

QUESTION LISTING: FRS HOUSEHOLD QUESTIONNAIRE

VERSION 31: APRIL 1994

BLOCK: I_044_1

ArNum AREA NUMBER.
Range : 1..99997

AdNum ADDRESS NUMBER.
Range : 1..97

HHNum HOUSEHOLD NUMBER.
Range : 1..3

IssueNo Issue Number.
Range : 1..7

IntNum INTERVIEWER: Please enter your Interviewer Number.
Range : 47..9997

LAC Local Authority Code.
Text : Maximum [3] characters

MnthCode Sample month.
Range : 1..12

YearCode Year Code.
Range : 0..97

Cargo1 Spare columns.
Text : Maximum [10] characters

MaxRef Highest occurrence of REFUSAL for a specified set of questions
for all the times the questionnaire has been open.
Range : 1..97

CurrRef Current occurrence of REFUSAL for a specified set of questions.
Range : 1..97

MaxDK Highest occurrence of DONTKNOW for a specified set of questions
for all the times the questionnaire has been open.
Range : 1..97

CurrDK Current occurrence of DONTKNOW for a specified set of questions.
Range : 1..97

IntDate INTERVIEWER: Enter the date on which the interview was started.
Date

OrigDate Saves first entry of IntDate as standardised date
Text : Maximum [10] characters

IntSTime Interview Start Time

Text : Maximum [8] characters

BLOCK: SetOne

Adult First of all I need to know some details about all members of your household.

(By household, I mean people who use the same living room, or share at least one meal a day).

Firstly, how many people AGED 16 OR MORE are there living in this household?

Range : 1..10

VAdult Protects Adult

Range : 1..10

BLOCK: a_HHA

Person Person number in Household Grid
Range : 1..10

Name INTERVIEWER: ASK THE FOLLOWING QUESTIONS ABOUT ALL ADULTS AGED 16 AND
OVER - START WITH THE HEAD OF HOUSEHOLD/HOUSEHOLDER

Please tell me the first name of adult number \$PERSONNR.\$TXT90
Text : Maximum [10] characters

VName Protects Name
Text : Maximum [10] characters

Sex INTERVIEWER: CODE \$NAME's SEX.
1 : Male
2 : Female

Age What was \$CAPNAME[PERSONNR]'s age last birthday?

IF AGE NOT GIVEN, PROBE FOR AN ESTIMATE.
FOR LATER ROUTING, YOU MUST KNOW WHETHER:
A) MEN ARE AGED 16-65 OR 66+
B) WOMEN ARE AGED 16-60 OR 61+

Range : 16..120

R ASK OR CODE \$NAME's RELATIONSHIP TO \$TXTARR15[RELN]
1 : Partner/Spouse/Cohabitee
2 : Son/daughter (incl. adopted)/(legal dependant)
3 : Step-son/daughter
4 : Foster child
5 : Son-in-law/daughter-in-law
6 : Parent
7 : Step-parent
8 : Foster parent
9 : Parent-in-law
10 : Brother/sister (incl. adopted)
11 : Step-brother/sister
12 : Foster brother/sister
13 : Brother/sister-in-law
14 : Grand-child
15 : Grand-parent MORE CODES(CTRL+HOME)
16 : Other relative
17 : Other non-relative

CR Completed/symmetric relationship array, computed in hhold30.qre

- 1 : Partner/Spouse/Cohabitee
- 2 : Son/daughter (incl. adopted)/(legal dependant)
- 3 : Step-son/daughter
- 4 : Foster child
- 5 : Son-in-law/daughter-in-law
- 6 : Parent
- 7 : Step-parent
- 8 : Foster parent
- 9 : Parent-in-law
- 10 : Brother/sister (incl. adopted)
- 11 : Step-brother/sister
- 12 : Foster brother/sister
- 13 : Brother/sister-in-law
- 14 : Grand-child
- 15 : Grand-parent MORE CODES(CTRL+HOME)
- 16 : Other relative
- 17 : Other non-relative

MS Is \$CAPNAME[PERSONNR] married, living as a couple, single, widowed, separated, or divorced?

- 1 : Married (spouse in household)
- 2 : Married (spouse not in household)
- 3 : Living as a couple (cohabiting/living together)
- 4 : Single/never been married
- 5 : Widowed
- 6 : Separated
- 7 : Divorced

W1 What was \$CAPNAME[PERSONNR]'s age when widowed?

Range : 16..120

W2 Did \$CAPNAME[PERSONNR] have any children aged under 16 when widowed?

- 1 : Yes
- 2 : No

FtEd Is \$CAPNAME[PERSONNR] presently in full-time education?

- 1 : Yes
- 2 : No

TEA At what age did \$CAPNAME[PERSONNR] complete continuous full-time education?

ENTER AGE, OR CODE '96' IF STILL IN CONTINUOUS FULL-TIME EDUCATION.

GIVE ESTIMATE IF AGE NOT KNOWN.

ENTER '0', IF NEVER RECEIVED FULL-TIME EDUCATION.

Range : 0..96

TypeEd What type of school or college does \$HESHE attend?

- 3 : State run special school (e.g. for the handicapped)
- 4 : Secondary school (state run or assisted)
- 5 : Non-advanced further education/6th form/tertiary/ further education college
- 6 : Any PRIVATE school (prep or secondary)
- 7 : University/ polytechnic/ any other higher education

Depend Status indicator of whether this adult is treated as dependant

- 1 : Still an adult
- 2 : 16 - 18 years old AND in F/T education

BLOCK: b_ETH

EthGrp SHOW CARD A

To which of these groups do you consider \$CAPNAME[PERSONNR]
belongs?

INTERVIEWER: THIS IS A QUESTION OF OPINION

- 1 : White
- 2 : Black - Caribbean
- 3 : Black - African
- 4 : Black - Other
- 5 : Indian
- 6 : Pakistani
- 7 : Bangladeshi
- 8 : Chinese
- 9 : Other

BLOCK: Children

NumChil How many children aged under 16 are there living in this household?
Range : 0..10

VChil VChil
Range : 0..10

BLOCK: C_HHC

Person Person
Range : 11..20

Name Please tell me the first name of child number \$LOOPNR.
Text : Maximum [10] characters

VName VName
Text : Maximum [10] characters

Sex INTERVIEWER: CODE \$NAME's SEX.
1 : Male
2 : Female

Age What was \$CAPNAME[PERSONNR]'s age last birthday?

IF LESS THAN 1, ENTER 0
Range : 0..15

Par1 INTERVIEWER: ASK OR CODE
Who are \$CAPNAME[PERSONNR]'s parents (in this household)?
INCLUDE STEP-PARENTS.

CODE FIRST PARENT HERE: SECOND WILL BE CODED AT NEXT QUESTION.
IF PARENTS NOT IN HOUSEHOLD, CODE 97 HERE.
\$TXT176
Range : 1..97

Par2 INTERVIEWER: ASK OR CODE
Who is \$CAPNAME[PERSONNR]'s other parent (in this household)?
INCLUDE STEP-PARENTS.

CODE SECOND PARENT HERE.
IF SINGLE PARENT, CODE 97.
\$TXT176
Range : 1..97

Resp1 INTERVIEWER: ASK OR CODE
Who in the household is responsible for \$CAPNAME[PERSONNR]?
INTERVIEWER: \$TXT80
\$TXT175
Range : 1..10

Resp2 INTERVIEWER: ASK OR CODE
Is anyone else in the household responsible for
\$CAPNAME[PERSONNR]?
IF YES, CODE APPROPRIATE PERSON NUMBER.
IF NO, CODE 97.
\$TXT175
Range : 1..97

Foster INTERVIEWER: ASK OR CODE WHETHER ADULTS NAMED ARE FOSTER, OR
NATURAL, PARENTS OF CHILD.
1 : Foster parents
2 : All others (inc. natural, adopted, step)

FTEd Is \$CAPNAME[PERSONNR] presently in full-time education?

1 : Yes

2 : No

School What type of school does \$CAPNAME[PERSONNR] attend?

2 : Nursery/ primary/ playschool (state run)

3 : Special school, state run (e.g. for the handicapped)

4 : Secondary/ middle school (state run or assisted)

5 : Non-advanced further education/6th form/tertiary/ further education college

6 : Any PRIVATE school (prep or secondary)

BLOCK: BenUnit

LegDep INTERVIEWER: \$CAPNAME[INDEX1] IS CLASSIFIED AS A DEPENDANT ADULT , ie. \$HESHE WILL NOT FORM A Benefit Unit OF \$HISHER OWN. TO PROPERLY ASSESS TO WHICH Benefit Unit \$HESHE BELONGS, PLEASE CODE WHICH OF THE PARENTS RECEIVE Child Benefit FOR \$CAPNAME[INDEX1].

\$DEPPARNT
Range : 1..97

AC Adult/Child Status
Range : 0..2

ABen Benefit unit for \$CAPNAME[INDEX1]
Range : 1..10

CBen Benefit unit for \$CAPNAME[INDEX1]
Range : 1..10

NewBU Amended number of B.U:s (only confirmed h'hold members)
Range : 1..10

NewInfo INTERVIEWER - YOU APPEAR TO HAVE CHANGED RELATIONSHIPS BETWEEN INDIVIDUALS IN THIS HOUSEHOLD.
PLEASE PRESS <1> AND <Enter> TO RE-CALCULATE THE BENEFIT UNITS.
1 : PRESS <1> AND <Enter> TO DISPLAY BENEFIT UNITS

BenUInfo INTERVIEWER - THAT COMPLETES THE PERSONAL INFORMATION ABOUT THE INDIVIDUALS IN THIS HOUSEHOLD.

1 : PRESS <1> AND <ENTER> TO DISPLAY BENEFIT UNITS

ShowBen THE HOUSEHOLD MEMBERS HAVE BEEN ALLOCATED TO BENEFIT UNITS AS FOLLOWS:

B.U.MEMBERS
\$NAMEBEN[1]\$NAMEBEN[2]\$NAMEBEN[3]\$NAMEBEN[4]\$NAMEBEN[5]
\$NAMEBEN[6]\$NAMEBEN[7]\$NAMEBEN[8]\$NAMEBEN[9]\$NAMEBEN[10]
TOTAL NUMBER OF BENEFIT UNITS = \$NEWBU
1 : PRESS <1> AND <ENTER> TO CONTINUE

BLOCK: TF (Transfer Block)

Cargo2 Spare columns
Text : Maximum [4] characters

Tissue Issue number
Range : 1..7

Depchild Has adult dependent children in the household? Yes = 1, No = 2
Range : 0..2

APerson Identifying number of adult
Range : 0..10

AName Name of adult
Text : Maximum [10] characters

ASex Gender of adult
Range : 0..2

AAge Age of adult
Range : 0..120

AMS Marital status of adult
Range : 0..7

TE Type of current education for adult
Range : 0..7

DC Does the adult have dependent children? 1 = Yes, 2 = No
Range : 0..2

ABU Benefit Unit number for adult
Range : 0..10

ATEA Age of leaving full-time education for adult
Range : 0..98

CPerson Identifying number of child
Range : 0..20

CName Name of child
Text : Maximum [10] characters

CSEX Gender of child
Range : 0..2

CAGE Age of child
Range : 0..120

CBU Benefit Unit number for child
Range : 0..10

Guard1 Guardian No 1 of child
Range : 0..97

Guard2 Guardian No 2 of child
Range : 0..97

DPerson Identifying number of child/reclassified adult
Range : 0..20

DName Name of child/reclassified adult
Text : Maximum [10] characters

DSex Gender of child/reclassified adult
Range : 0..2

DAge Age of child/reclassified adult
Range : 0..120

DBU Benefit Unit no for child/reclassified adult
Range : 0..20

DGuard1 Guardian No 1 for child/reclassified adult
Range : 0..97

DGuard2 Guardian No 2 for child/reclassified adult
Range : 0..97

EName Original name of adult or child
Text : Maximum [10] characters

OrigAd Number of adults
Range : 0..10

NewAd Number of adults, less x-ed out and dependants
Range : 0..10

OrigCh Number of children
Range : 0..10

NewCh Number of children, less x-ed out, plus dependants
Range : 0..10

ODate Interview Date, original entry
Text : Maximum [10] characters

IDate Interview Date, final entry
Text : Maximum [10] characters

DatYrAgo The date one year before date of interview, or last day of
fieldwork month.
Text : Maximum [10] characters

INum Interviewer number
Range : 47..9999

BUNew Number of Benefit Units for this household
Range : 1..10

TOutsPay Mortgage paid by DSS. Computed from OWNS1
1 : Yes
2 : No

TOutsAmt How much did they pay last time? Computed from OWNS1
Range : 0..999997

TOutsPd How long did that cover? Computed from OWNS1
1 : One week
2 : Two weeks
3 : Three weeks
4 : Four weeks
5 : Calendar month
6 : Three months (13 weeks)
7 : Six months
8 : Eight times a year
9 : Nine times a year
10 : Ten times a year
11 : One Year
12 : One off/lump sum
13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

TAccPay Rent paid by DSS. Computed from RENTS
1 : Yes
2 : No

TAccAmt How much rent did they pay last time? Computed from RENTS
Range : 0..999997

TAccPd How long did that cover? Computed from RENTS
1 : One week
2 : Two weeks
3 : Three weeks
4 : Four weeks
5 : Calendar month
6 : Three months (13 weeks)
7 : Six months
8 : Eight times a year
9 : Nine times a year
10 : Ten times a year
11 : One Year
12 : One off/lump sum
13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

BLOCK: d_ADDINF

cargo3 Spare columns

Text : Maximum [4] characters

HHolder In whose name is the property owned or rented?

Anyone else? CODE ALL THAT APPLY.

- 1 : \$A_HHA.AD[1].NAME
- 2 : \$A_HHA.AD[2].NAME
- 3 : \$A_HHA.AD[3].NAME
- 4 : \$A_HHA.AD[4].NAME
- 5 : \$A_HHA.AD[5].NAME
- 6 : \$A_HHA.AD[6].NAME
- 7 : \$A_HHA.AD[7].NAME
- 8 : \$A_HHA.AD[8].NAME
- 9 : \$A_HHA.AD[9].NAME
- 10 : \$A_HHA.AD[10].NAME
- 97 : Other non-household member

Tenure Does your household own, or rent, this (HOUSE/FLAT/ETC)
or do you occupy it rent-free?

- 1 : Owns/Is buying
- 2 : Co-ownership scheme (SPONTANEOUS)
- 3 : Shared ownership (SPONTANEOUS)
- 4 : Part own, part rent (SPONTANEOUS)
- 5 : Rents
- 6 : Rent-free

OwnType Is it...READ OUT (RUNNING PROMPT)...

- 1 : owned as part of a co-ownership scheme, that is jointly with a housing association
- 2 : or as part of a shared ownership scheme, that is part rented and part owned
- 3 : or neither of these?

SubLet Do you have a formal arrangement to let, or sub-let, any part of
this accommodation to someone who is NOT a member of your
household?

- 1 : Yes
- 2 : No

SubLetY Who is that? CODE FIRST THAT APPLIES.

INTERVIEWER: CLOSE RELATIVES = Householder's PARTNER,
PARENT (incl.STEP-), SON or DAUGHTER (incl. STEP-),
BROTHER or SISTER, or SPOUSE of any of these.

- 1 : Close relative
- 2 : Other relative
- 3 : Non-relative

Rooms How many rooms do you have altogether in your accommodation, that's excluding bathrooms and toilets, but including kitchens?

INTERVIEWER: 'YOUR ACCOMMODATION' MEANS THE ACCOMMODATION OCCUPIED BY THIS HOUSEHOLD. EXCLUDE ANY ROOMS LET/SUBLET TO OTHER HOUSEHOLDS.
CONSULT INSTRUCTIONS FOR TREATMENT OF EQUIVOCAL ROOMS, eg. attics, conservatories, basements.
Range : 0..20

RoomShar Are any of these rooms shared with anyone who is not a member of your household?

IF 'NO' ENTER '0'
IF 'YES', ASK: How many? AND ENTER NUMBER.
Range : 0..10

Bedroom \$TXT80 many bedrooms do you have in this accommodation?
Range : 0..10

BusRoom Are any of the rooms you have mentioned used either wholly or partly for business?
1 : Yes
2 : No

OnBsRoom How many rooms are used ...READ OUT...

i) wholly for business?
Range : 0..10

PtBsRoom How many rooms are used ...READ OUT...

ii) partly for business?
Range : 0..10

AllAdult AllAdult
Range : 0..10

AllChild AllChild
Range : 0..10

TypeAcc TYPE OF ACCOMMODATION OCCUPIED BY THIS HOUSEHOLD
CODE ONE FROM OBSERVATION.
1 : Whole house/bungalow, detached
2 : Whole house/bungalow, semi-detached
3 : Whole house/bungalow, terraced/end of terrace
4 : Purpose-built flat or maisonette
5 : Part of house/converted flat, maisonette/rooms in house
6 : Other (SPECIFY)

TypeAcco SPECIFY WHAT OTHER TYPE OF ACCOMMODATION THIS IS
Text : Maximum [40] characters

Floor What is the floor level of the main living part of the accommodation?

- 1 : Basement/semi-basement
- 2 : Ground floor/street level
- 3 : 1st floor
- 4 : 2nd floor
- 5 : 3rd floor
- 6 : 4th-9th floor
- 7 : 10th floor or higher

SewSupp Is your accommodation connected to the mains sewerage or mains water supply?

- 1 : Yes to both
- 2 : Sewerage only
- 3 : Water only
- 4 : No to both

YearLive For how many years have you, (that is \$TXT10), lived at this address?

ENTER NUMBER OF YEARS. IF LESS THAN ONE YEAR, ENTER `0', AND RECORD NUMBER OF MONTHS AT NEXT QUESTION.
Range : 0..97

MonLive For how many months have you, (that is \$TXT10), lived at this address?

ENTER NUMBER OF MONTHS, TO NEAREST WHOLE MONTH.
Range : 0..12

HHStat INTERVIEWER : CLASSIFY THIS HOUSEHOLD AS ONE OF THE FOLLOWING:

- 1 : Conventional household: i.e. single person or couple - with other family and/or boarder(s) and/or lodger(s)
- 2 : 'Shared' household arrangements: identity of HoH is unclear or arbitrary - e.g. students, nurses, unrelated adults etc, sharing ON EQUAL BASIS

vHHStat Equals HHStat, but with imputed value if not on route

- 1 : Conventional household: i.e. single person or couple - with other family and/or boarder(s) and/or lodger(s)
- 2 : 'Shared' household arrangements: identity of HoH is unclear or arbitrary - e.g. students, nurses, unrelated adults etc, sharing ON EQUAL BASIS

BLOCK: e_RENTER

Cargo4 Spare columns
Text : Maximum [4] characters

Landlord Who is it rented from (provided by)?
1 : Council
2 : New Town Corporation
3 : Housing Association
4 : Crown Estates Commissioners
5 : Other Crown/Government department
6 : Friend or relative
7 : Other organisation
8 : Other individual

Furnish Is this accomodation rented as furnished or unfurnished?

IF PART-FURNISHED, CODE AS `1`
1 : Furnished
2 : Unfurnished

ResLL Does the landlord live in the building?
1 : Yes
2 : No

ResLL2 Does the landlord live in the same flat as you or not?
1 : Yes
2 : No

YStart In which year did you first become a tenant of this accommodation?

INTERVIEWER: `YOU`=PERSON(S) NAMED AT `HHolder`, THAT IS...
\$RENTNAME.
1 : 1988 or earlier
2 : 1989 or later

Ctract When you started to rent this accommodation ...READ OUT (RUNNING
PROMPT)...
1 : ...did you and the landlord sign a written agreement,
2 : ...did you have a written agreement which you didn't sign,
3 : ...or did you just have an unwritten agreement?

Short I'd like to ask you a few questions to make sure what kind of an
agreement it is. There is a form of tenancy called a shorthold.
It is for a fixed period and you must be given a notice in
writing by the landlord that tells you that it is a shorthold
tenancy agreement. Since January 1989, new shorthold agreements
have been Assured Shortholds; before that date they were
Protected Shortholds. Here is an example of a notice to a tenant
saying that the agreement is an Assured Shorthold. SHOW EXAMPLE
OF NOTICE. Does the tenancy agreement or notice state that it is .
..READ OUT (RUNNING PROMPT)...
1 : ...an Assured Shorthold,
2 : ...a Shorthold, but not `Assured`,
3 : ...or does it not say that it is a Shorthold at all?
4 : (DO NOT READ OUT) a Shorthold, but not sure if Assured or not

FairRent Most rents are agreed privately between landlord and tenant.
Sometimes the tenant can apply to the local rent officer or rent
assessment committee to decide on a fair rent which is then
registered. Has your rent for this accommodation been registered
as a fair rent in this way, or not?

- 1 : Yes
- 2 : No

OthWay There are various\$TOTHER ways in which landlords can let
accommodation.
Will you please look at this card and tell me if your letting is
one of these? SHOW CARD B

CODE FIRST THAT APPLY

- 1 : Company licence
- 2 : College licence
- 3 : Non-exclusive occupancy agreement
- 4 : Holiday let
- 5 : Low season let
- 6 : None of these

AccJob Does this accommodation go with the present job of anyone in your
household?

- 1 : Yes
- 2 : No

Rent How much rent did you\$TXT40 ACTUALLY PAY last time, after any
rebates?
\$TXT175
Range : 0..999997

RentPd How long did this cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

CommInc Can I just check: does your rent include any Council Tax\$TXT80?

- 1 : Yes
- 2 : No

CommAmt What amount was included for Council Tax\$TXT90?
Range : 0..97

CommPd How long did this cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

CWatAmt What amount was included for Community Water Charge?

Range : 0..97

CWatPd How long did this cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

RentHol Do you have any rent free weeks?

INTERVIEWER: SOME PEOPLE KNOW THIS AS A 'Rent Holiday'.

- 1 : Yes
- 2 : No

WeekHol For how many weeks of the year?

Range : 1..52

HBenefit Some people qualify for Housing Benefit, that is, a rent rebate or allowance. Are you\$TXT40 receiving Housing Benefit, either directly or by having it paid to your landlord on your behalf?

- 1 : Yes
- 2 : No

Rebate You said that you paid no rent last time, is that because you get 100% Housing Benefit?

- 1 : Yes
- 2 : No

RebateO Can I just check, what is the reason for your paying no rent last time?

Text : Maximum [60] characters

HBenFuRd Is the Housing Benefit based on the full rent agreed by you and your landlord, or is it based on a lower, market rent assessed by the Rent Officer?

EXPLAIN IF NECESSARY: A 'MARKET' RENT IS A REDUCED RENT DETERMINED BY THE COUNCIL'S RENT OFFICER. (IT IS NOT THE SAME AS 'FAIR RENT' OR 'ELIGIBLE RENT').

- 1 : Full rent
- 2 : Lower (market) rent

HBenRAmt What was the reduced figure for rent?

ENTER TO NEAREST WHOLE £.

Range : 0..999997

HBenRPd What period does that cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

HBenAmt How much did you get, the last time you received Housing Benefit?

Range : 0..997

HBenPd How long did this cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

HBenDed (Can I just check), was this...READ OUT (RUNNING PROMPT)...

- 1 : \$DIRECDED
 - {COUNCIL TENANT: Deducted from your rent}
 - {NON-COUNCIL: Paid direct to the landlord}

2 : ...or did you receive the money?

HBenChk Can I just check, is the amount of \$RENT for rent that you mentioned earlier, BEFORE or AFTER taking off the Housing Benefit?

- 1 : Before
- 2 : After

HBSmt For people on Housing Benefit, the Council sends you a statement to show you how the amount of benefit was calculated. Do you have a statement from the Council about your Housing Benefit?

INTERVIEWER: THIS STATEMENT SHOULD BE CONSULTED WHENEVER POSSIBLE

- 1 : Yes
- 2 : No

HBWater On the statement, is there an amount for water charges?

INTERVIEWER: THIS IS A DEDUCTION FROM THE RENT.
IF ONE AMOUNT FOR WATER + SEWERAGE, ENTER 'Yes'.

- 1 : Yes
- 2 : No

HBSewer And on the statement, is there an amount for sewerage charges?

INTERVIEWER: THIS IS A DEDUCTION FROM THE RENT.
IF ONE AMOUNT FOR WATER + SEWERAGE, ENTER 'Yes'.

- 1 : Yes
- 2 : No

HBWsAmt What is the amount for \$WATSEW?

\$INSTRTEXT
Range : 1..100

SpareSer Spare columns in case Housing Benefit statement includes so far unknown items.

Text : Maximum [9] characters

HBServ And on your statement, are there amounts shown for any of the things shown on this card? SHOW CARD C. CODE ALL THAT APPLY.

EXPLAIN IF NEEDED: THESE ARE DEDUCTIONS FROM THE ACTUAL RENT. ONLY CODE THE SERVICES ON THE CARD. IF ANY ONE AMOUNT IS FOR A COMBINATION OF SERVICES, CODE ONE OF THEM AND GIVE DETAILS IN A NOTE <Ctrl + F4>.

- 1 : Heating
- 2 : Lighting
- 3 : Hot water
- 4 : Fuel for cooking
- 5 : Food, including prepared meals MORE CODES <Ctrl + Home>
- 6 : TV/Video rental
- 7 : TV licence fees
- 8 : Personal laundry
- 9 : Medical expenses
- 10 : Nursing and personal care
- 11 : Transport
- 12 : None of these are shown on statement

HBSerAmt How much is the amount on the statement for \$SERVICES[INDEX]?

INTERVIEWER: THIS IS A DEDUCTION FROM RENT.
Range : 0..100

HBSvOth On the statement, are there any OTHER DEDUCTIONS for services, that we have NOT already dealt with?

INTERVIEWER: ONLY INCLUDE DEDUCTIONS FROM RENT FOR SERVICES, NOT OTHER DEDUCTIONS, EG. FOR 'PEOPLE WHO LIVE WITH YOU'.
1 : Yes
2 : No

HBSOther What is covered by this/these deduction(s)?

Text : Maximum [40] characters

HBSOAmt What is the total amount deducted for this/these deduction(s)?

Range : 0..97

EligAmt On the statement, what is the amount shown for ELIGIBLE RENT?

THIS MUST BE THE ELIGIBLE RENT (NOT THE AMOUNT OF BENEFIT)
ELIGIBLE RENT = AFTER DEDUCTIONS.

Range : 1..1000

EligPd What period does that cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

HBenWait Are you awaiting the outcome of a claim for Housing Benefit - that is, either rent rebate or rent allowance?

- 1 : Yes
- 2 : No

WaterInc Were water charges (rates) included in the rent which you mentioned?

- 1 : Yes
- 2 : No

SewerInc Were sewerage charges included in the rent which you mentioned?

- 1 : Yes
- 2 : No

WSIncAmt How much was included for \$WATSEW?\$TXT40

Range : 1..100

SerInc SHOW CARD C

Does the rent which you mentioned include any services such as the ones shown on this card?

- 1 : Yes
- 2 : No

SerIncW SHOW CARD C

Which services?

CODE ALL THAT APPLY. ONLY INCLUDE SERVICES ON THE CARD.

- 1 : Heating
- 2 : Lighting
- 3 : Hot water
- 4 : Fuel for cooking
- 5 : Food, including prepared meals
- 6 : TV/Video rental
- 7 : TV licence fees
- 8 : Personal laundry
- 9 : Medical expenses
- 10 : Nursing and personal care
- 11 : Transport

ServAmt How much, in total, was included for these services, in the rent which you mentioned?

Range : 0..1000

AccNonHH Apart from Housing Benefit, does anyone outside your household pay any rent on this accommodation on your behalf?

INTERVIEWER: EXCLUDE Housing Benefit - i.e. RENT REBATE or RENT ALLOWANCE

- 1 : Yes
- 2 : No

AccPay Who is that?

- 1 : DSS
- 2 : Employer
- 3 : Other organisation
- 4 : Friend or relative
- 5 : Other

AccAmt How much rent did the \$PAYER pay for you last time?
Range : 0..999997

AccPd How long did that cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

AccChk Can I just check, is the amount of \$RENT for rent, that you
mentioned earlier, BEFORE or AFTER deducting this payment?
1 : Before
2 : After

AccAmt How much rent did the \$PAYER pay for you last time?
Range : 0..999997

AccPd How long did that cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

AccChk Can I just check, is the amount of \$RENT for rent, that you
mentioned earlier, BEFORE or AFTER deducting this payment?
1 : Before
2 : After

AccAmt How much rent did the \$PAYER pay for you last time?
Range : 0..999997

AccPd How long did that cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

AccChk Can I just check, is the amount of \$RENT for rent, that you mentioned earlier, BEFORE or AFTER deducting this payment?

- 1 : Before
- 2 : After

AccAmt How much rent did the \$PAYER pay for you last time?

Range : 0..999997

AccPd How long did that cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

AccChk Can I just check, is the amount of \$RENT for rent, that you mentioned earlier, BEFORE or AFTER deducting this payment?

- 1 : Before
- 2 : After

BLOCK: f_OWNER1

LastPay Textfill, takes value of MorinPay or IntPrPay
Range : 0..10000

OwnHow Is\$TXT16 this (HOUSE/FLAT/ETC)...READ OUT (RUNNING PROMPT)...
1 : ...owned outright
2 : ...or being bought with a mortgage or loan?

Lender Who currently provides \$THETHIS mortgage or loan\$TXT80: is it
...READ OUT (RUNNING PROMPT)...
1 : ...a building society,
2 : ...a local authority,
3 : ...a bank,
4 : ...an insurance company,
5 : ...or some other source? (CODE, THEN SPECIFY)

LenderO Please state which other source supplied the mortgage/loan.
Text : Maximum [40] characters

BuyYear In which year did you first take out \$ATHIS mortgage or
loan\$TOBUY?
Range : 1900..1994

PurcAmt What was the purchase price of\$TXT16 your house/flat?
Range : 0..99999997

BorrAmt And what was the amount of the\$ORIGNL mortgage or loan?
Range : 0..99999997

EstWorth If you were to sell your house/flat tomorrow, how much do you
think\$TXT16 it would fetch?

INTERVIEWER: THIS IS A QUESTION OF OPINION.

Range : 0..99999997

RMort Sometimes people arrange re-mortgages, by repaying one mortgage
and then taking out another one secured on the same accommodation.
Can I just check,\$\$SINCE have you taken out a re-mortgage on
THIS \$MORTFLAT?
1 : Yes
2 : No

RMortYr In which year did you take out the re-mortgage?

IF RE-MORTGAGED MORE THAN ONCE, TAKE THE MOST RECENT
OCCASION.

Range : 1900..1994

RMAMt What was the total amount of the re-mortgage?
Range : 0..99999997

RMPur SHOW CARD D

Which of these items best describe the reasons why you took out a re-mortgage? Any others? CODE ALL THAT APPLY.

- 1 : to get a better, or fixed, interest rate
- 2 : to make essential repairs to this property
- 3 : to make improvements or extensions to this property
- 4 : to help purchase a major item like a car, boat, caravan or second home
- 5 : in connection with a business
- 6 : some other purpose (INTERVIEWER: SPECIFY IN A NOTE <Ctrl + F4>)

MortType Is this mortgage/loan...

...READ OUT (RUNNING PROMPT)...

- 1 : ...an ENDOWMENT mortgage, (where your mortgage payments cover interest only),
- 2 : ...a REPAYMENT mortgage, (where your mortgage payments cover interest and part of the original loan),
- 3 : ...or a PENSION mortgage, (where your mortgage payments cover interest only)?
- 4 : (SPONTANEOUS MENTION, DO NOT READ OUT) None of these.

TopUp Since \$TXT40, have you increased the total amount borrowed on the mortgage/loan, by taking out a further advance?

- 1 : Yes
- 2 : No

TopAmt Thinking of the \$ORDER time you did this, how much extra did you borrow?

Range : 0..999997

TopYr In what year was that?

Range : 1900..1994

TopPur SHOW CARD D

Which of these items best describe the reasons why you took out a further advance? Any others? CODE ALL THAT APPLY.

- 1 : to get a better, or fixed, interest rate
- 2 : to make essential repairs to this property
- 3 : to make improvements or extensions to this property
- 4 : to help purchase a major item like a car, boat, caravan or second home
- 5 : in connection with a business
- 6 : some other purpose (INTERVIEWER: SPECIFY IN A NOTE <Ctrl + F4>)

TopMore Since then, have you taken out any more further advances on this mortgage/loan?

- 1 : Yes \$GIVENOTE
- 2 : No

MortEnd In what year is this mortgage due to be paid off?

Range : 1994..2997

MortLeft What is the amount still outstanding on your mortgage/loan from this source - that is, how much do you still have to pay off?

Range : 1..9999997

Discount May I just check, do you pay a special lower rate of interest because (any of) you work for the \$LENDTXT?

- 1 : Yes
- 2 : No

MorInPay How much did you pay last time as interest on this mortgage or loan?

Range : 0..10000

MorInPd How long did this cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

Menpol Are there any endowment policies covering the repayment of this mortgage or loan?

- 1 : Yes
- 2 : No

MenPolAm How much was your last premium on the \$ORDER endowment policy?

Range : 0..1000

MenPolPd How long did this cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

InclnInt Is this premium included in the amount you mentioned earlier (£\$LASTPAY[ASK])?

- 1 : Yes
- 2 : No

Menstyr In what year was this insurance taken out?

Range : 1900..1994

MpMore Are there any more endowment policies covering the repayment of the mortgage or loan?

- 1 : Yes
- 2 : No

EndwPrin How is repayment of the original loan covered?

Text : Maximum [40] characters

IntPrPay How much was your last instalment on this mortgage or loan?

Range : 0..10000

IntPrPd How long did this cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

IntL12M How much INTEREST were you charged on this mortgage/loan over the most recent 12 months for which you have figures?

Range : 0..10000

IntPerB When did that 12 month period BEGIN?

