



**State of Palestine  
Palestinian Central Bureau of Statistics**

**Social Survey of Jerusalem Governorate, 2013**

**User Guide**

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## **1.Introduction**

Since its establishment in Jerusalem in 1993, PCBS has exerted strenuous efforts to provide reliable and up-to-date statistics about the Jerusalem governorate in all fields of its statistical program, while acknowledging the special situation of Palestinians in Jerusalem, in which parts of the governorate were illegally annexed by Israel in 1967. PCBS decided to consider the annexed part of Jerusalem as a domain of study in selecting the samples for statistical activities to ensure the availability of reliable statistics and enable researchers to make in-depth analysis.

In addition, PCBS established a special statistical unit in 1998 to produce regular statistics on Jerusalem. The Jerusalem Statistics Department is responsible for producing the annual Statistical Yearbook for Jerusalem and conducting special surveys at governorate level, including the Social Survey of Jerusalem.

The main objective of the Social Survey of Jerusalem is to provide reliable and up-to-date basic statistical information on the demographic, social and economic conditions of the Palestinian community in Jerusalem. In particular, the survey provides detailed statistics about education, health, the labor force, and Israeli violations against Palestinians in Jerusalem.

## **2.Concepts and Definitions**

### **Jerusalem Area J1:**

Includes that part of Jerusalem which was annexed forcefully by Israel following its occupation of the West Bank in 1967. This part includes the following localities: (Beit Hanina, Shu'fat Refugee Camp, Shu'fat, Al' Isawiya, Jerusalem "Al-Quds"(Sheikh Jarrah, Wadi Al-Joz, Bab Al-Sahira, As Suwwana, At-Tur, Ash-Shayyah, Ras Al- Amud), Silwan, Ath-Thuri, Jabal Al- Mukabbir, As-Sawahira Al-Gharbiya, Beit Safafa, Sharafat, Sur Baher, and Um Tuba, Kufr A'qab).

### **Jerusalem Area J2:**

Includes the remaining parts of Jerusalem governorate, namely: Rafat, Mikhmas, Qalandya Refugee Camp, the Bedouin Community-Jaba', Qalandya, Beit Duqqu, Jaba', Al-Judeira, Beit Anan, Al-Ram, Dahiat Al-Bareed, Al Al-Jib, Bir Nabala, Beit Ijza, Al-Qubeiba, Khirbet Um Al- Lahem, Biddu, An-Nabi Samu'eil, Hizma, Beit Hanina Al Tehta, Qatanna, Beit Surik, Beit Iksa, A'nata, The Bedouin Community – Al-Khan Al-Ahmar, Az Za'eem, Al-Sawahreh Al- Sharqiyeh, Ash- Sheikh Sa'd, The Bedouin Communities. Al-Eizariya, Abu Dis.

### **Age in completed years:**

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

### **Assault:**

Refers to physical attack against another person, including beating. Some criminal or penal codes distinguish between aggravated and simple assault depending on the degree of the resulting injury. For instance, aggravated assault involves attack with intentions to commit other crimes; attack under serious and inhuman conditions; the use of destructive weapons; attack on children; and any other dissolute attack. Simple assault involves attack not associated with criminal intentions, i.e. raising of a hand as a threat or unsuccessful attempt to beat.

**Average of Household Size:**

It is the average number of private household members calculated through dividing the total number of members for a certain category by the number of households for that particular category.

**Availability of Durable Goods:**

The durable goods owned by the household: Private car, refrigerator, solar boiler, central heating, home library (availability of a minimum of 10 non –scholastic books used for developing the cultural, religious aspects of knowledge ...etc.), cooking stove, washing machine, television, video, computer, dish, ect.

**Average of Housing Density:**

It refers to the average number of persons living in the room. This average calculated through dividing the total number of individuals for a certain category by the total number of rooms for that particular category.

**Composite Family:**

Refers to family consisting of at least one nuclear family with other non-relatives.

**Chronic Disease:**

A disorder or impairment of the normal state of well-being which need continuous treatment, diagnosed by a specialist.

