

MEDSTAT IV

FACILITY FOR EUROMED
DIALOGUE AND EXCHANGE
OF BEST PRACTICES

COMPENDIUM OF THE LABOUR FORCE SURVEYS IN THE EUROPEAN NEIGHBOURHOOD POLICY - SOUTH COUNTRIES



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MEDSTAT IV

Euro-Mediterranean Statistical Cooperation

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BRIEF DESCRIPTION

The MEDSTAT IV project provides expertise and technical support to promote the harmonisation of statistics in line with EU and international standards in six domains: business register and business, trade and balance of payments, energy, labour market, migration and transport). It follows on the previous phase implemented over the period 2010-2013.

COUNTRIES COVERED

Algeria, Egypt, Israel, Jordan, Lebanon, Libya, Morocco, Palestine, Syria and Tunisia (cooperation with Syria is suspended).

OBJECTIVES

The overall objective of the project is to promote evidence-based decision-making and to foster democratic development by improving the availability, visibility and accessibility of robust, reliable and timely statistical data in the ENP-South countries.

ACTIONS IN BRIEF

This will be achieved through four complementary actions:

- Contribution to the production of better quality data in the priority thematic sectors.
- Support to working groups through relevant and timely expertise and activities.
- Harmonisation of statistical data in line with European and international standards.
- Raising awareness on statistics for a number of stakeholders, including a more user-friendly dissemination of statistics.

More information at:

ec.europa.eu/eurostat/statistics-explained/index.php/MEDSTAT_programme

www.euneighbours.eu/en/south/eu-in-action/projects/medstat-iv-euro-mediterranean-statistical-cooperation

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ACRONYMS AND ABBREVIATIONS

BSC	Bureau of Statistics and Census (Libya)
CAPI	Computer Assisted Personal Interview
CAPMAS	Central Agency for Public Mobilisation and Statistics (Egypt)
CAS	Central Administration for Statistics (Lebanon)
CATI	Computer Assisted Telephone Interview
CAWI	Computer Assisted Web Interview
CBS	Central Bureau of Statistics
CIRCA	Communication and Information Resource Centre for Administrations, Businesses and Citizens (EC portal)
CSO	Central Statistical Office
CSPRO	Census and Survey Processing System
DoS	Department of Statistics (Jordan)
EA	Enumeration Area
EC	European Commission (EU)
EMWG	Euro-Mediterranean Working Group
EMWGLS	Euro-Mediterranean Working Group on Labour Market Statistics
ENE	Enquête Nationale Emploi (National Survey on Employment, Morocco)
ENP-South	European Neighbourhood Policy for the South Region
ENPE	Enquête Nationale Population et Emploi (National Survey on Population and Employment, Tunisia)
EU	European Union
Eurostat	Statistical Office of the European Commission
FSU	Final Sampling Unit
HCP	Haut Commissariat au Plan (High Commission for the Plan, Morocco)
ICBS	Israeli Central Bureau of Statistics
ICLS	International Conference of Labour Statisticians
ICSE	International Classification on Status in Employment
ILO	International Labour Organization
INS	Institut National de la Statistique (National Statistical Institute, Tunisia)
INSEE	Institut National de la Statistique et des Études Économiques (National Institute of Statistics and Economic Studies, France)
ISCED	International Standard Classification of Education
ISCO	International Standard Classification of Occupation
ISIC	International Standard Industrial Classification of all economic activities
ISTAT	Istituto Nazionale di Statistica (National Institute of Statistics, Italy)
LFS	Labour Force Survey
MEDSTAT	Euro-Mediterranean Statistical Cooperation (EC cooperation programme)
MS	Master Sample
NSI	National Statistical Institute
ONS	Office National des Statistiques (National Office of Statistics, Algeria)
PAPI	Paper And Pencil Interview
PCBS	Palestinian Central Bureau of Statistics
PSU	Primary Sampling Unit
SPSS	Statistical Package for the Social Science?
SR	Sample Rate
UNESCO	United Nations Educational, Scientific and Cultural Organization
UNICEF	United Nations Children's Fund
WG	Working Group

A

Introduction

A1 - MONITORING THE LABOUR MARKET UNDER THE INTERNATIONAL COORDINATION

The international community has to face employment issues at different levels. Countries worldwide need to monitor the evolution of their labour markets in order to possibly introduce remedies to their own, ever-evolving situations. Therefore, the countries and the international community continuously strive to consolidate and develop indicators on the labour market, in order to empower policymakers and help them make the right decisions. These statistical tools are increasingly developed on two levels. The first level relates to the definitions and nomenclatures that govern the concept of employment and unemployment. The second level encompasses the sources of information on the labour market, more specifically censuses, surveys and administrative registers. Most countries worldwide have established mechanisms for measuring labour market indicators through national statistical systems, in particular through the implementation of labour force surveys and employment/unemployment surveys, generally conducted on a regular and fairly frequent basis.

The international coordination for improvement and comparability of national statistics in the labour market goes through several levels of consultations and activities. At the global level, the 19th International Conference of Labour Statisticians (ICLS) held in October 2013 made further, important recommendations on international standards for the production of statistics on the Labour market sector, in particular for measuring labour underutilisation and other emerging phenomena. Since then, the Department of Statistics of the International Labour Office (ILO) and other international organisations have been particularly active in the sector, through various entities and meetings at regional and global levels.

Amongst others, the working groups and consultations launched by ILO cover the revision of the International Classification of Status in Employment (ICSE-93), the development of new guidelines for statistics on international labour migration and the relaunching of work under the so-called 'Delhi Group' in order to improve and harmonise the measuring of the informal sector. Several documents are being prepared for approval in the next ICLS in 2018.

The European Commission (EC) has developed statistical cooperation programmes with the countries of several regions worldwide, to help them develop or upgrade their national statistical systems, in particular in certain priority sectors including the labour market. The Mediterranean countries are currently considered in the context of the European Neighbourhood Policy for the South Region (ENP-South). For this group of countries, the principal vehicle of EC support since 1996 has been the multi-country MEDSTAT Programme. The first three MEDSTAT programmes covered labour market statistics indirectly through the sectors of non-observed economy statistics (MEDSTAT I, in 1996-2003) and social statistics (MEDSTAT II and III, in 2006-2013). Amongst others, in the framework of MEDSTAT III the labour market sector was considered also through a series of activities aiming to strengthen the dialogue between producers and users of statistics and to establish regionally harmonised indicators. With its fourth programme, MEDSTAT formally focuses on labour market statistics as a separate priority sector, under a new cooperation framework built on Euro-Mediterranean working groups operating under the supervision of the Forum of Euro-Mediterranean Statisticians. The coordination of the Euro-Mediterranean Working Group on Labour Statistics (EMWGLS) is led by the National Statistical Institute of Tunisia.

The priority topics in this working group are: salaries and wages, decent work, gender pay gap, informal work, female labour, youth labour, time use, labour migration and underemployment.

Most ENP-South countries are facing similar situations regarding the labour market, with significant unemployment levels resulting from the depressed economic situation and significant pressure from the young generations. Some countries see large flows of their citizens seeking employment or simply better opportunities and higher salaries abroad, and they have to deal with various categories of foreigners, including transit migrants, often masses of refugees, which have an impact on such specific labour aspects as informal work. This puts enormous pressure on the national socio-economic context. Under such conditions, the need for regular, reliable and harmonized statistics as well as for new measurements in this area is acknowledged.

In the last few years, ENP-South countries have registered some achievements towards measuring labour issues according to international recommendations and standards, and they have introduced technical innovations in data collection. Amongst others, most of the countries are moving ahead trying to adapt their statistical operations in order to comply with international standards; Lebanon has launched a new survey on the labour force and living conditions; Egypt, Jordan, Israel and Tunisia have undertaken a review of their national employment surveys with support from the European Commission; furthermore, Tunisia has adhered to a group of countries testing some new questionnaires on behalf of ILO.

A2 - OBJECTIVES, WORKING MODALITIES AND STRUCTURE OF THIS COMPENDIUM

The 3rd EMWGLS Meeting, which was held in Rome in July 2016 back-to-back with the *Regional Workshop for the Implementation of Resolutions of the 19th ICLS in the ENP-South Countries*, approved a proposed work programme to be implemented by the WG members, with support from MEDSTAT IV. This work programme includes measures for sharing and documenting the practices adopted in the countries of the region, developing and harmonising data collection tools and methodologies, improving the dissemination of statistics and undertaking comparative analysis on specific topics such as female participation in the labour market.

As a first documentation and methodological output, the WG's work programme included the preparation of a compendium of all LFS and employment surveys (to be referred to simply as LFSs hereinafter, following the title of this document) that are undertaken in the participating countries on a regular or occasional basis. This tool was already proposed in 2015 in the same context. This type of survey is currently implemented in almost all ENP-South countries, although with varying frequency and different methodologies, sometimes in association with other surveys of households and individuals. The Compendium appears to be a useful tool for compiling the different national situations and identifying the challenges and opportunities ahead. It will be useful also for designing and proposing adaptations to the individual national surveys, in an attempt to introduce the resolutions of the 19th ICLS, as well as introducing possibly some regionally shared modules for specific measurements.

The objectives of the Compendium of the LFSs are the following:

- To document the metadata and present an overview of features of the surveys covered,
- To identify the strengths and weaknesses of these surveys, and
- To assist in the process of development and possible harmonization of national methodologies according to the latest, albeit evolving international requirements.

The Compendium was prepared by building on the structure and contents already discussed during the WG meeting of July 2016 and using the questionnaires, notes and other materials made available by the National Statistical Institutes (NSIs) of the participating countries. Amongst others the existing documentation includes the so-called "Sector Reviews" of the LFSs of Egypt, Jordan, Tunisia and Israel, which were carried out on behalf of EUROSTAT in 2014-2015. The Compendium refers to the most recent surveys, however it includes specific modules that are used only from time to time (for instance, every four years) and does not exclude older surveys (as in the case of countries undertaking such surveys only rarely or having stopped implementation for whatever reason).

NOTICE

The methodologies presented in detail in this publication refer to the labour force surveys and other employment surveys carried out in Algeria, Egypt, Israel, Jordan, Morocco, Palestine and Tunisia in 2017 and in Libya in 2013.

Lebanon does not appear in the synoptic tables of this comparison because in recent years this country has collected labour market data through modules included in different household surveys carried out in 2004, 2007, 2009 and 2012. However, information on Lebanon is included in the text. In addition, a labour force and living conditions survey is scheduled in the country for 2018; it will fully implement the resolutions of the 19th ICLS of ILO.

This Compendium will be updated regularly, following the progress of the methodological development of the labour force surveys of the participating countries.

