Mikrozensus

STATISTISCHE ÄMTER
DES BUNDES UND DER LÄNDER

Microcensus 2026

2

Core programme and survey component relating to labour market participation

Muster

Reference week:

For the legal basis and other legal information please refer to pages 85 to 87 of this questionnaire. When answering the questions, please observe the explanatory notes 1 to 20 on pages 81 to 84 of this questionnaire.

Thank you for your time.

Auswahlbezirks-Nr.	Lfd. Nr. des Haushalts im Auswahlbezirk	Folge-bogen	Befra-gung

Making it easier

- Some questions refer to the reference week. The reference week is given on the front cover. Please enter it on the name flap.
- Please keep the name flap folded out while you complete the questionnaire. Please observe the order of the columns for the respective persons as given on the name flap.
- Please do not complete the establishment flap before you are asked to do so in the course of completing the questionnaire (question 119 on page 35).
- Please note the time before you begin filling out the questionnaire. At the end of the questionnaire you will be asked how long it took you to complete it.

We will guide you through the questionnaire.

- If possible, each person should answer the questions for him or herself. Information may be provided on behalf of children (under 15 years), people in need of care or people with disabilities who are not able to answer the questions for themselves.
- Not all questions will have to be answered by all persons. When there is an answer box with an arrow (jump instruction), the numeral beside the arrow indicates the question to be answered next by the relevant person.

Example		Person 1	Person 2	Person 3	Person 4	Person 5
	Yes	☒ → 10	☐ → 10	☐ → 10	☐ → 10	☐ → 10
	No	☐	☒	☐	☐	☐

In the example, Person 1 answers "Yes" and goes to question 10. Person 2 answers "No" and goes to the next question.

- Jump instructions may differ between persons. This is why you should not complete the questionnaire for several persons at the same time as jump instructions are easily overlooked.
- When entering figures, please do so right-aligned.

Example	Hours per week	6

- If you wish to correct an answer, please do so as follows.

Example	Yes	☒
	No	☒

- Questions to be answered on a voluntary basis are marked by the words "voluntary information" or "voluntary".

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Household and dwelling

1 Are there any other households in your dwelling apart from your own, e.g. subtenants?

i **Other households in your dwelling** consist of people with whom you do not live together or maintain a joint household.

People living in a shared dwelling should usually be treated as separate households.

Yes ☐

No, no other households 8 ☐

2 How many people in total were living in your household on Thursday of the reference week?

i **People who are temporarily away from home,** for instance for job or health reasons, are part of your household if that is where they usually live.

Subtenants, visitors and domestic staff are not household members.

Number of people in your household *(including yourself)* ☐☐

Note!

The reference week is given on the front cover.

3 Who are the members of your household? Please fold out the flap at the side of page 2 and enter their names.

i If more than **5 people** live in the household, please contact the statistical office to request an extra questionnaire.

The contact details are given on the front cover.

Note!

Please observe the order of the columns for the respective persons.

Muster

4 What is your sex, as stated in the birth register?

		Person 1	Person 2	Person 3	Person 4	Person 5
Male	1	☐	☐	☐	☐	☐
Female	2	☐	☐	☐	☐	☐
Gender diverse	3	☐	☐	☐	☐	☐
Not stated in the birth register	4	☐	☐	☐	☐	☐

5 When were you born?

	Person 1	Person 2	Person 3	Person 4	Person 5
Month	☐☐	☐☐	☐☐	☐☐	☐☐
Year	☐☐☐☐	☐☐☐☐	☐☐☐☐	☐☐☐☐	☐☐☐☐

6 Is your birthday before the last day of the reference week in 2026?

(voluntary information)

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

7 What is your marital status?

		Person 1	Person 2	Person 3	Person 4	Person 5
Single	1	☐	☐	☐	☐	☐
Married	2	☐	☐	☐	☐	☐
Widowed	3	☐	☐	☐	☐	☐
Divorced	4	☐	☐	☐	☐	☐
Registered life partnership	5	☐	☐	☐	☐	☐
Registered life partner has died.	6	☐	☐	☐	☐	☐
Registered life partnership has been dissolved.	7	☐	☐	☐	☐	☐

Note!

☐ → 11 The arrow and the numeral 9 mean that question 9 should be answered next.

8 Are you female and aged 15 up to and including 75 years?

	Person 1	Person 2	Person 3	Person 4	Person 5
Yes	☐	☐	☐	☐	☐
No	☐ → 11	☐ → 11	☐ → 11	☐ → 11	☐ → 11

9 Have you ever given birth to a child?

(voluntary information)

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	2	☐ → 11	☐ → 11	☐ → 11	☐ → 11	☐ → 11

10 How many children have you given birth to?

(voluntary information)

i Please indicate the number of live-born children. This includes children who died after birth.

	Person 1	Person 2	Person 3	Person 4	Person 5
Number of children	☐☐	☐☐	☐☐	☐☐	☐☐

11 Do you occupy at least one more dwelling (including room, accommodation, residential establishment)?

Please mark all relevant boxes.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, I have another dwelling in Germany.	1	☐	☐	☐	☐	☐
Yes, I have another dwelling abroad.	2	☐	☐	☐	☐	☐
No, I do not have another dwelling.	8	☐ → 13	☐ → 13	☐ → 13	☐ → 13	☐ → 13

12 Is this dwelling your main residence?

i **If you have more than one dwelling,** your main residence is the one where you usually live (centre of social and personal life, family home).

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

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13 Has your household been interviewed for the microcensus in this dwelling within the last 12 months?

Yes ☐

No ☐ → 17

14 Have any household members moved out since the last interview?

Yes, enter how many people moved out ☐

No 8 ☐

15 Have any household members died since the last interview?

Yes, enter how many people died ☐

No 8 ☐

16 Did you move into this household after the last interview?

i Please mark "Yes" for children born in the last 12 months.

	Person 1	Person 2	Person 3	Person 4	Person 5
Yes	☐	☐	☐	☐	☐
No	☐	☐	☐	☐	☐

People and household

17 Do you live in a one-person household?

Yes ☐ → 23

No ☐

18 Does your mother live in this household?

i This includes stepmothers, adoptive and foster mothers.

If you are a child of same-sex parents, please indicate the younger parent.

	Person 1	Person 2	Person 3	Person 4	Person 5
Yes, my mother is number (see flap)	☐☐	☐☐	☐☐	☐☐	☐☐
No 8	☐	☐	☐	☐	☐

19 Does your father live in this household?

i This includes stepfathers, adoptive and foster fathers.

If you are a child of same-sex parents, please indicate the older parent.

	Person 1	Person 2	Person 3	Person 4	Person 5
Yes, my father is number (see flap)	☐☐	☐☐	☐☐	☐☐	☐☐
No 8	☐	☐	☐	☐	☐

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20 Does your spouse live in this household?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, my spouse is number (see flap)		→ 22	→ 22	→ 22	→ 22	→ 22
No	8	☐	☐	☐	☐	☐

21 Does your partner live in this household?

i This includes registered life partnerships.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, my partner is number (see flap)						
No	8	☐	☐	☐	☐	☐

22 What is your relationship to Person 1?

		Person 1	Person 2	Person 3	Person 4	Person 5
I am Person 1.	1	☐				
I am (his/her) …						
wife, husband.	2		☐	☐	☐	☐
partner.	3		☐	☐	☐	☐
daughter, son (including stepchildren, adopted and foster children).	4		☐	☐	☐	☐
daughter-in-law, son-in-law.	5		☐	☐	☐	☐
granddaughter, grandson.	6		☐	☐	☐	☐
great-granddaughter, great-grandson.	7		☐	☐	☐	☐
mother, father (including stepparents, adoptive and foster parents).			☐	☐	☐	☐
mother-in-law, father-in-law.			☐	☐	☐	☐
grandmother, grandfather.	10		☐	☐	☐	☐
great-grandmother, great-grandfather.	11		☐	☐	☐	☐
sister, brother.	12		☐	☐	☐	☐
sister-in-law, brother-in-law.	13		☐	☐	☐	☐
another relative by birth/marriage.	14		☐	☐	☐	☐
not related by birth/marriage.	15		☐	☐	☐	☐

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23 Is this the first survey your household is completing in 2026?

i If you cannot remember, please select "Yes".
If your household has recently moved in, please select "Yes".

Yes ☐

No, the household has already been surveyed in 2026. ☐ → 46

Housing circumstances

i When answering the questions please use the statement of incidental rental expenses, any utilities contract you may have concluded and, if applicable, your tenancy agreement.

24 What kind of building do you live in?

Purely residential building (no residential establishment) 1 ☐

Building for residential and commercial use (no residential establishment) and …

at least half of the total useful floor space is used for residential purposes 2 ☐

less than half of the total useful floor space is used for residential purposes 3 ☐ → 26

Residential establishment 4 ☐ → 26

Inhabited accommodation (e.g. caravan or construction site trailer installed permanently, summerhouse, portacabin) 5 ☐ → 26

25 In what type of residential building do you live?

i See also p. 81:
1 "Type of residential building".

Single-family house …

detached 1 ☐

semi-detached 2 ☐

terraced 3 ☐

Multi-family house …

detached 4 ☐

terraced (shares wall on one or both sides) 5 ☐

Muster

26 How many dwellings are there in the building you live in, including vacant dwellings?

i If you live in a single-family house, terraced house or semi-detached house, please indicate "1 dwelling".

If your house has an additional (granny) flat, please indicate "2 dwellings".

See also p. 81: 2 "Dwelling".

1 dwelling ..... 1 ☐

2 dwellings ..... 2 ☐

3 or 4 dwellings ..... 3 ☐

5 or 6 dwellings ..... 4 ☐

7 to 9 dwellings ..... 5 ☐

10 to 20 dwellings ..... 6 ☐

21 dwellings or more ..... 7 ☐

27 What year was the building constructed in which you live?

i This refers to **the year in which the building was completed.**

If additions, alterations and extensions have been made to the building, the question refers to the original year of completion.

Before 1919 ..... 1 ☐

1919 to 1948 ..... 2 ☐

1949 to 1960 ..... 13 ☐

1961 to 1978 ..... 14 ☐

1979 to 1990 ..... 4 ☐

1991 to 2000 ..... 5 ☐

2001 to 2010 ..... 6 ☐

2011 to 2015 ..... 15 ☐

2016 to 2020 ..... 16 ☐

2021 or later ..... 17 ☐

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28 What is the living floor space of the whole dwelling/single-family house?

i **The living floor space includes also** the kitchen, bathroom, toilet, corridor, loft, relevant balcony area and sublet rooms.

The living floor space **does not include** areas used for commercial purposes.

If you live in a single-family house with an additional (granny) flat, please only count the floor space you personally use.

See also p. 81: 3 "Living floor space".

Floor space in full square metres ..... ☐☐☐

29 How many bedrooms, dining and living rooms are there in the dwelling/single-family house you live in?

Bedrooms, dining and living rooms **do not include** the kitchen, bathroom, toilet, corridor, storerooms, balconies, and rooms used for commercial purposes.

If you live in a single-family house with an additional (granny) flat, please only count the bedrooms, dining and living rooms you personally use.

Number of rooms ..... ⌊_⌋

30 When did your household move into the dwelling/single-family house?

Please state the year when the occupant moved in who has lived longest in the dwelling/house.

If you live in a shared dwelling please state the year when you moved in yourself.

Year of moving in ..... ⌊_ _ _ _⌋

31 Which of the following characteristics apply to the building in which you live?

The **access to the dwelling** represents the distance from the street to your front door.

It is considered to be **free of steps or thresholds** even if there are steps or thresholds that can be negotiated with the help of **lifts, ramps or the like**.

The clear width is sufficient if it permits easy passage for users of walking aids (e.g. rollator), wheelchairs or pushchairs or if the **clear width of doors is at least 90 cm and that of corridors is 120 cm**.

Please mark all relevant boxes.

The access to the dwelling is free of steps or thresholds. ..... 1 ☐

The clear width of the building entrance door is sufficient. ..... 2 ☐

The clear width of the corridors inside the building is sufficient. ..... 3 ☐

None of the above applies to the building. ..... 8 ☐

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32 Which of the following characteristics apply to your dwelling/single-family house?

i There is **sufficient clear width or circulation space** if the passageways or rooms can also be used with a walking aid (e.g. rollator) or wheelchair or if the **clear width of doors is at least 90 cm and that of corridors is 120 cm**. Your responses should refer to the dwelling/single-family house when empty.

Rooms in multi-storey dwellings/houses are considered to have step-free access if there is a stair lift, vertical lift or other type of lift.

Please mark all relevant boxes.

There are no thresholds or bumps that are more than 2 cm high (not even in the access to the balcony, terrace or the like). ..... 1 ☐

All rooms are accessible step-free. ..... 2 ☐

The clear width of the dwelling's front door is sufficient. ..... 3 ☐

The clear width of all room doors is sufficient. ..... 4 ☐

All corridors are sufficiently wide. ..... 5 ☐

There is sufficient circulation space in front of the row of kitchen units. ..... 6 ☐

There is sufficient circulation space in the bathroom or sanitary facilities. ..... 10 ☐

The shower has level access. ..... 12 ☐

None of the above applies to my dwelling. ..... 8 ☐

33 How are the rooms in the dwelling primarily heated?

District heating (long-distance heating) ..... 1 ☐

Central heating ..... 2 ☐

i Heating system supplying heat to the entire dwelling unit or the building containing several dwellings. Generally located in the basement, e.g. oil or gas central heating; also includes heat pumps.

Single-storey heating (generally located inside the dwelling, e.g. gas furnace) ..... 3 ☐

Fixed single-room or multi-room stoves, electrical storage or night storage heating ..... 4 ☐

Non-fixed heaters (e.g. portable heaters and fan heaters) ..... 5 ☐

No heating at all ..... 8 ☐ → 36

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34 Are the rooms in the dwelling heated in any other way?

Please mark all relevant boxes.

District heating (long-distance heating) ..... 1 ☐

Central heating ..... 2 ☐

i Heating system supplying heat to the entire dwelling unit or the building containing several dwellings. Generally located in the basement, e.g. oil or gas central heating; also includes heat pumps.

Single-storey heating (generally located inside the dwelling, e.g. gas furnace) ..... 3 ☐

Fixed single-room or multi-room stoves, electrical storage or night storage heating ..... 4 ☐

Non-fixed heaters (e.g. portable heaters and fan heaters) ..... 5 ☐

No other type of heating ..... 8 ☐

35 What type of energy is used to heat the rooms in your dwelling?

i The primary type of energy refers to the type of energy used to heat the majority of the living space in the dwelling.

Type of energy primarily used: Code from List 36 ..... ☐☐

Other types of energy used: Code from List 36 ..... ☐☐ ☐☐ ☐☐ ☐☐

No other types of energy used. ..... 8 ☐

36 What type of energy is used for your hot water supply?

i The primary type of energy refers to the type of energy used to produce most of the hot water in the dwelling.

Type of energy primarily used: Code from List 36 ..... ☐☐

Other types of energy used: Code from List 36 ..... ☐☐ ☐☐ ☐☐ ☐☐

No other types of energy used. ..... 8 ☐

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List 36

District heating (long-distance heating)	1	Briquettes, lignite	5
Gas (natural gas or propane)	2	Coke, hard coal	6
Geothermal energy or other ambient heat, waste heat (e.g. heat pump, heat exchanger)	14	Logs	15
Solar energy (solar collectors)	13	Wood pellets	11
Electricity (no heat pump)	3	Biomass (except wood)	12
Heating oil	4		

37 If you live in the dwelling/single-family house as …?

i Owners of a multi-family house who live in one dwelling themselves and rent out the remaining dwellings please mark "(co-) owner" of the building.

Occupants of a cooperative dwelling please indicate "main tenant" or "subtenant".

If you have a right of residence, please mark "Other (e.g. accommodation provided rent-free or the like)".

Accommodation provided rent-free applies where no payments have to be made to the owner, except for operating and incidental expenses (e.g. electricity, water, heating, waste collection).

Accommodation provided rent-free does not apply where the rent is paid by third parties (e.g. employment agency, public assistance office, parents for children).

(Co-) owner of the building ..... 1 ☐

(Co-) owner of the dwelling ..... 2 ☐

Main tenant ..... 3 ☐ → 39

Subtenant ..... 4 ☐ → 39

Other (e.g. accommodation provided rent-free or the like) ..... 5 ☐ → 39

38 Did your household pay back loans last month for the dwelling/ single-family house your household lives in?

i This includes paying back mortgages and loans under savings and loan contracts regarding the dwelling your household lives in/the living floor space your household occupies in your house. This does not include loans for the maintenance of the real property.

Yes ..... 1 ☐ → 45

No ..... 8 ☐ → 45

39 Who is the owner of the dwelling/house you live in?

i For communities of heirs and common-hold associations please indicate **private individuals**.

Private sector companies include, for example, real estate companies, private sector housing companies and other companies (flats provided by the employer).

Please indicate "Municipality, Federation, Land, church or other public institutions" as owner if they hold over 50% of the dwelling/house or of the company indicated as owner in the tenancy agreement.

One or more private individuals ..... 1 ☐

A private sector company ..... 2 ☐

Municipality, Federation, Land, church or other public institutions ..... 3 ☐

A housing cooperative ..... 4 ☐

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40 What is the total amount you pay to your landlord/landlady or property management agency every month?

i When answering this and the following questions, please use your tenancy agreement and the statement of incidental rental expenses.

If you live in a shared dwelling, each of the occupants should enter the proportion they pay.

See also p. 81: 4 "Main tenant with subtenant"

full euros

Monthly total amount ..... |_|_|_|_|

41 Does the monthly total amount you pay to your landlord/landlady or property management agency include operating and incidental expenses?

i Operating and incidental expenses include apportionable costs for heating, (hot) water supply, waste collection, street cleaning, caretaker services, chimney sweep, gardening, lighting, building cleaning, lift, real property tax, building insurance.

They **do not include** telephone and radio and television licence fees, or rents for garages or parking spaces.

Yes ..... 1 ☐

Yes, but the operating and incidental expenses are not indicated. ..... 7 ☐ → 44

No ..... 8 ☐ → 44

42 How much are these monthly operating and incidental expenses?

full euros

Monthly amount ..... |_|_|_|_|

43 Of this amount, how much are the monthly energy costs for heating, hot water and electricity?

full euros

Monthly amount ..... |_|_|_|_|

44 Do you have additional energy costs that you do not pay to your landlord/landlady or the property management agency?

i This comprises costs paid directly to utility providers for heating, hot water and electricity.

Please convert any expenses to monthly amounts and then add up the monthly amounts.

full euros

Yes, the average monthly amount is ..... |_|_|_|_|

No ..... 8 ☐

45 Does your household currently receive public benefits for housing costs?

Please mark all relevant boxes.