**Construction Material of External Walls:**

The main material used in the construction of external sides of walls and it could comprise cleaned stone, stone and concrete, concrete, cement blocks, adobe clay, old stone or other.

**Crime:**

Any act involving a violation of the law or public rights and duties towards the state or society in general.

**Criminal:**

The person violating the effective law by undertaking criminal events against other persons or their properties.

**Crime Location:**

The place where the crime took place.

**Computer Use:**

For the purposes of this survey, defined as the basic use of the computer (during the last twelve months), such as opening the computer and files, creating, copying, pasting, and saving files.

**Current Transfers:**

Refers to cash and in-kind flows between two sides, Under current transfers are recorded flows of a current nature, i.e. they should affect the level of consumption of both the donor and the recipient.

**Domestic Tourism:**

This is defined as comprising the activities of residents of a given area traveling only within that area, but outside their usual environment, for less than 12 months and whose main purpose of trip is the other than the exercise of an activity remunerated from within the place visited.

**Educational Attendance:**

Attendance means registering the person in any formal education stage irrespective of whether it took the form of continuous attendance or distant learning. Formal education stages include the elementary stage, preparatory stage, (both of which are referred to as the basic stage), secondary stage, and higher education stage.

**Educational Attainment:**

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

**Extended Family:**

A family of at least one nuclear family together with other relatives.

**Employment:**

Persons in employment comprise all persons above a specified age who during a specified brief period, either one week or one day, were in the following categories: paid employment; self employment.

**Employed:**

Persons aged 15 years and over who were work at least one hour during the reference period, or who were not at work during the reference period, but held a job or owned business from which they were temporarily absent (because of illness, vacation, temporarily stoppage, or any other reason) he\ she was employer, self employed, wage employed, unpaid family member or other. The employed person is normally classified in one of two categories according to the number of weekly work hours, i.e. 1–14 work hours and 15 work hours and above. Also the absence due to sick leave, vacation, temporarily stoppage, or any other reason considered employed from 1-14 hours. Employed persons are classified according to employment status as follows:

**1. Employer:**

A person who work in an establishment that is totally or partially belonging to him\ her and hires or supervises the work of one or more waged employees. This includes persons operating their projects or contracting companies provided they employ a minimum of one waged employee. Shareholders are not considered employers even if they are working in it.

**2. Self-employed:**

A person who operates his or her own economic enterprise or engages independently in a profession or trade, and hires no employees.

**3. Paid- employed (wage employee):**

A person who works for a public or private employer or under it's supervision and receives remuneration in wage, salary, commission, tips, piece rates or in kind ...etc. This item includes persons employed in governmental, non – governmental and private institutions along with those employed in a household enterprise in return for a specific remuneration.

#### **4. Unpaid family member:**

A person who works without pay in an economic enterprise operated by a related person living in the same household.

#### **Government School:**

Any educational institution run by MoE or any other ministry or governmental instrument.

#### **Harassment:**

Is a provocation to a person, or is all that inflame the feelings of another person and raise his temper and pushed him to violence, and there are two types of provocation, a provocation mastermind who gives the recipe for this premeditated act, and provocation is a mastermind who lose prescription manslaughter.

#### **Household:**

One person or a group of persons with or without a household relationship, who live in the same housing unit, share meals and make joint provision of food and other essentials of living.

#### **Head of Household:**

The person who usually lives with the household and is recognized as head of household by its other members. Often he/she is the main decision maker and is responsible for financial support and welfare of the household.

#### **Household Membership:**

Persons staying in the same dwelling unit are considered members of the household if the dwelling unit is their usual or only place of residence.

#### **Household Expenditure:**

It refers to the amount of Cash spent on purchase of goods and services for living purposes, and the value of goods and services payments or part of payments received from the employer, and Cash expenditure spent as taxes (non-commercial or non-industrial), gifts, contributions, interests on debts and other non-consumption items.

**Head of Household:**  
The person who usually lives with the household and is recognized as head of household by its other members. Often he/she is the main decision-maker or responsible for financial support and welfare of the household.