The comparison of national surveys, based on a series of synoptic tables and a text analysing them, is presented in Chapter B. This comparison considers six main phases and several aspects of the survey preparation and implementation, as follows:

• PHASE 1: Design and methodology

With focus on features such as objectives and expected results, users consultation, adopted concepts and definitions, structure and contents of questionnaires and modules, means of data collection, budget and funding issues or partnership for the implementation

• PHASE 2: Preparation of survey implementation

With focus on the sampling frame and method, the size and selection of sampled respondents, testing the questionnaire and the recruitment and training of survey staff

• PHASE 3: Data collection

With details on aspects such as the means and duration of interviews, interviewers workload and checking and correction of data during fieldwork

• PHASE 4: Data management

With details on features such as data transmission means, quality control, editing rules and structure of the resulting databases

• PHASE 5: Data analysis

With details on features such as data aggregation level, the design of tabulation and indicators or the general and in-depth analysis of results

• PHASE 6: Dissemination of results

With focus on aspects such as the dissemination policy and means, rules for accessing the data/results and future plans

Based on the outcomes of the comparison of the national surveys, some suggestions and recommendations for improving and harmonising the surveys covered will be presented in Chapter C.

*Comparison
of surveys*

B1 - DESIGN AND METHODOLOGY

1.1. Identification of objectives and expected results of the LFS

The expected results of the survey are generally well described, sometimes in a somewhat succinct manner (Israel). On the other hand, the declared objectives of the survey are not always explained with sufficient clarity to assess the adequacy of its characteristics with these objectives.

1.2. Existence of project partners

Involving project partners makes it possible to better secure the funding of the survey in exchange for modifications made to the initial project (for example with regard to the questionnaire or the sample or the dissemination of the collected data). But in addition to these financial issues, the existence of such partnerships with national or international institutions, university laboratories or other entities can make it possible to clarify or even broaden the topics covered by the survey and to improve the questionnaire. This type of partnership was mentioned only by Lebanon but for occasional and not employment-focused surveys: 2009 survey with the participation of UNICEF, 2011 survey supported by the World Bank.

1.3. Users consultation

The exchange between producers and users of statistical information, upstream or downstream of the survey, is always useful. It is facilitated in most countries by the existence of a national statistical entity such as the Public Council for Statistics in Israel or the National Statistical Council in Tunisia. It can also be carried out within the framework of the Plan as is the case in Morocco, where the NSI is attached to the High Commission of the Plan (HCP). In the other countries, it seems to be less formalized, or indeed very little practised, as in Libya or Palestine.

1.4. Conformity with international references for persons in employment

With the almost general reservation (except Palestine) of their inability to integrate the changes introduced by the 19th ICLS, most of the participating countries reported to be in compliance with ILO standards for employment measurement. Only Egypt and Israel nuanced this statement slightly, having found in their survey some discrepancy with ILO standards regarding the scope of the population surveyed.

1.5. Conformity with international references for persons in unemployment

Concerning unemployment, the situations are more diverse: rather than the international concept, Morocco still uses a broader concept in which the condition of having effectively carried out a job search during the month before the survey is no longer required to be considered as unemployed; Algeria imposes age requirements, (16-59 years), similarly to Egypt (15-64 years), whereas Israel does not impose an upper age limit. As with employment, all countries (except Palestine) do not yet apply the changes introduced by the 19th ICLS.

1.6. Conformity with international references for reference week

This is where practices diverge the most from the international recommendations, but it is largely due to the lack of precision in ILO's previous definitions. The same diversity of practices is also found in EU Member States. Egypt, Jordan, Lebanon, Libya, Morocco and Tunisia use the simplest definition for the reference week: the seven days before the survey or the last week of Monday to Sunday preceding the survey, and not a predetermined week. Palestine uses as its reference the week ending on the last Friday before the survey. Algeria is a special case because it carries out only two surveys per year, one in April (Reference week = last week in April), the other in September (Reference week = last week of September). Only Israel complies with the ILO definitions.

As a result of these differences with international recommendations, the weeks of the year are not equally represented in the survey.

1.7. Periodicity and duration of collection

Most of the participating countries conduct quarterly surveys, but some cover only part of the quarter (five weeks in Egypt and Jordan), others are performed on a continuous basis (Israel, which even uses monthly results, Morocco, Palestine and Tunisia).

Algeria only carries out two surveys per year, one in April, and the other in September, with a duration of forty-five days each. Lebanon and Libya, as has been said, do not have any periodic household surveys.

1.8. Collection method

The shared objective is to conduct computer-aided collection. Jordan and Morocco have already set it up, just like Israel with a mix of CAPI (computer assisted personal interview) and CATI (computer assisted telephone interview). Palestine uses a mix of CAPI and PAPI (paper and pencil interview). Tunisia is in the process of switching, Algeria and Egypt are planning to do so soon. Lebanon and Libya use PAPI.

1.9. Existence of tabulation and analysis plan

All the participating countries responded positively to this question, but often without much detail (in the case of Algeria, Jordan, Lebanon, Libya, Morocco or Palestine). Israel and Tunisia described the tables that are disseminated every quarter or year on their statistical website or on other media. But only Egypt mentions the existence of analytical reports allowing to interpret the evolutions of the main indicators of the labour market, drawn from the LFS.

1.10. Annual number of surveyed units

The number of units surveyed every year varies significantly from one country to another, naturally depending on the size of the country but also mainly on the resources assigned to the survey. On the other hand, the link between the size characteristics of the sample and the precision objectives assigned to the survey is not mentioned.

In terms of households (except for Israel, where they survey dwellings), the annual number of units surveyed each year is the following for the different surveys:

- Algeria: more than 40,000
- Egypt: more than 90,000
- Israel: 144,000 (approximately 250,000 persons aged 15 or over)
- Jordan: about 66,000
- Lebanon: close to 3,000 for the survey of 2011
- Libya: 9,000
- Morocco: almost 90,000
- Palestine: 30,000
- Tunisia: 280,000 (45,000 in quarters 1, 3 and 4; 145,000 in quarter 2)

1.11. Annual cost of surveys (excluding internal charges)

The cost figures provided by the various NSIs do not necessarily include the same items and they do not all refer to the same date. Moreover, they were reported in different currencies. So much caution must be exercised when trying to compare them. Here are the approximated data in euros, a summary of the more detailed information presented in Annex 1:

- Algeria: about €750,000
- Egypt: about €70,000 in 2017
- Israel: about €3.8 million in 2014
- Jordan: about €315,000 in 2017
- Libya: about €500,000
- Morocco: not available
- Palestine: about €640,000
- Tunisia: about €1 million in 2015

1.12. Type of funding and existence of pluriannual funding of the survey

For most countries, public funding is used. Palestine is the only country receiving foreign aid within a Core Funding Group supported by Norway and Switzerland. Pluriannual funding, which secures the survey via a multi-annual statistical programme, is provided in Algeria, Egypt, Israel, Jordan and Tunisia, but not in the other countries.

1.13. Legal basis of the survey and approval by the authorities

The legal basis of the survey is generally found in the legislative texts that define the tasks of the NSI in charge of the survey and specify the conditions for its performance. Approval by the authorities then follows. Only in Palestine these requirements do not seem to be met, and for Lebanon and Libya this is not really relevant.

In Tunisia, a special authorisation for the quarterly Population and Employment survey was granted to the NSI in March 2009 by the Minister in charge of statistics, after consultation with the National Statistical Council.

1.14. Links with population census or other surveys

In most of the participating countries, the only link between the LFS and the population census is that the census provides the main, or even the only, sampling frame used to draw the labour force survey sample, with the exception of Tunisia where there are tighter links, since the same questions are asked of the people in the census and of those interviewed in the survey.

1.15. How many years has the survey existed in its current form?

Answering this question is hard because of the difficulty of identifying how a survey can be considered to have changed form. Obviously the conditions are not the same for everyone. Algeria declared that 2014 was the year when the survey changed from its annual frequency adopted in 2001 to a semi-annual frequency. But since then, the sample size has constantly varied. Following major changes in 2006 (adoption of the ILO conceptual framework) and 2008 (transition to a continuous survey), Egypt considers that the last major change in its survey dates back to 2015. For Israel, the time was in 2012 when the sample rotation scheme was modified, changing the survey from a quarterly to a monthly frequency, and when there was a transition from PAPI to CAPI. Jordan has been conducting the same survey since March 2000 but this year they introduced questions

to comply as much as possible with the 19th ICLS Resolution. In Libya, the survey has existed in its current form since 2009.

Morocco started its latest series of surveys in 2006, but is engaging in a new series (2017-2027) this year, with a sample of 90,000 households.

Palestine started its current series of LFSs in 1995 and, since then, has made considerable changes to it: adoption of handheld devices in 2013, then the use of PC-tablets in 2016.

Tunisia began its current series of surveys in 2011, after four years of testing.

1.16. Plans for the future

Algeria's first plan is to move to a continuous survey with data collection through tablets. Similarly, other countries that still use paper documents to collect information want to prioritise computer-assisted collection: this is the case of Egypt, due to be achieved very soon (the decision in principle dates back to 2014) and Tunisia which is in the process of achieving it. Egypt is also due to adapt its questionnaire in 2018 to comply with the recommendations of the 19th ICLS. Tunisia is also aiming to test and pilot surveys on rotative sampling and to produce results in multidimensional tables in the form of data cubes.

Israel intends to introduce an adapted questionnaire in January 2018, in order to comply with international definitions and to advance the use of administrative sources (example of income tax data or education data) so as to check and enrich the information provided by the LFS.

Jordan intends to apply a new methodology to produce all the indicators required, including indicators on the informal sector.

Lebanon wants to implement a labour-targeted survey and Libya plans to introduce an adapted questionnaire in order to comply with international recommendations on the measurement of decent work.

Morocco is planning a redesign of CAPI, revision work of its ICSE nomenclature following the next 2018 ICLS, as well as exploration of new themes such as analyses of labour social security.

Palestine would also like to advance in certain analyses such as potential labour force, vocational training or employment status of disabled workers.

B2 - PREPARATION FOR THE IMPLEMENTATION OF THE SURVEY

2.1. Base used for the sample

Most of the participating countries rely exclusively on their last population census as the base for the sample: this was the case of Algeria (2008 census), Egypt (2006), Jordan (2015), Libya (2006), Morocco (2014), Palestine (2007) and Tunisia (2014) for their 2016 survey. This is problematic when the data are not updated and therefore are less and less representative of the population within the scope of the survey.

To draw its sample, Israel corrects for this issue in large part by completing the base of the population census (2008) with files on new constructions in urban areas, student dormitories and immigrant absorption centres. In addition, part of the main sampling base is regularly updated using tax data.

2.2. Last update of the sampling frame

In the case of a sample of areas, the participating countries partly update their sampling frame by 'combing' these areas before each survey (case of Morocco and Tunisia). Some countries update their sampling base between two censuses: this was done by Egypt in 2010 or Palestine in 2011 and is due to be done by Libya in 2018, Tunisia in 2019 and Morocco in 2024. In Tunisia, for example, the sample frame is partly updated 5 years after a census. Primary units located in city suburbs or in areas with strong new buildings are enumerated and updated. At the end of this operation, the latest sample frame is constituted and used for household surveys.