...Enter DATE:

...IF DAY OF MONTH NOT KNOWN PUT ??

Date

IntPerE

...and when did that 12 month period END?

...Enter DATE:

...IF DAY OF MONTH NOT KNOWN PUT ??

Date

TaxRelf Has standard tax relief on this mortgage/loan already been deducted from the payment you just mentioned (£\$LASTPAY[ASK])?

INTERVIEWER: INCLUDE ALL MIRAS ARRANGEMENTS

- 1 : Yes
- 2 : No

Mortprot Do you have a mortgage protection policy on this mortgage/loan?

- 1 : Yes
- 2 : No

IncMPAmt How much was your last payment?

Range : 0..997

IncMPPd How long did this cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

IncMStYr In what year was the mortgage protection policy taken out?

Range : 1900..1994

IncMP Did your last payment on the mortgage/loan, that is

£\$LASTPAY[ASK], include the mortgage protection policy payment?

- 1 : Yes
- 2 : No

OutsMort Does anyone from outside the household pay anything towards your mortgage/loan on your behalf, on a regular basis?

- 1 : Yes
- 2 : No

OutsPay Who is that?

- 1 : DSS
- 2 : Employer
- 3 : Other organisation
- 4 : Friend or relative
- 5 : Other

OutsAmt How much did the \$PAYER pay last time?

Range : 0..999997

OutsPd How long did that cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

OutsIncl Was this included in the amount of \$TXT20 that you mentioned earlier?

- 1 : Yes
- 2 : No

OthMort1 I have already asked you about the loan you had to purchase this house/flat. Apart from that, do you have any OTHER mortgage or loan secured on this property?

- 1 : Yes
- 2 : No

OthMort2 May I just check, are you currently using this house/flat as security for a mortgage or loan of any kind?

- 1 : Yes
- 2 : No

{IF 'Yes' at OthMort1 or OthMort2: repeat Lender to OutsIncl}

OthMort3 Apart from the mortgage/loan we've just spoken about, do you have any OTHER mortgage or loan on this property ?

- 1 : Yes - GIVE DETAILS IN A NOTE<CTRL + F4>
- 2 : No

EstValue Stores the value of EstWorth in one place, since it can be asked in either OneMort or TwoMort

Range : 0..99999997

BLOCK: g_INSUR

StrMort Did your last payment \$TXT20 on the mortgage/loan include an amount for any insurance on the structure of this accommodation, its furniture or contents, or any personal possessions?

- 1 : Yes
- 2 : No

StrCov Was that for...READ OUT (RUNNING PROMPT)...

- 1 : ...structure ONLY
- 2 : ...furniture and contents or personal possessions, only
- 3 : ...structure AND furniture and contents, or personal possessions?

StrAmt How much was the \$TXT5 premium \$TXT40 for this \$TXT16 policy?

Range : 0..9997

StrPd How long did this cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

StrIns What is the insured value of the structure?

Range : 0..9999997

FrnIns What is the insured value of the furniture and contents, and/or the personal possessions?

Range : 0..999997

StrOths Do you pay an insurance premium on the STRUCTURE of this accommodation?

- 1 : Yes
- 2 : No

CovOths Does the premium cover...READ OUT (RUNNING PROMPT)...

- 1 : ...structure ONLY
- 2 : ...or structure combined withfurniture, contents or personalpossessions?

StrAmt How much was the \$TXT5 premium \$TXT40 for this \$TXT16 policy?
Range : 0..9997

StrPd How long did this cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

StrIns What is the insured value of the structure?
Range : 0..9999997

FmlIns What is the insured value of the furniture and contents, and/or
the personal possessions?
Range : 0..999997

CTBand SHOW CARD E

In which of the bands shown on this card has your house/flat been valued for payment of the Council Tax?

THIS MUST BE THE BAND GIVEN BY THE COUNCIL - DO NOT ACCEPT RESPONDENT'S OWN ESTIMATE OF VALUE OF PROPERTY.

IF THIS HOUSEHOLD'S ACCOMMODATION IS NOT VALUED SEPARATELY (eg. because it's a rented part of larger premises), THEN USE CODE 0.

DISPLAY CODES <Ctrl + Home>

0 : Not applicable: not valued separately

1 : Band A

2 : Band B

3 : Band C

4 : Band D

5 : Band E

6 : Band F

7 : Band G

8 : Band H

CTLVBand Some households can get Council Tax bills which are actually applied to a LOWER valuation band, because there is a disabled person in the household.

Do YOU get a Council Tax bill for a lower valuation band, for this reason?

INTERVIEWER: HOUSEHOLDS MUST MAKE A SPECIAL APPLICATION IN ORDER TO OBTAIN THIS REDUCTION.

1 : Yes

2 : No

CTAmt How much was your last Council Tax payment?

IF NO COUNCIL TAX PAID, ENTER 0.

Range : 0..10000

CTTime How many times a year do you pay?

ENTER NUMBER OF TIMES PER YEAR.

Range : 1..52

CTExReb May I check, were you allowed either ...READ OUT (RUNNING PROMPT).

..

1 : ...a formal exemption from the Council Tax,

2 : ...or some combination of discounts or rebates which end up with your paying nothing?

3 : Neither of these

4 : INTERVIEWER: USE THIS CODE (ie. Code 4) IF REASON IS THAT NO BILL HAS YET BEEN ISSUED/RECEIVED

CTDisc SHOW CARD F

Was a discount of 25% or 50% allowed in connection with your last Council Tax payment for any of the reasons shown on this card?

1 : Yes

2 : No

CT25D50D Can I just check, were you allowed a 25%, or a 50%, discount?

1 : 25%

2 : 50%

CTReb Was any benefit, or rebate, allowed in connection with your last Council Tax payment?

1 : Yes

2 : No

RebType Was this a main benefit, or a 'second adult rebate'?

1 : Main benefit

2 : Second adult rebate

CTRebAmt How much was allowed?

Range : 0..1000

CTRebPd How long did this cover?

1 : One week

2 : Two weeks

3 : Three weeks

4 : Four weeks

5 : Calendar month

6 : Three months (13 weeks)

7 : Six months

8 : Eight times a year

9 : Nine times a year

10 : Ten times a year

11 : One Year

12 : One off/lump sum

13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

CTRed Was any transitional reduction allowed in connection with your last Council Tax payment?

INTERVIEWER: 'TRANSITIONAL REDUCTION' IS ALLOWED IN CASES WHERE THE HOUSEHOLD WOULD OTHERWISE FACE A LARGE INCREASE COMPARED WITH THEIR COMMUNITY CHARGE.

EXCLUDE REDUCTIONS FOR PROMPT PAYMENT, OR PAYMENT BY DIRECT DEBIT.

1 : Yes

2 : No

CTRedAmt How much was allowed?

Range : 0..1000

CTRedPd How long did this cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

BLOCK: h_OWNER2

cargo5 Spare columns
Text : Maximum [4] characters

Charge SHOW CARD G
In connection with this accommodation do you pay any of the
charges shown on this card?
CODE ALL THAT APPLY.
1 : Ground Rent
2 : Feu duty
3 : Chief Rent
4 : Service charge
5 : Compulsory or regular maintenance charges
6 : Site rent (caravans)
7 : Any other regular payments
8 : None of these

ChargeO Please specify the other type of payments.
Text : Maximum [50] characters

ChAmt I would now like to ask about the charges you pay for \$TXT80.
How much did you pay last time?
Range : 0..997

ChargePd How long did this cover?
1 : One week
2 : Two weeks
3 : Three weeks
4 : Four weeks
5 : Calendar month
6 : Three months (13 weeks)
7 : Six months
8 : Eight times a year
9 : Nine times a year
10 : Ten times a year
11 : One Year
12 : One off/lump sum
13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

BLOCK: i_SEWER

Cargo6 Spare columns
Text : Maximum [4] characters

WaterPay Do you pay water rates?
1 : Yes
2 : No

SewerPay Do you pay sewerage rates?
1 : Yes
2 : No

SewSep Do you pay separate or combined water and sewerage rates?
1 : Separate
2 : Combined

WatTime How many times a year do you pay water rates?
ENTER TIMES A YEAR
Range : 1..52

WatAmt How much did you actually pay last time?
Range : 0..997

SewTime How many times a year do you pay sewerage rates?
ENTER TIMES A YEAR
Range : 1..52

SewAmt How much did you actually pay last time?
Range : 0..997

WSewTime How many times a year do you pay?
ENTER TIMES A YEAR
Range : 1..52

WSewAmt How much did you actually pay last time?
Range : 0..997

BLOCK: j_BENGIV

iID1 Person number of respondent.
Range : 1..10

BUIId Benefit Unit number of respondent.
Range : 1..10

ConvBL (Can I just check), is \$CAPNAME[CHOSEN1[COUNT]] ...READ OUT
(RUNNING PROMPT)...

- 1 : ...a BOARDER: that is, someone who pays you a RENT for board AND lodging
- 2 : ...a LODGER: that is, someone who pays you a RENT for lodging, but not food
- 3 : ...or neither of these?

CvPay How much rent does \$CAPNAME[CHOSEN1[COUNT]]\$TXT80
Range : 0..997

CvPd How long does that cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

CvHt Is HEATING included in that, or is it paid for separately?

- 1 : Included
- 2 : Paid for separately

CvHb Is \$CAPNAME[CHOSEN1[COUNT]] getting any Housing Benefit?

- 1 : Yes
- 2 : No

CHBAmt How much did \$HESHE get last time?
Range : 0..997

CHBPd How long did that cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

Contrib SHOW CARD H

Does \$CAPNAME[CHOSEN1[COUNT]] make a regular contribution\$TXT40
towards any of the things listed on this card?

- 1 : Yes
- 2 : No

ConAmt How much does \$CAPNAME[CHOSEN1[COUNT]] pay altogether?

Range : 0..997

ConPd How long does that cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

QConIt SHOW CARD H

Which of these things is it intended to contribute to?

INTERVIEWER: CODE ALL THAT APPLY, or 'General contribution'

- 1 : Housing
- 2 : Food
- 3 : Fuel
- 4 : General contribution

pID2 Person number of respondent.
Range : 1..10

BUId Benefit Unit number of respondent.
Range : 1..10

SRentAmt How much rent does \$CAPNAME[COUNT] pay?
Range : 0..997

SRentPd How long does that cover?
1 : One week
2 : Two weeks
3 : Three weeks
4 : Four weeks
5 : Calendar month
6 : Three months (13 weeks)
7 : Six months
8 : Eight times a year
9 : Nine times a year
10 : Ten times a year
11 : One Year
12 : One off/lump sum
13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

SCvHb Is \$CAPNAME[COUNT] getting any Housing Benefit?
1 : Yes
2 : No

SCHBamt How much did \$HESHE get last time?
Range : 0..997

SCHBPd How long did that cover?
1 : One week
2 : Two weeks
3 : Three weeks
4 : Four weeks
5 : Calendar month
6 : Three months (13 weeks)
7 : Six months
8 : Eight times a year
9 : Nine times a year
10 : Ten times a year
11 : One Year
12 : One off/lump sum
13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

SharePay \$TXT175
SHOW CARD H
\$TXT40 much does \$CAPNAME[COUNT] pay towards any of the things
listed on this card?
Range : 0..997

SharePd How long does that cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

QConIt SHOW CARD H

Which of these things is it intended to contribute to?

INTERVIEWER: CODE ALL THAT APPLY, or 'General contribution'

- 1 : Housing
- 2 : Food
- 3 : Fuel
- 4 : General contribution

BLOCK: k_PROP

SubRent You mentioned earlier that you let, or sub-let, part of this accommodation to someone outside your household.
How much rent have you received from this in the last 12 months, i.e. since \$DLYEAR : that's BEFORE deducting any income tax that might be due on it?
Range : 0..100000

SubAllow And is that BEFORE or AFTER deducting allowable expenses?
1 : Before
2 : After

OthProRt \$TXT20 the last 12 months, that is since \$DLYEAR, have\$TXT10 you received any rent from other property? (EXCLUDE land only)
1 : Yes
2 : No

PropWho Who is that?
1 : \$A_HHA.AD[1].NAME
2 : \$A_HHA.AD[2].NAME
3 : \$A_HHA.AD[3].NAME
4 : \$A_HHA.AD[4].NAME
5 : \$A_HHA.AD[5].NAME
6 : \$A_HHA.AD[6].NAME
7 : \$A_HHA.AD[7].NAME
8 : \$A_HHA.AD[8].NAME
9 : \$A_HHA.AD[9].NAME
10 : \$A_HHA.AD[10].NAME

jID1 Identifying number for person receiving rent from other property.
Range : 1..10

PropRent How much rent has \$CAPNAME[INDEX] received from other property in
the last 12 months: that's BEFORE deducting any income tax that
might be due on it?
Range : 0..100000

PropAllw And is that BEFORE or AFTER deducting any allowable expenses?
1 : Before
2 : After

BLOCK: I_POL

Premium SHOW CARD I

\$TXT15 have any insurance policies which cover you for any of the things shown on this card?

- 1 : Yes
- 2 : No

Cargo7 Spare columns

Text : Maximum [4] characters

NumPols SHOW CARD I

Thinking about policy number \$INDEX, which of these things does it cover? Any others?

CODE ALL THAT APPLY.

- 1 : Personal accident
- 2 : Private medical treatment
- 3 : To pay out money when you go to hospital
- 4 : Redundancy
- 5 : Loss of salary or earnings, because of ill-health

PolIns Who is insured under this policy? Anyone else?

CODE ALL THAT APPLY.

- 1 : \$A_HHA.AD[1].NAME
- 2 : \$A_HHA.AD[2].NAME
- 3 : \$A_HHA.AD[3].NAME
- 4 : \$A_HHA.AD[4].NAME
- 5 : \$A_HHA.AD[5].NAME
- 6 : \$A_HHA.AD[6].NAME
- 7 : \$A_HHA.AD[7].NAME
- 8 : \$A_HHA.AD[8].NAME
- 9 : \$A_HHA.AD[9].NAME
- 10 : \$A_HHA.AD[10].NAME
- 11 : \$C_HHC.CH[11].NAME
- 12 : \$C_HHC.CH[12].NAME
- 13 : \$C_HHC.CH[13].NAME
- 14 : \$C_HHC.CH[14].NAME
- 15 : \$C_HHC.CH[15].NAME
- 16 : \$C_HHC.CH[16].NAME
- 17 : \$C_HHC.CH[17].NAME
- 18 : \$C_HHC.CH[18].NAME
- 19 : \$C_HHC.CH[19].NAME
- 20 : \$C_HHC.CH[20].NAME

PolPay Who pays the premiums?

- 1 : \$TXT80
- 2 : Someone else

PolMore SHOW CARD I

\$TXT15 have any more policies for any of the things shown on this card?

- 1 : Yes
- 2 : No

Cargo7 Spare columns

Text : Maximum [4] characters

BLOCK: m_MOD

Cons In this accommodation, do you have...

\$TXT80?

\$TXT175\$TXT176

- a washing machine

(THIS MAY BE COMBINED WITH TUMBLE DRYER, IF SO CODE YES FOR BOTH)

The question then repeats for:

tumble dryer

(THIS MAY BE COMBINED WITH WASHING MACHINE, IF SO CODE YES FOR BOTH)

- fridge/freezer

(IE A DEEP FREEZE WITH ITS OWN DOOR, COMBINED WITH A FRIDGE ALSO WITH ITS OWN DOOR)

- separate refrigerator

- separate deep freeze

- microwave oven

(INCLUDE COMBINATION OVENS WITH MICROWAVE FACILITY)

- a cooker (other than a microwave)

- dishwasher

- colour television

- black and white television

- video recorder

- telephone (IF SHARED IN PUBLIC HALLWAY, INCLUDE ONLY IF HOUSEHOLD PAYS THE ACCOUNT)

- a home computer (EXCLUDE VIDEO GAMES)

INCLUDE ITEMS STORED BUT IN WORKING ORDER, AND ITEMS UNDER REPAIR.

1 : Yes

2 : No

CentHeat Do you have central heating in this accommodation ... this may include storage heaters?

1 : Yes

2 : No

CentFuel What fuel does it use?

(CODE MAIN FUEL)

1 : Electricity

2 : Mains gas

3 : Solid fuel

4 : Oil

5 : Bottled gas

6 : or some other fuel?

BLOCK: n_VINT

AnyVeh In the following questions I'd like to ask about any motor vehicles that you might own, and any other vehicles - such as company cars - that you have continuously available for your use. Do \$TXT11 at present have any cars, vans, motorcycles, mopeds or other motor vehicles?

INCLUDE VEHICLES FOR DISABLED PERSONS OF ANY AGE.

1 : Yes

2 : No

VehNumb How many such vehicles do you have altogether in your household... that is: cars, vans, motorcycles, mopeds, and any other motor vehicles?

INTERVIEWER: INCLUDE VEHICLES FOR ALL HOUSEHOLD MEMBERS

INCLUDE VEHICLES FOR DISABLED PERSONS OF ANY AGE.

Range : 1..9

cargo8 cargo8

Text : Maximum [4] characters

Vehic I would now like to ask about the \$TXT11 vehicle.

Is it a ...READ OUT (RUNNING PROMPT)...

INCLUDE VEHICLES FOR DISABLED CHILDREN AS CODE 5

1 : ...car

2 : ...van

3 : ...motorcycle

4 : ...moped

5 : ...some other motor vehicle?

VehOwn Do you own the \$TXT10 or just have continuous use of it?

CODE AS 'OWNED', IF INDIVIDUAL IS LEASING THE VEHICLE OR BUYING ON HIRE PURCHASE (inc. through MOTABILITY scheme)

1 : Own

2 : Continuous use

VehPer In whose name is it owned (or leased)?

- 1 : \$A_HHA.AD[1].NAME
- 2 : \$A_HHA.AD[2].NAME
- 3 : \$A_HHA.AD[3].NAME
- 4 : \$A_HHA.AD[4].NAME
- 5 : \$A_HHA.AD[5].NAME
- 6 : \$A_HHA.AD[6].NAME
- 7 : \$A_HHA.AD[7].NAME
- 8 : \$A_HHA.AD[8].NAME
- 9 : \$A_HHA.AD[9].NAME
- 10 : \$A_HHA.AD[10].NAME
- 11 : \$C_HHC.CH[11].NAME
- 12 : \$C_HHC.CH[12].NAME
- 13 : \$C_HHC.CH[13].NAME
- 14 : \$C_HHC.CH[14].NAME
- 15 : \$C_HHC.CH[15].NAME
- 16 : \$C_HHC.CH[16].NAME
- 17 : \$C_HHC.CH[17].NAME
- 18 : \$C_HHC.CH[18].NAME
- 19 : \$C_HHC.CH[19].NAME
- 20 : \$C_HHC.CH[20].NAME

VehUse For whose use is the \$TXT10 principally provided?

- 1 : \$A_HHA.AD[1].NAME
- 2 : \$A_HHA.AD[2].NAME
- 3 : \$A_HHA.AD[3].NAME
- 4 : \$A_HHA.AD[4].NAME
- 5 : \$A_HHA.AD[5].NAME
- 6 : \$A_HHA.AD[6].NAME
- 7 : \$A_HHA.AD[7].NAME
- 8 : \$A_HHA.AD[8].NAME
- 9 : \$A_HHA.AD[9].NAME
- 10 : \$A_HHA.AD[10].NAME
- 11 : \$C_HHC.CH[11].NAME
- 12 : \$C_HHC.CH[12].NAME
- 13 : \$C_HHC.CH[13].NAME
- 14 : \$C_HHC.CH[14].NAME
- 15 : \$C_HHC.CH[15].NAME
- 16 : \$C_HHC.CH[16].NAME
- 17 : \$C_HHC.CH[17].NAME
- 18 : \$C_HHC.CH[18].NAME
- 19 : \$C_HHC.CH[19].NAME
- 20 : \$C_HHC.CH[20].NAME

VehProv Is the \$TXT10 provided for \$CAPNAME[ORD(VEHUSE)]'s use by...READ
OUT (RUNNING PROMPT)...

- 1 : ...their employer
- 2 : ...their spouse's employer
- 3 : ...or someone else?

VehCC What is the size of the \$TXT10's engine, in cc's?

(1 LITRE=1000 cc)

- 1 : up to 1400 cc,
- 2 : from 1401 to 2000 cc,
- 3 : or - 2001 cc and over

VehFuel Does the \$TXT10 run on petrol or diesel?

- 1 : Petrol
- 2 : Diesel

VehEmp Does an employer provide ALL, SOME, or NONE of the fuel expenditure for your private motoring in this car?

- 1 : All
- 2 : Some
- 3 : None

BLOCK: o_WELF

Prscrpt

Have \$TXT10\$TXT40 had anything free of charge on prescription during the past seven days ending yesterday?

1 : Yes

2 : No

FPIntro INTERVIEWER PROMPT: Has anyone else had anything free of charge on prescription during the past seven days ending yesterday?

1 : Yes

2 : No

PrsPer Who received the item?

INTERVIEWER TYPE IN PERSON NUMBER.

\$ADNAME\$CHNAME

Range : 1..20

Prslt How many items did \$TXT15 receive during the seven days ending yesterday?

Range : 1..97

WelfMilk Have \$TXT10\$TXT40 had any FREE WELFARE MILK during the past seven days ending yesterday?

ONLY APPLICABLE TO THOSE AGED 60 OR LESS.

1 : Yes

2 : No

WMIntro INTERVIEWER PROMPT: Has anyone else had any free welfare milk during the past seven days ending yesterday?

ONLY APPLICABLE TO THOSE AGED 60 OR LESS.

1 : Yes

2 : No

WmkPer Who received the milk?

ONLY APPLICABLE TO THOSE AGED 60 OR LESS.

INTERVIEWER TYPE IN PERSON NUMBER.

\$UNDER60

Range : 1..20

Wmklt How many pints did \$TXT15 receive during the seven days ending yesterday?

Range : 1..97

SchMilk \$TXT5 \$TXT20 under 16 had any FREE SCHOOL MILK during the past seven days ending yesterday?

ONLY APPLICABLE TO CHILDREN AT STATE SCHOOLS.

1 : Yes

2 : No

SMIntro INTERVIEWER PROMPT: Has any other child had any free school milk during the past seven days ending yesterday?

ONLY APPLICABLE TO CHILDREN AT STATE SCHOOLS.

1 : Yes

2 : No

SmkPer Who received the milk?

ONLY APPLICABLE TO CHILDREN AT STATE SCHOOLS

INTERVIEWER TYPE IN PERSON NUMBER.

\$SS16

Range : 11..20

Smklt How many cartons or bottles did \$CAPNAME[SMKPER[INDEX1]] receive during the seven days ending yesterday?

Range : 1..97

SchMeal \$TXT5 \$TXT20 had any FREE school MEALS during the past seven days ending yesterday?

ONLY APPLICABLE TO CHILDREN AT STATE SCHOOLS. CAN INCLUDE 16-18 YEAR OLDS.

1 : Yes

2 : No

MLIntro INTERVIEWER PROMPT: Has any other child had any free school meals during the past seven days ending yesterday?

ONLY APPLICABLE TO CHILDREN AT STATE SCHOOLS. CAN INCLUDE 16-18 YEAR OLDS.

1 : Yes

2 : No

MLPer Which child(ren)?

ONLY APPLICABLE TO CHILDREN AT STATE SCHOOLS. CAN INCLUDE 16-18 YEAR OLDS.

INTERVIEWER TYPE IN PERSON NUMBER.

\$SS19

Range : 1..20

Smllt How many meals has \$CAPNAME[MLPER[INDEX1]] had?

Range : 1..97

BLOCK: p_EDUC

Grant Are \$TXT11\$TXT175 attending a course for which \$TXT10 receive an education grant, maintenance grant or scholarship?

INTERVIEWER: INCLUDE HOLIDAY PERIODS.

- 1 : Yes
- 2 : No

GrtPer Who is receiving the grant or scholarship?

INTERVIEWER TYPE IN PERSON NUMBER(S).

- 1 : \$A_HHA.AD[1].NAME
- 2 : \$A_HHA.AD[2].NAME
- 3 : \$A_HHA.AD[3].NAME
- 4 : \$A_HHA.AD[4].NAME
- 5 : \$A_HHA.AD[5].NAME
- 6 : \$A_HHA.AD[6].NAME
- 7 : \$A_HHA.AD[7].NAME
- 8 : \$A_HHA.AD[8].NAME
- 9 : \$A_HHA.AD[9].NAME
- 10 : \$A_HHA.AD[10].NAME
- 11 : \$C_HHC.CH[11].NAME
- 12 : \$C_HHC.CH[12].NAME
- 13 : \$C_HHC.CH[13].NAME
- 14 : \$C_HHC.CH[14].NAME
- 15 : \$C_HHC.CH[15].NAME
- 16 : \$C_HHC.CH[16].NAME
- 17 : \$C_HHC.CH[17].NAME
- 18 : \$C_HHC.CH[18].NAME
- 19 : \$C_HHC.CH[19].NAME
- 20 : \$C_HHC.CH[20].NAME

pID1 Identifying number of person receiving grant or scholarship

- 1 : \$A_HHA.AD[1].NAME
- 2 : \$A_HHA.AD[2].NAME
- 3 : \$A_HHA.AD[3].NAME
- 4 : \$A_HHA.AD[4].NAME
- 5 : \$A_HHA.AD[5].NAME
- 6 : \$A_HHA.AD[6].NAME
- 7 : \$A_HHA.AD[7].NAME
- 8 : \$A_HHA.AD[8].NAME
- 9 : \$A_HHA.AD[9].NAME
- 10 : \$A_HHA.AD[10].NAME
- 11 : \$C_HHC.CH[11].NAME
- 12 : \$C_HHC.CH[12].NAME
- 13 : \$C_HHC.CH[13].NAME
- 14 : \$C_HHC.CH[14].NAME
- 15 : \$C_HHC.CH[15].NAME
- 16 : \$C_HHC.CH[16].NAME
- 17 : \$C_HHC.CH[17].NAME
- 18 : \$C_HHC.CH[18].NAME
- 19 : \$C_HHC.CH[19].NAME
- 20 : \$C_HHC.CH[20].NAME

GrtNum How many grants or scholarships is \$CAPNAME[CHOSEN1[INDEX]]
getting?
IF MORE THAN ONE, THE NEXT QUESTIONS DEAL WITH A MAXIMUM OF TWO
GRANTS. TAKE GRANTS IN ORDER OF ANNUAL VALUE.
1 : One
2 : Two
3 : Three or more

GrtSce1 Is the source of the \$TXT176 grant...READ OUT (RUNNING PROMPT)...
1 : ...state
2 : ...private
3 : ...or overseas?

GrtAmt1 What is the current annual value of the grant, excluding fees?
Range : 0..9997

GrtVal1 What is the current annual value of the grant including fees?
Range : 0..9997

GrtDir1 How much of this is paid direct to you\$TXT80 by cash or cheque?
Range : 0..9997

GrtSce2 Is the source of the SECOND grant...READ OUT (RUNNING PROMPT)...
1 : ...state
2 : ...private
3 : ...or overseas?

GrtAmt2 What is the current annual value of the grant, excluding fees?
Range : 0..9997

GrtVal2 What is the current annual value of the grant including fees?
Range : 0..9997

GrtDir2 How much of this is paid direct to you\$TXT80 by cash or cheque?
Range : 0..9997

TopUp Are \$TXT11 attending a course for which you are eligible for a top up loan for students?

ONLY APPLICABLE TO THOSE AGED 50 OR LESS.

1 : Yes

2 : No

TUPer Who is eligible for the loan?

INTERVIEWER TYPE IN PERSON NUMBER(S).

ONLY APPLICABLE TO THOSE AGED 50 OR LESS.

1 : \$A_HHA.AD[1].NAME

2 : \$A_HHA.AD[2].NAME

3 : \$A_HHA.AD[3].NAME

4 : \$A_HHA.AD[4].NAME

5 : \$A_HHA.AD[5].NAME

6 : \$A_HHA.AD[6].NAME

7 : \$A_HHA.AD[7].NAME

8 : \$A_HHA.AD[8].NAME

9 : \$A_HHA.AD[9].NAME

10 : \$A_HHA.AD[10].NAME

pID2 Identifying number of person receiving top up loan.

1 : \$A_HHA.AD[1].NAME

2 : \$A_HHA.AD[2].NAME

3 : \$A_HHA.AD[3].NAME

4 : \$A_HHA.AD[4].NAME

5 : \$A_HHA.AD[5].NAME

6 : \$A_HHA.AD[6].NAME

7 : \$A_HHA.AD[7].NAME

8 : \$A_HHA.AD[8].NAME

9 : \$A_HHA.AD[9].NAME

10 : \$A_HHA.AD[10].NAME

TUEnt How much is \$CAPNAME[CHOSEN2[INDEX]] entitled to borrow under the top up loan scheme during the academic year, that is the year beginning in September \$YRFILL1 and ending in Summer \$YRFILL2?
Range : 0..9997

TUBorr How much altogether will \$CAPNAME[CHOSEN2[INDEX]] borrow during this academic year?

INTERVIEWER: THIS IS A QUESTION OF OPINION.

Range : 0..9997

pID2 Identifying number of person receiving top up loan.

1 : \$A_HHA.AD[1].NAME

2 : \$A_HHA.AD[2].NAME

3 : \$A_HHA.AD[3].NAME

4 : \$A_HHA.AD[4].NAME

5 : \$A_HHA.AD[5].NAME

6 : \$A_HHA.AD[6].NAME

7 : \$A_HHA.AD[7].NAME

8 : \$A_HHA.AD[8].NAME

9 : \$A_HHA.AD[9].NAME

10 : \$A_HHA.AD[10].NAME

Loan Do \$TXT11 have any other loan to enable you to attend a course of education?

- 1 : Yes
- 2 : No

EdPer Who is receiving the loan?

INTERVIEWER TYPE IN PERSON NUMBER(S).

- 1 : \$A_HHA.AD[1].NAME
- 2 : \$A_HHA.AD[2].NAME
- 3 : \$A_HHA.AD[3].NAME
- 4 : \$A_HHA.AD[4].NAME
- 5 : \$A_HHA.AD[5].NAME
- 6 : \$A_HHA.AD[6].NAME
- 7 : \$A_HHA.AD[7].NAME
- 8 : \$A_HHA.AD[8].NAME
- 9 : \$A_HHA.AD[9].NAME
- 10 : \$A_HHA.AD[10].NAME

pID3 Identifying number of person receiving other loan.

- 1 : \$A_HHA.AD[1].NAME
- 2 : \$A_HHA.AD[2].NAME
- 3 : \$A_HHA.AD[3].NAME
- 4 : \$A_HHA.AD[4].NAME
- 5 : \$A_HHA.AD[5].NAME
- 6 : \$A_HHA.AD[6].NAME
- 7 : \$A_HHA.AD[7].NAME
- 8 : \$A_HHA.AD[8].NAME
- 9 : \$A_HHA.AD[9].NAME
- 10 : \$A_HHA.AD[10].NAME

LoanNum How many loans does \$CAPNAME[CHOSEN3[INDEX]] have?

IF MORE THAN ONE, THE NEXT QUESTIONS DEAL WITH A MAXIMUM OF TWO LOANS. TAKE LOANS IN ORDER OF AMOUNT.

- 1 : One
- 2 : Two
- 3 : Three or more

Ed1Borr \$TXT176 whom have you borrowed the money?

- 1 : organisation
- 2 : private individual

Ed1MonYr When did you take out the loan?

Date

Ed1Sum How much did you originally borrow?

Range : 0..9997

Ed1Amt How much was your last repayment?

INTERVIEWER: CODE 0 IF NO REPAYMENTS YET MADE.

Range : 0..9997

Ed1Pd How long did that cover?

- 1 : One week
- 2 : Two weeks
- 3 : Three weeks
- 4 : Four weeks
- 5 : Calendar month
- 6 : Three months (13 weeks)
- 7 : Six months
- 8 : Eight times a year
- 9 : Nine times a year
- 10 : Ten times a year
- 11 : One Year
- 12 : One off/lump sum
- 13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

Ed1Int Does the loan...READ OUT (RUNNING PROMPT)...

- 1 : ...carry interest,
- 2 : ...or is it interest free?

Ln1RpInt Was your last payment...READ OUT (RUNNING PROMPT)...

- 1 : ...just interest
- 2 : ...or did it include some repayment of capital?

Ed2Borr Thinking about the SECOND loan....

{REPEAT: Ed(2)MonYr - Ln(2)RpInt, AS FOR FIRST LOAN}

NHHChild Have \$TXT11 any children aged 16-24 OUTSIDE this household, who are currently receiving full- or part-time education?

INCLUDE MARRIED CHILDREN AGED 16-24.

1 : Yes

2 : No

NHHIntro INTERVIEWER PROMPT: Are there any other children aged 16-24 outside of the household who are currently receiving full- or part-time education?

1 : Yes

2 : No

NHHPar INTERVIEWER: ENTER PERSON NUMBER(S) OF \$NHHNAME[INDEX]'s PARENT(S) IN HOUSEHOLD

1 : \$A_HHA.AD[1].NAME

2 : \$A_HHA.AD[2].NAME

3 : \$A_HHA.AD[3].NAME

4 : \$A_HHA.AD[4].NAME

5 : \$A_HHA.AD[5].NAME

6 : \$A_HHA.AD[6].NAME

7 : \$A_HHA.AD[7].NAME

8 : \$A_HHA.AD[8].NAME

9 : \$A_HHA.AD[9].NAME

10 : \$A_HHA.AD[10].NAME

NHHEd Is \$TXT15 in...READ OUT (RUNNING PROMPT)...

1 : ...full-time education,

2 : ...or part-time education?

NHHFee Apart from leisure classes, in the last 12 months (that is, since \$DLYEAR), have you paid any fees or maintenance for \$TXT15 for any educational courses at any level?

