MANUAL
SURVEY OF COMMUNITY CHARACTERISTICS
1993

Cooperation Between
Demographic Institute, Faculty of Economics
University of Indonesia and RAND

TABLE OF CONTENTS

A. Acknowledgment
B. General Guidelines of questioning and filling out questionnaire
C. Book I
Guidelines of Answering
Front Page
Controlling Page
Sampling Explanation
Interview Personnel
Interview Note
Note
Section A (Transportation)
Section B (Electricity Availability)
Section C (Source of Water and Sanitation)
Section D (Agriculture and Industry)
Section E (History and Weather)
Section F (Migration)
Section G (Credit)
Section I (History of School)
Section J (History of Health Facility)
Section K (Identity of Respondent)
Section FP (Controlling Form)

D. Book II
Guidelines of Answering
Front Page
Controlling Page
Note of Data Collection
Data Sources
Method of using land
Physical condition
Type of employment
Housing condition owned by general society
Direct observation

E. Book PKK
Guidelines of answering
Front page and controlling page
Section I and J
Section H (Food Availability)

SURVEY OF COMMUNITY CHARACTERISTICS

Introduction

Survey of Community Characteristics (SCC) is part of Community and Facility Survey (CFS). The purpose of this survey is to collect information on village/subdistrict development and potential.

The sample of SCC village/subdistrict is the village/subdistrict of household enumeration area (EA).

In this survey, village condition defines as a general condition of village that consists of : main access in both village/subdistrict and to public service center and city, electricity, water and environment sanitation, agriculture and industry, development history, history, weather, and all important events happened in the village.

SCC collected information is used to enrich household data analysis in the same village/subdistrict.

SCC interview implementation will be held based on CFS schedule.

SCC has three types of questionnaires, those are Book I, Book II, and Book PKK.

General Guidelines Of Questioning And Filling Out Questionnaire

General guidelines of asking questions writing the answer in SCC questionnaire:

1. Each question is asked exactly like the written statement and words.
2. Words with slash ("/") can be read using one of them depending on the situation, e.g.,:
   a. "village/subdistrict" is read "village" or "subdistrict" depending on EA criteria.
   b. Mrs./Mr./Lady or Gentleman is read Mrs. or Mr. or Lady or Gentleman depending on the respondent.
3. Statement with "[ ]" is read using word of "choice" written in the most left box or the first line of column, except there is a special request.
4. Check point (,) is not necessary to read.
5. Statement consists of "main" word usually has one answer, except there is a special request.
6. Follow the available "skip pattern".
7. If a question does not have a skip rule, meaning continue to the next question or section.

General method of answering SCC questionnaire:

1. Fill out the answering space and write the code on the available space.
2. Circle chosen answer code number and write down the code at the available space.
3. Write the number using right alignment (adjust the answer with the available location of full stop of digit symbol and comma of decimal symbol.
4. One symbol of between brackets ("[ ]") always fill out with one digit.
5. If there is other answer, always write the "answer" in the available space.
6. Write code 9 as many as available digits and ending with:
   a. 6 for not applicable/relevant code
   b. 7 for not willing to answer code
   c. 8 for do not know/forget code
   d. 9 for interviewer forget to ask code

   Write number codes using right alignment.

I. BOOK I

The purpose of Book I is to collect current village/subdistrict data or the its changes in different sectors.

Book I consists of:
1. Cover page
2. Guiding Sheet consists of:
    a. Sampling Description
    b. Personnel interview
    c. Interview note
    d. Note
3. Interview content consists of 10 sections:
    A. Transportation
    B. Availability of electricity
    C. Water source and environment sanitation
    D. Agriculture and industry
    E. History and Weather
    F. Migration
    G. Credit
    I. History of school existence
    J. History of health facility existence
    K. Respondent identity

Note: Section H is not available in Book I, but it is available in Buku PKK

All data for Book I is collected through interview and if it is necessary can be supported by records in the village/subdistrict files.

Interviewer fills out Book I by interviewing the local Village Head/Lurah with their staff or other people who understand the questionnaire contents (informal staff e.g., LKMD, Karang Taruna, etc.). Village head decides the persons who will accompany him. In order to get objective answers, village head should be accompanied by minimally one staff. Interviewer has to write notes regarding the identity and section answered by respondent.

If village head/lurah is not available and cannot to be contacted, respondent can be replaced by village head representative or secretary.

Guidelines of filling out the questionnaire

Cover page

This page is used for summarizing sampling description. (Note: this statement only applied for SCC questionnaire). Thus, cover page can be filled out completely after answering sampling description.

Guiding sheet

Guiding sheet is filled out at the beginning of interview and completed at the end of interview. Record all documents used for completing Book I.

Sampling description

SCF sample village/kelurahan is located in the household EA. If there is more than one EAs in the village border, only one set of SCC is filled out.

LK. 01
Write the name of province where village/kelurahan is located. It is allowed to use abbreviation written on the EA list attachment and write code (2 digits) in the available space.

LK. 02
Write the name of regency (kabupaten) where village/kelurahan is located and the code (2 digits) in the available space. Regency code concurrence with BPS code (see EA list attachment).

LK. 03
Write the name of district (kecamatan) where village/kelurahan is located and the code (3 digits). District code concurrence with BPS code (see EA list attachment).

LK. 04
Write the name of village/area (desa/kelurahan) and the code (3 digits). Village code concurrence with BPS code (see EA list attachment).

LK. 05
Circle one of the choices "1" (City) or "2" (Village). Then write down the number circled in the available space. See the Table of EA List attachment for wilcah category village or city.