Yes, housing allowance in the form of rent support or mortgage and home upkeep support ..... 1 ☐

Yes, accommodation costs as part of citizen's benefit ..... 2 ☐

Yes, accommodation costs as part of basic security benefits in old age and in cases of reduced earning capacity ..... 3 ☐

Yes, accommodation costs as part of cost-of-living assistance ..... 4 ☐

No, my household currently does not receive public benefits for housing costs. ..... 8 ☐

Muster

Place of residence 12 months ago

46 **12 months before the reference week, was your place of residence the same as today?**

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	→ 51	→ 51	→ 51	→ 51	→ 51
No	8					
Not applicable, newborn person	7	→ 51	→ 51	→ 51	→ 51	→ 51

47 **Was your place of residence in Germany at that time?**

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1					
No	8	→ 50	→ 50	→ 50	→ 50	→ 50

48 **In which Land was your place of residence located at that time?**

		Person 1	Person 2	Person 3	Person 4	Person 5
Baden-Württemberg	8					
Bayern	9					
Berlin	11					
Brandenburg	12					
Bremen	4					
Hamburg	2					
Hessen	6					
Mecklenburg-Vorpommern	13					
Niedersachsen	3					
Nordrhein-Westfalen	5					
Rheinland-Pfalz	7					
Saarland	10					
Sachsen	14					
Sachsen-Anhalt	15					
Schleswig-Holstein	1					
Thüringen	16					

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49 **In which municipality and in which administrative district was your place of residence located at that time?**

Person 1		→ 51
Person 2		→ 51
Person 3		→ 51
Person 4		→ 51
Person 5		→ 51

50 In which country was your place of residence located at that time?

Person 1 .....

Person 2 .....

Person 3 .....

Person 4 .....

Person 5 .....

Information and communication technology in the household

51 Does your household have internet access?

i Please indicate "Yes" if you or another household member has access to the internet at home, e.g. via a desktop computer, laptop/tablet or smartphone. The household then generally has a contract with an internet provider (e.g. Telekom, Vodafone, o2, 1&1, Deutsche Glasfaser), and equipment to connect to the internet is available in the household (e.g. router, Fritzbox, modem). Other methods of accessing the internet are also included (e.g. mobile broadband dongle/SIM card) if this allows the use of the internet at home.

Yes ..... 1 ☐

No ..... 8 ☐ → 53

I don't know. ..... 7 ☐ → 53

52 What is the contractually agreed data transfer speed of your household's internet connection?

i If your household has more than one internet connection, please indicate the internet connection with the highest data transfer speed.

1 to 6 megabits per second (Mbps) ..... 1 ☐

Over 6 to 16 megabits per second (Mbps) ..... 2 ☐

Over 16 to 30 megabits per second (Mbps) ..... 3 ☐

Over 30 to 50 megabits per second (Mbps) ..... 4 ☐

Over 50 to 100 megabits per second (Mbps) ..... 5 ☐

Over 100 to 200 megabits per second (Mbps) ..... 6 ☐

Over 200 to 400 megabits per second (Mbps) ..... 10 ☐

Over 400 to 1000 megabits per second (Mbps) ..... 11 ☐

Over 1000 megabits per second (Mbps) ..... 12 ☐

Muster

Childcare

53 Is there at least one child in your household who is aged 14 or under?

Yes ☐

No ☐ → 56

54 For each child aged 14 or under, please indicate the type of care in the 12 months before the reference week.

Please mark all relevant boxes.

		Person 1	Person 2	Person 3	Person 4	Person 5
Day care centre (kindergarten, crèche)	1	☐	☐	☐	☐	☐
Professional child minder	2	☐	☐	☐	☐	☐
Au-pair, babysitter	3	☐	☐	☐	☐	☐
Preschool institution (pre-primary education)	4	☐	☐	☐	☐	☐
Care services for pupils before and/or after school (offered by school or other facility)	5	☐	☐	☐	☐	☐
Relatives, friends, neighbours	6	☐	☐	☐	☐	☐
Not applicable as the child is cared for only by his/her parents.	7	☐ → 55	☐ → 56	☐ → 56	☐ → 56	☐ → 56

55 For each child aged 14 or under, please indicate the type of care in the 4 weeks before the reference week.

Please mark all relevant boxes.

		Person 1	Person 2	Person 3	Person 4	Person 5
Day care centre (kindergarten, crèche)	1	☐	☐	☐	☐	☐
Professional child minder	2	☐	☐	☐	☐	☐
Au-pair, babysitter	3	☐	☐	☐	☐	☐
Preschool institution (pre-primary education)	4	☐	☐	☐	☐	☐
Care services for pupils before and/or after school (offered by school or other facility)	5	☐	☐	☐	☐	☐
Relatives, friends, neighbours	6	☐	☐	☐	☐	☐
Not applicable as the child is cared for only by his/her parents.	7	☐	☐	☐	☐	☐

Muster

Citizenship and duration of residence

56 Were you born in Germany?

i The place of birth is Germany also in the following cases:
- the place of birth was part of Germany's national territory at the time of birth, but today it is not (e.g. Breslau before 1945).
- the place of birth is part of Germany's national territory today, but it was not at the time of birth (e.g. the person concerned was born in Dresden between 1949 and 1990, which was GDR territory at the time, or in Saarland between 1947 and 1956).

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐ → 58	☐ → 58	☐ → 58	☐ → 58	☐ → 58

57 Were you born in the Federal Republic of Germany (today's territory)?

i "Today's territory" refers to the national borders of the Federal Republic of Germany as of 3 October 1990.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐ → 61	☐ → 61	☐ → 61	☐ → 61	☐ → 61
No	8	☐	☐	☐	☐	☐

58 In which country (today's borders) were you born?

Person 1	
Person 2	
Person 3	
Person 4	
Person 5	

59 When did you (first) arrive in the Federal Republic of Germany (today's territory)?

i See also p. 81: 6 "Today's territory".

	Person 1	Person 2	Person 3	Person 4	Person 5
Year	____	____	____	____	____

Muster

60 What was your (main) reason for moving to the Federal Republic of Germany (today's territory)?

i EU freedom of movement allows citizens of other EU/EFTA countries to settle in any EU country.

If there are several reasons, please mark the main one.

		Person 1	Person 2	Person 3	Person 4	Person 5
Employment: job found before moving to Germany	1	☐	☐	☐	☐	☐
Employment: no job found before moving to Germany	2	☐	☐	☐	☐	☐
Academic studies or other education, advanced training	3	☐	☐	☐	☐	☐
Moved to Germany with a family member or followed a family member (family reunification)	4	☐	☐	☐	☐	☐
Marriage/partnership with a person living in Germany (family formation)	5	☐	☐	☐	☐	☐
Flight, persecution, expulsion, asylum	6	☐	☐	☐	☐	☐
Free movement within the EU: wished to settle in Germany	7	☐	☐	☐	☐	☐
Retirement	8	☐	☐	☐	☐	☐
Other main reason	9	☐	☐	☐	☐	☐

61 What language/languages do you speak at home?

		Person 1	Person 2	Person 3	Person 4	Person 5
I only speak German at home.	1	☐ → 63	☐ → 63	☐ → 63	☐ → 63	☐ → 63
I speak German and at least one other language at home.	2	☐	☐	☐	☐	☐
I do not speak German at home but another language/other languages.	3	☐	☐	☐	☐	☐

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62 What language do you mainly speak at home?

		Person 1	Person 2	Person 3	Person 4	Person 5
Albanian	1	☐	☐	☐	☐	☐
Arabic	2	☐	☐	☐	☐	☐
Bosnian	3	☐	☐	☐	☐	☐
Bulgarian	4	☐	☐	☐	☐	☐
Chinese	5	☐	☐	☐	☐	☐
Danish	6	☐	☐	☐	☐	☐
German	7	☐	☐	☐	☐	☐
English	8	☐	☐	☐	☐	☐
French	9	☐	☐	☐	☐	☐
Greek	10	☐	☐	☐	☐	☐
Hindi	31	☐	☐	☐	☐	☐
Italian	11	☐	☐	☐	☐	☐
Croatian	12	☐	☐	☐	☐	☐
Kurdish	13	☐	☐	☐	☐	☐
Macedonian	14	☐	☐	☐	☐	☐
Dutch	15	☐	☐	☐	☐	☐
Pashto	16	☐	☐	☐	☐	☐
Persian	17	☐	☐	☐	☐	☐
Polish	18	☐	☐	☐	☐	☐
Portuguese		☐	☐	☐	☐	☐
Romanian	20	☐	☐	☐	☐	☐
Russian	21	☐	☐	☐	☐	☐
Serbian	22	☐	☐	☐	☐	☐
Spanish	23	☐	☐	☐	☐	☐
Turkish	24	☐	☐	☐	☐	☐
Ukrainian	32	☐	☐	☐	☐	☐
Hungarian	25	☐	☐	☐	☐	☐
Urdu	33	☐	☐	☐	☐	☐
Vietnamese	26	☐	☐	☐	☐	☐
Another European language	27	☐	☐	☐	☐	☐
Another African language	28	☐	☐	☐	☐	☐
Another Asian language	29	☐	☐	☐	☐	☐
Another language	30	☐	☐	☐	☐	☐

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63 Have you ever interrupted your stay in the Federal Republic of Germany (today's territory) and lived abroad for at least one year?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐ → 65	☐ → 65	☐ → 65	☐ → 65	☐ → 65

64 In what year did you return to the Federal Republic of Germany (today's territory) after you last stayed abroad for at least one year?

	Person 1	Person 2	Person 3	Person 4	Person 5
Year					

65 Thinking of the last 10 years, i.e. the period from 2016 to 2026: Which statement applies to you?

		Person 1	Person 2	Person 3	Person 4	Person 5
I was born in Germany and in the last 10 years …						
I have lived abroad for at least 1 year.	1	☐	☐	☐	☐	☐
I have not lived abroad for at least 1 year.	2	☐ → 67	☐ → 67	☐ → 67	☐ → 67	☐ → 67
I moved to Germany and have…						
lived abroad again for at least 1 year since my move.	3	☐	☐	☐	☐	☐
not lived abroad for more than 1 year since my move.	4	☐	☐	☐	☐	☐

66 In which country did you live before your most recent arrival/your most recent return?

(voluntary information)

	Person 1
Person 1	
Person 2	
Person 3	
Person 4	
Person 5	

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67 Do you have German citizenship?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, German citizenship only	1	☐ → 72	☐ → 72	☐ → 72	☐ → 72	☐ → 72
Yes, German citizenship and citizenship of at least one foreign country	2	☐ → 71	☐ → 71	☐ → 71	☐ → 71	☐ → 71
No	8	☐	☐	☐	☐	☐

68 Of which foreign country do you have citizenship?

i If you cannot furnish proof of citizenship, please enter "uncertain". If you do not have citizenship of any country, please enter "stateless".

Person 1	
Person 2	
Person 3	
Person 4	
Person 5	

69 Do you have citizenship of another foreign country?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐ → 87	☐ → 87	☐ → 87	☐ → 87	☐ → 87

70 Of which second foreign country do you have citizenship?

Person 1		→ 87
Person 2		→ 87
Person 3		→ 87
Person 4		→ 87
Person 5		→ 87

71 Of which other country do you have citizenship?

Person 1	
Person 2	
Person 3	
Person 4	
Person 5	

72 How did you obtain German citizenship?

i See also p. 82: 7 "Citizenship".

		Person 1	Person 2	Person 3	Person 4	Person 5
By birth	1	☐ → 75	☐ → 75	☐ → 75	☐ → 75	☐ → 75
As a non-naturalised (ethnic) German repatriate	2	☐ → 87	☐ → 87	☐ → 87	☐ → 87	☐ → 87
As a naturalised (ethnic) German repatriate	3	☐	☐	☐	☐	☐
By naturalisation (no ethnic German repatriate)	4	☐	☐	☐	☐	☐
By adoption by German parent(s)	5	☐ → 87	☐ → 87	☐ → 87	☐ → 87	☐ → 87

73 When were you naturalised?

i This refers to the year in which you received notification of naturalisation, not the year in which you submitted your application.

	Person 1	Person 2	Person 3	Person 4	Person 5
Year					

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74 Which citizenship did you have before your naturalisation?

ℹ You may also enter citizenship of the following former countries: Yugoslavia, Serbia and Montenegro, Soviet Union, Czechoslovakia

If you were stateless before your naturalisation, please enter "stateless".

Person 1 ..... → 87

Person 2 ..... → 87

Person 3 ..... → 87

Person 4 ..... → 87

Person 5 ..... → 87

75 Does your mother live in this household?

ℹ This includes stepmothers, adoptive and foster mothers.

If you are a child of same-sex parents, please indicate the younger parent.

	Person 1	Person 2	Person 3	Person 4	Person 5
Yes	☐ → 81	☐ → 81	☐ → 81	☐ → 81	☐ → 81
No	☐	☐	☐	☐	☐

76 Has your mother moved to Germany (today's territory)?

ℹ See also p. 81: 6 "Today's territory".

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, in (year)		____ → 78	____ → 78	____ → 78	____ → 78	____ → 78
Yes, but I do not know the year of arrival	2	☐	☐	☐	☐	☐
No	8	☐ → 78	☐ → 78	☐ → 78	☐ → 78	☐ → 78

77 When did your mother move to Germany (today's territory)?

		Person 1	Person 2	Person 3	Person 4	Person 5
Before 1950	1	☐	☐	☐	☐	☐
1950 or later	2	☐	☐	☐	☐	☐

78 Is/was your mother a German citizen?

ℹ See also p. 82: 7 "Citizenship".

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, by birth	1	☐	☐	☐	☐	☐
Yes, as a non-naturalised (ethnic) German repatriate ...	2	☐	☐	☐	☐	☐
Yes, as a naturalised (ethnic) German repatriate	3	☐	☐	☐	☐	☐
Yes, by naturalisation (no ethnic German repatriate)	4	☐	☐	☐	☐	☐
Yes, by adoption by German parent(s)	5	☐	☐	☐	☐	☐
Yes, but I do not know how it was obtained.	6	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

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79 Was your mother born in Germany (today's territory)?

i See also p. 81: 6 "Today's territory".

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	→ 81	→ 81	→ 81	→ 81	→ 81
No	8					

80 In which country (today's borders) was your mother born?

Person 1 .....

Person 2 .....

Person 3 .....

Person 4 .....

Person 5 .....

81 Does your father live in this household?

i This includes stepfathers, adoptive and foster fathers.

If you are a child of same-sex parents, please indicate the older parent.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes		→ 93	→ 93	→ 93	→ 93	→ 93
No						

82 Has your father moved to Germany (today's territory)?

i See also p. 81: 6 "Today's territory".

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, in (year)		↳ 84	↳ 84	↳ 84	↳ 84	↳ 84
Yes, but I do not know the year of arrival.	2					
No	8	→ 84	→ 84	→ 84	→ 84	→ 84

83 When did your father move to Germany (today's territory)?

		Person 1	Person 2	Person 3	Person 4	Person 5
Before 1950	1					
1950 or later	2					

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84 Is/was your father a German citizen?

See also p. 82: 7 "Citizenship".

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, by birth	1	☐	☐	☐	☐	☐
Yes, as a non-naturalised (ethnic) German repatriate	2	☐	☐	☐	☐	☐
Yes, as a naturalised (ethnic) German repatriate	3	☐	☐	☐	☐	☐
Yes, by naturalisation (no ethnic German repatriate)	4	☐	☐	☐	☐	☐
Yes, by adoption by German parent(s)	5	☐	☐	☐	☐	☐
Yes, but I do not know how it was obtained.	6	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

85 Was your father born in Germany (today's territory)?

See also p. 81: 6 "Today's territory".

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐ → 93	☐ → 93	☐ → 93	☐ → 93	☐ → 93
No	8	☐	☐	☐	☐	☐

86 In which country (today's borders) was your father born?

Person 1	☐	→ 93
Person 2	☐	→ 93
Person 3	☐	→ 93
Person 4	☐	→ 93
Person 5	☐	→ 93

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87 Does your mother live in this household?

This includes stepmothers, adoptive and foster mothers.

If you are a child of same-sex parents, please indicate the younger parent.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐ → 90	☐ → 90	☐ → 90	☐ → 90	☐ → 90
No	8	☐	☐	☐	☐	☐

88 Was your mother born in Germany (today's territory)?

See also p. 81: 6 "Today's territory".

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐ → 90	☐ → 90	☐ → 90	☐ → 90	☐ → 90
No	8	☐	☐	☐	☐	☐

89 **In which country (today's borders) was your mother born?**

Person 1 .....

Person 2 .....

Person 3 .....

Person 4 .....

Person 5 .....

90 **Does your father live in this household?**

i This includes stepfathers, adoptive and foster fathers.

If you are a child of same-sex parents, please indicate the older parent.

	Person 1	Person 2	Person 3	Person 4	Person 5
Yes	→ 93	→ 93	→ 93	→ 93	→ 93
No					

91 **Was your father born in Germany (today's territory)?**

i See also p. 81: 6 "Today's territory".

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	→ 93	→ 93	→ 93	→ 93	→ 93
No	8					

92 **In which country (today's borders) was your father born?**

Person 1 .....

Person 2 .....

Person 3 .....

Person 4 .....

Person 5 .....

