer in existence and the exclusion of new ones. In addition the latest given employment figures may be several years out-of-date and therefore not give an accurate estimate of the present size of establishment.² This however was unavoidable.

In the light of pilot experience it was decided to exclude establishments with less than 10 employees because (i) Employers' Registers do not provide a complete census of these establishments and any sample thereof could be biased and (ii) it was judged that the relevance of these establishments to the survey was not sufficient to warrant their inclusion.

(b) Stratification

The establishments were stratified by size, each establishment being placed in one of the following strata

0=Establishments employing an unknown number of employees
1=" " " 10-24 "
2=" " " 25-49 "
3=" " " 50-99 "
4=" " " 100-499 "
5=" " " 500+ "

The strata were based on those used by the DE in their analysis of establishments in manufacturing industries, and it therefore seemed appropriate to use similar stratum definitions.

The distribution of establishments was found to be extremely positively skewed, with 47.1% of establishments comprising the frame employing 10 to 24 employees. A stratum to contain establishments for which there was no information concerning size was included because whilst it was felt that these were most likely to be small establishments (i.e. with 0-9 employees) there was no empirical justification for their exclusion.

(c) Sample design

Given the skew distribution by size of establishments, the sample design had to be such that it would produce sufficient numbers per stratum to enable separate analyses to be undertaken.

¹ These lists are of establishments as defined by the DE namely 'the business of a single employer (i.e. a single individual, partnership or company) occupying a single set of premises or part of premises. Premises occupied by an employer will be regarded as constituting the site of a single establishment if access to all parts of the premises is available without leaving them. Exceptions to this ruling may be agreed to (if the employer so wishes) to enable establishments to be divided or aggregated.'

² An analysis of the numbers of employees given by employers just prior to interview compared with the total in the latest official records showed that in about 30% of cases the establishment fell into a different stratum from the sampled one (see (b) Stratification, below)

It was decided to use differential sampling fractions between strata and these were to fulfil two conditions (1) result in approximately equal sized samples in each stratum (with the exception of stratum 0) and (2) result in simple re-weighting between strata. The sampling fractions were as shown in table 5

Table 5 Sampling fractions and sample size by stratum

Stratum code	Sampling fraction	Sample size
0	$\frac{1}{80}$	73
1	$\frac{1}{80}$	408
2	$\frac{1}{32}$	430
3	$\frac{1}{20}$	383
4	$\frac{1}{16}$	445
5	$\frac{1}{4}$	460
Total	—	2,199

Total sample size (X_1) = 2199 establishments

Stratum 0 was sampled with the same fraction as stratum 1 because it was felt that the majority of these establishments, about which there was no information, were small

After the sample had been drawn, it was decided that certain categories of establishments should be considered ineligible and withdrawn. These consisted of those establishments whose employees are not covered by the provisions of the Redundancy Payments Act 1965 (in the main they are the Civil Service, establishments set up under the National Health Service, those employing dock workers engaged on dock work and share fishermen paid solely by a share of the catch)

After these establishments, amounting to 91, had been withdrawn it was then decided that the sample size was not sufficiently large, and so a supplementary sample of approximately 200 had to be drawn from the full frame, with differential sampling fractions between strata designed to make the supplementary sample additive to the main via a simple reweighting procedure

As with the main sample, those categories of establishments determined ineligible ($N=14$) had to be withdrawn

The distribution by size stratum of the final sample is shown in table 6

and these samples in -weighting

Table 6 Distribution of final sample size by stratum

Stratum code	No. of Establishments
0	82
1	420
2	434
3	396
4	464
5	501
Total	2297

(d) *Postal contact*

In the light of pilot experience it was found to be necessary, from the point of view of promoting informant co-operation and saving interviewer time, to make contact with selected establishments prior to starting fieldwork

Postal contact was made with each selected establishment approximately one month before fieldwork began. They were sent a letter explaining the purpose and nature of the survey, and a request to return a completed tear-off slip giving the name, address and telephone number of the person(s) responsible for redundancy policy at that establishment. All information thus obtained was given to the interviewers who, at the beginning of fieldwork, possessed the following information for each establishment

- (i) Name of selected establishment
- (ii) Address of selected establishment
- (iii) Name of person to be interviewed
- (iv) Address of person to be interviewed (if different from (ii))
- (v) Telephone number of (iii)