LK. 06
Write wilcah code concurrence with Table of EA List with "Area" label.

LK. 07
Write SCF 1993 area code concurrence with Table of EA Code with "Sakerti" label.

Example of filling out the Description of EA Village

Sumut Nias Idano Gawo Sifaoroasi Ulugawo 12 1 50 22 01B0 1 2 30

No.	Description of EA Village	Code
LK. 01	Province ..Sumatra Utara.....	[1][2]
LK. 02	Regency ..Nias.....	[0][1]
LK. 03	District ..Idano Gawo	[0][5][0]
LK. 04	Village/Subdistrict ..Sifaoroasi Ulugawo	[0][2][2]
LK. 05	Region : 1. Town 2. Village	[2]
LK. 06	Enumeration Area ..01B0.....	[0][1][B][0]
LK. 07	Sakerti 93 ..1.....	[0][0][1]

Interview Personnel

LK. 08, 10, 11, 12
Write the name and code of Interviewer, Local Supervisor, Jakarta Supervisor and Field Coordinator in the available space. Write the name of Editor after the questionnaire is edited. Name and code of interview personnel will be decided in the field.

LK. 09
The available space will be filled out by Editor after questionnaire is completely filled out by interviewer and edited by editor. Editor is an interviewer/local supervisor assigned by local supervisor to work on editing based on their shift.

Write interviewer name who is acted as an questionnaire editor and the code in the available space. Editor code is the same with interviewer code/local supervisor.

Interview note
Interview note is summarizing interview time record of each visit. Interview note can be filled out after completing interview. (Note: please do not forget to record interview time starting and ending per section).

Example:
1. Date of April 1, 1993 is written : 01/04/93
   Date of November 12, 1993 : 12/11/93

2. 9 a.m. is written : [0][9].[0][0]
   9.15 p.m. is written : [2][1].[1][5]

Note:
The purpose of column record/note is used for recording all description that is not included in the interview, but it's considered very important by interviewer. For example, writing interview supporting documents, interview situation, reasons of longer time of interview etc.

SECTION A (TRANSPORTATION)

Section A (Transportation) collects data on the main access of transportation from the center of village/subdistrict to various public service or the closest of the central town.

In this survey, the center of village/subdistrict is the office of head of village. If there is no village office, therefore the house of head village is considered as the center of village.

Description of Public Service/central town

A. Bus stop, terminal, station or quay

1. Bus stop is a place where 3 or 4 wheels public service vehicle stop temporarily. The location is usually on the main road and no officer operates it.

2. Terminal is a complex of where 3 or 4 wheels public service vehicle depart, arrive and stop to get passenger. Officers operate it and terminal users usually pay retribution.

3. Station is a place where train depart and arrive and officers operate it.

4. Quay is a harbor for river or sea ships where ships depart, arrive and stop. Officers operate it and quay users usually pay retribution.

B. Market
Market is a place where people do transaction or where sellers and buyers meet each other. Criteria of market are: collection of big or small stores, business complex, super market. The activity is going on every day, certain days or certain time.

C. Public telephone/telephone office

1. Public telephone is telephone unit that can be used for public using coin or card without any assistance.

2. Telephone office is a place where people can get services for telephone facilities (local, long distance, international), telegram, fax and telex. There are officers who serve and accept service payment.

D. Post Office/Office for Mailing Goods

1. Post Office is a government company which is called Kantor Pos dan Giro. It provides mail, package, money order and other services.

2. Office of Mailing Goods is a private company and provide the same services as post office. For example: Titipan kilat, Elteha, and other night bus companies.

E. Bank or Other Formal Financial Institution

1. Bank is a financial institution managed by government or private, such as BRI, BBD, BNI, BPD, BMI, Bank Niaga, Bukopin, BCA, etc.

2. Other Formal Financial Institution are Bank Perkreditan Rakyat (BPR), Bank Kredit Kecamatan (BKK), Lumbung Kredit Pedesaan (LKP), saving and lending cooperation that institutionalized by law, pawn-shop, insurance, etc.

F. District Town is usually the location of district head office.

G. Regency Capital Center is the biggest business center in the capital of regency or office of regency head.

H. Provincial Capital Center is the city of the capitol of Province.

Description Of Question

A0. Location [...]: inside or outside village/sub-district
All location of public service. Inside the village means exist or inside village borders.
When circle the answer, notice the skip pattern carefully.

A1. Distance from the office of the village/subdistrict head to [...]
General measuring criteria from village center to public service location and it's written in kilometer (1 km = 1,000 m)

Example:
One and half kilometer is written : [-][-][1].[5] kilometer.
One hundred meter is written : [-][-][0].[1] kilometer.

A2. Type of public transportation used.
Type of transportation that most often used to reach the location of public service.

Choices include:

01. Trains
02. All types, size and quality of four wheeled motor vehicles, such as: huge bus, mini bus, city or village transportation, microlet (colt, daihatsu, izusu, suzuki), taxi, oplet, private car, pick up, truck, etc.
03. All types, size and quality of three wheeled motor vehicles, such as: bemo, bajaj, toyoko, angling darma, helicak, minikar, becak in Pematang Siantar, mobec (motor becak), etc.
04. All types, size and quality of two wheeled motor vehicles, such as: motor cycles and ojek motor cycles.
05. Dokar/cidomo, such as: delman, sado, andong, pedati, cikar, and benhur.
06. Becak
07. Bicycle or ojek bicycle
08. Motor ships
09. Motor boats: "speed boat", ces, ketinting
10. Non motor boats: sampan, kano, biduk perahu, etc.
11. On foot
12. Other, please mention: _____.