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School or university attendance

93 **Were you a pupil, apprentice, student in the 12 months before the reference week?**

i Please mark "Yes" even if this applied only to part of the period.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1					
No	8	→ 99	→ 99	→ 99	→ 99	→ 99

94 Were you a pupil, apprentice, student in the 4 weeks before the reference week?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No, because I switched to another school, higher education institution or apprenticeship, because of university vacation, school holidays, practical training phase in an establishment, studies at a higher education institution or school abroad, illness, maternity leave	2	☐	☐	☐	☐	☐
No, for other reasons	8	☐	☐	☐	☐	☐

95 Which school/higher education institution did you last attend?

		Person 1	Person 2	Person 3	Person 4	Person 5
Schools of general education						
Primary school	1	☐	☐	☐	☐	☐
Orientation stage in grades 5/6 (e.g. at primary or secondary schools, diagnostic stage)	2	☐	☐	☐	☐	☐
Special school, special needs school, special needs assistance	3	☐	☐	☐	☐	☐
School offering several courses of education	4	☐	☐	☐	☐	☐
Secondary general school, evening secondary general school	5	☐	☐	☐	☐	☐
Intermediate school, evening intermediate school	6	☐	☐	☐	☐	☐
Comprehensive school	7	☐	☐	☐	☐	☐
Waldorf school	8	☐	☐	☐	☐	☐
Grammar school	9	☐	☐	☐	☐	☐
Vocational grammar school, also grammar school specialising in economics or technical studies	10	☐ → 99	☐ → 99	☐ → 99	☐ → 99	☐ → 99
Evening grammar school, adult education college	11	☐	☐	☐	☐	☐
Vocational schools offering a general school certificate						
Vocational school offering an intermediate school certificate (e.g. full-time vocational school)	12	☐ → 99	☐ → 99	☐ → 99	☐ → 99	☐ → 99
Vocational school offering an entrance qualification for higher education institutions:						
Specialised upper secondary school	13	☐ → 99	☐ → 99	☐ → 99	☐ → 99	☐ → 99
Full-time vocational school	14	☐ → 99	☐ → 99	☐ → 99	☐ → 99	☐ → 99
Two-year full-time vocational school	15	☐ → 99	☐ → 99	☐ → 99	☐ → 99	☐ → 99

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still:

95 Vocational schools

		Person 1	Person 2	Person 3	Person 4	Person 5
Pre-vocational training year	16	☐ → 99	☐ → 99	☐ → 99	☐ → 99	☐ → 99
Basic vocational training year	17	☐ → 99	☐ → 99	☐ → 99	☐ → 99	☐ → 99
Vocational school (dual system)	18	☐ → 99	☐ → 99	☐ → 99	☐ → 99	☐ → 99
Full-time vocational school providing a vocational qualification	19	☐ → 99	☐ → 99	☐ → 99	☐ → 99	☐ → 99
Training centre/school for health-care service occupations and social occupations:						
one year (e.g. geriatric care assistant)	20	☐ → 99	☐ → 99	☐ → 99	☐ → 99	☐ → 99
two years (e.g. masseur/masseuse, pharmaceutical laboratory assistant)	21	☐ → 99	☐ → 99	☐ → 99	☐ → 99	☐ → 99
three years (e.g. physiotherapy, medical laboratory assistant, geriatric care)	22	☐ → 99	☐ → 99	☐ → 99	☐ → 99	☐ → 99
Training centre/school for educators	23	☐ → 99	☐ → 99	☐ → 99	☐ → 99	☐ → 99
Master craftsman/craftswoman training programme at trade and technical schools	24	☐ → 97	☐ → 97	☐ → 97	☐ → 97	☐ → 97
Trade and technical school e.g. for technicians, business economists	25	☐ → 99	☐ → 99	☐ → 99	☐ → 99	☐ → 99
Specialised academy (in Bayern only)	26	☐ → 99	☐ → 99	☐ → 99	☐ → 99	☐ → 99
Higher education institutions						
Vocational academy	27	☐ → 98	☐ → 98	☐ → 98	☐ → 98	☐ → 98
College of public administration	28	☐ → 98	☐ → 98	☐ → 98	☐ → 98	☐ → 98
University of applied sciences, Cooperative State University (in Baden-Württemberg, Schleswig-Holstein and Thüringen)	29	☐ → 98	☐ → 98	☐ → 98	☐ → 98	☐ → 98
University (also college of art and music, college of education, college of theology)	30	☐ → 98	☐ → 98	☐ → 98	☐ → 98	☐ → 98
Doctoral studies	31	☐ → 99	☐ → 99	☐ → 99	☐ → 99	☐ → 99

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96 Which are the highest grades you attended at a school of general education?

		Person 1	Person 2	Person 3	Person 4	Person 5
Grades 1 to 4	1	☐ → 99	☐ → 99	☐ → 99	☐ → 99	☐ → 99
Grades 5 to 9/10	2	☐ → 99	☐ → 99	☐ → 99	☐ → 99	☐ → 99
Upper secondary grades in grammar school	3	☐ → 99	☐ → 99	☐ → 99	☐ → 99	☐ → 99

97 What is the title of your master craftsman/ craftswoman specialisation?

i This refers to **master craftsman/craftswoman training programmes at trade and technical schools,** e.g. master carpenter, master hairdresser, master electrician, master home economist, master plumber and the like.

Person 1 ☐ → 99

Person 2 ☐ → 99

Person 3 ☐ → 99

Person 4 ☐ → 99

Person 5 ☐ → 99

98 What course of study did you take?

		Person 1	Person 2	Person 3	Person 4	Person 5
Bachelor's	1	☐	☐	☐	☐	☐
Master's	2	☐	☐	☐	☐	☐
Diplom degree or comparable course of study	3	☐	☐	☐	☐	☐

Questions about impairments

99 Do you have an officially recognised disability?

(voluntary information)

i As certified e.g. by a severely disabled person's pass, a seriously injured or war disabled person's pass, a pension award letter, an administrative or judicial ruling or a notice issued by a pension office.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐ → 101	☐ → 101	☐ → 101	☐ → 101	☐ → 101
No response	9	☐	☐	☐	☐	☐

100 What is the officially recognised degree of disability?

(voluntary information)

		Person 1	Person 2	Person 3	Person 4	Person 5
Less than 30	1	☐	☐	☐	☐	☐
30 to less than 40	2	☐	☐	☐	☐	☐
40 to less than 50	3	☐	☐	☐	☐	☐
50 to less than 60	4	☐	☐	☐	☐	☐
60 to less than 70	5	☐	☐	☐	☐	☐
70 to less than 80	6	☐	☐	☐	☐	☐
80 to less than 90	7	☐	☐	☐	☐	☐
90 to less than 100	8	☐	☐	☐	☐	☐
100	9	☐	☐	☐	☐	☐
No response	99	☐	☐	☐	☐	☐

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101 Are you 15 years or older?

	Person 1	Person 2	Person 3	Person 4	Person 5
Yes	☐	☐	☐	☐	☐
No	☐ → 237	☐ → 237	☐ → 237	☐ → 237	☐ → 237

Employment situation in the reference week

102 Did you do at least 1 hour of paid work in the reference week?
Please take into account also self-employment and minor jobs.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐ → 110	☐ → 110	☐ → 110	☐ → 110	☐ → 110
No	8	☐	☐	☐	☐	☐

103 Did you work for at least 1 hour in the reference week as an unpaid family worker in a family business?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐ → 110	☐ → 110	☐ → 110	☐ → 110	☐ → 110
No	8	☐	☐	☐	☐	☐

104 Do you normally have work or a job from which you were absent in the reference week? Possible reasons are e.g. holidays, illness or parental leave.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐ → 106	☐ → 106	☐ → 106	☐ → 106	☐ → 106
No	8	☐	☐	☐	☐	☐

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105 Did you do any casual or small jobs for payment in the reference week, such as those listed below? This refers to work that you did not do for your own family.

i It includes working, for example, as/in …
- waiter/waitress, service employee or temporary helper in a bar, restaurant or hotel
- household helper or cleaner
- delivery services driver for restaurants, online shops; or as courier
- babysitter
- carer of children or of people in need of care
- deliverer of advertising leaflets or free newspapers
- hostess/gentleman host
- private tutor
- renovation or construction helper (e.g. painting, wallpapering, plastering, installing electrics, plumbing)
- gardening (mowing the lawn, cutting hedges or trees, etc.)
- harvesting
- preparing analyses or reports, scientific work
- academic assistant
- bookkeeping
- translator
- coach in a sports club
- temporary security worker
- freelancer on online platforms
- artist or performer
- blogger, influencer, or creating other online content for pay
- pet carer
- preparing events
- other activities

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		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐ → 110	☐ → 110	☐ → 110	☐ → 110	☐ → 110
No	8	☐ → 201	☐ → 201	☐ → 201	☐ → 201	☐ → 201

106 Why did you not work in the reference week?

See also p. 82:
8 "Partial retirement" and
9 "Caregiver Leave Act/Family Caregiver Leave Act".

If there are several reasons, please mark the main one.

		Person 1	Person 2	Person 3	Person 4	Person 5
Illness, accident (including spa treatment, rehabilitation)	1	→ 110	→ 110	→ 110	→ 110	→ 110
Holidays, special leave	2	→ 110	→ 110	→ 110	→ 110	→ 110
Compensation leave (within the framework of a working time account or an annualised hours contract)	3	→ 110	→ 110	→ 110	→ 110	→ 110
Maternity leave	4	→ 110	→ 110	→ 110	→ 110	→ 110
Partial retirement	5	→ 110	→ 110	→ 110	→ 110	→ 110
Vocational and continuing training	6	→ 110	→ 110	→ 110	→ 110	→ 110
Parental leave	7					
Released from work under the Caregiver Leave Act	8					
Off-season	9	→ 109	→ 109	→ 109	→ 109	→ 109
Strike, lockout	10	→ 108	→ 108	→ 108	→ 108	→ 108
Bad weather	11	→ 108	→ 108	→ 108	→ 108	→ 108
Short-time work for technical or economic reasons	12	→ 108	→ 108	→ 108	→ 108	→ 108
General and continuing education, school attendance	13	→ 108	→ 108	→ 108	→ 108	→ 108
Personal or family responsibilities	14	→ 108	→ 108	→ 108	→ 108	→ 108
Other reasons	15	→ 108	→ 108	→ 108	→ 108	→ 108
I have already found a job but did not yet work in that job in the reference week.	16	→ 201	→ 201	→ 201	→ 201	→ 201

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107 Are you still receiving continued pay, public or social benefits as full or partial wage/salary replacement?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	→ 110	→ 110	→ 110	→ 110	→ 110
No	8					
Not applicable because self-employed, freelancer	9					

108 Indicate the total period of your absence from work.

		Person 1	Person 2	Person 3	Person 4	Person 5
3 months or less	1	→ 110	→ 110	→ 110	→ 110	→ 110
More than 3 months	8	→ 202	→ 202	→ 202	→ 202	→ 202

109 Do you do any work in that job during the off-season?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1					
No	8	→ 202	→ 202	→ 202	→ 202	→ 202

110 What was your status in employment in the reference week?

ℹ If you have **more than one job,** your answer should only refer to the job in which you work the most hours (main job).

In this context, it is irrelevant whether you are actually working in your main job or whether you are absent, for instance, because of parental leave, illness or holidays.

See also p. 82: 10 "Categorisation of job".

		Person 1	Person 2	Person 3	Person 4	Person 5
Self-employed person, freelancer						
without employees	1	☐ → 112	☐ → 112	☐ → 112	☐ → 112	☐ → 112
with employees	2	☐ → 112	☐ → 112	☐ → 112	☐ → 112	☐ → 112
Unpaid family worker in a family business	3	☐ → 112	☐ → 112	☐ → 112	☐ → 112	☐ → 112
Public official (not including candidates), judge	4	☐ → 112	☐ → 112	☐ → 112	☐ → 112	☐ → 112
Salary earner, wage earner (not including apprentices)	5	☐ → 112	☐ → 112	☐ → 112	☐ → 112	☐ → 112
Apprentice/trainee receiving remuneration	7	☐	☐	☐	☐	☐
Candidate public official	8	☐ → 112	☐ → 112	☐ → 112	☐ → 112	☐ → 112
Intern, trainee (including paid practical training or internship)	9	☐ → 112	☐ → 112	☐ → 112	☐ → 112	☐ → 112
Temporary or professional soldier	10	☐ → 112	☐ → 112	☐ → 112	☐ → 112	☐ → 112
In voluntary military service	11	☐ → 112	☐ → 112	☐ → 112	☐ → 112	☐ → 112
In the Federal Volunteer Service (also social, ecological or cultural year)	12	☐ → 112	☐ → 112	☐ → 112	☐ → 112	☐ → 112
Other employee with a small-scale job	13	☐ → 112	☐ → 112	☐ → 112	☐ → 112	☐ → 112

Muster

111 With whom did you conclude/enter into your apprenticeship contract?

ℹ This refers to remunerated apprenticeships/traineeships.

		Person 1	Person 2	Person 3	Person 4	Person 5
With an establishment (company, shop, office, hospital, public authority)	1	☐	☐	☐	☐	☐
With an inter-company or external institution as vocational training provider, e.g. a vocational training centre for disabled young people (Berufsbildungswerk), educational centre (Bildungszentrum)	2	☐	☐	☐	☐	☐

112 Are you in marginal employment?

i If you have **more than one job,** your answer should only refer to the job in which you work the most hours (main job).

In this context, it is irrelevant whether you are actually working in your main job or whether you are absent, for instance, because of parental leave, illness or holidays.

See also p. 83: 11 "Marginal employment".

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, a 603-euros job, mini-job (average maximum earnings of 603 euros per month)	1	☐	☐	☐	☐	☐
Yes, short-term employment (a maximum of 3 months or 70 days worked per year)	2	☐	☐	☐	☐	☐
Yes, a one-euro job (job opportunity for people receiving citizen's benefit)	3	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

113 How often do you work in your job?

		Person 1	Person 2	Person 3	Person 4	Person 5
Regularly	1	☐	☐	☐	☐	☐
Irregularly, occasionally	2	☐	☐	☐	☐	☐
On a seasonal basis	3	☐	☐	☐	☐	☐

114 Please provide some keywords to describe your current job.

(voluntary information)

i For example
- selling clothing
- teaching children at primary school
- advising and informing customers on travel offers
- designing or planning buildings and other structures
- assembling and testing electronic circuits
- mixing concrete, mortar and plaster
- attending to and caring for patients (before, during and after surgeries)

Person 1 .....

Person 2 .....

Person 3 .....

Person 4 .....

Person 5 .....

Muster

115 What is the title of your current job?

For example:
- fashion shop assistant
- primary school teacher
- travel agent
- construction engineer
- electronic equipment mechanic
- unskilled construction labourer
- nurse

Person 1 .....

Person 2 .....

Person 3 .....

Person 4 .....

Person 5 .....

116 Do you mainly perform executive or supervisory duties in your job?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, executive duties (including the authority to take staff, budget and strategy decisions)	1	☐	☐	☐	☐	☐
Yes, supervisory duties (guiding and supervising staff, distributing work and checking the outcome)	2	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

117 What activities does your current job usually consist of?

Please mark all relevant boxes.

		Person 1	Person 2	Person 3	Person 4	Person 5
Giving guidance to staff	1	☐	☐	☐	☐	☐
Supervising staff	2	☐	☐	☐	☐	☐
Distributing work	3	☐	☐	☐	☐	☐
Checking the work performed	4	☐	☐	☐	☐	☐
None of the above	8	☐	☐	☐	☐	☐

Muster

118 Enter the branch of activity of the establishment (location) you currently work in.

i If the establishment has **several locations,** please enter the main activity of the location, not of the whole enterprise.

If you are a temporary employee, please enter the relevant branch of activity you currently work in.

Please state the **branch of activity** as accurately as possible, for example:

- food retailing (not: trade)
- machine tool industry (not: factory)
- facility management, caretaker services, business consultancy (not: services)
- software development (not: IT)

See also p. 83: 12 "Establishment (location)".

Person 1 .....

Person 2 .....

Person 3 .....

Person 4 .....

Person 5 .....

119 Please fold out the flap at the side of page 2 and enter the name and address of the establishment.

i **The name and address of the establishment** will only be used to identify its branch of activity and will not be stored.

120 Are you employed in the public service?

i The public service comprises the federal, land and municipal authorities, publicly maintained schools, the employment agency, the social security institutions, the police and the Federal Armed Forces.

If you work in a privatised successor company of Deutsche Post/Bundesbahn or are employed by a church, please indicate "No".

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

Muster

121 How many people work in the establishment (location) you currently work in?

ℹ If you are self-employed and have several establishments/locations, your answer regarding the size of the establishment should refer to the establishment with the highest number of employees.

		Person 1	Person 2	Person 3	Person 4	Person 5
Up to 10 people	1	☐	☐	☐	☐	☐
11 to 19 people	2	☐ → 123	☐ → 123	☐ → 123	☐ → 123	☐ → 123
20 to 49 people	3	☐ → 123	☐ → 123	☐ → 123	☐ → 123	☐ → 123
50 to 249 people	4	☐ → 123	☐ → 123	☐ → 123	☐ → 123	☐ → 123
250 to 499 people	5	☐ → 123	☐ → 123	☐ → 123	☐ → 123	☐ → 123
500 people or more	6	☐ → 123	☐ → 123	☐ → 123	☐ → 123	☐ → 123

122 Please enter the exact number of people working in the establishment:

	Person 1	Person 2	Person 3	Person 4	Person 5
Number of people	☐☐	☐☐	☐☐	☐☐	☐☐

Change of job or occupation

123 Did you change your job/line of business in the reference week or the preceding 12 months?

ℹ If you are **self-employed** or a **freelancer** and you changed your line of business, please mark "Yes".

If you are an employee and you started a **new job** with your current or a new employer, please mark "Yes".

A **change of job** includes a switch from dependent employment to self-employment or freelance work and vice versa.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

124 Did you change your occupation in the reference week or the preceding 12 months?

ℹ This includes a change of occupation without retraining.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

Location of place of work

125 Is your place of work located here, in the municipality where you live?

ℹ **If you work at different places,** your place of work is the location from where your work is organised.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
No	8	☐	☐	☐	☐	☐

Muster

126 Is your place of work located in Germany?

		Person 1	Person 2	Person 3	Person 4	Person 5
Baden-Württemberg	8	☐	☐	☐	☐	☐
Bayern	9	☐	☐	☐	☐	☐
Berlin	11	☐	☐	☐	☐	☐
Brandenburg	12	☐	☐	☐	☐	☐
Bremen	4	☐	☐	☐	☐	☐
Hamburg	2	☐	☐	☐	☐	☐
Hessen	6	☐	☐	☐	☐	☐
Mecklenburg-Vorpommern	13	☐	☐	☐	☐	☐
Niedersachsen	3	☐	☐	☐	☐	☐
Nordrhein-Westfalen	5	☐	☐	☐	☐	☐
Rheinland-Pfalz	7	☐	☐	☐	☐	☐
Saarland	10	☐	☐	☐	☐	☐
Sachsen	14	☐	☐	☐	☐	☐
Sachsen-Anhalt	15	☐	☐	☐	☐	☐
Schleswig-Holstein	1	☐	☐	☐	☐	☐
Thüringen	16	☐	☐	☐	☐	☐
My place of work is not in Germany.	88	☐ → 128	☐ → 128	☐ → 128	☐ → 128	☐ → 128

127 In which municipality and in which administrative district is your place of work located?

Person 1		→ 138
Person 2		→ 138
Person 3		→ 138
Person 4		→ 138
Person 5		→ 138

Muster

128 In which country do you work?

If you work at different places, your place of work is the location from where your work is organised.

