

China Economic, Population, Nutrition, and Health Survey 1993

WORK MANUAL

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Because of basic structural differences in the English and Chinese languages, this document is not a word-for-word translation, but rather a version in English which conveys the meaning and intent of the original Chinese document to the best of our ability. The original document was first back-translated by a Chinese native, then edited into a document with a more natural flow of the English language.

INTRODUCTION

The first and second phases of the "China Economic, Population, Nutrition, and Health Survey 1993," sponsored jointly by the University of North Carolina at Chapel Hill in the United States of America, the Institute of Nutrition and Food Hygiene of the Chinese Academy of Preventive Medicine, and Liaoning, Shandong, Jiangsu, Hunan, Hubei, Guangxi, and Guizhou provinces were completed in 1989 and 1991 respectively. The third phase of the survey will be conducted in 1993.

The purpose of the survey is, through dynamic observation in different time periods, to find out about the trends of change in urban and rural residents' living standards, diet structure, and nutrition status in different parts of China, and to understand the correlation between these changes and the related familial and social-hygienic, economic, cultural, and demographic factors to provide a statistical basis for the central government to use in its policy and decision making on nutrition and food development and the related hygienic, economic, and social development in urban and rural areas.

The 1993 survey is conducted on the basis of the 1989 and 1991 surveys. This work manual is compiled for field workers to ensure a smooth implementation of the survey and high-quality results. This manual provides detailed explanations and requirements for all survey questionnaires and presents a standardized survey method.

We believe that everything we are doing at present and will be doing has one purpose: quality.

1993 SURVEY PLAN

Scope of the Survey and Respondents

The 1993 survey is conducted in 192 survey sites located in 16 cities and 32 counties in 8 provinces covered in the 1989 and 1991 surveys. All 20 households at each survey site were interviewed in 1989 and 1991; this number of households cannot be reduced in principle. With permission, under special circumstances, such as the original respondent household's having moved to another place, a survey site can have fewer than 20 households. No replacement with new households is necessary. All current members in each selected household are respondents. New households (such as those formed through household division or a daughter's being married) which have been created from the original respondent household since the 1989 survey, and which are located in the same village and neighborhood, should be listed in the 1993 survey. All members of the new household (regardless of whether they have been a respondent previously or not) should be interviewed in the same way as members of other households.

The Training of Interviewers

A single level of training is used for this survey and it is conveyed in four training classes. Twenty people from each province take part in the training. All trainees should be actual interviewers and supervisors. Avoid replacing formally trained staff before the actual interviewing starts. If new interviewers are to be added to the survey, they must receive intensive training according to our standards and should meet the formal training criteria before they can start working.

Survey Time

Each province should use the same time span as it did in the 1989 and 1991 surveys. On the whole, the survey should be completed between September and November.

Survey Contents

The survey contents are similar to those of the 1989 survey. Adjustments to some questions and addition or deletion of other questions have been done as appropriate. Specifically, there are five surveys:

1. Household Survey

Each household should complete one set of the survey questionnaire. This survey has a total of 13 sections and is used to understand household composition, basic information, and financial status.

2. Survey of Ever-Married Women under Age 52

Survey respondents are every ever-married woman under the age of 52. This survey is to find out about the marriage, pregnancy, and childbirth histories of these women.

3. Physical Examination

Survey respondents include all current household members. For household members who cannot not go to the examination site because of illness or old age, examinations and related questioning can be conducted in their homes. These individuals should not be omitted.

4. Household Nutrition Survey

The survey is designed to find out about household and individual food consumption by measuring the entire quantity of household food consumption and interviewing the individuals on three consecutive days. Every household member is individually interviewed.

5. Community Survey

- a. Community infrastructure, service, and organization survey. Each sampled village/neighborhood completes a set of this survey.
- b. Health facility survey. Each involved health facility completes a set of this survey.
- c. Food price survey. Each sampled village/neighborhood completes a set of this survey.
- d. Family planning policy survey. Each sampled village/neighborhood completes a set of this survey.

Data Collection Methods

All survey tables should be responsibly filled out by interviewers. For survey Tables I, II, and IV, interviewers should make a house visit to collect the information needed through patient, careful, and conscientious interviews. Table II is best completed by female interviewers.

Table III Physical Examination should be completed collectively at each survey site at a scheduled time.

For Table V, every county (city) should have the designated interviewers question responsible members of village/neighborhood committees, medical facilities, state-owned stores, and free markets.

Data Processing

Use the multilevel verification and centralized input method. All provinces, cities, and counties should finish their surveys on schedule, verify the information to make sure that there are no mistakes, then

send all completed questionnaires to the Institute of Nutrition and Food Hygiene as soon as possible. The institute will organize computer and data entry personnel to enter the data using standardized programs. All data entry should be completed before the end of June 1994.

Survey Organization and Implementation

The survey is designed jointly by the Institute of Nutrition and Food Hygiene of the Chinese Academy of Preventive Medicine and the Carolina Population Center of the University of North Carolina at Chapel Hill and implemented by related city/county anti-epidemic stations under the organization of the Food Inspection Services of the eight provinces.

The survey method is decided by each individual province based on its experiences in the previous two surveys and this year's situation. The data may be collected by a team of interviewers at the province level or by smaller teams of interviewers at the city/county level.

The provincial food inspection service project team is responsible for survey quality control. The survey team leader should conduct a quality inspection during the survey. The responsible interviewer should re-do the interview if a finished questionnaire fails to meet the survey criteria. Verification or quality sampling should be conducted again after the survey is completed, and the survey team leader should sign off.

INTERVIEWERS' WORK CRITERIA AND QUESTIONNAIRE-FILLING REQUIREMENTS

The key to a successful survey is the quality of its data collection; therefore, the interviewers' job is very important.

Interviewers' Work Criteria

1. Interviewers must receive intensive training, read carefully the contents of each questionnaire and the manual to understand the essence of the questionnaire, and learn necessary survey methods. It is particularly worth mentioning that if, during the actual survey, trained interviewers must be replaced or new interviewers added as circumstances warrant, the new interviewers must be fully trained before they start working.
2. Interviewers should contact the respondent household before making a house visit. They should explain the interview and the questionnaires carefully to the selected households, especially questions that are sensitive to the respondents, to eliminate their worries and gain their cooperation. All household information is strictly confidential; interviewers cannot discuss it among themselves nor disclose it to the outside world.
3. Interviewers should be fully prepared to revisit the household more than once for the same question. Because most of the questions in this survey are targeted at individuals and cannot be answered by household members other than the designated individual, interviewers probably need to visit the household several times before all members can be found.
4. Under normal circumstances, interviewers should ask all questions in the questionnaires according to their original design. If the respondent has difficulty understanding the question being asked because of limited education or a language barrier, the interviewer can do some explaining as appropriate, but the explanation must be loyal to the original meaning of the question.
5. Interviewers should ask all questions in the correct sequence, paying attention to the skipping directions in the questionnaire, to avoid missing a question or filling in the wrong blank.

Interviewers record the answers question-by-question exactly as the respondent replies. Interviewers should not make any assumptions or estimates for respondents.

6. This survey is a comprehensive and multifaceted analysis. Its parts are closely interrelated. The survey results of one part touch on the analysis of another part and the data quality of one part influences the conclusion of the whole analysis; therefore, every part and every subject should be treated seriously. Data that should not be missing must be gathered.

Requirements for Filling out the Questionnaire

1. Use pen or ballpoint pen; handwriting should be legible and formal; and changes should not be made lightly or at will. Arabic numbers should be written in formal style and in the order of 0 1 2 3 4 5 6 7 8 9.
2. Numbers and codes should not be written outside the squares. The selected, standard codes should be filled in the corresponding squares. For those answers either in characters or in numbers, characters should be written on the designated lines and numbers should have ones, tens, hundreds, and thousands in the correct place. Fill in the empty squares on the left with "0." Make numbers either whole numbers or use decimals according to specific requirements. Do not omit the 0 after the decimal place. If income amounts to 59 yuan, for example, the correct written form is 059.0, not 59. or 59 . .
3. Unless otherwise indicated, the questionnaire should be filled out according to the following rules: For those questions that have no interview or no answer or logically need not to be asked, leave the answer space blank. If the answers to certain questions are in numbers and the number is 0, then enter 0; the same rule applies to all numbers.
4. To correct a mistake after the questionnaire is filled, first cross out the wrong characters or numbers using double horizontal lines, then write the correct characters of the number above the lines. Do not correct the original numbers. For example, to change 102 to 104, the correct method is to change all three digits, not just the wrong one.
5. In addition to specific names or numbers, some questions, such as name and address, must have corresponding codes in the squares.
6. If the page provided is insufficient, add new pages. Make sure the additional pages are stapled together with the questionnaire.
7. The questionnaire has many instructions. When asking questions in sequence, pay attention to specific instructions marked by *. Follow the instructions either to ask the next question or skip the next one or several questions. Do not leave any marks on questions that don't need to be asked, and don't miss any answers to questions that are required.
8. The alphabetic coding of questions is for the use of data entry staff. The codes may not be in alphabetic order. Interviewers need not worry about them.

INSTRUCTIONS FOR FILLING OUT QUESTIONNAIRES AND EXPLANATIONS ABOUT THE INDICATORS

I. Household Survey Questionnaire

Cover Page Requirement: First copy the T1-T5 codes used for the household in the 1991 survey to the T1-T5 squares of Household ID on the first line of the cover page, then write the same information in the T1-T5 squares for 1993. The 1993 codes for the household must be the same as those used in the 1989 and 1991 surveys. Write the number of current household members in T6; this number must be identical to the number of household members in Table 4.

Section 1. Household Member Roster, Part 1, 1991 Household Member Roster (Table 1)

Household member refers to members living together with pooled financial resources, theoretically in compliance with the family register. At present resident household structure is fairly complicated. Some registered members may not be household members, and vice versa. Therefore, pay attention to the following cases:

(1) Registered members who live in the household, and whose earnings and expenses are part of the household's earnings and expenditures, are household members.

(2) Nonregistered members who live in the household, including those holding a migration card, birth certificate, veteran's certificate, or prison discharge card, unplanned births, and newlyweds who are not registered but whose earnings and expenses are part of the household's income and expenses, are counted as household members.

(3) Members working out of town are treated as household members, regardless of whether they are registered or not, and whether they live in the household or not.

(4) Out-of-town boarding school students, nursery school children, and workers living in dormitories are all counted as household members if their earnings and expenses are part of the household's, regardless of whether they are registered or not.

(5) Those who are married and financially independent but still living in and eating with the household should also be counted as household members, and their earnings and expenses should be included with the household. However, if those married couples are independent to a great degree and it is difficult to decide their true earnings and expenses, they may be excluded from being household members. But the money they give to the household as their food expenses and family support and the money the household gives to them must be calculated in the corresponding income and expense columns. The interviewer must understand that identifying household members is critical to the study.

(6) Married couples should not be counted as household members if they are financially independent and don't eat with the household, even though they still live in the household for various reasons. Their living area should also be deducted.

(7) Nonregistered members who have lived in the household for a full year and are financially connected with the household, such as adopted children and relatives (whose earnings and expenses are part of the household's) should also be counted as household members.

(8) Registered members who live with relatives and whose earnings and expenses are pooled with those of the relatives should be excluded from household membership. However, if they are out temporarily, such as on a business trip or living with a relative for the time being, they should still be counted as household members and their income earned and expenses incurred while they are out should also be included.

(9) Registered members who haven't lived in the household for a full year for various reasons and who have no financial connections with the household should not be counted as household members (for example, a married daughter whose household registration has not yet been transferred).

The entire earnings and expenses of all household members should be calculated together.

The establishment of household membership is very important. It concerns the demographic-economic status of the household, therefore, it should be asked about repeatedly and verified before the survey to avoid missing or overstating the number of household members.

Tables 1 and 2 are used to track changes in household membership between 1991 and 1993, such as moving out or the addition of new members, to determine current household members.

Before the interview, copy onto lines AA1-AA3 in Table 1 the line numbers, names, genders, and dates of birth of all household members from the 1991 survey questionnaire for each household.

Line number in this survey represents a certain individual. Once the line number is established for an individual, it should never be omitted or mixed up; it should be used throughout the survey and cannot be changed. Each household member's name and line number must be the same as that used in 1989 and 1991.

For name, continue to use the 1989 and 1991 names. If a name has been changed, record in the table both the old and the current name, with the current name written below the old name, and enter 1 in Question 7. If the 1989 and 1991 name was a mistake, enter 0 in Question 7, and record the correct name in Question 8. Do not change Question 2.

For date of birth, in principle, use the Western calendar date. If the respondent remembers only the lunar calendar date, the interviewer should record it first, then translate it into the Western calendar date. The birth date for children under 7 is very important and must be recorded accurately. If the mother cannot remember clearly, consult the family register, immunization card, or birth records, etc.

Question 6: Check to see if members in the table were household members in 1991. Interviewers verify each member according to the household member definitions described above. If a person were not a household member in 1991, and doesn't qualify as a household member in 1991, then exclude the person from the survey.

Questions 7-12: Verify each member's name, gender, and date of birth.