#### **Housing Unit:**

A building or part of a building constructed for one household only, with one or more independent entrance leading to the public road without passing through another housing unit. The unit might not be constructed for living purposes but found occupied with a household during the enumeration. Likewise, the unit might be utilized for habitation or for work purposes or both purposes. Also, it might be closed, vacant or occupied by one or more households during the survey.

#### **Housing Rent:**

The amount paid periodically (weekly, monthly, etc.) for the space occupied by the household.

**Health Insurance:**

Indemnity coverage against financial losses associated with occurrence or treatment of health problems.

**Internet:**

A worldwide public computer network. Organizations and persons can connect their computers to this network and exchange information across a country and/or across the world. The Internet provides access to a number of communication services including the World Wide Web and carries email, news, entertainment and data files.

**Internet Use:**

For the purposes of this survey, defined as the basic uses of the Internet (during the last twelve months), such as access to certain sites, reading newsletters, and downloading files or programs from the Web.

**Income:**

Cash or in kind revenues for individual or household within a period of time; could be a week or a month or a year.

**Jerusalem Municipality and the Israeli Ministry of Education School:**

Any school run or supervised by the Jerusalem municipality and the Israeli Ministry of Education.

**Kindergarten:**

Any educational institution licensed by MoE offering education to four or five year olds. Kindergarten Consists of the first and second grades.

**Location from Expansion and Annexation Wall:**

Refers to the location place of the locality or land of the locality, or household from the wall:

1. Inside the Expansion and Annexation Wall: Includes all the Location Located between the Green Line and the wall.
2. Outside the Expansion and Annexation Wall: Includes all the Localities Located outside the wall.

**Labour Force:**

All persons aged 15 years and above who are either employed or unemployed.

**Marital Status:**

The status of those 12 years old and over in terms of marriage traditions and laws in the country.

- **Never married:** It applies if the person aged 12 years has not been married or. Legally engaged (according to customs and traditions applicable in the country).
- **Legally married:** It applies if the person-aged 12 years 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.
- **Married:** It applies if the person aged 12 years 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 married.

- **Divorced:** The person aged 12 years who previously married and legally divorced but was not married again.
- **Widowed:** The married person aged 12 years whose marriage was split 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.

**Main Job:**

The job at which the person usually works the most hours in his/her main job or the most frequently in the recent months. If a person usually works the same number of hours at two jobs, the “main” job is the job at which the person has been employed the longest period.

**Mixed Holding:**

Where the holder has plant and animal holdings, according to the definition of plant and animal holdings, providing both animal and plant activities and sharing the same means of production such as labour, farm buildings, machinery, or draught animals.

**Nuclear household:**

It is the living household comprised of a couple only; a couple and a son or a daughter (own not adopted son or daughter) or more; or a male head of a household with a son or a daughter or more; or a female head of a household with a son or a daughter or more. It is worthy to note that no other relatives or non – relatives live with this household.

**Outbound Tourism:**

Outbound tourism comprises the activities of persons traveling to and staying in places outside their usual permanent places of residence for less than 12 months and whose main purpose of trip is the other than the exercise of an activity remunerated from within the place visited.

**Private School:**

Any licensed local or foreign nongovernmental educational institution.

**Population of Working Age:**

All persons aged 15 years and above.

**Plant Holding:**

The presence of cultivated or arable land for any agricultural crops controlled by the holder. This must not be less than one dunum for an open cultivated area and half a dunum for a protected cultivated area.

**Persons Outside Labour Force:**

The population not economically active comprises all persons 15 years and over, who were neither employed nor unemployed accordingly to the definitions over. Because they don't have any desire to work or because of the availability of another source of income., And classifies individuals outside the labor force by reason in the following categories:

**Student:**

The individual who is regulated in a regular study in order to have a specific qualification and is not engaged to any work during the reference period, housekeeping, hobbies are not included within the work definition.

**Housekeeping:**

The individual (male or female) who are not worked and not regulated in a regular study and worked at home in order to serve the household and does not include the paid housekeeping service for others, as this type of service is within the work definition.

