



# **Palestinian Central Bureau of Statistics**

## **Work Conditions Survey (May-June, 2004)**

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## **Introduction**

### **Survey Programmer**

The Work Conditions Survey was implemented during the period 2/5/2004 to 1/7/2004. The survey was conducted as a module to the second quarter of the Labour Force Survey, 2004 (April- June, 2004) during the last nine weeks of the quarter.

In September 1995 PCBS began conducting household labour force surveys on a periodical basis. The main objective of collecting data on the labour force and its components, including employment, unemployment and underemployment, is to provide basic information on the size and structure of the Palestinian labour force. Data collected at different points in time provide a basis for monitoring current trends, changes in the labour market and in the employment situation. These data, supported with information on other aspects of the economy, provide a basis for the evaluation and analysis of macro-economic policies.

### **Survey Objectives**

The main objective of collecting data on Work Conditions is to provide basic information on the employment characteristics of the Palestinian labour in both public and private sectors, and workers in Israel and Israeli settlements, in the different economic activities such as: health conditions at work, working in high places, working with sharp implements, and dangerous chemical and flammable materials. The survey aims also to:

- Provide information on health insurance and insurance against work injuries.

  - Provide information about the availability of annual paid vacation, paid leaves, maternity or emergency paid leaves.

- Provide information about job stability and security.

- Provide information about incentives systems in kind and morale.

- Provide information about employee participation in decision making.

- Provide information about the crowdedness of workplace.

- Provide information about the employee legal status, availability of work contract or written work contract between employee and employer and if it includes items to secure healthy and safe conditions.

- Provide information about discrimination either against sex or age and data about violence either physical or verbal.

  - Provide information about the availability of instruction and awareness boards, emergency exits, rest places, first aid supplies, first aid equipment, availability of fire extinguisher, etc.

- Provide information about other work benefits.

## Concepts and Definitions

### **Household:**

One person or a group of persons living together who make common provision for food or other essentials for living. Household members may be related, unrelated or combination of both.

### **Population of working age:**

All persons in the West Bank and Gaza Strip aged 15 years and above.

### **Reference period:**

The week ending on Friday preceding the interviewer's visit to the household.

### **Employed:**

All persons 10 years and over who were at work at least one hour during the reference week, or who were not at work during the reference week, but held a job or owned a business from which they were temporarily absent (because of illness, vacation, temporarily stoppage, or any other reason). Employed persons are classified according to employment status as follows:

#### **1. Employer:**

A person who operates his or her own economic enterprise or is engaged independently in a profession or trade, and hires one or more wage employees.

#### **2. Self-employed:**

A person who operates his or her own economic enterprise or is engaged independently in a profession or trade, and does not hire any employee.

#### **3. Wage employee:**

A person who works for a public or private employer and receives remuneration in wage, salary, commission, tips, piece-rates or pay in kind.

#### **4. Unpaid family member:**

A person who works without payment in an economic enterprise operated by a related person living in the same household.

### **Main job:**

The job at which the person usually works the most hours is his/her main job. If a person usually works the same number of hours at two jobs, the "main" job is the job at which the person has been employed the longest.

### **Occupation:**

Occupation refers to the kind of work done during the reference period by the person employed, or the kind of work done previously if unemployed, irrespective of the industry or the employment status of the person. Occupations are grouped together mainly on the basis of the similarity of skills required to fulfill the tasks and duties of the job. Occupations are classified according to the International Standard Classification of Occupation (ISCO 1988).

### **Economic Activity:**

Economic Activity refers to the activity of the establishment in which an employed person worked during the reference period, or last worked if unemployed. This activity is defined in terms of the kind of goods produced or services supplied by the unit in which the person works. Economic Activity is classified according to the unified commodity classification in the West Bank and Gaza Strip which is based on the International Standard Classification of All Economic Activities (ISIC Rev3).

**Direct Head/ Supervisor/Manager:**

The person who supervises, and give instructions to the employee during the performance of the work.

**Health Insurance:**

Indemnity coverage against financial losses associated with the occurrence or treatment of health problem.

**Insurance of Work Injuries:**

Compensation on financial loss by covering costs resulted from accident of labour.

**Get Along with Co-workers:**

Friendship or correspondence in ideas and beliefs between employee and other co-workers.

**Employment Security:**

Set of instructions and laws which do not allow employers to fire employees according to his/her desires.

**In Kind Incentives:**

Set of incentives which are paid to employee as money premium, substitute for overtime, awards or any other promotions, as an outcome for distinguished performance.

**Morale Incentives:**

Set of incentives which is offered to employee such as gratitude or any other incentives, as an outcome of distinguished performance.

**Social and Psychological Situation:**

Consists of list of obstacles that employee encountered at work place and causing social and psychological problems, such as employee exposed to bad treatment, or physical violence or do not participate in making decisions.

## Survey Questionnaire

The questionnaire represents the main instrument for data collection The questionnaire on work conditions was designed according to International Labour Organization recommendations with respect to privacy issues in Palestinian society, in addition to local experts recommendations, and in order to achieve the technical requirements for the field work stage and for data processing, The questionnaire consists of the following sections:

- First section:** Identification data and quality control criteria
- Second section:** Data on household members that includes data on demographic and social characteristics, such as age, sex, refugee status, education, marital status, and family relationships.
- Third section:** Data on household members 15 years and over and their relations to the labour market during the reference period
- Fourth section:** Data on working conditions of employed persons at the household aged 15 years and over asked directly to the workers to provide basic information on the employment characteristics of the Palestinian labour in both public and private sectors, and workers in Israel and Israeli settlements and their working conditions.