		Person 1	Person 2	Person 3	Person 4	Person 5
Belgium	1	→ 130	→ 130	→ 130	→ 130	→ 130
Denmark	2	→ 131	→ 131	→ 131	→ 131	→ 131
France	3	→ 132	→ 132	→ 132	→ 132	→ 132
Netherlands	4	→ 133	→ 133	→ 133	→ 133	→ 133
Austria	5	→ 134	→ 134	→ 134	→ 134	→ 134
Poland	6	→ 135	→ 135	→ 135	→ 135	→ 135
Switzerland	7	→ 136	→ 136	→ 136	→ 136	→ 136
Czech Republic	8	→ 137	→ 137	→ 137	→ 137	→ 137
Luxembourg	9	→ 138	→ 138	→ 138	→ 138	→ 138
Russian Federation	10	→ 138	→ 138	→ 138	→ 138	→ 138
United Kingdom	11	→ 138	→ 138	→ 138	→ 138	→ 138
United States	12	→ 138	→ 138	→ 138	→ 138	→ 138
Other country	88					

129 In which other country do you work?

Person 1	→ 138
Person 2	→ 138
Person 3	→ 138
Person 4	→ 138
Person 5	→ 138

Muster

130 In which province/region of Belgium is your place of work located?

		Person 1	Person 2	Person 3	Person 4	Person 5
Antwerp	1	→ 138	→ 138	→ 138	→ 138	→ 138
Brussels	2	→ 138	→ 138	→ 138	→ 138	→ 138
Flemish Brabant	3	→ 138	→ 138	→ 138	→ 138	→ 138
Hainaut	4	→ 138	→ 138	→ 138	→ 138	→ 138
Limburg	5	→ 138	→ 138	→ 138	→ 138	→ 138
Liège	6	→ 138	→ 138	→ 138	→ 138	→ 138
Luxembourg	7	→ 138	→ 138	→ 138	→ 138	→ 138
Namur	8	→ 138	→ 138	→ 138	→ 138	→ 138
East Flanders	9	→ 138	→ 138	→ 138	→ 138	→ 138
Walloon Brabant	10	→ 138	→ 138	→ 138	→ 138	→ 138
West Flanders	11	→ 138	→ 138	→ 138	→ 138	→ 138

131 In which region of Denmark is your place of work located?

		Person 1	Person 2	Person 3	Person 4	Person 5
Hovedstaden	1	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
Central Jutland	2	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
North Jutland	3	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
Zealand	4	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
Southern Denmark	5	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138

132 In which region of France is your place of work located?

		Person 1	Person 2	Person 3	Person 4	Person 5
Burgundy	1	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
Champagne-Ardenne	2	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
Alsace	3	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
Franche-Comté	4	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
Lorraine	5	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
Other region	6	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138

133 In which province of the Netherlands is your place of work located?

		Person 1	Person 2	Person 3	Person 4	Person 5
Drenthe	1	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
Flevoland	2	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
Friesland	3	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
Gelderland	4	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
Groningen	5	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
Limburg	6	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
North Brabant	7	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
North Holland	8	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
Overijssel	9	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
Zeeland	10	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
South Holland	11	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138
Utrecht	12	☐ → 138	☐ → 138	☐ → 138	☐ → 138	☐ → 138

Muster

134 In which province of Austria is your place of work located?

		Person 1	Person 2	Person 3	Person 4	Person 5
Burgenland	1	→ 138	→ 138	→ 138	→ 138	→ 138
Carinthia	2	→ 138	→ 138	→ 138	→ 138	→ 138
Lower Austria	3	→ 138	→ 138	→ 138	→ 138	→ 138
Upper Austria	4	→ 138	→ 138	→ 138	→ 138	→ 138
Salzburg	5	→ 138	→ 138	→ 138	→ 138	→ 138
Styria	6	→ 138	→ 138	→ 138	→ 138	→ 138
Tyrol	7	→ 138	→ 138	→ 138	→ 138	→ 138
Vorarlberg	8	→ 138	→ 138	→ 138	→ 138	→ 138
Vienna	9	→ 138	→ 138	→ 138	→ 138	→ 138

135 In which region/voivodeship of Poland is your place of work located?

		Person 1	Person 2	Person 3	Person 4	Person 5
Dolnośląskie (Lower Silesia)	1	→ 138	→ 138	→ 138	→ 138	→ 138
Lubuskie (Lubusz)	2	→ 138	→ 138	→ 138	→ 138	→ 138
Wielkopolskie (Greater Poland)	3	→ 138	→ 138	→ 138	→ 138	→ 138
Zachodniopomorskie (West Pomerania)	4	→ 138	→ 138	→ 138	→ 138	→ 138
Other region/voivodeship	5	→ 138	→ 138	→ 138	→ 138	→ 138

136 In which region of Switzerland is your place of work located?

		Person 1	Person 2	Person 3	Person 4	Person 5
Lake Geneva region	1	→ 138	→ 138	→ 138	→ 138	→ 138
Espace Mittelland	2	→ 138	→ 138	→ 138	→ 138	→ 138
Northwestern Switzerland	3	→ 138	→ 138	→ 138	→ 138	→ 138
Zurich	4	→ 138	→ 138	→ 138	→ 138	→ 138
Eastern Switzerland	5	→ 138	→ 138	→ 138	→ 138	→ 138
Central Switzerland	6	→ 138	→ 138	→ 138	→ 138	→ 138
Ticino	7	→ 138	→ 138	→ 138	→ 138	→ 138

137 In which region/oblast of the Czech Republic is your place of work located?

		Person 1	Person 2	Person 3	Person 4	Person 5
Jihozápad (Southwest)	1	☐	☐	☐	☐	☐
Prague	2	☐	☐	☐	☐	☐
Severovýchod (Northeast)	3	☐	☐	☐	☐	☐
Severozápad (Northwest)	4	☐	☐	☐	☐	☐
Střední Čechy (Central Bohemia)	5	☐	☐	☐	☐	☐
Other region/oblast	6	☐	☐	☐	☐	☐

Muster

Scope and scale of current job

138 Do you currently have a full-time or part-time job?

i If you have **more than one job,** your answer should only refer to the job in which you work the most hours (main job).

If you are in **partial retirement or on parental leave** please mark the category relating to the time before you entered partial retirement or went on parental leave

		Person 1	Person 2	Person 3	Person 4	Person 5
Full-time	1	→ 141	→ 141	→ 141	→ 141	→ 141
Part-time	2					

139 Why do you work part-time?

If there are several reasons, please mark the main one.

		Person 1	Person 2	Person 3	Person 4	Person 5
Could not find full-time work	1	→ 141	→ 141	→ 141	→ 141	→ 141
School education, studies, other education or advanced training	2	→ 141	→ 141	→ 141	→ 141	→ 141
Own illness, consequences of an accident	3	→ 141	→ 141	→ 141	→ 141	→ 141
Permanently reduced earning capacity, permanent disability	4	→ 141	→ 141	→ 141	→ 141	→ 141
Have to look after children	5					
Have to look after people with disabilities	6					
Have to look after people in need of care	7					
Other family reasons	9	→ 141	→ 141	→ 141	→ 141	→ 141
Other personal reasons	10	→ 141	→ 141	→ 141	→ 141	→ 141
I want to work part-time.	11	→ 141	→ 141	→ 141	→ 141	→ 141
Other main reason	12	→ 141	→ 141	→ 141	→ 141	→ 141

Muster

140 Why do you personally look after children, people with disabilities or people in need of care?

If there are several reasons, please mark the main one.

		Person 1	Person 2	Person 3	Person 4	Person 5
There is no adequate care available in the vicinity.	1					
There is no adequate care available at the relevant times of the day.	2					
Adequate care is too expensive.	3					
I want to do it myself.	4					
Other essential reasons	9					

141 Are you self-employed/a freelancer or an unpaid family worker?

	Person 1	Person 2	Person 3	Person 4	Person 5
Yes					
No	→ 149	→ 149	→ 149	→ 149	→ 149

142 How many clients did you have in the 12 months before the reference week?

(voluntary information)

i If you have been **self-employed** for less than 12 months, your answer should refer to the period of your self-employment.

People who supply goods or services **to final consumers only,** please indicate the number of customers. If there are "customers" as well as "clients", please indicate the number of clients.

		Person 1	Person 2	Person 3	Person 4	Person 5
None	1	→ 144	→ 144	→ 144	→ 144	→ 144
One	2	→ 144	→ 144	→ 144	→ 144	→ 144
Two to nine	3					
Ten or more	4					
Not applicable because I am an unpaid family worker.	7					

143 Did you receive at least 75% of your income from a single client?

(voluntary information)

i See also p. 83:
13 "Income earned in the last 12 months".

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1					
No	8					
Not applicable because I am an unpaid family worker.	7					

144 When did you start working as a self-employed person, a freelancer or an unpaid family worker?

	Person 1	Person 2	Person 3	Person 4	Person 5
Month					
Year					

145 Did you start your current job in the reference week or the preceding 12 months?

	Person 1	Person 2	Person 3	Person 4	Person 5
Yes					
No	→ 147	→ 147	→ 147	→ 147	→ 147

146 Was the employment agency involved in your job search or start of job?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1					
No	8					

147 Can you decide on the start and end of your working times?

(voluntary information)

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, I can decide on them myself.	1					
No, the start and end of my working times are determined by the clients or customers.	8					
No, my working times are determined by other people or (external) circumstances.	7					

Muster

148 How many hours per week do you usually work?

ℹ If your working hours vary greatly, please estimate the average hours you work per week based on the last 4 to 12 weeks.

Please round to the nearest half hour (e.g. 38.5).

Number of hours

Person 1 ___.___ → 164 | Person 2 ___.___ → 164 | Person 3 ___.___ → 164 | Person 4 ___.___ → 164 | Person 5 ___.___ → 164

149 Does your job involve temporary agency work?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

150 Do you have a fixed-term working contract?

ℹ An apprenticeship or training contract is considered as a fixed-term contract.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, fixed-term contract	1	☐	☐	☐	☐	☐
No, open-ended contract	8	☐ → 153	☐ → 153	☐ → 153	☐ → 153	☐ → 153

151 Why are you in fixed-term employment?

If there are several reasons, please mark the main one.

		Person 1	Person 2	Person 3	Person 4	Person 5
Could not find permanent job	1	☐	☐	☐	☐	☐
Do not want permanent job	2	☐	☐	☐	☐	☐
Contract for probationary period	3	☐	☐	☐	☐	☐
Apprentice receiving apprenticeship pay	4	☐	☐	☐	☐	☐
Other kind of training (e.g. legal/teaching/medical internship, other practical training)	5	☐	☐	☐	☐	☐
Job was advertised only as fixed-term employment	6	☐	☐	☐	☐	☐
I am working as a stand-in.	7	☐	☐	☐	☐	☐
Other main reason	8	☐	☐	☐	☐	☐

Muster

152 How long is the total contract period?

ℹ If it is an employment contract for less than 1 month, please enter "0".

Number of months

Person 1 ___ | Person 2 ___ | Person 3 ___ | Person 4 ___ | Person 5 ___

153 Since when have you been employed with your current employer?

ℹ If you are **a temporary employee**, please enter the date when you started working for the temporary employment agency.

If you are on secondment or loan, enter the date when you started working for the establishment which seconded or hired you out.

	Person 1	Person 2	Person 3	Person 4	Person 5
Month	___	___	___	___	___
Year	____	____	____	____	____

154 Did you start your current job within the last 7 years?

	Person 1	Person 2	Person 3	Person 4	Person 5
Yes	☐	☐	☐	☐	☐
No	☐ → 158	☐ → 158	☐ → 158	☐ → 158	☐ → 158

155 How did you find your current job?

If you have several jobs, your answer should only refer to the job in which you work the most hours per week.

Please only indicate the method that was successful.

		Person 1	Person 2	Person 3	Person 4	Person 5
By answering an advertisement in a newspaper or on the internet	1	☐	☐	☐	☐	☐
Through relatives, friends, acquaintances	2	☐	☐	☐	☐	☐
Through the employment agency (job centre) or other employment authorities	3	☐ → 158	☐ → 158	☐ → 158	☐ → 158	☐ → 158
Through private employment organisations	4	☐	☐	☐	☐	☐
Through an educational, vocational or continuing training institution	5	☐	☐	☐	☐	☐
Through practical training, internships or previous work experiences	6	☐	☐	☐	☐	☐
Through a speculative application, by applying for an unsolicited job	7	☐	☐	☐	☐	☐
My employer/a headhunter contacted me personally.	8	☐	☐	☐	☐	☐
By bidding for a public tender	10	☐	☐	☐	☐	☐
In some other way	9	☐	☐	☐	☐	☐

Muster

156 Did you start your current job in the reference week or the preceding 12 months?

	Person 1	Person 2	Person 3	Person 4	Person 5
Yes	☐	☐	☐	☐	☐
No	☐ → 158	☐ → 158	☐ → 158	☐ → 158	☐ → 158

157 Was the employment agency involved in your job search?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

158 Can you decide on the start and end of your working times?

(voluntary information)

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, I can decide on them myself.	1	☐	☐	☐	☐	☐
Yes, I can decide on them myself within the scope of flexible working time arrangements.	2	☐	☐	☐	☐	☐
No, I have fixed working times.	8	☐	☐	☐	☐	☐

159 Do you have a written contract or verbal agreement with your employer?

(voluntary information)

ℹ Temporary soldiers and public service employees please mark "Yes, a written contract".

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, a written contract.	1	☐	☐	☐	☐	☐
Yes, a verbal agreement.	2	☐	☐	☐	☐	☐
No	8	☐ → 163	☐ → 163	☐ → 163	☐ → 163	☐ → 163

160 Does the contract or verbal agreement set out the weekly working hours?

(voluntary information)

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐ → 163	☐ → 163	☐ → 163	☐ → 163	☐ → 163

161 How many weekly working hours does the contract or verbal agreement specify?

(voluntary information)

ℹ In the case of public officials, soldiers and public service employees, your answer should refer to the working hours applicable for you.

Please round to the nearest half hour (e.g. 30.5).

	Person 1	Person 2	Person 3	Person 4	Person 5
Contractual hours of work	␣␣.␣	␣␣.␣	␣␣.␣	␣␣.␣	␣␣.␣

162 Do you usually work as many hours per week as contractually agreed?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

163 How many hours a week do you usually work, including regular extra hours and stand-by duty?

ℹ If your working hours vary greatly, please estimate the average hours you work per week based on the last 4 to 12 weeks.

See also p. 83: 14 "Stand-by duty".

Please round to the nearest half hour (e.g. 40.5).

	Person 1	Person 2	Person 3	Person 4	Person 5
Number of hours	␣␣.␣	␣␣.␣	␣␣.␣	␣␣.␣	␣␣.␣

164 In the reference week, were there any working days when you did not work because of vacation or public holidays?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐ → 166	☐ → 166	☐ → 166	☐ → 166	☐ → 166

165 How many working days in total did you not work in the reference week because of vacation or public holidays?

ℹ Please include half days and count them as 0.5.

	Person 1	Person 2	Person 3	Person 4	Person 5
Number of working days	␣.␣	␣.␣	␣.␣	␣.␣	␣.␣

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166 In the reference week, were there (other) working days when you did not work because of illness, injury or a temporary disability?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐ → 168	☐ → 168	☐ → 168	☐ → 168	☐ → 168

167 How many working days in total did you not work in the reference week because of illness?

ℹ Please include half days and count them as 0.5.

	Person 1	Person 2	Person 3	Person 4	Person 5
Number of working days	☐☐.☐	☐☐.☐	☐☐.☐	☐☐.☐	☐☐.☐

168 In the reference week, were there (other) working days when you did not work because of other reasons?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐ → 170	☐ → 170	☐ → 170	☐ → 170	☐ → 170

169 How many working days in total did you not work in the reference week for other reasons?

ℹ Please include half days and count them as 0.5.

	Person 1	Person 2	Person 3	Person 4	Person 5
Number of working days	☐☐.☐	☐☐.☐	☐☐.☐	☐☐.☐	☐☐.☐

170 Did you work more hours in the reference week than contractually agreed?

ℹ If you have no contractual working hours, but worked more hours than usual please indicate "Yes".

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐ → 173	☐ → 173	☐ → 173	☐ → 173	☐ → 173

171 In all, how many additional hours did you work in the reference week?

ℹ Please add up all additional hours worked on all days of the reference week.

Please round to the nearest half hour (e.g. 4.5).

	Person 1	Person 2	Person 3	Person 4	Person 5
Number of hours	☐☐.☐	☐☐.☐	☐☐.☐	☐☐.☐	☐☐.☐

172 How are the additional hours (overtime) remunerated?

Please mark all relevant boxes and, in addition, enter the number of hours worked as paid or unpaid overtime in the reference week.

		Person 1	Person 2	Person 3	Person 4	Person 5
As hours compensated by flexible working time or time off (working time account)	1	☐ → 175	☐ → 175	☐ → 175	☐ → 175	☐ → 175
As hours remunerated in addition to your salary/wage (paid overtime)		☐☐ → 175	☐☐ → 175	☐☐ → 175	☐☐ → 175	☐☐ → 175
The hours are not remunerated and not otherwise compensated (unpaid overtime).		☐☐ → 175	☐☐ → 175	☐☐ → 175	☐☐ → 175	☐☐ → 175

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173 Did you work fewer hours in the reference week than contractually agreed?

i If you have no contractual working hours, mark "Yes" if you worked fewer hours in the reference week than usual, and mark "No" if you worked more hours.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐ → 175	☐ → 175	☐ → 175	☐ → 175	☐ → 175

174 Why did you work less or not at all?

i See also p. 82:
9 "Caregiver Leave Act/Family Caregiver Leave Act".

If there are several reasons, please mark the main one.

		Person 1	Person 2	Person 3	Person 4	Person 5
Illness, accident	1	☐	☐	☐	☐	☐
Spa treatment, rehabilitation measures	2	☐	☐	☐	☐	☐
Industrial safety provisions, including maternity leave	3	☐	☐	☐	☐	☐
Parental leave	4	☐	☐	☐	☐	☐
Fully or partly released from work under the Caregiver Leave Act	5	☐	☐	☐	☐	☐
Partly released from work under the Family Caregiver Leave Act	6	☐	☐	☐	☐	☐
Holidays, special leave	7	☐	☐	☐	☐	☐
Leave of absence (public service)	8	☐	☐	☐	☐	☐
Strike, lockout	9	☐	☐	☐	☐	☐
Bad weather	10	☐	☐	☐	☐	☐
Short-time work	11	☐	☐	☐	☐	☐
Public holiday	12	☐	☐	☐	☐	☐
Start of job during the reference week	13	☐	☐	☐	☐	☐
End of job during the reference week	14	☐	☐	☐	☐	☐
Compensation for overtime hours (e.g. flexitime)	15	☐	☐	☐	☐	☐
Attendance of school, training or advanced training outside the establishment	16	☐	☐	☐	☐	☐
Personal or family responsibilities or other personal reasons	17	☐	☐	☐	☐	☐
Absent from job due to partial retirement	18	☐	☐	☐	☐	☐
Other main reason	19	☐	☐	☐	☐	☐

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175 How many hours did you actually work in the reference week?