Question 10: Select the appropriate code for the nationality listed below, then fill in the table. If the respondent's parents belong to two different nationalities and the respondent has not decided his/her nationality, then select either one of the parents' nationalities:

01 Han	06 Miao	11 Man	16 Hani
02 Mongolian	07 Yi	12 Dong	17 Hasake
03 Hui	08 Zhuang	13 Yao	18 Dai
04 Tibetan	09 Buyi	14 Bai	19 Li
05 Vaguer	10 Korean	15 Tujia	20 Other

Question 14: Decide whether listed household members are currently counted as household members and determine the changes in household members. If a person moves out and is not a household member according to household member definitions, then the person should not be listed in the household. If the person who moved out has established a new household in the same village or neighborhood, then continue to ask the questions in Table 3, and use another set of the Household Member Roster to ask each member of the new household all the questions beginning with Table 4.

Question 17: Use the Western calendar date as much as possible.

Question 19: Remind the respondent to recall if any household members were not covered by the 1991 survey in addition to the household members listed in Questions 1 and 2. In other words, were any members of the household missed in 1991 (especially unplanned births)?

Questions 20-25: Add the missed household members; their line numbers should be coded sequentially following the line number of the last household member in the 1991 survey; then ask their gender and birth dates.

Household Member Roster, Part II, New Household Member Roster (Table 2)

Table 2 is used to discover new household members since 1991. During the interview, ask the household head about new members since 1991 and their names, line numbers, nationalities, etc. Don't miss newborn babies and members who have married since 1991 who are not registered in the household. Their line numbers start with 31, 32, and continue on. Reasons for new members can be birth, marriage, and other (such as migration, adoption, armed forces veteran). If there are no new members, skip this table.

Household Member Roster, Part III, New Households of 1989 and after (Table 3)

This table is for members of new households, who belonged to any of the households investigated in 1989 and 1991, and who left the household in 1989 and after for various reasons. The codes for the new households are as follows; T₁-T₄ remains the same as the investigated households, T₅ begins with 31. All members of the new households should be questioned if any one member was an interviewee in the 1989 and 1991 surveys.

Question 3: Verify whether or not the members of the new households were interviewees in the 1989 and 1991 surveys.

Questions 4-5: If the interviewee was a member of the household investigated in 1989 and 1991, then search for and verify the household ID and line number of the individual.

Questions 6-7: Ask all members of the new household their gender, date of birth, and nationality.

Household Member Roster, Part IV, 1993 Household Member Roster (Table 4)

Table 4 is used to record 1993 household members and their general information.

Questions 1-2: The 1993 household roster is the sum of new household members in Table 2, excluding those who moved out and those who were counted as household members by mistake. Copy into the columns the line number and name of every member from Tables 1 and 2. All these members should be listed in every aspect of this year's survey. In rural sites, first, get a list of household members from the village committee, paying special attention to those members who were not included in the first survey, such as unplanned children. For each new household, copy into the new table the line number and name of every member from Table 3, then ask each member Questions 3-21 respectively.

Question 3: First, establish the head of household. Head of household is the person recognized by all household members who plays a decisive role in household affairs, and under most circumstances, is the chief economic provider for the household. If it is difficult to decide on the household head, then go by the family register. Once the household head is known, establish the relationship between the head of household and other household members.

Codes for Relationship with Household Head

- 00 household head
- 01 spouse
- 02 father/mother (including step- and foster father/mother)
- 03 daughter/son (including adopted daughter/son)
- 04 sibling (brother/sister)
- 05 grandson/granddaughter (including grandchildren-in-law)
- 06 father-in-law/mother-in-law
- 07 daughter-in-law/son-in-law
- 08 other relatives
- 09 maid
- 10 other nonrelatives

Question 4: To live here refers to whether or not the individual is a member of the household.

Questions 5-8: Father includes natural father, foster father, and stepfather. Mother includes natural mother, foster mother, and stepmother. If the interviewee has two fathers or mothers, question the father and mother who live with the individual.

Questions 6-9: There is no need to record names. Line numbers are sufficient.

Question 10: Last week refers to the full week, Monday through Sunday, starting before the interview. Not living at home means not sleeping at home at night, including absence because of working the night shift, being on duty, etc. Otherwise, enter 0.

Question 11: Last year refers to 12 months in 1992. This concept applies wherever last year is used.

Thirty days are counted as a full month, and 25 days and more are also counted as a full month, but fewer than 25 days is not counted as a month.

Question 12: Marital status is decided according to legal documents. However, in some areas, couples who are not legally registered, but are openly recognized by the public, should be counted as married. Married refers to married couples who have a normal marital relationship and live together.

Separated refers to couples still legally married, but not living together because of a bad relationship. Not living together because one party works out of town or is on a trip does not belong in this category.

Divorced refers to these couples who have a legal document of divorce.

Questions 13-14: Similar to Questions 4 and 6.

Question 16: Regular schools refers to full-time schools accredited by national educational services that have permanent teaching staffs and school addresses, excluding "five colleges/schools."

[Translator's note: This refers to five types of colleges/schools for adults--spare-time college, night school, college for elderly people, etc.]

Years of schooling is calculated on a half-year basis. For example, if one person finished a half year in second grade in middle school, he/she is considered to have finished second grade in middle school, if less than a half year, then he/she is considered only to have finished first grade in middle school.

Entering vocational school after finishing middle school belongs in the high school category. [High school is not an option on the table.]

Entering vocational school after high school belongs in the vocational school category. If the vocational school is more than 2 years, then enter it in the highest category.

Three-year college is entered with regular college/university. [Translator's note: Three-year college refers to a college for special studies.] For instance, second year in three-year-college is categorized as second year in regular college.

Question 18: Highest educational level refers to the highest, state-recognized degree a person receives upon graduation, including "the five colleges/schools" degree. For example, if a person is in primary school, his/her highest educational level is 0. If a person is in high school, his/her highest educational level is middle school. Vocational school is grouped with category 4.

Question 19: In school refers to full-time, regular school students. Self-education studies, night schools, and spare-time schools, etc. are not included; enter 0.

Question 20: Official cadre refers to regular, state-employed, professional administrative personnel who have management positions, including (1) employees of state administrative organizations at different levels, and of the work units for party, youth, women, and union work; (2) also including full-time cadres for party, administration, union, and youth work at different enterprises, but excluding general technical administrative personnel. In rural areas, management personnel below township level are not classified as administrative cadres. However, the administrative officials, government secretary, staff members, party committee leaders, secretary, and staff members who serve in township offices should be classified as administrative cadres.

Question 21: Village cadre refers to the head of the village, chairman of village committee, chair of village women's affairs, party secretary, and committee members of all kinds.

Section 2. Occupation of Household Members (Table 5)

This table records the occupational status of household members who are 16 or older, and includes questions on such issues as whether or not a person has an occupation, what occupation, occupation type, etc.

Job and *occupation* are general terms for a person's engagement in certain activities, including regular workers, contract workers, and temporary workers in state and collective enterprises and three-source invested enterprises. It also includes those employed by individual private businesses, and the self-employed in various kinds of household sideline productions, small retail businesses, handicrafts, etc. These can be paid or unpaid occupations.

Note: Farmers engaging in agricultural labor and soldiers are considered as having a job, but students' vacation work and housewives' house work are not considered as being jobs.

First, copy from Table 4 the name and line number of members who are 16 and older into the first two columns, then ask the questions about these members. If certain members in the household are under 16, but already have a job, include them in the survey.

Question 3: For job definition, see instructions above. Also, see Question 7 for reference. Presently refers to the short period of time before and after the interview.

Question 5: Before refers to a person's lifetime before now.

Question 7: This clarifies that the classification of occupations is not by profession, but by the nature and characteristics of the occupation and its position. Therefore, interviewers should classify various occupations encountered during the interview according to this principle.

Codes for Occupations

- 01 senior technical worker (senior intellectual)
- 02 regular technical worker (mid-level intellectual)
- 03 administrator (administrative division head and above, factory director, manager, and village administrator)
- 04 regular white-color worker (secretary, clerk, and government clerk)
- 05 farmer, fisherman, hunter, etc.
- 06 skilled worker
- 07 nonskilled worker, regular worker
- 08 military officer, police officer
- 09 soldier, policeman
- 10 driver
- 11 attendant (excluding manager and administrative employee)
- 12 athlete and actor
- 13 other
- 14 unknown

Primary occupation is one's principal occupation, the job at which a person spends most of the time every day. If people have several occupations, and it is difficult to distinguish them in terms of time, then the occupation that generates the highest income is the primary occupation.

Notes: (1) For farmers who are employed by township enterprises and who spend only a small amount of time in agricultural labor, their occupation at the township enterprises should be entered as the primary occupation and farming as the second occupation.

(2) If workers work mainly in offices rather than in a workshop, they should be classified as 04.

Question 8: Position refers to category of work. See coding contents for reference.

Entrepreneur is a general term for people engaging in certain occupations. For example, farmers and self-employed individuals with hired laborers are classified as 1; farmers and self-employed individuals without hired laborers are classified as 2; employees of state enterprises and institutes are classified as 3; soldiers and police are classified as 3; domestic helpers working at other households are classified as 4.

Question 9: Administrative organizations are classified as 1; household contracts are classified as 4; household businesses and self-employed enterprises are classified as 5; armed forces and police are classified as 6.

Joint ventures refers to joint ventures with foreign investments. Collective capital and joint ventures with other domestic enterprises don't belong to this category.

Question 10: Work unit employee refers to payroll employees of a completely staffed administrative unit. For example, if a large factory has many branch factories, record the number of employees of the

branch factory; if a science academy has many institutes, record the number of employees of the institute. Record -999 for armed forces, individual farmers, and individual private business owners.

Question 11: Second job is another income-generating job besides the primary occupation, and includes running a small business in one's spare time, transporting others, spare-time consulting, a second teaching job, moonlighting by performing artists, household sideline production, etc.

Questions 12-15: See Questions 7-10 for reference.

Section 3. Income from Wages (Table 6)

Table 6 is used to record the work time and salaries of those members who have a salaried income.

Questions 1-2: Write in these columns the line number and name of the household members who have a regular salaried income (either from a primary or second occupation). If a member has two salaried occupations, write them in two rows.

Note: Income from sideline productions, small businesses, and small handicrafts is not recorded in this table. Record it in Table 11.

Income of those who are employed by private or collective enterprises and paid on a regular basis, and of those who are engaged in agriculture, animal husbandry, and fishing and are paid on a regular basis is recorded in this table.

Question 4: How many months: An individual is treated as having done this job for a month if he did the job on any days during the month.

Question 5: How many days a week on average in the months that the person worked. For example, if the person worked only for three months last year, the number of days worked per week should be averaged throughout the three months during which the person worked. It is not a 12-month average.

Question 7: The cumulative total hours worked in the week before the interview. If the person didn't work in that week for any reason or had quit the job, etc., record 0.

Section 4. Home Gardening and Income (Table 7)

This table is designed to record the time the household spent on home gardening activities and their income from and expenditure for home gardening. (In most urban cities this table is not needed.)

Vegetable garden and orchard includes large plots of land the household contracted and small, private plots and yard gardens the household owns to grow vegetables, fruits, and trees.

Note: Do not leave out any plants.

Question 1: Did the household do any home gardening in 1992? If there is gardening at the time of interview but not last year, write "no"; if there is no gardening at the time of interview but there was gardening last year, write "yes."

Question 2: A household specialized in vegetable gardening or an orchard refers to a household that produces a large quantity of vegetables or fruits, and which relies on vegetables and fruits as its primary income.

Questions 3-4: List in the column the line numbers and names of the household members who have engaged in vegetable gardening and orchard tending.

Questions 5-8: See Question 4-7 in Table 6 for reference.

Example: A certain household spent 4 months growing vegetables last year, and in those 4 months averaged 3 days a week, 1 hour a day working in the vegetable field. But at present, the household is not growing vegetables, so last week's working time is 0. Fill in 04, 03, 01 in questions 5-7 respectively. Question 8 is 0.

Question 11: Instead of buying from a market, a household eats home-grown fruits and vegetables. What is the cash value of such consumption? Estimate the cash value according to market prices.

Question 12: Refers to the investment cost on the vegetable garden and orchard including expenses for seeds, fertilizer, pesticides, farming tools, and hiring labor, but excluding large farm machines and

tools.

Section 5. Home Farms and Collective Farming Activities and Income (Table 8)

This table is used to record the time the household spent on agricultural activities, and the investment cost of agriculture, excluding the vegetable gardens and orchards mentioned in the previous table. In most urban cities, this table is not needed.

Collective farming refers to a cooperative farm run collectively by several households or individuals who assume sole responsibilities for the profits or losses of the farm and practice collective accounting; for example, several households/individuals collectively contract to grow certain agricultural or industrial crops, etc. In some places where the land has not been allocated to individual households, agriculture is practiced in the form of collective farming.

Household farm refers to the land, forests, etc. contracted by a household or an individual; the household is the accounting unit.

Question 1: If someone is engaged in agricultural labor, but is paid a wage (for instance, working on a state-run farm or being employed by another individual), add this person to Table 6 and record his/her information accordingly.

Question 2: The difference between this question and question 1 is that question 1 refers to people who have a wage, while this question refers to people who have no wage income, only produce or income after the produce is sold. Generally, household farms and farming collectives in rural areas all come under this question.

Questions 3-4: This question refers only to agricultural workers who don't have a wage income. Those who have a wage income are recorded in Table 6.

Questions 5-8: Same as Questions 5-8 in Table 7.