INCLUDE PARENTAL CONTRIBUTION.

1 : Yes

2 : No

NHHAmt How much did you pay for \$TXT15 last time?

Range : 0..9997

NHHPd How long did this cover?

1 : One week

2 : Two weeks

3 : Three weeks

4 : Four weeks

5 : Calendar month

6 : Three months (13 weeks)

7 : Six months

8 : Eight times a year

9 : Nine times a year

10 : Ten times a year

11 : One Year

12 : One off/lump sum

13 : None of the above, (EXPLAIN IN A NOTE <Ctrl + F4>)

BLOCK: q_CARES

Wrk

Do \$TXT15 have any paid work at present?

(THE QUESTION SHOULD BE DIRECTED AT \$TXT176)

1 : Yes

2 : No

Care Does anyone else normally have to look after \$CAPNAME[INDEX2+10],
because \$TXT15 are working?

EXCLUDE ONE-OFF/EMERGENCY OCCASIONS

1 : Yes

2 : No

ChLook Who looks after \$CAPNAME[INDEX2+10]?

PROBE: Anyone else?

CODE ALL THAT APPLY.

INTERVIEWER: CLOSE RELATIVE = Respondent's PARTNER, PARENT (inc.
STEP-), SON or DAUGHTER (inc. STEP-), BROTHER or SISTER, or
SPOUSE of any of these

1 : Close relative

2 : Other relative

3 : Friend / Neighbour

4 : Childminder

5 : Nursery / playgroup

6 : Creche

7 : Other

Registrd Can I just check, is the \$MINDNURS registered, or not?

1 : Registered

2 : Not registered

ChHr1 About how many hours a week child-care do you need for
\$CAPNAME[INDEX2+10] ...READ OUT

i) ...in term time?

IF NO DISTINCTION BETWEEN TERM TIME AND HOLIDAYS (eg FOR PRE-
SCHOOL CHILDREN) ENTER SAME FIGURE AT BOTH QUESTIONS.

Range : 0..60

ChHr2 About how many hours a week child-care do you need for
\$CAPNAME[INDEX2+10] ...READ OUT

ii) ...in the holidays?

IF NO DISTINCTION BETWEEN TERM TIME AND HOLIDAYS (eg FOR PRE-
SCHOOL CHILDREN) ENTER SAME FIGURE AT BOTH QUESTIONS.

Range : 0..60

Cost Does your child-care for \$CAPNAME[INDEX2+10] cost you anything?

- 1 : Yes
- 2 : No

ChAmt1 How much does it usually cost you per week for
\$CAPNAME[INDEX2+10] ...READ OUT:

i) ...in term time?

IF UNABLE TO ATTRIBUTE COSTS PER CHILD, THEN ENTER AN ESTIMATE
BY DIVIDING TOTAL CHILDCARE COSTS BY NUMBER OF CHILDREN.
IF NO DIFFERENCE BETWEEN TERM TIME AND HOLIDAYS, ENTER SAME
FIGURE AT BOTH QUESTIONS.
Range : 0..250

ChAmt2 How much does it usually cost you per week for
\$CAPNAME[INDEX2+10] ...READ OUT:

ii) ...in the holidays?

IF UNABLE TO ATTRIBUTE COSTS PER CHILD, THEN ENTER AN ESTIMATE
BY DIVIDING TOTAL CHILDCARE COSTS BY NUMBER OF CHILDREN.
IF NO DIFFERENCE BETWEEN TERM TIME AND HOLIDAYS, ENTER SAME
FIGURE AT BOTH QUESTIONS.
Range : 0..250

ChPay Do you make any \$TXT20 in kind, or other form of compensation?

- 1 : Payment in kind
- 2 : Exchange basis
- 3 : Other
- 4 : No (other) cost or payment of any kind

NeedHelp In some households, there are people who regularly receive special help or looking after, for example because they are sick, disabled or elderly. Is there anyone in this household who receives such regular help or looking after?

THIS COULD BE HELP FROM OUTSIDE, OR JUST FROM OTHER MEMBERS OF THEIR FAMILY.

- 1 : Yes
- 2 : No

GiveHelp Do you/ does anyone in the household provide any regular service or help for any sick, disabled or elderly friend, neighbour or relative not living with you?

(EXCLUDE HELP GIVEN AS PART OF A PERSON'S PAID JOB, E.G. IF RESPONDENT WORKS FOR SOCIAL SERVICES)

- 1 : Yes
- 2 : No

NeedPer Who is receiving help or being looked after? Anyone else? CODE ALL THAT APPLY. INTERVIEWER:ENTER CODE(S) AS APPROPRIATE. FOR CODES OF Non-household-members, USE <Ctrl+Home>

- 1 : \$A_HHA.AD[1].NAME
- 2 : \$A_HHA.AD[2].NAME
- 3 : \$A_HHA.AD[3].NAME
- 4 : \$A_HHA.AD[4].NAME
- 5 : \$A_HHA.AD[5].NAME
- 6 : \$A_HHA.AD[6].NAME
- 7 : \$A_HHA.AD[7].NAME
- 8 : \$A_HHA.AD[8].NAME
- 9 : \$A_HHA.AD[9].NAME
- 10 : \$A_HHA.AD[10].NAME
- 11 : \$C_HHC.CH[11].NAME MORE CODES <Ctrl + Home>
- 12 : \$C_HHC.CH[12].NAME
- 13 : \$C_HHC.CH[13].NAME
- 14 : \$C_HHC.CH[14].NAME
- 15 : \$C_HHC.CH[15].NAME
- 16 : \$C_HHC.CH[16].NAME
- 17 : \$C_HHC.CH[17].NAME
- 18 : \$C_HHC.CH[18].NAME
- 19 : \$C_HHC.CH[19].NAME
- 20 : \$C_HHC.CH[20].NAME
- 21 : Relative
- 22 : Friend/neighbour
- 23 : Client of voluntary organisation
- 24 : Other non-household (CODE AND SPECIFY AT NEXT QUESTION)

NeedPerO Who is the other person outside the household receiving help or being looked after?

Text : Maximum [40] characters

HelpId Person number of \$NAMEFILL. Nos 1 - 20 refer to adult and child grid, no 21 relative, no 22 friend, no 23 client of voluntary organisation, and no 24 other non-household.
Range : 1..24

Freq How frequently does \$NAMEFILL receive such help?
1 : Continuously
2 : Several times a day
3 : Once or twice a day
4 : Several times a week
5 : Once a week
6 : Less frequently

WhoLook Who looks after, or provides special help for \$NAMEFILL? Anyone else?

CODE ALL THAT APPLY.
1 : \$A_HHA.AD[1].NAME
2 : \$A_HHA.AD[2].NAME
3 : \$A_HHA.AD[3].NAME
4 : \$A_HHA.AD[4].NAME
5 : \$A_HHA.AD[5].NAME
6 : \$A_HHA.AD[6].NAME
7 : \$A_HHA.AD[7].NAME
8 : \$A_HHA.AD[8].NAME
9 : \$A_HHA.AD[9].NAME
10 : \$A_HHA.AD[10].NAME
11 : \$TXT80
12 : \$RELATTXT
13 : \$FRENDTXT
14 : \$HELPTXT

Long How long has \$NAMEFILL received this amount of help?
1 : Less than 1 year
2 : More than 1 year, less than 5 years
3 : More than 5 years

NeedTask What kind of things does \$NAMEFILL usually receive help with?
For example, does he/she usually receive...

SHOW CARD J AND PROMPT EACH ITEM INDIVIDUALLY.
CODE ALL THAT APPLY.

1 : Help with personal care?
2 : Physical help?
3 : Other sorts of personal help?
4 : Help with paperwork or financial matters?
5 : Other practical help?

Hour About how many hours a week, on average, \$HELPARR[COUNT] spend actually providing help for or looking after \$NAMEFILL?
Range : 1..168

BLOCK: HHOLD31

EndDisp INTERVIEWER: END OF 'HOUSEHOLD' SCHEDULE
 NOW ADMINISTER 'BENEFIT UNIT' SCHEDULE(S).
 B.U. MEMBERS
 1: <NAME> <NAME> <NAME etc>
 2: <NAME> <NAME> <NAME etc>
 TOTAL NUMBER OF BENEFIT UNITS = <N>

 PRESS <Ctrl + Enter> AND THEN CHOOSE Exit via Admin TO RETURN TO THE
 HOUSEHOLD MENU, OR TO FILL IN ADMIN DETAILS
 (enter code)

 0: Press <Ctrl + Enter>

ADMIN BLOCK

ArNum (area number)
Range : 1..99997

AdNum (address number)
Range : 1..97

HHNum (household number)
Range : 1..3

IssNum (issue number)
Range : 1..7

IntNum (interviewer number)
Range : 47..9997

NOFBU Number of Benefit Unit q'aires expected for this household
Range : 0..10

HAdult Number of adults in the household. Mirrors SetOne.Adult
Range : 1..10

HHEnd Household questionnaire has reached the end. Set by q_CARE.
GiveHelp
1 : Yes
2 : No

CARGO Spare columns
Text : Maximum [5] characters

HStatus Current Interview Status
UPDATE THIS BEFORE EACH TRANSMISSION TO HEAD OFFICE.
ONCE SET TO 3, IT CANNOT BE CHANGED.
0 : No work done yet
1 : Calls made but no contact
2 : Contact made, no work yet done on questionnaire
3 : Interview started/Any interviewing done.
4 : Other - no interviewing required (eg. ineligible/deadwood; refusal)

AdmNote
Reminder/Note for opening menu.
OPTIONAL: IF NOTHING TO SAY, JUST PRESS <Enter>

ENTER HERE ANY USEFUL DETAILS YOU WISH TO APPEAR ON THE OPENING
MENU.
Text : Maximum [50] characters

Choice

INTERVIEWER: DO YOU NOW WANT TO...

1 : RETURN TO THE HOUSEHOLD MENU - without filling in the admin details?

5 : FILL IN THE ADMIN DETAILS - and prepare this household for transmission to Head Office?

INTERVIEWER: Don't select code 5 until all other work on this h'hold is completed, inc.
Admin. details in BU qu'aire(s) .

vChoice Protects Choice

1 : RETURN TO THE HOUSEHOLD MENU - without filling in the admin details?

5 : FILL IN THE ADMIN DETAILS - and prepare this household for transmission to Head Office?

INTERVIEWER: Don't select code 5 until all other work on this h'hold is completed, inc.
Admin. details in BU qu'aire(s) .

NOFHH

How many households \$FINDSEL at this address? \$TXT250

IF ADDRESS IS INELIGIBLE,\$TXT80 ENTER `0'.

Range : 0..30

HHCode1

INTERVIEWER: CONSULT Q6 OF THE WHITE A.R.F. FOR THIS ADDRESS,
AND ENTER THE 'HH CODES' OF THE THREE HOUSEHOLDS
SELECTED AT THIS ADDRESS:

i) first household.

Range : 1..12

HHCode2

INTERVIEWER: CONSULT Q6 OF THE WHITE A.R.F. FOR THIS ADDRESS,
AND ENTER THE 'HH CODES' OF THE THREE HOUSEHOLDS
SELECTED AT THIS ADDRESS:

i) second household.

Range : 1..12

HHCode3

INTERVIEWER: CONSULT Q6 OF THE WHITE A.R.F. FOR THIS ADDRESS,
AND ENTER THE 'HH CODES' OF THE THREE HOUSEHOLDS
SELECTED AT THIS ADDRESS:

i) third household.

Range : 1..12

CallDat

Date of call No.\$CALLNO...

\$TXT90

Date

CallTime

Time of call No.\$CALLNO...
(Use 24hr clock)

\$TXT90

Range : 0..24

CallRes

Code the result of call No.\$CALLNO...

\$TXT90

- 1 : Any interviewing done
- 2 : Only a check-call (obtaining extra details for an otherwise completed qu'aire)
- 3 : No reply
- 4 : Appointment made
- 5 : Interviewer withdraws/all other results

CallDur

Time spent \$ADMFILL for call No.\$CALLNO...

IN MINUTES?

Range : 0..300

CallMore

Any more calls to record?

- 1 : Yes
- 2 : No

Hout Final Outcome Codes...

- 11 : COMPLETELY CO-OPERATING HH - alleligible members interviewed
- 21 : PARTIALLY CO-OPERATING HH - non-contact with other h/h member
- 22 : - refusal from other h/h member
- 23 : - other h/h member failed to reach end of BU Q're
- 31 : COMPLETE NON-RESPONSE - refusal to HQ letter
- 32 : - refusal
- 33 : - member of HOH BU failed to reach end of HH Q're or BU Q're
- 34 : - contact made, but no interview achieved MORE CODES <Ctrl + Home>
- 41 : NON-CONTACT - no-one in household seen
- 51 : INELIGIBLE - no trace of address
- 52 : - not yet built
- 53 : - demolished/derelict
- 54 : - empty
- 55 : - non-residential
- 56 : - institution (no private h/h usually resident)
- 57 : - temp accommodation only/second home
- 58 : - household of foreign diplomat or USA servicemen
- 59 : - no sample selected at address
- 60 : - four extra h/h's already selected on quota
- 70 : - \$OUTC70
- 71 : - \$OUTC71

RefR

Code main reason(s) for refusal/non-response...

- 1 : Doesn't believe in surveys
- 2 : Anti-government
- 3 : Can't be bothered
- 4 : Too old
- 5 : Sickness/illness in h/h
- 6 : Bad experience with previous surveys
- 7 : Invasion of privacy
- 8 : Disliked survey of income
- 9 : Confidentiality
- 10 : Genuinely too busy MORE CODES <Ctrl + Home>
- 11 : Refusal to HQ after seeing interviewer
- 12 : Inconvenient time: About to go away
- 13 : Inconvenient time: Temporarily too busy
- 14 : Inconvenient time: Personal problems
- 15 : Late contact/ran out of field time
- 16 : Broken appointment(s)
- 17 : Inadequate English/language problems
- 18 : Other, specify...

RefRTxt

Other reason(s) for refusal...

Text : Maximum [80] characters

NCR

Code main reason(s) for non-contact...

- 1 : Away all survey period
- 2 : Working shifts/odd hours
- 3 : Rarely at address
- 4 : Will not answer door
- 5 : Think address is empty but could not confirm
- 6 : No information gathered
- 7 : Other, specify...

NCRTxt

Other reason(s) for non-contact...

Text : Maximum [80] characters

MinsAdm

Total time working at home on this household in MINUTES?

Range : 1..60

Notes

Additional Notes... (OPTIONAL, IF NOTHING TO SAY, JUST PRESS
<ENTER>)

Text : Maximum [100] characters

IntDone

HAVE YOU COMPLETED ALL POST-INTERVIEW CODING, CHECKING & NOTES?

CODE `1' (Yes) SIGNALS THAT THIS HOUSEHOLD IS READY FOR
TRANSMISSION TO HEAD OFFICE.

- 1 : Yes, completed all coding, etc
- 2 : Not yet

PABDone

HAVE YOU COMPLETED ALL EDITING?

- 1 : Yes, completed all editing
- 2 : Not yet

INDEX OF BLOCKS IN THE HOUSEHOLD QUESTIONNAIRE

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JUMP QUESTIONS IN THE HOUSEHOLD QUESTIONNAIRE

In a computer assisted interview there are no question numbers as such. Instead the questionnaire is divided into **blocks** of questions on different subjects and each question is given a name. In these instructions the question, as it will appear on the screen, is given above the relevant instructions and the name of the question is underlined at the top of the text. When you work through the questionnaire on the laptop the name of the question will appear in the lower half of the screen against the space where you will enter the answers.

In order to move around the questionnaire quickly it is possible to **jump** to the beginning of each block in the questionnaire using a special jump function. It is only possible to jump to a part of the questionnaire that has been answered. If you try to jump further than you have answered in the questionnaire then the machine will simply take you to the last question for which you have entered an answer. Or if you try to jump to a block that was not on the route for your informant (eg the renter block when the house is owned) then the machine will simply bleep once and you will stay at the same point from which you were trying to jump.

To access the jump function hold down the Control Key and tap the F1 key. The "Question Number" will appear at the bottom of the screen on the left hand side and the cursor square will flash. These Question Numbers actually refer to particular jump question numbers that have been put at the beginning of each block. You will then need to enter the number that corresponds to the jump that you wish to go to.

Jumps in the household questionnaire are listed below along with the question that follows that jump:

<u>Jump Number</u>	<u>Start of Block</u>	<u>Next Question</u>
2	D_AddInf	Hholder
3	E_Renter	Landlord
4	F_Owner1	Ownhow
5	H_Owner2	Charge
6	I_Sewer	SewSupp
7	J_BenGive	HHStat
8	K_Prop	OthPro
9	L_Pol	Premium
10	M_Mod/N_Vint	CentHeat
11	O_Welf	Prscrpt
12	P_Educ	Grant
13	Q_Cares	NeedHelp

CHECKS AND WARNINGS IN THE FRS

Introduction

In the FRS questionnaire there are certain checks programmed that look for unlikely or inconsistent answers, as well as the usual limits to the ranges given for numerical responses.

Some checks are **hard** checks - at these checks the computer will stop the questionnaire, inform you of the problem and require an answer to be changed in order to proceed. They are normally for situations that are logically impossible such as a person stating early in the questionnaire that they are self-employed and later that they are an employee. You can spot a hard check by looking at the bottom highlighted bar on the screen:

```
-----  
Error:      ↑/↓ Select Question      Enter: Correct Answer  
-----
```

The check will also display the question or questions that have contributed to the triggering of that check. To return to the question that you wish to correct you can use the arrow keys, if necessary, to take the highlight bar down to the question that you wish to change and then press <Enter> to return directly to that question.

If only one question has triggered the check then the highlight bar will already be over that question. Here you can just press <Enter> to return to that question.

Other checks are called **soft** checks - these occur when unusual but possible answers are entered. Here a warning screen querying the situation appears. You can spot a soft check by the extra option in the bottom highlighted bar which allows you to suppress the warning.

```
-----  
Warning:    ↑/↓ Select Question      Enter: Correct Answer      ↑F3 Suppress Warning  
-----
```

It may be necessary to probe with the respondent and then either change the answer or if they confirm that this is the case, you will need to suppress the warning. To do this hold down the Shift key <↑> and tap F3. Then confirm that you wish to suppress the warning by entering 'y' for yes.

After suppressing the warning it is important to make a note using <Ctrl> and F4 to explain to coders and editors the reasons that you suppressed this check.

There are a large number of checks throughout the FRS. Information about the more complex checks is given below the question throughout these instructions.

Block: SetOne
Starting the Questionnaire

Once you have chosen to open a questionnaire (please refer to the Admin Instructions for details) then the first thing you will be asked to do is to enter the interview date.

=====
IntDat

Interview Date
(enter date)

=====

Here you will only need to enter the date that you first open the interview for this household. The machine will accept a number of ways of entering the date but the format that is commonly used on the FRS is to enter 1 or 2 digits for the date, then a space, then 1 or 2 digits for the month and then 2 digits for the year. So, for example you could enter 9 4 93 or 19 10 93.

=====
InSTime

Interview Start Time

=====

The starting time of the interview is taken automatically from the time held within the machine. Sometimes this time may not be correct but currently the FRS does not rely on this time for anything within the interview. Like the date once you have started an interview that time will be fixed as the time that you first opened the interview for that household.

However, if at another time you wish to correct the time there is a way to do this from the Main Menu. For instructions please refer to the Laptop Operating Instructions.

Block: a_HHA
Household Composition

=====

Adult

First of all I need to know some details about all members of your household.

(By household, I mean people who use the same living room, or share at least one meal a day).

Firstly, how many people AGED 16 OR MORE are there living in this household? (enter a number between 1 and 10)

=====

Check

Removing People From The Questionnaire

Household Grid information is crucial to allow the computer to calculate Benefit Units for you. Once it has done this it will transfer these details to automatically allocate Benefit Unit questionnaires for the appropriate people.

Because of this importance it is not possible to change some Grid questions that would affect the routing of the questionnaire.

You are free to change answers in the Household Grid BEFORE you reach the question ShowBen that displays the Benefit Units in that household. If, at a later stage, in the questionnaire you discover that a person is not technically a member of the household it is not possible to simply delete them. If so you will get messages such as:

=====

YOU HAVE ACCIDENTALLY REDUCED THE NUMBER OF ADULTS IN THE HOUSEHOLD.

PLEASE REINSTATE THE ORIGINAL NUMBER OF [X]

=====

Hard Check

These checks are built in as once the computer has calculated the Benefit Units it 'transfers' a lot of information to different parts of the questionnaire in order that the routing is correct. If you do need to reduce the number of adults or children in the household go back to the variable 'Name' and type XXXXX all the way across the field for the person you wish to remove. The program will then cease to ask any further questions for that person. Any answers that you have already entered for that person will not be removed at this stage.

Adding People To The Questionnaire

If you later discover that you wish to ADD a person to the Household Grid return to this question and increase the number of adults in the household, the program is able to add information to the calculation of Benefit Units. You will then need to answer the additional questions for that person and possibly open a Benefit Unit questionnaire if necessary.

=====

Name

**INTERVIEWER: ASK THE FOLLOWING QUESTION ABOUT ALL ADULTS AGED 16 AND OVER
START WITH THE HEAD OF HOUSEHOLD/HOUSEHOLDER.**

**Please tell me the first name of adult number [n]
(enter text of at most 10 characters)**

=====

For definitions of households, please refer to the Classification Definitions in your general handbook for interviewers.

This question asking for names is purely to make it easier to keep track of who you are talking about as specific questions arise later in the interview. There is no need for a full name and normally a first name would be easier. However, do make sure that each person's allocated name is unique to avoid confusion when asking questions later.

In the few cases where respondents refuse to give their names at all you need not collect them. Just enter something such as Mr, Mrs, HOH, son, daughter that will help you to identify them in later questions.

a_HHA

Check

Because of the importance of the respondent's name being fixed into future questions, once you have moved beyond the ShowBen question that displays the Benefit Units you will not be able to change the name for that person.

=====
**You have changed the name of an adult in the household.
Please reinstate the original name of [name].**

Ad[n].Name = [name]

=====
Hard Check

As this is a hard check you will need to press <Enter> to return to the question and retype the original name exactly as you did before.

Therefore when you are entering the household grid information be sure that you are happy with the information before you move on in the questionnaire.

=====
Sex

INTERVIEWER: CODE [name]'s SEX.

(enter code)

1: Male

2: Female

=====
Age

What was [name]'s age last birthday?

IF AGE NOT GIVEN, PROBE FOR AN ESTIMATE.

FOR LATER ROUTING, YOU MUST KNOW WHETHER:

A) MEN ARE AGED 16-65 OR 66+

B) WOMEN ARE AGED 16-60 OR 61+

(enter a

number between 16 and 120)

It is important at this question to get at least an estimate of the informant's age. There will be differences in the routing depending on whether the informant is above or below retirement age.

=====
R[x]

CODE RELATIONSHIP TO [name]

(enter code)

- | | |
|---------------------------------|------------------------------------|
| 1: Partner/Spouse/Cohabitee | 9. Parent-in-law |
| 2: Son/daughter (incl. adopted) | 10. Brother/sister (incl. adopted) |
| 3: Step-son/daughter | 11. Step-brother/sister |
| 4: Foster child | 12. Foster brother/sister |
| 5: Son-in-law/daughter-in-law | 13. Brother/sister-in-law |
| 6: Parent | 14. Grand-child |
| 7: Step-parent | 15. Grand-parent |
| 8: Foster parent | MORE CODES (CTRL+HOME) |

17: Other relative

18: Other non-relative

This question asks the relationship of each member of the household to all others preceding them in the grid. The primary purpose is to give the computer enough information to work out who belongs together in Benefit Units.

It may not always be necessary to ask every member their relationship to every preceding person, if the information has already been mentioned. Instead record the information given.

a_HHA

MS

Is [name] married, living as a couple, single, widowed,
separated, or divorced? (enter code)

1: Married (spouse in household)	2: Married
(spouse not in household)	3: Living as a couple
(cohabiting/living together)	4: Single/never been married
5:	Widowed
6:	Separated
7:	Divorced

Code 1 applies where both husband and wife are members of the household even if one is absent at the time of the interview. See household definition.

Code 2 applies to any married person whose spouse is not a member of the household because he or she does not meet the residence criteria.

Code 3 applies to cohabitees sharing the same residence. This includes persons who describe themselves as common-law wife/husband, fiancée, partner, girlfriend, boyfriend etc. Also, please note that 'cohabiting' has priority over the single, widowed, divorced and separated codes. However, it is important to check whether a live-in girlfriend/boyfriend has an address of their own: it will help to probe to see if they satisfy the six month rule.

Codes 4-7 apply to all unmarried persons (except cohabitees) who are single, widowed, separated, or divorced (either legally or not), irrespective of age.

If a woman is coded as widowed a further question will asked at what age the woman was widowed and whether she had any children aged under 16 when widowed.

=====
W1

What was [name]'s age when widowed?
(enter a number between 16 and 120)

=====
W2

Did [name] have any children aged under 16 when
widowed?
(enter code)
1: Yes
2: No
=====

a_HHA

=====

FtEd

Is [name] presently in full-time education? (enter code)
1: Yes 2: No

=====

This is asked of all who are aged under 19. (Older respondents who are in full-time education will be coded at the following question.)

Any informant who is registered as full time at an educational establishment should be coded at this question. If registered part-time do not code here.

1. Apprentices should not be coded as receiving full time education.
2. Students on sandwich courses. When a person spends approximately half the year as a full-time student and the rest of the time as a full-time worker, code according to the position at the time of interview.
3. Full-time students who are also working

Any full time student who is also currently working, (eg part-time work during term, or a vacation job) should be entered as currently in full time education provided that s/he intends to return to any educational establishment the following term.

4. Students under 16 attending a private commercial college (eg Pitmans) should be coded 1.
5. Children who are at playgroups, kindergartens or nurseries where there is not attempt at formal education should not be coded as in full time education.

If there is any doubt as to whether a person is still in full time education (such as having left school and being uncertain whether they are returning to education next term or not) then check whether the parent/guardian is still receiving child benefit for that person. If this is the case then code as still in full time education.

=====

TEA

At what age did [name] complete continuous full-time education?

ENTER AGE OR CODE '96' IF STILL IN CONTINUOUS FULL-TIME EDUCATION

GIVE ESTIMATE IF AGE NOT KNOWN

ENTER '0' IF NEVER RECEIVED FULL-TIME EDUCATION
(enter a number between 0 and 96)

=====

This question is asked for all those aged 19 and over and 16 to 18 year olds who are not currently in full time education.

Either enter the age at which the respondent finished full time education or if they are still in full time education enter code 96.

This question is an important classificatory variable which correlates to earnings potential. The age required here is that at which the informant completed his or her continuous education that started in infancy. **It should not include any continuous period of education which was taken later in life, eg as a mature student.**

Holiday jobs do not count as a break provided that the person intends to continue with the course. Similarly, do not count a gap year between leaving school and going to college or university as a break in continuous full-time education (as long as there is some clear intention to continue education).

National Service between school and university or college would not count as a break.

A sandwich course begun immediately after school finishes should be counted as continuous full-time education.

Nursing training and similar vocational training undertaken while receiving a wage are not part of the continuous education process for the purpose of this question.

a_HHA

Check

There is a hard check that the age of completion of full time education is lower than the respondent's age.

=====

Current age must be at least as great as the age at which continuous full-time education was completed.

Ad[n].TEA = [n]

Ad[n].Age = [n]

=====

Hard Check

Note also that because of the importance of this question it is necessary to at least get an estimate rather enter Don't Know or Missing. If you use either of these keys you will get the same error message and will need to press <Enter> to return to the question and enter an age.

=====
TypeEd

What type of school or college does [name] attend? (enter code)

3: State run special school (e.g. for the handicapped) 4:
 Secondary school (state run or assisted)
 5: Non-advanced further education/6th form/tertiary/ further education
 college
 6: Any PRIVATE school (prep or secondary) 7:
 University/polytechnic/any other higher education
 =====

Children who are between schools/colleges should be coded according to the one that they will attend next term.

State Schools - are where the upkeep is either provided entirely by the State via the local authority or, as in the case of schools controlled by certain religious denominations, where most or all of the upkeep is provided by the State. There are a few cases in Scotland where small fees are paid at State schools: any such case should be coded under State schools, not private or independent schools. Schools that have 'opted out' of Local Authority control still count as State schools.

Codes

3. State Run special School (eg for the handicapped)
4. Secondary school (state run or assisted) - includes all course up to and including 'A' level at **state secondary or middle schools.**
5. Non-advanced further education/6th form/tertiary/further education college - includes all course up to and including 'A' level taken at sixth form, college, tertiary college or further education college, ie not at a secondary school.

Courses up to and including 'A' level include:
 National Diploma (OND)
 National Certificate (ONC)
 A/S Level
 GCE A Level
 General Certificate of Secondary Education (GCSE)
 Certificate of Pre-vocational education (CPVE)
 City and guilds/BTEC Foundation Programmes of Pre-vocational studies
 SCOTVEC: National Certificate
 Scottish Certificate of Secondary Education: ordinary standard and higher grades
 Certificate of six years study (CSYS) Scotland

a_HHA

City and Guilds Level 1: General Education
Level 2: Industrial Competence
Level 3: Leading to supervisory roles

RSA Course (most) - Pre-vocational
Office/secretarial studies
Advanced Diploma

6. Private and Independent schools are those at which at least some pupils pay fees. This will include all public schools in England and Wales and private commercial colleges.
7. University/polytechnic/any other higher education - includes all degree or degree equivalent education.

Courses above 'A' level include:

First degree (BA, BSc, BEng, BScEcon, LLB, MB, MA (Scotland)
Higher Degrees (MS, MSc, PhD)
Teacher Training (BEd)
Higher National Certificate
Higher National Diploma
SCPTTEC
SCOTBEC
Diploma of Higher Education
BTEC Continuing Education Certificate/Diploma
SCOTVEC Higher National Certificate/Diploma in Higher Education
City and Guilds - Career Extension Level - Master Technician
Registration
- Licentiate ship of the C & G - Professional
degree.

Block: b_Eth
Ethnic Origin

=====

EthGrp

SHOW CARD A

To which of these groups do you consider [name] belongs?
(enter code)

1: White	6: Pakistani
2: Black - Caribbean	7: Bangladeshi
3: Black - African	8: Chinese
4: Black - Other	9: Other
5: Indian	

=====

We are interested in the ethnic group in which the respondent considers her/himself to be; **which may be different from any observations you have made.**

If the person concerned is not present, do not assume they are of the same ethnic origin as the rest of the household. Instead ask the respondent present to which group they consider the absent person belongs.

Instructions to use a particular show card will always be at the top of the question in capitals.

Block:c_HHC
Details of Children in Household

=====

NumChil

How many children aged under 16 are there living in this household?
(enter a number between 0 and 10)

=====

Name

Please tell me the first name of child number [n].
(enter text of at most 10 characters)

=====

Sex

INTERVIEWER: [name]'s SEX.
1: Male

(enter code)
2: Female

=====

Age

What was [name]'s age last birthday?
IF LESS THAN 1, ENTER 0
number between 0 and 15)

(enter a

=====

Par1

INTERVIEWER: ASK OR CODE:

Who are [name]'s parents (in this household)? INCLUDE STEP-PARENTS

CODE FIRST PARENT HERE: SECOND WILL BE CODED AT NEXT QUESTION.

IF PARENTS NOT IN HOUSEHOLD, CODE 97 HERE.

(enter a number between 1 and 97)

=====

=====

Par2

INTERVIEWER, ASK OR CODE:

Who is [name]'s other parent (in this household)? INCLUDE STEP-PARENTS

CODE SECOND PARENT HERE.

IF SINGLE PARENT, CODE 97.

(enter a number between 1 and 97)

=====

This information is used by the computer to calculate benefit units.

If only one adult in the household is the parent of that child then you will need to enter the person number for that adult as Parent 1 and then at the question asking for the second parent use the code '97' that indicates a single parent.

If the household consists of one single adult with [a] dependant child/ren the program will automatically assume that the person is responsible for the child and will not ask the above questions. Later in the questionnaire the text will ask about 'your' child/ren. Some respondents who are not the parents but acting as guardians may not feel this is appropriate for them and it would be appropriate to rephrase the questions according to the circumstances.

If two partners have separated but are still living in the household with their child(ren), you will need to establish which parent has primary responsibility for the child (for instance who is claiming the child benefit?) and then allocate that person at Par 1. At Par 2 you can use code 97. If the ex-partner is continuing to support the other parent and child you should enter this information at the maintenance section of the Benefit Unit questionnaire.

Note that the question applies to both parents and step-parents of the child.

c_HHC

Check

There is a soft check on the age of any parents in relation to the child:

=====
At least one parent would normally be 15-45 years older than child. Please check the ages you have entered: if correct, suppress warning <Shift + F3>.

Ch[n].Par1 = 1
Ch[n].Par2 = 2
Ch[n].Foster= No
Ad[n].Age = [n]
Ch[n].Age = [n]
Ad[n].Age = [n]
=====

Soft Check

At this stage it is possible to go back and correct the age of the parents by using the arrow key to take the highlight bar down to the question you wish to return to and pressing <Enter>.

If the information is correct suppress the warning using <Shift + F3> and make a note using <Ctrl + F4> if appropriate.

=====

Resp1

INTERVIEWER ASK OR CODE:

Who in the household is responsible for [name]?

INTERVIEWER PROMPT WITH NAMES AND ENTER APPROPRIATE PERSON NUMBER.
(enter a number between 1 and

10)

=====

=====

Resp2

INTERVIEWER ASK OR CODE:

Is anyone else in the household responsible for [name]?

IF YES, CODE APPROPRIATE PERSON NUMBER.

IF NO, CODE 97.

