



Palestinian National Authority
Palestinian Central Bureau of Statistics

Governance Survey, 2010

User Guide

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Concepts and Definitions

Household:

The household is defined as one person or a group of persons with or without a family relationship, who live in the same housing unit or part of the housing unit, share meals and make joint provision of food and other essentials of living.

Household member:

Persons staying in the housing unit at the time of the interview are considered members of the household if:

- The housing unit is their usual or only place of residence.
- The person resides most of his/her time in the same housing unit despite the fact that it is possible that he/she spends some time in another housing unit or elsewhere. In this survey, persons residing in certain localities in the West Bank and Gaza Strip to study (students), students who are studying abroad as well as workers separated from their families and return home at the end of the week or month, and workers who work abroad but return every year to visit relatives and stay with them, as well as the prisoners are considered as residents with their families, and not in their places of work or studies or prison.

Head of household:

It refers to the person who usually lives with the household and is considered as the head of the household by its other members. Often, he/she is the main decision-maker and responsible for the financial support and economic welfare of the household

Years of schooling completed successfully:

For persons currently attending, attended and left, or successfully graduated, reference shall be made to the successfully completed formal educational years (completed years.) It neither includes drop out years, failure years nor ongoing formal schooling year. Educational training courses are not included as part of formal schooling years.

Years of schooling completed successfully includes schooling years in formal educational institutions (schools, universities, colleges), but not:

- The combination of several short courses to equal one year of education or
- Long-term courses (one year or more) or
- Period of education that is less than one year

Marital Status

The status of those 12 years old and over in terms of marriage traditions and laws in the country. The status could be one of the following cases:

- **Never married:** It applies if the person aged 12 years and over has not been married or legally engaged (according to customs and traditions applicable in the country).
- **Legally engaged:** It applies if the person aged 12 years and over has an official marriage document (issued by a competent court) but has not been actually married yet according to customs and traditions applicable in the country. The divorced, widowed, and married twice do not belong to this category. This category does not include individual male who is currently married and got engaged for the second time because he is classified as married.

- **Married:** It applies if the person aged 12 years and over is actually and officially married (according to customs and traditions applicable in the country) irrespective of his / her past marital status as well as of whether the couple were together during the reference period or not. The person married to more than one wife is classified as married.
- **Divorced:** The person aged 12 years and over who previously married and legally divorced but was not married again.
- **Widowed:** The married person aged 12 years and over whose marriage was ended by the death of the spouse and was not married again.
- **Separated:** The individual 12 years old and over who was married, but his/her marriage was revoked for some reason without any legal or official registration, and he/she did not marry again.

Age:

The completed age in years of the person enumerated, which is the difference between the date of birth and the survey's reference period.

Formal education:

The registration of the person in one of the stages of formal education, whether as regular or associate. Stages of formal education includes primary or preparatory (basic) or secondary school, college, academic or professional institutions that issue certification or diploma, and university; but do not include centers or institutes that provide training courses, regardless of the duration of these courses. Kindergartens or nurseries or literacy centers are not considered as part of educational stages.

Educational Attainment:

It refers to the highest successfully completed educational attainment level. The educational level is for persons aged 10 years and over .

Curriculum:

The strategic plan that directs the education policies in schools and is usually accumulated in a document that can be retrieved at several levels of generality; while the plans are implemented in classes and experiences are gained in a learning environment.

Income:

Total amounts in cash or in-kind from whatever source received by each member of the household during the reference period. Household's income does not include income of servants who work with the household. There are two reference periods for income in this survey: Reference of one month called the monthly income and is collected at the end of the registration month, and annual income and is collected for the last 12 months from the date of last visit to the household.

Employed:

Persons who were at work at least one hour during the reference period, whether for their own account or for others paid or unpaid or in the interest of the household.

Work:

Includes any activity for wage or salary, for profit or family gain, in cash or in kind. One hour or more of such activity constitutes work. Work also includes unpaid activity on a family farm or business as long as the work is regular. However, volunteer work and charity for others without pay is not considered work.