Question 9: If the answer is "farming collective," ask Questions 10-13.

If the answer is "household contracted," ask Questions 14-28.

If the answer is both, ask Questions 10-28.

Question 10: Refers to miscellaneous cash income from collective farms including bonuses, dividends, welfare benefits, etc., during festivals and throughout the year on an irregular basis.

Question 12: Refers to the miscellaneous income in kind from collective farms including food, consumer durables, produce grown on the farm, etc., during festivals and throughout the year on an irregular basis.

Question 13: Convert the income in kind to a cash value using local free market prices.

Question 14: Refers to the person who has the final say in household agricultural production in terms of growing and selling. There can be more than one responsible person, not necessarily the household head.

Question 15: Refers to whether the household's contract for farming covered the full year of 1992.

Question 16: If the answer is less than a full year, then ask for how many months it contracted.

Question 17: Refers to households whose primary income is from a large quantity of agricultural production.

Question 19: Refers to the most recent time the land was redistributed.

Question 20: If the household spent the whole year on farming, then ask about the actual crops grown last year.

If last year's farming was not a full year, but from last year to this year it has been a full year, then ask about the actual crops grown during that period of time.

If from last year to this year farming has not occupied a full year, then ask about the actual crops grown during that period of time.

Choose four major crops. If there is only one crop, fill in that crop.

Question 23: Convert all measurement units into kilograms.

Questions 24-27: Use free market prices at the time when the grains were sold and at the place

where the grains were sold, not prices at the time of interview.

Question 28: The household's actual yearly investment cost for agriculture, excluding large farming machines and tools valued at 500 yuan and more.

Section 6. Raising Livestock/Poultry and Income (Table 9)

This table is used to record household animal husbandry activity (excluding in- or on-the-water cultivation) and its income. Most urban residents don't need to fill this out.

Livestock and poultry includes pigs, cattle, sheep, horses, mules, rabbits, chickens, ducks, geese, etc.; also includes raising silkworms, honey bees, etc. Country-raised dogs should be included if they are for trade; they should not be included if they are for recreational or watch-dog purposes.

The structure of this section is similar to Section 3, which may be consulted for reference.

Question 1: If someone is engaged in animal husbandry, but is paid a wage (for instance, working on an livestock farm run by the state, a collective, or joint capital, or being employed by an other individual), add this person to Table 5 and record his/her information accordingly.

Question 2: The difference between this question and Question 1 is that Question 1 concerns those who have a regular cash income, while this question concerns those who don't have a regular cash income. Generally, household and village collective livestock and poultry come under this question.

Note: Do not omit a small quantity of household livestock and poultry.

Collective and household livestock farms are defined as they are above. Collective includes state, collective, and joint venture with foreign investment; it also includes farms run jointly by several households. Household livestock refers only to household livestock farms or household contracted livestock farms.

Questions 3-4: Fill in the line numbers and names of the livestock farm workers who don't have wage incomes.

Questions 5-8: Same as Questions 5-8 in Table 7.

Question 9: If the person works on a collective livestock farm, ask Questions 10-13.

If the person works on a household livestock farm, ask Questions 14-29.

If the person works on both, ask Questions 10-29.

Question 10: Refers to various cash income from the collective livestock farm including bonuses, dividends, welfare benefits, etc., on festivals and throughout the year on an irregular basis.

Question 12: Refers to various income in kind from collective farms including food, livestock, and poultry, etc., on festivals and throughout the year on an irregular basis.

Question 13: Calculate the cash value of the livestock and poultry products according to local market prices.

Question 14: The person who is mainly engaged in household animal husbandry and has the final say in terms of what to raise or in selling. There can be more than one responsible person, not necessarily head of the household. If there are different responsible persons for different kinds of livestock and poultry, choose the major ones.

Question 15: Refers to whether the household raised livestock or poultry in 1992.

Question 16: If the answer is less than a full year, then ask for how many months it raised livestock or poultry.

Question 17: Specialized livestock or poultry household refers to a household whose primary income is from livestock and poultry.

Question 18: If animal husbandry were practiced all of last year, ask about the kinds of livestock and poultry raised last year. Record the four major kinds.

Question 19 is for livestock and poultry codes, and Question 20 is for livestock and poultry names. The household should be considered as having a certain animal even if it is owned jointly by several households.

Question 21: Refers to the household's investment cost last year for raising livestock and poultry,

excluding enclosures or fences, etc. If the livestock farm is run jointly by several households, then calculate the household's own share of investment cost.

Question 22: Home-grown animal feed includes grains grown on the household's own land, items collected from the fields, and left-over food.

Question 23: Use free market prices to calculate the cash value of home-grown animal feed consumed by livestock and poultry.

Question 26: Household consumption includes eggs, pork, etc.

Question 28: Given away to other people--relatives and friends free of charge, and to other people as gifts.

Section 7. Collective and Household Fishing and Income (Table 10)

This table is used to record household fishing activity, income, and expenditures. Most urban residents don't need to fill out this table.

Collective fishery refers to collective fishing ponds, fishing grounds, or collective fishing in the sea. Household fishing refers to household-owned or contracted fishing ponds, fishing grounds, or fishing in the sea. This table also includes fresh water or seawater cultivation of other aquatic products.

Questions 1-2: See Questions 1-2 in Section 5 and Questions 1-2 in Section 6 for reference.

Question 9: If the answer is "collective fishery," ask Questions 10-13.

If the answer is "household fishing," ask Questions 14-22.

If the answer is both, ask Questions 10-22.

Questions 10-16: See Questions 10-16 in Section 5 and Questions 10-16 in Section 6 for reference.

Question 17: Estimate the actual total income, regardless of whether the fishing is for a full year or less.

Questions 18-21: See Questions 26-29 in Section 6 for reference.

Question 22: Does not include fishing boats, large fishing equipment, etc.

Section 8. Small Handicraft and Commercial Household Business and Income (Table 11)

This table is used to record information on household sideline productions, small handicrafts, small commercial businesses, etc., their income and expenditures. Households engaged in these activities are on the rise. Therefore, interviewers should be sure not to omit anyone.

Question 1: Refers mainly to small handicrafts, and small commercial businesses owned by a household or an individual, i.e., self-employed entities, including carpentry, shoe repairing, tailoring, housekeeping, hairdressing, and electrical appliances repair, restaurants, vendor's stands, stores, private clinics, etc., but excluding people who work in a small handicraft or small commercial business run by the state, a collective, or another individual.

For small handicrafts and small commercial businesses run jointly by several households, the circumstances are fairly complicated. Interviewers should decide on a case-by-case basis. If the involved personnel are paid a monthly salary, interviewers can record them in Table 6, but not here.

Questions 2-3: If a household is engaged in more than three different small handicraft and commercial businesses, record the three that generate the highest income.

Question 4: Revenue refers to gross income.

Question 5: Expenses includes cost of raw materials, miscellaneous expenses, employees' salaries, rent, taxes, insurance, administrative overhead, transportation, etc.

Questions 8-11: If an individual is engaged in several different commercial businesses, break down the time for each commercial activity. If more than three members in a household are engaged in the same type of commercial business, then record the three major members.

Section 9. Welfare Subsidies/Ration Coupons (Table 12)

This table is to record the various welfare benefits and subsidies provided to the household by the state and the collective. The household and individuals are recorded separately.

Questions 1-10: For individuals. Respondents are all members who receive the various welfare benefits and subsidies.

Questions 3-8: All the subsidies listed refer to cash an individual gets from the state or work unit.

Health subsidies refer to those an individual receives for working in high temperatures or at high altitude and for exposure to toxic and harmful substances.

Time refers only to last month. If a subsidy is provided any other time, but not last month, record "no"; write 0.

If "no" for any item, write 0.

Question 9: Refers to regular monthly bonus, holiday bonus, dividend bonus, bonus for increase in production, and any other bonuses from the work unit in 1992.

Questions 11-24: Are for the entire household.

Question 13: Refers to dated or undated food coupons provided to urban residents by the state or collective, with which residents can buy, or can buy at a lower price, the listed food.

Food coupons provided to rural residents by the state because of migration when their land was enlisted for use, or because of natural disasters, or any other reasons should also be included.

Coupons that are not used should also be included.

Note: If food coupons for the whole year were given all at once, record the average in 12 months. If food coupons for certain months were given at one time, record specific months. If food coupons for the same month were given at several times, record 1 month. If coupons for certain kinds of food were not given, record 0.

If coupons are not received on a monthly basis, find out the total, divide by 12, and record the monthly average.

The ratios of rice, wheat flour, and other food grains vary in different areas; therefore, they should be calculated separately.

Question 15: Last month refers to the month before the present household interviewing day. If the coupons are given semiannually or yearly, then record the monthly average.

Questions 17-24: Record "yes" if the household has the subsidies, or a certain member gets the subsidies for the use of the entire household.

Subsidy: Cash subsidies in the form of lower prices or free of charge, but excluding the state's hidden subsidy for everybody.

If coal, gas, or electricity is provided free or at a reduced price, then estimate the subsidy value according to the market price, but lower than the market price. If bought at a lower price, estimate the savings according to market price.

Section 10. Income from Other Sources (Table 13)

This table is used to record the household's income from sources other than those mentioned in the previous sections. Ask about all members. If income from the other sources (e.g., a pension) belongs to different members, then record the total amount.

Direct the questions to the household head or to the household members who know the household situation. All income refers to gross income.

Question 1: Refers to the cash income of the household or household members from renting out their own property such as a house, farm vehicles and equipment, etc., but not income from land rentals.

Question 2: Refers to the cash income from providing lodging or boarding, food service, etc. to other people using either one's own house or someone else's house.

Question 5: Here "family members" refers to family members who are not included in the interview (such as children, parents, siblings, etc., whose incomes are separate from the household).

Question 6: Other income: total cash income of the household from sources other than those

mentioned above.

Question 7: Refers to income in kind.

Question 9: Mainly in rural areas; welfare benefits or dividends provided to each household by the township enterprise.

Section 11. Time Allocation for Home Activities (Table 14)

This table is used to record members engaged in household work and the time they spent.

Questions 1-14: Are for individual respondents.

Questions 15-16: Are for household members over age 16 years.

Questions 17-28: Are for the household.

Questions 1-2: Write in the columns the line number and name of household members who are 6 and older. Rows 77, 88, and 99 are three newly added categories. If people who do household work belong in these categories, and they are not household members, then record them in these categories.

Question 3: *Food* is a general term encompassing staples, vegetables, and other edible items used in daily life. If the person didn't buy any food in that week, write "no"; if the person bought any food, write "yes."

Question 4: Time spent: total time spent solely on shopping, including round trip time and waiting time. If shopping was done on the way to or from work, don't enter a specific time; record 999.

Question 5: Specify if time in Question 4 was recorded by the day or by the week, depending on the specific shopper's circumstances.

The same is true for the following.

Question 6: Includes preparation and actual cooking. Time for cooking should also be included even if cooking is done while doing other things.

Question 9: Includes doing and ironing one's own and other's laundry.

Question 12: Take care of refers to feeding, dressing, bathing, watching a child/children, etc. If people who did the work belong to categories 77, 88, 99, then go to the next table.

Questions 15 and 16 ask whether any household member over age 20 has helped another family care for their child/children. If the answer is "yes," ask how much time was spent during the last week.

Question 19: People outside home: Nonhousehold members who are not included in the interview such as relatives, neighbors, nannies, child care workers, etc. The place where the child/children was/were taken care of can be at home or outside the home, and the time can be a full week, a certain day, or a few hours in a certain day. For example, if a son lives separately from the household, taking care of his child/children is also counted as children of another family.

Question 20: Use one line for each child, and only mark that line. One child might be taken care of in several different places in a week; enter 1 for all places the respondent mentions.

Questions 21-22: Under normal circumstances.

Question 23: Refers to the situation in the week before the interview; time should be the cumulative total of the week. If the child/children was/were not taken care of by people from outside home, enter 0.

Question 24: Here money spent refers to child care fees and all other fees paid to caregivers from outside the home or child care facilities. Convert to cash value if fee is in kind; don't include food and clothing consumed by the child/children, but include fees for the child's/children's toys and education.

Question 26: Subsidy: Refers to child care fee provided, regularly or irregularly, for children by the state, work unit, or welfare fund. It should also be considered a subsidy if child care is provided free of charge or on favorable terms, even though no cash is given directly to the individual. Convert the cost to cash value if possible.

Section 12. Drinking Water, Environmental Sanitation, and Household Assets, Part 1 (Table 15)

Questions in this table are for the entire household. All household assets, whether they belong to the household or to certain members, should be included.

Question 1: Piped water: any water supply through pipes, regardless of what the water sources are and whether the water is treated.

Well water: includes pressure well, open well, etc.

Other place: getting water from outside the yard, including outside yard piped water, well water, river water, etc.

Question 2: Refers to round trip time.

Question 3: Water from a running water source is classified as category 3.

Water from standing water sources such as a pond or reservoir is classified as category 6.

Question 6: To be decided by the interviewer according to his/her general impression. Excrement and urine is from humans and animals.

Question 8: Harvested wheat stalks, corn stalks, etc. belong to category 6.

Question 9: State housing includes houses obtained from government housing offices or other departments, where rent is required. Work unit housing is allocated by the work unit, with rent required. Own housing is built or bought with one's own capital, and owned by the individual. Free housing includes living in houses that belong to relatives, friends, the work unit, and various kinds of welfare housing; no rent is required.