(enter a number between 1 and 97)

=====

These questions are only asked if the child has no parents in the household, according to the answer given at **Par1**.

In order for the program to calculate Benefit Units correctly, at least one adult must identify themselves as responsible for that child. If at this point no adult does so, then you may need to probe as to whether the child is only at the address on a temporary basis and may not actually form part of the household.

If this does turn out to be the case, return to the Question **NumChil** and change the number of children coded as living in the household.

=====

Foster

INTERVIEWER: ASK OR CODE WHETHER ADULTS NAMED ARE FOSTER PARENTS OF CHILD

(enter code)

1: Yes - foster parents

2: No - all others

=====

If the information has not yet been volunteered then this question must be asked to help the DSS to calculate Benefit Units. For the purposes of the survey a foster child who is under 16 would never be allocated a separate Benefit Unit questionnaire. However, that child is technically a separate Benefit Unit from the foster parents and DSS will need this information when analysing the data.

c_HHC

=====

FtEd

Is [name] presently in full-time education? (enter code)

1: Yes 2: No

=====

=====

School

What type of school does [name] attend?
(enter code)

2: Nursery/primary/playschool (state run)

3: State run special school (e.g. for the handicapped) 4:

Secondary school/middle school (state run or assisted) 5: Non-advanced

further education/6th form/tertiary/ further education college

6: Any PRIVATE school (prep or secondary)

=====

See back to **TypeEd** for definitions of types of school

Check

There is a check on the type of education according to the child's age. If it seems unlikely the check says:

=====

This doesn't sound right in relation to [name's] age:
Please check your entry.

Ch[n].School= [Type of education]

Ch[n].Age = [n]

=====

Soft Check

If this turns out to be the case then suppress the warning using <Shift and F3> and make a note using <Ctrl +F4>.

=====

BenUInfo

INTERVIEWER - THAT COMPLETES THE PERSONAL INFORMATION ABOUT THE
INDIVIDUALS IN THIS HOUSEHOLD.

(enter code)

1: PRESS <ENTER> TO DISPLAY BENEFIT
UNITS

=====

This is an example of a Display Screen. These provide information only and
no questions are to be asked here. When you have read the information press
<Enter> and the program will take you on to the next question.

These types of screens will often appear at the beginning of blocks and will
simply state what the next group of questions are about.

=====

ShowBen

THE HOUSEHOLD MEMBERS HAVE BEEN ALLOCATED TO BENEFIT UNITS AS FOLLOWS:

B.U. MEMBERS

1. [names of member(s) of bu 1]
 2. [names of member(s) of bu 2] etc
- TOTAL NUMBER OF BENEFIT UNITS = [n]

(enter code)

1: PRESS <1> AND <ENTER> TO CONTINUE

=====

The computer calculates the Benefit Units that people belong to and will
subsequently be interviewed according to those groupings in the Benefit Unit
questionnaire. A Benefit Unit can either consist of a single person or a
married/cohabiting couple. Under 16 year olds and 16-18 year olds in
further education (living with a parent/guardian) will be counted as
dependants and therefore included in their parents Benefit Unit.

Block: d_AddInf
Tenure

=====

HHolder

In whose name is the property owned or rented? Anyone else?
CODE ALL THAT APPLY
(enter at most 11 codes)

=====

This question may be multi-coded according to all the household members in whose name the property is owned or rented.

=====

Tenure

Does your household own, or rent, this (HOUSE/FLAT/ETC)
or do you occupy it rent-free? (enter code)

1: Owns/Is buying	2:
Co-ownership scheme (SPONTANEOUS)	3: Shared
ownership (SPONTANEOUS)	4: Part Own/Part Rent
(SPONTANEOUS)	
5: Rents	
6: Rent-free	

=====

This question applies to all types of accommodation including caravans, mobile homes and houseboats.

Mobile homes can be rented, rent free or owned outright. Owned outright includes mobile homes being purchased on a credit agreement. Mortgages are not available for mobile homes.

If an informant has fallen into arrears with mortgage payments and is now renting the property under a mortgage help scheme then the property should be coded as rented and not owned.

Tenure (code 6) - Accommodation Rent-Free

Code as Rent Free only if the accommodation is provided free by an employer, or by an organisation to a self-employed informant, provided that the normal activities of the informant are to further the cause of the organisation. This condition will normally apply to Church of England clergy and other ministers of religion. Additionally a property may be rent free if it is provided by a charity or other trust or organisation.

Accommodation is **not** rent free if anyone, apart from an employer or organisation is paying a rent or mortgage on a property **on behalf of the respondent**. If a respondent knows that someone is paying the rent or mortgage for them but does not know the amount you must still code according to the **tenure of the accommodation**.

In the blocks e_Renter or f_Owner1 follow these steps according to the respondent's situation:-

- i) If the mortgage/rent is paid direct by someone outside the household.
 - Enter the appropriate code according to whether the house is owned or rented.
 - Enter '0' at the questions covering mortgage/rent payments
 - Enter the amount of the rent/mortgage amount at AccAmt/OutsAmt which cover amount paid by someone outside the household.

If the respondent does not know how much is paid to cover the rent or mortgage enter dks at AccAmt or OutsAmt.
- ii) If the respondent is given the money to then use to pay rent or a mortgage.
 - Enter the appropriate code according to whether the house is owned or rented.
 - Enter the amount at the questions covering mortgage/rent payments.
 - Enter the amount of money handed over towards this payment at AccAmt/OutsAmt, even if this is the same figure.
4. Respondents who answer codes 2 to 4 will be asked questions about both renting and mortgage arrangements.

d_AddInfo

=====

OwnType

Is it...READ OUT (RUNNING PROMPT)...

(enter code)

1: owned as part of a co-ownership scheme, that is jointly with a housing association

2: or as part of a shared ownership scheme, that is part rented and part owned

3: or neither of these?

=====

This questions is asked if '3, Shared Ownership' has been coded at **Tenure**.

Co-ownership scheme

Under this scheme the householder pays a mortgage and a rent on the same property. Usually, about half the total amount paid goes towards the mortgage and half towards the rent. Schemes of this kind occur in Northern Ireland and may also be found elsewhere in the UK.

In these circumstances both the rented and owned questions will be asked.

=====

SubLet

Do you have a formal arrangement to let, or sub-let, any part of this accommodation to someone who is NOT a member of your household?

(enter code)

1: Yes

2: No

=====

=====

SubLetY

Who is that?

INTERVIEWER: CLOSE RELATIONS = Householder's PARTNER,
PARENT (incl.STEP-), SON or DAUGHTER (incl. STEP-),
BROTHER or SISTER, or SPOUSE of any of these.

(enter code)

1: Close relative
relative

2: Other
3: Non-relative

=====

d_AddInf

=====

Rooms

How many rooms do you have altogether in your accommodation, that's excluding bathrooms and toilets, but including kitchens?

INTERVIEWER: 'YOUR ACCOMMODATION' MEANS THE ACCOMMODATION OCCUPIED BY THIS HOUSEHOLD. EXCLUDE ANY ROOMS SUBLET TO OTHER HOUSEHOLDS. CONSULT INSTRUCTIONS FOR TREATMENT OF EQUIVOCAL ROOMS, eg attics, conservatories, basements.
(enter number between 0 and 20)

=====

Enter the number of rooms used by the household, including rooms shared but excluding rooms sub-let which are not used by the household.

In general, include any room which is habitable or usable by the household all year round.

If a room is open-plan count it as 2 rooms if it is divided by a sliding or folding partition. Count it as 1 room if it is divided by curtains or portable screens.

If the respondent mentions a dinette attached to a kitchen probe whether it is separated by a folding partition and if so, count it as a separate room.

Halls, landings and alcoves are not separate rooms.

If there is any doubt about whether to count a room, (particularly with attics, conservatories or basements) probe whether the room can be used all year round, was it built/converted for the purpose of living accommodation, and if it is a basement or attic is there a window/skylight.

In order to be comparable with Census measures, if a kitchen is less than 6.5ft/2m wide at its narrowest point then it must not be counted as room.

=====

RoomShar

Are any of these rooms shared with anyone who is not a member of your household?

IF 'NO' ENTER '0'
 IF 'YES', ASK: How many? and ENTER NUMBER.
 (enter number between 0 and 10)

=====

Check

There is a soft check if you enter code 2 at this question.

=====

The answer you have entered means two rooms are shared. If you intended to answer 'No' to this question, please change the code to '0' (zero). Otherwise, suppress this warning, <Shift + F3>.

d_ADDINF.Roomshar = 2

=====

Bedroom

How many bedrooms do you have in your accommodation? (enter a number between 0 and 10)

=====

Each household must have at least one bedroom. Any room used for sleeping, including a box room or attic bedroom, should be coded as a bedroom. A one room bedsit used as both a living room and a bedroom should be coded as a bedroom.

Note that this is NO LONGER the question that you must reach before you can open a Benefit Unit questionnaire. Please refer to the notes at CTBand in the block g_Insur.

d_AddInf

=====

BusRoom

Are any of the rooms you have mentioned used for business?
(enter code)

1: Yes

2: No

=====

Ensure that any rooms used for business were included in the original total
of rooms given at **Rooms**.

=====

PtBsRoom

How many rooms are used ...READ OUT...

i) partly for business?

(enter number between 0 and 10)

=====

=====

OnBsRoom

How many rooms are used ...READ OUT...

i) only for business?

(enter number between 0 and 10)

=====

=====

TypeAcc

TYPE OF ACCOMMODATION OCCUPIED BY THIS HOUSEHOLD

CODE ONE FROM OBSERVATION.

(enter code)

1: Whole house/bungalow, detached

6: Other (SPECIFY) 2: Whole

house/bungalow, semi-detached

3: Whole

house/bungalow, terraced/end of terrace

4: Purpose-built flat

or maisonette

5: Part of house/converted flat,

maisonette/ rooms in house

=====

This question should be coded from your observation, but if you are in doubt as to the type of accommodation ask the informant.

The description of the accommodation should refer only to the 'space' used by the household. Thus in the case of a house owner-occupier who sublets some rooms you should enter code 5 as 'part of house/converted flat' etc to indicate that the household occupies only part of the house.

Caravans, mobile homes etc should be entered under the 6 'Other' Category.

Check

If the respondent has answered 'Yes' at SubLet that they Sublet part of their accommodation then the household should not be coded as occupying the whole of a house or flat.

=====

As part of this accommodation is sub-let, this household cannot be coded as occupying a whole house, flat etc.

Please amend 'SubLet' or 'TypeAcc'.

d_ADDINF.SubLet = Yes

d_ADDINF.TypeAcc = [x]

=====

Hard Check

d_AddInf

TypeAccO

SPECIFY WHAT OTHER TYPE OF ACCOMMODATION THIS IS (enter text
of at most 40 characters)

Floor

What is the floor level of the main living part of the accommodation?
(enter code)

1: Basement/semi-basement floor/street level	2: Ground floor
3: 1st floor	4: 2nd floor
5: 3rd floor	6: 4th-9th floor
7: 10th floor	or higher

This question is asked if the accommodation is either a purpose built or
converted flat or the household occupies part of a house or flat.

YearLive

For how many years have you, that is [name of hoh] lived at this address?

ENTER NUMBER OF YEARS. IF LESS THAN ONE YEAR, ENTER '0', AND RECORD NUMBER
OF MONTHS AT NEXT QUESTION.
(enter number between 0 and 97)

MonLive

For how many months have you, that is [name of hoh] live at this address?

ENTER NUMBER OF MONTHS, TO NEAREST WHOLE MONTH.
(enter number between 0 and 12)

Block: e_Renter
Rented Accommodation

=====
Landlord

Who is it rented from (provided by)?

IF 'Other organisation or individual' PROMPT: Furnished or unfurnished?

(enter code)

1: Council			3: Housing
2: New Town Corporation			4: Crown Estates
Association			5: Other Crown/Government
Commissioners			6: Other - FURNISHED
department	7: Other	-	UNFURNISHED

=====

Council: Includes all cases where the local authority is the landlord, or where rented unfurnished property is owned by a New Town Development Corporation or the Scottish Special Housing Association.

Housing Associations: Includes all housing associations except those under 'Council' above.

=====
AccJob

Does this accommodation go with the present job of anyone in your household?

(enter code)

1: Yes	2: No
--------	-------

=====

Tied accommodation is that which goes with the job of a household member. Those living in tied accommodation may either pay rent or may live rent free.

e_Renter

=====

Rent

How much rent did your household ACTUALLY PAY last time, after any rebates?
INCLUDE (IF PAID AS PART OF RENT)

- community charge (collective or personal)
- collective Council Water Charge (Community Water Charge)
[Scotland Only]

(enter a number between 0.00 and 999997.00)

=====

Here, the gross rent paid should be entered, ie the total amount of rent the informant pays including components such as water rates or services such as heating, but **after** any rebates.

If the rent is in arrears either:

1. Enter the amount last paid even if this was a while ago but open a note (Ctrl + F4) and given the date of this payment.
2. Enter the amount last paid and open a note if this included an extra payment to cover arrears.

Rebates

1. If a 100% rent rebate is received but water rates etc are paid separately, then code 1 should be entered at Rebate and the amount at Rent should be blank.
2. If a 100% rent rebate is received and the water rates, etc, are normally included in the rent, then code 1 should be entered at Rebate and the water rates etc paid should be entered at Rent.

=====

RentPd

How long did this cover? (enter code)

- | | |
|---------------------------------|--|
| 1: One week | 9: Nine times a year |
| 2: Two weeks | 10: Ten times a year |
| 3: Three weeks | 11: One Year |
| 4: Four weeks | 12: One off/lump sum/none of the above |
| month | 5: Calendar |
| (EXPLAIN IN A NOTE <Ctrl + F4>) | |
| 6: Three Months (13 weeks) | |
| 7: Six months | |
| 8: Eight times a year | |

=====

Checks on Rent Paid

There are some soft checks on amount of rent paid to check likelihood.

Rent

For Council Tenants - if rent works out at more than £100 per week:

=====

RENT IS £[x] FOR [period code]. THIS COMES TO ROUGHLY £[x] A WEEK.

RENTS FOR COUNCIL AND NEW TOWN TENANTS IS NORMALLY IN RANGE
OF £0-100 PER WEEK.

=====

Soft check

e_Renter

=====
CommInc

Can I just check: does your rent include any Council Tax?

INTERVIEWER: FOR RENTS PRIOR TO 1 APRIL 1993 ALSO CHECK..

does it include any Community Charge [or Community Water Charge (Scotland Only)].

(enter code)

1: Yes

2: No

=====

Most renters in Great Britain will not have their personal council tax (or if before April, council tax) payments included in their rent.

Landlords in private rented accommodation may pass on a council tax payment in rent but will not be legally obliged to identify the council tax component.

=====
CommAmt

What amount was included for council tax/community charge? (enter a number between 0 and 97)

=====

=====
CommPd

How long did this cover? (enter code)

1: One week

9: Nine times a year

2: Two weeks

10: Ten times a year

3: Three weeks

11: One Year

4: Four weeks

12: One off/lump sum/none of the above

5: Calendar

month

(EXPLAIN IN A NOTE <Ctrl + F4>)

6: Three Months (13 weeks)

7: Six months

8: Eight times a year

=====

=====

CWatAmt

What amount was included for council\community water charge? (enter a number between 0 and 97)

=====

=====

CWatPd

How long did this cover? (enter code)

1: One week	9: Nine times a year	
2: Two weeks	10: Ten times a year	
3: Three weeks	11: One Year	
4: Four weeks	12: One off/lump sum/none of the above	5: Calendar

month (EXPLAIN IN A NOTE <Ctrl + F4>)

6: Three Months (13 weeks)

7: Six months

8: Eight times a year

=====

=====

RentHol

Do you have any rent free weeks?

INTERVIEWER: SOME PEOPLE KNOW THIS AS A 'Rent Holiday'. (enter code)

1: Yes 2: No

=====

=====

RentWks

For how many weeks of the year? (enter a number between 1 and 52)

=====

Rent holidays are weeks, usually holiday periods, when no rent is due. To allow for this the year's rent is divided into 48, 49 or 50 instalments instead of 52.

e_Renter

=====
HBenefit

Some people qualify for Housing Benefit, that is, a rent rebate or allowance. Are you receiving Housing Benefit, either directly or by having it paid to your landlord on your behalf? (enter code)

1: Yes

2: No

=====
HBenFuRd

Is the benefit based on the full rent, or on a reduced figure determined by the Rent Officer?

(enter code)

1: Full

2: Reduced

=====
HBenRAmt

What was the reduced figure for rent?

ENTER TO NEAREST WHOLE £.

(enter number between 0 and 999997)

=====
HBenRPd

How long did this cover?

(enter code)

1: One week

9: Nine times a year

2: Two weeks

10: Ten times a year

3: Three weeks

11: One Year

4: Four weeks

12: One off/lump sum/none of the above

5: Calendar

month (EXPLAIN IN A NOTE <Ctrl + F4>)

6: Three Months (13 weeks)

7: Six months

8: Eight times a year

=====

=====

HBenAmt

How much did you get, the last time you received Housing Benefit?

ENTER TO NEARES WHOLE £.

(enter a number between 0 and 997)

=====

HBenPd

How long did this cover?

(enter code)

- | | | |
|----------------|--|-------------|
| 1: One week | 9: Nine times a year | |
| 2: Two weeks | 10: Ten times a year | |
| 3: Three weeks | 11: One Year | |
| 4: Four weeks | 12: One off/lump sum/none of the above | 5: Calendar |
- month (EXPLAIN IN A NOTE <Ctrl + F4>)
- 6: Three Months (13 weeks)
- 7: Six months
- 8: Eight times a year

=====

HBenDed

Was this...READ OUT...

(enter code)

- | | |
|--|-------------|
| 1: ...deducted from your rent | 2: ...or |
| did you pay your rent and receive the money back | separately? |

=====

HBenChk

Can I just check, is the amount for rent you mentioned BEFORE or AFTER deduction of rebate? (enter code)

- | | |
|-----------|----------|
| 1: Before | 2: After |
|-----------|----------|
- =====

e_Renter

=====

HBenWait

Are you awaiting the outcome of a claim for housing benefit - that is,
either rent rebate or rent allowance? (enter code)

1: Yes

2: No

=====

Housing Benefit is the general term for rent rebates and rent allowances.

Rent rebates are granted to those living in local authority accommodation and **rent allowances** are granted to those living in privately rented accommodation. Both benefits are means tested assistance given for housing costs.

Rebates are normally deducted from rent ie the rent payable is reduced.

Allowances are normally received in the form of a lump sum refund.

Under the Social Security and Housing Benefit Act 1982, local authorities are required to operate schemes for granting rent rebates to council tenants, and rent allowances to private tenants (including occupants of shared or hostel accommodation) in furnished or unfurnished accommodation. These schemes, are known as the Housing Benefit Scheme. The schemes operated must be no less generous than a nationally formulated scheme but authorities have discretion, within certain cost limits, to make their schemes more generous if they wish.

From April 1988, people on Income Support are entitled to housing benefit covering up to 100% of their eligible rent (less deductions if there are non-dependants living with them). They are also entitled to 100% rebate on amenities such as heating and lighting if these are included in the rent.

In order to obtain a rent rebate or allowance the tenant usually has to apply to the local authority giving details of rent and personal circumstances. Those who received Income Support will automatically qualify for maximum Housing Benefit. For other claimants, entitlement to Housing Benefit will depend on the amount of money they receive from earnings and DSS benefits and will take account of savings if they have more than £8,000.

e_Renter

Most full-time students are not entitled to Housing Benefit although partners of students, who are not students themselves, may still claim for the couple.

Rebates are not the same as the differential rent scheme in which tenants are required to declare their income, whether or not they wish to apply for a rebate/allowance. Thus in applying for a rent rebate/allowance, a tenant offers income details voluntarily.

=====

AccNonHH

Apart from Housing Benefit, does anyone outside your household pay any rent on this accommodation on your behalf?

INTERVIEWER: EXCLUDE Housing Benefit - i.e. RENT REBATE or RENT ALLOWANCE

(enter code)

1: Yes

2: No

=====

AccPay

Who is that?

(enter code)

1: DSS

2: Employer

3: Other organisation

4: Friend or relative

5: Other

=====

Check

If you enter that the DSS are paying towards the rent there is a soft check to clarify that the only payments we would expect here are those to cover arrears.

=====

Are you sure? DSS only ever pay arrears of rent. Double-check, in particular, that respondent is not thinking of Housing Benefit. If genuine arrears, suppress warning <Shift + F3>, otherwise amend answer.

e_RENTER.AccPay = DSS

e_Renter

=====

AccAmt

How much rent did they pay for you last time?
(enter number between 0.00 and 999997.00)

=====

Note that the DSS will only provide assistance for payment of rent arrears.
This is not the same as Housing Benefit which should be coded separately.

=====

AccPd

How long did that cover?
(enter code)

1: One week	9: Nine times a year
2: Two weeks	10: Ten times a year
3: Three weeks	11: One Year
4: Four weeks	12: One off/lump sum/none of the above

month (EXPLAIN IN A NOTE <Ctrl + F4>) 5: Calendar

6: Three Months (13 weeks)

7: Six months

8: Eight times a year

=====

=====

AccChk

Can I just check, is the amount of [n] for rent that you mentioned earlier,
BEFORE or AFTER deducting this payment?
(enter code)

1: Before
2: After

=====

=====

SerInc

SHOW CARD B

Does the rent which you mentioned include any services such as the ones
shown on this card?
(enter code)

1. Yes
2. No

=====

=====

SerIncW

SHOW CARD B

Which Services?

CODE ALL THAT APPLY.

(enter at most 9 codes)

1: Lighting	7. Lift	
2: Heating	8. Gardener	3:
Hot Water	9: Other - EXPLAIN IN A NOTE	4:
Cleaning	<CTRL + F4>	5: Contents
Insurance		6: TV Licence

=====

=====

ServAmt

How much, in total, was included for these services, in the rent which you mentioned? (enter a number)

between 0.00 and 999.97)

=====

This question is only asked of those who actually pay some or all of their rent.

Check

There is a hard check that the amount recorded for services does not exceed the total rent paid.

=====

The amount you recorded for services included in the rent is greater than the rent recorded. Please amend your answers.

```
e_RENTER.ServAmt = x
e_RENTER.RentPd  = x
e_RENTER.Rent    = x
```

=====

=====

WaterInc

Were water, or sewerage charges (rates) included in the rent which you mentioned?

(enter code)

1: Yes

2: No

=====

This question will only appear for renters in England and Wales.

Block: f_Owner1
Mortgages

=====

OwnHow

Is this (HOUSE/FLAT/ETC)...READ OUT (RUNNING PROMPT)..
(enter code)

- 1: ...owned outright
- 2: ...or being bought with a mortgage or loan?

=====

LateMort

(Can I just check), did you buy this (HOUSE/FLAT/ETC) .. READ OUT (RUNNING PROMPT)...

(enter code)

- 1: ..with a mortgage or loan,
- 2: ..or did you buy it outright and
take out your mortgage later?

=====

Note that from October 1993 questions will be asked about mortgages that have been taken out since the original purchase of the property.

=====

BuyYear

In which year did you buy this accommodation?
(enter number between 1900 and 1993)

=====

PurcAmt

What was the purchase price of your house/flat?
(enter number between 0 and 999999997)

=====

=====
BorrAmt

And how much did you **ORIGINALLY** borrow to purchase your house/flat?
 (enter number between 0 and 99999997)

=====

Check

Borramt

If the original amount borrowed is greater than £200,000

=====

THE SIZE OF THE MORTGAGE LOAN IS NORMALLY LESS THAN £200,000

=====

Soft Check

This is an opinion question where it is better to try and get at least an estimate from the informant rather than 'don't know'.

=====

Sources

Thinking now just of the money you borrowed, did you borrow it **..READ OUT**
 (RUNNING PROMPT)..

(enter code)

- 1: ..all from one source,
- 2: ..or did some of it come from a
 different source?

=====

If the respondent obtained a mortgage from more than one source at the time of purchase, each loan will be dealt with separately dealing with the largest first.

=====

EstWorth

If you were to sell your house/flat tomorrow how much do you think it would fetch?

INTERVIEWER: THIS IS A QUESTION OF OPINION

(enter number between 0 and 99999997)

=====

f_Owner1

=====

TopUp

Since you purchased this house/flat, have you increased the total amount that you originally borrowed [amount] either by taking out a re-mortgage or by topping up the original loan?

(enter code)

1: Yes

2: No

=====

A remortgage is a new mortgage on an existing mortgaged property. It can be with the same or a different lender. The purpose may be to release part of the capital that has accrued or simply to take advantage of a cheaper interest rate from another lender.

A top-up mortgage is an increase in the original mortgage loan, often for home improvements, it can also be known as a further advance.

=====

TopEx

How much extra did you borrow?

IF MORE THAN ONE INSTANCE, GIVE TOTAL AMOUNT.

£ ONLY

(enter number between 0 and 999997)

=====

=====

TopPur

For what purpose did you borrow this extra amount?

CODE ALL THAT APPLY

(enter code)

1: To pay off separate loan for items

purchase of THIS PROPERTY

5: Other reasons-EXPLAIN 2: For

essential repairs to THIS

IN A NOTE <CTRL + F4>

PROPERTY

3: For improvements/extensions to the

fabric of THIS PROPERTY

4: To raise money to spend on other

=====

=====

Lender

INTERVIEWER: IF RESPONDENT HAS MORE THAN ONE LOAN, DEAL WITH MAIN (IE. LARGEST) LOAN HERE

DEAL WITH OTHER LOAN LATER, EVEN IF FROM SAME SOURCE, BY ANSWERING 'YES' AT OTHMORT.

Thinking of [the main source of] your mortgage or loan, is your CURRENT mortgage/loan with a

...READ OUT (RUNNING PROMPT)...

(enter code)

1: Building Society	5: or some other source (CODE,	2: Local
Authority	THEN SPECIFY)	
3: Bank		4:
Insurance Company		

=====

LenderO

Please state which other source supplied the mortgage/loan. (enter text of at most 40 characters)

=====

This question should be coded according to the type of organisation or individual providing the **current** loan or mortgage. Private loans should be coded 5 as an other source.

If informants re-mortgaged, the lender providing the re-mortgage, ie the current mortgage, not the original mortgage for purchase, should be coded here.

Some informants may have two mortgages for the **purchase** of the accommodation: for example, a building society may provide most of the loan for purchase and an insurance company provide an additional amount. In these cases record details of the larger mortgage first and then code 2 at **OthMort1** that there is another loan taken out to cover the original purchase of the property. The relevant questions will then repeat for this loan.

f_Owner1

=====

Discount

May I just check, do you pay a special lower rate of interest because (any of) you work for the [type of lender]?

(enter code)

1: Yes

2: No

=====

=====

MortLen

For how many years have you had [your/this] current mortgage/loan?

(enter number between 1 and 97)

INTERVIEWER

- IF RESPONDENT HAS RE-MORTGAGE, ENTER NUMBER OF YEARS SINCE RE-MORTGAGE

- IF RESPONDENT HAS TOPPED UP, OR OBTAINED FURTHER ADVANCE ON, ORIGINAL MORTGAGE, ENTER NUMBER OF YEARS SINCE OBTAINED ORIGINAL MORTGAGE.

(enter number between 1 and 97)

=====

At this question enter the number of years the informant has had the **current** mortgage or loan. If the informants have re-mortgaged, enter the number of years since the re-mortgage. If the informants have topped-up or obtained a further advance on the original mortgage, enter the number of years since the **original** mortgage was obtained.

=====

MortLeft

What is the amount still outstanding on [your/this] current mortgage/loan - that is, how much do you still have to pay off?

(enter number between 1 and 99999997)

=====

Enter here the total outstanding mortgage debt, including any in respect of a top-up mortgage. In the case of repayment mortgages this will be the amount of the loan less the amount of principal that has been paid off. In the case of endowment and pension mortgages, where only interest is paid, the amount outstanding will usually be the same as the amount of the original or topped-up mortgage.

=====

MortType

Is [your/this] current mortgage
(enter code) (RUNNING PROMPT)...

- 1: ...an ENDOWMENT mortgage where your mortgage payments cover INTEREST ONLY
 2: ...a REPAYMENT mortgage where your payments cover interest AND part of the original loan
 3: or a PENSION mortgage where your mortgage payments cover interest only?
 4: (SPONTANEOUS MENTION), DO NOT READ OUT) - None of these

=====

General notes on Types of Ownership1. Mortgages

There are basically two types of mortgage: a 'repayment' mortgage and an 'interest only' mortgage.

a. Repayment Mortgage (code 2)

In this case the money borrowed for the purchase of the house is repaid over a period of years; interest is also paid on the amount outstanding at the time. Usually the payments consist partly of repayments of the original loan (also referred to as the capital/principal) and partly of interest. As time goes on the interest component usually becomes smaller.

b. Interest only mortgage (codes 1 and 3)

In this case the borrower pays interest on the loan to the lender and the repayment of the original loan is covered by an endowment policy or pension plan designed to repay the original loan at the end of the agreed term. The main types of interest only mortgage are:

i. Endowment mortgage (code 1)

An endowment policy is taken out with an insurance company either before or at the same time as the mortgage. When the policy matures the sum received will be used to repay the original sum borrowed under the mortgage. The original mortgage amount remains outstanding until the policy matures; in the meantime the borrower pays interest to the lender (eg the building society) and premiums on the endowment policy to the insurance company.

f_Owner1

ii. Pension mortgage (code 3)

A pension mortgage is similar to an endowment mortgage but is available only to the self-employed and those who are not members of a company pension scheme. Interest only is paid to the lender and monthly contributions are paid into a pension plan which is designed to repay the mortgage when the borrower retires. In addition, it is necessary to arrange a separate term assurance policy designed to repay the mortgage if the borrower should die before the end of the mortgage term. The assurance policy serves the same purpose as a mortgage protection policy.

iii. Unit trust and PEP mortgages

With a **unit trust mortgage** the borrower pays interest only to the lender and also makes monthly investments into a unit trust savings plan. When stock market prices rise, the lender may allow the borrower to pay off part of the loan. A separate term assurance policy is also necessary.

Similar is a **PEP mortgage**. The borrower pays interest only to the lender and makes a monthly contribution into a Personal Equity Plan (PEP), which is designed to repay the mortgage. The PEP will usually be invested in unit trusts and, again, a separate term assurance policy is required.

These types of mortgage should be coded under '3' - Pension Mortgage.

c. Two mortgages for purchase of sampled accommodation

It is possible to have two mortgages for the **purchase** of the sampled address (note one of these could be a loan to cover the deposit). Both mortgages should be **accepted** at the housing costs questions.

Where mortgages are of the same type (eg both are endowments) enter the larger mortgage first.

Enter the other loan as a second mortgage arrangement at OthMort1 and the questions will repeat for that mortgage.

2. Rental purchase scheme

This is a method of buying accommodation over a number of years on hire purchase ie a deposit is paid and then monthly rental payments are made for an agreed period. At the end of this period a nominal "purchase" payment is made. This type of purchase is arranged by special finance companies.

The scheme allows the buyer to claim income support if unemployed and tax relief on the interest paid.

Lender should be coded 4, unless the source clearly indicates that one of the other codes is more appropriate, and the rental payment entered at RePayout.

3. Local authority combined mortgage and rent scheme

This scheme is designed for householders who are purchasing a property from a local authority. As in the co-ownership scheme, the householder pays a mortgage and rent on the same property.

4. There are other types of mortgages but these will normally be variations on the above eg interest only mortgages where the principal is covered by stocks and shares that are held as security, or loan from a relative, friend or employer where no interest is charged.

Where an informant coded as owning with a mortgage actually acquired the accommodation directly by means such as inheritance and subsequently mortgage the property, or bought outright and then mortgaged the property - the details of the mortgage will still apply and be asked.

Other Mortgage Arrangements (code 4)

If a respondent considers a private loan which they are repaying in instalments to be a form of mortgage on the accommodation then use code 4 at this question. The routing will then take you through the questions that apply to those with Repayment mortgages.

f_Owner1

Check

TopEx TopPur MortLeft MortType

If the amount originally borrowed (plus any top-up mortgages) do not add up to the amount outstanding on the mortgage for an endowment or pension mortgage.

=====

THE AMOUNT ORIGINALLY BORROWED PLUS THE TOP-UP SHOULD NORMALLY EQUAL THE AMOUNT STILL OUTSTANDING.

```
f_Owner1.MortLeft =      [x]
(f_Owner1.BorrAmt =      [x])
f_Owner1.TopEx    =      [x]
```

=====

Soft Check

Probe that the figures given for the amount outstanding does apply to the total debt on any mortgage and top-ups together.

This check should be suppressed when the capital amount borrowed for a mortgage has been reduced by a lump sum payment.

f_Owner1

If the respondent has an ENDOWMENT mortgage the following questions are asked...

=====

Morinpay

How much did you pay last time as interest on the mortgage or loan?
(enter a number between 0.00 and 9999.97)

=====

=====

Perc119

How long did this cover? (enter code)

- | | |
|----------------|--|
| 1: One week | 9: Nine times a year |
| 2: Two weeks | 10: Ten times a year |
| 3: Three weeks | 11: One Year |
| 4: Four weeks | 12: One off/lump sum/none of the above |
- 5: Calendar month (EXPLAIN IN A NOTE <Ctrl + F4>)
- 6: Three Months (13 weeks)
- 7: Six months
- 8: Eight times a year

=====

Check

MortLeft MorinPay Perc119

This check is triggered if the repayments on a respondent's mortgage work out at either less than 7% or greater than 20% interest rate and they do not receive any special rates through an employer:

=====

THE INTEREST PAYMENTS WORK ROUGHLY OUT AT [X] PER CENT WHICH IS [LOWER/HIGHER] THAN MOST CURRENT INTEREST RATES AVAILABLE FOR A MORTGAGE OF THIS SIZE.