**Abstinent from work:**

Individual who is 15 years and above but not engaged to any type of work during the reference period and do not looking for work and so is not available to work and not attend to regular study in order to obtain a scientific qualification.

**Guest:**

The individual who live in a particular institution such as prisons, clinics, nursing homes and such as.

**Old, Illness:**

The individual who cannot practice any kind of work because of chronic illness or disability or because of old age.

**Retired:**

The individual who does not practice any kind of work because of availability of a revenue or receiving a pension.

**Physical Harm:**

All losses a person may suffer during the crime that took place in the last 12 months, which resulted in wounds, murder, malformation or disability.

**Properties:**

All movable and fixed assets belonging to the individuals (household's members) regardless of whether they were inside or outside the house. Normally, the owner of a property is entitled to use it the way he/she deems appropriate, provided in accordance with the provisions of the effective law. A property applies to physical, nonphysical, tangible and intangible assets as well as any item that has a market value.

**Room:**

The housing unit or part of the housing unit surrounded with walls and has a ceiling, provided that its area is not less than 4 squared meter. If the area of the glassy balcony equals or surpasses more than 4 squared meter and is used for living purposes, it is considered a room. Likewise, the salon or living room is considered a room. The kitchen, bathroom, paths and toilet are not considered rooms. Areas allocated for animals and poultry along with those used for work purposes only, are not considered rooms.

**Refugee Status:**

This status relates to the Palestinians who were forced to leave their land in Palestine occupied by Israel in 1948. It applies to their sons and male grandchildren and it can be one of the following categories:

**Registered refugee:** It applies to registered refugees holding refugee registration cards issued by UNRWA.

**Unregistered refugee:** It applies to who do not hold refugee registration cards issued by UNRWA.

**Non-Refugee:** It applies to any Palestinian not categorized under any of the two aforementioned statuses.

**Regular Remittances:**

Palestinian household receiving regular remittances but not for one time.

**Reference Week:**

The week ending on Friday preceding the interviewer's visit to the household.

**Repeater:**

A student who fails one or more subjects and therefore is not promoted to the following grade.

**Robbery:**

Illegally breaking into the property of somebody with the intention to commit crime

**Sex Ratio:**

The ratio of males to females, usually expressed as the number of males per 100 females.

**Job seeker:**

Seeking work is defined as having taken specific steps in the reference week to find paid employment or self-employment. Job seekers are classified into:

1. Available for work: A person ready to work if he/she is offered any job, and there is no reason preventing him/her from accepting such a job although he/she did nothing to get a job.
2. Actively seeking work: A person who is willing to work and is actively seeking work through reading newspaper advertisement, asking friends, registration at the labour exchange offices, or asking employers.

**Tenure of Housing Unit:**

It refers to the household's tenure of the housing unit that could be one of the following categories:

**Owned Housing:**

This category applies when the household or one of the household members (usually live therein) owns the Housing unit.

**Rented Housing:**

If the unit is rented. And the payment is paid on a monthly or annually base. Rented unit may be with furniture or rented unit without furniture.

**Without Payment housing:**

If the housing unit is used without any payments

**For Work Housing:**

If the housing unit is offered to the household as a result of working relation with one member of the family or more.

**Theft:**

The removal of property without the property owner's consent. Theft includes burglary and house breaking; it includes the theft of motor vehicles, shoplifting and other minor offenses, e.g. pilfering and petty theft considered as thefts.

**Tourism Trip:**

Traveling to and staying in places outside their usual environment for less than 12 months and whose main purpose of trip is the other than the exercise of an activity remunerated from within the place visited.

**Tourism Consumption:**

It consists of all the trip needs to buy, including the transportation, food, gifts and else.

**Type of Housing Unit:**

This term describes one of the following: Villa, house, apartment and other as (marginal, or tent...etc).

**UNRWA School:**

Any school run or supervised by UNRWA.