Question 10: Record all that require rent (categories 1, 2, 3).

Question 11: When estimating rent, consider such factors as the quality of the house, facilities available, floor area, age of the house, location, the local real estate market, etc.

Question 12: Refers to whether the interviewee had moved into a new apartment/house or remodeled his house between 1991 and 1992.

Question 17: Usable floor area: Includes bedroom, living room, kitchen, bathroom, storage room, etc.; doesn't include balcony and workroom.

Question 18: Number of rooms: include all rooms except bathroom and toilet, disregarding size and condition.

Question 19: Consider such factors as the quality of the house, floor area, age of the house, and the local real estate market; ignore the cost of the house when it was built; exclude inside furnishings.

Question 20-24: Ask about all the transportation means owned by the household.

Question 21: Motorcycle includes motor tricycle.

Question 22: Tricycle includes motor tricycle and pedal tricycle.

Automobile: Includes passenger and cargo vehicles of all sizes.

Question 23: Total of household members. (The following is the same.)

Question 24: Estimate the current value, not the price when vehicle was bought. (The following is the same.)

Question 25-29: Ask about all household farm machinery, tools, and draft animals.

Question 26: Refers to ones owned by the household, excluding long-term lease and contract use. Draft animal cart and rubber-wheel cart refers only to the cart, not the animals that pull the cart. Draft animals refer to horses, donkeys, oxen, etc., used for pulling carts. Irrigation equipment includes machines, pipes, etc.

Question 28: Exclude items that are rented. Record only the ones owned by the household.

Question 29: Refers to current value, not the purchase price.

Questions 30-33: Ask about the present household livestock and poultry.

Question 33: Refers to the cash value of the household's livestock and poultry at their present size. Prices used to decide the cash value depend on the buyers to whom local households usually sell; if usually to the state, use the state purchasing prices; if usually to customers at free market, then use the free market prices.

Questions 34-37: Ask about all the fishing equipment owned by the household.

Questions 38-42: Ask about all the equipment the household possesses for commercial business.

Question 40: All the equipment is considered "yes" only if it is used in a business to generate money; if only for household use, enter "no."

Question 42: Same as Question 29.

Questions 43-47: Ask about all the household furniture.

Question 46: Furniture is recorded by piece, not by set. For instance, a combination set should be recorded by the number of pieces. For pieces of furniture of different size and years of use, interviewers decide according to specific household circumstances.

Question 47: Estimate the value of furniture according to its age.

Question 48-55: Ask about all household electrical appliances.

Question 50: Radios with recording function; radios, regardless of size. Big wall clock includes wall clock and table clock, either quartz or mechanical. Metal stove includes fairly advanced gas stove, electric stove, etc.; exclude cement stove, etc.

Question 53: Who decides: refers to person who had the final say, not the person who proposed buying the item. Refers to last year's purchase decisions only; purchases made before 1992 are not included.

Question 54: Includes prizes, gifts from friends and relatives, wedding dowry, and regular gifts from work unit.

Question 55: Estimate the value of all the electrical appliances purchased last year and before according to their present condition.

Question 56: Note the difference between this question and Question 58. This question asks about the money spent for other people's weddings, whereas Question 58 asks about money spent on the wedding of a household member such as expenses for premarital checkup, gifts, etc.

Question 60: Includes money spent on funerals either for a household member or a nonhousehold member, and money spent for the illness either of a household member or a nonmember.

Question 62-63: Refers to money or the money spent on purchasing gifts for *nonhousehold* members in the past 30 days including (1) father/mother of the household head or his/her spouse; (2) son/daughter of the household head or his/her spouse (3) grandfather/mother of the household head or his/her spouse; (4) grandchildren of the household head or his/her spouse.

Section 13. Medical and Health Service, Part 1, Medical Insurance (Table 16)

This table is used to record household member's payment methods for their medical expenses. If last year's situation is different from that of this year, use the situation in 1992.

Questions 1-2: Ask about all household members.

Question 3: According to the respondent's every day feeling and impressions; no objective standard.

Question 4: Write "no" if a person has to pay all expenses personally for every doctor visit. Write "yes" if a person gets partial or complete reimbursement for medical expenses for outpatient visits, inpatient visits, etc. Health insurance is a broad concept; see contents of Question 5 for reference.

Question 5: Public insurance: medical expense payment method for employees of state administrative organizations and institutes and their dependents, through which medical expenses, except registration fees and fees for special tonics, are paid partially or completely by the state. At present this kind of insurance is complicated and has many different forms. Some work units reimburse their employees; others pay their employees a monthly amount for medical expenses; and still others decide reimbursement percentages according to individual employee's years of service. Those insurance programs that have been reformed, but still retain public insurance characteristics, should also be recorded as public insurance.

Worker insurance is a medical expense payment method for employees of state and certain collective enterprises, through which medical expenses, except registration fees and special nourishment costs, are paid partially or completely by the enterprises. At present, many working units are reforming their worker insurance in several ways like public insurance. But this coverage still

belongs in the worker insurance category.

Dependents' insurance is a medical expense payment method for dependents (parents, children, etc.) of employees covered by public insurance and worker insurance plans, through which medical expenses are reimbursed partially or completely by the unit where the employee works. Partial co-payment is required. This is also known as semi worker insurance.

Cooperative medical insurance is a medical expense payment method used in rural areas. Participants pay a certain annual premium, and when they see doctors, their medical expenses, except registration fees and fees for special tonics, are paid partially or completely by the cooperative insurance. Soon after the Cultural Revolution this kind of insurance was disintegrated for some time, but currently it is on the rise again.

Working unit insurance is a medical expense payment method used in urban areas similar to cooperative insurance in rural areas. Participants (usually dependents of employees, such as children who are not yet of age) pay a certain premium in advance to the insurance organization, and for every medical visit, they pay only part of the expenses or no expenses at all.

MCH health insurance is a medical expense payment method specifically for women and children. They pay a certain annual premium, and when they visit doctors for illness or physical examination, services are free of charge or at a lower fee. The policy can cover all diseases or certain kinds of diseases only.

Planned immunization insurance is for children; in return for a lump sum premium or a certain annual premium, they get free immunization. In some places the premium is paid when a couple marries; in other places the premium is paid when a child is born. If the insured children suffer from the diseases for which they have been immunized, then the insurance organization should be responsible for compensation.

Other is all medical expense payment methods other than the ones mentioned above.

Question 6: Refers to individuals' premiums (co-payment) required in such insurance plans as dependents' insurance, cooperative insurance, work unit insurance, MCH health insurance, and planned immunization insurance. Write 0000 if the person has public insurance or worker insurance.

Question 7: Is designed to cover the medical expense payment methods commonly seen in China at present. Select only one of the choices in accordance with the specific situation of the interviewee. Record "other" if none of the choices is suitable.

Questions 8-9: Correspond to choice 1 in Question 7.

Questions 10-11: Correspond to choice 2 in Question 7.

Questions 12-13: Correspond to choice 3 in Question 7.

Question 14: Corresponds to choice 4 in Question 7.

Section 13. Medical and Health Services, Part 2 (Table 17)

This table is designed to record household member's use of health facilities.

The focus is on local demographics and the spread of health facilities, what facilities patients usually visit, or what facilities people will most likely visit if they are sick, even though they are not sick now. Note: Members who have health insurance may be limited to certain kinds of hospitals, and under normal circumstances patients who are not covered by health insurance cannot go to each and every hospital either. Therefore, choose the clinic or hospital the respondents have visited or will most likely visit.

Question 1: Code refers to the codes for health facilities. Make a code by yourself.

Question 2: Record name of health facility.

Question 3:

Codes for Health Facilities

- 01 village clinic
- 02 township hospital
- 03 county hospital
- 04 neighborhood clinic
- 05 street (neighborhood) hospital
- 06 work unit clinic
- 07 work unit hospital
- 08 district hospital
- 09 city hospital
- 10 army hospital
- 11 university affiliated, provincial, or specialty hospital
- 12 pharmacy
- 13 MCH clinic
- 14 private clinic
- 15 private hospital
- 16 family planning mobile team
- 17 township family planning guidance station
- 18 county family planning guidance station
- 19 other
- 9 unknown

Question 6: Time used for single trip from the place where people usually depart.

Question 8: Refers to the time beginning with waiting in line for registration after entering the facility to the practitioner's starting the diagnosis.

Question 11: Common cold or flu with ordinary symptoms.

Section 13. Health and Medical Services, Part 3 (Table 18)

This table is designed to record the health conditions of every household member.

Questions 1-2: Target every household member.

Question 3: Refers to the sickness or injury experienced within the four weeks before the interview, including chronic diseases that existed for a long time and are still not cured.

Question 4: Each member can write up to a maximum of three symptoms according to how the individual feels physically (such as headache) or clinical symptoms (such a fever and skin rash). Write from right to left, starting with the most important one, and work to the left.

Codes for Symptoms

- 01 bone fracture or muscular injury
- 02 skin rash
- 03 burn
- 04 fever
- 05 headache
- 06 diarrhea
- 07 stomach ache
- 08 cough
- 09 dizziness and sudden collapse
- 10 heart pain
- 11 joint pain, muscular pain, and stiffness
- 12 anxiety, oversensitiveness, or sleeplessness

- 13 sore throat
- 14 exhaustion and lack of energy
- 15 bleeding for unknown reason
- 16 losing weight for unknown reason
- 17 eye and ear pain or infection
- 18 difficulty in urinating and defecating
- 19 bad memory
- 20 gum, tooth, and lip infections
- 21 other
- 9 unknown

Question 5: Record according to the individual's answer about disease and injury symptoms; interviewers should not make any assumptions. Don't treat different symptoms as different levels.

Question 6: Activities include work, daily life (such as getting up, walking, doing things). The individual's condition does not have to be so severe that he or she could not get up. To the degree that daily life, getting up, and work are affected by the condition, record the number of affected days. The number of days refer to the last 4 weeks--no more than 28 days.

Question 7: Ask about the measures the interviewee has taken since the appearance of the discomfort. This includes self-medication (self-purchase of medicines).

Question 8: Categorize the diseases according to the symptoms. If there is more than one body-system involved in the disease, choose a major symptom that lasted a long time and had a great influence.

Codes for Diseases

- 00 no diagnosis
- 01 infectious/parasitic disease
- 02 heart disease
- 03 tumor
- 04 respiratory disease
- 05 injury
- 06 alcohol poisoning
- 07 endocrine disorder
- 08 hematological disease
- 09 mental/psychiatric disorder
- 10 mental retardation
- 11 neurological disorder
- 12 eye/ear/nose/throat/teeth disease
- 13 digestive diseases
- 14 urinary disease
- 15 sexual dysfunctions
- 16 obstetrical/gynecological disease
- 17 neonatal disease
- 18 dermatological disease
- 19 muscular/rheumatological disease
- 20 genetic disease
- 21 old age/mid-life syndrome
- 22 other
- 9 unknown

Question 9: Refers to the extra costs of buying medicine at other places, or sending for a doctor, or seeing a doctor, and thank-you gifts, even though the patient didn't go to a hospital.

Question 10: Hospital name here should be one of those already listed in the codes in Question 17. If it is not, then add it to the list and ask questions about it accordingly.

Question 12: The time frame is within four weeks. If the patient was hospitalized four weeks ago and stayed through the period and is still in the hospital now, then write 30. However, if the patient had already been hospitalized for 10 days four weeks ago, and hospitalized for 15 days within the four weeks, then write 15 days.

Question 15: Other health facilities besides those already mentioned in Question 10.

Questions 16-20: Instructions are the same as those for questions in Questions 10-14.

Question 21: Refers to the extra costs of buying medicine at other places, or sending for a doctor, or seeing a doctor at a clinic and hospital, or other places and thank-you gifts.

Question 22: Use the doctor's diagnosis; otherwise put no diagnosis or unknown. If this is a multiple body-system disease, choose a major symptom that lasted a long time and had a great influence. Refer to the Codes for Diseases in Question 8 for appropriate code.

Section 13. Health and Medical Services, Part 4 (Table 19)

This table is designed to record children's planned immunizations and the prevention and health care of all household members. Ask all questions about children who are 12 and younger; ask Questions 8-12 about children who are older than 12. Health care service in this table refers exclusively to all kinds of physical examinations, screening, etc.

Questions 3-7: Are designed to find out the children's planned immunizations. If the parents cannot remember clearly, check the vaccination card, or ask the preventive health care workers.

Question 3: Past 12 months refer to 1992. If parents really cannot remember clearly, then record the recent 12 months.

Question 4: Refers to whether the immunization is paid by planned immunization insurance, dependents' insurance, etc.

Question 7: Write four kinds from right to left. If that is not enough, then record 9.

Question 8: Refers to physical examinations and screening organized by the state, work unit, trade, or certain welfare organizations; does not include an individual's physical examination at the doctor's office and children's immunization shots.

Question 10: Instructions are the same as those for Question 10 in Table 18.

II. Community Survey

The requirements for completing the cover page in this section is the same as that of the Household Survey. The ID for the same neighborhood/village should be identical to the one used in the 1991 survey. *Community* is a term now commonly used internationally. A neighborhood residential area and its service facilities constitute a community. In this survey, community refers to the village/neighborhood being sampled.