IF NO PARTICULAR REASON FOR THIS, PLEASE CHECK YOUR CODING.

f_OWNER1.Morinpay = [x]
f_OWNER1.Perc119 = [x]
f_OWNER1.Mortleft = [x]
f_OWNER1.Discount = No

=====

Soft Check

Check the figures with the respondent and see if any documents are available. If the information is confirmed suppress the warning but be sure to open a note to explain the circumstances. The same check applies to those with repayment mortgages.

f_Owner1

=====
MenPol

Are there any endowment policies covering the repayment of this mortgage or
loan? (enter code)

1: Yes

2: No

=====
EndwPrin

How is repayment of the principal covered? (enter text
of at most 50 characters)

=====
This question is asked if the answer to MenPol is 'No'.

=====
MenPolam

How much was your last premium on the endowment policy or policies?
IF SEVERAL, OBTAIN COMBINED AMOUNT.
(enter a number between 0 and 997)

=====
If the last interest payment on an Endowment policy includes arrears..
accept the actual amount given but if it was a long time ago make a note
using <Ctrl +F4> to give the date, or

if the amount was greater than normal to cover past arrears make a note to
explain this.

f_Owner1

=====

How long did this cover?

(enter code)

- ```

1: One week 9: Nine times a year
2: Two weeks 10: Ten times a year
3: Three weeks 11: One Year
4: Four weeks 12: One off/lump sum/none of the above 5: Calendar
month (EXPLAIN IN A NOTE <Ctrl + F4>)
6: Three Months (13 weeks)
7: Six months
8: Eight times a year

```

```
=====
=====
IncinInt
```

Has this insurance premium been included in the amount of interest you mentioned earlier? (enter code)

- 1: Yes 2: No

=====

=====

Menstyr

In what year was this insurance taken out?  
(enter number between 1900 and 1993)

=====

=====

MpMore

Are there any more endowment policies covering the repayment of the mortgage or loan?

(enter code)

- 1: Yes  
2: No

=====

f\_Owner1

If the respondent has a repayment mortgage the following questions are asked...

=====

IntPrPay

How much was your last instalment on the mortgage or loan? (enter a number between 0.00 and 9999.97)

=====

=====

Perc125

How long did this cover?  
(enter code)

|                            |                                        |             |
|----------------------------|----------------------------------------|-------------|
| 1: One week                | 9: Nine times a year                   |             |
| 2: Two weeks               | 10: Ten times a year                   |             |
| 3: Three weeks             | 11: One Year                           |             |
| 4: Four weeks              | 12: One off/lump sum/none of the above | 5: Calendar |
| month                      | (EXPLAIN IN A NOTE <Ctrl + F4>)        |             |
| 6: Three Months (13 weeks) |                                        |             |
| 7: Six months              |                                        |             |
| 8: Eight times a year      |                                        |             |

=====

## =====

IntL12M

How much INTEREST where you charged over the most recent 12 months for which  
you have figures?

(enter number between 0.00 and 999.97)

=====

## =====

IntPerB

When did that 12 months period BEGIN?

...Enter DATE:

...IF DAY OF MONTH NOT KNOWN PUT ??

(enter date)

=====

## =====

IntPerE

...and when did that 12 month period END?

...Enter DATE

...IF DAY OF MONTH NOT KNOWN PUT ??

(enter code)

=====

f\_Owner1

=====

TaxRelf

Had standard tax relief on the mortgage already been deducted from the payment you just mentioned [amount]?

INTERVIEWER: INCLUDE ALL MIRAS ARRANGEMENTS

(enter code)

1: Yes

2: No

=====

This question is asked of all respondents with a mortgage.

When interest is paid on a mortgage the mortgagor can obtain tax relief on that interest, by having standard tax relief deducted from the mortgage.

With interest only mortgages the interest payment will have been reduced by the current standard (or basic) tax rate. With repayment mortgages the reduction will have been on the interest element only. This scheme is known as **Mortgage Interest Relief At Source**.

f\_Owner1

=====

MortProt

Do you have a mortgage protection policy on this mortgage? (enter code)  
1: Yes 2: No

=====

=====

IncMPAmt

How much was your last payment?  
(enter a number between 0 and 997)

=====

=====

Perc135

How long did this cover?  
(enter code)

|                |                                        |             |
|----------------|----------------------------------------|-------------|
| 1: One week    | 9: Nine times a year                   |             |
| 2: Two weeks   | 10: Ten times a year                   |             |
| 3: Three weeks | 11: One Year                           |             |
| 4: Four weeks  | 12: One off/lump sum/none of the above | 5: Calendar |

month (EXPLAIN IN A NOTE <Ctrl + F4>)

6: Three Months (13 weeks)  
7: Six months  
8: Eight times a year

=====

=====

IncMStYr

In what year was the mortgage protection policy taken out?  
(enter number between 1900 and 1993)

=====

f\_Owner1

=====

IncMP

Did your last payment on the mortgage/loan, that is [amount], include the mortgage protection policy payment.

(enter code)

1: Yes

2: No

=====

Sometimes, in addition to mortgage repayments, a mortgage protection policy is taken out with an insurance company so that in the event of death there is available a sum of money to pay off the outstanding mortgage. This arrangement should not be confused with the endowment policy.

It is possible to have an endowment based mortgage and a mortgage protection policy, although mortgage protection policies are more likely to be taken out with repayment mortgages.

If the precise amount for the mortgage protection policy cannot be given, please ask the informant to give an estimate rather than accept DK.

Do NOT include policies that cover mortgage payments in the event of illness or redundancy at this question. Instead code the appropriate policy in the block.



f\_Owner1

=====

OthMort1

Apart from the mortgage/loan we've just spoken about, do you still have any  
 OTHER mortgage or loan on this property?  
 (enter code)

```

1: Yes 2: No
=====

```

The reference to borrowing money from more than one source will appear if you have coded 2 at **Sources**.

**Check**

If the respondent mentioned earlier that s/he borrowed money from more than one source but then answers no at this question there is a soft check:

=====

Are you sure? Earlier, you said they had borrowed from more than one source. If second loan is now paid off, suppress warning <Shift +F3> and explain in a note <Ctrl +F4>. Otherwise Amend OthMort1 or Sources.

```
f_OWNER1.Sources = 2
f_OWNER1.OthMort1 = 2
=====
```

f\_Owner1

=====

OutsMort

Does anyone from outside the household pay anything towards your mortgage on your behalf, on a regular basis?

(enter code)

1: Yes

2: No

=====

=====

OutsPay

Who is that?

(enter code)

1: DSS

2: Employer

3: Other organisation

4: Friend/relative

5: Other

=====

=====

OutsAmt

How much did they pay last time?

(enter number between 0.00 and 999997.00)

=====

=====

OutsPd

How long did that cover?

(enter code)

1: One week

9: Nine times a year

2: Two weeks

10: Ten times a year

3: Three weeks

11: One Year

4: Four weeks

12: One off/lump sum/none of the above

5: Calendar

month (EXPLAIN IN A NOTE <Ctrl + F4>)

6: Three Months (13 weeks)

7: Six months

8: Eight times a year

=====

=====

OutsIncl

Was this included in the amount of interest that you mentioned earlier?

(enter code)

1: Yes

2: No

=====

Block: g\_Insur  
Structure and Contents Insurance

FRS asks questions about house insurance policies to find out what level of provision that household has made against loss and/or damage to property.

=====

StrMort

Did your last payment of [amount] on the mortgage/loan include an amount for any insurance on the structure of this accommodation, its furniture or contents, or any personal possessions?

(enter code)

1: Yes

2: No

=====

The following questions are asked only if the last mortgage payment DID include an amount for insurance.

=====

StrCov

Was that for...READ OUT (RUNNING PROMPT)...

(enter code)

1: ...structure ONLY

2:

...furniture and contents or personal possessions, only?

3: ...or

structure AND furniture and contents, or personal possessions?

=====

=====

StrAmt

How much was the premium included in your last mortgage payment for this [type of insurance] policy?

(enter a number between 0 and 9997)

=====

=====

StrPd

How long did this cover?

(enter code)

1: One week

9: Nine times a year

2: Two weeks

10: Ten times a year

3: Three weeks

11: One Year

4: Four weeks

12: One off/lump sum/none of the above

5: Calendar

month (EXPLAIN IN A NOTE <Ctrl + F4>)

6: Three Months (13 weeks)

7: Six months

8: Eight times a year

=====

## g\_Insur

=====  
Strins

What is the insured value of the structure? (enter a number between 0 and 9999997)

=====

=====  
FrnIns

What is the insured value of the furniture and contents, and/or the personal possessions? (enter a number between 0 and 999997)

=====

## Check

### StrMort StrCov StrAmt StrPd

Premiums for Structure and/or Contents Insurance are calculated against a normal range of up to £50 per week:

=====

THE PREMIUM IS £[X] FOR [PERIOD CODE].  
THIS WORKS OUT ROUGHLY AT £[X] A WEEK.  
WEEKLY PREMIUMS ARE NORMALLY IN RANGE £0-50

g\_INSUR.StrAmt = [x]  
g\_INSUR.StrPd = [x]

=====

Soft Check

### StrMort StrCov StrAmt StrPd

If the last mortgage payment included any structure and/or contents insurance premium the computer takes the amount of the last premium and compares it to the mortgage repayments on a weekly basis; ie:

=====

THE AMOUNT YOU RECORDED FOR THE PREMIUM ON THE INSURANCE ON THE STRUCTURE IS GREATER THAN THE AMOUNT RECORDED FOR THE LAST MORTGAGE PAYMENT.  
PLEASE CHECK WHETHER THIS IS CORRECT.

g\_INSUR.StrAmt = [x]  
g\_INSUR.StrPd = [x]  
f\_OWNER1.Morinpay = [x]  
f\_OWNER1.Perc119 = [period code]

=====

Soft Check

This situation is very unlikely and might indicate a situation where the respondent has got the figures muddled up.  
Note that it is possible to trigger both of these checks one after the other.

**g\_Insur**

The following questions are asked of those in rented accommodation and those whose last mortgage payment did not include an amount for structure insurance.

=====

StrOths

Do you pay an insurance premium on the structure of this accommodation?  
(enter code)

1: Yes

2: No

=====

=====

CovOths

Does the premium cover...READ OUT (RUNNING PROMPT)... (enter code)

1: ...structure ONLY

2: ...or

structure combined with furniture, contents or personal possessions?

=====

=====

StrAmt

How much was the last premium for this policy? (enter a  
number between 0.00 and 9997.00)

=====

---

StrPd

(enter code)

- =====

```
=====
StrIns
```

```
(enter a
```

=====

```
=====
OthStr.FrnIns
```

=====

## **Council Tax**

## **g\_Insur**

The council tax has replaced the Community Charge in Great Britain. The tax is based on the value of a dwelling and assumes two adults per household. The full bill will consist of two equal elements: a property element and a personal element. Status discounts, which reduce or eliminate the personal element of the tax, will be available to single person and certain other households. Council tax benefit will be available in the form of rebates to those on Income Support and others on low incomes. there will be a transitional reduction scheme designed to ensure that households will not face unreasonable increases in their bills as a result of the introduction of the tax. A Disablement relief will be available if there is a disabled person in the household.

### **Liability**

If the property is owner-occupied the owner (or joint owners) will be liable for payment of the tax. If the property is rented the tenant will generally be liable provided s/he lives in it as a main residence.

### **Appeals**

Owners and tenants will be legally obliged to pay the amount shown on their council tax bills when they received them in March/April. The valuation bands are based on prices in April 1991 and will not be affected by subsequent changes in house prices, although improvements such as extension will be taken into account if made before the council tax is introduced. Appeals against the valuation band may not be lodged until 1st April; the full payments must be made until the result of an appeal is decided.

Appeals on valuation matters must first be taken up with the valuation office; appeals on other matters must be raised with the local authority. If matters are not resolved within a specific period, they may be referred to a valuation tribunal. It may be anticipated, therefore, that in some cases appeals will not be settled for several months.

Follow the instructions given at specific questions for dealing with these questions and in general make notes using <Ctrl +F4> to explain any past or future circumstances.

## g\_Insur

=====

CTBand

SHOW CARD C

In which of the bands shown on this card has your house/flat been valued for payment of the Council Tax?

THIS MUST BE THE BAND GIVEN BY THE COUNCIL - DO NOT ACCEPT RESPONDENT'S OWN ESTIMATE OF VALUE OF PROPERTY.

IF THIS HOUSEHOLD'S ACCOMMODATION IS NOT VALUED SEPARATELY (eg because it's a sub-let part of larger premises), THEN USE CODE 0.

DISPLAY CODES <Ctrl + Home>

-----

(enter code)

0: Not applicable: not valued separately 8: Band H  
1: Band A  
2: Band B  
3: Band C  
4: Band D  
5: Band E  
6: Band F  
7: Band G

=====

Council Tax bands for properties in England, Scotland and Wales are as follows:

| Band | England        | Scotland       | Wales          |
|------|----------------|----------------|----------------|
| A    | up to £40,000  | up to £27,000  | up to £30,000  |
| B    | £40 - 52,000   | £27 - 35,000   | £30 - 39,000   |
| C    | £52 - 68,000   | £35 - 45,000   | £39 - 51,000   |
| D    | £68 - 88,000   | £45 - 58,000   | £51 - 66,000   |
| E    | £88 - 120,000  | £58 - 80,000   | £66 - 90,000   |
| F    | £120 - 160,000 | £80 - 106,000  | £90 - 120,000  |
| G    | £160 - 320,000 | £106 - 212,000 | £120 - 240,000 |
| H    | £320,000 +     | £212,000 +     | £240,000 +     |



In certain houses, such as those that are multiply occupied, the landlord will be liable for the tax. The landlord may decide to recover some or all of the cost of the tax by increasing rent charges and will not be legally obliged to identify the council tax component.

In these situations where the tenant is not liable for the tax use code 0 to indicate that the accommodation that the interview is concerned with is not valued separately for the Council Tax.

**If an appeal is still pending...**

Enter the band which is shown on the original bill and then open a note using <Ctrl + F4> regarding the new band that is being claimed.

**If a new bill has been received following an appeal..**

Enter the new band shown on the bill.

**If the bill was applied to a lower valuation band because disablement relief was allowed..**

Enter the band that would have applied if not disablement relief had been granted.

-----

Reaching The Council Tax Questions Before Opening A Benefit Unit Questionnaire

This question has an extra significance in the questionnaire.

From April 93 this is the point where the information that you have entered in order to calculate the Benefit Units will be 'frozen' so that the details can be carried forward to the Benefit Unit questionnaire. It is now later in the questionnaire than before to allow more information about the respondent to be carried forward to the Benefit Unit questionnaire to operate certain soft checks.

This means that if you have a respondent who wants to be interviewed immediately and cannot wait until you have completed the Household questionnaire then you must reach this point to collect enough information for the routing in the Benefit Unit questionnaire to work correctly.

-----

## g\_Insur

=====

### CTLVBand

Some household can get Council Tax bills which are actually applied to a LOWER valuation band, because there is a disabled person in the household.

Do (will) YOU get a Council Tax bill for a lower valuation band, for this reason?

HOUSEHOLDS MUST MAKE A SPECIAL APPLICATION IN ORDER TO OBTAIN THIS REDUCTION.

(enter code)

1: Yes

2: No

=====

If a disabled person needs additional space or an extra room to meet special needs, the council tax bill may be reduced to that of a property in the band immediately below the band shown on the valuation list. Note that no disablement relief cannot be allowed if the property is already in band A.

Informants will have to apply for disablement relief, so they should know if it has been allowed. If it has been allowed, check that the valuation band entered at the previous question is the band that would have applied if no relief had been allowed.

=====

CTAmt

How much was your last Council Tax payment?

IF NO COUNCIL TAX PAID, ENTER 0.

(enter number between 0.00 AND 9999.97

=====

The payment entered should be the last council tax payment made by the household. In Scotland, the council water charge should be excluded from this figure. If it is not possible to work out the water charge component enter the total but be sure to make a note using <Ctrl + F4> to say that this includes a figure for water charge.

If the respondent has not paid any tax for any reason then enter 0 and the later questions will probe the reasons.

The owner of the residence of a minister of religion will be liable except in the case of the Church of England where the Church will be liable. C of E stipends will be reduced to reflect all or part of the council tax payment, and the pay of minister of other religions may also be docked to cover the tax. These payments should be accepted as council tax payments.

**If the amount is changing/has changed following an appeal..**

Enter the amount last paid and then open a note using <Ctrl +F4> to give details of the previous/future amount for instalments and, if possible, how much has been paid in total so far or how much is due to be paid for the rest of the financial year. This information should be on the relevant bills.

=====

CTAmtPd

How many times a year do you pay?

ENTER NUMBER OF TIMES PER YEAR.

(enter number between 1 and 52)

=====

=====

CTExReb

1: ..a formal exemption from the                      or rebates which end up  
                                        Council Tax,                                         with            you  
paying nothing?  
2: ..or some combination of discounts                      3: Neither of these  
=====

## Exemptions

1. **Accommodation occupied ONLY by students**  
If all members of the household are students the household is exempt but if any member of the household is not a student then a status discount may apply but not an exemption.

The MoD will pay contributions in lieu of council tax to local authorities. These contributions may be recouped from services personnel through accommodation charges.

Unlike the community charge there is no minimum contribution under the council tax. Those on income support will generally pay no council tax because they will be allowed a 100% rebate/benefit. If no payment is made because a combination of status discount, transitional reduction and benefit is allowed equal to 100% of the tax then use code 2.

Enter 0 and make an note using <Ctrl + F4> to explain the circumstances.

If because of the appeal the respondent has made no payments use code 3 and then open a note using <Ctrl + F4> to explain the circumstances.

Code 3 can also be used where the respondent is not appealing but has chosen not to pay the Council Tax and there is no need to probe any further.

=====

CTDisc

## SHOW CARD D

Was a discount of 25% or 50% allowed in association with your last Council Tax payment for any of the reasons shown on this card?

1: Yes

2: No

=====

The card covering discounts includes:

Only one adult

a severely mentally impaired person

a person aged 18 or over who is still at school

a student

student nurses

apprentices

YT trainees

care workers

The council tax assumes two adults per household. If only one adult lives in the dwelling the bill will be cut by a quarter. Thus a 25% status discount will usually apply to a single person household.

If a student/student nurse/apprentice etc lives with **one** other adult then a status discount of 25% will apply. However no discount will apply if that person lives with two or more other adults.

**50% status discounts** will be rare and will apply where the sampled accommodation includes only those in the above groups other than students who will be completely exempt.

Probe situations where respondents say that they have been allowed a status

=====

CT25D50D

Can I just check, were you allowed a 25%, or a 50% discount?  
(enter code)

1: 25%

2: 50%

=====

## g\_Insur

=====

### CTReb

Was any benefit, or rebate, allowed in connection with your last Council Tax payment?

(enter code)

1: Yes

2: No

=====

=====

### RebType

Was this a main benefit, or a 'second adult rebate' ?

(enter code)

1: Main benefit

2: Second adult rebate

=====

Council tax benefit (rebate) will be available to those liable for council tax bills who are on low income. People on income support or equivalent levels of income will be entitled to the maximum rebate of 100%.

If a liable person's income is too high for her/him to qualify for benefit in her/his right, s/he will be able to claim on behalf of other adults (except dependants and lodgers living in the same property who are on a low income.

This type of benefit is called "second adult rebate"; the maximum will be 25%.

=====  
CTRebAmt

How much was allowed?  
(enter number between 0.00 and 999.7)

=====  
CTRebPd

How long did this cover? (enter code)

1: One week                      9: Nine times a year  
2: Two weeks                    10: Ten times a year  
3: Three weeks                  11: One Year  
4: Four weeks                  12: One off/lump sum/none of the above      5: Calendar  
month                            (EXPLAIN IN A NOTE <Ctrl + F4>)  
6: Three Months (13 weeks)  
7: Six months  
8: Eight times a year

=====

Enter details of any rebate in connection with the last council tax payment made.

**If an appeal is pending..**

Enter the amount that applied to the last payment.

**If an appeal has been made and a new bill has been received..**

Enter details of the most recent payment and if this is about to change following receipt of the new bill then open a note using <Ctrl + F4> to record the future figures.

If the respondent knows how much rebate will be allowed for the whole financial year or part of it, it is acceptable to record this total figure together with the appropriate period code.

g\_Insur

=====

CTRed

Was any transitional reduction allowed in connection with your last Council Tax payment?

INTERVIEWER: 'TRANSITIONAL REDUCTION' IS ALLOWED IN CASES WHERE THE HOUSEHOLD WOULD OTHERWISE FACE A LARGE INCREASE COMPARED WITH THEIR COMMUNITY CHARGE. EXCLUDE REDUCTIONS FOR PROMPT PAYMENT, OR PAYMENT BY DIRECT DEBIT.

(enter code)

1: Yes

2: No

=====

The transitional reduction scheme will ensure that people do not face unreasonable increases in their council tax bills compared to their payments under the community charge.

Note that the transitional reduction scheme should not be confused with reductions for prompt payment or because the respondent pays by direct debit.

=====

CTRedAmt

How much was allowed?

(enter number between 0.00 and 999.7)

=====

=====

CTRedPd

How long did this cover?

.(enter code)

1: One week

9: Nine times a year

2: Two weeks

10: Ten times a year

3: Three weeks

11: One Year

4: Four weeks

12: One off/lump sum/none of the above

5: Calendar

month

(EXPLAIN IN A NOTE <Ctrl + F4>)

6: Three Months (13 weeks)

7: Six months

8: Eight times a year

=====



Block: h\_Owner2  
Charges on Owners' Property

=====

Charge

SHOW CARD E

In connection with this accommodation do you pay any of the charges shown on this card?

CODE ALL THAT APPLY. (enter at most 7 codes)

- |                                      |                               |
|--------------------------------------|-------------------------------|
| 1: Ground Rent                       | charges                       |
| 2: Feu duty                          | 6: Site rent (caravans)       |
| 3: Chief Rent                        | 7: Any other regular payments |
| 4: Service charge                    | 8: None of these              |
| 5: Compulsory or regular maintenance |                               |

=====

Charge0

Please specify the other type of payments. (enter text of at most 50 characters)

=====

ChAmt

I would now like to ask about the charges you pay for [x]  
How much did you pay last time? (enter a number between 0.00 and 997.00)

=====

ChPd

How long did this cover? (enter code)

- |                |                                        |             |
|----------------|----------------------------------------|-------------|
| 1: One week    | 9: Nine times a year                   |             |
| 2: Two weeks   | 10: Ten times a year                   |             |
| 3: Three weeks | 11: One Year                           |             |
| 4: Four weeks  | 12: One off/lump sum/none of the above | 5: Calendar |
- month (EXPLAIN IN A NOTE <Ctrl + F4>)
- 6: Three Months (13 weeks)
- 7: Six months
- 8: Eight times a year

Block: i\_Sewer  
Sewerage and Mains Water Supply

=====

SewSupp

Is your accommodation connected to the mains sewerage or mains water supply?  
(enter code)

1: Yes to both  
Sewerage only

2:  
3: Water only

4: No to both

=====

This question applies to all households in the UK except for those with rented accommodation in England and Wales where water and/or sewerage rates are included in Rent (Block: **Renter**).

=====

SewSep

Do you pay separate or combined water and sewerage rates? (enter code)

1: Separate  
Combined

2:

=====

=====

WatTime

How many times a year do you pay water rates?

ENTER TIMES A YEAR (enter a  
number between 1 and 52)

=====

=====

WatAmt

How much did you actually pay last time?

number between 0 and 997) (enter a

=====

=====

SewTime

How many times a year do you pay sewerage rates?

ENTER TIMES A YEAR (enter a  
number between 1 and 52)

=====

## i\_Sewer

=====

### SewAmt

How much did you actually pay last time? (enter a  
number between 0 and 997)

=====

=====

### WSewTime

How many times a year do you pay?  
ENTER TIMES A YEAR (enter a  
number between 1 and 52)

=====

=====

### WSewAmt

How much did you actually pay last time? (enter a  
number between 0 and 997)

=====

These questions appear for all those in England or Wales who are connected to both mains water supply and mains sewerage (coded 1 at SewSupp).

Arrears - If payments are in arrears enter the last amount actually paid. Then open a note <Ctrl> and F4 to give the date of this payment or the circumstances if the payment was unusual.

Metered Water - Charges made via a water meter should be treated as water rate payments and the last amount actually paid entered.

### *Check*

#### SewSupp, SewSep WSewTime WsewAmt

*If water and/or sewerage rates seem unusually high:*

=====

[WATER/SEWERAGE] RATES ARE £[X] PAID [X] TIMES A YEAR. THIS WORKS OUT  
ROUGHLY AT £[X] A WEEK.

RATES ARE NORMALLY IN RANGE OF £0 - 30 A WEEK.

=====

Soft Check

*Check whether the payment mentioned included anything other than just water  
or sewerage rates.*

Block: j\_BenGive  
Intra-Household Contributions

=====  
HHStat

INTERVIEWER : CLASSIFY THIS HOUSEHOLD AS ONE OF THE FOLLOWING: (enter code)  
1: Conventional household: i.e. single person or couple - with other  
family and/or boarder(s) and/or lodger(s)  
2: 'Shared' household arrangements: identity of HoH is unclear or  
arbitrary - e.g. students, nurses, unrelated adults etc, sharing ON  
EQUAL BASIS  
=====

This question is only asked if there is more than one Benefit Unit in the  
household.

If the household is coded as 'Conventional', ie some sort of HOH can be  
identified, then the following questions are asked.

=====  
ConvIn

Now I'd like to ask how much other adults in the household pay to you (that  
is [name]) for certain things  
(enter code)  
1: PRESS <ENTER> TO CONTINUE  
=====

=====  
ConvBL

(Can I just check), is [name] ...READ OUT...  
(enter code) (RUNNING PROMPT)...  
1:...a BOARDER: that is, someone who pays  
you a RENT for board AND lodging  
2:...a LODGER: that is, someone who pays  
you a RENT for lodging, but not food  
3:...neither of these?  
=====

=====  
CvPay

How much rent does [name] pay?  
(enter a number between 0.00 and 997.00)  
=====

=====

CvPd

How long does that cover?

(enter code)

- |                |                                        |             |
|----------------|----------------------------------------|-------------|
| 1: One week    | 9: Nine times a year                   |             |
| 2: Two weeks   | 10: Ten times a year                   |             |
| 3: Three weeks | 11: One Year                           |             |
| 4: Four weeks  | 12: One off/lump sum/none of the above | 5: Calendar |
- month (EXPLAIN IN A NOTE <Ctrl + F4>)
- 6: Three Months (13 weeks)
- 7: Six months
- 8: Eight times a year

=====

=====

CvHt

Is HEATING included in that, or is it paid for separately?

(enter code)

- |             |            |
|-------------|------------|
| 1: Included | 2: Paid    |
| for         | separately |

=====

This question is asked of LODGERS only.

=====

CvHb

Did [name] get any housing benefit in connection with his/her last rent payment?

(enter code)

- 1: Yes
- 2: No

=====

=====

CHBamt

How much did he/she get?

(enter number between 0.00 and 997.00)

=====

## j\_BenGive

The following questions apply to those people who have been coded as neither a boarder or a lodger at **HStat**. You will also be routed directly to this question if there is a 16-18 year old in the household who is related to the adults but does not form a separate benefit unit in his/her own right.

### ===== Contrib

SHOW CARD F

Does [name] make a regular contribution to [name of hoh] towards any of the things listed on this card?

(enter code)

1: Yes

2: No

=====

Card F includes: Housing, Food, Fuel and General Contribution.

### ===== ConAmt

How much does [name] pay altogether?

(enter a number between 0.00 and 997.00)

=====

### ===== ConPd

How long does that cover?

(enter code)

1: One week

9: Nine times a year

2: Two weeks

10: Ten times a year

3: Three weeks

11: One Year

4: Four weeks

12: One off/lump sum/none of the above

5: Calendar

month (EXPLAIN IN A NOTE <Ctrl + F4>)

6: Three Months (13 weeks)

7: Six months

8: Eight times a year

=====

### ===== QConIt

SHOW CARD F

Which of these things is it intended to contribute to?

INTERVIEWER: CODE ALL THAT APPLY, or 'General contribution'

1: Housing

3: Fuel

2:

Food

4: General Contribution

=====

If the household is classed as a 'Shared' household without a clear HOH then the following questions apply.

=====

SharePay

SHOW CARD F

How much does [name] pay towards any of the things listed on this card?  
(enter number between 0.00 and 997.00)

=====

=====

SharePd

How long does that cover? (enter code)

|                |                                        |             |
|----------------|----------------------------------------|-------------|
| 1: One week    | 9: Nine times a year                   |             |
| 2: Two weeks   | 10: Ten times a year                   |             |
| 3: Three weeks | 11: One Year                           |             |
| 4: Four weeks  | 12: One off/lump sum/none of the above | 5: Calendar |

month (EXPLAIN IN A NOTE <Ctrl + F4>)

6: Three Months (13 weeks)

7: Six months

8: Eight times a year

=====

=====

QConIt

SHOW CARD F

Which of these things is it intended to contribute to?

INTERVIEWER: CODE ALL THAT APPLY, or 'General contribution'

|            |                         |         |
|------------|-------------------------|---------|
| 1: Housing |                         | 2: Food |
|            | 3: Fuel                 |         |
|            | 4: General contribution |         |

=====

*Check*

*On Card F the Code 4 'General Contribution' is an exclusive code, if entered with other codes the following screen appears:*

=====

YOU CANNOT USE CODE 'General Contribution' IN COMBINATION WITH [Housing, Food, Fuel]

=====

Hard Check

Block: k\_Prop  
Income from Property

=====  
SubRent

You mentioned earlier that you let, or sub-let, part of this accommodation to someone outside your household.  
How much rent have you received from this in the last 12 months, ie since [date]: that's BEFORE deducting any income tax that might be due on it?  
(enter a number between 0.00 and 99999.97)

=====  
SubAllow

And is that BEFORE or AFTER deducting allowable expenses?  
(enter code)  
1: Before  
2: After

=====  
These questions appear if the informant is sub-letting any part of their accommodation.



=====

OthProRt

[Apart from that,] In the last 12 months, that is since [month/year], have ANY of you received any rent from other property? (EXCLUDE land only)

(enter code)

1: Yes

2: No

=====

This question refers to other physical property (ie buildings), and is intended to cover mainly

i) property where one of the respondents is a private landlord

ii) income from eg second homes or holiday homes which are let.

It can include property both in this country or abroad.

=====

PropWho

Who is that?

(enter at

most 4 codes)

=====

If the respondents jointly own a property that is being rented then identify both of them at this question and then apportion the amount of income received at the following questions.

=====

PropRent

How much rent has [name] received from other property in the last 12 months: that's BEFORE deducting any income tax that might be due on it?

(enter a number between 0 and

100000)

=====

If the respondent has more than one property enter the total amount received of rent received.

=====

PropAllw

And is that BEFORE or AFTER deducting any allowable expenses? (enter code)

1: Before

2: After

=====

This question asks for all rent received over the last 12 months even if the property has been sold and therefore no longer owned by the informant.

**Block: 1\_Pol**  
**Insurance Policies**

The following questions about insurance policies are trying to find out what types of personal cover members of the household have and consequently how they might be able to cope if there was a fall in income for any reason. FRS does not ask about the actual expenditure on these policies.

=====  
Premium

SHOW CARD G

In the last 12 months, that is since [month/year] have [any of] you paid any premiums on insurance policies which cover you for any of the things shown on this card? (enter code)

1: Yes

2: No

=====

=====  
HowMany

How many such policies do you have in total?  
(enter number between 1 and 6)

=====

Note that there is currently an inconsistency between the questions Premium and HowMany in that one refers to the past 12 months and the other to the current situation which DSS is interested in.

If a respondent does not have any insurance policies at present, return to the question Premium and enter 2 'No'.

The program will be updated as soon as possible.

=====

NumPols

SHOW CARD G

Thinking about policy number [n], which of these things does it cover?

CODE ALL THAT APPLY (enter at most 5 codes)

- |                                             |                                        |
|---------------------------------------------|----------------------------------------|
| 1: Personal accident                        | 5: Loss of salary or earnings, because |
| 2: Private medical treatment                | of ill-health                          |
| 3: To pay out money when you go to hospital |                                        |
| 4: Redundancy                               |                                        |

=====

=====

PolIns

Who is insured under this policy? (enter at most 6 codes)

=====

=====

PolPy

Who pays the premiums? (enter code)

- 1: The person insured
- 2: Someone else

=====

Personal accident includes:

personal accident and fire

personal accident policy for a pedal cycle (accident and theft)

personal consolidation policy

police group insurance

Private medical includes:

BUPA, HCS, PPA, WPA

**Block: m\_Mod**  
**Consumer Durables, Central Heating**

FRS ask questions about household durables to give a very broad measurement of living standards that can be compared against the income coming in to the household.

=====  
**Cons**

In this accommodation, do you have...

- a washing machine  
(THIS MAY BE COMBINED WITH TUMBLE DRYER, IF SO CODE "YES" FOR BOTH)

The question then repeats for:

- tumble dryer  
(THIS MAY BE COMBINED WITH WASHING MACHINE, IF SO CODE "YES" FOR BOTH)
  - fridge/freezer  
(IE A DEEP FREEZE WITH ITS OWN DOOR, COMBINED WITH A FRIDGE ALSO WITH ITS OWN DOOR)
  - separate refrigerator
  - separate deep freeze
  - microwave oven  
(INCLUDE COMBINATION OVENS WITH MICROWAVE FACILITY)
  - a cooker (other than a microwave)
  - dishwasher
  - colour television
  - black and white television
  - video recorder
  - telephone (IF SHARED IN PUBLIC HALLWAY, INCLUDE ONLY IF HOUSEHOLD PAYS THE ACCOUNT)
  - a home computer (EXCLUDE VIDEO GAMES)
- INCLUDE ITEMS STORED BUT IN WORKING ORDER, AND ITEMS UNDER REPAIR.  
(enter code)
- |        |       |
|--------|-------|
| 1: Yes | 2: No |
|--------|-------|

=====

A washing machine is defined for the survey as a machine which has an electrically operated agitator/pulsator. Therefore, a wash boiler with hand agitator should not be considered a washing machine.