A3. Travel time of one way transportation

Average travel time needed for reach location of public service from office of head of village/subdistrict. This average travel time includes waiting time to change the transportation, not waiting time to get transportation.

For example:

One hour is written	: [-][1] hour [-][0] minutes
Fifteenth minutes	: [-][0] hour [1][5] minutes

A4. Travel cost for one way trip

Travel cost for back or forth using public transportation. If the cost of going to is different with one of going back, therefore count the average.

For example:

Two hundred and fifty rupiah is written	: [-][-].[2][5][0]
One thousand is written	: [-][1].[0][0][0]

A5. Number of operative days in one week.

Operation means persistence of public transportation activities. For example, in the big and modern market, the activities held every day, but for market located in the village, the activities held on certain days, such as market day or certain times per week.

A6. Availability of public three or four wheeled or motor ship/boat service in this village/subdistrict.

Public transportation is vehicle that charged the passengers. All types of four, three, vehicles, motor ship/boat (described in A2 code).

Notice the skip pattern. If "not available", go to question A7. If "there is public transportation service", go to question A6a.

A6a. In what year did the first public motor vehicle service start operating?
If you do not remember, state for how many years public transportation has been operating?

If there is no date/year of the formal permit or establishment of operation, approximate the year when this vehicle operate at the first time. In the answering column that has no answer, write 96 code. Notice the skip pattern. all answers of A6a go directly to A8.
For example:
Respondent answers year 1980, write: [1][9][8][0]
: [9][6] year

Respondent does not remember the year, but answers it has been existed 5 years ago,
write : [1][9][9][6]
[-][5] year

Respondent can not answer the year, but he remembers that it's already been 12 years,
write : [1][9][9][6]
[1][2] tahun

A7. If there is no public motor vehicle service in this village/subdistrict, in what year did the nearest public transportation service to this village/subdistrict start to operate?
If you do not remember the year, please state how long it has been operating?

Public transportation service in the closest village/subdistrict refers to the distance between this village/subdistrict and village/subdistrict intended. If there no answer, put long dashed line.

A8. What is the prominent type of road in this village/subdistrict?

Circle the answering code and move the code number to answering space [ ] in the above right.
Main road is the direct main street that relate this village/subdistrict with other village/subdistrict.

Types of road:
Land roads
1. Asphalt or cement roads : surface of the road is constructed from asphalt or cement.
2. Paved roads : it is hardened using certain materials on part or the whole surface (can be used for 4 wheels vehicle). The material used for hardening the road, for example: sand, pebble, stones and other material. The surface of the road is harder than land road.
3. Dirt roads : clear and usually it becomes muddy because of raining.
4. Other land roads : other than those three land roads mentioned above, for example gletser.

Water roads
5. Rivers
6. Lakes
7. Swamps
8. Sea
9. Other water ways: other than those four roads mentioned above.

A8a. Can the main land/water road in this village/subdistrict be traveled by motor vehicles?

Motor vehicles mean four wheeled motor vehicles or motor boat.

A9. In this last year, how many months can the main road be traveled by motor vehicles?

This question is a continuation of the previous question, so the criteria of vehicles is the same with the description of question A8a. One year (12 months) minus the number of months (total weeks) when the main road can not be used, due to the flood, rainy season, road or bridge damages, land slide, etc. For water roads usually due to dry season, natural disaster, etc.

If the size of the road is for four wheeled vehicles, but it has never been used, then this road is considered can be used.

For example:
Ten months is written : [1][0]
Twenty is written : [2][0]

A10. How many rupiah per liter is the price of fuel in this village/subdistrict?

The price of fuel is the retail price used in this village/subdistrict and it is not the formal price given by the government.

SECTION B (AVAILABILITY OF ELECTRICITY)

The purpose of this section is to collect information on availability of electricity in the village.

Description of the questions

B1. Is there any electricity available in this village/subdistrict?

Notice the skip pattern. If there is electricity in this village/subdistrict, continue to question B1 to B7. But if there is no electricity, go to section C.

B1a. How many percent of the household in this village/subdistrict use electricity?

Count based on this formula.

$$\frac{\text{Number of households used electricity}}{\text{Number of total households in this village/subdistrict}} \times 100\% = \ldots$$

For example:
Ten people is written : [-][1][0] person
Five peeople is written : [-][-][5] person

B2. Does [...] supply electricity in this village/subdistrict?

Write code 1 in the answering space, if [...] supply electricity in this village/subdistrict or write 3 in the answering space, if [...] does not supply electricity in this village/subdistrict. Notice the skip pattern.

PLN:
Electricity produces by State Electricity Company and distributes to housing.

Local government/government agency:
Electricity resources initiated by the local government that especially work on electricity service. This electricity resources is not included in the PLN category.

Private cooperation/cooperative:
Electricity resources initiated by the private cooperation/cooperative that especially work on electricity service. This electricity resources is not included in the PLN category.

Individual generator:
Electricity resources produced from the generator owned by individual and distributes to some houses.

Public self-reliant agencies:
Electricity resources produced from the generator owned by society and distributes to some houses.

B3. In what year was [...] beginning to have electricity in this village/subdistrict?
If you do not remember, how many years has there been any electricity?

Write the year when this village/subdistrict started having electricity from each resources.
if you do not remember the year, write down the total years of having electricity. Write code 96 for column that have no answer.

B4. How many hours per day electricity available from each resources?

In many places, electricity is available only on certain times, such as only during the day, night or only for several hours per day. If electricity available non stop, write 24 hours.