Community Survey (I). Community Infrastructure, Services, and Organization

This section is designed to collect general information about the community, for example, the service facilities and organizations for community residents, and their living conditions.

Direct the survey questions to the responsible person of the village/neighborhood or the people who know the local situation. Every sampled village/neighborhood should fill out a copy of the questionnaire.

First, find out the total population, number of households, and the area of the village/neighborhood

from the town/village and neighborhood statistics tables.

Number of households and population refers to the number of households and population of the sample unit at the end of 1992. Generally, go by the family registers. Do not leave out any households and persons who are not registered for various reasons. For people who came from outside, if they lived in the village/neighborhood for a full year as an independent household, count them as one household and record the members; if they joined other households, don't count them as a household, but record the persons, such as maids, migrant workers, businessmen, visiting relatives, etc. Do not include households and people who have left the village/neighborhood for any reason for a full year.

Area: Generally, the area of a neighborhood is easy to calculate. All places that are under the administration of the neighborhood committee are included. The area of the village covers all places that are under the administration of the village committee, including residential area, crop fields, vegetable fields, forests, industrial area, etc. Measurement unit: If the answer is in mu, then mu must be translated into square kilometers. One mu equals 0.0006666 square kilometers.

Questions 4-23 are for different sample units. If the sample unit is an urban neighborhood, ask Questions 4-5. If the sample unit is a county seat neighborhood, ask Questions 6-7. If the sample unit is a suburban village (or neighborhood), ask Questions 8-15. If the sample unit is a rural village, ask Questions 16-20.

Questions 4-5: From the government statistics annual, get the total population and total area of the city proper at the end of 1992. (Excluding suburbs under the city's administration.)

Question 6: Refers to the town where the county seat is. It includes all town households and rural households that live in town.

Question 7: Does not include surrounding crop fields.

Questions 8-15: Ask about the suburban villages.

Question 8: Refers to the family names of village residents. It is coded in 4 categories.

Question 10: Model town: It can be a learning example set up by various levels of governments because the town excelled in a certain aspect (such as economic development, environmental sanitation, tree planting, and building a more spiritual civilization, etc.); or it can be a demonstration site chosen by a certain department and an international organization (such as a women and children demonstration village).

Questions 24-28: Find out about the state stores and cooperative stores where the community residents go to buy the 10 listed food and commodities. If the same food can be bought at several stores, choose the one that most households use. Write "9" in the place column and leave the distance column blank if certain food is never consumed by the local residents, or is never bought at the stores because it is household produced and consumed, or is never carried by the local stores. (This is most likely in rural areas; for example, farmers never go to grain store for grains.)

Grains includes rice, wheat flour, other grains, etc.; choose the one eaten most often.

Cooking oil includes peanut oil, rape-seed oil, etc.; choose the one used most often.

Preserved milk products includes milk, powdered milk, etc.; choose the one consumed most often.

Fuel includes coal, fuel oil, wood, bottled gas, etc.; choose the one used most often.

Questions 29-34: Similar to Questions 24-28. Find out the community residents' use of free markets and their daily commodities. Self-owned stores belong to this category. If the same food can be bought at several free markets, choose the one most households use. Write "9" in the place column and leave the distance column blank, if certain food is never consumed by the local residents, or is never bought at market because it is household produced and consumed, or is never carried by local free markets.

Question 35-41: Find out about the health facilities that residents in the community can use.

Ask what facilities that they will most likely visit if they are sick, even though they have never been sick before. These facilities include clinics, hospitals, specialized hospitals for women and children, epidemic prevention clinics, etc., at the village, town, county, and city levels. If residents in the village/neighborhood work in different work units, and use different health facilities, then ask about the situation for majority residents.

Seven lines are provided in Table C13. If more space is needed, add more lines.

Some health facilities are available, but are actually never used by the local residents because they are far away, expensive, very inconvenient, etc.; categorize these facilities as "cannot be used."

District hospital refers to the district hospital in the city. A district central hospital in rural areas is classified as town hospital.

Regional hospital is classified as city hospital.

City hospital at county level is classified as county hospital.

University-affiliated hospital refers to hospitals affiliated with medical schools/colleges.

Question 42: Nearby area refers to the surrounding area in an urban neighborhood; and in rural areas, refers to the surrounding area and the range within a radius of 5 kilometers.

Dirt roads are unpaved roads that evolved from paths.

Stone and gravel road refers to naturally formed roads or roads that people paved casually with stones, but they are not smooth or systematic; includes cinder roads.

Paved road refers to the roads paved with cement, asphalt, or slabstone.

Question 44: Refers to the distance to the nearest second or third type of road mentioned in Question 42.

Question 45: Convenient means people can find a place to send telegrams within a 20-minute walk and postmen deliver telegrams to the community.

Question 46: Convenient telephone means the village/neighborhood has a public telephone, neighborhood telephone service, or an office phone open to public, so that people can make phone calls when needed.

Question 47: If the village/neighborhood has fax service or people can find such service with an hour's walk, it is considered convenient.

Question 48: There is a post office in the village/neighborhood, or postmen come to the village/neighborhood to deliver and collect mail.

Question 50: People can see movies in the village/neighborhood, or can see movies within walking distance.

Question 51: Includes electricity for lighting and manufacturing.

Question 52: Write 24 hours if electricity is available all day.

Question 53: It is considered one day of power cut-off if the power is out once during a day or many times during a day, no matter how long or short the power cut-off is.

Question 54: Record "yes" if there is a bus stop at the village limit or in the neighborhood, or if, in a rural area, people can get a ride within a 10- minute walk. Note that in some rural places people can stop a vehicle and get a ride at any time though there is no fixed bus stop. Record "yes" for this situation.

Question 56: Record "near" if people can take a train within an hour's walk.

Question 58: Baths in the village/neighborhood that are open to the public, no matter who built them.

Question 60: Rivers that are located within an hour's walk. They can be open to navigation all year round or for only a few months a year.

Question 61: Workers refers to males who are 16-60 and females who are 16-55 who have the ability to work.

Agricultural labor refers to growing crops, animal husbandry, forestry, the breeding industry and related activities, including skilled and unskilled labor.

Unskilled worker refers to those who engage in general agricultural labor, and don't require special training and learning; excludes carpenters, bricklayer/plasterers, construction workers, small business entrepreneurs, electricians, drivers, technicians, etc.

Question 67: Nannies refers to hiring another person to be nanny, not being hired out of town as a nanny. Salary includes food, but respondent can choose not to include the small gifts given to the nanny.

Question 68: People who are engaged in ordinary construction work.

Question 70: Refers to the salary of those residents in the village/neighborhood who are drivers, not the salary paid to hire a driver.

Question 71: As decided by the state and province.

Question 72: Decide according to the ownership of most houses.

Question 73: See Question 61 for reference. If a person is working in a township enterprise, and spends only a small part of the time in agricultural labor, don't include him or her.

Question 74: Refers to out-of-town engagement in business, construction work, breeding activities, child care (nannies), etc., that lasts longer than a month; includes temporary, seasonal, and long-term employment.

Question 75: Enterprise includes state, collective, and township enterprises.

Question 77: Refers to the enterprises run but not owned by the village/neighborhood

Question 79: Refers to the number of enterprises run by the village/neighborhood other than run by self-employed individuals and by the state. If none, then write 000.

Question 82: Housing subsidy includes subsidies for building houses and rents.

Health insurance to provide direct health service at no charge or low charge.

Education subsidy includes education fund provided for children, primary and middle school, and adults, or for building educational facilities to provide free or low-cost education.

Irrigation--building collective irrigation facilities or providing irrigation services for individuals.

Agriculture input and equipment renovation includes collective investment and subsidy for individual investment.

Grain subsidy refers to grain subsidy for all households that have financial difficulties.

Question 83: The percentage of the township enterprises' total revenue that is used for one subsidy category.

Question 84: Specialized households in rural areas engage in certain agricultural production activities which have a considerable production scale and generate fairly large economic income; doesn't include ordinary farmer households that grow grains for a living.

Question 85: Self-employed household: Households that run small businesses or produce small handicrafts, either individually or jointly, such as tailoring, hairdressing, restaurants, repair shops, manufacturing shops, either independently or cooperatively.

Question 86: Refers to the number of enterprises, not the number of households involved in an enterprise. For example, if a certain private restaurant is run by two households A and B, then this should be counted as one private enterprise, but counted as two self-employed households. Enterprise is a general concept, and includes manufacturing, processing, repairing, transporting, vending, operating a small business, etc. Generally these enterprises should be licensed and have legal rights to do business. Some enterprises operate, even though they are not licensed, and have a certain production scale; they should also be included.

Question 87: Refers to farm land that is still used for growing agricultural crops. If the land has been taken over by the state for other use, then don't include.

Question 88: Includes collective irrigation and any forms of private irrigation.

Question 93: Refers to the quota given by, or supply sources provided by, all level governments and collective welfare.

Question 94: Indoor restaurant refers to operations that are indoors, or inside an enclosed structure that has a roof and well-covered walls, and both cooking and eating are done inside. The location is within the village/neighborhood administrative area.

Question 95: Food stall operating outdoors at a fixed place; it may have a roof, but no walls, and both cooking and eating are done outside.

Question 98: Refers to facilities located within the village/neighborhood administrative area; doesn't include those outside the village/neighborhood (the same is true for the following).

Child care center, including infant care center, day care for toddlers, nursery school, and kindergarten.

Question 99: If don't know, write -9 (the same is true for the following).

Question 100: If the respondent doesn't know the cost, the interviewer should go to the facility involved and find out. Generally, there should be no blank squares. If the fee is the same for two age groups, then write the same information for each group (the same is true for the following).

Question 106: Refers to a facility run by the work unit, and mainly for its employees.

Question 108: Monthly fee for the children whose parents are not employees of the work unit.

Question 109: Refers to the kindergarten program in a primary school.

Question 111: If the fee is paid once every semester, then write monthly average.

Questions 120-123: These questions relate to whether the village or neighborhood receives various types of food coupons and their value if used to trade for commodities at the local free market. The value of food coupons changed rapidly following the national economic reformation process. This survey is designed to find out the present value of these coupons.

2. *Community Survey (II). Price of Food and Selected Commodities*

This table is designed to record, in combination with other related sections, the living conditions of residents in different areas by examining the market prices of ten categories of food and daily commodities.

Every sampled village/neighborhood should fill out a copy of this survey questionnaire. The same store can appear in several questions and should not be omitted.

The state stores and free markets being examined in this survey are stores and markets mentioned in Tables CI1 and CI2 in the Community Survey (I). All prices should be the prices at the time of interview.

In this survey, level price refers to those commodities such as rationed supply of grains, meat, eggs, sugar, etc., supplied for urban residents by the state according to its plan and purchased with ration coupons. If residents need to buy more than the rationed amount, there are commodities available at market price. Generally speaking, commodities purchased with coupons are cheaper than market-priced commodities. With the adjustment in state policy, level-priced commodities will gradually decrease, and coupons will gradually be discarded, as market-priced commodities increase. If at the time of survey, there is only a level price, and not a market price, then in the market-price column write 9 for unit and -99 for unit price. If the opposite is true, and some commodities have only a market price, such as sugar, eggs, etc., in most cities, then in the level-price column, write 9 for unit and -99 for unit price.

The requirement for the cover page is the same as that the Community Survey (I).

Food grains. P1 should be the store name mentioned in Table CI1 for grains. P3 should be the market name mentioned in Table CI2 for grains.

All prices of the 9 categories of grains listed in the table may not be obtained in the store and free market listed in P1 and P3 because in some areas different grain such as rice, flour, sorghum, etc., are bought at different stores, therefore, interviewers may get the prices of the grains separately from the actual stores and free markets where residents buy them. Record all prices in the same table; you don't need to record the names of different stores and markets. We assume that the 9 categories of grains are bought from the same store or market.

P2 and P4 record the four ways of how prices are obtained. One worth mentioning is the price board. In state stores, prices on the price board are generally the same as the actual selling prices, but in free markets they may differ because of market change or bargaining.

The unit in column P6a should either be jin [500 grams] or kilogram depending on the unit used for the price. If the unit is other than the two listed, then convert into either one of the two. If there is no price for a certain category of grains, write 9, and -99 in column P6.

Under normal circumstances, interviewers should obtain the price of every category of grain, with the exception that a certain category of grain is not available in the area or is never bought by the local

residents.

Good rice should be determined according to local varieties. There is no one standard kind. Good rice in one place may be considered poor rice in another place.

Vegetables. See the previous question for instructions.

There are quite a few varieties in vegetables, and price changes are fairly big. Therefore, it is impossible to sample every kind. The same vegetable may have different names in different areas, and may be substituted with a similar kind.

Green vegetables are commonly called *rape* in the north; they are not the kind processed for the seed oil in the south.

Most frequently eaten vegetable: Choose the kind that is bought most often by most local residents at the time of survey.

Meat/poultry. Pork generally refers to boneless, skinless pork. If obtaining boneless, skinless pork price in certain area is impossible, record the price according to local circumstances.

Chicken refers to ready-to-cook chicken.

Fish. Most often eaten fish: Choose the kind that is bought most often by most local residents at the time of survey.

Bean curd. The unit price is for the actual weight of bean curd, not the weight of grains or beans of which the bean curd is made of.

Fabric and fabric products. Cotton refers to pure cotton, not synthetic or mixed fabric. For pure knitting wool, choose the kind that has a reasonable price and that people buy most often.