**Include** durable listed items which are:

1. Owned by the household.
2. Not owned, but continuously available for use in the accommodation  
eg rented, etc. Do not include washing machines for communal use.

**Exclude:**

1. Durables that are beyond repair.
2. Items that cannot be used, eg durables that have been disconnected by the relevant authorities.
3. Machines provided for communal use.

m\_Mod

=====

CentHeat

Do you have central heating in this accommodation ... this may include  
storage heaters? (enter code)

1: Yes

2: No

=====

=====

CentFuel

What fuel does it use?

(CODE MAIN FUEL)

(enter code)

1: Electricity

2: Mains

gas

3: Solid fuel

4:

Oil

Bottled

gas

6:

5:

or

some

other

fuel?

=====

Central heating: A central supply system includes any types of central heating that can be controlled from within the household. Where the supply comes from a central source outside the home or household code the type of fuel if known, otherwise code DK fuel.

Only mains gas should be coded 2. Bottled gas should be coded 5.

Block: n\_Vint  
Vehicles Introduction

If the respondent owns a car, this might affect how far s/he is prepared to travel to work each day as well as the cost of getting to work. Also DSS need to know if the respondent has a company car for tax calculations.

=====  
AnyVeh

In the following questions I'd like to ask about any motor vehicles that you might own, and any other vehicles - such as company cars - that you have continuously available for your use.

Do [ANY OF] you at present have any cars, vans, motorcycles, mopeds or other motor vehicles? (enter code)

1: Yes

2: No

=====  
VehNumb

How many such vehicles do you have altogether in your household?  
INTERVIEWER: INCLUDE VEHICLES FOR ALL HOUSEHOLD MEMBERS  
INCLUDE VEHICLES FOR DISABLED PERSON OF ANY AGE  
(enter a number between 1 and 9)

=====  
If an informant buys and sells vehicles as part of a business, record this as a self-employed, main or subsidiary occupation on the Benefit Unit questionnaire; but exclude any vehicles bought or sold as part of the business from the vehicle questions.

Exclude vehicles which are not roadworthy and which are not taxed for that reason.

=====  
Vehic

I would now like to ask about the [first/second etc] vehicle.  
Is it a...READ OUT...(RUNNING PROMPT)...

INCLUDE VEHICLES FOR DISABLED CHILDREN AS CODE 5  
(enter code)

1: ...car

2: ...van

3: ...motorcycle

4: ...moped

5: ...some other motor vehicle?

=====

## n\_Vint

1. Car includes three wheel cars and normal cars converted for invalid use.
2. Van includes lorries, pick-ups, land rovers, jeeps, motor caravans, caravanettes.
3. Motor cycle/Moped includes scooters, invalid tricycles.

=====

### VehOwn

Do you own the [type of vehicle] or just have continuous use of it?

CODE AS 'OWNED' IF INDIVIDUAL IS LEASING THE VEHICLE OR BUYING ON HIRE PURCHASE (inc through MOTABILITY scheme)

(enter code)

1: Own

2:

Continuous use

=====

- i) Company cars provided exclusively for company business ie where not private usage is permitted - should be excluded.
- ii) A vehicle registered in one partner's name but used continuously by the other partner should be coded as owned by the person whose name the vehicle is registered in.
- iii) 'Continuous use' includes cars supplied by an employer, spouse's employer etc but does not include hire cars used from time to time eg for holidays. Cars purchased from an employer should be coded as owned in the normal manner.
- iv) Exclude any vehicles bought or sold as part of a business. If an informant buys and sells vehicles as a business treat him or her as self employed (either main or subsidiary job)
- v) Exclude vehicles which are not roadworthy and which are not taxed for that reason.
- vi) Under the motability scheme, recipients of mobility allowance may hire or purchase a car.
  - a) Hire of car: car should be coded as being in 'continuous use' at VehOwn and VehProv coded 3.
  - b) Purchase of car: car should be coded as 'owned' at VehOwn.



vii) Car leasing payments

If a person owns a car under a leasing contract (ie it is not a company car) code the vehicle as owned at VehOwn.

=====
  
VehPer

In whose name is it owned (or leased)? (enter code)

=====
  
VehUse

For whose use is the [type of vehicle] principally provided? (enter code)

This question is asked if the vehicle is available for continuous use.

=====
  
VehProv

Is the car provided for [name]'s use by ..READ OUT (RUNNING PROMPT)...  
(enter code)

|                                  |          |
|----------------------------------|----------|
| 1: ...their employer             | 2:       |
| ...their spouse's employer       | 3: ...or |
| someone else? (CODE AND SPECIFY) |          |

This question applies only to those who at present have continuous use of a car, ie those coded 1 at Vehic and 2 at VehOwn.

1. If a self-employed person is coded 1 at this question and there is an interviewer note saying that the 'car is owned by the business' then recode VehOwn to 1 and delete the entry at VehProv. If there is no note to this effect, do not change the codes.
2. If a self-employed person does contract work for a firm which provides a car for continuous use, VehProv should be coded 3.

n\_Vint

=====

VehCC

What is the size of the car's engine, in cc's?

(1 LITRE=1000 cc)

- 1: up to 1400cc
- 2: from 1401 to 2000cc
- 3: or - 2001cc and over

=====

This question will only appear for those who at present have continuous use of a car or van provided by their employer or spouse's employer.

=====

VehFuel

Does the vehicle run on petrol or diesel?

(enter code)

- 1: Petrol
- 2: Diesel

=====

=====

VehEmp

Does an employer provide ALL, SOME OR NONE of the fuel expenditure for your private motoring in this car? (enter code)

- 1: ALL
- 2: SOME
- 3: NONE

=====

This question will only appear for those who at present own or have continuous use of a car.

Block: o\_Welf  
Prescriptions, Welfare Milk,  
School Milk and Meals

=====  
Prscpt

Have (any of) you (or your children under 16) had anything free of charge on  
prescription during the past seven days ending yesterday?

(enter code)

1: Yes

2: No

=====

Include items obtained free of charge at a hospital dispensary even if these  
were not acquired by prescription.

Exclude items acquired on a prescription season ticket, which is a ticket  
purchased from the local health authority by persons not entitled to free  
prescriptions but who require regular medication.

=====  
PrsPer

Who received the item?

INTERVIEWER TYPE IN PERSON NUMBER

(enter a number between 1 and 20)

=====

=====  
PrsIt

How many items did [name] receive during the seven days ending yesterday?

(enter a number between 1 and 97)

=====

Enter the total number of free items received by each person.

**o\_Welf**

*Check*

**PrsIt**

*There is a warning if a person has received more than 10 prescriptions free of charge in the last 7 days.*

=====

YOU HAVE ENTERED THAT THE PERSON RECEIVED MORE THAN 10 PRESCRIPTIONS FREE OF CHARGE IN THE LAST WEEK. THIS SEEMS RATHER HIGH. PLEASE CHECK THAT IT IS CORRECT.

**o.WELF.PrsIt=**        **[x]**

=====

Soft Check

=====

**FPIntro**

INTERVIEWER PROMPT: Has anyone else had anything free of charge on prescription during the past seven days ending yesterday?        (enter code)

1: Yes

2: No

=====

If yes, the questions are repeated for the next person.

o\_Welf

The following questions are routed on for those aged under 60 or less:

=====

WelfMilk

Have [any of household] had any FREE WELFARE MILK during the past seven days ending yesterday?

ONLY APPLICABLE TO THOSE AGED 60 OR LESS

(enter code)

1: Yes

2: No

=====

=====

WmkPer

Who received the milk?

ONLY APPLICABLE TO THOSE AGED 60 OR LESS

INTERVIEWER TYPE IN PERSON NUMBER

(enter a number between 1 and 20)

=====

=====

WmkIt

How many pints did [name] receive during the seven days ending yesterday?

(enter a number between 1 and 97)

=====

Check

WmkIt SmkIt SmlIt

*If a person has received more than 7 pints of welfare milk, 6 cartons of school milk or more than 21 free school meals in one week.*

=====

YOU HAVE ENTERED THAT THE PERSON RECEIVED MORE THAN 7 PINTS OF FREE WELFARE MILK IN THE LAST WEEK. THIS SEEMS RATHER HIGH. PLEASE CHECK THAT IT IS CORRECT.

=====

Soft Check

## **o\_Welf**

Note that FRS does count powdered milk and milk tokens. At **WmkIt** enter the number of pints that were bought with tokens or the number of pints made up from powdered milk.

Free milk is available for:

1. Expectant mothers and all children under school age in families in receipt of Income Support, housing benefit supplement, Family Credit, or in special need because of low income;
2. An expectant mother who already has two children under school age, regardless of family income;
3. All but the first two children under school age in families with three or more children under school age, regardless of family income;
4. Handicapped children aged 5 to 16 who are not attending an educational establishment.

=====  
**WMIntro**

INTERVIEWER PROMPT: Has anyone else had any free welfare milk during the past seven days ending yesterday?

ONLY APPLICABLE TO THOSE AGED 60 OR LESS

(enter code)

1: Yes

2: No

=====

If yes, then the questions are repeated for the next person.

=====

SchMilk

Has [your/any] child under 16 had any FREE school milk during the past seven days ending yesterday?

ONLY APPLICABLE TO CHILDREN AT STATE SCHOOLS

(enter code)

1: Yes

2: No

=====

=====

SmkPer

Who received the milk?

ONLY APPLICABLE TO CHILDREN AT STATE SCHOOLS

INTERVIEWER TYPE IN PERSON NUMBER

(enter a number between 11 and 20)

=====

=====

SmkIt

How many cartons or bottles did [name] receive during the seven days ending yesterday?  
number between 1 and 97)

(enter a

=====

This question is only asked of those with children **under 16** at **state** schools. Free school milk is supplied to children up to approximately their seventh birthday (11th birthday in some LEA's) at registered day nurseries, playgroups and state primary schools or to approved child minders.

'Bottles' or 'cartons' generally contain one third of a pint. Therefore, a legitimate answer would be 5 bottles.

For children with particular health problems, milk may be supplied up to their sixteenth birthday or the allowance may be more than one bottle or carton.

**o\_Welf**

**Check**

*The check on school milk is triggered if the child has received more than 6 cartons a week.*

=====

You have entered that the person received more than 6 cartons or bottles of free school milk in the last week. This seems rather high. Please check that it is correct.

o\_WELF.Smkit= [n]

=====

Soft Check

=====

**SmkIntro**

INTERVIEWER PROMPT: Has any other child had any free school milk during the past seven days ending yesterday?

ONLY APPLICABLE TO CHILDREN AT STATE SCHOOLS

(enter code)

1: Yes

2: No

=====

If yes, then the questions are repeated for the next person.



=====

SchMeal

Has [your/any] child under 19 had any FREE school meals during the past seven days ending yesterday?

ONLY APPLICABLE TO CHILDREN AT STATE SCHOOLS (enter code)  
1: Yes 2: No

=====

=====

MlIntro

INTERVIEWER PROMPT: Has any other child had any free school meals during the past seven days ending yesterday?

ONLY APPLICABLE TO CHILDREN AT STATE SCHOOLS (enter code)  
1: Yes 2: No

=====

=====

MlPer

Which children?

ONLY APPLICABLE TO CHILDREN AT STATE SCHOOLS

INTERVIEWER TYPE IN PERSON NUMBER

(enter a number between 1 and 20)

=====

o\_Welf

=====

SmlIt

How many meals has [name] had?

(enter a number between 1 and 97)

=====

This question is asked of those with children **under 19** at **state** schools.

The child receiving the meal should be entered in the person number box.

Free school meals are supplied to children whose parents are on a low income. The conditions governing school meals vary from one local authority to another. Some children from educationally disadvantaged backgrounds may receive free meals up to the age of 18.

Only school cafeteria and fixed price meals are required, not tuck shop purchases.

*Check*

=====

You have entered that the person received more than 21 free school meals in the last week. This seems rather high. Please check that it is correct.

o\_WELF.SmlIt= [n]

=====

Soft Check

**Block: p\_Educ**  
**Educational Grants**

The following questions are asked of all informants in respect of full or part time education including leisure class (driving lessons, swimming lessons, etc).

=====  
**Grant**

Are [any of] you [or your child under 16] attending a course for which [you/they] receive an education grant, maintenance grant or scholarship?

INTERVIEWER: INCLUDE HOLIDAY PERIODS. (enter code)  
1: Yes 2: No

=====

If you are interviewing during the summer vacation, try to get information for the academic year that has just been completed.  
Currently undergraduate grants from the state are intended to last from September to June whereas postgraduate grants are intended to last from September through to the September of the following year.

=====  
**GrPer**

Who is receiving the grant or scholarship?

INTERVIEWER: TYPE IN PERSON NUMBER.

(enter a number between 1 and 20)

=====

=====  
**GrSce**

Is the source of the grant...READ OUT (RUNNING PROMPT)... (enter code)

1:...State  
2:...Private  
3:...Overseas?

=====

p\_Educ

=====

GrAmt

What is the current annual value of the grant, excluding fees? (enter a number between 0 and 9997)

=====

This question is asked if the grant is from the State.

*Check*

*There is a soft check if a respondent is receiving a state grant of more than £5000.*

=====

You have entered that the person receives a grant of more than £5000 per year. This seems rather high. Please check that it is correct.

p\_EDUC.GrtAmt[n] = [n]

=====

Soft Check

=====

GrtVal

What is the current annual value of the grant including fees? (enter a number between 0 and 99997)

=====

This question is asked of those who received private/overseas grants.

=====

GrtDir

How much of this is paid direct to you [(or your child)] by cash or cheque?

(enter a number between 0 and 9997)

=====

At these questions exclude any parental contribution towards making up the grant to the full amount set.

1. State grants will exclude fees, these are paid direct to the educational establishment by the state. Grants from overseas governments or private sources in the UK or overseas will include fees.

2. Private grants include grants from employers, and also HM Forces and the nationalised industries (when they are employers).
3. Exam fees should be accepted at the relevant question.
4. Accept grants for items such as books, stationery, clothing, (excl. clothing vouchers) travelling expenses, instruments and maintenance of relatives.
5. Anyone receiving full-time education but engaged in a vacation job at the time of interview should be shown as receiving full-time education at FtEd (Block: HHA).

=====

**GrIntro**

**INTERVIEWER PROMPT: Is anyone else attending a course for which they receive an education grant, maintenance grant or scholarship?**

**(enter code)**

**1: Yes**

**2: No**

=====

The questions then repeat if anyone else is receiving an educational grant.

p\_Educ

=====

TopUp

Are [any of] you attending a course for which you are eligible for a top up loan for students? ONLY APPLICABLE TO THOSE

AGED 50 OR LESS.

(enter code)

1: Yes

2: No

=====

This question will only appear on the route if there is anyone in the household aged under 51.

=====

TUPer

Who is eligible for the loan?

INTERVIEWER: TYPE IN PERSON NUMBER.

(enter a number between 1 and 10)

=====

=====

TUEnt

How much is [name] entitled to borrow under the top up loan scheme during the academic year, that is the year beginning in September [year] and ending in Summer [year]?

(enter a number between 0 and 9997)

=====

*Check*

*There is a soft check on the amount a respondent can borrow for a top-up loan based on the maximum figure for students in London.*

=====

You have entered that the person is entitled to a top up loan of more than £940. This seems rather high. Please check that it is correct.

p\_EDUC.TUEnt = [n]

=====

Soft Check

=====

TUBorr

How much altogether do you think you will borrow during this academic year?  
(enter a number between 0 and 9997)

=====

TuIntro

INTERVIEWER PROMPT: Is anyone else attending a course for which they receive  
a top up loan? (enter code)

1: Yes

2: No

- =====
1. These loans are additional to the student grants, which have been frozen, and will be repayable over ten years. The loans are administered by The Student Loans Company in Glasgow.
  2. The 'academic' year starts in September and ends in May-June of the following year.
  3. It is unlikely that any person under 16 will receive a top- up loan.

p\_Educ

=====

Loan

Do [ANY of] you have any other loan to enable you to attend a course of education?  
(enter code)  
1: Yes 2: No

=====

This question covers loans that have been taken out on a private basis.

=====

EdPer

Who is receiving the loan?  
INTERVIEWER: TYPE IN PERSON NUMBER[S]. (enter a number between 1 and 10)

=====

LoanNum

How many loans does [name] have?  
IF MORE THAN ONE, THE NEXT QUESTIONS DEAL WITH A MAXIMUM OF TWO LOANS. TAKE LOANS IN ORDER OF AMOUNT.  
(enter code)  
1: One  
2: Two  
3: Three or more

=====

If the respondent has a number of loans to fund education, deal with the largest loan first. If the respondent has more than 2 loans open a note using <Ctrl +F4> and record details of the extra loans.

=====

EdBorr

[Thinking of the [FIRST/SECOND/OTHER] loan(s)], from whom have you borrowed the money?  
(enter code)  
1: organisation 2: private individual



p\_Educ

=====  
EdMonYr

When did you take out the loan? (enter a date)

=====

*Check*

*There is a check on whether the loan was taken out more than 6 years ago or that a future date has not been entered.*

=====

The loan was taken out more than 6 years ago. Please check that this is correct.

p\_EDUC.EdMonYr[n] = [Date]  
SetOne.IntDate = [Date]

=====

Soft Check

=====

You have entered a future date. Please include only loans already taken out.

p\_EDUC.EdMonYr[n] = [Date]  
SetOne.IntDate = [Date]

=====

Soft Check

*If the respondent has not yet taken out the loan do not record the information.*

p\_Educ

=====  
EdSum

How much did you originally borrow? (enter a  
number between 0 and 9997)  
=====

*Check*

*As before there is a soft check if the respondent has borrowed more than  
£5,000 purely to fund education. Probe as to whether the total amount  
included money for other purposes.*

=====  
EdAmt

How much was your last repayment?  
INTERVIEWER: CODE 0 IF NO REPAYMENTS YET MADE. (enter a  
number between 0 and 9997)  
=====

*Check*

*If a student has borrowed money for a course and is now paying back that  
loan the repayments must be less than the original loan.*

=====  
You have entered that the respondent made a repayment which was greater than  
the value of the loan. Please check that this is correct.  
=====

Soft Check

=====

EdPd

How long did that cover?

(enter code)

|                |                                        |             |
|----------------|----------------------------------------|-------------|
| 1: One week    | 9: Nine times a year                   |             |
| 2: Two weeks   | 10: Ten times a year                   |             |
| 3: Three weeks | 11: One Year                           |             |
| 4: Four weeks  | 12: One off/lump sum/none of the above | 5: Calendar |

month (EXPLAIN IN A NOTE <Ctrl + F4>)

6: Three Months (13 weeks)

7: Six months

8: Eight times a year

=====

=====

EdInt

Does the loan...READ OUT... (RUNNING PROMPT)...

(enter code)

|                      |          |
|----------------------|----------|
| 1: ...carry interest | 2: ...or |
| is it interest free? |          |

=====

=====

LNRPInt

Was your last payment...READ OUT...(RUNNING PROMPT)...

(enter code)

|                               |          |
|-------------------------------|----------|
| 1: ...just interest           | 2: ...or |
| did it include some repayment |          |
| of capital?                   |          |

=====

=====

LnIntro

INTERVIEWER PROMPT: Is there anyone else with a loan enabling them to attend a course of education? (enter code)

|        |       |
|--------|-------|
| 1: Yes | 2: No |
|--------|-------|

=====

**p\_Educ**

=====

**NHHChild**

Have [ANY of] any children aged 16-24 OUTSIDE this household, who are currently receiving full- or part time education?

INCLUDE MARRIED CHILDREN AGED 16-24.  
(enter code)

1: Yes

2: No

=====

This question is not asked if the WHOLE household is aged 24 or under. Note that if one member of the household is aged 25 or over then the question will be routed on whatever the age of the other respondents.

It is necessary to include any step-children for which anyone in the household still has a legal responsibility.

=====

**NHHName**

What is the name of this child?  
(enter text of at most 15 characters)

=====

Asking the name of the child is only to make later questions clearer and as with the household a first name only is required or anything that will identify this as 'Child1' or 'Child2' to you.

=====

NHHPar

INTERVIEWER: ENTER PERSON NUMBER(S) OF [child]'s PARENT(S) IN HOUSEHOLD  
(enter at most 2 codes)

=====

=====

NHHed

Is [child] in...READ OUT... (enter code)

1: ...full-time education, 2: or  
part-time education?

=====

=====

NHHFee

Apart from leisure classes, in the last 12 months (that is, since [date]),  
have you paid any fees or maintenance for [child] for any educational  
courses at any level?

INCLUDE PARENTAL CONTRIBUTION (enter code)

1: Yes 2: No

=====

p\_Educ

=====

NHHAMt

How much did you pay for [child] last time? (enter a  
number between 0 and 9997)

=====

=====

NHHPd

How long did this cover? (enter code)

- |                |                                        |             |
|----------------|----------------------------------------|-------------|
| 1: One week    | 9: Nine times a year                   |             |
| 2: Two weeks   | 10: Ten times a year                   |             |
| 3: Three weeks | 11: One Year                           |             |
| 4: Four weeks  | 12: One off/lump sum/none of the above | 5: Calendar |
- month (EXPLAIN IN A NOTE <Ctrl + F4>)
- |                            |
|----------------------------|
| 6: Three Months (13 weeks) |
| 7: Six months              |
| 8: Eight times a year      |

=====

=====

NHHIntro

INTERVIEWER PROMPT: Are there any other children aged 16-24 outside of the  
household who are currently receiving full- or part-time education?  
(enter code)

- |        |       |
|--------|-------|
| 1: Yes | 2: No |
|--------|-------|

=====

These questions concern contributions to non-household members

Block: q\_Cares  
ChildCare Arrangements,  
Special Help Given and Received

=====  
WrkPar

Do you have any paid work at present?

(THE QUESTION SHOULD BE DIRECTED AT [name])

(enter code)

1: Yes

2: No

=====  
If one of the respondents is working then the questions about childcare provision will be routed on. If the respondents are not working they will be asked in the Benefit Unit questionnaire whether looking after children is one of the reasons that they are not working.

=====  
ChDisp

The next questions are about childcare facilities for [name of child].

(THE QUESTIONS SHOULD BE DIRECTED AT [name of adult[s] responsible] WHEREVER POSSIBLE) (enter code)

1: PRESS <ENTER> TO CONTINUE

=====  
ChCare

Does anyone normally have to look after [names of child] because you are working?

EXCLUDE ONE-OFF/EMERGENCY OCCASIONS

(enter code)

1: Yes

2: No

=====

## q\_Cares

=====

### ChLook

Who looks after [names of children]?

PROBE:Anyone else?

CODE ALL THAT APPLY.

INTERVIEWER: CLOSE RELATIVE = Respondent's PARTNER, PARENT (inc. STEP-), SON or DAUGHTER (inc. STEP-), BROTHER or SISTER, or SPOUSE of any of these.

(enter at most 6 codes)

|                     |                   |
|---------------------|-------------------|
| 1: Close relative   | 4: Childminder    |
| 2: Other relative   | 5: Nursery/creche |
| 3: Friend/Neighbour | 6: Other          |

=====

=====

### ChHr1

About how many hours a week child-care do you need for [name of child]  
...READ OUT

IF NO DISTINCTION BETWEEN TERM TIME AND HOLIDAYS (eg FOR PRE-SCHOOL CHILDREN ENTER SAME FIGURE AT BOTH QUESTIONS.

i) in term time? (enter a number between 0 and 60)

=====

=====

### ChHr2

About how many hours a week child-care do you need for [name of child]  
...READ OUT

ii) in holidays?  
(enter a number between 0 and 60)

=====

If there is no distinction between term time and holidays then enter the same figure at ChHr1 and ChHr2.

=====

### ChCost

Does your child-care for [name of child] cost you anything?

(enter code)

|        |       |
|--------|-------|
| 1: Yes | 2: No |
|--------|-------|

=====



=====

ChAmt1

How much does it usually cost you per week for [name of child]:

i) in term time?

IF UNABLE TO ATTRIBUTE COSTS PER CHILD, THEN ENTER AN ESTIMATE BY DIVIDING TOTAL CHILDCARE COSTS BY NUMBER OF CHILDREN.

IF NO DIFFERENCE BETWEEN TERM TIME AND HOLIDAYS, ENTER SAME FIGURE AT BOTH QUESTIONS.

(enter a number between 0 and 250)

=====

=====

ChAmt2

How much does it usually cost you per week for [name of child]:

ii) in the holidays?

IF UNABLE TO ATTRIBUTE COSTS PER CHILD, THEN ENTER AN ESTIMATE BY DIVIDING TOTAL CHILDCARE COSTS BY NUMBER OF CHILDREN.

IF NO DIFFERENCE BETWEEN TERM TIME AND HOLIDAYS, ENTER SAME FIGURE AT BOTH QUESTIONS.

(enter a number between 0 and 250)

=====

If the respondent pays for a number of children in one lump sum and cannot separate individual amounts, then divide the total proportionally amongst the children.

Again, if there is no distinction between term time and holidays then enter the same figure at **ChAmt1** and **ChAmt2**.

=====

ChPay

Do you make any [payment] in kind, or other form of compensation?

(enter at most 4 codes)

1: Payment in kind

2:

Exchange basis

3: Other

4: No cost or payment of

any kind

=====

At this question use code 2 'Exchange Basis' if the respondent is looking after children in direct exchange for their own childcare. If any other form of payment/service is given then use code 1.

## q\_Cares

=====

### NeedHelp

In some households, there are people who regularly receive special help or looking after, for example because they are sick, handicapped or elderly. Is there anyone in this household who receives such regular help or looking after?

This could be help from outside, or just from other members of their family

(enter code)

1: Yes

2: No

=====

=====

### NdPer

Who is that?

INTERVIEWER: ENTER PERSON NUMBER(S):

(enter at

most 4 codes)

=====

=====

### FrqHlp1

How frequently does [name] receive such help?

(enter code)

1: Continuously

2: Several

times a day

3: Once or twice a day

4: Several

times a week

5: Once a week

6:

Less

frequently

=====

=====

WhoLook

Who looks after, or provides special help for [name]?  
(enter at most 14 codes)

1-10: Name of Household Member

11: Child/children in the household

12: Relatives

Friends/Neighbours

outside helpers (social services, nurses etc)

13:

14: Other

=====

=====

NdLong

How long has [name] received this amount of help?  
(enter code)

1: Less than 1 year

2: More than 1 year, less than 5 years

3: More than 5 years

=====

=====

NdTask

What kind of things does [name] usually receive help  
with? For example, does he/she usually receive :

SHOW CARD H AND PROMPT EACH ITEM - CODE ALL THAT APPLY

(enter at

most 5 codes)

1: Help with personal care?

4: Help with paperwork or

2: Physical help?

financial matters?

3: Other

sorts of personal help?

5: Other practical

help?

=====

=====

NumHours

About how many hours does [name of helper] spend each week actually  
providing help for or looking after [name]? (enter a number  
between 1 and 168)

=====

This question is only asked if someone within the household is caring for  
the person who needs help.

## q\_Cares

=====

### GvHelp

Do you/ does anyone in the household provide any regular service or help for any sick, disabled or elderly friend, neighbour or relative not living with you?

(EXCLUDE HELP GIVEN AS PART OF A PERSON'S PAID JOB, E.G. IF RESPONDENT WORKS FOR SOCIAL SERVICES) (enter code)

1: Yes

2: No

=====

At this question do **not** include people who provide this service as part of a formal job which is paid by some organisation.

However, if the person receiving the service makes informal payments direct to the person providing it then it should be included at this question.

eg - if the elderly friend gives the helper £5 to cover travel expenses the help is still of an informal nature so code 'Yes'.

- if a helper is employed by a charity/social services and paid a regular amount to assist a number of people then code 'No' at this question and enter the details as a job.

=====

### GvPer

Which of you helps?

INTERVIEWER: ENTER PERSON NUMBER(S):

(enter at

most 4 codes)

=====

=====

### FrqHlp2

How frequently does [name] provide this help?

(enter code)

1: Continuously  
times a day

2: Several

3: Once or twice a day

4: Several times a week  
Once a week

5: Less frequently  
6: Less frequently

=====

=====

HrsHelp

For about how many hours a week in total does [name] provide help?  
(enter a number between 1 and 100)

=====

=====

WhoHelp

Whom does [name] look after or help... Anyone else?

CODE ALL THAT APPLY

(enter at most 4 codes)

|                           |                    |
|---------------------------|--------------------|
| 1: Relative               | 2:                 |
| Friend/neighbour          | 3: Client of       |
| voluntary organisation    | 4: Other (CODE AND |
| SPECIFY AT NEXT QUESTION) |                    |

=====

=====

WhoHelpO

Who is the other person that [name] looks after or helps? (enter text  
of at most 40 characters)

=====

=====

GvTask

What kind of things does [name] usually give help with?

For example, does he/she usually provide :

SHOW CARD H AND PROMPT EACH ITEM INDIVIDUALLY

CODE ALL THAT APPLY

(enter at

most 5 codes)

|                             |                           |          |
|-----------------------------|---------------------------|----------|
| 1: Help with personal care? | 4: Help with paperwork or |          |
| 2: Physical help?           | financial matters?        | 3: Other |
| sorts of personal help?     | 5: Other practical        | help?    |

=====

=====

INTERVIEWER: - END OF 'HOUSEHOLD' SCHEDULE.  
NOW ADMINISTER 'BENEFIT UNIT' SCHEDULE(s)

B.U. MEMBERS

1. [names]
2. [names] etc

TOTAL NUMBER OF BENEFIT UNITS = [n]

PRESS <1> AND ENTER TO CONTINUE

(enter code)

1: Continue

=====

The final screen redisplayes the names of members of Benefit Units in the household and the total number of Benefit Units.

Enter '1' and then either confirm that you do want to exit the questionnaire by pressing <Enter> or if you wish to remain in the questionnaire use the arrow key to move the highlight over 'N' and press <Enter>. If you choose 'N' at this point then you will be returned to the **beginning** of the questionnaire.

## CHECKS & SIGNALS: FRS HOUSEHOLD QUESTIONNAIRE

### VERSION 31: APRIL 1994

*NOTE: Checks exclusive to the EDIT version of the program are in italics.*

#### BLOCK: I\_044\_1

##### CHECK

{ CHECKS IntDate AGAINST MnthCode IN FILE FIRST }

IF (SmplMnth <> 0) "" THEN

IF (SmplMnth < 12) "" THEN

(MT(IntDate) <= SmplMnth)

"The month of this date is later than the fieldwork month.

This may be correct, but please change the  
date of interview to the last day of \$MonText."

ELSEIF (SmplMnth = 12) "" THEN

(MT(IntDate) <> 1)

"The month of this date is later than the fieldwork month.

This may be correct, but please change the  
date of interview to the last day of \$MonText."

ENDIF;

ENDIF;

{ CHECKS IntDate AGAINST YearCode IN FILE FIRST }

IF (SmplYear <> 0) "" THEN

(YR(IntDate) = 1900 + SmplYear)

"You have accidentally entered the wrong year. Please  
change the year part of the date of interview  
to 19\$SmplYear."

ENDIF;

**BLOCK: SetOne**

{ CHECKS THAT Adult HAS NOT BEEN REDUCED }

IF (Adult < VAdult) "" THEN

    VAdult = EMPTY

        " You have accidentally reduced the number of  
        adults in the household. Please reinstate the  
        original number of \$VAdult.";

ENDIF;



**BLOCK: a\_HHA**

SIGNAL {PerQ}

FOR RelNr:=1 TO 9 DO

IF (RelNr < PersonNr) "" THEN

IF (R[RelNr] IN [Child..ILChild, GChild]) "" THEN

(Age < Ages[RelNr])

"Children (inc. foster/in-law/step) and grandchildren should normally be younger than their parents/grandparents/step-parents. Please check the ages you have entered: if correct, suppress check (Shift + F3)."

ELSEIF (R[RelNr] IN [Parent..ILParent, GParent]) "" THEN

(Age > Ages[RelNr])

"You've coded \$Name as a parent (inc. foster/in-law/step) or grandparent, so (s)he would normally be older than his/her child/grandchild/step-child. Please check the ages and relationships you've entered: if correct, suppress check (Shift + F3)."