The number of hours actually worked may differ from the hours usually worked because of overtime, holidays, extra shifts, public holidays, illness and the like.

The number of hours actually worked includes continuing and advanced training, stand-by duty, mobile work hours and work done at home provided that it is a normal part of your job.

If you did not work in the reference week, please enter "0".
Please round to the nearest half hour (e.g. 28.5).

	Person 1	Person 2	Person 3	Person 4	Person 5
Number of hours	␣␣.␣	␣␣.␣	␣␣.␣	␣␣.␣	␣␣.␣

Hours worked in the reference week and the preceding 3 weeks

176 Did you work on at least one Saturday in the reference week and the preceding 3 weeks?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, …						
on every Saturday	1	☐	☐	☐	☐	☐
on at least two Saturdays	2	☐	☐	☐	☐	☐
on one Saturday	3	☐	☐	☐	☐	☐
No		☐	☐	☐	☐	☐

177 Did you work on at least one Sunday in the reference week and the preceding 3 weeks?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, …						
on every Sunday	1	☐	☐	☐	☐	☐
on at least two Sundays	2	☐	☐	☐	☐	☐
on one Sunday	3	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

178 Did you work on at least one public holiday in the reference week and the preceding 3 weeks?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, …						
on every public holiday	1	☐	☐	☐	☐	☐
on at least two public holidays	2	☐	☐	☐	☐	☐
on one public holiday	3	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐
Not applicable, there was no public holiday during that period.	9	☐	☐	☐	☐	☐

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179 Did you work in the evening between 18:00 and 23:00 hrs on at least one working day in the reference week and the preceding 3 weeks?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, …						
on every day worked	1	☐	☐	☐	☐	☐
on at least half of the days worked	2	☐	☐	☐	☐	☐
on fewer than half of the days worked	3	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

180 Did you work in the night between 23:00 and 6:00 hrs on at least one working day in the reference week and the preceding 3 weeks?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, …						
on every day worked	1	☐	☐	☐	☐	☐
on at least half of the days worked	2	☐	☐	☐	☐	☐
on fewer than half of the days worked	3	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

181 Did you do shift work in the reference week and the preceding 3 weeks?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, …						
on every day worked	1	☐	☐	☐	☐	☐
on at least half of the days worked	2	☐	☐	☐	☐	☐
on fewer than half of the days worked	3	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

Muster

182 Did you work from home in the reference week and the preceding 3 weeks?

i See also p. 83: 15 "Working at home".

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, …						
on every day worked	1	☐	☐	☐	☐	☐
on at least half of the days worked	2	☐	☐	☐	☐	☐
on fewer than half of the days worked	3	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

Second or additional jobs

183 Did you have more than one paid job in the reference week?

i This includes working as a self-employed person or unpaid family worker.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, I had 2 jobs.	1	☐	☐	☐	☐	☐
Yes, I had more than 2 jobs.	2	☐	☐	☐	☐	☐
No	8	☐ → 193	☐ → 193	☐ → 193	☐ → 193	☐ → 193

184 Are you in marginal employment in your additional job?

i If you have **more than one additional job**, please answer the questions below for the additional job in which you work the most hours.

See also p. 83: 11 "Marginal employment".

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, a 603-euros job, mini-job (average maximum earnings of 603 euros per month)	1	☐	☐	☐	☐	☐
Yes, short-term employment (a maximum of 3 months or 70 days worked per year)	2	☐	☐	☐	☐	☐
Yes, a one-euro job (job opportunity for people receiving citizen's benefit)	3	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

185 How often do you work in your additional job?

		Person 1	Person 2	Person 3	Person 4	Person 5
Regularly	1	☐	☐	☐	☐	☐
Irregularly, occasionally	2	☐	☐	☐	☐	☐
On a seasonal basis	3	☐	☐	☐	☐	☐

186 What is your status in your additional job?

i See also p. 82: 10 "Categorisation of job".

		Person 1	Person 2	Person 3	Person 4	Person 5
Self-employed person, freelancer						
without employees	1	☐	☐	☐	☐	☐
with employees	2	☐	☐	☐	☐	☐
Unpaid family worker in a family business	3	☐	☐	☐	☐	☐
Public official, judge	4	☐	☐	☐	☐	☐
Salary earner, wage earner (not including apprentices)	5	☐	☐	☐	☐	☐

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187 Please provide some keywords to describe your additional job.

(voluntary information)

i For example
- selling clothing
- teaching children at primary school
- advising and informing customers on travel offers
- designing or planning buildings and other structures
- assembling and testing electronic circuits
- mixing concrete, mortar and plaster
- attending to and caring for patients (before, during and after surgeries)

Person 1 .....

Person 2 .....

Person 3 .....

Person 4 .....

Person 5 .....

188 What is the title of your additional job?

i For example:
- fashion shop assistant
- primary school teacher
- travel agent
- construction engineer
- electronic equipment mechanic
- unskilled construction labourer
- nurse

Person 1 .....

Person 2 .....

Person 3 .....

Person 4 .....

Person 5 .....

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189 Do you mainly perform executive or supervisory duties in your additional job?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, executive duties (including the authority to take staff, budget and strategy decisions)	1	☐	☐	☐	☐	☐
Yes, supervisory duties (guiding and supervising staff, distributing work and checking the outcome)	2	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

190 Enter the branch of activity of the establishment (location) in which you work in your additional job.

i If the establishment has **several locations,** please enter the main activity of the location, not of the whole enterprise.

If you are **a temporary employee,** please enter the branch of activity in which you work in your additional job.

Please state the **branch of activity** as accurately as possible, for example:

- food retailing (not: trade)
- machine tool industry (not: factory)
- facility management, caretaker services, business consultancy (not: services)
- software development (not: IT)

See also p. 83: 12 "Establishment (location)".

Person 1 .....

Person 2 .....

Person 3 .....

Person 4 .....

Person 5 .....

191 How many hours a week do you usually work in your additional job, including regular extra hours and stand-by duty?

i If your working hours vary greatly, please estimate the average hours you work per week based on the last 4 to 12 weeks.

Please round to the nearest half hour (e.g. 10.5).

Number of hours .....

Person 1	Person 2	Person 3	Person 4	Person 5
␣␣.␣	␣␣.␣	␣␣.␣	␣␣.␣	␣␣.␣

192 How many hours did you actually work in your additional job in the reference week?

If you did not work in the reference week, please enter "0".
Please round to the nearest half hour (e.g. 9.5).

Number of hours .....

Person 1	Person 2	Person 3	Person 4	Person 5
␣␣.␣	␣␣.␣	␣␣.␣	␣␣.␣	␣␣.␣

Desired number of working hours

193 Would you like to retain your normal weekly working hours or to change them, subject to a corresponding adjustment in earnings?

i **The weekly working hours** include the hours worked in the main job as well as in second and additional jobs.

		Person 1	Person 2	Person 3	Person 4	Person 5
Retain	1	☐ → 199	☐ → 199	☐ → 199	☐ → 199	☐ → 199
Increase	2	☐	☐	☐	☐	☐
Reduce	3	☐ → 198	☐ → 198	☐ → 198	☐ → 198	☐ → 198

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194 How would you like to increase your working hours?

		Person 1	Person 2	Person 3	Person 4	Person 5
Exclusively by working more hours in the current job(s)	1	☐	☐	☐	☐	☐
Exclusively by taking up one or more additional jobs	2	☐	☐	☐	☐	☐
Exclusively by moving to a job with more working hours	3	☐	☐	☐	☐	☐
Without committing to one of the above options	5	☐	☐	☐	☐	☐
By combining some of the above options	4	☐	☐	☐	☐	☐

195 Thinking of the 2 weeks following the reference week:
Would you be able to start working more hours in these 2 weeks?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐ → 198	☐ → 198	☐ → 198	☐ → 198	☐ → 198
No	8	☐	☐	☐	☐	☐

196 Why would you not be able to work more hours in these 2 weeks?

If there are several reasons, please mark the main one.

		Person 1	Person 2	Person 3	Person 4	Person 5
Illness or inability to work	1	☐ → 198	☐ → 198	☐ → 198	☐ → 198	☐ → 198
Education, advanced training	2	☐ → 198	☐ → 198	☐ → 198	☐ → 198	☐ → 198
Notice periods in the current job		☐ → 198	☐ → 198	☐ → 198	☐ → 198	☐ → 198
Have to look after children		☐	☐	☐	☐	☐
Have to look after people with disabilities	5	☐	☐	☐	☐	☐
Have to look after people in need of care	6	☐	☐	☐	☐	☐
Other family reasons	7	☐ → 198	☐ → 198	☐ → 198	☐ → 198	☐ → 198
Other personal reasons	8	☐ → 198	☐ → 198	☐ → 198	☐ → 198	☐ → 198
Other main reason	9	☐ → 198	☐ → 198	☐ → 198	☐ → 198	☐ → 198

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197 Why do you personally look after children, people with disabilities or people in need of care?

If there are several reasons, please mark the main one.

		Person 1	Person 2	Person 3	Person 4	Person 5
There is no adequate care available in the vicinity.	1	☐	☐	☐	☐	☐
There is no adequate care available at the relevant times of the day.	2	☐	☐	☐	☐	☐
Adequate care is too expensive.	3	☐	☐	☐	☐	☐
I want to do it myself.	4	☐	☐	☐	☐	☐
Other essential reasons	9	☐	☐	☐	☐	☐

198 How many hours a week would you like to work?

i **The weekly working hours** include the hours worked in the main job as well as in second and additional jobs.

Please round to the nearest half hour (e.g. 32.5).

	Person 1	Person 2	Person 3	Person 4	Person 5
Number of hours	☐☐.☐	☐☐.☐	☐☐.☐	☐☐.☐	☐☐.☐

Search for work by persons in employment/persons with a second job

199 Did you look for different or additional work in the reference week or the preceding 3 weeks?

Looking for work includes any search for paid work, including second or mini-jobs, self-employed or freelance activities, or small-scale activities.

Forms of search are, for instance, looking through job offers in newspapers or on the internet, searching for job vacancies on notice boards, asking acquaintances and relatives.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233

200 Why did you look for a job?

If there are several reasons, please mark the main one.

		Person 1	Person 2	Person 3	Person 4	Person 5
Near end of the current job	1	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Seeking a permanent job	2	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Current job is of a transitional nature	3	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Seeking additional work	4	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Seeking work with more working hours	5	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Seeking work with fewer working hours	6	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Seeking better working conditions	7	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Other main reason	8	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233

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Last job or absence from work

201 Have you ever done paid work as an employee or self-employed person?

Retired people and former apprentices please mark "Yes" if they worked for a total of **more than 3 months**.

Former unpaid family workers please mark "Yes".

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐ → 212	☐ → 212	☐ → 212	☐ → 212	☐ → 212

202 Did you work for more than 3 months in that job?

If you did paid work several times for a shorter period (e.g. seasonal work or as a student assistant), please mark "Yes" if you worked for a total of more than 3 months.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

203 Why did you leave your last paid job or are absent from it?

If there are several reasons, please mark the main one.

		Person 1	Person 2	Person 3	Person 4	Person 5
Reasons related to the labour market						
Dismissal (including closure of establishment)	1	☐	☐	☐	☐	☐
End of a fixed-term working contract	2	☐	☐	☐	☐	☐
Sale or closure of own enterprise	3	☐	☐	☐	☐	☐
Family reasons						
Have to look after children	4	☐	☐	☐	☐	☐
Have to look after people with disabilities	5	☐	☐	☐	☐	☐
Have to look after people in need of care	6	☐	☐	☐	☐	☐
Other family reasons	7	☐	☐	☐	☐	☐
Personal reasons						
Own resignation	8	☐	☐	☐	☐	☐
School or vocational education, studies	9	☐	☐	☐	☐	☐
Own illness, consequences of an accident	10	☐	☐	☐	☐	☐
Permanently reduced earning capacity, permanent disability	11	☐	☐	☐	☐	☐
Retirement	12	☐	☐	☐	☐	☐
Other personal reasons	13	☐	☐	☐	☐	☐
Other reasons						
Other main reason	1	☐	☐	☐	☐	☐

204 When did you leave your last paid job / since when have you been absent from it?

	Person 1	Person 2	Person 3	Person 4	Person 5
Month	☐☐	☐☐	☐☐	☐☐	☐☐
Year	☐☐☐☐	☐☐☐☐	☐☐☐☐	☐☐☐☐	☐☐☐☐

Muster

205 What was your status in your last job/the job from which you are absent?

i See also p. 82: 10 "Categorisation of job".

		Person 1	Person 2	Person 3	Person 4	Person 5
Self-employed person, freelancer						
without employees	1	☐ → 207	☐ → 207	☐ → 207	☐ → 207	☐ → 207
with employees	2	☐ → 207	☐ → 207	☐ → 207	☐ → 207	☐ → 207
Unpaid family worker in a family business	3	☐ → 207	☐ → 207	☐ → 207	☐ → 207	☐ → 207
Public official (not including candidates), judge	4	☐ → 207	☐ → 207	☐ → 207	☐ → 207	☐ → 207
Salary earner, wage earner (not including apprentices)	5	☐ → 207	☐ → 207	☐ → 207	☐ → 207	☐ → 207
Apprentice/trainee receiving remuneration	7	☐	☐	☐	☐	☐
Candidate public official	8	☐ → 207	☐ → 207	☐ → 207	☐ → 207	☐ → 207
Intern, trainee (including paid practical training or internship)	9	☐ → 207	☐ → 207	☐ → 207	☐ → 207	☐ → 207
Temporary or professional soldier	10	☐ → 207	☐ → 207	☐ → 207	☐ → 207	☐ → 207
Person doing compulsory military/civilian service	11	☐ → 207	☐ → 207	☐ → 207	☐ → 207	☐ → 207
In voluntary military service	12	☐ → 207	☐ → 207	☐ → 207	☐ → 207	☐ → 207
In the Federal Volunteer Service (also social, ecological or cultural year)	13	☐ → 207	☐ → 207	☐ → 207	☐ → 207	☐ → 207

206 With whom did you conclude/enter into your apprenticeship contract?

i This refers to remunerated apprenticeships/ traineeships.

		Person 1	Person 2	Person 3	Person 4	Person 5
With an establishment (company, shop, office, hospital, public authority)	1	☐	☐	☐	☐	☐
With an inter-company or external institution as vocational training provider, e.g. a vocational training centre for disabled young people (Berufsbildungswerk), educational centre (Bildungszentrum)	2	☐	☐	☐	☐	☐

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207 Please provide some keywords to describe your last job/the job from which you are absent.

(voluntary information)

i For example
- selling clothing
- teaching children at primary school
- advising and informing customers on travel offers
- designing or planning buildings and other structures
- assembling and testing electronic circuits
- mixing concrete, mortar and plaster
- attending to and caring for patients (before, during and after surgeries)

Person 1 .....

Person 2 .....

Person 3 .....

Person 4 .....

Person 5 .....

208 What was/is the title of your last job/the job from which you are absent?

i For example
- fashion shop assistant
- primary school teacher
- travel agent
- construction engineer
- electronic equipment mechanic
- unskilled construction labourer
- nurse

Person 1 .....

Person 2 .....

Person 3 .....

Person 4 .....

Person 5 .....

Muster

209 Did you mainly perform executive or supervisory duties in your last job/the job from which you are absent?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, executive duties (including the authority to take staff, budget and strategy decisions)	1	☐	☐	☐	☐	☐
Yes, supervisory duties (guiding and supervising staff, distributing work and checking the outcome)	2	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

210 Enter the branch of activity of the establishment (location) you last worked in/from which you are absent.

i If the establishment has **several locations**, please enter the main activity of the location, not of the whole enterprise.

If you were **a temporary employee**, please enter the branch of activity of the establishment (location) you last worked in or the branch of activity of the job from which you are absent.

Please state the **branch of activity** as accurately as possible, for example:

- food retailing (not: trade)
- machine tool industry (not: factory)
- facility management, caretaker services, business consultancy (not: services)
- software development (not: IT)

See also p. 83: 12 "Establishment (location)".

Person 1 .....

Person 2 .....

Person 3 .....

Person 4 .....

Person 5 .....

Muster

211 In your last job/the job from which you are absent: Were you employed in the public service?

i The public service comprises the federal, Land and municipal authorities, publicly maintained schools, the employment agency, the social security institutions, the police and the Federal Armed Forces.

If you worked in a privatised successor company of Deutsche Post/Bundesbahn most recently or were employed by a church, please indicate "No".

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

212 Are you 90 years or older?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐ → 234	☐ → 234	☐ → 234	☐ → 234	☐ → 234
No	8	☐	☐	☐	☐	☐

Search for work

213 Did you make any effort to find (new) work in the reference week or the preceding 3 weeks? This includes any search for a job with only a few hours or activities to start a business.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐ → 215	☐ → 215	☐ → 215	☐ → 215	☐ → 215

214 What did you do in the reference week or the preceding 3 weeks to find new work?

Please mark all relevant boxes.

		Person 1	Person 2	Person 3	Person 4	Person 5
Contacted the employment agency (job centre) or other employment authority	1	☐ → 225	☐ → 225	☐ → 225	☐ → 225	☐ → 225
Contacted private employment organisations	2	☐ → 225	☐ → 225	☐ → 225	☐ → 225	☐ → 225
Placed job wanted advertisements	3	☐ → 225	☐ → 225	☐ → 225	☐ → 225	☐ → 225
Responded to job offers	4	☐ → 225	☐ → 225	☐ → 225	☐ → 225	☐ → 225
Sent off unsolicited applications	5	☐ → 225	☐ → 225	☐ → 225	☐ → 225	☐ → 225
Asked friends, relatives, acquaintances	6	☐ → 225	☐ → 225	☐ → 225	☐ → 225	☐ → 225
Looked through job offers	7	☐ → 225	☐ → 225	☐ → 225	☐ → 225	☐ → 225
Took tests, interviews, exams	8	☐ → 225	☐ → 225	☐ → 225	☐ → 225	☐ → 225
Placed or updated online CVs	13	☐ → 225	☐ → 225	☐ → 225	☐ → 225	☐ → 225
Searched for premises, offices, equipment for self-employment or a freelance job	9	☐ → 225	☐ → 225	☐ → 225	☐ → 225	☐ → 225
Applied for licences, concessions or financial resources for self-employment or a freelance job	10	☐ → 225	☐ → 225	☐ → 225	☐ → 225	☐ → 225
Took other action for self-employment or a freelance job	11	☐ → 225	☐ → 225	☐ → 225	☐ → 225	☐ → 225
Took other action	12	☐ → 225	☐ → 225	☐ → 225	☐ → 225	☐ → 225

215 Did you find a job in the reference week?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, I found a job in the reference week and have started it.	1	☐ → 228	☐ → 228	☐ → 228	☐ → 228	☐ → 228
Yes, I found a job in the reference week but have not started it yet.	2	☐	☐	☐	☐	☐
No, I did not look for or find a job in the reference week.	8	☐ → 217	☐ → 217	☐ → 217	☐ → 217	☐ → 217

216 When will you start your new job?

		Person 1	Person 2	Person 3	Person 4	Person 5
Within the 3 months after the reference week	1	☐ → 228	☐ → 228	☐ → 228	☐ → 228	☐ → 228
Later, that is, more than 3 months after the reference week	8	☐ → 228	☐ → 228	☐ → 228	☐ → 228	☐ → 228

217 If you are not looking for a job, would you nevertheless like to work?

ℹ This also refers to jobs with only a few hours.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐ → 223	☐ → 223	☐ → 223	☐ → 223	☐ → 223

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218 Why did you not look for a job in the reference week and the preceding 3 weeks?