Governance:

Governance expresses the practice of a political authority and the administration of such authority of the society's affairs and resources as well as its socioeconomic development. Governance is a larger concept compared with government since it embodies the operations of the unofficial institutions, the civil society organizations, and the private sector in addition to the operations of the official state agencies including the executive, legislative, and judicial authorities as well as the public administration. The concept of governance also reflects the political, economic, and social practices of the authorities in running public affairs at all centralized and decentralized levels, i.e. the national, regional, and local levels.

Rule of law:

There is no precise definition for the term "rule of law", and can have different meaning in the context of the legal tradition from one country to another. In general, it can be the legal system, which restricts the government through the promotion of freedom and the imposition of the law and the ability to predict how a state will perform its functions. The basis for the rule of law is to protect the rights of citizens from abuse by the state.

Corruption:

To break a law or the regulations based on such law or to violate the approved general policies by the public servants for own or other people benefits or to consciously abuse the absence of the law for such benefits.

It is also the work resulted from the misuse or exploitation of public office to serve private purposes or obtain personal material or moral benefits.

Bribery:

To obtain money or other benefits for the implementation of an action or to refrain from implementing it in violation of accepted practices.

Favoritism:

Any work implemented on behalf of an individual or an entity to which the person is affiliated such as a party or a family or a region,... etc., without deserving it.

Nepotism:

Any preference in the service of one party over another without any right for the purpose of obtaining certain interests.

Wasta

Intervene on behalf of an individual or group without complying with work practices and necessary competence, such as the appointment of a person in a specific post for reasons of kinship or party affiliation despite the fact he/she is incompetent or does not deserve it.

Looting of public funds:

Obtaining state funds and dispose it unlawfully under various names.

Extortion:

Obtaining funds from a particular party in society for the implementation of interest associated with the job of the person described as corrupted.

Local Authority:

The body which is authorized to supervise the provision of public services and administer the affairs of the whole population whole in a locality.

Government public sector:

Includes all institutions of the three branches: legislative, judicial and executive.

Non-government organizations:

An independent entity established by agreement of at least seven persons to achieve legal purposes of public concern, without aiming to gain financial profits to be shared among them or for personal gain.

Private sector:

Includes all institutions owned by individual/s or part of an organization and its propose is for profit in most cases.

Court of First Instance:

Court of First Instance has jurisdiction in all criminal matters including misdemeanor crimes referred to it under the indictment. It hears civil actions where the amount involved does not exceed JD 1000. It also specializes, by its appellate capacity, in appeals filed in the decisions of the Magistrates Courts.

Magistrates' Court:

The Magistrates Court is competent to consider all criminal offenses and misdemeanors within its jurisdiction. It hears civil actions where the amount involved does not exceed JD 1000, as well as other issues like distribution of funds (fixed and intangible assets) and the evacuation of renters..

Court of appeal:

Court of appeal hears all cases of appeal the Courts of First Instance and all cases of appeal from the magistrate's court as the first degree.

The supreme court consists of:

1. Court of Cassation:

Court of Cassation is competent to consider appeals submitted to it by the courts of appeal in criminal and civil cases, matters of personal status for non-Muslims and appeals submitted to it by the courts of first instance, as well as issues related to changing the reference of a case.

2. Supreme Court of Justice:

Supreme court of justice specializes in appeals of administrative decisions issued by the executive departments in the state.

Military court:

The military court specializes in issues that involve members of the security services and military affairs.

Shari'a court:

Shari'a court has jurisdiction over all matters of "personal status". This includes most family law matters such as marriage, divorce, alimony and inheritance

Conflict of interest:

Is a situation where an employment position or public office is exploited for giving priority or probable priority to favor special interests at the expense of public interest.

Survey Questionnaire

A special questionnaire was designed in accordance with UN standards and recommendations in the field of Democracy statistics while taking the Palestinian particularities into account. The questionnaire covers the following items:

1. Obtaining data about the social background (sex, social status, religion, residency status, years of study, profession, etc.)
2. General Perceptions of standard of living
3. Actual experience with corruption in PA institutions
4. Judicial sector
5. Health sector
6. Education sector
7. Reporting corruption

Data Set Linkage

The data set to users consists of one primary files

Target Population

The target population consisted of all Palestinian households that usually reside in the Palestinian Territory

Sampling Frame

The sampling frame consisted of a master sample of enumeration areas (EAs) selected from the Population Housing and Establishment Census 2007 The master sample consists of area units of relatively equal size (number of households, about 150 housing units), and these units has been used as primary sampling units (PSUs).