ENDIF;

{---CHECK ON NUMBER OF PARTNERS PER PERSON  
IN THE HOUSEHOLD---}

IF (R[RelNr] = Partner) AND

(HorzPart <> 0) AND (Horzpart <> RelNr) "" THEN

(R[Horzpart] <> Partner)

"For interview purposes, we can't allow people to have more than one Partner/Spouse/Cohabitee. You'll need to establish who is the principal partner, and re-code the other as `16' or `17'.";

ENDIF;

{---CHECK ON NUMBER OF PARENTS PER PERSON  
IN THE HOUSEHOLD---}

```
IF (R[Parent1[PersonNr]] <> EMPTY) OR
 (R[Parent2[PersonNr]] <> EMPTY) OR
 (R[Parent3[PersonNr]] <> EMPTY) "" THEN
 (NoBioParn <= 2)
 "This suggests that $Name has more than two
 parents. Please check the relationship codes for
 $Name and select which one to alter.";
ENDIF;
```

```
IF (R[Parent1[PersonNr]] <> EMPTY) OR
 (R[Parent2[PersonNr]] <> EMPTY) OR
 (R[Parent3[PersonNr]] <> EMPTY) AND
 (Depend = DepAd) "" THEN
 (NumParnt[PersonNr] <= 2)
 "You've given $Name more than two
 parents (inc step/foster). To calculate
 Benefit Units properly you must reduce this to a
 maximum of two. Select which one to alter, and re-code
 as `16'. (Check who receives Child Benefit
 for $Name).";
ENDIF;
```

```
ENDIF;
ENDDO;
```

```
IF (R[1] <> EMPTY) AND (Depend = DepAd) "" THEN
 FOR RelNr:=1 TO 9 DO
 IF RelNr<PersonNr "" THEN
 IF (R[RelNr] IN [Partner..FChild]) THEN
 COMPUTE LegGuard:= 1;
 ENDIF;
 ENDIF;
 ENDDO;
 (LegGuard = 1)
 "Does $Name have a legal guardian in this household?
 If so, recode $Name as that person's legal dependant
 (Code 2). If not, suppress this warning <Shift + F3>
 and continue.";
ENDIF;
```

```
IF (Edit <> 'Yes') "" THEN
 FOR RelNr:=1 TO 9 DO
 IF RelNr < PersonNr "" THEN
 NOT (R[RelNr] IN [FChild, FParent, FSib])
 "Warning: This code must only be used if the
 foster child is covered by a Local Authority
 Allowance. Please check that this is the case.";
 ENDIF;
 ENDDO;
ENDIF;

IF (MS IN [MarrHH,Cohabit]) "" THEN
 (SetOne.Adult > 1)
 "You have recorded $Name as being `Married (spouse in h'hold)'
 or 'Living as a couple', but not recorded any other
 household members. This can't be right. Please amend
 your answers."
ENDIF;

{ --- CHECK LOWER AGE RANGE FOR LEAVING F/T EDUCATION --- }

IF (TEA <> 96) "" THEN
 (TEA > 10) OR (TEA = 0)
 "This value seems rather low,
 Please check that it is correct."
ENDIF;

{ --- CHECK HIGHER AGE RANGE FOR LEAVING F/T EDUCATION --- }

IF (TEA <> 96) "" THEN
 (TEA < 28)
 "This value seems rather high,
 Please check that it is correct."
ENDIF;

IF (TypeEd = Univ) "" THEN
 NOT (Age IN [16..18])
 "Are you sure this person is in HIGHER education? This means
 they will form a separate Benefit Unit.
 Check whether anyone is still receiving Child Benefit for
 this person: if so, amend TypeEd to a lower code."
ENDIF;
```

CHECK {PerQ}

{---CHECK VName TO PROTECT Name FROM BEING CHANGED---}

```
IF (VName <> Name) "" THEN
 ((VName = EMPTY) OR (SUBSTRING(Name,1,2) = 'XX')
 OR (SUBSTRING(Name,1,2) = 'xx'))
 " You have changed the name of an adult in the
 household. Please reinstate the original name of $VName";
ENDIF;
```

{---CHECK ON RELATIONSHIP WITH OTHERS IN HOUSEHOLD---}

```
FOR RelNr:= 1 TO 9 DO
 IF (RelNr < PersonNr) "" THEN
 IF (R[RelNr] = Partner) "" THEN
 (ORD(Sex) <> Sexes[RelNr])
 "Partners must be of opposite sex.";
 ENDIF;
 ENDIF;
ENDDO;
```

{---CHECK PARTNER AGAINST MARITAL STATUS---}

```
FOR RelNr:= 1 TO 9 DO
 IF (R[RelNr] = Partner) "" THEN
 (MS IN [MarrHH,Cohabit])
 "You've coded $Name as the partner of $TxtArr15[RelNr],
 but not as being 'Married (spouse in h'hold)' or
 'Living as a couple'. Please amend the one or the
 other.";
 ENDIF;
ENDDO;
```

{ --- CHECK ON AGE WHEN WIDOWED ---}

```
IF (MS = Widowed) "" THEN
 (Age >= W1)
 "You've coded that $CapName[PersonNr] is $Age years old,
 but was widowed at the age of $W1. Please amend the one
 or the other."
ENDIF;
```

{ --- CHECK ON EDUCATION COMPLETION AGE ---}

```
IF (TEA <> 96) "" THEN
 (Age >= TEA)
 "You've coded that $CapName[PersonNr] is $Age years old,
 but left full-time education at the age of $TEA.
 Please amend the one or the other."
ENDIF;
```

{ --- CHECK TO AVOID CONTRADICTION ON EDUCATION ---}

```
IF (FtEd = No) "" THEN
 (TEA <> 96)
 "At the previous question you say that the respondent is not
 in full-time education. Please amend your answers.";
ENDIF;
```

SIGNAL {AdultDat}

```
FOR PersonNr:= 1 TO 10 DO
 IF (PersonNr <= Total) "" THEN
 IF (Ad[PersonNr].MS = MarrHH) AND
 (Ad[PersonNr].CR[Total] <> EMPTY) "" THEN
 (Ad[PersonNr].CR[1] = Partner) OR
 (Ad[PersonNr].CR[2] = Partner) OR
 (Ad[PersonNr].CR[3] = Partner) OR
 (Ad[PersonNr].CR[4] = Partner) OR
 (Ad[PersonNr].CR[5] = Partner) OR
 (Ad[PersonNr].CR[6] = Partner) OR
 (Ad[PersonNr].CR[7] = Partner) OR
 (Ad[PersonNr].CR[8] = Partner) OR
 (Ad[PersonNr].CR[9] = Partner) OR
 (Ad[PersonNr].CR[10] = Partner)
 "You have recorded $Ad[PersonNr].Name as being `Married
 (spouse in h'hold)', but not recorded anyone else as
 the spouse. Please amend your answers. (Suppress
 this warning if you need to reach answers further
 down the h'hold grid)."
```

ENDIF;

```
ENDIF;
IF (PersonNr <= Total) "" THEN
 IF (Ad[PersonNr].MS = Cohabit) AND
 (Ad[PersonNr].CR[Total] <> EMPTY) "" THEN
 (Ad[PersonNr].CR[1] = Partner) OR
 (Ad[PersonNr].CR[2] = Partner) OR
 (Ad[PersonNr].CR[3] = Partner) OR
 (Ad[PersonNr].CR[4] = Partner) OR
 (Ad[PersonNr].CR[5] = Partner) OR
 (Ad[PersonNr].CR[6] = Partner) OR
 (Ad[PersonNr].CR[7] = Partner) OR
 (Ad[PersonNr].CR[8] = Partner) OR
 (Ad[PersonNr].CR[9] = Partner) OR
 (Ad[PersonNr].CR[10] = Partner)
 "You have recorded $Ad[PersonNr].Name as `Living
 as a couple', but not recorded anyone else as
 the partner. Please amend your answers. (Suppress
 this warning if you need to reach answers
 further down the h'hold grid)."
```

ENDIF;

```
ENDIF;
ENDDO;
```

CHECK {AdultDat}

FOR PersonNr:= 2 TO 10 DO

IF (PersonNr <= Total) "" THEN

FOR PersRel:= 1 TO 9 DO

IF (PersRel < PersonNr) AND

(Ad[PersonNr].MS = MarrHH) AND (Ad[PersRel].MS <> EMPTY) AND

(Ad[PersonNr].R[PersRel] = Partner) "" THEN

(Ad[PersRel].MS = MarrHH)

"You have recorded \$TxtArr15[PersRel] and \$Ad[PersonNr].Name  
as being partners, but only one of them as `Married  
(spouse in h'hold)'. Please amend your answers so  
that both, or neither, of them are `Married  
(spouse in h'hold)' according to their  
circumstances."

ENDIF;

IF (PersRel < PersonNr) AND

(Ad[PersonNr].MS <> MarrHH) AND (Ad[PersRel].MS <> EMPTY) AND

(Ad[PersonNr].R[PersRel] = Partner) "" THEN

(Ad[PersRel].MS <> MarrHH)

"You have recorded \$TxtArr15[PersRel] and \$Ad[PersonNr].Name  
as being partners, but only one of them as `Married  
(spouse in h'hold)'. Please amend your answers so  
that both, or neither, of them are `Married  
(spouse in h'hold)' according to their  
circumstances."

ENDIF;

IF (PersRel < PersonNr) AND

(Ad[PersonNr].MS = Cohabit) AND (Ad[PersRel].MS <> EMPTY) AND

(Ad[PersonNr].R[PersRel] = Partner) "" THEN

(Ad[PersRel].MS = Cohabit)

"You have recorded \$TxtArr15[PersRel] and \$Ad[PersonNr].Name  
as being partners, but only one of them as `Living  
as a couple'. Please amend your answers so that  
both, or neither, of them are `Living as a couple'  
according to their circumstances."

ENDIF;

```
IF (PersRel < PersonNr) AND
 (Ad[PersonNr].MS <> Cohabit) AND (Ad[PersRel].MS <> EMPTY) AND
 (Ad[PersonNr].R[PersRel] = Partner) "" THEN
 (Ad[PersRel].MS <> Cohabit)
 "You have recorded $TxtArr15[PersRel] and $Ad[PersonNr].Name
 as being partners, but only one of them as `Living
 as a couple'. Please amend your answers so that
 both, or neither, of them are `Living as a couple'
 according to their circumstances."
ENDIF;

ENDDO;
ENDIF;
ENDDO;

FOR PersonNr:= 1 TO 10 DO
 IF (PersonNr <= Total) "" THEN
 COMPUTE NumPart[PersonNr]:= 0;
 FOR PersRel:= 1 TO 9 DO
 IF (PersRel <= Total) "" THEN
 IF (Ad[PersonNr].CR[PersRel] = Partner) AND
 (NumPart[PersonNr] = 0) "" THEN
 COMPUTE NumPart[PersonNr]:= PersRel;
 ELSEIF (Ad[PersonNr].CR[PersRel] = Partner) AND
 (NumPart[PersonNr] <> 0) AND
 ((Ad[PersRel].R[PersonNr] <> EMPTY) OR
 (Ad[NumPart[PersonNr]].R[PersonNr] <> EMPTY)) "" THEN
 (NumPart[PersonNr] = 0)
 "Check all relationships. $Ad[PersonNr].Name
 appears to have more than one Partner.
 Establish who is principal partner, & re-code the
 other as `16' or `17'. [IF, AFTER DOING THIS,
 check is re-triggered but lists only one partner
 below, press <Enter> to continue].";
 ENDIF;
 ENDIF;
 ENDDO;
 ENDIF;
ENDDO;
```



**BLOCK: Children**

CHECK {ChQuest}

{ Prevents NumChil from being reduced }

IF (NumChil < VChil) "" THEN

(VChil = EMPTY)

" You have accidentally reduced the number of children in the  
household. Please reinstate the original number of \$VChil";

ENDIF;

**BLOCK: c\_HHC**

SIGNAL {ChildQ}

IF (Par1 IN [1..10]) AND (Par2 IN [1..10]) "" THEN

IF (Foster = No) "" THEN

((a\_HHA.Ad[Par1].Age >= Age + 15) AND

(a\_HHA.Ad[Par1].Age <= Age + 45)) OR

((a\_HHA.Ad[Par2].Age >= Age + 15) AND

(a\_HHA.Ad[Par2].Age <= Age + 45))

"At least one parent would normally be 15-45 years older  
than child. Please check the ages you have entered:

if correct, suppress warning <Shift + F3>."

ENDIF;

ENDIF;

CHECK {ChildQ}

{---CHECK VName TO PROTECT NAMES FROM BEING CHANGED---}

IF (VName <> Name) "" THEN

((VName = EMPTY) OR (SUBSTRING(Name,1,2) = 'XX')

OR (SUBSTRING(Name,1,2) = 'xx'))

" You have changed the name of a child in the  
household. Please reinstate the original name of \$VName";

ENDIF;

```
{ CHECKS ON PARENTS AND RESPONSIBLE ADULTS }
{ $err1 = "You have not selected a valid code for this question" }
```

```
(Par1 = 97) OR (Par1 <= SetOne.Adult) "$err1";
```

```
(Par2 = 97) OR (Par2 <= SetOne.Adult) "$err1";
```

```
IF (ParPart = 1) "" THEN
 (Resp1 <= SetOne.Adult) "$err1";
ELSEIF (ParPart = 2) "" THEN
 (Resp1 = EMPTY) OR (Resp1 = Par1) OR (Resp1 = Par2) "$err1";
ENDIF;
```

```
(Resp2 = 97) OR (Resp2 <= SetOne.Adult) "$err1";
```

```
IF (Resp1 IN [1..10]) "" THEN
 (SUBSTRING(a_HHA.Ad[Resp1].Name,1,2) <> 'XX') AND
 (SUBSTRING(a_HHA.Ad[Resp1].Name,1,2) <> 'xx')
 "$err1";
ENDIF;
```

```
IF (Resp2 IN [1..10]) "" THEN
 (SUBSTRING(a_HHA.Ad[Resp2].Name,1,2) <> 'XX') AND
 (SUBSTRING(a_HHA.Ad[Resp2].Name,1,2) <> 'xx')
 "$err1";
ENDIF;
```

```
IF Resp1 IN [1..10] "" THEN
 (Resp1 <> Resp2) "Guardians must be different."
ENDIF;
```

```
IF (Par1 IN [1..10]) OR (Par2 IN [1..10]) "" THEN
 (SUBSTRING(a_HHA.Ad[Par1].Name,1,2) <> 'XX') AND
 (SUBSTRING(a_HHA.Ad[Par1].Name,1,2) <> 'xx') AND
 (SUBSTRING(a_HHA.Ad[Par2].Name,1,2) <> 'XX') AND
 (SUBSTRING(a_HHA.Ad[Par2].Name,1,2) <> 'xx')
 "$err1";
ENDIF;
```

```
IF (Par1 IN [1..10]) "" THEN
 (Par1 <> Par2) "Parents must be different."
ENDIF;
```

SIGNAL {ChildQ}

```
IF (Edit <> 'Yes') "" THEN
 (Foster = No)
 " Only use this code if $Name is covered by Local
 Authority allowance.";
ENDIF;
```

```
IF (school IN [sec, nonadv]) "" THEN
 (age > 8)
 "This doesn't sound right in relation to $Name's age:
 Please check your entry."
ENDIF;
```

```
IF (school = primary) "" THEN
 (age < 12)
 "This doesn't sound right in relation to $Name's age:
 Please check your entry."
ENDIF;
```

**BLOCK: BenUnit**

CHECK {CompBen}

{ Checking valid answers to LegDep }

```
FOR Index1:= 1 TO 10 DO
 IF (LegDep[Index1] = RESPONSE) AND
 (Index1 <= SetOne.Adult) "" THEN
 (LegDep[Index1] = Parent1[Index1]) OR
 (LegDep[Index1] = Parent2[Index1])
 "$Err1";
 ENDIF;
ENDDO;
```

**BLOCK: d\_ADDINF**

SIGNAL

```
{ --- Warning on RoomShar if `No' coded as 2 instead of 0 --- }
(RoomShar <> 2)
 "The answer you have entered means two rooms are shared. If you
 intended to answer `No' to this question, please change the
 code to `0' (zero). Otherwise, suppress this warning,
 <Shift + F3>."

IF (Edit = 'Yes') "" THEN
 (BusRoom <> Yes)
 " THERE ARE ROOMS USED EITHER WHOLLY OR PARTLY FOR BUSINESS.
 PLEASE FOLLOW THE EDIT INSTRUCTIONS.";
ENDIF;
```

CHECK

```
{ --- Questions on number of rooms must be consistent --- }

(RoomShar <= Rooms) OR (RoomShar = DONTKNOW) OR (RoomShar = REFUSAL)
 "Number of shared rooms cannot be greater than total number
 of rooms: please check your answer and amend as necessary.";

(Bedroom <= Rooms) OR (Bedroom = DONTKNOW) OR (Bedroom = REFUSAL)
 "Number of bedrooms cannot be greater than total number of rooms:
 please check your answer and amend as necessary.";

(PtBsRoom <= Rooms) OR (PtBsRoom = DONTKNOW) OR
(PtBsRoom = REFUSAL)
 "Number of rooms partly used for business cannot be greater than
 total number of rooms: please check your answer and amend as
 necessary.";

(OnBsRoom <= Rooms) OR (OnBsRoom = DONTKNOW) OR
(OnBsRoom = REFUSAL)
 "Number of rooms only used for business cannot be greater than
 total number of rooms: please check your answer and amend as
 necessary.";
```

```
IF (OnBsRoom = RESPONSE) AND (PtBsRoom = RESPONSE) AND
 (Rooms = RESPONSE) "" THEN
 (OnBsRoom + PtBsRoom <= Rooms)
 "Number of rooms only or partly used for business cannot be
 greater than total number of rooms: please check your answers
 and amend as necessary.";
ENDIF;
```

```
{ --- Checks that the chosen codes in HHolder are valid --- }
```

```
FOR Index1:= 1 TO 10 DO
 IF Index1 IN HHolder "" THEN
 ValidAd[Index1] = 1 "$err1"
 ENDIF;
ENDDO;
```

```
IF (TypeAcc IN [detach..flat]) "" THEN
 (SubLet <> yes)
 "As part of this accommodation is sub-let, this household
 cannot be coded as occupying a whole house, flat etc.
 Please amend 'TypeAcc' or 'SubLet'. "
ENDIF;
```

**BLOCK: e\_RENTER**

**SIGNAL**

```
IF (Rent = RESPONSE) AND (RentPd IN [OneWeek..Year]) AND
 (Landlord IN [Council, NewTown]) "" THEN
 COMPUTE RentC := Rent / PdConW[ORD(RentPd)];
 (RentC IN [0..100])
 "Rent is £$Rent for $PdText[ORD(RentPd)].
 This comes to £$RentC:2 a week.
 Rents for Council and New Town tenants are normally
 below £100 per week.";
ENDIF;

IF (CommAmt=RESPONSE) AND (CommPd IN [OneWeek..Year]) "" THEN
 COMPUTE CCC:= CommAmt / PdConW[ORD(CommPd)];
 (CCC IN [0..20])
 "Council Tax is £$CommAmt for $PdText[ORD(CommPd)].
 This comes to £$CCC:2 a week. Council Tax is normally below
 £20 per week.";
ENDIF;

IF (CWatAmt=RESPONSE) AND (CWatPd IN [OneWeek..Year]) "" THEN
 COMPUTE CWCC:= CWatAmt / PdConW[ORD(CWatPd)];
 (CWCC IN [0..10])
 "Water Charge is £$CWatAmt for $PdText[ORD(CWatPd)].
 This comes to £$CWCC:2 a week. Community Water Charge is
 normally below £10 per week.";
ENDIF;

IF (WeekHol = RESPONSE) "" THEN
 WeekHol <= 8
 "Rent holidays do not normally exceed 8 weeks per year.";
ENDIF;

IF (HBenAmt = RESPONSE) AND (HBenPd IN [OneWeek..Year]) "" THEN
 COMPUTE BenC:= HBenAmt / PdConW[ORD(HBenPd)];
 (BenC IN [0..100])
 "This comes to £$BenC:2 a week. Housing Benefit is normally
 below £100 per week.";
ENDIF;
```



(HBenAmt > 0)

"If amount of Housing Benefit is not known, please use `Don't Know' rather than `0'. If the answer is genuinely `0' (zero), then explain circumstances in a Note.";

NOT(DSS IN AccPay)

"Are you sure? DSS only ever pay arrears of rent.  
Double-check, in particular, that respondent is not thinking of Housing Benefit. If genuine arrears, suppress warning <Shift + F3>, otherwise amend answer."

IF (Edit = 'Yes') "" THEN

IF ((Rent = DONTKNOW) OR (Rent = REFUSAL) OR  
(RentPd = DONTKNOW) OR (RentPd = REFUSAL)) AND  
(Landlord IN [Council]) AND (d\_ADDINF.Rooms <> EMPTY) "" THEN  
(d\_ADDINF.TypeAcc = EMPTY)  
" MISSING INFORMATION FOR RENT AMOUNT OR PERIOD.  
BEFORE IMPUTING THIS, YOU NEED TO KNOW THE NUMBER OF BU:s  
IN THE H'HOLD, AND WHETHER THE HoH BU  
IS CURRENTLY RECEIVING Income Support.  
ALSO NOTE THE ANSWERS AT Rooms AND TypeAcc.";  
ENDIF;

IF ((CommAmt = DONTKNOW) OR (CommAmt = REFUSAL) OR  
(CommPd = DONTKNOW) OR (CommPd = REFUSAL)) "" THEN  
NOT (Landlord IN [Council])  
" MISSING INFORMATION FOR Council Tax AMOUNT AND/OR PERIOD.";  
ENDIF;

IF ((HBenAmt = DONTKNOW) OR (HBenAmt = REFUSAL) OR  
(HBenPd = DONTKNOW) OR (HBenPd = REFUSAL)) AND  
(HBenefit = Yes) "" THEN  
NOT (Landlord IN [Council])  
" MISSING INFORMATION FOR Housing Benefit AMOUNT  
AND/OR PERIOD. BEFORE IMPUTING THIS, YOU NEED  
TO KNOW WHETHER THE HoH BU IS CURRENTLY  
RECEIVING Income Support.";  
ENDIF;

IF ((CWatAmt = DONTKNOW) OR (CWatAmt = REFUSAL) OR  
(CWatPd = DONTKNOW) OR (CWatPd = REFUSAL)) AND  
(Area >= 15921) "" THEN  
NOT (Landlord IN [Council])  
" MISSING INFORMATION FOR Community Water Charge  
AMOUNT AND/OR PERIOD.";  
ENDIF;  
ENDIF;

CHECK

```
IF (CommAmt=RESPONSE) AND (CommPd IN [OneWeek..Year]) AND
 (Rent=RESPONSE) AND (RentPd IN [OneWeek..Year]) "" THEN
 COMPUTE RentC := Rent / PdConW[ORD(RentPd)];
 COMPUTE CCC:= CommAmt / PdConW[ORD(CommPd)];
 (CCC <= RentC)
```

```
 "The amount you recorded for Council Tax included
 in the rent is greater than the rent recorded. Please
 amend your answers.";
```

```
ENDIF;
```

```
IF (CWatAmt=RESPONSE) AND (CWatPd IN [OneWeek..Year]) AND
 (Rent=RESPONSE) AND (RentPd IN [OneWeek..Year]) "" THEN
 COMPUTE RentC:= Rent / PdConW[ORD(RentPd)];
 COMPUTE CWCC:= CWatAmt / PdConW[ORD(CWatPd)];
 (CWCC <= RentC)
```

```
 "The amount you recorded for Community Water Charge included
 in the rent is greater than the rent recorded. Please
 amend your answers.";
```

```
ENDIF;
```

```
IF (HBenAmt = RESPONSE) AND (HBenPd IN [OneWeek..Year]) AND
 (Rent = RESPONSE) AND (RentPd IN [OneWeek..Year]) AND
 (HBenChk = BEFORE) "" THEN
 COMPUTE BenC:= HBenAmt / PdConW[ORD(HBenPd)];
 COMPUTE RentC:= Rent / PdConW[ORD(RentPd)];
 (BenC <= RentC)
```

```
 "The amount you recorded for Housing Benefit included
 in the rent is greater than the rent recorded. Please
 amend your answers.";
```

```
ENDIF;
```

```
IF (None IN HBServ) "" THEN
 (CARDINAL(HBServ) = 1)
```

```
 "$err2"; {The codes "No" or "None" cannot be given in
 combination with ANY other codes.}
```

```
ENDIF;
```

```
FOR Index:= 1 TO 4 DO
 IF (Index <= CARDINAL(AccPay)) "" THEN
 IF (AccAmt[Index] = RESPONSE) AND
 (AccPd[Index] IN [OneWeek..Year]) AND
 (Rent = RESPONSE) AND (RentPd IN [OneWeek..Year]) AND
 (AccChk[Index] = BEFORE) "" THEN
 COMPUTE AccC:= AccC + (AccAmt[Index] / PdConW[ORD(AccPd[Index])]);
 COMPUTE RentC:= Rent / PdConW[ORD(RentPd)];
 (AccC <= RentC)
 "The amount you recorded for help with your rent
 is greater than the rent recorded. Please
 amend your answers.";
 ENDIF;
 ENDIF;
ENDDO;

IF (ServAmt = RESPONSE) AND (RentPd IN [OneWeek..Year]) AND
 (Rent = RESPONSE) "" THEN
 (ServAmt <= Rent)
 "The amount you recorded for services included in the rent
 is greater than the rent recorded. Please
 amend your answers.";
ENDIF;
```

**BLOCK: f\_OWNER1**

CHECK {BTopUp}

```
IF (TopYr = RESPONSE) AND (BuyYear = RESPONSE) "" THEN
 (TopYr >= BuyYear)
 "The first mortgage was taken out in $BuyYear, so the
 further advance can't have been taken out before that.
 Please amend your answers."
ENDIF;
```

```
IF (TopYr = RESPONSE) AND (RMortYr = RESPONSE) "" THEN
 (TopYr >= RMortYr)
 "The re-mortgage was taken out in $RMortYr, so the
 further advance can't have been taken out before that.
 Please amend your answers."
ENDIF;
```

SIGNAL {BMenPol}

```
IF (MenPolAm = RESPONSE) AND (IncInInt = Yes) AND
 (MorInPay = RESPONSE) AND (MenPolPd = MorInPd) "" THEN
 (MenPolAm < MorInPay)
 "The endowment policy premium is included in the interest
 payment of £$LastPay[Ask], so it can't exceed this amount.
 Please check your figures."
ENDIF;
```

SIGNAL { AnyMort }

IF (Borramt = RESPONSE) "" THEN  
 (Borramt < 200000)

"The size of the mortgage loan is  
 normally less than £200,000."

ENDIF;

IF (MorInPay = RESPONSE) AND (MorInPd IN [OneWeek..Year]) "" THEN  
 COMPUTE EndwIC:= MorInPay/PdConW[ORD(MorInPd)];

EndwIC IN [0..500]

"Interest is £\$MorInPay for \$PdText[ORD(MorInPd)].

This works out roughly at £\$EndwIC:2 a week.

Weekly interest is normally less than £500.";

ENDIF;

IF (IntL12m = RESPONSE) "" THEN

COMPUTE RPayIC:= IntL12m/PdConW[11];

RPayIC IN [0..500]

"Interest is £\$IntL12m for \$PdText[11]. This works out  
 roughly at £\$RPayIC:2 a week. Weekly interest is normally  
 less than £500";

ENDIF;

IF (MortType IN [Endow,Pension..None]) "" THEN

IF (MortLeft = RESPONSE) AND (BorrAmt = RESPONSE) AND

(QTopUp[1].TopAmt <> DONTKNOW) AND

(QTopUp[1].TopAmt <> REFUSAL) AND

(QTopUp[2].TopAmt <> DONTKNOW) AND

(QTopUp[2].TopAmt <> REFUSAL) AND

(QTopUp[3].TopAmt <> DONTKNOW) AND

(QTopUp[3].TopAmt <> REFUSAL) AND

(RMort <> Yes) "" THEN

ABS(MortLeft - BorrAmt - QTopUp[1].TopAmt - QTopUp[2].TopAmt -  
 QTopUp[3].TopAmt) <= 50

"For this kind of mortgage, the amount outstanding should  
 equal the amount originally borrowed plus any further  
 advances. Please check. If your figures are correct,  
 suppress warning <Shift+F3> and explain in a  
 Note <Ctrl+F4>."

ENDIF;

```
IF (MortLeft=RESPONSE) AND (RMamt=RESPONSE) AND
 (QTopUp[1].TopAmt <> DONTKNOW) AND
 (QTopUp[1].TopAmt <> REFUSAL) AND
 (QTopUp[2].TopAmt <> DONTKNOW) AND
 (QTopUp[2].TopAmt <> REFUSAL) AND
 (QTopUp[3].TopAmt <> DONTKNOW) AND
 (QTopUp[3].TopAmt <> REFUSAL) AND
 (RMort = Yes) "" THEN
 ABS(MortLeft - RMamt - QTopUp[1].TopAmt - QTopUp[2].TopAmt -
 QTopUp[3].TopAmt) <= 50
 "For this kind of mortgage, the amount outstanding should
 equal the amount of the re-mortgage plus any further
 advances. Please check. If your figures are correct,
 suppress warning <Shift+F3> and explain in a
 Note <Ctrl+F4>."
ENDIF;

IF (IncMpAmt = RESPONSE) AND (IncMP = Yes) AND
 (MorInPay = RESPONSE) AND (MorInPd = IncMpPd) "" THEN
 (IncMpAmt < MorInPay)
 "The mortgage protection policy premium is included in the
 interest payment of £$LastPay[Ask], so it can't exceed this
 amount. Please check your figures."
ENDIF;

ELSE

IF (MortLeft=RESPONSE) AND (BorrAmt=RESPONSE) AND
 (QTopUp[1].TopAmt <> DONTKNOW) AND
 (QTopUp[1].TopAmt <> REFUSAL) AND
 (QTopUp[2].TopAmt <> DONTKNOW) AND
 (QTopUp[2].TopAmt <> REFUSAL) AND
 (QTopUp[3].TopAmt <> DONTKNOW) AND
 (QTopUp[3].TopAmt <> REFUSAL) AND
 (RMort <> Yes) "" THEN
 (MortLeft < BorrAmt + QTopUp[1].TopAmt +
 QTopUp[2].TopAmt + QTopUp[3].TopAmt)
 "For this kind of mortgage, the amount outstanding should be
 less than the amount originally borrowed plus any further
 advances. Please check. If your figures are correct,
 suppress warning <Shift+F3> and explain in a
 Note <Ctrl+F4>."
ENDIF;
```

```
IF (MortLeft=RESPONSE) AND (RMAmt=RESPONSE) AND
 (QTopUp[1].TopAmt <> DONTKNOW) AND
 (QTopUp[1].TopAmt <> REFUSAL) AND
 (QTopUp[2].TopAmt <> DONTKNOW) AND
 (QTopUp[2].TopAmt <> REFUSAL) AND
 (QTopUp[3].TopAmt <> DONTKNOW) AND
 (QTopUp[3].TopAmt <> REFUSAL) AND
 (RMort = Yes) "" THEN
 (MortLeft < RMAmt + QTopUp[1].TopAmt + QTopUp[2].TopAmt +
 QTopUp[3].TopAmt)
 "For this kind of mortgage, the amount outstanding should be
 less than the amount of the re-mortgage plus any further
 advances. Please check. If your figures are correct,
 suppress warning <Shift+F3> and explain in a
 Note <Ctrl+F4>."
ENDIF;

ENDIF;

IF (MorInPay=RESPONSE) AND
 (MorInPd IN [OneWeek..Year]) AND
 (MortLeft=RESPONSE) AND
 (Discount=No) "" THEN
 COMPUTE EPIntC:=
 ((MorinPay/PdConM[ORD(MorInPd)])*12)/(MortLeft)*100;
 COMPUTE IntFill:= Round(EPIntC);
 COMPUTE Txt10:= "";
 IF (EPIntC <= 6) THEN
 COMPUTE Txt10:='lower';
 ELSEIF (EPIntC >= 16) THEN
 COMPUTE Txt10:='higher';
 ENDIF;
 ((EPIntC > 6) AND (EPIntC < 16))
 "The interest payments work roughly out at $IntFill per cent
 which is $Txt10 than most current interest rates available
 for a mortgage of this size. If no particular reason for
 this, please check your answers."
ENDIF;
```



```
IF ((IntL12m=RESPONSE) AND
 (MortLeft=RESPONSE) AND
 (Discount=No)) "" THEN
 COMPUTE EPIntC:= (((IntL12m/PdConM[11])*12)/MortLeft)*100;
 COMPUTE IntFill:= Round(EPIntC);
 COMPUTE Txt10:= "";
 IF EPIntC <= 6 THEN
 COMPUTE Txt10:='lower'; {{Sven} Rates subject to change}
 ELSEIF EPIntC >= 16 THEN
 COMPUTE Txt10:='higher';
 ENDIF;
 ((EPIntC > 6) AND (EPIntC < 16))
 "The interest payments work roughly out at $IntFill per cent
 which is $Txt10 than most current interest rates available
 for a mortgage of that size. If no particular reason for
 this, please check your answers."
ENDIF;

IF (RMAmt = RESPONSE) AND (BorrAmt = RESPONSE) "" THEN
 (RMAmt >= BorrAmt)
 "The re-mortgage amount would normally be at least as large as the
 original mortgage. Please check your figures."
ENDIF;

IF (MortEnd = RESPONSE) AND (BuyYear = RESPONSE) "" THEN
 (MortEnd >= BuyYear + 20)
 "Are you sure? The end-date would normally be at least 20 years
 after the start date. Please check your figures.";
ENDIF;

IF (MortEnd = RESPONSE) AND
 (BuyYear = RESPONSE) AND
 (RMort <> Yes) "" THEN
 (MortEnd <= BuyYear + 40)
 "Are you sure? The end-date would not normally be more than 40 years
 after the start date. Please check your figures.";
ELSEIF (MortEnd = RESPONSE) AND (RMortYr = RESPONSE) "" THEN
 (MortEnd <= RMortYr + 40)
 "Are you sure? The end-date would not normally be more than 40 years
 after the last re-mortgage. Please check your figures.";
ENDIF;
```

```
IF (Edit = 'Yes') "" THEN
 (IntPrPay <> DONTKNOW) AND (IntPrPay <> REFUSAL)
 " MISSING AMOUNT FOR Mortgage Instalment.";

 (IntPrPd <> DONTKNOW) AND (IntPrPd <> REFUSAL)
 " MISSING PERIOD FOR Mortgage Instalment.";

 (MorinPay <> DONTKNOW) AND (MorinPay <> REFUSAL)
 " MISSING AMOUNT FOR Mortgage Instalment.";

 (MorinPd <> DONTKNOW) AND (MorinPd <> REFUSAL)
 "MISSING PERIOD FOR Mortgage Instalment.";

 IF (IncMPAmt = DONTKNOW) OR (IncMPAmt = REFUSAL) "" THEN
 (MorInPay <> EMPTY) AND (IntPrPay <> EMPTY)
 "MISSING AMOUNT FOR Mortgage Protection Policy. NOTE
 THE SIZE OF LAST MORTGAGE PAYMENT, DISPLAYED BELOW,
 THEN FOLLOW Edit Instructions TO FILL IN IncMPAmt."
 ENDIF;

ENDIF;

IF (IntPerB = RESPONSE) AND (IntPerE = RESPONSE) "" THEN
 (JULIAN(IntPerE) - JULIAN(IntPerB) > 330) AND
 (JULIAN(IntPerE) - JULIAN(IntPerB) < 400)
 "This is not a 12-month period. Please amend your answer(s),
 or explain circumstances in a Note."
ENDIF;
```

CHECK { AnyMort }

```
IF (RMortYr = RESPONSE) AND (BuyYear = RESPONSE) "" THEN
 (RMortYr >= BuyYear)
 "The first mortgage was taken out in $BuyYear, so the
 re-mortgage can't have been taken out before that.
 Please amend your answers."
ENDIF;
```

```
FOR Count:= 2 TO 3 DO
 IF (QTopUp[Count].TopYr = RESPONSE) AND
 (QTopUp[Count-1].TopYr = RESPONSE) "" THEN
 (QTopUp[Count].TopYr >= QTopUp[Count-1].TopYr)
 "The previous further advance was taken out in
 $QTopUp[Count-1].TopYr, so this further advance can't
 have been taken out before that.
 Please amend your answers."
 ENDIF;
ENDDO;
```

```
FOR Count:= 1 TO 3 DO
 IF (MortEnd = RESPONSE) AND
 (QTopUp[Count].TopYr = RESPONSE) "" THEN
 (MortEnd >= QTopUp[Count].TopYr)
 "A previous further advance was taken out in
 $QTopUp[Count].TopYr, so the mortgage can't be due to be
 paid off before that. Please amend your answers."
 ENDIF;
ENDDO;
```

```
IF (MortEnd = RESPONSE) AND (BuyYear = RESPONSE) "" THEN
 (MortEnd >= BuyYear)
 "The first mortgage was taken out in $BuyYear, so it can't be
 due to be paid off before that. Please amend your answers."
ENDIF;
```

```
IF (MortEnd = RESPONSE) AND (RMortYr = RESPONSE) "" THEN
 (MortEnd >= RMortYr)
 "A re-mortgage was taken out in $RMortYr, so the mortgage
 can't be due to be paid off before that. Please amend
 your answers."
ENDIF;
```

**BLOCK: g\_INSUR**

SIGNAL {Struc}

```
IF (StrAmt=RESPONSE) AND (StrPd IN [OneWeek..Year]) "" THEN
 COMPUTE StrConv1:= StrAmt / PdConW[ORD(StrPd)];
 StrConv1 IN [0..50]
 "Are you sure? This works out at £$StrConv1:2 a week.
 Weekly premiums don't normally exceed £50."
ENDIF;
```

SIGNAL {Insur}

```
IF (MortStr.StrAmt=RESPONSE) AND
 (MortStr.StrPd IN [OneWeek..Year]) AND
 (f_Owner1.OneMort.MorinPay = RESPONSE) AND
 (f_Owner1.OneMort.MorinPd IN [OneWeek..Year]) "" THEN
 StrConv2 < EndConv
 "The amount you recorded for the premium on the insurance on
 the structure is greater than the amount recorded for the
 last mortgage payment. Please check whether this is correct."
ENDIF;
```

```
IF (MortStr.StrAmt = RESPONSE) AND
 (MortStr.StrPd IN [OneWeek..Year]) AND
 (f_Owner1.OneMort.IntPrPay = RESPONSE) AND
 (f_Owner1.OneMort.IntPrPd IN [OneWeek..Year]) "" THEN
 StrConv2 < RPayConv
 "The amount you recorded for the premium on the insurance on
 the structure is greater than the amount recorded for the
 last mortgage payment. Please check whether this is correct."
ENDIF;
```

(CTExReb <> Exempt)

"Are you sure? Exemptions are very rare. Only accommodation (i) occupied completely by students, or (ii) owned by the MoD, is 100% exempt. If Council Tax is all paid via BENEFITS, code as 2. If exemption applies, suppress warning and continue.";

(CT25D50D <> D50)

"Are you sure? Discount is usually 25%. The 50% discount applies only if ALL household members belong to the groups shown on card F. Please check with respondent. If discount IS DEFINITELY 50%, suppress warning and continue."