For example:
Eight hours, write : [-][8] hours

B5. Does the electricity often go out?

The electricity goes out meaning there is no electricity due to any reason. Notice the skipping pattern.

B6. If the answer is yes, how often?

Circle the answer based on code B6 code choices.

B7. Among the above electricity resources, please mention one or main resource.

It is clear.

SECTION C (WATER SOURCES AND SANITATION)

The purpose of this section is to collect information on the situation and condition of water sources and sanitation in this village/subdistrict.

Description of questions

C1. Where does the village population get drinking and cooking water sources?

Water used for daily drinking and cooking by population or households. Write the answer by circling code of the number. The answer can be more than one.

Plumbing water (PAM water):
Water source organized by a water processing company and minimally there is water treatment process before distributed to the consumers.

Pump water (electrical/manual):
Wells use a pumps, including artesian pump wheels.

Wells:
All kinds of wells without pumps in all locations.

Spring water:
Including spring water that is strained and distributed to houses using pipes or bamboo.

Rain water: clear

River water: clear

Lake water: clear

Other, please mention _____ : clear

Mineral water: clear

C2. Among the aforementioned drinking and cooking sources, which is the prominent one?

It is clear and the answer is only one.

C3. Where does the village/subdistrict get the water for bathing and washing?
There can be more than one water source.

Water used for daily bathing and washing (clothes, household appliances, and food) by population or households. Write the answer by circling code of the number. The answer can be more than one.

C4. Among the aforementioned bathing and washing source, which is the most prominent one?

It is clear and the answer is only one.

C5. Check point.

The purpose is to separate between plumbing water users and other water sources users. This statement does not need to be read for respondent. It is only for the interviewer to read it carefully and write the answer and notice the skipped pattern. If the answer to C1 or C3 is 1, PAM water, continue to C6;but if the answer is No, continue to C10.

C6. In what year was the plumbing water/PAM water introduced into this village?
If you should not remember, how many years has there been a plumbing water/PAM water in this village?

Write the answer by using the last two digits of the year when the plumbing system started in his village/subdistrict. If they do not remember the year, write how long this system has been operated in this village/subdistrict. If there is no answer, write 96 code in the answering column.

C6a. What is the main water source of the plumbing/PAM system that flows in this village/subdistrict?

Water source used by plumbing/PAM system in this village/subdistrict.

C7. Are there often water shut-offs from the plumbing system?

The reasons for shut-offs include no water from PAM, dry or no supply. Notice the skip pattern. If the answer is yes, meaning there are often shut-offs, go to C8 and if the answer is No, go to C9.

C8. If the answer is Yes, how often?

If the water is often shut-off, write the average frequency of water shut-offs. Answer the question by circling the appropriate code number.

C9. Before there was any plumbing water, where did the majority of the population obtain water from for drinking and cooking?

Drinking and cooking water sources used before plumbing/PAM water. Answer the question by circling the appropriate code number.

C10. Is the need of drinking and cooking water met every dry season in this village/subdistrict?

This question refers to the situation before plumbing/PAM system available in this village/subdistrict during dry season to supply drinking and cooking water. Notice the skip pattern.

C11. How does the population in this village/subdistrict meet the needs of drinking and cooking water in every dry season?

This question refers to the previous question. Notice the skip pattern.

C12. What is the water source?

This question refers to question C10. Each answering column has to be filled with code 1 for 'yes' code 3 for 'no'.

C12a. What is the main water source?

This question especially refers for question C10, only for the main water source.

C13. Is there any system of waste water channels in this village/subdistrict?
Household waste water is dirty water resulting from household activities, such as used bathing water, used clothes washing water, used household appliances water, used cooking water, etc.

Channel system means channel used to manage the waste water to be thrown into the river, sea, etc.

If the answer is 'no', write 3 code. If the answer is 'yes', write 1 code and continue to C14.

C14. In what year was this waste water channel introduced?
If you do not remember, how long has there been a waste water channel in this village/subdistrict?

It is clear. If there is no answer, write 96 code in the available column.

C15. Do all the households in this village/subdistrict utilize the waste water channel system?

All households can utilize more than one waste water channel. If the answer is 'no', go to C17.

C16. Where does the household in this village/subdistrict dispose their waste water?

Choose the location where household dispose waste water. The answer can be more than one.

C17. Where does the population defecate in this village/subdistrict?

The answer can be more than one.

1. One's own toilet with septic tank:
The toilet is only used for one household. Toilet with septic tank is a toilet that has a place made from special materials to accommodate feces, so it doesn't penetrate to the land.

2. One's own toilet without septic tank:
The toilet is only used for one household and it has no septic tank. The feces penetrate to the land. Other possibility is this toilet has no place to accommodate feces, so it goes directly to the river, pool, etc.

3. Shared toilet with neighbors.
This toilet is made with or without septic tank and used by certain families or households who live close to each other. Criteria of this toilet is using key at the door, so that only certain people can use it.

4. Public lavatory
Toilet is made with or without septic tank and any person can use it.

5. In the river or gutter
The location is in the river or gutter that has waste water, including toilet with a channel goes to the river or gutter.

6. In the garden or rice fields.
People defecate in the garden or rice fields and covered it with or without land.

7. Other, please mention _____
Write the answer on the available space.

C18. Among the aforementioned lavatories, which is the essential one?
This question refers to C17 and the answer is only one.

C19. How does most of the population manage the garbage in this village/subdistrict?
The choices of the answer are clear. Notice the skip pattern. If the answer is code number 1, continue to C20. If the answer is other that code 1, go to section D.