2.3. Sample of areas?

Only Morocco and Tunisia have area samples, which makes it easier to account for new or destroyed buildings or dwellings, but is likely to create cluster effects. Other countries draw samples of dwellings or households (or sometimes persons, such as Israel).

2.4. Sampling units

When creating their sample, all the participating countries carry out multiple-degree (2 or 3) draws with, for Primary Sampling Units (PSUs), geographical areas taken from the census or administrative divisions, and for Final Sampling Units (FSUs), areas or dwellings/households.

Here are the main features for each country:

- Algeria: 910 clusters, from each cluster 24 households are drawn (twice a year)
- Egypt: 1,272 Enumeration Areas (EAs), from each EA just under 20 households are drawn (four times a year)
- Israel: 320 "localities" divided into 4 groups according to their size, from which dwellings, households and/or persons are drawn (overall, each quarter, 36,000 dwellings or 65,000 persons aged 15 or over)
- Jordan: 1,666 EAs, from each EA about 10 households are drawn (four times a year)
- Lebanon: for the 2009 survey, 60 survey areas, from each area 30 dwellings are drawn
- Libya: 464 census districts, from each district 20 households are drawn (once a year)
- Morocco: about 1,100 census districts, from each district approximately 20 households are drawn each quarter,
- Palestine: 494 EAs, from each EA 16 households are drawn (four times a year)
- Tunisia: 1,800 EAs (5,800 in the second quarter) from each area approximately 25 households are drawn

2.5. Size of sample and sample rate, random sampling with or without weightings

This shows the size of the quarterly sample (semi-annual for Algeria) of the surveys of each of the participating countries, as well as the related Sample Rate (SR):

- Algeria: 21,000 households or about 55,000 persons, including 40,000 persons aged 15 or over (SR: 1.1%)
- Egypt: 23,000 households (SR: 0.1%)
- Israel: 36,000 dwellings or about 65,000 persons aged 15 or over (SR: 0.2%)
- Jordan: 16,660 households (SR: 1.1%)
- Lebanon and Libya: not relevant (no quarterly survey)
- Morocco: 22,500 households (SR: 0.3%)
- Palestine: 7,600 households (SR: 0.8%)
- Tunisia: 45,000 households (SR: 1.65%), except in the 2nd quarter 145,000 households (SR: 5.34%)

Algeria, Morocco, Palestine and Tunisia declared that they practice random sampling with weightings, which is not the case in the other countries.

2.6. Stratification of the sample

All the participating countries use geographical stratification to improve the representativeness of their sample. Most often, the stratification variables are urban/rural, and region crossed with province or governorate, and sometimes the locality size.

2.7. Rotation scheme

Almost all countries (excluding Lebanon and Libya where this is not relevant) have adopted sample rotation schemes allowing them to measure the different types of mobility over a quarter and/or a year:

- Algeria: no rotation scheme
- Egypt: since 2014, 50% of households interviewed in the third quarter are re-interviewed the following year
- Israel: each household is interviewed in 4 consecutive months, not interviewed the following 8 months and then again interviewed 4 times

- Jordan and Palestine: each household is interviewed in 2 successive quarters, not interviewed the following 2, and then re-interviewed in the following 2; in this way, 50% of the sample is common from one quarter to the next and to the same quarter one year after
- Morocco: from 2017, 33% of the sample is re-interviewed in the same quarter of the following year
- Tunisia: only the second quarter is concerned, with 25% of households re-interviewed the following year

2.8. Calculation of margin of errors

Algeria, Israel, Jordan, Morocco (calculations made on demand) and Palestine estimate the margins of the random error affecting the main indicators calculated from the survey.

2.9. Test of questionnaire

All the participating countries carry out tests, most often using a pilot survey, before finalizing the questionnaire of the survey. Algeria has not changed its questionnaire in a long time.

2.10. Recruitment of interviewers

Interviewers are often taken from the permanent staff of the NSI regional directorates in charge of the survey, with the exception of Algeria and Egypt that employ young university graduates, and Tunisia which, due to the large size of the survey in the second quarter, uses contractual interviewers. Israel and Palestine did not specify the interviewers' background.

2.11. Training of interviewers

In all the participating countries, fieldwork teams, including interviewers and possibly their supervisors, receive some training at the beginning of each quarterly or annual survey campaign. These training sessions are sometimes very advanced as in Israel.

B3 - DATA COLLECTION

3.1. Average duration of the interview

The average duration of the interview is 15 minutes per household in Jordan, approximately 20-25 minutes in Egypt, Libya, Morocco and Tunisia, and 40-45 minutes in Algeria and Palestine. In Israel, the significant proportion of telephone surveys (CATI) means that the duration is much shorter (on average 8-9 minutes per household, 14 minutes for the first survey conducted on a household and 7 minutes for the following). The duration depends on the length and complexity of the questionnaire, the average number of household members and the collection method. On the other hand, the duration also depends on what experience interviewers have in administering LFS questionnaires, on a frequent and regular basis.

3.2. Interviewers workload

The interviewers' workload is measured by the number of complete surveys that they to carry out in a week. Similar to the average duration of the interview and related to it, the workload varies greatly from one country to another, ranging from 18 households surveyed per week in Egypt to more than 50 in Algeria and Palestine, with 21 in Morocco, about 30 in Libya and Tunisia, and 45 in Jordan. The case of Israel is again special, CAPI-interviewers having on average only 7 surveys to carry out per week and CATI-interviewers, 42.

3.3. Possibility of survey by proxy

All the participating countries, including Lebanon, allow an interviewer to interview another member of the household instead of the targeted member. But this possibility is strongly discouraged in Egypt and Palestine. Proxy survey rates are very different but in general very high, except in Morocco (5%): about 60% in Israel and Libya, 67% in Egypt, 70% in Jordan and in Algeria for persons occupied, 80% in Tunisia and 87% in Palestine. However, some countries try to check the answers obtained by proxy more strictly: this is the case for Israel, which closely examines such answers, especially when there are inconsistencies between successive responses over time for a given person.

3.4. Verification of field data

All the participating countries check the field data, using different means: checks of the interviewers' work by supervisors; re-interviewing households by phone or by returning to the field, assisting some interviewers...

Israel complements this scheme by having the survey department, the main regional offices, and the supervisors work together in order to coordinate, monitor and control the work of the interviewers, by telephone re-interviewing 10% of the households surveyed, assisting interviewers, listening in to telephone interviews... In addition, the team in charge of the survey monitors and regularly analyses the quality indicators relating to the data collected.

3.5. Non-response rate

This data collection quality indicator includes ineligible households, refusals and non-contacts. According to the countries' responses, this varies from less than 2% in Algeria to more than 20% in Israel, with 2% in Morocco, 7% in Libya, 8-9% in Egypt, Jordan and Tunisia, and 13% in Palestine. It is highly dependent on the rate of refusals met by the interviewers.

3.6. Mode of transmission of collected data

Transmission is done electronically in Israel (via CAPI or CATI) and in Jordan and Palestine (via CAPI). In Morocco, it takes a slightly longer route: the data are transmitted via CAPI by the interviewers to the supervisors, then by USB keys by the supervisors to the controllers in the region, and finally, via Internet, by the controllers to the central level.

The other countries use a conventional mode of transmission: Algeria, like Tunisia, transmits its paper questionnaires to the local or regional offices in charge of data verification, codification and entry. The data files are then sent to the central office. In Egypt, Lebanon and Libya, the questionnaires are transmitted to the supervisors, then to the senior supervisors, and finally to the central office for the data entry, codification and tabulation stages.

B4 - DATA PROCESSING

4.1. Level of data entry

All the countries using a computer assisted collection method (CAPI or CATI) are in a way exempt from data entry, which is carried out automatically, with the possibility of checking the consistency of the collected information and of transmitting it easily to the higher levels, most often to supervisors. Israel, Jordan, Morocco and Palestine (except for Jerusalem (J1) and the Gaza Strip) are in this advantageous situation. In Egypt and Libya, data entry is centralized; in Algeria and Tunisia it is carried out at the regional level.

4.2. Quality controls

In addition to the checks carried out at the collection stage, in particular via CAPI, all the participating countries reported conducting quality controls at the different levels of processing of the collected data, but in general without describing the modalities precisely.

Egypt has a data entry program that allows detection of internal inconsistencies in the data. Quality controls applied at the analysis stage also allow to correct misleading information.

Israel, at the coding phase, builds a number of quality indicators that are regularly analysed and used to complement data published on the website. Palestine cleans the data by conducting internal tests and using SPSS to correct the errors and inconsistencies affecting the data.

4.3. Adjustment of data

All countries adjust their collected data, either by simply adjusting the raw results obtained on the number or the structure of the population broken down by demographic and/or geographical criteria, or by preceding this adjustment with correction for non-responses.

Algeria, Egypt, Jordan and Palestine are in the first category (single adjustment). Israel, Libya, Morocco and Tunisia are in the second (two steps).

Some countries like Egypt, Israel, Jordan and Morocco use different methods for their annual results and for their quarterly (or monthly) results, which is not ideal.

4.4. Imputation of data

Among the participating countries, Algeria, Egypt, Jordan, Palestine and Tunisia do not conduct an imputation of missing data. However, Egypt goes to great lengths to minimise non-responses, while Tunisia allows not only non-responses, but also answers "Do not know".

Concerning the other countries, Morocco carries out total or partial imputations and Israel applies appropriate imputation methods, which are both numerous (about 250 logic controls) and regularly reviewed. In particular, when the same person is interviewed several times for the survey, the information collected successively is compared to the previous one, either to adjust for non-responses or to correct logic errors. Lastly, in order to fill in missing demographic data, Israel can use registers using the national ID number which is common for the 2 types of sources.

4.5. Levels of the data base

Most of the participating countries use LFS data to build two-level files: a household level and an individual level. Only Egypt produces files with only the individual level. Two countries declared a third level: dwellings for Israel, nuclear families for Morocco.

4.6. Securing the entered data

The question covered two security concepts: the question of backing up the collected information and the question of securing this information against risks of intrusion.

Algeria, Egypt, Libya, Morocco, Palestine and Tunisia were more inclined to respond to the first question by referring to secure servers at the central level and, for Algeria and Tunisia, at the regional level.

Israel and Lebanon responded to the second question: Israel has taken a number of measures to prevent any intentional or incidental misuse of information and plans to enhance its security systems even further. In Lebanon the data are encrypted, and password-protected access is applied.

B5 - ANALYSIS OF COLLECTED DATA

5.1. Size of analysis team

Algeria, Egypt, Jordan and Morocco employ a dozen statisticians to analyse the data collected. On the other hand, there are teams of 4 in Palestine (all labour economists) and in Tunisia (3 statisticians and 1 assistant statistician) and 5 in Libya. In Israel, about 20 statisticians are assigned to the analysis of the collected data.