(iii), (iv) and (v) however could only be given where a response had been achieved from the establishments. One reminder was sent to non-responding establishments 14 days after the initial contact

Postal contact response rate

Sample size = 2297 establishments. Prior to postal contact being made, the following were withdrawn: 6 establishments which had been in the pilot or pre-pilot samples of employers in general, and 3 establishments which had been in the pilot or pre-pilot samples of employers of redundant workers

Postal contact was made with 2288 establishments

Table 7 Analysis of postal response

Result of contact	No. of establishments	% of Total
Response	1539	67 2%
Refusal	38	1 7%
Ineligible	29	1 3%
Post Office return	39	1 7%
Non-response	643	28 1%
Total	2288	100 0%

The interview sample was to consist of all establishments which had not refused to co-operate or had not been declared ineligible. The set interview sample consisted of 2221 establishments

(c) *Reweighting procedure*

The reweighting factors to be applied to individual establishments are designed to make the data obtained directly additive throughout. These weights have been calculated from the varying probabilities of selection of the primary sampling units and the sampling fractions used for the selection of establishments in the different size strata.

(f) *Response rate*

Sample of establishments for interview stage	2221	(e) Respo
Ineligible at interview stage	70	S
	2151	100 0 %
Interviewed fully	1952	90 7 %
Interviewed partially	34	1 6 %
Interview duplicated	8	0 4 %
Interview at wrong establishment	3	0 1 %
Refusal at interview stage	83	3 8 %
Non-contact	71	3 3 %

Thus, of the 2189 (2151 plus 38 which had refused at the postal stage) establishments which it was thought were eligible for inclusion in the survey, 1952 (89 2%) were interviewed fully.

7. *Sample of the former employers of redundant workers*

(a) *Sample requirements*

A small sample of these employers (approx 250-300) was required which could be linked with the sample of redundant workers for purposes of comparison.

(b) *Sample design*

The former employers were selected through their ex-employees. A systematic random sample using a sampling fraction of 0 1 was selected from the original sample of redundant workers and it was the former employers of every tenth redundant worker who constituted the sample. It will be noted that an employer could be included more than once in the sample by virtue of having more than ten of his ex-employees in the original sample of redundant workers.

Each employer thus selected was to be interviewed (i) as a general employer and (ii) with relation to the redundant worker(s) through whom he was selected.

(c) *Postal contact*

All employers in this sample were contacted by post to obtain the addresses of their former employees (see 5(d)). In addition to the request for these addresses, each selected employer was asked to return the additional information of the name, address and telephone number of the person responsible for redundancy policy. If an employer selected for this sample had also been selected in the sample of general employers, then at this stage the only information required from him was that relating to specific redundant workers. A system of serial numbering was devised to enable cross-referencing between the samples to be effected.

(d) *Sample size*

After the postal stage was completed, certain withdrawals were made from the sample. These were of selected employers who (i) refused to co-operate or

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3 Sample

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(ii) were ineligible because the redundant employee(s) via whom they were selected was withdrawn from the sample of redundant workers

The set sample to be interviewed comprised the former employers of 278 redundant workers (at 240 different establishments). These were establishments who had responded with the required information, those who had not replied and those from whom the documents had been returned marked 'Returned by Post Office' because Gone Away/Not Known

(e) *Response rate*

Sample of establishments in respect of which interviews were to be sought or which had refused at postal stage	240
Ineligible at interview stage	2
Sample of establishments	238 100 0 %
Interview	207* 87 0 %
Refusal at interview stage	10 4 2 %
Refusal at postal stage	3 1 3 %
Non-contact	18 7 5 %

0%
7%
6%
4%
1%
8%
3%
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8 Sample of full-time trade union officers

(a) *Primary sampling units*

The primary sampling units were trade unions, of which five were purposively selected, with a view to including both general and industrial unions and one white-collar union

(b) *Sample design*

A systematic random sample of full-time officers was taken with differential sampling fractions between unions (see table 8)

Table 8 Sampling fractions and distribution of sample

Trade union	Sampling fraction	Yield
Clerical & Administrative Workers' Union	1 00	25
Amalgamated Society of Woodworkers	0 50	32
National Union of General & Municipal Workers	0 33	39
Transport & General Workers' Union	0 17	68
Electrical, Electronic & Telecommunications Union/ Plumbing Trades Union	1 00	45
Total	—	209