C19a. What is the most common way to manage garbage in this village/subdistrict?
The most common way means the way that most population used. The answer is only one.

C20. Since when has the garbage been collected regularly?
If you do not remember, how long has the garbage been collected regularly?

It is clear.

C21. How much does it cost to collect garbage per month for each household?

It is clear.

SECTION D (AGRICULTURE AND INDUSTRY)

D1. Check point

It is clear and notice the skip pattern.

D2. Mention three main crops cultivated in this village in 1992/1993.

Year 1992/1993 refers to planting season from September 1992 to September 1993. There are two periods of planting seasons, first planting season in 1992/1993 and 1993. Planting season in 1992/1993 is a planting season during rainy season in 1993, that is between September 1992 to April 1993. Planting season in 1993 is a planting season during dry season 1993, that is between April 1993 to September 1993.

Main crops mean crops that are cultivated by many local people. Type of vegetables and fruits, such as: tomato, orange juice, apple, Chinese cabbage, spinach, etc. Write the answer using capital letter in the available space.

D3. Was there any harvest [...] in year 1992/1993?

Notice the skip pattern.

D4. How many times were the harvest [...] in this village in 1992/1993?

It is clear.

D5. In general, the products of [...] were to be:

Answer the question by circling the appropriate code number.

D6. If it was rice, mention the variety of rice generally grown in this village.
If it was not rice, straight to D7.

This question is only if the answer to D1 is rice. Other than rice, go to D7.

D7. Are there any irrigated rice fields?

It is clear.

D8. Is there [...] irrigation in this village?

It is clear. Answer the question by circling the appropriate code number. If the answer is ‘no’, go to D11.

D9. How many hectares of rice fields are watered by employing [...] irrigation system?

Write the answer using right alignment and allow to have one number (digit) after coma.

For example:
Ten and a half hectare, write : [ ][1][0],[5] hectare.

D10. Who manages the [...] irrigation system?
There may be more than one answer.

It is clear.

D11. Are there any commercial enterprises in cattle breeding or fish ponds in this village?

This question is applied for all cattle breeding and fish ponds (big and small ones). The purpose is only for making profit not for individual/family needs. Answer the question by circling the appropriate answer. If the answer is “no”, go to D13.

D12. Please mention any kind of fowl, cattle or fish ponds that are cultivated.
Mention only four prominent ones.

Write the name of animals that are cultivated and the maximum number of types is 4. Write the answer using capital letters.

D13. Is there any aid or counseling program that is connected with farming enterprise on D2 or with cattle/fish pond enterprise written at D11?

This program is related with farm operations, for example Bimas, Inmas, KUD, KUT, PPL, KKN, etc. Answer the question by circling the appropriate code number. If the answer is “no”, go to D19.

D14. Please mention any program that was ever undertaken in this village. Mention the program beginning from the last one.

It is clear. Write the answer using capital letter.

D15. Who organized the [...] program?
Please state the name of the institution in full.

The main institution or company organizing the program and the answer can be more than one institution. Write the answer completely.

For example:

Departemen Koperasi	UNDP
Dinas Perkebunan	Perguruan Tinggi

D16. What were the goods/services that were made available/were given by this [...] program?

The goods and services given by this program, for example :

- Sapi Banpres program: in this program, the material given is cows and support in technical management.
- Bimas/Inmas program: is to increase rice production and the service given is credit for peasant enterprises and counseling program. Goods support can be money. Write the answer using capital letter in the available space.

D17. What crops were comprised in this [...] program?
Code 2 = special rice field, code 4 = Perennial crops (non-rice field), code 6 = Hard crops.

The type of crop used in the program. For example, Bimas program uses rice-field. Answer the question by circling the appropriate code. If the answer is code number '2' (special rice field) or '4' (perennial crops), write the name of the crop in the available space.

Perennial crops harvest once a year and change directly with the following crop. There are several perennial crop, such as orchid, tobacco, pepper, tomato, sugar cane, etc. that are possible to have the second harvest, although they do not produce the same quality. They are still categorized as perennial and usually have clump.

Hard crops harvest more than one time during their lives and it is also called perennial crops. The main criteria is these crops have hard and long stalk. For example: mango, orange, and rubber.

D18. In what year was the [...] program implemented?

Write the beginning and end of the program. If the program is still going on, write "96" code at the end of the program.

For example:
Year 1970-1980, is written : Year [7][0] through year [8][0].
Year [8][5] through year [9][6], meaning the program started in 1985 and it is still going on.

Before asking question D19 through D27, see the answer of D2. Write down the name of the crops in the available space and ask question D19 and D21 for the first crop.

D19. How much is the average wages of agriculture labor in this village, according to the type of work and type of labor?

Write the answer using right alignment.

D20. Is this type of [...] work usually given by piece to the workers in this village?

Sign [...] refers to the type of work at the first column. Follow the skip pattern.

D21. How many rupiah is the average payment for each hectare of [...] work?

It is clear.

D22 = D19

D23 = D20

D24 = D21

D25 = D19 and D22

D26 = D20 and D23

D27 = D21 and D24

D28. Are there any factories in this village/subdistrict or in village/subdistrict neighbor?

Factory or industry means a formal company that does not process primary agriculture, but produce food and non-food, such as clothes, shoes, bags, household appliances, snacks, etc.

Village/subdistrict neighbor is a village/neighbor that has an adjacent border.

Answer the question by circling the code number. If the answer is “no”, continue to D23.

D29. What are the types of product made by these factories?
Mention just five foremost types.

Write the main five product (not the side-product) using capital letter in the available space.

D30. When did the [...] start operating?