**Unemployed (According to the ILO Standards):**

Unemployed persons are those individuals aged 15 years and above who did not work at all during the reference period, who were not absent from a job, were available for work and actively seeking a job during the reference period by one of the following methods news paper, registered at employment office, ask friends or relatives or any other method.

**Victim:**

The person affected by an offense or loss or is prey to catastrophic, criminal or brutal events. Any person subject to an offense or whose properties were partially or totally affected by a criminal act or incident is classified as victim.

**Years of Schooling Completed:**

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 on – going educational year. Educational training courses are not included among the years of regular study.

**Work:**

All activities performed by persons in order to gain profit or wage either monthly wage, weekly, daily, on piece 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.

### **3. Survey Questionnaire**

The survey questionnaire is the main tool for data collection. It was designed based on international recommendations while maintaining the privacy of the province of Jerusalem. In addition, the technical specifications of the field work phase were checked to ensure they met the requirements of data processing and analysis.

The questionnaire included four parts:

- 1. Household roster:** This section contained the household roster and the demographic and social characteristics of all household members, including refugee status, availability of health insurance, marital status, and age at first marriage. It included labor force data for the week prior to visiting the household, occupation, economic activity, place of work, employment status, and wages. It also included questions on educational enrollment, type of educational institution, completed years of schooling, educational attainment, and drop-out from schools. Questions were also asked about the impact of the expansion and annexation wall.
- 2. Housing and housing conditions:** This section included questions on housing conditions, such as type of housing unit, tenure, area, number of rooms, and connection to public networks (water, electricity, sewage). It also contained questions on solid waste collection methods, availability of durable goods, and the number of units the household can build in the next decade.
- 3. Living standards:** This included standards of living for the household, main and secondary sources of income, average monthly consumption, in addition to food modules, and assistance received during the previous 12 months by type, value and source of assistance. Also included are the household's allowances and taxes and the impact of Israeli measures on Palestinian households in Jerusalem governorate, including confiscation of IDs, real estate, demolition or closure of houses and other properties.
- 4. Security and justice:** This included questions about criminal offenses that the households or any of its members had been subjected to during the previous 12 months by type of criminal offense, number of times, perpetrator, place of occurrence, whether reported, and the type of damage caused by the criminal offense.

### **4. Target Population**

It consists of all Palestinian households and individuals normally residing in Jerusalem governorate during 2013.

### **5. Sampling Frame and Sampling**

#### **5.1 Sampling Frame**

The sampling frame for Jerusalem (J1 and J2) was based on the census implemented by PCBS in 2007 and consisting of enumeration areas. These enumeration areas were used as primary sampling units (PSUs) in the first stage of the sample selection.

#### **5.2 Sample Size**

The estimated sample size is 1,260 households responding in Jerusalem governorate.

#### **5.3 Sample Design**

Stratified cluster random sample with two-stages:

**First stage:** Selection of a systematic random sample of 42 enumeration areas (24 EAs in J1 and 18 EAs in J2).

**Second stage:** A sample of 30 responsive households from each enumeration area selected in the first stage.

#### 5.4 Sample Strata

The population was divided by:

1-Region (Jerusalem J1, Jerusalem J2)

2-Locality type (Jerusalem J1: urban, camp; Jerusalem J2: urban, rural, camp).

#### Distribution of Sample

Region	Locality type	Number of households	Number of counted areas
J1	urban	570	19
	camp	150	5
	<b>total</b>	<b>720</b>	<b>24</b>
J2	urban	210	7
	rural	180	6
	camp	150	5
	<b>total</b>	<b>540</b>	<b>18</b>
<b>Jerusalem governorate</b>		<b>1,260</b>	<b>42</b>

#### 6. Weights Calculation

The weight of statistical units (sampling unit) in the sample is defined as the mathematical inverse of the selection probability where the sample of the survey is a two-stage stratified cluster sample. In the **first stage**, we calculate the weight of enumeration areas based on the probability of each enumeration area. In the **second stage** we calculate the weight of households in each enumeration area. Initial household weights resulted from the product of the weight of the first stage and the weight of the second stage; final household weights were obtained after adjustment of initial weights with the household estimates for mid-2013 by design strata (governorate, locality type).

