

SECTION-I

METHODOLOGY

Introduction

Pakistan Bureau of Statistics is carrying out Labour Force Survey (LFS) since 1963. The scope of the survey was extended to Azad Jammu & Kashmir (AJ & K) in 1992-93. Along the way, the questionnaire and methodology of the survey have undergone pertinent improvements to keep current with the best practices. The questionnaire was improved in 1995 to reckon with the size and composition of migration and informal sector. The scope of the survey was extended in 2001-02 to estimate the stock of occupational safety and health of employed persons. Last meeting of the Panel was held in 2013 to review the questionnaire and methodology of the LFS 2014-15. This is the 2nd report of LFS in AJ & K produced by this Bureau.

2. This report presents results of LFS 2014-15 carried out in AJ & K. The survey's sample size comprises 1,940 households enumerated through the four quarters of the year.

Objectives

3. The major aim of the survey is to collect a set of comprehensive statistics on the various dimensions of AJ & K's civilian labour force as a means to pave the way for skill development, planning, employment generation, assessing the role and importance of the informal sector and, sizing up the volume, characteristics and contours of employment. The broad objectives of the survey are as follows:

- To collect data on the socio-demographic characteristics of the total population i.e. age, sex, marital status, level of education, current enrolment and migration etc;
- To acquire current information on the dimensions of AJ & K labour force; i.e. number of persons employed, unemployed, and underemployed or out of labour market;
- To gather descriptive facts on the engagement in major occupational trades and the nature of work undertaken by the institutions/organizations;
- To profile statistics on employment status of the individuals, i.e. whether they are employers, own account workers, contributing family workers or paid employees (regular/casual);
- To classify non-agricultural enterprises employing household member(s) as formal and informal;
- To quantify the hours worked at main/subsidiary occupations;
- To provide data on wages and mode of payment for paid employees;
- To make an assessment of occupational health and safety of employed persons by causes, type of treatment, conditions that caused the accident/injury and time of recovery; and
- To collect data on the characteristics of unemployed persons i.e. age, sex, level of education, previous experience if any, occupation, industry, employment status related to previous job, waiting time invested in the quest for work, their availability for work and expectations for future employment.

Reference Period

4. Reference period is week i.e. seven days before the date of enumeration.

Field Operation

5. PBS is the national statistical organization responsible for collection, processing, compilation and dissemination of statistics. It has 34 Regional/Field Offices located all over Pakistan including AJ & K. These offices are equipped and manned with regular and trained field staff for the collection of data from the field.

6. In order to harmonize dynamics of field enumeration in line with the survey's objectives, training is imparted to the concerned staff on interviewing techniques and other procedure to be used in the enumeration. For quality control, supervisors from Regional/Field Offices and headquarter, make frequent field visits to keep the collection process on track.

Data Processing and Editing

7. Soon after data collection, the supervisors edit, check and clean the filled-in questionnaires manually for consistency and completeness and refer back to field where necessary.

8. Editing and coding is done at headquarter by the subject matter section. Computer edit checks are applied to correct errors identified at the stage of data entry. The relevant numerical techniques are used to eliminate erroneous data resulting from mistakes made during coding. The survey records are further edited and rectified through a series of computer processing stages.

Sampling Plan

9. ***Universe*** of this survey consists of all urban and rural areas of Azad Jammu & Kashmir. The military restricted areas of Azad Jammu & Kashmir are out of the scope for the survey.

Sampling Frame

10. ***Urban Areas*** Pakistan Bureau of Statistics (PBS) has developed its own sampling frame for both urban and rural domains. Each city/town is divided into enumeration blocks. Each enumeration block is comprised of 200 to 250 households on the average with well-defined boundaries and maps. The list of enumeration blocks has been updated in 2013 by Quick Count Record (QCR) Technique.

11. **Rural Areas:** The rural area frame consisting of list of blocks within villages /Mauzas. It was updated during House Listing Operation 2011 and then again updated under “Updation of Rural Area Frame” (URAF) Project upto 2015 and is used as Sampling Frame. Enumeration blocks are considered as Primary Sampling Units (PSUs) for urban and rural domains respectively.

Stratification Plan

12. **Urban and Rural Domain** population of Azad Jammu & Kashmir is treated as an independent and explicit stratum.

13. **Sample Size and its Allocation:** Keeping in view of the variability for the characteristics for which estimates are to be prepared, population distribution and main objectives of the survey, a sample of 1940 households is considered appropriate to provide reliable estimates for population parameters within acceptable reliability limits. The entire sample of households (SSUs) is drawn from 139 Primary Sampling Units (PSUs) out of which 71 are urban and 68 are rural. The distribution of sample PSUs and SSUs is given below:

Administrative Unit	PSSU (Blocks/Villages)			SSUs (Households)		
	Urban Blocks	Rural Villages	Total PSUs	Urban Households	Rural Households	Total Households
AJ & Kashmir	71	68	139	852	1088	1940

14. **Sample Design:** A two-stage stratified sample design is adopted for this survey.

15. **Selection of Primary Sampling Units (PSUs):** Enumeration blocks demarcated as part of urban sampling frame in urban domain and mouzas/dehs/ villages for rural domain are taken as primary sampling units (PSUs). Sample PSUs from each stratum/sub-stratum are selected with probability proportional to size. Households and population are considered as measure of size

16. **Selection of Secondary Sampling Units (SSUs):** The listed households are treated as secondary sampling units. Based on actual listing undertaken in respect of each sample PSU by the field staff 16 and 12 households are selected from rural and urban sample areas respectively adopting systematic sampling technique.

COEFFICIENT OF VARIATION (CVs) OF IMPORTANT VARIABLES

Characteristics/ Variables	Coefficient of Variation (Cvs) in Percentage		
	AJ & K	Urban	Rural
Total Persons	6.45	5.08	7.36
Employed Persons	6.79	5.22	7.93
Employed Persons in Formal Sector	7.97	7.03	9.63
Employed Persons in Informal Sector	7.38	6.11	8.69
Literacy Rates	2.18	1.64	2.53
Household Size	1.52	1.72	1.72
Sex Ratio	1.97	2.59	2.25

Method of Data Collection

17. Data are collected by direct interview method. Generally, the head of household is chosen to provide information about all members of the household. In case of his non-availability at the time of interview, some other informed member of the household down the line is interviewed. The total sample for the year is evenly distributed for enumeration on quarterly basis to offset the effect of seasonal variations. The information collected however relates to the week preceding the date of enumeration.

Coverage

18. The survey covers all urban and rural areas of AJ & K excluding the military restricted areas.

19. All sample enumeration blocks in urban areas and mouzas/dehs/villages in rural areas were enumerated except 9 households due to non contact and refusal cases in urban and rural areas. However, the number of sample households (1931) enumerated as compared to total sample size (1940) is high as response rate is 99.5%.