Fuel. Honeycomb-shaped coal briquette refers to the common, small sized ones, not the big ones used for home heating by many households.

Gasoline. Use the price for #80 gasoline.

Other. Common cigarettes refers to the type of cigarette smoked by the majority of local people.

Local liquors: If liquors are not produced locally, ask about the two types of liquors commonly used by the local people.

Community Survey (III). Medical and Health Facility Survey

Every health facility should have a copy of this survey. The purpose is to get information about the structure, personnel, and so on of all health facilities that serve the local residents. The sampled units are the health facilities recorded in Table CI3 in Community Survey (I). The requirement for the cover page is the same as that for Community Survey (I).

Question 2: If is not located within the survey site, i.e., township hospital, or not in the sampled village, then enter 99999.

Question 3: District hospital refers to district hospitals in cities. District hospitals below the county level in rural area are classified as township hospitals. City hospital refers to city hospitals categorized by the administrative district; city hospital at the county level is classified as a county hospital.

Question 7-8 are recorded in tables Q4 and Q5.

Column Q3 represents the codes for the four selected villages/neighborhoods at the county/city level.

Question 5: Write in the "T" column the ID numbers of the four villages/neighborhoods selected at the county/city level, that is, the codes in T1-T4 on the cover page, and write the name of the

village/neighborhood above the squares as well.

Write in the column "O18" the code of the selected health facility listed in Table CI3 in Community Survey (I).

Question 11: Each person can have only one professional position, but can have several adjunct positions.

Question 12: Adjunct position refers to a doctor from another work unit who, besides working in his/her work unit, is engaged in professional practice in this facility. If an adjunct doctor works in different departments (such as internal medicine and pediatrics), this is counted as one adjunct position. It is not counted as an adjunct position if a doctor from this facility works outside as an adjunct doctor.

Western medicine physician, Chinese medicine physician, technician, pharmacist, or dentist in this table refer to those doctors who have both a professional title and a college degree or higher, and the corresponding "junior" doctors refer to those doctors who graduated from a higher professional [three-year college] or middle professional school and don't yet have a professional title.

Chinese medicine includes other minority medicines.

Dentist refers to doctors engaged in dentistry practice, not excluding doctors in the ear-nose-throat department.

Village doctor refers to licensed medical practitioners who work in village-level clinics. There may be village doctors in township hospitals.

The personnel roster should exclude visiting doctors from other health facilities, but should include doctors who are visiting at another hospital if they are still on the payroll of this health facility (including those who are receiving training abroad, are not on the payroll, but still maintain their positions in the facility).

Questions 13-14 are for village and township clinics only.

Ownership/income sources refer to the majority of ownership/income sources. If most of the equipment/salary belongs to and comes from the doctor's/medical income, then it is classified as category 1.

Question 15: Salary: Refers to basic salary from the government, paid by state-run institutions, or village collective funds.

Questions 16-17: Building area and rooms refers to all buildings, except living quarters, of the health facility, such as outpatient department, inpatient department, administrative offices, service facilities, etc.

Questions 18-19: Wards and hospital beds refers to formal wards and hospital beds; doesn't include temporarily installed wards and beds.

Questions 20-23 are for hospitals only.

Hospital refers to health facilities that have hospital beds and receive hospitalized patients; doesn't include those health facilities that have hospital beds for clinical observation but not for receiving hospitalized patients.

All listed departments should be independent and specializing in a certain system's diseases. If urology, plastic surgery, and neurology are all included in the department of surgery, and not as independent departments on their own, then record "no" [for these departments].

Intensive care unit can either be a general intensive care unit at the hospital level, or an intensive care unit affiliated with each independent department.

Questions 31-32: Number of business days and hours refers to the staff's regular business hours, not including emergencies, attending political studies, housekeeping and maintenance, etc. In rural village/township clinics and hospitals, where life and work are mixed together, there are no regular business hours, and patients are treated whenever they come, so record 9 and 99.

Question 35: The cost of a penicillin injection refers to the price for 800,000 units.

For ultrasound of the abdomen, if the fee is charged according to how many internal organs are examined, then record the rate for the number of organs doctors usually examine under normal circumstances.

For prenatal examination, use the standard fee for pregnant women without medical insurance.

For hospital bed fee, if there are different cost schedules for beds in different patient rooms or in different departments in the hospital, choose the typical fee in a patient room that the hospital has most of.

If the fee standards are the same for people with and without insurance, record in both places; don't omit any.

Question 38: If the hospital provides any of the services listed in Question 41, write "yes." Write "no" if the hospital doesn't provide such services either because of regulations or facility limitations.

Community Survey (IV) Family Planning Service and Policy

Every selected village/neighborhood should fill out a copy of this survey. Questions should be directed to the cadres responsible for family planning in the village/neighborhood to find out about the family planning policies and measures. Use local policies and measures, and pay special attention to "home policies" made by the local governing bodies according to local circumstances. If the situation this year is different from that of last year, go by the situation in the last year.

Question 1: Is directed to all couples, regardless of their nationalities and circumstances.

Questions 2-8: Are all directed to Han nationality families.

Question 19: If there is no change in the amount of fine over the years, then write 99.

Question 22: Includes state, all levels of local governments, and collective funds subsidy.

Question 26: Same as Question 19.

Question 28: Write "yes" if the policy allows the family to register the child, regardless of whether or not the individual would immediately do so.

Question 32-46: If households in the neighborhood come from different work units, and the neighborhood committee is not responsible for family planning, then ask neighborhood officials about the policies in the work units for most households.

III. Survey of Ever-Married Women under Age 52

Respondents in this survey are the married women in the household who are under 52 years of age. Each respondent should fill out a copy of this survey. Also include all widows and divorced women under age 52.

The survey questions include marital status, birth history, and pregnancy history.

Survey method: Interviewers conduct household visits and interview each individual. Some questions are sensitive and respondents may be reluctant to answer. Interviewers should explain to the respondents the best they can. Some questions are about past situations, and respondents may not be able to remember them off-hand; therefore, interviewers should be patient and should not rush through these questions.

The requirement for filling out the cover page is similar to that of the Household Survey. The line numbers for the under-52-year-old-women should be the same as the ones they use in Table 4 in the Household Survey.

Marriage History

Question 1: See instructions in Question 12 of Table 4 in the Household Survey for reference.

Please note that for certain answers there are special instructions for skipping and the question number to skip to. If a question is not answered by a respondent because of the skipping, please don't record anything.

Question 2: Refers to the wedding date of the current marriage; use the Western calendar. This is not necessarily the first marriage.

Question 3: If a husband is working in other areas or in the same area but returning home once a week at most, he is counted as not staying at home.

Question 4: Wedding date of the marriage immediately preceding the widowhood or divorce.

Question 8: Commonly perceived distance.

Question 12: Take care of: [The respondent] needs to spend time and energy providing help and taking care of [her mother] in daily activities and other aspects because she has lost her ability to take care of herself completely or partially because of sickness, handicap, paralysis, weakness from old age, or other reasons.

Question 13: Including time spent in such activities as feeding, dressing, bathing, spending time together, etc.

Questions 21-22, Questions 30-31, and Questions 39-40 are the same as Questions 12 and 13.

Pregnancy History

Question 4: (1) Wanted to have a baby refers to taking an initiative to stop using contraceptives. (2) Contraception failure refers to the couple's having to stop using contraceptives because of a contraceptive-failure pregnancy. (4) Health reasons means that the couple cannot use contraceptives because of their physical discomfort, and/or diseases, including side-effects of the contraceptives. (5) Unacceptable means that the couple cannot get used to the contraceptive methods or drugs. Inaccessible means that the couple cannot get contraceptives or drugs for reasons such as limited supply, the health facility's being too far away, or its failure to provide contraceptives, even though the couple is willing to try them. (8) Decrease in sex life: Because of using contraceptives, the couple's sex drive decreased, therefore, the pair was dissatisfied and stopped using them. Or, because the couple has sex infrequently, they think they don't need them.

Question 5: Refers to whether [the couple] would consider having another child after the present pregnancy.

Question 6: Refers to how many additional children [the couple] wants, excluding the ones [they] already have.

Question 9: Refers to which health facility provides the contraceptives and drugs or performs the operations.

Question 10: Fill in the appropriate code square the time when the male and female sterilization was performed respectively.

Question 16: From January 1991 to the time of survey.

Question 17: If [the interviewee] is pregnant at present, ask when the last pregnancy, the pregnancy before this one, ended.

Question 33: Whether the child was breast-fed for at least ten days, using the mother's milk or another person's milk.

Question 43: Refers to the children mentioned in Questions 19-38.

Question 45: Explanation of the codes is the same as Question 4.

Question 46: Asks about the present pregnancy if [she] is pregnant at present.

Question 49: See Question 18 for instructions.

Question 56: Explanation of the codes is the same as Question 4.

Questions 57-58: Ask all together how many children [the interviewee] has borne in her life.

Question 57 asks the number of children she had borne before January 1991, and Question 58 asks the total number of children she has borne in her life.

Birth History

Ask all the women who are under age 52 and have borne a child/children before 1991.

Question 1: Refers to those children who live in the household, are raised by parents or paternal

grandparents within the same household, and are included in the survey. If a child is raised by paternal grandparents, maternal grandparents, relatives, or if the child is in out-of-town in long-term foster care, in nursery school, boarding school, etc., the child should not be counted as living in the household, regardless of whether the child comes home frequently for visits and the household provides living expenses for the child.

Question 7: Pay attention not to omit any infants who died shortly after birth.

Question 9: After asking the questions above, the interviewer knows how many children the woman has borne (those living in the household plus those living outside and plus those who died). The interviewer calculates how many children the woman has borne all together, then confirms with the woman about the recorded number. If the recorded number is incorrect, the interviewer should correct it. Thereafter, ask questions 11-16 about those children that are alive and dead. Questions 17-19 only ask about those children that are dead. Record the information in Table 3.

Question 17: Refers to whether the child was living at home when it died. If it died shortly after birth and lived at home before death, record "yes".

Question 18: If the child had been living in the household before his/her death, record the child's age at death. If the child was not living in the household when it died, then record the amount of time the child lived in the household before moving out to live elsewhere. If the child died shortly after birth, record 0.

PHYSICAL EXAMINATION SURVEY

Respondents in this survey include all household members. Each member should fill out a copy.

The survey contents are physical examination, history of high blood pressure, history of smoking, history of tea-drinking, history of wine-drinking, previous injury, current health status, etc.

In the physical examination, use uniformly provided equipment and standardized methods to measure height, weight, blood pressure, pulse, upper arm circumference, triceps skin fold, buttocks circumference, waist circumference, etc. See detailed instructions that follow.

Wherever possible, ask clinical health workers to help with the examination.

The requirement for filling out the top part of the survey is similar to that for other questionnaires.

Physical Examination

Question 2: Blood pressure, measure the blood pressure of children above age seven and adults twice with a interval of one minute between the two measurements.

Question 3-5: Measure the entire cohort.

Question 6-8: Measure all the cohort above age 16.

Question 9: An experienced physician should be responsible for examining the following conditions.

(1) Goiter: The thyroid gland is located under the thyroid cartilage. Under normal circumstances, by observation: the thyroid gland is not obvious, does not show its outline, and can move up and down when a swallowing action is done; by touching: the surface is smooth, soft, and not easy to locate. When examining, the doctor stands at the back of the patient, puts both thumbs on the back of the patient's neck, and feel with other fingers from either side of the thyroid cartilage.

There are three degrees of goiter:

Degree I: Goiter is slightly apparent when the head is in normal position, and sometimes a knot can be felt.

Degree II: Goiter is apparent and can be felt, and the neck base is clearly bigger than normal.

Degree III: Neck has lost its normal shape; the thyroid gland is the size of the patient's fist.

This survey doesn't distinguish goiter degrees. If the clinical symptom is above degree I, record

goiter.

(2) Angular stomatitis: The corner of the mouth is wet and white, and there is erosion. For a serious case, there is cracking, bleeding, and a scab forms.

(3-4) In a narrow sense, blindness means the loss of vision; in a broad sense, it means that the eyes have lost the ability to recognize the surroundings. Currently the most frequently used standard for blindness is that vision is below 0.02 (vision indexes from 0 to 1 meter are included; 0.02 is not included). This survey uses the broad sense of blindness.

(5-8) Loss of arm and/or leg means [the person] doesn't have arm(s) and/or leg(s); artificial arms and/or legs are counted as no arms and/or legs. Loss of function refers to arms and legs that still exist, but cannot function normally.

Questions 10-11: Ask female respondents who are between the age of 10-15.

Questions 12-14: Hypertension History. Ask only members who are 16 and older. High blood pressure is according to the doctor's diagnosis. Interviewers don't diagnose based on what the respondents say.

Survey on Smoking and Alcoholic Drinking History: Questions 15-17

Question 15: Cigarettes in this question refers to cigarettes bought from stores and cigarettes that the respondent rolls with tobacco by hand; it excludes pipes.

Question 16: Record the age when the respondent first started smoking.

Question 17: Enter "yes" if the respondent smokes one cigarette a day on the average, and no if less than one cigarette a day.

Tea Drinking (Question 24-26)

Coffee Drinking (Question 27-29)

Question 30: Enter "no" if the respondent drinks occasionally once or twice in a year.