5.2. Geographical data aggregation level

The participating countries generally use 3 geographical levels for data aggregation: national, regional and governorate. For the national or regional level, data are available quarterly and even monthly (in the case of Israel). At a finer level, such as when crossing governorate with the urban-rural variable, or a province, data are available at an annual frequency, for instance in Egypt, Morocco, Palestine and Tunisia.

5.3. Existence of official statistics

Often, in the participating countries, the statistics derived from the LFS are classified as official statistics: this is the case in Egypt, Israel and Tunisia. In Morocco, the legal framework governing the responsibilities of the HCP and, within it, of the statistical studies sector, makes the labour market statistics official.

In Palestine, PCBS is considered to be the institution responsible for official labour market figures.

5.4. Existence of regular descriptive analysis of results

All the participating countries conduct a descriptive analysis of the quarterly and annual results of their survey on a regular basis. Egypt, Israel, Palestine and Tunisia provide some clarification on this subject.

Since 2015, Egypt has produced a quarterly report analysing the results of the survey, as a complement to the annual report. Israel disseminates its monthly tables on the ICBS website (see Phase 6) with a short commentary on the highlights of the latest survey. Palestine presents its quarterly or annual data in the form of time series. Tunisia issues a quarterly press release on some main indicators; also a detailed annual report is produced at governorate level.

5.5. Writing of in-depth analysis

In general, the NSIs do not conduct their own in-depth analyses based on the LFS. In Egypt however the CAPMAS Population Studies and Research Centre produces such studies. In Morocco, the HCP often carries out this type of analysis in collaboration with international organisations such as the World Bank, ILO or UNESCO. The same applies to Libya with the World Bank's help. In Tunisia, these studies are entrusted to other government agencies.

5.6. Analysis of labour mobility

Only Morocco in connection with the World Bank, and Tunisia, which analyses geographical migrations from the Spring of one year to the Spring of the following year, carry out studies on mobility.

5.7. Seasonal adjustment of statistical series

Only Israel, which publishes seasonally-adjusted monthly series of employment and unemployment rates, and Morocco for its cyclical indicators, calculate coefficients of seasonal variations.

5.8. Multidisciplinary teams for data analysis

Large surveys such as the LFS naturally mobilize teams of statisticians, computer scientists, methodologists and economists, to be properly conducted. However, the results analysis phase can bring together experts from other disciplines, such as sociologists, demographers, managers, specialists in the evaluation of public policy ... This does not seem to be the case in the participating countries.

B6 - DISSEMINATION OF RESULTS

6.1. Dissemination policy

The dissemination policies adopted by the participating countries have varying degrees of ambition: all of them (except Lebanon and Libya where surveys are not held on a regular basis) provide for quarterly (semi-annual for Algeria) and annual dissemination of the main findings of the survey, in the form of press releases or printed reports and/or on the NSI's website for the media or the government. Algeria and Palestine implement this simple dissemination policy.

Other countries complement this basic mode of dissemination with other modes: Egypt conducts work on demand and disseminates metadata highlighting the definitions and methodology used for the survey. Israel produces seasonally-adjusted series of employment and unemployment rates with a monthly frequency, with estimates of precision for the major survey indicators. Jordan disseminates data sets and tables from the survey as well as metadata on its website. In addition to its quarterly and annual reports, Morocco, similar to Tunisia, circulates information notes and produces time series on its website.

6.2. Levels of access to the data base

Providing users with access to anonymized micro-data is obviously the ideal situation in terms of dissemination of survey results, as this meets the requests of specialized users (experts, researchers...). Five of the participating countries provide this type of data in the form of Public Use Files: Egypt, Israel, which also provides for the possibility for some more advanced researchers to come and access more detailed micro-data on the ICBS premises; Morocco, with restrictions and in secured rooms; Palestine and Tunisia. Algeria, Jordan, Lebanon and Libya do not disseminate individual files.

6.3. User categories of the data base

All the countries mention the different LFS user categories: ministries, international organisations, researchers, students, associations... Three of them provided a complete answer to this item: Israel, which mentions accredited journalists who receive the embargoed first results of the investigation, fifteen minutes before their official release; Jordan mentions 7,000 emails sent to institutional users on the occasion of the publication of the survey results and Morocco makes a distinction between its privileged users in the other HCP departments, and institutional organisations as well as the academic public.

6.4. Presentation seminar

Some of the participating countries, upon releasing their new survey results, hold a meeting to present them. Instead of a seminar, a press conference is held in Egypt, Lebanon, Libya, Morocco and Tunisia.

6.5. Period between end of collection and dissemination of first results

In general, the interval between the end of collection and the dissemination of the first survey results does not exceed 45 days, which approximately matches the dissemination standards implemented internationally. This interval is only 30 days in Algeria, Israel and Libya and 33 days in Morocco; but it is 45 days in Egypt, Palestine and Tunisia and 45 to 50 days in Jordan. In addition, Egypt releases detailed annual statistics from the LFS only 4 months after the end of the reference year, and anonymized micro-data to researchers following a month later.

6.6. Existence of a press release for the first results

All the participating countries issue a press release on the publication of the first results of the survey.

*Recommendations
for improvement
and harmonisation*

C1 - SUMMARY OF COMPARATIVE ANALYSIS

In all nine participating countries, an NSI conducts household surveys covering all or part of the labour force and employment. However, these surveys are at very different stages of advancement. If the aim is to conduct a specific employment survey on a regular and if possible continuous basis, delivering quarterly or even monthly results using a CAPI method ⁽¹⁾, some countries such as Israel or Morocco appear to be well advanced. On the other hand, such countries as Lebanon or Libya do not have a regular employment survey yet.

For this reason, the recommendations made to Lebanon and Libya will not be very detailed since the first essential step they have to take (implementation of a minimum annual survey with a legal basis and secured funding) conditions the rest. For the other seven countries, on the basis of the information considered in Chapter B and complemented with those contained in documents such as the 'Sector Reviews' carried out in 2014-2015 in Egypt, Israel, Jordan and Tunisia, some recommendations can be proposed, applying to all the countries, or to some only. The aim is obviously not to give good or bad points, but rather to try and promote overall quality and comparability of the surveys among them.

(1) - This option is not unanimously considered to be justified, even though it has been taken by most countries with an employment survey. In France, for example, for a very long time (from the 1960s until the early 2000s), in March of each year a large employment survey was conducted, with some benefit. And it was only after a European decision was adopted by a small majority in the late 1990s that the EU Member States using this type of survey switched to a continuous quarterly survey.

C2 - PROPOSALS ARISING FROM THE INTERNATIONAL FRAMEWORKS

Another concern in this review was to ensure as much compliance as possible by the participating NSIs with the international employment and work recommendations laid down mainly by ILO, but also produced by Eurostat. In this respect, the first recommendation that can be formulated concerns the diversity of questionnaires in the surveys, an aspect that was not really addressed by a thorough review for this compendium, but should nevertheless be revised in the short to medium term by all the participating countries. At a minimum, each country should plan to redesign its questionnaire in order on the one hand to be able to survey such significant categories as the "halos of unemployment" (i.e. underemployment, people available for work but not actively seeking employment or looking for a job but currently unavailable ...), and, on the other hand, to follow the new recommendations from the 19th ICLS (e.g. surveying forms of work that are different from paid employment).

However, to be more ambitious, it would be very interesting for a maximum of participating countries to strive together to build and adopt a common core of questions in order to measure the main categories of the labour market (employment, unemployment, time-related underemployment...), as well as some categories of interest such as, for example, informal employment.

In addition to compliance with international standards, the different countries should give themselves the means to implement the most recent versions of the international classifications applicable to workers: ISCO, ISIC, ICSE and ISCED. This also implies that the questions asked in the survey and their quantification should be reviewed at regular intervals. However, the questionnaires should not be revised too often in order to minimise series breaks and changes in the respective CAPI systems.

C3 - SUGGESTIONS AND RECOMMENDATIONS FOR IMPROVEMENT AND HARMONISATION

Moving on to recommendations arising from the comparative description of the LFS characteristics presented earlier, rather than giving a detailed country-by-country listing that would be both burdensome and repetitive, the preferred way was a topic-by-topic summary of the most important recommendations, keeping in mind that generally they do not apply to all countries but only some of them that will recognize themselves.

With regard to the elements not yet covered in the preceding paragraph 2, it seems important to emphasise the following aspects for each of the six phases reviewed in Chapter B:

• PHASE 1: Design and methodology

- Specify the objectives and desired precision for the survey results, so that their characteristics are adapted, in particular in terms of sample size and stratification.
- Set up partnerships to facilitate the financing of the survey and the development of its questionnaire.
- Aim to secure multi-annual funding for the survey, if possible from a public source.
- As much as possible, involve the users of the survey in its preparation and results analysis by organizing meetings between producers and users and by conducting satisfaction surveys.
- As previously mentioned, aim to conduct a survey at least on a quarterly and continuous basis, ensuring equal representation of each of the 52 weeks of the year, as a reference week to define employment, unemployment or actual working time.
- Move from PAPI to CAPI/CATI (where necessary) as soon as possible and, for the most advanced countries in the region, consider the possibility for interviewees to respond via Internet (CAWI).

- On a quarterly and annual basis, disseminate the main results of the survey on the NSI website, including some comments on levels and evolutions.
- Examine whether it is possible to implement a common questionnaire for the survey and the census; in the same vein, explore the possibility of introducing the same «core» questions about employment in all household surveys.
- Avoid overloading your LFS with questions or modules on topics not directly related to employment.
- Endeavour to include in the scope of the survey all the categories that are excluded from it (e.g. persons living outside ordinary households, non-nationals, people who have recently entered the territory ...).

• PHASE 2: Preparation of the implementation of the survey

- Make sure regularly to update the Master Sample, which is most often drawn from the population census. From this perspective, choosing a sample of areas as in Morocco and Tunisia is preferable to a random sample of dwellings, despite the risk of cluster effects that it may lead to. However, the methodology used in Israel's survey, the use of tax data to partly update the sampling base, is also very interesting. This is an example to follow, i.e. the use of administrative sources can enrich the survey.
- Adopt a rotation scheme to measure professional or geographical mobility for both the quarter and the year. To this end, the scheme recommended by Eurostat is: survey 2 successive quarters - no survey the following 2 quarters - survey the following 2 quarters.
- Calculate and disseminate the margins of errors associated with the sampling for the main indicators (employment rate, unemployment rate), keeping in mind that these margins are often of lesser importance than those related to measurement errors, which are much more difficult to estimate.
- Insist on training the staff conducting the survey through regular training sessions, even for the more experienced staff.