If there are several reasons, please mark the main one.

		Person 1	Person 2	Person 3	Person 4	Person 5
No suitable job available	1	☐ → 220	☐ → 220	☐ → 220	☐ → 220	☐ → 220
I am awaiting re-employment (following temporary lay-off).	2	☐ → 220	☐ → 220	☐ → 220	☐ → 220	☐ → 220
Own illness, consequences of an accident	3	☐ → 220	☐ → 220	☐ → 220	☐ → 220	☐ → 220
Permanently reduced earning capacity, permanent disability	4	☐ → 220	☐ → 220	☐ → 220	☐ → 220	☐ → 220
Have to look after children	5	☐	☐	☐	☐	☐
Have to look after people with disabilities	6	☐	☐	☐	☐	☐
Have to look after people in need of care	7	☐	☐	☐	☐	☐
Other family responsibilities	8	☐ → 220	☐ → 220	☐ → 220	☐ → 220	☐ → 220
Other personal responsibilities	9	☐ → 220	☐ → 220	☐ → 220	☐ → 220	☐ → 220
School or vocational education, studies	10	☐ → 220	☐ → 220	☐ → 220	☐ → 220	☐ → 220
Retirement	11	☐ → 220	☐ → 220	☐ → 220	☐ → 220	☐ → 220
Other main reason	12	☐ → 220	☐ → 220	☐ → 220	☐ → 220	☐ → 220

219 Why do you personally look after children, people with disabilities or people in need of care?

If there are several reasons, please mark the main one.

		Person 1	Person 2	Person 3	Person 4	Person 5
There is no adequate care available in the vicinity.	1	☐	☐	☐	☐	☐
There is no adequate care available at the relevant times of the day.	2	☐	☐	☐	☐	☐
Adequate care is too expensive.	3	☐	☐	☐	☐	☐
I want to do it myself.	4	☐	☐	☐	☐	☐
Other essential reasons	9	☐	☐	☐	☐	☐

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220 If a paid job had been available in the reference week, could you have started it within the following 2 weeks?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
No	8	☐	☐	☐	☐	☐

221 Why would you not be able to start a new job within the following 2 weeks?

If there are several reasons, please mark the main one.

		Person 1	Person 2	Person 3	Person 4	Person 5
School or vocational education, studies	1	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Own illness, consequences of an accident	2	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Permanently reduced earning capacity, permanent disability	3	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Have to look after children	4	☐	☐	☐	☐	☐
Have to look after people with disabilities	5	☐	☐	☐	☐	☐
Have to look after people in need of care	6	☐	☐	☐	☐	☐
Other family responsibilities	7	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Other personal responsibilities	8	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Retirement	9	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Other main reason	10	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233

222 Why do you personally look after children, people with disabilities or people in need of care?

If there are several reasons, please mark the main one.

		Person 1	Person 2	Person 3	Person 4	Person 5
There is no adequate care available in the vicinity.	1	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
There is no adequate care available at the relevant times of the day.	2	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Adequate care is too expensive.	3	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
I want to do it myself.		☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Other essential reasons	9	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233

223 Why do you not want to, or why are you not able to work?

If there are several reasons, please mark the main one.

		Person 1	Person 2	Person 3	Person 4	Person 5
School or vocational education, studies	1	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Own illness, consequences of an accident	2	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Permanently reduced earning capacity, permanent disability	3	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Have to look after children	4	☐	☐	☐	☐	☐
Have to look after people with disabilities	5	☐	☐	☐	☐	☐
Have to look after people in need of care	6	☐	☐	☐	☐	☐
Other family responsibilities	7	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Other personal responsibilities	8	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Retirement	9	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Other main reason	10	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233

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224 Why do you personally look after children, people with disabilities or people in need of care?

If there are several reasons, please mark the main one.

		Person 1	Person 2	Person 3	Person 4	Person 5
There is no adequate care available in the vicinity.	1	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
There is no adequate care available at the relevant times of the day.	2	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Adequate care is too expensive.	3	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
I want to do it myself.	4	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Other essential reasons	9	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233

225 Why are you searching for work?

If there are several reasons, please mark the main one.

		Person 1	Person 2	Person 3	Person 4	Person 5
Dismissal	1	☐	☐	☐	☐	☐
Own resignation	2	☐	☐	☐	☐	☐
Voluntarily away from job	3	☐	☐	☐	☐	☐
Retirement	4	☐	☐	☐	☐	☐
Entering the labour market (for the first time)	5	☐	☐	☐	☐	☐
Other reasons	6	☐	☐	☐	☐	☐

226 What employment status are you looking for?

I am mainly looking for employment as…

		Person 1	Person 2	Person 3	Person 4	Person 5
a self-employed person or freelancer	1	☐ → 228	☐ → 228	☐ → 228	☐ → 228	☐ → 228
an employee, public official	2	☐	☐	☐	☐	☐

227 Are you searching for a full-time or part-time job?

I am searching for…

		Person 1	Person 2	Person 3	Person 4	Person 5
a full-time job only.	1	☐	☐	☐	☐	☐
preferably a full-time job, but would also work part-time.	2	☐	☐	☐	☐	☐
a part-time job only.	3	☐	☐	☐	☐	☐
preferably a part-time job, but would also work full-time.	4	☐	☐	☐	☐	☐
a full-time or part-time job.	5	☐	☐	☐	☐	☐

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228 How long have you looked or did you look for (other) work?

		Person 1	Person 2	Person 3	Person 4	Person 5
Less than 1 month	1	☐	☐	☐	☐	☐
1 to less than 3 months	2	☐	☐	☐	☐	☐
3 to less than 6 months	3	☐	☐	☐	☐	☐
6 to less than 12 months	4	☐	☐	☐	☐	☐
1 to less than 1 ½ years	5	☐	☐	☐	☐	☐
1 ½ to less than 2 years	6	☐	☐	☐	☐	☐
2 to less than 4 years	7	☐	☐	☐	☐	☐
4 years or more	8	☐	☐	☐	☐	☐

229 Which group did you belong to directly before you started to look for work?

		Person 1	Person 2	Person 3	Person 4	Person 5
Persons in employment (also apprentices)	1	☐	☐	☐	☐	☐
Persons in full-time education or advanced training (e.g. students, pupils)	2	☐	☐	☐	☐	☐
Housewives/househusbands	3	☐	☐	☐	☐	☐
Persons doing compulsory military service/Federal Volunteer Service/civilian service	4	☐	☐	☐	☐	☐
Other (e.g. retired persons)	5	☐	☐	☐	☐	☐

230 If a paid job had been available in the reference week, could you have started it within the following 2 weeks?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
No	8	☐	☐	☐	☐	☐

231 Why would you not be able to start a new job within the following 2 weeks?

If there are several reasons, please mark the main one.

		Person 1	Person 2	Person 3	Person 4	Person 5
School or vocational education, studies	1	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Own illness, consequences of an accident	2	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Permanently reduced earning capacity, permanent disability	3	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Have to look after children	4	☐	☐	☐	☐	☐
Have to look after people with disabilities	5	☐	☐	☐	☐	☐
Have to look after people in need of care	6	☐	☐	☐	☐	☐
Other family responsibilities	7	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Other personal responsibilities	8	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Retirement	9	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233
Other main reason	10	☐ → 233	☐ → 233	☐ → 233	☐ → 233	☐ → 233

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232 Why do you personally look after children, people with disabilities or people in need of care?

If there are several reasons, please mark the main one.

		Person 1	Person 2	Person 3	Person 4	Person 5
There is no adequate care available in the vicinity.	1	☐	☐	☐	☐	☐
There is no adequate care available at the relevant times of the day.	2	☐	☐	☐	☐	☐
Adequate care is too expensive.	3	☐	☐	☐	☐	☐
I want to do it myself.	4	☐	☐	☐	☐	☐
Other essential reasons	9	☐	☐	☐	☐	☐

233 Were you registered with the employment agency or other employment authority in the reference week?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, registered as unemployed, received unemployment benefit I	1	☐	☐	☐	☐	☐
Yes, registered as unemployed, received citizen benefit	2	☐	☐	☐	☐	☐
Yes, but only looking for work	3	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

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234 Regarding your situation in the reference week: which category best describes it?

See also p. 82:
8 "Partial retirement" and
9 "Caregiver Leave Act/Family Caregiver Leave Act".

		Person 1	Person 2	Person 3	Person 4	Person 5
Salary earner, wage earner, public official (including temporary or professional soldiers, apprentices) and currently:						
on parental leave	1	☐	☐	☐	☐	☐
in partial retirement	2	☐	☐	☐	☐	☐
fully or partly released from work under the Caregiver Leave Act	3	☐	☐	☐	☐	☐
partly released from work under the Family Caregiver Leave Act	4	☐	☐	☐	☐	☐
Salary earner, wage earner, public official (including temporary or professional soldiers, apprentices) **not** on parental leave/in partial retirement/released from work	5	☐	☐	☐	☐	☐
Self-employed person, freelancer:						
without employees	6	☐	☐	☐	☐	☐
with employees	7	☐	☐	☐	☐	☐
Unpaid family worker in a family business	8	☐	☐	☐	☐	☐
In the Federal Volunteer Service (also social, ecological or cultural year), in voluntary military service	9	☐	☐	☐	☐	☐
Pupil, student	10	☐	☐	☐	☐	☐
Retired or in early retirement	11	☐	☐	☐	☐	☐
Unemployed	12	☐	☐	☐	☐	☐
Housewife/househusband, looking after children or people in need of care	13	☐	☐	☐	☐	☐
Permanently unfit for work	14	☐	☐	☐	☐	☐
Other	15	☐	☐	☐	☐	☐

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235 Now please think of the situation 12 months before the reference week. Which category best describes your situation at that time?

		Person 1	Person 2	Person 3	Person 4	Person 5
Employee, public official, apprentice	1	☐	☐	☐	☐	☐
Self-employed person, freelancer						
without employees	2	☐	☐	☐	☐	☐
with employees	3	☐	☐	☐	☐	☐
Unpaid family worker in a family business	4	☐	☐	☐	☐	☐
In the Federal Volunteer Service (also social, ecological or cultural year), in voluntary military service	5	☐	☐	☐	☐	☐
Pupil, student	7	☐ → 237	☐ → 237	☐ → 237	☐ → 237	☐ → 237
Permanently unfit for work	8	☐ → 237	☐ → 237	☐ → 237	☐ → 237	☐ → 237
Retired or in early retirement	9	☐ → 237	☐ → 237	☐ → 237	☐ → 237	☐ → 237
Unemployed	10	☐ → 237	☐ → 237	☐ → 237	☐ → 237	☐ → 237
Housewife/househusband, looking after children or people in need of care	11	☐ → 237	☐ → 237	☐ → 237	☐ → 237	☐ → 237
None of the above	12	☐ → 237	☐ → 237	☐ → 237	☐ → 237	☐ → 237

236 What is the branch of activity of the establishment in which you worked 12 months ago?

i If the establishment has **several locations**, please enter the main activity of the location, not of the whole enterprise.

If you are **a temporary employee**, please enter the branch of activity in which you worked 12 months ago.

Please state the **branch of activity** as accurately as possible, for example:

- food retailing (not: trade)
- machine tool industry (not: factory)
- facility management, caretaker services, business consultancy (not: services)
- software development (not: IT)

See also p. 83: 12 "Establishment (location)".

Person 1 .....

Person 2 .....

Person 3 .....

Person 4 .....

Person 5 .....

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237 Which are your main sources of livelihood?

See also p. 83: 16 "Main sources of livelihood".

		Person 1	Person 2	Person 3	Person 4	Person 5
Own employment	1	☐	☐	☐	☐	☐
Unemployment benefit I	2	☐	☐	☐	☐	☐
Citizen's benefit	3	☐	☐	☐	☐	☐
Public assistance, e.g. basic security in old age and in cases of reduced earning capacity, assistance for nursing care, continuous subsistence payments	4	☐	☐	☐	☐	☐
Pension based on my own entitlements	5	☐	☐	☐	☐	☐
Surviving dependant's pension	15	☐	☐	☐	☐	☐
Own property, savings, interest, renting, leasing, life interest retained for older people, life assurance, specific pensions fund (Versorgungswerk)	6	☐	☐	☐	☐	☐
Parental allowance	7	☐	☐	☐	☐	☐
Income of the parents	8	☐	☐	☐	☐	☐
Income of the partner, spouse or other relatives	14	☐	☐	☐	☐	☐
Maintenance payments or other regular payments received from other private households	9	☐	☐	☐	☐	☐
Training assistance (BAföG), scholarship/grant	10	☐	☐	☐	☐	☐
Benefits for asylum seekers	11	☐	☐	☐	☐	☐
Benefits from own long-term care insurance (long-term care allowance)	12	☐	☐	☐	☐	☐
Other financial support, e.g. early retirement payments, foster child allowance, sickness pay, loan in accordance with the Caregiver Leave Act or the Family Caregiver Leave Act	13	☐	☐	☐	☐	☐

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238 What was your personal net income (total of all income sources) in the month before the reference week?

The personal net income is calculated as gross earnings less taxes and less contributions to health, long-term care and unemployment insurance as well as to statutory pension insurance.

This includes:

- earnings from main and second job(s), extra payments (e.g. Christmas bonus, severance pay, bonus payments)
- pensions
- unemployment benefit I, citizen's benefit
- basic security in old age and in cases of reduced earning capacity, assistance for nursing care, continuous subsistence payments and other public assistance benefits
- family-related social benefits (e.g. children's allowance, parental allowance, supplementary child benefit, maternity benefit, maintenance advance payment)
- other public benefits (e.g. housing and heating benefits, housing allowance, foster care allowance, long-term care allowance, training assistance (BAföG))
- maintenance payments or other regular payments received from other private households
- further income and receipts (e.g. entrepreneurial income, income from renting and leasing, interest, dividends)

See also p. 83: 17 "Net income".

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		Person 1	Person 2	Person 3	Person 4	Person 5
Personal net income: Code from list 238		⌐⌐	⌐⌐	⌐⌐	⌐⌐	⌐⌐
I had no income.	90	☐	☐	☐	☐	☐

List 238

Less than 250 euros	1	3 000 to less than 3 250 euros	13
250 to less than 500 euros	2	3 250 to less than 3 500 euros	14
500 to less than 750 euros	3	3 500 to less than 4 000 euros	15
750 to less than 1 000 euros	4	4 000 to less than 4 500 euros	16
1 000 to less than 1 250 euros	5	4 500 to less than 5 000 euros	17
1 250 to less than 1 500 euros	6	5 000 to less than 6 000 euros	18
1 500 to less than 1 750 euros	7	6 000 to less than 7 000 euros	19
1 750 to less than 2 000 euros	8	7 000 to less than 8 000 euros	20
2 000 to less than 2 250 euros	9	8 000 to less than 10 000 euros	21
2 250 to less than 2 500 euros	10	10 000 to less than 15 000 euros	22
2 500 to less than 2 750 euros	11	15 000 to less than 25 000 euros	23
2 750 to less than 3 000 euros	12	25 000 euros or over	24

239 What was the total net income of your household in the month before the reference week?

i **The net income of the household** is the sum of the net incomes of all people in the household.

Monthly amount (full euros)

Net household income ..... ⌊_____⌋

If you cannot specify an exact amount, please indicate the applicable net household income code:
Code from list 239 ..... ⌊__⌋

List 239

Less than 250 euros	1	3 000 to less than 3 250 euros	13
250 to less than 500 euros	2	3 250 to less than 3 500 euros	14
500 to less than 750 euros	3	3 500 to less than 4 000 euros	15
750 to less than 1 000 euros	4	4 000 to less than 4 500 euros	16
1 000 to less than 1 250 euros	5	4 500 to less than 5 000 euros	17
1 250 to less than 1 500 euros	6	5 000 to less than 6 000 euros	18
1 500 to less than 1 750 euros	7	6 000 to less than 7 000 euros	19
1 750 to less than 2 000 euros	8	7 000 to less than 8 000 euros	20
2 000 to less than 2 250 euros	9	8 000 to less than 10 000 euros	21
2 250 to less than 2 500 euros	10	10 000 to less than 15 000 euros	22
2 500 to less than 2 750 euros	11	15 000 to less than 25 000 euros	23
2 750 to less than 3 000 euros	12	25 000 euros or over	24

240 Are you 15 years or older?

	Person 1	Person 2	Person 3	Person 4	Person 5
Yes	☐	☐	☐	☐	☐
No	☐ → 272	☐ → 272	☐ → 272	☐ → 272	☐ → 272

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241 What is your average monthly net salary/wage?

Additional earnings such as vacation bonuses, 13th month's salary or performance bonuses have to be considered pro rata (sum divided by 12).

People on parental leave should refer to the period before they received parental allowance.

If you have **more than one job,** your answer should refer to the job in which you work the most hours.

See also p. 84: 18 "Net salary, wage".

	Person 1	Person 2	Person 3	Person 4	Person 5
Net salary/wage: Code from List 241	→ 243	→ 243	→ 243	→ 243	→ 243
Not applicable as I am not in employment.	→ 243	→ 243	→ 243	→ 243	→ 243
Not applicable because I am an unpaid family worker.	→ 243	→ 243	→ 243	→ 243	→ 243
Not applicable because self-employed, freelancer.					

List 241

Less than 250 euros	1	3 000 to less than 3 250 euros	13
250 to less than 500 euros	2	3 250 to less than 3 500 euros	14
500 to less than 750 euros	3	3 500 to less than 4 000 euros	15
750 to less than 1 000 euros	4	4 000 to less than 4 500 euros	16
1 000 to less than 1 250 euros	5	4 500 to less than 5 000 euros	17
1 250 to less than 1 500 euros	6	5 000 to less than 6 000 euros	18
1 500 to less than 1 750 euros	7	6 000 to less than 7 000 euros	19
1 750 to less than 2 000 euros	8	7 000 to less than 8 000 euros	20
2 000 to less than 2 250 euros	9	8 000 to less than 10 000 euros	21
2 250 to less than 2 500 euros	10	10 000 to less than 15 000 euros	22
2 500 to less than 2 750 euros	11	15 000 to less than 25 000 euros	23
2 750 to less than 3 000 euros	12	25 000 euros or over	24

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242 What are your average monthly net earnings?