Injury History: Questions 33-35

Question 33: Past: Refers to the lifetime of the respondent (excluding the three months before the survey). Injury refers to a traumatic wound. It doesn't include ordinary disease; enter "no" if less than two weeks.

Current Health Status: Questions 36-43

Question 36: Includes illness and injury experienced within the past three months.

Question 37: Enter 0 if less than a week.

IV. PHYSICAL EXAMINATION

In the physical examination survey, the indexes for weight, height, blood pressure, pulse, upper arm circumference, triceps skin fold, buttocks circumference, and waist circumference objectively reflect an individual's growth and health status. Interviewers must use the uniformly provided equipment and conduct measurement strictly according to the following standardized method.

Blood Pressure Measurement

Key points for measurement:

- General requirements: It should be quiet and bright inside the room; no loud talking or walking, so that the measurement won't be interfered with;

- Requirements for persons to be tested: Empty the bladder, stop smoking 15 minutes before the test, relax. Be quiet and still, take a seat, and position both feet flat on the floor. Bend the right arm, loosen and roll up the sleeve, and put the hand on the smooth and level top of a table, palm up, and on the same height with the heart.
- Requirements for the examiner: Check the sphygmomanometer in advance; its mercury column should be vertical and at the zero point. Wrap the belt according to the standard method; the lower edge of the belt should be 2.5 centimeters above the elbow. Wrap the belt flat and comfortable, not too tight or too loose. If the belt is too loose, the blood pressure tested tends to be higher than it really is. The stethoscope should be on the upper arm artery; press against the skin without touching the belt. The rubber hose should not be stuffed under the belt.
- Systolic pressure: When the pressure inside the belt is reduced to the same pressure as inside the artery, the first clear "papa" sound heard is systolic pressure. Note that the sound should continue after this point; decide the value of systolic pressure after the sound is heard at least twice.
- Diastolic pressure: When the pulse sound suddenly changes to low and deep, the pressure value at that point is the limit for diastolic pressure.
- How to record the readings: Record the horizontal readings at the top of the mercury column. If the reading falls between two numbers, record the upper one. Each respondent should be tested three times within a one-minute interval. Re-wrap the belt at each test, and record the values of each test clearly and accurately in the survey questionnaire.

Height Measurement

Subjects to be measured: Respondents who are 3 and older.

Measurement equipment: Height scale.

Equipment setup and correction: Put the scale on level ground and close to a wall, graduated rod facing the light.

Each time the scale is set up, correct the zero point using a standard steel rule before using it.

Before using the equipment, check to see if the rod is vertically straight, if the joint is tight, or if any parts are loose and adjust them accordingly.

Measurement method: The person being measured should stand straight and barefoot on the scale (arms down, heels touching, and feet parallel to the each other). Heels, sacrum, and the spine between the shoulder blades should touch the graduated rod; the body trunk should be straight; and the head straight but not touching rod. Eyes look straight ahead; the upper edge of the tragus should be on a horizontal line with the lower rim of the eye socket. The assistant measurer should hold the person's ankles and knees so that the knees won't be bent or the heels lifted. The person doing the measuring should stand on the right side of the subject, move the indicator lightly down along the rod and slightly touch the top of the subject's head. The measurers' eyes should be at the same height with the indicator and read the results. The assistant should repeat the reading before recording it. Use one decimal point, and use the centimeter as the unit. Measure twice and record the mean value.

Key points and points requiring special attention:

(1) The scale should be put on level ground, close to a wall, and the graduated rod should face the light.

(2) Heels, sacrum, and the spine between the shoulder blades should touch the rod, but the head should not.

(3) The assistant measurer should hold the person's ankles and knees so that the subject won't bend the knees or lift the heels.

(4) The chief measurer should make sure that the person's upper edge of the tragus is on the horizontal line with the lower rim of the eye socket. Pay attention not to mistake the lower rim of the

eye for the lower rim of the eye socket.

(5) The chief measurer's eyes should be on a horizontal line (on the same height) with the indicator when reading the results. Bend down if eyes are higher than the indicator, and stand on something if eyes are lower.

(6) When the indicator touches the head, it should not be too tight or too loose. Press down if hair is fluffy, take down braids or barrettes if they are on top of the head, and remove any headdress if it hinders measurement.

(7) The chief measurer should lightly push the indicator up to a safe height immediately after reading the results so that the equipment or the next person to be measured won't get hurt.

(8) The assistant measurer should repeat the reading after the chief measurer and wait for the chief measurer's confirmation before recording it.

Height Measurement (under 3)

Subjects to be measured: Children under age 3.

Measurement equipment: Height measurement bed or portable measurement board.

Setup: Before using the measurement bed, check to see if it has any cracks, if the head board forms a right angle with the bottom board, and if the foot board is tilted. The measurement bed should be horizontal with the floor, and should not be tilted or unstable.

Measurement methods: The child being measured should lie on his/her back on the bottom board, barefooted; the assistant measurer should hold the child's head to make sure that it is straight and touches the head board; the two ears should be horizontal with each other; the upper edge of the tragus and the lower rim of the eye socket form a vertical line with the bottom board plane. The measurer stands on the child's right side, holds the child's knees with the left hand to make sure the legs touch each other and press against the bottom board, and moves the foot board with the right hand to touch the child's feet (now the feet should form a right angle with the legs). Note that the readings on both sides of the measuring board should be the same. The chief measurer reads the results and the assistant repeats the reading to be confirmed before recording it. Use one decimal point, and the centimeter as the unit. Measure twice and record the mean value.

Key points and points requiring special attention:

- (1) Handle the child's head with care when positioning it, so as not hurt the head or the neck.
- (2) Position the child's head so that it is straight and the lower rim of the eye socket and the upper edge of the tragus form a vertical line the bottom board.
- (3) The child's legs touch each other and press against the bottom board.
- (4) The foot board should touch the feet.
- (5) The readings on both sides of the measuring board should be the same.
- (6) The assistant measurer must repeat the reading after the chief measurer and wait for the chief measurer's confirmation before recording it.

Weight Measurement

Measurement equipment: Physician's scale, not a spring scale; the lowest mark cannot be greater than 0.10 kilogram (it would be better if the scale used for preschool children has the lowest mark smaller than 0.05 kilogram). Correct the scale before using it, and fix the scale arm when moving it so that the graduated rule is not damaged.

Measurement method: When measuring, the scale should be put on level ground; correct the zero point; the person to be weighed can either stand or squat on the middle of the scale. If the subject is a baby who cannot sit, lay it in a basket or container which exact weight is known and put the container

on the scale. It is best to adjust the weight of the container to a whole number, such as 1 or 2 kilograms, and deduct the weight of the container to the right mark and read the results when the graduated measuring rule is horizontal. The person who records the results must repeat the reading before recording it. Use two decimal places and the kilogram as unit.

Key points and points requiring special attention:

- (1) The person to be weighed should use the bathroom before weighing.
- (2) The person to be weighed should wear only shorts and shirt. Since the physical examination is conducted in autumn and winter when the weather is cold, jackets and other clothing should be taken off.
- (3) Be careful when getting on and off the scale.
- (4) Be sure to deduct the weight of the container when a one is used. Adjust the weight of the container to a whole number for the convenience of subtraction.
- (5) The subject cannot touch any object when being weighed.
- (6) The person who records the results should repeat reading after the measurer and wait for the measurer's confirmation before recording it.

Upper Arm Circumference

Key points for measurement:

Where to measure: Put the left arm down naturally, relax the muscle, and find the center point of the connecting line between the shoulder and the upper end of the ulna.

- Measuring tape should be made of nonelastic material.
- Do not stretch the tape too tightly when measuring.
- Marks should be clear and easy to read when measuring.
- Record the results immediately after the measurement and verify the reading on the spot.

The Thickness of Triceps Skin Fold

The pressure of the skin fold gauge should be standard (10g/mm²); measure the same spot three times and record the mean value.

Key points for measurement:

- Determine the measuring spot on the backside of the left upper arm about 2 centimeters above the center point between the left shoulder and the upper end of the ulna.
- The measurer stands behind the person being measured, and the subject's arms should hang down naturally.
- The measurer holds the person's skin and under skin tissues with the thumb and middle finger of the left hand. Measure the thickness of the skin fold 1 centimeter below the thumb (be sure that the skin fold gauge is vertical to the upper arm).

Buttocks Circumference

Key points for measurement:

- The person to be measured should stand straight and both eyes look straight ahead.
- The measurer takes the circumference around the widest part of the buttocks.

Waist Circumference

Key points for measurement:

- The person to be measured should stand straight and both eyes look straight ahead.
- Determine the measure point between the lower part of the rib cage and the upper part of the innominate bone, and take the circumference.

STANDARDIZATION OF PHYSICAL MEASUREMENT METHODS

Purpose: To determine the measurement quality of each interviewer on site where physical measurements are done; analyze problems found to improve the accuracy and precision of measurement.

Concepts: Precision level, also known as precision degree. It refers to the ability to repeat the measurement of an individual with minimum difference.

Accuracy level: The degree that the measurement value agrees with the "true value," that is, the ability to get the measurement value closest to the true value.

True value, also known as the real value: It is the value that best represents the physical condition of the individual being measured. In actual work, the common practice is to take the value measured by the most experienced interviewer or the mean value of an individual measured by many interviewers for many times as the approximate "true value."

Standardization Method

Preparation

Two to ten interviewers led by an experienced person or the measurement group leader conduct physical measurement for five to ten preschool children (that is, the measurement group leader standardizes two to ten interviewers at a time). If respondents to be measured in actual physical examination include children under and above age three, it is best to do two standardizations: one measures five to ten children who are under three, and the other measures five to ten children who are above three, since different measurement equipment is required for children in these two age groups. If there is difficulty, one standardization may be considered with half of the children measured being above age three, and the other half under age three. It would be better if children selected for the standardization are gathered together or live close to one another.

Standardization must be done at the time when the entire survey begins, so that the quality of the survey is guaranteed from the beginning. The standardization of weight and height may either be carried out at the same time or separately.

Measure

Give each interviewer two copies of the record table (Table 1); the supervisor (the experienced measurer or the trained group leader) should also fill out two copies of the same table. Note that if codes are used for children instead of their names, then the codes for the child should be the same on each interviewer's record table so that the measurement results can be compared. Every interviewer and the supervisor should measure twice, and enter the result from the first measurement on one copy of the record table and the result from the second measurement on the other copy. Note that there should be an interval between the two measurements, and interviewers cannot look at the previous results when conducting the second measurement.

Calculation

Take Table 2, and enter the values from two measurements in columns (1) and (2) (if weight and height standardization are done at the same time, then enter the values in corresponding Table 2). Enter the difference of the two measurement values in column (3), and the square value of (3) in column (4) [note that there are positive and negative signs in column (3); column (4) is always positive]. In column (5), enter the sum of the two measurement values gathered by the supervisor, and in column (6), enter the sum of the two measurement values gathered by the interviewer. Subtract (6) from (5) and enter the result in column (7). Enter in column (8) the square value of (7).

As the last step, summarize in the Total Column in Table 2. At the bottom of column (3), record the number of negative signs or positive signs, whichever is greater, over the total number of people measured (such as 7/10), and at the bottom of column (4), record the sum of all numbers. At the bottom of column (7), record the number of negative or positive signs, whichever is greater, over the total number and at the bottom (8), record the sum of all numbers. There is no need to total other columns.

At the bottom of Table 2, multiply the sum of column (4) from the supervisor's Table 2 by 2, and record the result in A; multiply by 3, and record the result in B.

Evaluation

See Table 2:

a. The total of Column (4) from the supervisor's table should be the smallest, or smaller than that of most interviewers; otherwise choose a new supervisor.

b. The values of Column (4) should be smaller than the A values; if not, then it means that the precision level is not up to standard, and attention to the uniformity of measuring method is required. Do not change the specific method used in each measurement by individual surveyors. If, at the same time, the fraction at the bottom of Column (3) is very large (equal to or larger than 9/10), then it means that the deviation happened between the first and the second measurement.

c. The values of Column (8) should be smaller than the B values; if not, then it means that the accuracy level is not up to standard. The measurement method, and the surveyor should operate several times under the supervisor's guidance. If, at the same time, the fraction at the bottom of Column (7) is equal to or larger than 9/10, then it means that this particular interviewer always makes same mistakes on certain steps (hence, systematic error), and he/she should learn from the supervisor carefully.

d. For each surveyor, the total values of Column (8) should be larger than the total values of Column (4); if not, then the calculation process is erroneous, and an examination of the calculation process is needed.

The use of standardization:

After the standardization is done, under the guidance of the supervisor, each interviewer should sum up his/her own results, find out problems in measurement precision and accuracy, and make necessary corrections accordingly.

Quality Control in Actual Measurement

In this nutrition survey, the above-mentioned physical measurement standardization process is available only to training class participants, therefore, trainees should be strict with themselves and grasp correct physical training methods so that quality is guaranteed in the actual survey. In the actual survey, because of limitations in time and manpower, it is not possible to organize such standardization process often. Therefore, after the pilot survey is underway, interviewers who have taken part in the training class should supervise the measurement process of other interviewers often, and compare their own measurement results on the same individual with that of other interviewers. For preschool children, if the difference between the measurement results of the supervisor and that of certain interviewers is

greater than 0.1 kg in weight, and 0.5 cm in height, then the supervisor should re-train the interviewer or give necessary guidance so that the difference between his/her results and that of the supervisor is not greater than the above-mentioned limits.