• **PHASE 3:**
Data collection

- For the countries that have not done so yet, insist on the importance of developing a CAPI method with a view to, inter alia, standardizing the way in which respondents are interviewed and implementing a maximum number of checks at the source of the collected information. In addition, CAPI eliminates the data entry phase, which is time-consuming and a potential source of errors.
- Even in CAPI/CATI mode, invest decisively on checks to be carried out at the collection phase by various means: checks during the interview, re-interviews or checks by telephone for a given percentage of households, assist interviewers... In reality, some significant, sometimes systematic measurement errors, frequently occur at this stage of the survey.
- Endeavour to spread the workload among interviewers and over time correctly.
- Even though it is not really possible to ban survey by proxy, try to discourage this practice and, at least, measure its frequency.
- Also minimise the number of refusals.
- Ensure the return of collected information to local, regional or central levels.

• **PHASE 4:**
Data processing

- Increase the quality checks carried out throughout the information processing chain, by analysing the resulting quality indicators.
- Make adjustments to the raw data in order to adjust for sampling and non-response biases, based on the preferred demographic or geographical criteria for the declared objectives of the survey.
- Carry out imputations in the case of missing data for variables that are not essential.
- Regarding the most important questions of the survey, such as those that determine the interviewee's type of activity, apply very strict checks on the interviewer by, for instance, introducing blocking controls in CAPI on these questions.

• **PHASE 5:**
Analysis of collected data

- Assign a sufficient number of persons to the analysis of collected data and promote multidisciplinary within the team: the statisticians who built the information are the best placed to analyse and interpret it, but they must also benefit from the help of economists, sociologists, geographers...
- Systematically conduct descriptive analyses based on the quarterly (general analysis) or annual (more detailed analysis) results of the survey.
- At least once a year, conduct a more in-depth analysis of the survey on a particular topic. It would also be very interesting to ensure that many of the participating countries agree on a set of similar analytical themes, for instance female participation in the labour market, and that they conduct studies using common methodologies.
- Progress on building time series on the labour market: annual series on longer periods, quarterly or monthly series on shorter periods, but if possible seasonally-adjusted series.

• **PHASE 6:**
Analysis of collected data

- Have a flexible yet well-targeted dissemination policy for various groups: government, media, general public, more specialized users, experts or researchers.
- Facilitate the sharing of information and access to anonymised micro-data files.
- Facilitate access to very detailed documentation on the survey methodology and organisation (metadata).
- Abide by an appropriate time limit (in the order of 45 days) between the end of the collection and the dissemination of the first survey results; in cases where this time limit is exceeded, provide an explanation to the public.

ANNEX 1

Synoptic tables

ANNEX 1

PHASE 1 - DESIGN OF THE METHODOLOGY

N°	Item	Algeria	Egypt	Israel	Jordan	Morocco	Palestine	Tunisia	Libya
1.1	Identification of objectives and expected results	To obtain main indicators on labour market and ensure evolution of them. - Measuring the volume of active population, employed population and unemployment - Measuring the main indicators on labour market disaggregated by sex, urban-rural and education level - Analysing the indicators in order to have an objective, measured and quality evidence on labour market for planners, policies makers, researchers and the civil society.	The survey mainly aims to the following: - Measuring the Egyptian civilian labor force and its characteristics. - Measuring the level of employment and unemployment in different geographic areas of the republic. - Measuring the geographic distribution of the employed and unemployed persons according to different characteristics.	The labour force characteristics of population, in particular for the main results of participation rate, employment rate and unemployment rate.	- Knowing the demographic and socio-economic characteristics of the population and labour force. - Identifying the occupational structure, economic activity and the practical situation of workers. - Identifying the reasons for seeking for new or additional work. - Measuring the rates of participation in economic activity and unemployment rates. - Identifying the duration of unemployment, the characteristics of unemployed population and the means adopted for obtaining a new job. - Identifying the changes over the years.	The survey mainly aims to the following: - Determining the volume and demographic, cultural and socio-professional characteristics of the active population and its various components; - Measuring the population's access to basic social services.	The main objective of collecting data on the Palestinian labour force including components of employment, unemployment and time related underemployment is to provide basic information on the relative size and structure of the Palestinian labour force. Data collected at different points in time provide a basis for monitoring current trends and changes in the labour market and in employment. These data supported with information on other aspects of the economy provide a basis for the evaluation and analysis of macro-economic policies.	The survey aims to mainly provide the following: - A general, coherent and up-to-date description of the labour market at the national level; - Specific information on the regional and local labour markets at the governorate level; - Demographic information on the household composition between population censuses; - Information on employment policy and social policy; - Information on employment by household composition; - Macro-economic observations based on business cycle indicators; and - A source for international comparison.	Objectives of the survey: - Having a good knowledge of the size and demographic and socio-economic characteristics of the different populations; - Estimating the main labour market indicators/rates; - Estimating the average wages of the different categories of employees - Assisting the decision in the fields of employment policies, fight against unemployment and reduction of inequalities and education and vocational training.
1.2	Existence of project partners	No.	No.	No.	No.	No.	No.	The LFS is discussed in the National Statistical Council (CNS).	No.
1.3	Users consultation	In consultation with ministry of labour and ministry of foreign affairs and other departments	No user satisfaction surveys, however as for other surveys CAPMAS is in process of assessing the burden, cost/efficacy and usability of data collection through measures like meetings with data users and opinion polls with the general public.	For the major methodological changes occurred in 2012 ICBS held several consultations with members of the Public Council for Statistics (PCS), ministries, academic institutions and other users. Methodological details were presented at users' seminars and a formal announcement to the general public was made at least one year before the revised data were published.	Yes, there are surveys of user satisfaction and analysis	The HCP consults several categories of users in the HCP but also outside the HCP such as the Ministry of Employment, Department of Vocational Training.	No.	INS consults with several categories of users such as ministries, the Central Bank, the employers' associations and the media.	No.
1.4	Conformity with international references for persons on employment	Yes, except modifications introduced by 19th ICLS	Target population is only the civilian population with Egypt nationality. The category of persons who are employed includes all persons who were engaged in any kind of work done for pay or profit for at least one hour during the reference week, where the pay includes cash payments or "payment in kind" (payment in goods or services rather than money). The employment includes also the "unpaid family workers".	"The first ILO question on employment does not include the term "for pay or profit" but it is part of the interviewer instructions.	Yes, except modifications introduced by 19th ICLS.	Yes, except modifications introduced by 19th ICLS.	Yes, with the 19th ICLS.	Yes, except modifications introduced by 19th ICLS.	Yes, except modifications introduced by 19th ICLS

PHASE 1 - DESIGN OF THE METHODOLOGY (continued)

N°	Item	Algeria	Egypt	Israel	Jordan	Morocco	Palestine	Tunisia	Libya
1.5	Conformity with international references for persons on unemployment	Except age of unemployed persons is fixed in 16-59 years, adapted to national legislation on legal age to working	"The age range for unemployed person is 15-64, instead of the 15-74 as recommended by IMF and EUROSTAT.	"Mostly. The reference period used for the "availability of work" of those who search for a job, covers only the reference week. This implementation is in line with both the new 19th ICLS Resolution and the previous one. However it is not in line with EU-LFS, which considers for that purpose "the reference week and the two following weeks"	Except modifications introduced by 19th ICLS.	Partially (large concept of unemployment) / Except modifications introduced by 19th ICLS.	Yes, with the 19th ICLS.	Yes, except modifications introduced by 19th ICLS.	Yes, except modifications introduced by 19th ICLS.
1.6	Conformity with international references for reference week	The reference is the last week of April and the last week of September,	Employment and unemployment data in particular, have been collected referring to the previous week of the interview. Questions are asked about "past week".	Yes.	Partially, reference week = 7 days prior the interview.	For the determination of the type of activity, the reference period corresponds to the week preceding the interview.	The reference week = the week ending on Friday preceding the interviewer's visit to the household.	Partially/Last 7 days before interview and not predetermined week.	Partially/last 7 days before the day of the visit.
1.7	Periodicity and duration of collection	On semi-annual basis (April and September). The duration of data collection is 45 days.	On quarterly basis (Jan-Mar, Apr-Jun, Jul-Sep and Oct-Dec) in order to take into consideration the seasonality of employment and unemployment. Each quarter, the duration of collection is 5 weeks: first month, weeks 2 and 4; second month, weeks 2 and 4; third month, week 2.	On monthly basis. It's a continuous survey with the reference weeks spread throughout the year almost evenly. Every panel is spread uniformly across four weeks per month, i.e. 12 weeks per quarter, so that in approximately every quarter there is an "empty week" where data collection from the previous month is completed but collection from the current month has not begun.	On quarterly basis, in the middle month of each quarter. The duration of collection is 5 weeks.	On quarterly basis. It's a continuous survey.	On quarterly basis. It's a continuous survey.	On quarterly basis. It's practically a continuous survey.	On non regular basis. The duration of data collection is 22 days.
1.8	Collection method	Face-to-face PAPI.	Face-to-face PAPI, although some attempts for using CAPI in 2014/2015 and with good expectation for that following the positive experience of the 2017 Population Census. The data will be collected by tablets starting from the first round of 2018.	CAPI technique for the first interview and CATI technique undertaken from the headquarters for later interviews, using electronic questionnaires developed in Blaise.	Face-to-face CAPI.	Face-to-face CAPI since 2007.	Data were collected using PC-tablet devices in the West Bank and Gaza Strip, while used of paper forms in Jerusalem (J1).	Face-to-face PAPI, with plans for introducing the CAPI technique in 2018.	Face-to-face PAPI.