The sampling fractions were chosen (1) to result in the selection of approximately equal numbers per union and (2) to permit a simple reweighting process to be employed

(c) *Reweighting procedure*

To enable the results to be additive between the five selected unions, the weights shown in table 9 should be applied

* These 207 employers were interviewed in respect of 246 redundant workers

Table 9 Weights per union

Trade union	Weight
CAWU	1 0
ASW	2 0
NUGMW	3 0
TGWU	6 0
EEPTU	1 0

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N B This reweighting procedure does not permit generalisations to be made about all full-time trade union officers, as the primary sampling units were not selected randomly

(d) *Response rate*

Total sample drawn	=	209
Ineligible (officer retired prior to sampling)	=	2
Total interview sample	=	207

Result of contact	No of officers	%
Interview	185	89 4
Refusal	5	2 4
Non-contact	17	8 2
Total	207	100 0

The response rate by union is shown below and is obtained by expressing the number of officers interviewed as a percentage of officers eligible

Trade union	%Response
CAWU	88
ASW	84
NUGMW	92
TGWU	91
EEPTU	88

Code	A
CC01	Newcas
CC02	Pallion
0003	Cateshe
CCC4	Jarrow
0005	Whiter
0006	Morpeth
1007	Woodbr
1008	Leeds
1009	Horsfor
1010	Bradfor
1011	Doncast
1012	Rother
1013	Barnsle
1014	Barpley
1015	Selby
2016	Woolsto
2017	No-vic
2018	Reading
2019	Cambrid
2020	High W
2021	Bourne
2022	Hemel H
2023	Aylesbu
2024	Banbur
2025	Eastleig
2026	Abingdon

Annex

List of selected areas and code numbers

The first digit of the code numbers indicates the region

- 0 North
- 1 Yorkshire and Humberside
- 2 Eastern and Southern
- 3 South East
- 4 South West
- 5 Wales
- 6 North West
- 7 Midlands
- 8 Scotland
- 9 Greater London

Code	Area	Code	Area	Code	Area	Code	Area
0001	Newcastle on-Tyne	2027	Woodbridge	6052	Widnes	8077	Kirkcaldy
0002	Pallion	3028	Brighton	6053	Walsden	8087	Allas
0003	Gateshead	3029	Weybridge	6054	Colne	8079	Alexandria
0004	Jarrow & Hebburn	3030	Worthing	6055	Marple	8080	Larkhill
0005	Whitethaven	3031	Chichester	7036	Birmingham	9081	Ruislip
0006	Morpeth	3032	Camberley	7057	Handsworth	9082	Hounslow
1007	Woodhouse	4033	Bristol	7058	Small Heath	9083	Harrow
1008	Leeds	4034	Kingswood	7059	Leicester	9084	Acton
1009	Horsforth	4035	Gloucester	7060	Coventry	9085	Mill Hill
1010	Bradford	4036	Salisbury	7061	Basford & Bulwell	9086	Finchley
1011	Doncaster	4037	Chippingham	7062	Derby	9087	Westminster
1012	Rotherham	4038	Newquay	7063	Walsall	9088	City
1013	Barnsley	5039	Cardiff	7064	Chesterfield	9089	Wood Green
1014	Shipley	5040	Port Talbot	7065	Smetwick	9090	Shoreditch
1015	Selby	5041	Rhyl	7066	Bilston	9091	Stepney
2016	Woolston	5042	Museieg	7067	Kidderminster	9092	Poplar
2017	Norwich	6043	Bootle	7068	Redditch	9093	East Ham
2018	Reading	6044	Old Swan	7069	Newark	9094	Dagenham
2019	Cambridge	6045	Levenshulme	7070	Spalding	9095	Richmond
2020	High Wycombe	6046	Wytenshawne	7071	Market Harboro'	9096	Sutton
2021	Bournemouth	6047	Oldham	8072	Glasgow Central	9097	Tooling
2022	Hemel Hempstead	6048	Warrington	8073	Hillington	9098	Bermondsey
2023	Aylesbury	6049	Blackburn	8074	Edinburgh	9099	Lewisham
2024	Banbury	6050	Chester	8075	Aberdeen	9100	Bromley
2025	Eastleigh	6051	Barrow	8076	Ayr	9101	Sidcup
2026	Abingdon						