Table of Squares and Square Roots

X	X.X	X	X.X	X	X.X	X	X.X	X	X.X
11	121	31	961	51	2601	71	5041	91	8281
12	144	32	1024	52	2704	72	5184	92	8464
13	169	33	1089	53	2809	73	5329	93	8649
14	196	34	1156	54	2916	74	5476	94	8836
15	225	35	1225	55	3025	75	5625	95	9025
16	256	36	1296	56	3136	76	5776	96	9216
17	289	37	1369	57	3249	77	5929	97	9409
18	324	38	1444	58	3364	78	6084	98	9604
19	361	39	1521	59	3481	79	6241	99	9801
20	400	40	1600	60	3600	80	6400	100	10000
21	441	41	1681	61	3721	81	6561	101	10201
22	484	42	1764	62	3844	82	6724	102	10404
23	529	43	1849	63	3969	83	6889	103	10609
24	576	44	1936	64	4096	84	7056	104	10806
25	625	45	2025	65	4225	85	7225	105	11025
26	676	46	2116	66	4356	86	7396	106	11236
27	729	47	2209	67	4489	87	7569	107	11449
28	784	48	2304	68	4624	88	7744	108	11664
29	841	49	2401	69	4761	89	7921	109	11881
30	900	50	2500	70	4900	90	8100	110	12110

Standardization Table I

Interviewer: _____ Date: _____ Year _____ Month _____ Day _____

No. of Measurement: _____

Child's Name and Code	Height (cm)	Weight (kg)
1 _____	_____	_____
2 _____	_____	_____
3 _____	_____	_____
4 _____	_____	_____
5 _____	_____	_____
6 _____	_____	_____
7 _____	_____	_____
8 _____	_____	_____
9 _____	_____	_____
10 _____	_____	_____

Note: _____

Standardization Table I

<u>Surveyor:</u>	<u>Measurement Item</u>
Child's Name and Code	
First Measurement (1)	
Second Measurement (2)	
Precision Level	
(1)-(2) (3)	
[(1)-(2)] ² (4)	
Supervisor	
(1)+(2) (5)	
Surveyor	
(1)+(2) (6)	
Accuracy Level	
(5)-(6) (7)	
[(5)-(6)] ² (8)	
Total A= B=	

V. *NUTRITION SURVEY*

The Nutrition Survey is an important part of this survey. The purpose of this nutrition survey is to find out about the eating habits of people in different areas at different times, the kinds of food they eat, and the amount they eat, to provide data for nutrition status evaluation.

Survey Preparation

1. The nutrition survey involves many aspects, is time-consuming, and requires much detailed and careful work. Interviewers must obtain respondents' cooperation to get reliable and accurate data. Therefore, interviewers should do a good job in popularizing the survey, telling the respondents clearly about the purpose and the methods of this survey to get their support.
2. Field interviewers must be trained strictly, master the required unified method and skills before they start the survey.
3. The interview should find out the local food supply; including types of food, supply situation, and weight unit used at the local market. To know the relationship between the unit weight of local cooked food and raw food as well as their volume, it is important to clarify these concepts first. For example, how many jin of cooked-rice can be made from each jin of raw rice, and what is the ratio of cooked and raw rice locally? Such a survey should focus on the way rice is cooked locally. If the code is rice, the recorded food quantity should be the weight unit of the raw rice; if the code is the cooked rice, the recorded food quantity should be the weight unit of cooked rice. This is very important, and it should be clarified before the interview. Only in this way will the survey be able to estimate the weight of the raw material of cooked food (such as a bowl of rice, a piece of steamed bread). Before the interview, interviewers should know the unit weight of some ready-to-eat foods sold at the local market and the weight of the raw material of these foods (such as the weight of a cookie, a piece of cake, a loaf of bread, and the weight of the cooked food sold at local food stands including fried oil cake, steamed dumplings, noodles, etc.).

Survey Method

This survey uses two methods; household quantity measurement, and individual interview on three consecutive days. Interviewers pay house visits every day to record how much food the household bought, discarded and the individual food intake amount. Where possible, interviewers may ask household members to help record the amounts.

Explanations about the Tables

Survey Table 1 is to record the source of the food he household consumed in the month before the survey.

Question 1: Record the names and line numbers of the household's chief person and his/her assistant who plan daily meals (for instance, what to eat, what to buy, and where to buy).

Question 2: Record the names and line numbers of the household's chief person and his/her assistant who prepare daily meals (for instance, buying vegetables, cleaning vegetables, and

cooking).

Note: For planning and preparing meals, this can either be the same person or different persons.

Table 1: Survey of Household Major Food Source for the Last Month

The sources are state stores (level price and market price), free markets, and household-produced.

If certain food consumed last month was bought from a state store or a free market (regardless whether it was bought last month or earlier), enter 1. If certain food consumed last month was household-produced, even though not in last month, enter 1, too.

Table 2: Record of Household Food Amount

Household ID should be identical to that in the Household Survey.

1. (V14) Fill in the Food Code column in accord with the food code of this project distributed by the Institute of Nutrition and Food Hygiene of the Chinese Academy of Preventive Medicine.
2. : Refers to names of food already in the house when the survey began and food purchased after that date. Record names of the food the household has on hand in terms of raw and cooked. For example, enter cooked rice for all left-over cooked rice. In this case, in the upper Food Code column, the Food Code should be the code for cooked rice, and the Initial Amount on Hand should be the amount of the left-over cooked rice. For another example, at present, the household has 514 jin of rice. Accordingly, in the Food Name column, it should be "rice," and in the Food Code column, it should also be the code for rice which is 0101.
3. (V15) Initial Amount on Hand (jin) refers to the amount on hand of all raw and cooked food before the survey. If the household has stored a large amount of food, use small containers to measure out the approximate amount for three days' consumption. Note that all left-over food and dishes, cookies, cakes, and other food grains than wheat and rice should all be weighed and recorded. Pay special attention not to leave out small food amounts (such as oil, salt, soy sauce, vinegar, sesame, etc.).
4. (V24) (jin) During the time of the survey (within three days) what kinds of food are bought (or produced) every day? What is the amount?
5. (V25) (jin) During the time of the survey (within three days) what food is discarded every day? Such as the food that has been disposed of; used to feed pigs, chicken, and ducks--all of the amount should be entered in this column.
6. (V20) (jin) The total amount of every kind of food bought and discarded every day (sum of three days). Calculate the total amount by adding up the amount bought daily, self-produced, and discarded during the 3-day survey; enter the numbers into the V24 and V25 sections for the relevant food.
7. (V21) At the end of the 3-day survey, weigh the amount of each kind of food remaining, and enter them onto the relevant line.
8. (V22) During the time of the survey what is the amount of food that is actually consumed by the household? Use this formula; actual consumption = amount on hand + amount purchased - amount discarded - amount remaining.

9. (V23) For consumption per person per day use the per person per day consumption calculated from the total household members in V35 in grams.

Table 3 Record of Household Meals per Person per Day

1. (A1) Record in the first two rows the names and line numbers of all household members listed in the Household Survey; verification with Household Survey Table should be done seriously, and it is extremely important that each person's information should be identical with Household Survey Table. Do not leave out any guests who eat in the household, and use -2 as line numbers for all guests.
2. (V26) The age should be identical to the Household Survey Table.
3. (V27) Gender, enter 1 in the square for males, and 2 for females. Gender should also be identical to the Household Survey Table. The responsible person at each site should check this information at all times.
4. (V28) What is the person's occupation? Record actual occupation such as electrician, teacher, machine operator, accountant (technician, steel worker), etc. This should also be identical to the Household Survey Table.
5. (V29) Record the activity level in accord with the code listed under the table. If an activity is not included in the code instruction and work manual, the interviewer can categorize it into the relevant group according to the activity level.
 - (1) Very light physical activity refers to working in a sitting position, e.g., accountant, office worker, electrical appliances repairer, watch repairer.
 - (2) Light physical activity normally refers to working in a standing position, e.g., shop assistant, laboratory technician, teacher.
 - (3) Moderate physical activity, e.g., student, driver, electrician, metal worker, salesman.
 - (4) Heavy physical activity, e.g., farmer, dancer, steel worker, athlete.
 - (5) Very heavy physical activity, e.g., loader, logger, miner, stonecutter.
 - (6) Other refers to children under age 7 and the elderly who have no working activity.
6. (V36) Does the person eat the breakfast listed in the daily meal column at home? Enter 1 if the answer is "yes," and 0 if the answer is "no" (didn't eat or ate outside the home).
7. (V37) Does the person eat the lunch listed in the daily meal column at home? Enter 1 if the answer is "yes," and 0 if the answer is "no" (didn't eat or ate outside the home).
8. (V38) Does the person eat the dinner listed in the daily meal column at home? Enter 1 if the answer is "yes," and 0 if the answer is "no" (didn't eat or ate outside the home).
9. (V39) Does the person eat snacks at home everyday? Enter 1 if the answer is "yes," and 0 if the answer is "no."
10. (V34) Number of meals/person: Refers to the number of meals eaten in three days per person. Total the number of each meal in three days and enter the sum of each into relevant square provided in the column.
11. (V35) Calculate number of person-days: One person and 24 hours constitute one person-day. If a person habitually eats only two meals per day or more than three meals per day due to special circumstances (such as heavy physical activities, night shifts, etc.), either case is counted as one person-day. First, add up the number of meals a person eats in V34, then calculate the number of person-days for the person during the time of the survey (three days) according to meal allocation proportions, such as 20% for breakfast, 40% for lunch, and 40% for dinner. (Numbers of breakfasts/person x 20% + numbers of

lunches/person x 40% + number of dinners/person x 40%). If a person eats only two meals per day (such as lunch and dinner or breakfast and dinner), then the proportion is 50% each, and two meals constitute one person-day. Normally, the proportion of the number of meals/person is calculated by the main food. For example, if a person had 2 liang of bread and 1 liang of rice gruel for breakfast, 4 liang of rice for lunch, and 4 liang of rice for dinner, then he/she had 11 liang of the main food for the day. The proportions of daily meals are calculated as follows; breakfast: $3/11 \times 100 = 28\%$; lunch: $4/11 \times 100\% = 36\%$; dinner: $4/11 \times 100\% = 36\%$. Some people only have milk and eggs for breakfast which is lacking the main food, and they do not eat much main food either for other meals; under such circumstances, the proportion of each meal is decided by synthesizing and analyzing the total amount of intake of the main food. Preschool children go by 33.3% for each meal.

Table 4. Record of Daily Food

1. Use a new table for each person. Respondents for this table include all household members listed in Table 4 of the Household Survey. First, copy the line numbers and names from Table 4 to the upper part of this table. Note, the copied data should match the original, and should be strictly verified. Household members who eat snacks and meals at home and outside should be filled in this table without omission. Skip household guests.
2. Interviewers should pay the household a visit every day to ask about food eaten on that day. First, fill in the breakfast, lunch, and dinner columns respectively; enter 1 for having eaten, and 0 for not having eaten. It is required that interviewers pay the household a visit every day so that they won't forget the names of food eaten. Interviewers may ask household members to help keep a record of the kind and amount of their daily food intake if household members are cooperative, but interviewers should verify the records. This survey should be conducted for three consecutive days.
3. (V14) What kind of food the respondent had for each meal. Record food item, ingredients of each kind of food, and the relevant code. When filling in the code, make sure whether the food is raw or cooked. For example, the ingredient for steamed bread is wheat flour; it should be made clear whether to use the code for wheat flour or steamed bread. If the code is for steamed bread, the ingredient should be wheat flour, and the food intake amount should be the actual quantity of steamed bread eaten. Don't leave out the kind and amount of less eaten food. For example, if fried cabbage with ground pork was served for lunch, don't neglect the ground pork amount in the dish. There is no need to ask the condiments consumed for each meal. It will be sufficient just to weigh the entire household consumption in Table 2.
4. (V39) How much food is eaten? Record the amount in liang for different meals. Separate each meal with a blank space.
5. (V40) Meal time. Fill in each meal time according to code 1 at the bottom of the table.
6. (V41) Meal location. See code 2 at the bottom of the table. Clearly record the location for each meal such as at home, at work unit, outside the home, or relative's home.
7. (V42) Preparation method. Understand how the food was prepared. Use code 3 at the bottom of the table.
8. (V43) Where the food was prepared. See code 4 at the bottom of the table. Select the

relevant code to demonstrate the preparation location.

RECOMMENDED WORK PROCEDURE

Training

- 2 days before: Meeting of interviewers, responsible persons from village/neighborhood committees, and representatives from organizations involved in the survey. Survey briefing and information collection.
- 1-2 days before: Get in touch with households and give out instruction booklet. Copy codes 1-5 from 1991 Household Survey Table to 1991 Household Survey Table.
- 1 day before: Pay house visit in the evening and measure household food quantity.
- Day 1: Community adjustment. House visit during the day for general interview, house visit in the evening for dietary survey.
- Day 2: Verification, and correction. House visit during the day for health survey, house visit in the evening for dietary survey.
- Day 3: House visit during the day for general interview, house visit in the evening for dietary survey and household food quantity measurement.
- 1-2 days after: Verification -> House visit for missing data and correction -> Clean up -> send data.