## Target Population

The target population: consisted of all Employed Persons aged 15 years and over, who worked in the reference period, and living in the Palestinian Territories, excluding nomads and persons living in institutions such as prisons or shelters.

## Sampling Frame

The sample in the survey is a two-stage stratified cluster random sample.

### Frame:

The sampling frame consisted of a master sample of enumeration areas (EAs) selected from the Population, Housing and Establishment Census (1997). The master sample consists of area units of relatively equal size (number of households); these units have been used as primary sampling units (PSUs).

### Sample Design:

The sample is a two-stage stratified cluster random sample. The first stage was the selection of a stratified sample of 481 enumeration areas.

The second stage sampling units are households.

### Stratification:

Two levels of stratification have been made:

- Stratification by District.
- Stratification by place of residence which comprises:
  - (a) Municipalities
  - (b) Villages
  - (c) Refugee Camps

### Sample Size:

The sample size is about 5,239 households, allowing for non-response and related losses of about 12% with respect to the sample size. The sample size include 4,055 employees in both public and private sectors, 3,567 employees were interviewed (complete cases) in order to represent the Palestinian society and statistical estimation about work condition indicators. This amount for the sample is considered sufficient to provide estimates about the main labour force characteristics at the level of the Palestinian Territory, and to monitor the core changes in these characteristics.

## Weighting Calculation

Weights have been calculated for each sampling unit. Weight reflects the sampling procedures, in order to make the weighting procedure practical and simple.

Adjusted weights are important to reduce bias resulting from non-responses. "Adjusted" weights give consideration to demographic changes between the time of the Population, Housing and Establishments Census 1997 and the time the survey was carried out.

Adjusted weights in the survey are based on the estimates of the size of the population within the Palestinian Territory and their age group distribution according to the period (May-June, 2004)

## Calculation of Variances and Estimates

The estimates we produced are proportions; we get proportions from the ratio between two variables. Also the calculations of standard errors for the main survey estimates are made during the calculation of the variance so that the user can determine their reliability or precision.

### Reference week

The week ending on Friday preceding the interviewer's visit to the household.

### Data Collection

Field operations started in the West Bank and Gaza Strip on 2/5/2004 and lasted until 1/7/2004. Fieldwork teams were distributed among all districts on the basis of sample size in each district and as distributed in the Labour Force Survey.

### Response Rate

(absolute values):

Conclusion	(absolute values)	(Percentage)
Completed	3,567	%88.0
Refused	31	%0.8
Temporally Absent	195	%4.8
Other	130	%6.4
<b>Total</b>	<b>4,055</b>	<b>100.0</b>

### Data Processing

#### Coding:

At this stage, the Economic Activity variable underwent coding according to West Bank and Gaza Strip Standard Commodities Classification, based on the United Nations ISIC-3. The Economic Activity for all employed and ever employed individuals was classified at the fourth-digit-level. The occupations were coded on the basis of the International Standard Occupational Classification of 1988 at the third-digit-level (ISCO-88).

#### Preparation of Data Entry Programme

At this stage the data entry programme has been prepared using the ACCESS package. Data entry screens have been designed. Entry and data verification regulations have been established to guarantee consistent and accurate entry of questionnaires. address the variables on the questionnaire level.

**Data Entry:**

At this stage the data entry programme was prepared using the ACCESS package.

## Data Quality

The definition of data quality includes several parts, starting from preliminary planning and ending with dissemination. There are three components of data quality: propriety, reliability, and validity of data.

Propriety is explicit regarding population, variables, and reference period, etc., that are executed in this report. This chapter discusses the reliability of data; this component implies the sampling design, measurement procedures, and data processing, in addition to the frame of measuring and non response.

There is the possibility of some errors, especially in the field work; the sources of these errors are:

- Errors due to non-response because households were away from home or refused to participate. The overall non response rate amounted to almost (12.0%), which is relatively low; a much higher rate is rather common in an international perspective. It is difficult however to assess the amount of bias resulting from non response.
- Response errors which result from misunderstanding of the questions, interviewers' bias in asking the questions and probing. Thorough training, supervision, and various quality control checks were used to minimize bias resulting from these kinds of errors.
- In order to obtain more accurate and reliable data, the interviewer only interviewed the employed person. This sometimes required the interview of the employed person at the work place and the interviewer sometimes return back in the afternoon to obtain more detailed data from the employed himself.

## Derived Variables

In compliance with the International Labor Organization Recommendation, the persons aged 15 years and over classified into three groups:

1. Public Sector
2. Private Sector
3. Employed Persons as Employer, Self Employed, Unpaid Family Member and Wage Employee Irregular Work in Private Sector).

Variable name	Value Label	Description
EMPCHU	1. Full Employment 4. Visible Underemployment 5. Invisible Underemployment	Labor Force Status
EMPSTATS	1. Employer (employ others) 2. Self employed 3. Employee 4. Unpaid family member	
WBGS	1. West Bank 2. Gaza Strip	Region
MARITALS	1. Never Married 2. Married 3. Other	Marital Status
PWORK	1. West Bank 2. Gaza Strip 3. Israel and Settlements 4. Other	Place of Work
INDUSTRY	1. Agriculture 2. Manufacturing 3. Construction 4. Commerce, Hotels and Restaurants 5. Transport, Storage and Communication 6. Services	Industry
OCCUPATI	1. Legislators, Senior Officials and Managers 2. Professionals, Technicians, Associate and Clerks 3. Service, Shop and Market Workers 4. Skilled Agricultural & Fishery Workers 5. Craft and Related Trade Workers 6. Plant and Machine Operators and Assemblers 7. Elementary Occupations	Occupation