*IF (Edit = 'Yes') "" THEN*

*(CTAmt <> REFUSAL) AND (CTAmt <> DONTKNOW) AND  
(CTAmt <> 0.00)*

*"MISSING AMOUNT FOR Council Tax.";*

*(CTTime <> REFUSAL) AND (CTTime <> DONTKNOW)*

*"MISSING PERIOD FOR Council Tax.";*

*(CTRebAmt <> REFUSAL) AND (CTRebAmt <> DONTKNOW)*

*"MISSING AMOUNT FOR Council Tax Rebate.";*

*(CTRebPd <> REFUSAL) AND (CTRebPd <> DONTKNOW)*

*"MISSING PERIOD FOR Council Tax Rebate.";*

*(CTExReb <> Neither)*

*"THE QUESTION CTExReb IS CODED AS 'Neither of these', BUT THERE  
SEEMS NO OBVIOUS REASON FOR NOT PAYING ANY Council Tax.  
PLEASE CHECK.";*

*ENDIF;*

**BLOCK: h\_OWNER2**

SIGNAL {BCharge}

```
COMPUTE ChC:= ChAmt / PdConW[ORD(ChargePd)];
IF (ChAmt = RESPONSE) AND (ChargePd IN [OneWeek..Year]) "" THEN
 ChC IN [0..100]
 "Are you sure? Payment for $Txt80 has been entered as
 £$ChAmt for $PdText[ORD(ChargePd)]. This works out at
 £$ChC:2 a week. Weekly instalments do not normally
 exceed £100."
ENDIF;
```

**CHECK**

```
IF (FeuDuty IN Charge) "" THEN
 (Area > 15921)
 "The code for Feu duty is only valid
 if the household is in Scotland."
ENDIF;

IF (None IN Charge) "" THEN
 CARDINAL(Charge)=1 "$err2"
 {"The codes 'No' or 'None' cannot be given in
 combination with any other codes."}
ENDIF;
```

**BLOCK: i\_SEWER**

SIGNAL

```
IF (WatAmt =RESPONSE) AND (WatTime=RESPONSE) "" THEN
 WatC IN [0..30]
 " Are you sure? This works out at £$WatC:2 a week.
 Rates are normally below £30 a week."
ENDIF;
```

```
IF (SewAmt=RESPONSE) AND (SewTime=RESPONSE) "" THEN
 SewC IN [0..30]
 " Are you sure? This works out at £$SewC:2 a week.
 Rates are normally below £30 a week."
ENDIF;
```

```
IF (WSewAmt=RESPONSE) AND (WSewTime=RESPONSE) "" THEN
 CombC IN [0..30]
 " Are you sure? This works out at £$CombC:2 a week.
 Rates are normally below £30 a week."
ENDIF;
```

**BLOCK: j\_BENGIV**

CHECK {BConIt}

```
IF (GenCont IN QConIt) "" THEN
 (CARDINAL(QConIt) = 1)
 "Do not use code 'General contribution' in combination
 with the codes 'Housing', 'Food' or 'Fuel'."
ENDIF;
```

CHECK {BCon}

```
IF (CHBAmt = RESPONSE) AND (CHBPd IN [OneWeek..Year]) AND
 (CvPay = RESPONSE) AND (CvPd IN [OneWeek..Year]) "" THEN
 COMPUTE CHB:=ROUND(CHBAmt/PdConW[ORD(CHBpd)]);
 COMPUTE CPay:=ROUND(CvPay/PdConW[ORD(Cvpd)]);
 (CHB <= Cpay)
 "The amount you recorded for Housing Benefit is greater than
 the rent recorded. Please amend your answers.";
ENDIF;
```



**BLOCK: k\_PROP**

CHECK

```
FOR Index:=1 TO 10 DO
 IF (Index IN PropWho) "" THEN
 ValidAd[Index] = 1
 "$err1"
 {"You have not chosen a valid code for this question."}
 ENDIF;
ENDDO;

IF (OthProRt = Yes) THEN
 FOR Index:= 1 TO 10 DO
 IF (Index IN PropWho) OR
 ((Index = 1) AND (d_ADDINF.AllAdult = 1)) THEN
 COMPUTE jID1[Index]:= Index;
 ENDIF;
 ENDDO;
ENDIF;
```

**BLOCK: I\_POL**

SIGNAL {BPols}

```
FOR i:= 1 TO 10 DO
 IF (i IN Pollns) "" THEN
 (ValidAd[i] = 1)
 "$err1"
 {"You have not selected a valid code for this question."}
 ENDIF;
ENDDO;

FOR i:= 11 TO 20 DO
 IF (i IN Pollns) "" THEN
 (ValidCh[i] = 1)
 "$err1"
 {"You have not selected a valid code for this question."}
 ENDIF;
ENDDO;
```

**BLOCK: n\_VINT**

CHECK {BVeh}

```
IF (VehPer IN [Per1..Per10]) "" THEN
 ValidAd[ORD(VehPer)] = 1
 "$err1"
 {"You have not chosen a valid code for this question."}
ENDIF;
```

```
IF (VehUse IN [Per1..Per10]) "" THEN
 ValidAd[ORD(VehUse)] = 1
 "$err1"
ENDIF;
```

```
IF (VehPer IN [Per11..Per20]) "" THEN
 ValidCh[ORD(VehPer)] = 1
 "$err1"
ENDIF;
```

```
IF (VehUse IN [Per11..Per20]) "" THEN
 ValidCh[ORD(VehUse)] = 1
 "$err1"
ENDIF;
```

SIGNAL {BVeh}

```
IF (VehPer IN [Per11..Per20]) "" THEN
 (Vehic = other) "A child cannot normally have this kind of vehicle.
 Please check your answer."
ENDIF;
```

```
IF (VehUse IN [Per11..Per20]) "" THEN
 (Vehic = other) "A child cannot normally have this kind of vehicle.
 Please check your answer."
ENDIF;
```

**BLOCK: o\_WELF**

CHECK

```
FOR Index1:=1 TO 5 DO
 IF PrsPer[Index1] IN [1..10] "" THEN
 ValidAd[PrsPer[Index1]]=1
 "$err1"
 ELSEIF PrsPer[Index1] IN [11..20] "" THEN
 ValidCh[PrsPer[Index1]]=1
 "$err1"
 ENDIF;
ENDDO;

FOR Index1:=1 TO 5 DO
 FOR Index2:=1 TO 5 DO
 IF Index2 < Index1 "" THEN
 IF (ValidAd[PrsPer[Index1]]=1) OR
 (ValidCh[PrsPer[Index1]]=1) "" THEN
 PrsPer[Index1] <> PrsPer[Index2]
 "$err3"
 ENDIF;
 ENDIF;
 ENDDO;
ENDDO;

FOR Index1:=1 TO 5 DO
 IF WmkPer[Index1]=RESPONSE "" THEN Valid60[WmkPer[Index1]]=1
 "$err1"
 ENDIF;
ENDDO;

FOR Index1:=1 TO 5 DO
 FOR Index2:=1 TO 5 DO
 IF Index2 < Index1 "" THEN
 IF Valid60[WmkPer[Index1]]=1 "" THEN
 WmkPer[Index1] <> WmkPer[Index2]
 "$err3"
 ENDIF;
 ENDIF;
 ENDDO;
ENDDO;
```

```
FOR Index1:=1 TO 5 DO
 IF SmkPer[Index1]=RESPONSE "" THEN
 Valid16[SmkPer[Index1]]=1
 "$err1"
 ENDIF;
ENDDO;
```

```
FOR Index1:=1 TO 5 DO
 FOR Index2:=1 TO 5 DO
 IF Index2 < Index1 "" THEN
 IF Valid16[SmkPer[Index1]]=1 "" THEN
 SmkPer[Index1] <> SmkPer[Index2]
 "$err3"
 ENDIF;
 ENDIF;
 ENDDO;
ENDDO;
```

```
FOR Index1:=1 TO 5 DO
 IF MLPer[Index1]=RESPONSE "" THEN
 Valid19[MLPer[Index1]]=1
 "$err1"
 ENDIF;
ENDDO;
```

```
FOR Index1:=1 TO 5 DO
 FOR Index2:=1 TO 5 DO
 IF Index2 < Index1 "" THEN
 IF Valid19[MLPer[Index1]]=1 "" THEN
 MLPer[Index1] <> MLPer[Index2]
 "$err3"
 ENDIF;
 ENDIF;
 ENDDO;
ENDDO;
```

SIGNAL

```
FOR Index1 := 1 TO 5 DO
 IF Prslt[Index1] = RESPONSE "" THEN
 Prslt[Index1] IN [1..10]
 "You have entered that the person received more than
 10 items free of charge in the last week.
 This seems rather high. Please check that it is correct."
 ENDIF;
ENDDO;
```

```
FOR Index1 := 1 TO 5 DO
 IF Wmkl[Index1] = RESPONSE "" THEN
 Wmkl[Index1] IN [1..7]
 "You have entered that the person received more than
 7 pints of free welfare milk in the last week.
 This seems rather high. Please check that it is correct."
 ENDIF;
ENDDO;
```

```
FOR Index1 := 1 TO 5 DO
 IF Smkl[Index1] = RESPONSE "" THEN
 Smkl[Index1] IN [1..6]
 "You have entered that the person received more than
 6 cartons or bottles of free school milk in the last week.
 This seems rather high. Please check that it is correct."
 ENDIF;
ENDDO;
```

```
FOR Index1 := 1 TO 5 DO
 IF Smlt[Index1] = RESPONSE "" THEN
 Smlt[Index1] IN [1..21]
 "You have entered that the person received more than
 21 free school meals in the last week.
 This seems rather high. Please check that it is correct."
 ENDIF;
ENDDO;
```

**BLOCK: p\_EDUC**

SIGNAL

```
IF (GrtPer = RESPONSE) THEN
 COMPUTE err5:= 'You have entered that the person receives ' +
 'a grant of more than £5000 per year. ' +
 'This seems rather high. ' +
 'Please check that it is correct.';
 COMPUTE err6:= 'The amount paid cannot exceed the total ' +
 'value of the grant. Please amend your coding.';
ENDIF;

FOR Index:= 1 TO 5 DO

 IF (GrtAmt1[Index] = RESPONSE) "" THEN
 GrtAmt1[Index] IN [0..5000]
 "$err5"
 ENDIF;
 IF (GrtAmt2[Index] = RESPONSE) "" THEN
 GrtAmt2[Index] IN [0..5000]
 "$err5"
 ENDIF;

 IF (GrtVal1[Index] = RESPONSE) "" THEN
 GrtVal1[Index] IN [0..10000]
 "You have entered that the person receives
 a grant of more than £10000 per year. This seems rather
 high. Please check that it is correct."
 ENDIF;

 IF (GrtVal2[Index] = RESPONSE) "" THEN
 GrtVal2[Index] IN [0..10000]
 "You have entered that the person receives
 a grant of more than £10000 per year. This seems rather
 high. Please check that it is correct."
 ENDIF;
```

```
IF (TUEnt[Index] = RESPONSE) "" THEN
```

```
 TUEnt[Index] IN [0..940]
```

```
 "You have entered that the person is
 entitled to a top up loan of more than £940 per year
 (the current maximum). Please check your answer."
```

```
ENDIF;
```

```
IF (TUBorr[Index] = RESPONSE) "" THEN
```

```
 TUBorr[Index] IN [0..940]
```

```
 "You have entered that the person is
 borrowing more than £940 per year (the current maximum)
 through a top up loan. Please check your answer."
```

```
ENDIF;
```

```
IF (Ed1Sum[Index] = RESPONSE) "" THEN
```

```
 Ed1Sum[Index] IN [0..5000]
```

```
 "You have entered that the person is
 borrowing more than £5000. This seems rather high.
 Please check that it is correct."
```

```
ENDIF;
```

```
IF (Ed2Sum[Index] = RESPONSE) "" THEN
```

```
 Ed2Sum[Index] IN [0..5000]
```

```
 "You have entered that the person is
 borrowing more than £5000. This seems rather high.
 Please check that it is correct."
```

```
ENDIF;
```

```
IF (Ed1Sum[Index] = RESPONSE) AND
```

```
 (Ed1Amt[Index] = RESPONSE) "" THEN
```

```
 Ed1Amt[Index] <= Ed1Sum[Index]
```

```
 "You have entered that the respondent
 made a repayment which was greater than the value of
 the loan. Please check that it is correct."
```

```
ENDIF;
```

```
IF (Ed2Sum[Index] = RESPONSE) AND
```

```
 (Ed2Amt[Index] = RESPONSE) "" THEN
```

```
 Ed2Amt[Index] <= Ed2Sum[Index]
```

```
 "You have entered that the respondent
 made a repayment which was greater than the value of
 the loan. Please check that it is correct."
```

```
ENDIF;
```



```
IF (Ed1MonYr[Index] = RESPONSE) "" THEN
 (JULIAN(Ed1MonYr[Index]) + 2192) >= JULIAN(SetOne.INTDATE)
 "You have entered that the loan was taken out more than
 6 years ago. Please check that it is correct."
ENDIF;

IF (Ed1MonYr[Index] = RESPONSE) "" THEN
 (JULIAN(Ed2MonYr[Index]) <= JULIAN(SetOne.INTDATE))
 "You have entered a future date.
 Please include only loans already taken out."
ENDIF;

IF (Ed2MonYr[Index] = RESPONSE) "" THEN
 (JULIAN(Ed1MonYr[Index]) + 2192) >= JULIAN(SetOne.INTDATE)
 "You have entered that the loan was taken out more than
 6 years ago. Please check that it is correct."
ENDIF;

IF (Ed2MonYr[Index] = RESPONSE) "" THEN
 (JULIAN(Ed2MonYr[Index]) <= JULIAN(SetOne.INTDATE))
 "You have entered a future date.
 Please include only loans already taken out."
ENDIF;

ENDDO;
```

#### CHECK

```
IF (GrtpPer = RESPONSE) "" THEN
 FOR Index:= 1 TO 10 DO
 IF (Index IN GrtpPer) "" THEN
 ValidAd[Index] = 1 "$err1"
 ENDIF;
 ENDDO;

 FOR Index:= 11 TO 20 DO
 IF (Index IN GrtpPer) "" THEN
 ValidCh[Index] = 1 "$err1"
 ENDIF;
 ENDDO;
ENDIF;
```

```
FOR Index:=1 TO 5 DO
 IF (Grtdir1[Index] = RESPONSE) AND
 (Grtsce1[Index] IN [Private,Overseas]) "" THEN
 (Grtdir1[Index] <= Grtval1[Index])
 "$err6";
 ENDIF;

 IF (Grtdir2[Index] = RESPONSE) AND
 (Grtsce2[Index] IN [Private,Overseas]) "" THEN
 (Grtdir2[Index] <= Grtval2[Index])
 "$err6";
 ENDIF;

 IF (Grtdir1[Index] = RESPONSE) AND
 (Grtsce1[Index] = State) "" THEN
 (Grtdir1[Index] <= Grtamt1[Index])
 "$err6";
 ENDIF;

 IF (Grtdir2[Index] = RESPONSE) AND
 (Grtsce2[Index] = State) "" THEN
 (Grtdir2[Index] <= Grtamt2[Index])
 "$err6";
 ENDIF;
ENDDO;

IF (TUPer = RESPONSE) "" THEN
 FOR Index:=1 TO 20 DO
 IF (Index IN TUPer) "" THEN
 (ValidAd[index] = 1) "$err1"
 ENDIF;

 IF (Index IN TUPer) "" THEN
 (a_HHA.Ad[index].Age <= 50)
 "This person is above 50 years of age and not eligible
 for a top up loan for students."
 ENDIF;
 ENDDO;
ENDIF;
```

```
FOR Index:=1 TO 5 DO
```

```
 IF (TUBorr[Index]=RESPONSE) AND (TUEnt[Index]=RESPONSE) "" THEN
 (TUBorr[Index] <= TUEnt[Index])
 "This person has borrowed more than he/she is entitled
 to. Please amend your coding."
 ENDIF;
```

```
 IF (Edit = 'Yes') "" THEN
 (TUEnt[Index] <> REFUSAL) AND (TUEnt[Index] <> DONTKNOW)
 " MISSING VALUE FOR AMOUNT ENTITLED TO BORROW."; ENDIF;
```

```
ENDDO;
```

```
IF (EdPer = RESPONSE) "" THEN
```

```
 FOR index:=1 TO 10 DO
 IF (index IN EdPer) "" THEN
 ValidAd[index] = 1 "$err1"
 ENDIF;
 ENDDO;
```

```
ENDIF;
```

```
FOR j:= 1 TO 4 DO
```

```
 IF (NHHPar[j] = RESPONSE) "" THEN
 FOR Index:= 1 TO 10 DO
 IF (Index IN NHHPar[j]) "" THEN
 ValidAd[Index] = 1 "$err1"
 ENDIF;
 ENDDO;
 ENDIF;
ENDDO;
```

**BLOCK: q\_CARES**

CHECK {BChCare}

```
IF (ChAmt1 = 0) AND (ChAmt2 = 0) "" THEN
 (Cost = No)
 "Please specify an amount for Child-care, or
 change `Cost' to `No'.";
ENDIF;
```

```
IF (NoCost IN ChPay) "" THEN
 CARDINAL(ChPay) = 1
 "The code 'NoCost' cannot be used in
 conjunction with any other code.";
ENDIF;
```

SIGNAL {BRecHelp}

```
(Hour[11] <= 100)
"Are you sure that the child/children are looking after $NameFill
for more than 100 hours a week? If so, suppress this warning
<Shift + F3> and continue."
```

CHECK {BRecHelp}

```
FOR Count:= 1 TO 10 DO
 IF (Count IN WhoLook) THEN
 (ValidAd[Count] = 1)
 "$Count is not a valid code.";
 ENDIF;
ENDDO;
```

```
IF (Kids IN WhoLook) "" THEN
 (d_ADDINF.AllChild > 0)
 "11 is not a valid code.";
ENDIF;
```

```
FOR Count:= 12 TO 14 DO
 IF (Count IN WhoLook) "" THEN
 (NameNum <= 20)
 "$Count is not a valid code.";
 ENDIF;
ENDDO;

IF (NameNum <= 10) "" THEN
 NOT(NameNum IN WhoLook)
 "You've included $NameFill as looking
 after him-/herself. Please remove him/her
 from the answer at WhoLook.";
ELSEIF (NameNum >= 11) AND (NameNum <= 20) AND
(d_ADDINF.AllChild = 1) "" THEN
 NOT(Kids IN WhoLook)
 "You have coded the child as looking
 after him-/herself.";
ENDIF;
```

CHECK {Main}

```
FOR Index1:= 1 TO 10 DO
 IF (Index1 IN NeedPer) "" THEN
 (ValidAd[Index1] = 1)
 "$err1" {"You have not selected a valid code
 for this question"}
 ENDIF;
ENDDO;

FOR Index1:= 11 TO 20 DO
 IF (Index1 IN NeedPer) "" THEN
 (ValidCh[Index1] = 1)
 "$err1" {"You have not selected a valid code
 for this question"}
 ENDIF;
ENDDO;
```

```
IF (NeedPer <> EMPTY) AND (NeedHelp = Yes) "" THEN
 (Per1 IN NeedPer) OR (Per2 IN NeedPer) OR (Per3 IN NeedPer) OR
 (Per4 IN NeedPer) OR (Per5 IN NeedPer) OR (Per6 IN NeedPer) OR
 (Per7 IN NeedPer) OR (Per8 IN NeedPer) OR (Per9 IN NeedPer) OR
 (Per10 IN NeedPer) OR (Per11 IN NeedPer) OR (Per12 IN NeedPer) OR
 (Per13 IN NeedPer) OR (Per14 IN NeedPer) OR (Per15 IN NeedPer) OR
 (Per16 IN NeedPer) OR (Per17 IN NeedPer) OR (Per18 IN NeedPer) OR
 (Per19 IN NeedPer) OR (Per20 IN NeedPer)
```

```
 "Please include the household member who receives regular help,
 or change `NeedHelp' to `No.';"
```

```
ENDIF;
```

```
FOR Index1:= 1 TO 20 DO
```

```
 IF (NeedHelp <> EMPTY) AND (Index1 IN NeedPer) "" THEN
 (NeedHelp = Yes)
```

```
 "You have coded a household member as receiving
 regular help, so please change `NeedHelp' to `Yes',
 or remove the household member from `NeedPer'."
```

```
 ENDIF;
```

```
ENDDO;
```

```
IF (NeedPer <> EMPTY) AND (GiveHelp = Yes) "" THEN
```

```
 (Relative IN NeedPer) OR (Friend IN NeedPer) OR
 (Client IN NeedPer) OR (Other IN NeedPer)
```

```
 "Please include the non-household member receiving help
 from someone in the household, or change `GiveHelp' to `No.';"
```

```
ENDIF;
```

```
FOR Index1:= 21 TO 24 DO
```

```
 IF (GiveHelp <> EMPTY) AND (Index1 IN NeedPer) "" THEN
 (GiveHelp = Yes)
```

```
 "You have coded a non-household member as receiving help, so
 please change `GiveHelp' to `Yes', or remove
 the non-household member from `NeedPer'."
```

```
 ENDIF;
```

```
ENDDO;
```

**BLOCK: HHOLD31**

CHECK {Main}

{-- DISABLE THE NORMAL WAY OF ENDING THE QUESTIONNAIRE --}

IF (EndDisp <> EMPTY) "" THEN

(EndDisp <> Trap)

"Press <Enter>, <Ctrl + Enter> and then choose Exit via Admin  
to fill in the Admin details, or to return to the Household Menu."

COMPUTE EndDisp:= EMPTY;

ENDIF;

## ADMIN BLOCK

CHECK { BCALLS }

```
IF (CallTime = RESPONSE) "" THEN
 (FRAC(CallTime) < 0.60)
 " $CallTime is not a proper time"
ENDIF;
```

CHECK { TCALLS }

{ check that calls are coded in sequence... }

FOR CallNo := 2 TO 18 DO

```
IF (MORE = 'Y') AND
 (CALL[CallNo].CallMore = RESPONSE) AND
 (CALL[CallNo-1].CallMore = RESPONSE) "" THEN
 (JULIAN(CALL[CallNo].CallDat)
 >= JULIAN(CALL[CallNo-1].CallDat))
 " Calls should be recorded in sequence";

 IF (JULIAN(CALL[CallNo].CallDat) =
 JULIAN(CALL[CallNo-1].CallDat)) "" THEN
 (CALL[CallNo].CallTime > CALL[CallNo-1].CallTime)
 " Calls should be recorded in sequence";
 ENDIF;
```

```
ENDIF;
ENDDO;
```



SIGNAL { BAdmin }

```
IF (Edit <> 'Yes') AND (SCPR = 'Yes') "" THEN
 (NOFHH < 2)
 "REMINDER: Have you yet created quest'aire(s) for the extra
 SELECTED h'hold(s), so they appear on the Address Menu?
 If not, you MUST do so before transmitting this
 questionnaire, or you'll forfeit the chance. Now suppress
 this warning and continue."
ENDIF;

IF (NOFHH <> EMPTY) AND (NOFHH = 0) "" THEN
 (Hout IN [RefHQLet,NoContac,NoSuch..ReAlloc])
 "Are you sure? You said there were no households$Select
 at this address (NOFHH = `0'), but you've not coded it
 as ineligible. Please amend either NOFHH or Hout, or
 explain discrepancy in a Note."
ENDIF;

IF (Hout IN [RefHQLet..HOHRef,ContRef..ReAlloc]) "" THEN
 (HAdult = EMPTY)
 "Your outcome code is at variance with the presence
 of a started questionnaire. Please amend the outcome
 code, or suppress the check <Shift + F3> and explain
 the discrepancy in a Note <Ctrl + F4>."
ENDIF;

IF (CALLS.CALL[1].CallDat <> EMPTY) AND (INTDone = YesCoded) AND
 (Hout IN [AllCoOp..OthSix]) "" THEN
 (CallTot >= 15) AND (CallTot <= 300)
 "Your recorded time spent interviewing exceeds 300 min or
 is less than 15 min. Please amend the calls table, or
 suppress this warning <Shift + F3> and explain in
 a Note <Ctrl + F4>."
ENDIF;
```

CHECK { BAdmin }

```
IF (Edit <> 'Yes') "" THEN
 (HHCode1 <= NOFHH)
 "This is higher than the total number of households at
 the address; that can't be right! Please check the
 A.R.F. again and amend one or the other.";

 (HHCode2 <= NOFHH)
 "This is higher than the total number of households at
 the address; that can't be right! Please check the
 A.R.F. again and amend one or the other.";

 (HHCode3 <= NOFHH)
 "This is higher than the total number of households at
 the address; that can't be right! Please check the
 A.R.F. again and amend one or the other.";

 IF (HHCode2 <> EMPTY) "" THEN
 (HHCode2 <> HHCode1)
 "You have recorded the same HH Code twice."
 ENDIF;

 IF (HHCode3 <> EMPTY) "" THEN
 (HHCode3 <> HHCode1) AND (HHCode3 <> HHCode2)
 "You have recorded the same HH Code twice."
 ENDIF;
ENDIF;

IF (SCPR <> 'Yes') "" THEN
 (NOFHH <= 3)
 " Number is out of range - enter number between 0 and 3."
ENDIF;

IF (Choice = Exit) "" THEN
 (vChoice <> Admin)
 "You cannot now select code 1, as this would delete the Admin
 details already entered. Please reinstate code 5 at `Choice'.";
ENDIF;
```

```
IF (IntDone = YesCoded) "" THEN
 (Hout = RESPONSE)
 "You haven't completed OUTCOME coding...
 Please do so, or amend IntDone to `2' for `Not yet.'";
ENDIF;
```

{--- Hard checks on outcome coding ---}

```
IF (SCPR <> 'Yes') "" THEN
 NOT(Hout IN [Relssue..ReAlloc])
 "Outcome codes 70 and 71 are not to be used. Please amend
 outcome coding.";
ENDIF;
```

```
IF (Hout IN [AllCoOp..OthSix]) "" THEN
 (HHEnd = Yes)
 "Your outcome code suggests there should be a completed
 household interview attached, but there isn't one. Please
 amend the outcome code."
ENDIF;
```

```
IF (Hout IN [AllCoOp..OthSix]) "" THEN
 ((Out1[1] = 2) OR (Out1[1] = 1)) AND (Out2[1] <= 2)
 "Outcome Code is at variance with Outcome Codes for
 HoH BU. Outcome Codes 11-23 can only be used if all
 members of HoH BU have completed the qu're, incl
 admin details. Please amend Outcome Code, or enter
 DONTKNOW if you need to amend the BU qu're first."
ENDIF;
```

```
IF (Hout IN [HOHSix]) "" THEN
 ((Out1[1] <> 1) AND (Out1[1] <> 2) AND (Out2[1] <= 2)) OR
 (((Out1[1] = 2) OR (Out1[1] = 1)) AND (Out2[1] <> 1) AND
 (Out2[1] <> 2)) OR ((Out1[1] < 1) AND (Out2[1] < 1)) OR
 ((Out1[1] > 2) AND (Out2[1] > 2))
 "Outcome Code is at variance with outcome of
 HoH BU. Outcome Code 33 can only be used if HoH BU
 qu'aire is incomplete or absent.
 Please amend Outcome Code, or enter DONTKNOW if you
 need to amend the BU qu'aire first."
ENDIF;
```

```
IF (INTDone = YesCoded) AND (Hout IN [AllCoOp..OthSix]) "" THEN
 FOR idx:= 1 TO 9 DO
 IF idx <= NOFBU "" THEN
 (Done[idx] = 1)
 "You must complete the admin details of (all)
 the Ben. Unit qu'aire(s) before answering `Yes'
 to this question. For the moment, change IntDone
 back to `Not Yet'. "
 ENDIF;
 ENDDO;
ENDIF;
```

```
IF (Hout IN [AllCoOp]) AND (INTDone = YesCoded) "" THEN
 FOR idx:= 1 TO 9 DO
 IF idx <= NOFBU "" THEN
 ((Out1[idx] = 2) OR (Out1[idx] = 1)) AND (Out2[idx] <= 2)
 "Outcome Code is at variance with Outcome Codes for
 BU qu'res. Code 11 can only be used if all
 BU qu'res for this h'hold are completed, incl
 admin details. Please amend Outcome Code, or
 enter DONTKNOW if you need to amend any BU
 qu're first."
 ENDIF;
 ENDDO;
ENDIF;
```

```
IF (Hout IN [RefHQLet,HOHRef,ContRef..ReAlloc]) "" THEN
 FOR idx:= 1 TO 9 DO
 IF idx <= NOFBU "" THEN
 (Done[idx] <> 1)
 "Your Outcome Coding is at variance with the presence of a
 BU qu'aire. Please amend Outcome Code, or enter
 DONTKNOW if you need to exit from this qu'aire
 to look at the BU qu'aire."
 ENDIF;
 ENDDO;
ENDIF;
```

```
IF (INTDone = YesCoded) AND (Hout IN [AllCoOp]) "" THEN
 (BUPres = NOFBU)
 "This Outcome Code cannot be used unless all
 BU qu'aires have been completed, incl admin
 details. Please amend Outcome Code, or enter DONTKNOW
 if you need to exit from this qu'aire to look at
 the BU qu'aire."
ENDIF;
```