The weights for the ROSTER file were computed as follows:

- 1- adding the final household weights for each person's household, known as the primary weight of a person.
- 2- adjust the primary weights with the population estimates for mid-2013.

#### 7. Accuracy of the Data

##### 7.1 Statistical Errors

Data of this survey can be affected by statistical errors due to use of a sample. Variance was calculated for the most important indicators and demonstrates the ability to disseminate results for Jerusalem governorate. However, dissemination of data by J1 and J2 area indicates values with a high variance, as explained in the following table:

## Variability and Estimates Account

Indicator	Estimate	Standard Error	C.V %	95% Confidence Interval	
				Lower	Upper
Percentage of unemployed males in Jerusalem (J1)	6.30%	0.90%	14.80%	4.60%	8.50%
Percentage of unemployed males in Jerusalem (J2)	15.20%	3.90%	25.60%	8.90%	24.90%
Percentage of males attending school in Jerusalem governorate	36.80%	1.50%	4.20%	33.80%	40%
Percentage of females attending school in Jerusalem governorate	39.10%	2.10%	5.30%	35%	43.30%
Percentage of males 18 years and over who drop out of education in Jerusalem (J1)	33.20%	4.10%	12.40%	25.40%	42%
Percentage of unemployed males with bachelor's degree or above in Jerusalem governorate	4.10%	1.80%	42.90%	1.70%	9.60%
Percentage of households that consider lack of employment opportunities as the main reason for their poverty in Jerusalem governorate *	68.40%	9.90%	14.50%	46%	84.60%
Percentage of households that own housing unit in Jerusalem (J1)	84.80%	2.20%	2.60%	79.80%	88.70%
Percentage of households for whom wages and salaries from the private sector are the main source of income in Jerusalem (J1)	13.10%	2.60%	19.90%	8.60%	19.30%
Percentage of households for whom wages and salaries from the private sector are the main source of income in Jerusalem (J2)	40.30%	3.0%	7.40%	34.40%	46.50%

\*high variance

### 7.2 Non-Statistical Errors

It is possible for non-statistical errors to occur at all stages of project implementation or during the collection or entry of data. These errors can be summarized as non-response errors, response errors (respondent), corresponding errors (researcher) and data entry errors. To avoid errors and reduce their impact, strenuous efforts were made in the intensive training of researchers on how to conduct interviews, the procedures that must be followed during the interview and aspects that should be avoided. Practical exercises and theory were covered during the training session. Errors gradually decreased with the accumulation of experience by the field work team, which consisted of permanent and non-permanent researchers who conduct work on every PCBS survey.

In general, non-statistical errors were related to the nature of the Social Survey of Jerusalem and can be summarized as follows:

- Many households considered the specific details of the survey as interference in their private lives.
- Israeli impact on Palestine (curfew and closure).
- Some households thought the survey was related to social assistance or to taxes.
- Hesitation by households in the Jerusalem area to supply data because they were afraid of Israeli procedures against them if they participated in a Palestinian survey or activity.

## **8. Reference Period**

Implementation of the survey was in 2013 where he was to assign all the survey data for that year by 2013 except for the following indicators:

Data to work during the week preceding the survey

Data concerning the prisoners, the editors during the three years preceding the survey

Data on the number of housing units needed by the family during the next ten years of the survey

Data, which specializes in the agricultural year by 2011/2012

Data on monthly family income and expenditure on various goods and services during the last month

Data security and justice, loans, aid, family expenses and the average monthly household income from various sources during the past 12 months

Data on tourism during The first quarter of the year 2013

## **9. Field Work Operations**

The field work operations are the most important stage of the implementation of the survey for collecting the required data from primary sources. Therefore, all the fundamental aspects of this stage were prepared in advance and in detail. This included the provision of all technical and administrative requirements, including the recruitment, training and provision of supplies needed to perform the most effective work.