PHASE 1 - DESIGN OF THE METHODOLOGY (continued)

N°	Item	Algeria	Egypt	Israel	Jordan	Morocco	Palestine	Tunisia	Libya
1.9	Existence of tabulation and analysis plan	Yes	"Yes, the quarterly bulletins contain a wide set of tables and useful metadata that facilitates proper interpretation of results to the users. The yearly publications contains more detailed results from the LFS. Starting from 2016, two reports were prepared for each quarter and for the annual results. The first include the tables of the reference period. The second is new and it is an analytical report for the data during a period of time.	Yes, the sampling design for this survey allows for the production of relatively high quality monthly statistics. The ICBS compiles a fairly exhaustive set of labour market indicators from the LFS every month, and a more complete set of indicators on a quarterly and on an annual basis.	Yes, there are quarterly bulletins with detailed tables on survey results and descriptive analysis, and there is an annual report.	Yes.	Yes. The yearly publications contains more a wide set of tables and useful metadata that facilitates proper interpretation of results to the users detailed results.	Yes, NSI publishes the survey results in several ways: a press release with the main results; an annual publication with approximately 30 tables on the labour force, employment and unemployment, with the usual breakdowns by sex, age, governorate and level of education; time series on the web in EXCEL-format; the statistical yearbook; Tunisia in figures; and anonymised micro-data sets. Most tables are two-dimensional, some with an extra breakdown by sex.	Yes, there are bulletins with detailed tables on survey results and descriptive analysis, and there is an annual report.
1.10	Annual number of surveyed units	An average of 43,000 households.	More than 90,000 households ever. (about 23 thousand HH. each quarter).	Approximately 144,000 dwellings consisting of about 250,000 persons aged 15 years and over.	About 66,400 households (about 16600 each quarter).	Almost 90,000 households (22,500 each quarter).	30,400 households (7,600 each quarter).	About 280,000 households (i.e. about 45,000 in the 1st, 3rd and 4th quarter and about 145,000 in the 2d quarter).	9,260 households.
1.11	Annual cost of the survey (excluding internal charges)	About 876,000 US\$ (approximately 755,000 EUR)	About 1.5 million Egyptian Pounds (approximately 72,000 EUR) in 2017.	About 15.8 million Israeli Shekel (approximately 3,8 million EUR) in 2014.	About 250,000 Jordanian Dinars (approximately 315,000 EUR) in 2017.	The budget of the survey is part of the budget allocated to the system of socio-economic surveys carried out annually by the HCP.	About 740,000 US\$ (approximately 638,000 EUR).	About 3 million Tunisian Dinars in 2015 (approximately 1 million EUR), 20% of the operational budget.	About 600,000 US\$ (approximately 500,000 EUR).
1.12	Type of funding and existence of a pluriannual funding of the survey	Public only and pluriannual funding	Public only and pluriannual funding.	Public only and pluriannual funding.	Public only and pluriannual funding under the 5-year National Statistical Strategy.	Public only and no pluriannual funding.	External (Core Funding Group), through the Norwegian and Swiss cooperation. No pluriannual funding.	Public only and pluriannual funding under the 5-year National Statistical Plan.	Public only and no pluriannual funding.

PHASE 1 - DESIGN OF THE METHODOLOGY (continued)

N°	Item	Algeria	Egypt	Israel	Jordan	Morocco	Palestine	Tunisia	Libya
1.13	Legal basis of the survey and approval by the authorities	ONS is considered as the main official source of national statistics in Algeria. Statistics laws insure to provide informations through surveys and censuses. All surveys require approval from National Statistical Council.	Yes, all statistical enquiries carried out and published by CAPMAS, including the LFS, are governed by national legislation. The Statistical Act empowers CAPMAS to collect individual data, as long as it is used for statistical purposes, and imposes obligations on this office to ensure non-disclosure of individual information. This Act authorises CAPMAS to enforce participation in all household and enterprise surveys, including the LFS.	Yes, the Statistical Ordinance defines the role of the ICBS as the main official source of national statistics in Israel. It empowers the ICBS to collect data from individuals and businesses, and obliges respondents to provide information in a timely and accurate manner.	Yes. All surveys conducted by DoS require the approval of the Prime Minister.	Yes, the ENE falls within the framework of the system of household surveys that the HCP carries out. The legal framework regulating the realization of this survey is ensured by the Royal Decree Law No. 370-67 of 10 Jomada-I, 1388 (August 5, 1968) relating to statistical studies. It should be noted that since 2003, the power of the organisation in charge of this operation have been laid down by Decree No. 1343.02 of July 2002 setting out the power and organization of the HCP.	The LFS is xconsidered one of the main surveys in PCBS since its establishment.	Yes, by Authorization n°4/2009 of 14 march 2009 specific to LFS quarterly survey. Assigned by the minister in charge of statistics after consultation of the National Statistical Council.	Yes. BSC carried out twice a year since 2007 with the Ministry of Planning.
1.14	Links with population census or other surveys	For sampling database.	The Census is the frame for the Master Sample used for the LFS.	LFS estimates are coherent with population statistics because LFS data are calibrated using monthly population estimates produced by the Demographic Sector in the ICBS.	Not really, except for the fact that Census is the base used for the sample.	Yes, In addition to the results of the Census, relations exist between this operation and that relating to the informal sector but also to the preparation of the accounts of the nation.	Partially, as the Census is the base used for the sample.	Same questionnaire as in the Census.	The census is the base used for sample.
1.15	Since how many years the survey exists in its current form?	Since 2010 with introduction of questions on diploma insertion in labour market. Since 2014, with the adoption of two rounds every year.	Since 2015.	Since 2012 (year of the moving from a quarterly to a monthly periodicity, changing the rotational sampling scheme and replacing of PAPI with CAPI technique).	Since 2017, in order to comply as far as possible with the 19th ICLS Resolution.	Since 2017, after expanding the sample to reach 90,000 households.	Since 2016, with mainly the introduction of PC-tablet devices for sending the collected data directly to server.	Since 2011	Since 2009.
1.16	Plans for the future	Plan to introduce a continous LFS with data collection through tablets.	Introduction of an adapted questionnaire planned in January 2018 in order to comply with international definition. Introduction of CAPI technique (in January 2018) to improve the efficiency of data collection and allow a better coverage of all the reference weeks/ months.	Introduction of an adapted questionnaire planned in January 2018 in order to comply with international definition (e.g., underemployment). Ongoing activities for possibly exploiting administrative data, in particular for using income tax data (in order to compile also statistics on wages) and educational attainment and enrolment.	Application of the new methodology, taht is the extraction of results for all indicators required and currently in the questionnaire, such as the informal sector.	The HCP is currently testing the new resolution governing the production of labour market statistics and the new nomenclature of the situation in the profession. In addition, teams were trained to work on topics recently introduced among those addressed by the survey (labour social security, ...)	Undertaking deeper analysis on the potential labour force, vocational training and labour force status for disabled people.	Introduction of tablets in 2017-2018. Tests and pilot surveys on rotative sampling, coverage of collective households . Production of results in multidimensional tables in the form of datacubes.	Introduction of an adapted questionnaire planned in January 2018 in order to comply with international definition (e.g., for the decent work).

PHASE 2 - PREPARATION FOR THE IMPLEMENTATION OF THE SURVEY

N°	Item	Algeria	Egypt	Israel	Jordan	Morocco	Palestine	Tunisia	Libya
2.1	Base used for the sample	The General Population and Housing Census of April 2008.	The Master Sample (MS) adopted for used all social surveys, i.e. a sample of 5,024 Enumeration Areas (EAs) with over 1 million households, taken from CAPMAS register of households and persons, produced from the latest population and housing census. A selection of Primary Sampling Units (PSUs) for the MS is made by stratification by equal proportion based on the 27 governorates and on the degree of urbanisation (urban/rural).	In order to ensure the full coverage of target population, the sampling design involves extraction of households and individuals from different sampling frames. Most of the target population is actually covered by the current survey sample, which depends on 3 sampling frames: (i) main sample of residential dwellings, (ii) samples of student dormitories and immigrant absorption centres and (iii) new buildings in urban localities. A small part of the population (certain groups that are not available in registers, e.g. households living outside of localities, Bedouin tribes etc.) is covered by permanent samples taken from the 2008 Census.	The 2015 Population and Housing Census.	Sampling base contains about 22,000 PSUs made of 2 or 3 contiguous census districts taken from the 2014 Population and Housing Census with an average of 300 households. 20% of PSUs are selected for the LFS with a probability proportional to the size of the area in number of households.	Master Sample (MS) from the 2007 Population and Housing Census and its update in 2011, with of 596 Enumeration Areas (EAs) consisting of buildings and housing units with in average about 124 households. The 2016 LFS used 494 EAs as Primary Sampling Units (PSUs).	Sampling base contains about 30,000 units ("districts") from the 2014 Population and Housing Census. A district is made of a number of buildings blocks with an average of 70 households.	Last general population census.
2.2	Last update of the sampling frame	The last census. The Enumeration Area are updated in same time that data collection.	Last MS was extracted from the 2006 Population and Housing Census and updated in 2010. Every five years, the MS is replaced by a new, and independent, set of 5,024 PSU's. Whenever possible, extraction of the MS is carried out from a new census-based register, in order to ensure that information regarding all the households is as updated as possible. During the inter-censal periods, when a fresh register of households is not available, CAPMAS updates the selected list of EA's through a specific enquiry.	Updating of the main sampling frame is carried out every year. Updating for student dormitories and immigrant absorption centres are carried out every two years and updating for new buildings in urban localities are carried out every quarter.	Updating of dwellings and households before each LFS through enumeration.	Sampling frame is updated a once, after 10 years from census. Next update will take place in 2024. But update of dwellings and households in cluster before survey.	2011.	Sampling frame updated after 5 years from census. Next update will take place in 2019. In addition, before the survey, all sampled clusters must be updated.	Sampling frame updated each 10 years, last up date 2012 and the Next update will conduct in 2018. In addition, before the survey all sampled clusters must be updated of dwellings and households in cluster before survey.
2.3	Sample of areas?	No.	No.	No, final sampling units are sampled in two stages, for localities at first stage, and dwellings, households and/or persons at second stage.	No.	Yes.	No.	Yes, 1,800 enumeration areas.	No.
2.4a	Primary Sampling Unit (PSU)	910 PSU since April 2016.	PSUs are Enumeration Areas from census. Every year, the MS is split into four equally sized sub-samples of 1,272 PSUs (588 urban, 684 rural), i.e. one for each quarter.	About 320 localities each year are selected from a list of localities where these are classified into four main groups: i) Large localities: includes the 40 largest localities all represented in the monthly samples; ii) Other large localities: include about 50 smaller localities represented only in few monthly panels (three to nine per year); iii) Smaller localities: includes about 30 smaller localities, represented only in one or two panels per year; iv) About 1,000 "Other localities", that are arranged into homogeneous strata from which about 200 units are selected each year.	1,666 areas with blocks of 60 to 100 dwellings.	4,500 PSUs with an average size of 300 households: 3,000 urban and 1,500 rural with an average of 6 Secondary Sampling Units (SSUs) of 50 households.	Each round of survey covers all of the 494 MS EAs. Basically, the areas remain fixed over time, but households in 50% of EAs are replaced each round.	First stage sampling consist on selection of 1,800 districts proportional to the size of the district in number of households (and 5,800 PSUs for the 2d quarter).	464 census districts selected by random sampling method between 9,783 districts.