Sign [...] refers to the types of product mentioned in the first column. The date of starting the operation means the date when the factory starts the product activities. Circle the appropriate answer.

D31. How much is the distance from the office of the head of village/subdistrict to the [...] factory?

Distance is counted in kilometer up to one digit after comma. Write the answer using right alignment.

D31a. How much is the average wages of adult male daily laborer in the factory?

Wages means the laborer wages in the production section. Write the answer in the available space using right alignment.

D31b. How much is the average wages of adult female daily laborer in the factory?

It is the same with 31a.

D31c. How much is the average wages of child daily laborer in the factory?

It is the same with 31b.

D32. Are there any home (cottage) industries in this village/subdistrict?

The industry is based in the household, non-formal and it has a limited laborers (maximum 5 people). The type of industry is crafts, ceramics, batik, rattan, craft, food, etc. Circle the answer. If the answer is “no”, go to question D36.

D33. What types of products are yielded by mentioned home industry?

Write the answer using capital letters in the available space.

D34. Does this home industry [...] generally employ any laborer?

Circle the appropriate answer. I the answer is “yes”, go to D35.

D34a. How much is the average wages of adult male daily laborer in the home industry of [...]?

D34b. How much is the average wages of adult female daily laborer in the home industry of [...]?

D34c. How much is the average wages of child daily laborer in the home industry of [...]?

D35. How much is the average income per month from home industry [...]?

Average income per month is the bruto earnings minus all expenses used for production, such as transportation, materials, etc.

D36. Is there any labor intensive project in this village/subdistrict?

Labor Intensive project is a government project that involves society to build infrastructure, such as bridges, roads, irrigation tunnels, etc.) for community's needs. For example in the agricultural village, the government is involving society to build an irrigation tunnel and pays them.

D37a. How much is the wages of adult male laborer per day in the labor intensive project?

It is clear.

D37b. How much is the wages of adult female laborer per day in the labor intensive project?

SECTION E (HISTORY AND WEATHER)

The purpose of this section is to collect information on weather and important history that has happened in this village/subdistrict. For example, the name of this village since 1961.

Description of questions

E1. Have this village/subdistrict ever changed its name?

Notice the skip pattern. If the answer is code 1 "yes", continue to E3. If the answer is code 3 "no", continue to E6.

E2. What was the year of the change of name?

It is clear.

E3. What were the old names of the old village/subdistrict, regency, and province and the new one (since 1961)?

Write old name of the village/subdistrict at column A and new name at column B, if there is a change on the name of the village /subdistrict.

E4. What was the main reason of the change of names of this village/subdistrict in [1][9][ ][ ]?

Answer the question by circling the code number. If the answer is "4" or others, then write the reason.

E5. Did the geographic size of the village/subdistrict grow expand, shrink, or did it remain the same when the name changed in [1][9][ ][ ]?

It is clear.

E6. Did this village/subdistrict ever change in geographic size without having to change its name?

It is clear. Notice the skip pattern.

E7. Since 1961, in what years have there been any shrinking/expansion in the geographic size of the village/subdistrict?

The year is in Masehi. Answer the question by writing the last two digits. The answer of respondent is written in code number 1 for expansion and code number 3 for shrinking.

E8. In what months of 1992 did the rainy season exactly occur?

The question is only for year 1992 and refers to the relevant village/subdistrict. Answer the question by circling the appropriate code number.

E9. Normally speaking, in what months does the rainy season take place?

The question only refers to the normal situation before year 1992 and relevant village/subdistrict. Answer the question by circling the appropriate code number.

E10. Mention the year of the important events in this village /subdistrict since 1980?

All events including the latest one is collected in order.

E11. How many percent of the population in this village have been affected by their consequences?

It is clear.

SECTION F (MIGRATION)

The purpose of this section is to collect information regarding the striking growth and reduction of population that happened in this village/subdistrict since 1980.

Description of Question

F1. Was there any definite time/period since 1980, when the number of the village population increased or decreased spectacularly as a consequence of population migration?

Notice the skip pattern. If the answer is 3 meaning “no”, go to F5.

F2. through F4. Year Period

Column F2 - F4 refers to question F1 with the answer “yes” meaning there is increased or decreased population.

F2 - F4 : Period of Year

For column F4, do not read the answer choices. Respondent's answer is written by circling the appropriate code number.

Description of answer choices:

1. Opening of new job opportunities
There is an opening of new job opportunities in this village/subdistrict, so that many people are attracted to work in this village/subdistrict. One of the consequence is the number of population will be increased.

2. Building of public service centers
There is a development of different kinds of facilities, such as universities, factories, military base camps, business centers, markets, etc.

3. Clearing of new land
This specifically refers to the expansion of new land for forest, rice-fields, etc., in order to develop a new village.

4. Developing of new housing
Building new housing complex and it is not for transmigration or not building some new housing.

5. Shortage in job opportunities
Lack of job opportunities in this village/subdistrict will cause the labor are looking for jobs in other areas.

6. Shortage of public service center
The effect of closing or moving of the public service center.

7. Shrinking of land
The results of arbitration, conservation or determining of natural conservation area, such as protected forest, wildlife reserve, etc., that makes the size of the operated land becomes small.

8. Decrease of housing
It is clear.

9. Receivers of transmigrants
It is clear.

10. National disasters
Including other national disasters that makes a village/subdistrict has more or less population. For example, floods, earthquakes, volcano explosions, storms, weathers, etc.

11. Incidence of epidemics
It is clear.

12. Other, please mention _____
It is clear.

F5. Were there any special programs/projects in this village/subdistrict which resulted in an increase or decrease of population since 1980?