Please take into account the average monthly earnings/profit of the last 12 months (sum divided by 12).

See also p. 84:
19 "Net earnings of self-employed".

	Person 1	Person 2	Person 3	Person 4	Person 5
Net earnings:	⌊_⌊_⌊	⌊_⌊_⌊	⌊_⌊_⌊	⌊_⌊_⌊	⌊_⌊_⌊

List 242

Less than 250 euros	1	3 000 to less than 3 250 euros	13
250 to less than 500 euros	2	3 250 to less than 3 500 euros	14
500 to less than 750 euros	3	3 500 to less than 4 000 euros	15
750 to less than 1 000 euros	4	4 000 to less than 4 500 euros	16
1 000 to less than 1 250 euros	5	4 500 to less than 5 000 euros	17
1 250 to less than 1 500 euros	6	5 000 to less than 6 000 euros	18
1 500 to less than 1 750 euros	7	6 000 to less than 7 000 euros	19
1 750 to less than 2 000 euros	8	7 000 to less than 8 000 euros	20
2 000 to less than 2 250 euros	9	8 000 to less than 10 000 euros	21
2 250 to less than 2 500 euros	10	10 000 to less than 15 000 euros	22
2 500 to less than 2 750 euros	11	15 000 to less than 25 000 euros	23
2 750 to less than 3 000 euros	12	25 000 euros or over	24

Educational and vocational attainment

243 Do you hold a general school certificate?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes		☐	☐	☐	☐	☐
No/Not yet	8	☐ → 247	☐ → 247	☐ → 247	☐ → 247	☐ → 247

244 Which is your highest qualification?

Please convert qualifications gained abroad to German equivalents.

		Person 1	Person 2	Person 3	Person 4	Person 5
School certificate obtained after no more than 7 years of school attendance	1	☐	☐	☐	☐	☐
Secondary general school certificate (also former school type starting with grade 1)	2	☐	☐	☐	☐	☐
School of general education in the GDR						
school certificate obtained after grade 8 or 9	3	☐	☐	☐	☐	☐
school certificate obtained after grade 10	4	☐	☐	☐	☐	☐
Intermediate school certificate, intermediate school-leaving certificate or equivalent	5	☐	☐	☐	☐	☐
Entrance qualification for universities of applied sciences	6	☐	☐	☐	☐	☐
Higher education entrance qualification (general or subject-restricted)	7	☐	☐	☐	☐	☐
Certificate of special school	8	☐	☐	☐	☐	☐

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245 Did you obtain your general school certificate in Germany or abroad?

		Person 1	Person 2	Person 3	Person 4	Person 5
Germany	1	☐ → 247	☐ → 247	☐ → 247	☐ → 247	☐ → 247
Abroad	2	☐	☐	☐	☐	☐

246 How long did you attend school?

Please round to the nearest year.

	Person 1	Person 2	Person 3	Person 4	Person 5
Number of years in school	☐☐	☐☐	☐☐	☐☐	☐☐

247 Do you have a vocational training qualification or a higher education degree?

i People who have completed a pre-vocational training year, on-the-job training or an internship of at least 12 months should also indicate "Yes" here.

A higher education degree also includes a degree from a university of applied sciences.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐ → 249	☐ → 249	☐ → 249	☐ → 249	☐ → 249
No/Not yet	8	☐	☐	☐	☐	☐

248 In what year did you obtain your highest qualification from a school of general education?

	Person 1	Person 2	Person 3	Person 4	Person 5
Year	☐☐☐☐ → 255	☐☐☐☐ → 255	☐☐☐☐ → 255	☐☐☐☐ → 255	☐☐☐☐ → 255
Not applicable as I have no general school certificate (yet).	☐ → 255	☐ → 255	☐ → 255	☐ → 255	☐ → 255

249 In what year did you obtain your highest vocational qualification or your higher education degree?

	Person 1	Person 2	Person 3	Person 4	Person 5
Year	☐☐☐☐	☐☐☐☐	☐☐☐☐	☐☐☐☐	☐☐☐☐

250 Did you obtain your highest vocational qualification or higher education degree in Germany or abroad?

		Person 1	Person 2	Person 3	Person 4	Person 5
Germany	1	☐	☐	☐	☐	☐
Abroad	2	☐	☐	☐	☐	☐

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251 Which is your highest qualification?

Please convert qualifications gained abroad to German equivalents.

		Person 1	Person 2	Person 3	Person 4	Person 5
Vocational qualification attained						
Apprenticeship, vocational training in the dual system	4	☐ → 254	☐ → 254	☐ → 254	☐ → 254	☐ → 254
Certificate qualifying for an occupation obtained from a full-time vocational school or from a secondary school offering general as well as vocational education to pupils aged 16 to 19	5	☐ → 254	☐ → 254	☐ → 254	☐ → 254	☐ → 254
Preparatory training for the intermediate service in public administration	6	☐ → 254	☐ → 254	☐ → 254	☐ → 254	☐ → 254
On-the-job training	1	☐ → 255	☐ → 255	☐ → 255	☐ → 255	☐ → 255
Internship	2	☐ → 255	☐ → 255	☐ → 255	☐ → 255	☐ → 255
Pre-vocational training year	3	☐ → 255	☐ → 255	☐ → 255	☐ → 255	☐ → 255
Training centre/school for health-care service occupations and social occupations:						
one year (e.g. geriatric care assistant)	7	☐ → 254	☐ → 254	☐ → 254	☐ → 254	☐ → 254
two years (e.g. masseur/masseuse, pharmaceutical laboratory assistant)	8	☐ → 254	☐ → 254	☐ → 254	☐ → 254	☐ → 254
three years (e.g. physiotherapy, medical laboratory assistant, geriatric care)	9	☐ → 254	☐ → 254	☐ → 254	☐ → 254	☐ → 254
Nursery teacher/educator	10	☐ → 254	☐ → 254	☐ → 254	☐ → 254	☐ → 254
Master craftsman/craftswoman	11	☐ → 254	☐ → 254	☐ → 254	☐ → 254	☐ → 254
Technician's qualification or equivalent trade and technical school certificate	12	☐ → 254	☐ → 254	☐ → 254	☐ → 254	☐ → 254
Specialised and engineering schools of the GDR	13	☐ → 254	☐ → 254	☐ → 254	☐ → 254	☐ → 254
Specialised academy (in Bayern only)	14	☐ → 254	☐ → 254	☐ → 254	☐ → 254	☐ → 254
Higher education institutions						
Diplom degree, Bachelor's, Master's, state examination e.g. for the teaching profession						
Vocational academy	15	☐	☐	☐	☐	☐
College of public administration	16	☐	☐	☐	☐	☐
University of applied sciences (also college of engineering), cooperative state university (in Baden-Württemberg, Schleswig-Holstein and Thüringen)	17	☐	☐	☐	☐	☐
University (also college of art and music, college of education, college of theology)	18	☐	☐	☐	☐	☐
Doctoral degree	19	☐ → 253	☐ → 253	☐ → 253	☐ → 253	☐ → 253

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252 What is the title of the highest degree you obtained from a higher education institution?

		Person 1	Person 2	Person 3	Person 4	Person 5
Bachelor's	1	☐	☐	☐	☐	☐
Master's	2	☐	☐	☐	☐	☐
Diplom degree, state examination e.g. for the teaching profession, artistic and comparable degrees	3	☐	☐	☐	☐	☐

253 Did you work on your doctorate in the reference week or the preceding 12 months?

i This refers only to doctorates that are supported by a doctoral supervisor.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

254 In what (main) field did you obtain your highest vocational qualification or higher education degree?

i **Fields of vocational training are** e.g. care for the elderly, floristry, bricklayer, mechatronics technician, care assistant, industrial clerk.

Fields of study are e.g. mechanical engineering, production engineering, agricultural science, teacher training course (grammar school).

Person 1 .....

Person 2 .....

Person 3 .....

Person 4 .....

Person 5 .....

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255 Did you work in an establishment or an organisation as part of your vocational training/ studies?

(voluntary information)

i Please take into account also internships, irrespective of whether or not they were paid. However, activities that were not part of the vocational training/studies do not count.

If you have dropped out of vocational training/ studies, your answer should refer to vocational training/studies, you have dropped out of.

Persons who have completed company-based vocational training please indicate "Yes".

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐ → 258	☐ → 258	☐ → 258	☐ → 258	☐ → 258

256 For how many months did you work in total?

(voluntary information)

i If you did different internships and the like, please add up the times.

In case of company-based vocational training, please indicate the length of company-based training here.

		Person 1	Person 2	Person 3	Person 4	Person 5
Less than 1 month	1	☐ → 258	☐ → 258	☐ → 258	☐ → 258	☐ → 258
1 month to 6 months	2	☐	☐	☐	☐	☐
More than 6 months	3	☐	☐	☐	☐	☐

257 Did you receive pay or expense allowance?

(voluntary information)

Please mark "Yes" even if you received money only for part of that work.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

Continuing education and training

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258 In the 4 weeks before the reference week, did you participate in continuing general or vocational training, such as courses, seminars, training sessions or workshops?

i By training, we mean all continuing education measures

- in your free time or in a professional context,
- in person, online or directly at the workplace
- irrespective of their duration (over a longer period or just one hour)

It also includes continuing education that is still ongoing.

Continuing general training includes measures such as language courses, computer courses, training courses, health education or political education courses, first-aid courses, private lessons, training for voluntary work.

Continuing vocational training includes measures such as training by superiors, colleagues or trainers, advanced training (e.g. EDP, IT, rhetoric, soft skills) or courses and further training programmes to adapt to new (technological) developments or to prepare for new tasks in the job.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐ → 262	☐ → 262	☐ → 262	☐ → 262	☐ → 262

259 What was the purpose of the courses or seminars?

		Person 1	Person 2	Person 3	Person 4	Person 5
Mainly vocational	1	☐	☐	☐	☐	☐
Mainly private	2	☐	☐	☐	☐	☐

260 How many hours in total did you spend on courses/ seminars in the 4 weeks before the reference week (excluding time for preparation and follow-up)?

ℹ Hours lasting 60 minutes.

Round up to the nearest full hour.

Number of hours .....

Person 1	Person 2	Person 3	Person 4	Person 5

261 What was the subject of your latest course or seminar?

ℹ **Subjects of continuing training** are e.g.
- word processing, pottery, insolvency law, German as a foreign language, rhetoric, tax law, private music lessons, sailing certificate, financial investments
- application programming, database administration, network support, office administration, sales, marketing, public relations work, quality management, human resources management, management and leadership

Person 1 .....

Person 2 .....

Person 3 .....

Person 4 .....

Person 5 .....

262 In the 12 months before the reference week, did you participate in continuing general or vocational training, such as courses, seminars, training sessions or workshops?

ℹ By training, we mean all continuing education measures
- in your free time or in a professional context,
- in person, online or directly at the workplace
- irrespective of their duration (over a longer period or just one hour)

It also includes continuing education that is still ongoing.

Continuing general training includes measures such as language courses, computer courses, training courses, health education or political education courses, first-aid courses, private lessons, training for voluntary work.

Continuing vocational training includes measures such as training by superiors, colleagues or trainers, advanced training (e.g. EDP, IT, rhetoric, soft skills) or courses and further training programmes to adapt to new (technological) developments or to prepare for new tasks in the job.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐ → 266	☐ → 266	☐ → 266	☐ → 266	☐ → 266

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263 What was the purpose of the courses or seminars?

		Person 1	Person 2	Person 3	Person 4	Person 5
Vocational	1	☐	☐	☐	☐	☐
Private	2	☐	☐	☐	☐	☐
Both vocational and private	3	☐	☐	☐	☐	☐

264 How many hours in total did you spend on courses/ seminars in the 12 months before the reference week (excluding time for preparation and follow-up)?

i Hours lasting 60 minutes.

Round up to the nearest full hour.

	Person 1	Person 2	Person 3	Person 4	Person 5
Number of hours					

265 What was the subject of your latest course or seminar?

i **Subjects of continuing training** are e.g.
- word processing, pottery, insolvency law, German as a foreign language, rhetoric, tax law, private music lessons, sailing certificate, financial investments
- application programming, database administration, network support, office administration, sales, marketing, public relations work, quality management, human resources management, management and leadership

Person 1	
Person 2	
Person 3	
Person 4	
Person 5	

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Pension insurance

266 Do you receive an old-age pension from statutory pension insurance?

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐ → 268	☐ → 268	☐ → 268	☐ → 268	☐ → 268
No	8	☐	☐	☐	☐	☐

267 Were you insured under the statutory pension insurance scheme in the reference week?

i See also p. 84: 20 "Statutory pension insurance".

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes, compulsorily insured	1	☐	☐	☐	☐	☐
Yes, voluntarily insured	2	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

Internet access and internet use

268 Did you use the internet in the last 3 months?

i You may have used the internet at any location (at home, at work or other places) via any internet-enabled device (e.g. desktop PC, laptop, tablet, smartphone, game console, e-book reader).

Please note: Internet use also includes receiving/sending e-mails, messaging (e.g. via WhatsApp), gaming, streaming, online/mobile banking.

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐	☐	☐	☐	☐
No	8	☐	☐	☐	☐	☐

Your health

269 How is your health in general?

(voluntary information)

Please mark only one box.

		Person 1	Person 2	Person 3	Person 4	Person 5
Very good	1	☐	☐	☐	☐	☐
Good	2	☐	☐	☐	☐	☐
Fair	3	☐	☐	☐	☐	☐
Bad	4	☐	☐	☐	☐	☐
Very bad	5	☐	☐	☐	☐	☐

270 Are you restricted from activities in normal everyday life due to a health problem? Would you say you are …

(voluntary information)

		Person 1	Person 2	Person 3	Person 4	Person 5
Severely limited	1	☐	☐	☐	☐	☐
Limited but not severely	2	☐	☐	☐	☐	☐
Not limited	8	☐ → 272	☐ → 272	☐ → 272	☐ → 272	☐ → 272

271 How long have you been affected by these limitations?

(voluntary information)

		Person 1	Person 2	Person 3	Person 4	Person 5
Less than 6 months	1	☐	☐	☐	☐	☐
6 months or more	2	☐	☐	☐	☐	☐

Participation in the survey

272 Have you answered the questions yourself?

(voluntary information)

		Person 1	Person 2	Person 3	Person 4	Person 5
Yes	1	☐ → End	☐ → End	☐ → End	☐ → End	☐ → End
No, another household member has answered the questions.	2	☐	☐	☐	☐	☐
No, someone not living in the household has answered the questions.	3	☐ → End	☐ → End	☐ → End	☐ → End	☐ → End

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273 Which household member has answered the questions?

(voluntary information)

Please enter the number (see flap) of the person who has answered the questions. .....

Person 1	Person 2	Person 3	Person 4	Person 5
⌊_⌋	⌊_⌋	⌊_⌋	⌊_⌋	⌊_⌋

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Explanatory notes on the questionnaire

1 Type of residential building

Single-family house:

A single-family house usually contains one dwelling. Sometimes such a house contains an additional (granny) flat. This is a second dwelling which is however subordinate to the main dwelling. If the additional flat is used by the same household as the main dwelling or if it cannot be used by a separate household (e.g. main door cannot be locked, no sanitary facilities), the house is to be considered as a single-family house. Otherwise, the house with an additional (granny) flat is a multi-family house.

- Detached
  A detached single-family house is a building that does not share a wall with any other occupied building.

- Semi-detached
  Please indicate semi-detached if the building is joined to just one other building.

- Terraced
  A row of more than two single-family houses regardless of whether the building is an end-of-terrace or mid-terrace house.

Multi-family house:

Multi-family houses usually contain several dwellings that can be locked separately.

- Detached
  A detached multi-family house is a building that does not share a wall with any other occupied building.

- Terraced
  A terraced multi-family house is a building that shares one or more walls with other buildings or parts of buildings. The buildings do not need to have the same design and may be arranged in a staggered line or at different levels. This includes end-of-terrace houses.

2 Dwelling

A dwelling is defined as a self-contained unit for residential use that usually consists of adjoining rooms and enables the occupants to maintain one or several households (e.g. shared dwelling).

Dwellings have a separate entrance with direct access from the outside, a staircase or vestibule. The dwelling may include cellar or attic rooms that have been converted for residential use.

Accordingly, single-family houses, semi-detached houses or terraced houses usually contain 1 dwelling. If there are one or more additional (granny) flats, the number of dwellings increases to 2 or more, provided that the aforementioned conditions apply.

3 Living floor space

The total living floor space of the dwelling is the cumulative floor space of all rooms in the dwelling. Rooms outside the self-contained dwelling (e.g. mansards) and cellar and attic rooms converted for residential use also form part of the dwelling.

The living floor space of a rented dwelling is usually stated in the tenancy agreement.

If you calculate the living floor space yourself please include the individual areas as follows:

- the full living floor space of rooms with a clear height of at least 2 metres;
- half the living floor space of rooms or of floor areas under a sloping ceiling in rooms with a clear height of at least 1 metre but less than 2 metres;
- a quarter of the floor space of balconies, loggias, roof gardens.

4 Main tenant with subtenant

In the case of subletting, please state the monthly rent for the whole dwelling, not just for the dwelling areas occupied by the main tenant.

5 Payment of rent in event of receipt of services from the Employment Agency (Employment Office)

Recipients of benefits whose rent is paid in full or in part by the employment agency (job centre) are to state the full amount of rent and incidental rental expenses paid to the landlord/landlady or property management.

6 Today's territory

"Today's territory" refers to the national borders of the Federal Republic of Germany as of 3 October 1990.

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7 Citizenship

German by birth

Please mark "German by birth" also in these cases:

- Expellees:
  People who did not acquire German citizenship by birth but acquired it due to their **recognition as persons of ethnic German origin** in accordance with Section 1 of the Federal Expellees Act **and** who **immigrated** to today's territory of Germany **before 1950**, please mark "German by birth".
  For those who immigrated in 1950 or later, please see the notes on ethnic German repatriates.

- If you were temporarily deprived of German citizenship that you had acquired by birth, please mark "German by birth".