PHASE 2 - PREPARATION FOR THE IMPLEMENTATION OF THE SURVEY (continued)

N°	Item	Algeria	Egypt	Israel	Jordan	Morocco	Palestine	Tunisia	Libya
2.4b	Final Sampling Unit (FSU)	24 households by new PSU.	A gross sample of 18 households is then selected randomly from each of the selected PSU and contacted for the LFS. Two additional households are selected per PSU to enable substitution of non-responding households.	Each year, a sample of dwellings is drawn from the Dwellings and Buildings Register of municipalities and local councils for approximately 180 of the larger localities. For most of the villages, communal localities and moshavim, the sample is drawn from lists of households or dwellings obtained annually from the secretariats of the localities. For the kibbutzim sampled in the survey, a sample is usually drawn from lists of persons aged 15 and over residing permanently in the kibbutz.	Households, 10 by PSU.	A cluster of an average of 20 households selected withing each SSU.	Households, 16 by EA.	Each district is cut on clusters of an average of 25 households. Then In each district 1 cluster is randomly sampled. Data are collected for all the households in it.	9,260 households (20 by district, id est approximately 1 in 5) selected by random sampling method.
2.5	Size of sample and sampling rate (including non-response) and use of random sampling with weightings	Twice a year, 56,000 persons in which 40,000 of 15 years or more, also using weights. Sampling rate is average 1,1%.	On average, CAPMAS contacts 91,584 households every year, and a sampling rate of 0.45% is achieved (year 2014)	The annual sampling fraction is about 0.7 per cent of the target household population.	16,660 households quarterly (1,11%)	22,500 households quarterly, also using weights. 1 household among 80 households is annually concerned.	7,600 households quarterly. Sampling rate is about 0.8% of all households. In the first stage, calculation of the weight of EAs which depending on the probability of each EA (a systematic random sample), then in the second stage calculation of the weight of households in each EA. Initial households weights resulted from product of weight of first stage and weight of second stage, final households weights obtained after adjustment of initial weights with the households estimates of the middle of each quarter of the year 2016 on the level of design strata (governorate, locality type).	45,000 households quarterly (1,65%) , except 2nd quarter: 145,000 households (5,34%). Since it is an area survey and clusters are totally enumerated, the final number of households may vary from quarter to another. Random sampling based on weights.	9,260 households representing 50,256 individuals. Sampling rate 5%.
2.6	Stratification of the sample	Rural/urban for agglomeration size.	Based on the 27 governorates and on the degree of urbanisation (urban/rural).	Stratification of localities into four main groups, according to their size: i) Large localities: ii) Other large localities: iii) Smaller localities: iv) "Other localities".	30 strata: 6 cities with population of more than 100,000 persons and 24 strata = 2 (rural-urban) x 12 (governorate).	In rural areas: Region x Province; in urban areas: Region x Province x Type of town x Type of housing.	1- Governorate and 2- Type of locality (urban, rural, refugee camps).	Rural/urban x Governorate (24).	Yes, by region, area

PHASE 2 - PREPARATION FOR THE IMPLEMENTATION OF THE SURVEY (continued)

N°	Item	Algeria	Egypt	Israel	Jordan	Morocco	Palestine	Tunisia	Libya
2.7	Rotation scheme	No	After non-conclusive experiments, a new and more simplistic panel design introduced in 2014 comprises of a 50% overlap of the households interviewed during the third quarter which are forwarded to the consecutive year.	4-8-4 on monthly basis. Every monthly sample is composed by 8 complementary rotational groups (panels) of equal size. Every responding household is thus interviewed eight times over a period of 16 months (i.e. four consecutive months of surveys followed by a break of eight months and then another four consecutive months of data collection).	1-1-0-0-1-1. There is a 50% common sample in two consecutive quarters as well as in the same quarter one year apart.	33% of households sample replaced each year.	The same household remains in the sample for 2 consecutive rounds, left for the next two rounds, then selected for the sample for another two consecutive rounds before it is dropped from the sample. 50% overlap is then achieved between both consecutive rounds and between consecutive years (making the sample efficient for monitoring purposes).	Only for the 2d quarter, where one quarter (25%) of the households is reinterviewed after one year.	[Not applicable].
2.8	Calculation of margins of errors	Coefficients of variation, design effect, standardised errors and margins errors are calculated for the main indicators.	Coefficients of variations are not computed, not even for the main indicators.	ICBS designed an automated tool to generate main output tables from the LFS and calculate sampling errors. A comprehensive list of estimates of precision is made available through these reports.	Yes.	Yes	Coefficients of variations are computed for the main indicators.	No.	No.
2.9	Test of questionnaire	No major changes are introduced in questionnaires. Questionnaires are not tested since long time ago.	All revisions to the questionnaire are thoroughly tested prior to data collection, through pilot surveys that are carried out among small samples of households.	Before major changes to the questionnaire, a pre-test is conducted in the field on dwellings selected for the convenience of the interviewer. CATI is also tested. The next major change in the questionnaire is planned for January 2018 and the pre-test was in 2017.	Yes, the questionnaire was tested in the field before the actual field was started and as was tested on the tablets which is used in the survey	Yes, based on pilot surveys.	All revisions to the questionnaire are thoroughly tested prior to data collection, through pilot surveys that are carried out among small samples of households.	Through pilot surveys.	Yes.
2.10	Recruitment of interviewers	Recruitment of a number of young graduates from universities.	A number of young graduates from universities are recruited after training in order to collect the data.	Recruitment of 90 interviewers, comprising about 45 field interviewers (for CAPI) and 45 telephone interviewers (for CATI).	Work undertaken by 150 internal interviewers.	Work undertaken only by internal employees.	Fieldwork undertaken by 26 interviewers.	NSI uses internal employees. But for the second quarter it uses some contractual interviewers because of the increase in the size of the sample.	Work undertaken only by internal employees.
2.11	Training of interviewers	Before each survey, at regional level a number of interviewers follow a training during 10 days then are assessed and selected for undertaking the work.	Training of fieldworkers undertaken on continuous basis through the following: 1. Conducting central training for all the Supervisors and Field Editors (ToT). 2. Conducting local training at the governorate level for all the Interviewers.	Interviewers need to successfully complete all the stages of introductory training. Additional training is provided on a continuous basis (at least three sessions every year) to all the interviewers. Training of interviewers, if required, is provided during the empty week of the quarter.	5 days at the central level.	At each launch of the survey at the beginning of the year, regional supervisors are trained at central level and then they train the field teams at local level.	Field workers are trained on basic skills before the start of data collection, in order to review the problems faced in the field and the mechanisms of interviewing to complete their work with ease and accuracy.	3/4 days of training every quarter for all interviewers.	10 days for the training program for the survey staff.

PHASE 3 - DATA COLLECTION

N°	Item	Algeria	Egypt	Israel	Jordan	Morocco	Palestine	Tunisia	Libya
3.1	Average duration of the interview	40 minutes per household with 5 persons.	20 minutes per household with 4 persons.	8.22 min per dwelling. 14.06 min for first interviews (mainly CAPI) and 7.15 min for subsequent interviews (mainly CATI) in the years 2013-2014.	15 minutes per household with 6 persons.	24 minutes per household with 5 persons.	45 minutes per household with average rate of household members 6 persons.	25 minutes per household with 4 persons.	20 minutes per household with 5 persons.
3.2	Interviewers workload	56 households per week of 7 working days.	18 households per week of 5 working days	7 households per week of 7 working days (with CAPI), 42 households per week of 7 working days (with CATI) for LFS 2014.	45 households per week of 5 working days.	21 households per week of 7 working days.	56 households per week of 7 working days.	30 households per week of 5 working days.	30 households per week of 6 working days.
3.3	Possibility of survey by proxy	Yes, average proxy response rate: 70% for persons occupied and 30% for persons not occupied.	Yes, although highly discouraged. Interviewers are requested to indicate proxy interviews in the questionnaire so that the rate of proxy interviews can be monitored on regular basis. Proxy response rate: 67%	Yes. Proxy response rate: 59.5%. The identity of the proxy respondent is noted and taken into account when verifying the questionnaires (especially for inconsistencies between different survey waves).	Yes. Proxy response rate: 70%.	Yes. Proxy response rate: 5%.	Yes, although highly discouraged. Proxy response rate: 86.7%	Yes. Proxy response rate: 80%.	Yes. Proxy response rate: 60%.
3.4	Verification of field data	Error checking carried out during the field work, with the supervisors monitoring the work of interviewers and if necessary the interviewer must return to the household in order to correct or complete a response.	Performed using check errors during the interview, return to a quotas of households and phone call for a quotas of households and assisting some interviewers. The General department of Data Quality Control re-interviews some households to verify the quality of the data as well as verify the data by telephone (call Back)	Performed using check errors during the interview, return to a quotas of households and phone call for a quotas of households (10% of each interviewer's respondents) and assisting some interviewers (at least four times a year). Phone interviewers (CATI) are observed through listening-in to the phone interview. Each interviewer is observed three times a month. In addition, interviews of unusual duration are reviewed, as are irregular questionnaires discovered during the editing process.	Performed using check errors during the interview, return to a quotas of households and phone call for a quotas of households and assisting some interviewers.	Performed using check errors during the interview, return to a quotas of households and phone call for a quotas of households and assisting some interviewers. The adopted CAPI system includes a lot of automated checks.	Carried out during the field work, with the supervisors monitoring the work of interviewers and assisting them in case of difficulties.	Performed using check errors during the interview and return to a quotas of households and assisting some interviewers.	Performed using check errors during the interview, return to a quotas of households and phone call for a quotas of households.
3.5	Non-response rate (including ineligible households, refusals and non-contacts)	An average 0.5 to 2%.	Non-response rate was 8.3% in 2016 and 9.8 % for the 3 st quarter 2017. In order to minimise the rate of non-contacts, interviewers are requested to carry out a minimum of three visits in every household before classifying them as non-contacts.	21.5%	8.8%.	2%	13.3%.	9%.	7%.
3.6	Mode of transmission of collected data	Paper questionnaires are transmitted from interviewers to supervisors and then to the regional offices for data entry. At end, the data files are transmitted to the central office.	Classic transmission of the hard copy questionnaires from the interviewers to the supervisors and then to the Central Office for the execution of data entry.	Electronic data transmission, from the interviewers to the Central Office.	Electronic data transmission, from the interviewers to the Central Office.	Electronic data transmission, from the interviewers to the major supervisors and then to the Central Office.	Electronic data transmission, from the fieldworkers to the Central Office.	Classic transmission of the hard copy questionnaires from the interviewers to the supervisors, to the major supervisors and to the Regional Offices for control, codification and data entry. Afterward the questionnaires are sent to the Central Office.	Classic transmission of the hard copy questionnaires from the interviewers to the supervisors, to the major supervisors and then to the Central Office for the execution of data entry.