The special program or project is a program related to development and improvement of the welfare for society. The funding is supported not only by the government, but also by national private agencies, international agency, or self-supporting basis from the society, such as:

- transmigration
- settlement of secluded population
- housing, etc.

Notice the skip pattern. If the answer is "yes", circle code number 1 and continue to the next question. If the answer is "no", go to section G.

F6. Name of program/project

If there are programs or projects in this village, write up to four names of programs/projects in the available space.

F6a. Did the program/project result in an increase of the population?

It is clear.

F7. Name of the sponsoring agency

The sponsors can be government institutions, private institutions, and foreign institutions. Write the name of sponsor that give support on the funding, program/project management as mentioned in F6, for example Department of Transmigration, Government Companies (Perumnas, BTN, Papan Sejahtera), or Private Companies or Developers, or International Agencies, such as Unicef, WHO, Ford Foundation, World Bank, etc.

F8. Year started and finished

Year started means the year when the project began to operate. For physical project, for example since the laying of a cornerstone to be ready for operation. For housing, it is also since the laying of a cornerstone to the time when it is ready to be used. For transmigration, it is since the opening of the land until the arrival of transmigrators in the location.

Note: If the program still goes on, write 96 code.

SECTION G (CREDIT)

The purpose of this section is to get information on bank or other financial institution facilities. The ideal respondents are Kades/Village Secretary, accompanied by Head of Economic and development Division.

Description of the questions

G1. Is there any bank or financial institution for making credit or saving in this village/subdistrict?

Financial institution is formal (legal condition), such as a mobile bank, bank, Bank Perkreditan Rakyat (BPR), Bank Kredit Kecamatan (BKK), Lumbung Kredit Pedesaan (LKP), Koperasi Unit Desa (KUD), pawn-shop, insurance, etc. Answer the question by circling the appropriate code number. if the answer is "no", go to G6.

G2. State the name of the bank or financial institution in this village/subdistrict.
(Mention only four main bank names)

The main bank means the bank with many consumers. Write the answer using capital letter.

G2a. Mention two names of credit programs supplied.

The name of the program refers to the program or credit given to the consumers, for example: KUT, KMKP, KCK, credit of owning goods.

G2b. Is the credit program (G2a) included in the consumption credit?

Consumption credit is a credit is used for consumption goods, such as housing credit, car credit, households appliances credit, etc.

Non-consumption credit is used for non-consumption, for example investment/production, working capital, etc.

Answer the question by circling the appropriate answer.

G3. What year was [...] opened in this village/subdistrict?

Write the last two digits of the year in the available space.

G4. Who is the owner of the [...]?

It is clear.

G5. Before there were any of the above mentioned formal bank or financial institutions, how many kilometers was the distance from the village/subdistrict office to the closest formal bank/financial institutions?

Write the answer in the available space using kilometer up to two digits after coma.

G6. Is there any individual who lends the money with interest in this village/subdistrict?

It is clear.

G7. How much is the monthly interest to be paid for a loan of maximally Rp 100,000?

It is clear.

SECTION I (HISTORY OF SCHOOL EXISTENCE)

The purpose of this section is to collect information on the history of school in this village/subdistrict or in this neighboring village/subdistrict.

I1. State the name and location of Primary School, Junior Secondary School, and Senior Secondary School in this village/subdistrict or in this neighboring village/subdistrict.

It is clear. If respondent does not have anymore information, put dash at the column to let us know it is empty and has been asked.

I2. Level or type of school [I1 ...]. See code I2.

Sign [I1 ...] refers to column I.1 line ... Level of school means Primary School, Junior Secondary School, Senior Secondary School dan the type of school means vocational or general school.

I3. Who manages the school [I1 ...]. See code I3.

Ask this question for each school on each line.

For example, non-religious public school is Public Primary School No. 5 Sukabumi and an example for religious public school is Public Madrasah Tsanawiyah. In order to differentiate whether the school is public, private, religious, or non-religious schools, we can check from the school management. Subsidized private schools is considered private schools.

I3 through I8.

It is clear. Please see A0 - A4.

I9. When was this [...] school founded? If you do not remember, how many years has the [I1 ...] school been there?

It is clear.

I10. According to you, how is the quality of the [I1 ...] school mentioned before? See code I10.

The answer is based on respondent information and circle the appropriate code number.

I11. When was the first [...] in this village/subdistrict or in this neighboring village/subdistrict? If you do not remember for how many years has there been the first [...] in this village/subdistrict or in this neighboring village/subdistrict?

Sign [...] refers to Primary School, Junior Secondary School, and Senior Secondary School in the right three columns. It is also used for other level of school. Write the answer in one column and write 96 code in the other column. If both of these column is written code combination, such as 96, 97, 98 or 99, go directly to the next column.

I12. Is the first [...] still open now?

Notice the skip pattern. The school is still open meaning the school operational activities are still active.

If during interview the school is still open, the school must be registered in at the page KI 2 or 3.

I13. At what number is the mentioned school (the one of number I12)?

It is clear.

I14. In what year was the first [...] closed?

It is clear.

I15. After the first [...] mentioned above was closed, was there found any vacuum in the [...] in this village/subdistrict or in this neighboring village/subdistrict, so that the students of this [...] were compiled to quit the [...] school?

Instead of compiled to quit, it is also committed for students who have to rent rooms due to the long distance between school and their house.

I16. What period (year) was there a vacuum of [...] in this village/subdistrict or in the neighboring village/subdistrict?

It is clear.