- Children of a parent of German citizenship:
  Children born within marriage to a German mother and a foreign father after 1 April 1953 and before 1 January 1975 and who, consequently, acquired German citizenship by means of a declaration or by naturalisation please mark "German by birth".
  Children born outside marriage to a German father and a foreign mother before 1 July 1993 and who acquired German citizenship by naturalisation please mark "German by birth".
  People who acquired German citizenship by legitimation (e.g. subsequent marriage of the parents of a child born outside marriage) by 30 June 1998 please mark "German by birth".
  People who have acquired German citizenship since 2021 by means of a declaration in accordance with Section 5 of the Nationality Act please mark "German by birth".

- People born in Saarland:
  People born in Saarland between 1947 and 1956, at least one of whose parents had German citizenship when the child was born, please mark "German by birth" even if they had French citizenship at the time of birth.

Ethnic German repatriates with and without naturalisation

- People who came to Germany as ethnic German repatriates between 1993 and 2000 received an official certificate of naturalisation (not a certificate in accordance with Section 7 of the Nationality Act). In this case, please mark "As a naturalised (ethnic) German repatriate".

- For people who have been granted German citizenship on the grounds of their eligibility for naturalisation as an ethnic German repatriate: please mark "As a naturalised (ethnic) German repatriate".

- For people with a certificate in accordance with Section 7 of the Nationality Act: please mark "As a non-naturalised (ethnic) German repatriate".

Notes on "German by naturalisation" in case of marriage

People who acquired German citizenship by marriage or by a declaration or naturalisation due to marriage please mark "German by naturalisation".

8 Partial retirement

The Act on Facilitating a Smooth Transition to Retirement provides the framework conditions for partial retirement agreements between employers and employees. The employment agency promotes part-time work arrangements for employees who reduce their working hours to half of the regular working time when they are 55 years old or older.

If you are in the release phase of partial retirement under the block model, please base all your answers regarding your job on the conditions that applied before the release phase commenced.

Example: Before the release phase, you were working full-time in an establishment and had a 39.5 hour working week. Then please enter this information in any questions regarding your occupation, branch of economic activity, duration of employment etc. For the question on the usual number of hours worked, you would then enter the contractually agreed working time of 39.5 hours. Your actual hours of work would be 0 hours.

9 Caregiver Leave Act/Family Caregiver Leave Act

Employees have the right to be temporarily released from work to look after close relatives at home. They may choose between two different release options:

Under the Caregiver Leave Act, employees may be released from work on a full-time or part-time basis for a maximum of six months to look after a close relative in need of care.

Since 2015 there has been a legal right to family caregiver leave. This allows employees to reduce their weekly working hours if they care for relatives in need of care in their home environment.

10 Categorisation of job

If you are self-employed and only employ unpaid family workers (no wage or salary), please mark the category "Self-employed without employees". Those who work freelance or on a contract basis are considered as self-employed, including people who provide tuition, give private lessons or babysit. If you work without pay in a business owned by a family member or relative, you are an unpaid family worker. If you receive pay for your work, please indicate "salary earner, wage earner".

Public officials include officials employed by the Protestant Church and the Roman Catholic Church. "Insurance officers" and "bank officers" should classify themselves as salary earners, wage earners. This category also includes skilled workers, semi-skilled workers and unskilled workers.

If you are an intern, a (paid) trainee or a volunteer in the Federal Volunteer Service in your additional job, please indicate "salary earner, wage earner".

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11 Marginal employment

In the case of marginal employment, that is, a 603-euros job (also referred to as mini-job; with a pay of up to 603 euros per month on a yearly average basis), the employer pays flat-rate contributions to pension and health insurance and a lump-sum tax rate.

A job is also considered to be marginal employment if it is limited to a maximum of three months or 70 days worked per year.

People in a one-euro job continue to receive citizen's benefit plus an additional expenses allowance of usually 1 to 2 euros per hour worked.

12 Establishment (location)

An establishment is the location where you work (e.g. a shop, freelancer's office, agricultural holding, location of an enterprise, body governed by public law, etc.).

A location (e.g. a specific establishment of an enterprise) may comprise several separate work places (such as a production site, a warehouse and an administrative building all on the business premises). The people working at those work places belong to one and the same establishment.

The people working in an establishment include part-time workers, apprentices, working proprietors and unpaid family workers.

13 Income earned in the last 12 months

The question refers to the proportion of the total income rather than to the number of orders.

Examples:

- For client 1, 8 orders were completed for a total of 1,000 euros. This is 25% of the income earned and 80% of the work performed.
- For client 2, 1 order was completed for 2,000 euros. This is 50% of the income earned and 10% of the work performed.
- For client 3, 1 order was completed for 1,000 euros. This is 25% of the income earned and 10% of the work performed.

Although, in the first example, client 1 accounts for 80% of the work performed, the question has to be answered by "No" because less than 75% of the total income was received from client 1.

14 Stand-by duty

The whole period of stand-by duty is to be included in the weekly working hours. Stand-by duty means that an employee has to be on stand-by at a place specified by the employer to perform work if necessary.

This is to be distinguished from on-call duty. On-call duty means that the employee is free to decide where to stay. The employee is required to start work within reasonable time if the need arises. In this case, only the actual hours worked and the travelling time count as working time.

15 Working at home

Employees work at home if they carry out all or some of their work at home such as

- employees who work at home (home office, mobile working at home),
- home workers,
- travelling salespersons who prepare for appointments with clients and
- teachers who prepare lessons or correct exams at home as part of their job.

"Work at home" is done, for example, by self-employed persons in artistic or professional activities who work wholly or partly in a part of their living accommodation that has been set aside for the purpose (e.g. an artist's studio).

However, it is not considered "work at home" if for personal reasons or due to time constraints employees work at home during their leisure time without compensation.

Doctors or tax consultants do not work at home if their practice or office is adjacent to their living accommodation but contains a separate entrance. The same applies to farmers who work in their fields, stables or in other buildings that are not part of their living accommodation.

16 Main sources of livelihood

If you are in employment, this does not have to be your main source of livelihood (e.g. the living expenses of apprentices are often paid by their parents). If you pay your living expenses mainly from what you earn in marginal employment, please enter employment. Pensioners who are still in employment may live mainly on what they earn or on their pension, depending on the amount of benefits they receive.

Regular payments of life assurance companies (including benefits paid by pension funds of specific liberal professions such as doctors or pharmacists) are regarded as maintenance payments from own property.

17 Net income

Please also include:

- benefits paid to encourage capital formation,
- advances,
- rent paid for company-owned housing,
- interest received, dividends, other property income and similar amounts,
- income in kind (e.g. foodstuffs, free coal for miners).

Long-term care benefits in kind (provided by care homes and home care services) are not to be included here.

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18 Net salary, wage

Enter the average net amount paid to you each month for your work minus wage tax, church tax, social security contributions, basic amounts payable to private health insurance, and the like. Please include additional pay for overtime, shift work, business trips, employer's meal subsidies, and the like. If you have several jobs, enter the amount for the main job with the longest working hours.

Annual payments (e.g. vacation bonus, 13th month's salary, performance bonuses, bonus payments, share in profits) have to be added to the monthly income pro rata. People with one-euro jobs enter the amount they are paid in addition to unemployment benefit, citizen's benefit.

If you started a new job or reduced/increased your working hours last year, please consider the net earnings paid to you last month.

19 Net earnings of self-employed

If you started new self-employment or reduced/increased the working hours of your existing self-employment last year, please consider the net earnings available to you last month.

20 Statutory pension insurance

You have statutory pension insurance if you are insured with the German Federal Pension Insurance (Deutsche Rentenversicherung Bund, formerly BfA, LVA) or the German Pension Insurance Miners, Railway and Maritime (Knappschaft-Bahn-See).

This includes the statutory pension insurance of a foreign country (e.g. people who live in Germany but are employed subject to social insurance contributions in a neighbouring country).

You also have statutory pension insurance if you
- pay contributions to the agricultural pension fund,
- work in a Federal Volunteer Service,
- do a year of voluntary work in the social, cultural or ecological sector,
- do voluntary military service, or
- do reserve duty training as a soldier.

Statutory pension insurance is compulsory mainly for wage earners, salary earners and certain self-employed persons (e.g. home workers with no more than two assistants from outside their family). Public officials and comparable salary earners (employees of health insurance institutions with public official status), self-employed persons (with few exceptions) and unpaid family workers without a working contract are exempted from compulsory pension insurance.

Contributions are paid for unemployed persons who receive unemployment benefit I. They are therefore regarded as liable to compulsory statutory pension insurance. With effect from 1 January 2011, contributions are no longer paid for unemployed persons receiving citizen's benefit. They are not liable to compulsory insurance.

This does not refer to company old-age pension schemes, public officials' pension scheme, occupational pension schemes and private old-age pension schemes (e.g. state-sponsored private pension plan according to "Riester", life assurance and the like).

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Notification in accordance with Section 17 of the Federal Statistics Act (BStatG)[1] and with the General Data Protection Regulation (EU) 2016/679 (GDPR)[2]

Purpose, type and scope of the survey
The microcensus collects statistical data on the population and the labour market as well as on income, living conditions and housing circumstances of households on a representative basis. The data are collected based on different survey components. The survey units are persons, households and dwellings.

The purpose of the microcensus is to provide statistical data, with a detailed subject-related breakdown, on the population structure, the economic and social situation of the population, of families and households, on the labour market, the occupational structure and education of the labour force, and on the housing circumstances. It also serves to meet European obligations. Every year, up to one percent of the population may be surveyed. In every sampling district, the survey is conducted not more than four times within five consecutive calendar years. Data for the additional survey component concerning labour market participation will be collected from a maximum of 45 percent of the microcensus respondents.

Legal basis, obligation to provide information
The legal basis is provided by the Microcensus Act (MZG), Regulation (EU) 2019/1700, Implementing Regulations (EU) 2019/2240, (EU) 2019/2180, (EU) 2019/2181, (EU) 2019/2241 and (EU) 2021/861, Delegated Regulations (EU) 2020/256, (EU) 2020/257, (EU) 2021/859, (EU) 2020/2175 and (EU) 2023/167 in conjunction with the Federal Statistics Act (BStatG) and Article 6 (1) letter e) of the General Data Protection Regulation.

Data are collected in accordance with Section 6 (1) nos. 1 to 4, no. 5 letters a and b, nos. 6 to 10, Section 6 (2) and Section 7 (1), (2) and (5) of the Microcensus Act.

The obligation to provide information is laid down in Section 11 of the Microcensus Act in conjunction with Section 15 of the Federal Statistics Act.

In accordance with those provisions, all adults and all minors living in households of their own are obliged to provide information, and in each case also on minor household members.

Any household member who is obliged to provide information is also obliged to provide information for adult household members who cannot do so themselves. If there is no other household member who is obliged to provide information and if a custodian has been appointed for the person not able to provide the information himself/herself, the custodian is obliged to provide the information to the extent that the custodian's duties include such provision of information. If a person who is unable to provide the information himself/herself nominates a trusted person to provide the required information on his/her behalf, the adult household members or the custodian will no longer be obliged to provide the relevant information.

Unless there are indications to the contrary, it is presumed, in accordance with Section 13 (8) of the Microcensus Act, that all people in the household who are obliged to provide information are also authorised to do so on behalf of the other people living in the household. This applies accordingly to confirmation of the data collected in the previous year. The legal presumption of authorisation can be objected to at any time.

The obligation to provide information on the auxiliary variable "first name and surname of the main tenant/owner-occupier" applies to the main tenant/owner-occupier or, alternatively, to the persons mentioned above.

If respondents provide no information or provide information which is incomplete, incorrect or late, they can be encouraged to provide the information through imposition of a coercive penalty in accordance with the Administrative Enforcement Acts of the Länder.

Pursuant to Section 23 of the Federal Statistics Act, a regulatory offence is committed by anyone who
- contrary to Section 15 (1), sentence 2, (2) and (5), sentence 1, of the Federal Statistics Act, wilfully or negligently provides no information, or provides information which is late, incomplete or untrue, or
- contrary to Section 15 (3) of the Federal Statistics Act does not give a reply in the prescribed format.
- The regulatory offence is punishable by a fine not exceeding five thousand euros.

Pursuant to Section 15 (7) of the Federal Statistics Act, objections and rescissory actions against the summons to provide information will have no suspensive effect.

Questions where the provision of information is voluntary are specially marked in the questionnaire.

The legal basis for evaluations of data on the type and extent of the provision of information (e.g. device used or time spent) is Section 6 (1), sentence 1, no. 2 of the Federal Statistics Act.

Controller
The controller responsible for processing your data is the statistical office responsible for your Land. The contact details are available at: https://www.statistikportal.de/de/statistische-aemter.

Confidentiality
The individual data collected are always kept confidential in accordance with Section 16 of the Federal Statistics Act. Individual data may be passed on only in exceptional cases explicitly regulated by law.

Individual data may in particular be transmitted to:
- public agencies and institutions within the official statistics network which are entrusted with the production of federal or European statistics (e. g. the statistical offices of the Länder, the Deutsche Bundesbank, the Statistical Office of the European Union [Eurostat]),
- service providers with whom a contractual relationship exists (here: Federal Information Technology Centre (ITZBund) as the IT service provider of the Federal Statistical Office, computer centres of the Länder).

A list of regularly contracted IT service providers can be found here: https://www.statistikportal.de/de/statistische-aemter.

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1 The up-to-date wording of the relevant national legal provisions can be found at https://www.gesetze-im-internet.de/. (search terms "Bundesstatistikgesetz" (BStatG) or "Mikrozensusgesetz" (MZG))
2 The EU legal acts in their up-to-date versions and in the German language are available on the website of the Publications Office of the European Union at: https://eur-lex.europa.eu/.

Notification in accordance with Section 17 of the Federal Statistics Act (BStatG)[1] and with the General Data Protection Regulation (EU) 2016/679 (GDPR)[2]

Pursuant to Section 16 (6) of the Federal Statistics Act, institutions of higher education or other institutions tasked with independent scientific research may, for the purpose of carrying out scientific projects, be provided

1. with individual data if attributing the anonymised individual data to the relevant respondents or data subjects requires unreasonable effort in terms of time, cost and manpower (de facto anonymised individual data),
2. with access to individual data not including name and address (formally anonymised individual data) within specially protected areas of the Federal Statistical Office and the statistical offices of the Länder, if effective measures are in place to safeguard confidentiality.

Article 11 of Regulation (EU) 2019/1700 establishing a common framework for European statistics relating to persons and households provides for the transmission of individual data to the Commission (Eurostat).

Pursuant to Article 7 (1) of Regulation (EU) 557/2013 concerning access to confidential data for scientific purposes, Eurostat may - within its own access facilities or within other access facilities accredited by Eurostat - grant access to individual data not including name and address for scientific purposes.

Pursuant to Article 7 (2) of the Regulation, Eurostat may also share individual data for scientific purposes if the data have been modified in a way that reduces the risk of identifying the statistical unit to an appropriate level. Access pursuant to paragraph 2 may be granted provided that appropriate safeguards are in place in the research entity requesting access.

Persons receiving individual data are also obliged to maintain confidentiality.

Auxiliary variables, reference numbers, separation and deletion

The first names and surnames of the household members, the contact details of the household members, residential address, location of the dwelling in the building, first name and surname of the main tenant/owner-occupier of the dwelling, name and address of the household members' places of work, and the building age group are auxiliary variables which will only be used for the technical conduct of the survey. As soon as the survey and auxiliary variables have been checked for conclusiveness and completeness, the auxiliary variables will be separated from the information on the survey variables and will be kept separately or stored separately.

- Pursuant to Section 14 (5), sentence 1, of the Microcensus Act, the first names and surnames and the municipality, street, house number and contact details of the persons surveyed may also be used with regard to household relationships to conduct follow-up surveys in accordance with Section 5 (1) of the Microcensus Act.
- Pursuant to Section 14 (5), sentence 2, of the Microcensus Act, the information on the variables pursuant to Section 14 (5), sentence 1, of the Microcensus Act may also be used as a basis for recruiting suitable persons and households to conduct household budget surveys and other voluntary surveys.
- Pursuant to Section 9 (3) of the Act regarding the testing of a register census, the statistical offices of the Länder store the first names and surnames, residential address, municipality and association of municipalities, sex, calendar month and calendar year of birth, marital status, country of birth, calendar year of arrival in Germany, or calendar year of return to Germany in case of absence of more than twelve months, and citizenships as well as the education variables pursuant to Article 6 (1) no. 7 letters a to c and no. 8 of the Microcensus Act. First names and surnames as well as the residential address shall be deleted not later than six years after microcensus processing has been finished.

Information on the survey variables is processed and stored for as long as necessary to comply with the legal obligations.

All survey documents as well as the auxiliary variables and the reference numbers originally allocated will be destroyed or deleted after the processing of the last follow-up survey has been finished.

The sampling district number, the building number, the dwelling number, the household number and the person number are used as reference numbers. They are used to establish the household, dwelling and building relationships; they do not comprise any data which extend beyond the survey and auxiliary variables. These numbers will be replaced by new reference numbers which do not comprise any data on personal or material circumstances extending beyond these statistical relationships.

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Rights and duties of the interviewers, ways of providing information

Volunteer interviewers may be employed to reduce the burden on the respondents. The survey may also be conducted in writing, however. The interviewers have to provide proof of their authorisation. Their reliability and discretion must be ensured and they have specially been obligated to maintain confidentiality. They must not use information gained in the course of their activity in other processes or for other purposes. This obligation continues to apply after their activity has ended.

If interviewers are used for telephone or face-to-face surveys, their task is to help the respondents to answer the questions. The answers to the questions in the questionnaires may be provided orally to the interviewers or the survey office staff, or by electronic means or in writing.

For the written survey, the respondents receive the questionnaires, including information on how to complete them, directly from the interviewer or from the relevant survey office. If the information is provided in writing, the completed questionnaires may be given to the interviewer during the onsite, face-to-face interview or may be handed in or sent to the survey office. Please do not send the written questionnaires by electronic means as this is not a secure transmission channel.

Rights of data subjects, contact details of the data protection officers, right to lodge a complaint

Respondents whose personal data are processed have the right to request

- access and information as per Article 15 of the General Data Protection Regulation,
- rectification as per Article 16 of the General Data Protection Regulation,
- erasure as per Article 17 of the General Data Protection Regulation, and
- restriction of processing as per Article 18 of the General Data Protection Regulation

with regard to their respective personal data, or they may object to the processing of their personal data as per Article 21 of the General Data Protection Regulation.

The rights of data subjects can be claimed against any controller responsible. If the above rights are exercised, the competent public agency will check whether the relevant legal requirements are met. The person making the request may be asked to prove his or her identity before further measures are taken.

Questions and complaints concerning compliance with legal data protection rules may be addressed at any time to the official data protection commissioner of the statistical office responsible or to the competent data protection supervisory authority (Article 77 of the General Data Protection Regulation). Their contact details are available at: https://www.statistikportal.de/de/datenschutz.

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