Sample Design:

The sample is a two-stage stratified cluster systematic random sample.

Stratification:

Two levels of stratification were made:

1. Stratification by Governorates (16 Governorates)
2. Stratification by type of Locality which comprises:
 - (a) Urban
 - (b) Rural
 - (c) Refugee Camps

Sample Size

The sample size 3,000 households were selected to be the study sample. The target population is all individuals who are 18 years old or more and usually reside in the Palestinian Territory.

Target cluster size:

Sample design considered the target cluster size or “sample-take,” the number of households to be selected per PSU on the average. In this survey 3,000 households has been selected from 150 master sample areas.

Weighting

Weights has been calculated to represent the whole population through the survey sample.

Calculation of Variances

It is very important to calculate standard errors for the main survey estimates, so that the user can identify the accuracy of estimates and the survey reliability. Errors of the survey are of two kinds: statistical errors, and non-statistical errors. Non-statistical errors are related to the procedures of statistical work at different stages, such as the failure to explain questions in the questionnaire, unwillingness or inability to provide correct responses, low statistical coverage, etc. These errors depend on the nature of the work, training, supervision, and conducting of all the various related activities.

The work team spared no effort at the different stages to minimize non-statistical errors; however, it is difficult to estimate numerically such errors due to absence of technical computation methods based on theoretical principles to tackle them.

On the other hand, statistical errors can be measured. Frequently they are measured by the standard error, which is the positive square root of the variance. The variance of this survey has been computed by using SPSS package

Data Collection

PCBS conducted the third round of the Governance Survey 2010: data collection was conducted during (14/02/2010 –18/03/2010).

8 teams of interviewers, 6 in the West Bank and 2 in the Gaza Strip carried out the data collection. Fieldwork teams were distributed to different districts according to sample allocation.

All field staff received a training session combining general theoretical and practical components. Interviewers, supervisors and editors for the survey were selected from those who worked on the Labour Force Survey. Fieldwork procedures and organization were designed to ensure adequate supervision and the collection of high quality data. To this end, several quality control measures were used through out fieldwork.

Response Rate

The study is based on a random sample of 3,000, response rate was 100% in the Palestinian Territory.

Data Processing

Both data entry and tabulation were completed by using the ACCESS and SPSS software programs. Data entry was organized into two files, corresponding to the main parts of the questionnaire. Data entry template was designed to reflect an exact image of the questionnaire, and included various electronic checks: logical check, range checks, consistency checks and cross-validation.

Data Quality

1. Statistical Errors:

Sampling rather than comprehensive enumeration has been used to collect data in this survey. Therefore it is liable to two types of errors affecting the quality of survey data, sampling (statistical errors) and non-sampling errors (non-statistical errors). Statistical errors mean the errors resulting from sample designing and this is computed simply. Variance and effect of sample design has been computed for the Palestinian Territory, the West Bank and Gaza Strip.

2. Non-Statistical Errors:

Non-statistical errors, on the other hand, could not be determined easily, due to the diversity of sources from which they may arise, e.g., the interviewer, respondent, editor, coder, and data entry operator.

However, several measures were adopted to minimize the effects of non-statistical errors on the data. To avoid errors and reducing their effects, the interviewers, editors, and coders have exercised intensive training course, and were provided with fieldwork manuals to resort to when facing any problem.

To have a fair idea on the situation and limiting obstacles, there has been continuous contact with supervisors and editors through regular visits to the regional offices and regular meetings. Also problems faced by interviewers has been discussed to clarify any issues they have faced.

Also data entry staff were trained on an entry program that was examined for the questionnaires received during the training. The data entry program was programmed in a way that allows error detection and correction, particularly logical errors that might not be discovered before data entry. Consistency check was applied to assure accuracy after data entry.

3. Data Quality:

That data of this survey is of a high quality.