SECTION J (HISTORY OF HEALTH FACILITIES EXISTENCE)

The purpose of this section is to collect information on the history of health facilities in this village/subdistrict or neighboring village/subdistrict.

For questions J1 to J8, the boxes with pattern are not necessary to be asked.

If there is Mantri who lives in Puskesmas/Pustu and can give service outside working hours, he is considered as Practical Mantri.

Rumah bersalin is only for a place that has a permit.

Midwife is considered as a midwife based on her license, although she has facilities for delivery in her practical office. The name of board used by bidan in her office shows her license.

Description of Questions

J1. Please state the name and location of [...] health facilities that are generally used by the village/subdistrict population.

If respondent is not able to mention anymore health facilities, write dash sign to inform the column has already asked and it has no information.

J2. Is the above mentioned health facilities owned by the government?

Answer the question by circling the appropriate answer.

J3. Is the above mentioned [...] health facility in the village/subdistrict?

It is clear.

J4. What is the main transportation that is generally used to reach the [...] health facility? See code J4.

Answer the question by circling the appropriate choice of code number. If the answer is "12" or other, write the type of transportation using capital letters. The answer is only one choice.

J5. How many kilometer is the distance of the mentioned [...] health facility from the office of the head of village/subdistrict?

The office of head of village/subdistrict is considered as point zero kilometer. The answer is written using right alignment and up to one digit after comma.

J6. How much is the transportation costs of the above mentioned health facility from the office of the head of village/subdistrict?

The transportation cost means the general costs applied in the this area to reach health facilities from the office of head of village/subdistrict.

J7. How much is the average trip time from the office of head of the village/subdistrict to mentioned health facility?

Write the answer using right alignment.

J8. What year was the inception of the [...] health facility?
If you do not remember, for how many years has this [...] health facility been there?

It is clear.

J9. Is there any village midwife in this village/subdistrict?

It is clear. If the answer is "3" or no, continue to J11. If the answer is "1" or yes, go to the next question.

J10. On what line is this midwife?

This question refers to line 17 and 18 question J1.

J11. What is the total number of all Posyandu in this village/subdistrict?

It is clear.

J12. What year was the first Posyandu founded in this village? If you do not remember, approximately how many years ago did the first Posyandu appear in this village/subdistrict?

It is clear.

J13. How many times do the employees of the Puskesmas come to Posyandu in this village?
See code J13.

The answer is only one choice.

J14. Before there was a Posyandu, was there any Nutrition Family Planning Post in this village?

If the answer is “no”, go to J16. If the answer is “yes”, continue to the next question.

J15. In what year was the first Nutrition Family Planning Post founded in this village? If you do not remember, for how many years has the first Nutrition Family Planning Post been in t his village?

It is clear.

J16. How many Planned Parenthood Counseling Agencies are there in this village/subdistrict?

Planned Parenthood Counseling Agencies is Pos Pelayanan Keluarga Berencana Desa (PPKBD).

J17. What year was the first Planned Parenthood Counseling Agencies founded in this village? If you do not remember, approximately how many years ago was the first Planned Parenthood Counseling Agencies founded in this village?

It is clear.

J18. How many times does the Family Planning Field Provider come to the village? See code J18.

Family Planning Field Provider is Petugas Lapangan Keluarga Berencana (PLKB).

J19. Is there any Village Delivery Post in this village?

Village Delivery Post is Pos Persalinan Desa (Polindes).

J20. Is there any Medical Post in this village?

Medical Post is Pos Obat.

J21. Is there any Interested Group of Health of Mother and Children in this village?

Interested Group of Health of Mother and Children is Kelompok Peminat Kesehatan ibu dan Anak (KPKIA).

J22. Is there any Ten Houses Program in this village?

Ten Houses Program is Program Dasa Wisma.

J23. Is there any Health Fund Program in this village?

Health Fund Program is Program Dana Sehat.

J24. Has there been any mass immunization/vaccination for all population in this since 1980?

This question does not refer to immunization/vaccination that is programmed in Posyandu at this time. Mass immunization/vaccination means that all population in this village is mobilized to have immunization/vaccination to face epidemic.

J25. What year and types of mass immunization/vaccination that have been conducted since 1980?

Answer the year of immunization/vaccination by writing the last two digits in the available space.

SECTION K (RESPONDENT IDENTITY)

This section can be filled out anytime during interview, provided the identity of respondent who are involved in answering the questionnaire has to be written.

This section is also provided for respondents who answer Book II, question number S12 to S18 and it is coded “S”.

Description of Respondent 1 to Respondent 6 is clear.

K1. Name of Respondent.

It is clear.

K2. Age.

It is clear.

K3. Sex.

It is clear.

K4. Position in this village/subdistrict.

The position can be formal or non-formal.

K5. Duration of position.

Answer the question by writing the period of time in year and month.

K6. Last level of educational completion.

See code of last level of education and choose the appropriate answer.

K7. Time of stay in this village/subdistrict.

If the respondent does not stay in this village/subdistrict, write [9][6] year, [9][6] month.

K8. Joining in answering the section.

Circle the appropriate letter where respondent join in answering the question.

SECTION FP (CHECKING FORM)

The purpose of this section is to check the number of questionnaires completely filled in in the Enumeration Area and preparing the appearance of questionnaire in the computer monitor for data entry.

This section is filled out after a survey in the particular Enumeration Area is closed.

The number and description of questionnaires in this section has to be the same with the description and number of completely filled out questionnaires written in Formula 4. It means that this description and number of questionnaire is the same with the questionnaires sent to Demographic Institute, FEUI.

This section is only filled out by Waslok.