PHASE 4 - PROCESSING OF COLLECTED DATA

N°	Item	Algeria	Egypt	Israel	Jordan	Morocco	Palestine	Tunisia	Libya
4.1	Level of data entry	Data entry at regional offices.	Centralized in CAPMAS premises with ORACLE.	Direct data entry in CAPI and CATI using an electronic questionnaire developed with Blaise.	Direct data entry in CAPI.	Direct data entry in CAPI using local developed software.	Direct data entry using PC-tablet devices.	Data entry at regional level using CSPRO.	Centralized data entry using CSPRO.
4.2	Quality controls	Yes.	Yes. The data entry program that is used by CAPMAS has a number of in-built validations to identify inconsistencies during data entry stage. Quality checks are also made during the analysis stage in order to identify misleading information.	Yes. Quality of the LFS is measured on many levels and using a variety of parameters. Quality indicators related to coding are produced and analysed from time to time.	Yes	Yes	Yes. After the completion of the entry and audit phase, the data is cleaned by conducting internal tests for the outliers answers and comprehensive audit rules using SPSS program to extract and modify errors and discrepancies, to prepare clean and accurate data ready for tabulation and publishing.	Yes.	Yes.
4.3	Adjustment of data	The weighting using the inverse of the sampling rate. Adjustment of the results according to the structure by sex and age of the population estimated at the date of the survey.	The weights is currently being made using post-stratification weighting, at persons' level by 5-year age groups, sex, urban/rural and governorate level. Quarterly household population estimates provided by the Demographic Statistics Unit are used for the computation of these weights. This methodology does not comprise corrections for unit non-response. Yearly weights are computed independently from the quarterly weights hence annual data might not be consistent with the quarterly data.	A correction factor to adjust for unit non-response is applied in the weighting procedure to take into account for the different response rates for different sub-groups (7 age groups and by sex) in different localities (36 geographical areas defined by district, sub-district and rural/urban). Yearly weights are computed independently from the monthly weights.	The weighting, at persons' level by 5-year age groups, sex, urban/rural and governorate level. Quarterly household population estimates provided by the Demographic Statistics Unit, are used for the computation of these weights. Yearly weights are computed independently from the quarterly weights.	Using weighting then adjustment of non response then calibration by sex, 5 age groups, twelve regions, separately rural/urban. Yearly weights are computed independently from the quarterly weights.	Adjustment of initial weights with the household estimates of 2016 with regard to design strata (governorate, locality type).	Using weighting then adjustment of non response then calibration by sex, 5 age groups, 24 governorates, separately rural/urban. Annual weights are not computed.	Using weighting then adjustment of non response then calibration by sex, 5-year age groups and region.
4.4	Imputation of data	No.	CAPMAS relies considerably on the data collection team in order to keep item non-response at minimal levels. Any missing information identified by supervisors or the central office is verified with the interviewers and the households. Missing information retained further to the data entry process is not imputed during data analysis and reported as missing.	Appropriate editing and imputation methods are used during data analysis. ICBS does not impute missing data in the first wave, except for the variable on hours worked; however missing information in subsequent waves is imputed from previous waves' data in cases when no changes are recoded in the other variables. Missing demographic variables are taken from the national population register.	Focus on the researchers trying to avoid non-responses or to limit that and use of appropriate methods during the analysis process.	Yes, total and partial imputation.	No	No imputation of data is performed. Missing answers and "don't know" are reported in the results.	Yes.
4.5	Levels of the data base	Households and individuals.	Individuals.	Dwellings, households and individuals.	Households and individuals.	Households, nuclear families and individuals.	Households and individuals.	Households and individuals.	Households and individuals.
4.6	Securing the entered data	The collected data is stored on servers protected at regional and national level.	Yes. Securing the entered data There is more than one data storage center in addition to copying (full copy on CD) and keeping it for any emergency.	Many measures are in place in order to avoid any intentional, or incidental, misuse of information.	Servers at central office.	A protocol for exchanging and securing the data was established during the implementation of the CAPI. It deals mainly with the organization, the exchange and the backup of the data files.	The collected data is stored within the computerized documentation files in the General Administration of Information Systems Directorate so that it is easy to return back to that in case of need.	The collected data is stored on servers at regional and national level.	The data are stored on servers room.

PHASE 5 - ANALYSIS OF COLLECTED DATA

N°	Item	Algeria	Egypt	Israel	Jordan	Morocco	Palestine	Tunisia	Libya
5.1	Size of analyzing team	9 statisticians.	10 persons.	20 persons.	10 statisticians.	7 statisticians.	4 economic specialist work teams.	3 statisticians and 1 statistical assistant.	5 statisticians.
5.2	Geographical data aggregation level	National level Urban/rural level.	National, urban/ rural and 7 regions (for quarterly basis), national, urban/rural and 27 governorates (for annual basis).	National (on monthly, quarterly and annual basis), governorate (on quarterly and annual basis) and governorates by urban/rural level (on annual basis only).	National and governorates.	National, regional and provincial level for annual results. National and regional level for quarterly results.	State (on quarterly and annual basis), Governorate (annual basis) and Type of Locality (urban, rural, refugee camps) (on quarterly and annual basis).	National level and regional level (7 regions) for quarterly results. National level, regional level and governorate level (27 governorates) for the 2nd quarter.	National and governorate level (for annual report).
5.3	Existence of official statistics	Yes.	Yes. Statistics from LFS are classified as official statistics.	Yes. Statistics from LFS are classified as official statistics.	Yes.	Yes. This is the legal framework governing the responsibilities of the HCP and, within it, of the statistical studies sector, which makes labour market statistics official.	Yes. PCBS is considered to be the responsible institution for official labour market figures.	Yes. Statistics from LFS are classified as official statistics.	Yes.
5.4	Existence of regular descriptive analysis of results	Reports and analysis on semi-annual basis and more detailed on annual basis.	On quarterly and annual basis. Since 2015 an additional analytical report is prepared for each quarter in addition to the annual report.	Exhaustive set of tables, short commentary highlighting the main findings as well as methodological notes disseminated on monthly, quarterly and yearly basis on the ICBS website.	Analysis and briefs on quarterly and bi-annual basis.	Notes and reports on quarterly basis, primary report and final report on annual basis.	The results are published at quarterly and annual level. The results are linked to previous rounds and years of the labor force surveys,	Press releases published quarterly and report published annually. Excel file with main tables from quarter LFS published on the website. Public use files produced and disseminated via the website.	Annual: preliminary and final report.
5.5	Writing of in-depth analysis	Yes.	Many general and in-depth analysis also including recommendations for policy makers are prepared by the CAPMAS Population Studies and Research Center and published in a bi-annual publication and the website (e.g. for 2014: Women in the Labour Force).	No.	Yes, there is an annual analytical report issued by the Division of Analysis.	Yes.	No.	No.	In-depth analysis occasionally prepared, as for the publication "Labour Market Dynamics in Libya, reintegration of recovery" (2013) done with the assistance of the World Bank.
5.6	Analysis of labour mobility	No.	No.	No.	No.	Labour mobility analyzes are done from time to time using the common part of the sample,	No.	Analysis of geographical migrations from Spring n-1 to Spring n with the 2nd quarter survey.	No.
5.7	Seasonal adjustment of statistical series	No.	No.	Seasonally adjusted monthly unemployment and employment rates.	No.	Yes for cyclical indicators.	No.	No.	No.
5.8	Multidisciplinary teams for data analysis	Involvement of statisticians.	The LFS responsible unit is supported by IT Unit as well as the CAPMAS President Office Affairs Department for evaluating the data quality and reviewing the outputs bulletins before publication.	Involvement of statisticians and other relevant staff from the Information Technology Department, the Quality Assurance Unit and the Publication Department.	Involvement of statisticians and economists.	Involvement of statisticians, economists, mathematicians and IT staff.	Involvement of statisticians and economists.	The LFS Unit is composed only by statisticians, but supported by the IT Unit and the Department of Regional Offices.	Statisticians only.

PHASE 6 - DISSEMINATION OF RESULTS

N°	Item	Algeria	Egypt	Israel	Jordan	Morocco	Palestine	Tunisia	Libya
6.1	Dissemination policy	The first results are published just after the survey in form of key indicators of the labour market and summary tables and comments. Afterwards, more details and analyses are issued through publication. All results are available in hard copy, media and electronic format through the ONS website.	- Quarterly bulletins and yearly publications with more detailed results disseminated in hard copy and electronic format through the CAPMAS website. - Documentation of yearly statistics by using a standard program (Micro Data Management Toolkit) available for years 2008-2015 and made available in the CAPMAS website. - Assistance to users by telephone or by email interpret these results. - Custom-made reports upon request, against a cost recovery charge.	- Monthly statistical reports, quarterly statistical reports (more detailed), annual publication (at lower geographical level). - Seasonally adjusted unemployment and employment rates using LFS monthly statistics published in the ICBS website. - Estimates of precision (i.e. sampling errors) for the major LFS indicators.	Press releases, statistical yearbook, datasets and tables (through the DoS website) and metadata.	Press releases, quarterly and annual publications, detailed results report and time series through the HCP website.	- Monthly report showing developments on the labor market produced for only internal purposes - Quarterly Report with a detailed set of statistics on the basic labour market indicators disseminated through the PCBS website and newspapers - Annual report with the more detailed results, also including the documentation of quality of data, the description of problems encountered during fieldwork and the errors in sample selection	Press release, annual publication (with approx. 30 tables), statistical yearbook and time series, all through the INS website. Online public use files of LFS 2005-2013.	Results published through a annual report, the statistical yearbook and the BSC website.
6.2	Levels of access to the database	No dissemination of micro data.	Anonymized micro-data made available through the CAPMAS website to all registered users.	Anonymised LFS micro-data made available to the general public and researchers. ICBS provides LFS anonymised micro-data in the form of Public Use Files. More detailed micro-data for more advanced research purposes made available to researchers complying with defined criteria.	No dissemination of micro-data.	Anonymised micro-data accessible with restrictions and in secured rooms.	Micro-data made available to the users by Public Use Files.	Anonymised micro-data made available through the NSI website without restrictions.	No dissemination of micro-data.
6.3	User categories of database	Government, ministries, researchers, organizations, students, ...	Researchers, international organizations, ministries, students, ...	Ministeries, international organizations, researchers, students, ...A list of accredited journalists is held by the Information Relations and Media Dissemination Department. They are given access to news release tables under embargo 15 minutes before publication on the website. In addition, there is a list of privileged users who receive LFS commentaries by email after dissemination.	Researchers, international organizations, ministries, students, ...7000 emails are sent to institutional users.	Government, ministries, associations, international and institutional organizations, researchers, students and academic public, banks, other departments of the HCP.	Government, ministries, associations, international organizations, researchers, students, banks and other users.	Government, ministries, associations, international organizations, researchers, students, banks, other users.	[Not applicable].
6.4	Presentation seminar	No.	A conference is held to announce the results every three months in addition to the individual and irregular meetings.	No.	No.	Annual press conference.	No.	Quarterly press conference.	Annual press conference.
6.5	Period between end of collection and dissemination of first results	30 days.	45 days.	30 days.	45-50 days.	33 days.	45 days.	45 days.	30 days
6.6	Existence of press release for the first results	Only for the first publication of results after each survey.	For quarterly reports.	For monthly, quarterly and yearly reports.	For quarterly reports.	For quarterly and yearly reports.	Published quarterly report on the results of labour force and annual reports.	For quarterly reports.	For yearly reports

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- *Report on sector review of Labour Force Survey in Jordan*, prepared by Alois van Bastelaer and Gaetano Ferrieri in cooperation with DoS-Jordan, EUROSTAT, Luxembourg, 2014.
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