### **9.1 Training**

The objective of the training was to inform the trainees about field survey literature and research methodology. Nineteen trainees received scientific training, followed by a further five-day training period on the basics of field research, including the design of statistical surveys, the design of the form and the art of interviewing, in addition to sample design, the use of statistical maps, and the principles of collective action in the field. The training process was conducted by specialists in the various technical departments related to the survey.

### **9.2 Data Collection**

Data collection began on April 1, 2013 for both J1 and J2 areas. Field work was completed in Area J2 on May 5, 2013, while in Area J1 it was completed on May 12, 2013 because of Israeli closures that created a number of field difficulties.

Special forms were designed for handling the completion of questionnaires, their submission and handling by all supervisory levels. The supervisor drew up a daily progress report of the work and the number of completed or incomplete questionnaires and non-response cases. Many difficulties were reported during the data collection period. Project managers were unable to visit field workers on a continuous basis; only field work supervisors were able to carry out such duties, especially in Area J1. Field work supervisors had to meet, visit, and communicate with the field workers, check their work, ensure the continuity of field work during periods of closures, return incorrect questionnaires to the field to be completed again, and make reports about the daily work for submission to project managers to take decisions on it.

Thirteen researchers worked in Jerusalem in data collection and completed three to four forms per researcher in line with completion standards and as per the duration of the work and the size of the sample. The field work team was divided into groups to cover the two areas: J1 and

J2. Each area team included five researchers and a supervisor and there was one auditor for the governorate.

### 10. Response Rates

Researchers visited 1,820 households representing the Jerusalem governorate. The interview was completed by 1,188 households: 473 households from J2 and 715 households in J1. Weights were adjusted for non-response. The response rate in Jerusalem governorate was 69.6%.

**Remark:** There were difficulties in working in localities in Jerusalem governorate due to Israeli measures and consequent inability to reach households.

#### Responses to Sample

Response cases	Number of cases
Completed	1,188
Traveling household	50
No one at home	26
Refused	387
No information	31
House not occupied	113
Other	25
<b>Total</b>	<b>1,820</b>

#### Response and non-response formulas:

$$\begin{aligned} \text{Percentage of over-coverage errors} &= \frac{\text{Total cases of over-coverage}}{\text{Number of cases in original sample}} * 100\% \\ &= 6.2\% \end{aligned}$$

$$\begin{aligned} \text{Non-response rate} &= \frac{\text{Total cases of non-response}}{\text{Net sample size}} * 100\% \\ &= 30.4\% \end{aligned}$$

$$\text{Net sample} = \text{Original sample} - \text{cases of over-coverage} = 1,820 - 113 = 1707$$

$$\begin{aligned} \text{Response rate} &= 100\% - \text{non-response rate} \\ &= 69.6\% \end{aligned}$$

#### Responses by Households & EAs Samples by Strata

Region	Locality Type	Number of Response Households	Number of EAs
J1	Urban	565	19
	Camp	150	5
	<b>Total</b>	<b>715</b>	<b>24</b>
J2	Urban	162	7
	Rural	161	6
	Camp	150	5
	<b>Total</b>	<b>473</b>	<b>18</b>
<b>Jerusalem governorate</b>		<b>1,188</b>	<b>42</b>

## **11. Coding**

The economic activity variable underwent coding according to the West Bank and Gaza Strip Standard Commodities Classification, based on the United Nations ISIC-4. Economic activity for all employed and ever-employed individuals was classified at the fifth-digit-level. The occupations were coded on the basis of the International Standard Occupational Classification of 2008 on the sixth level (ISCO-08) and scientific disciplines were encoded on the sixth level of reduction.

## **12. Data Processing**

The data processing stage consisted of the following operations:

1. Editing and coding prior to data entry: All questionnaires were edited and coded in the office using the same instructions adopted for editing in the field.
2. Data entry: At this stage, data were entered into the computer using a data entry template designed in Access. The data entry program was prepared to satisfy a number of requirements such as:
  - Duplication of the questionnaires on the computer screen.
  - Logic and consistency check of data entered.
  - Possibility for internal editing of question answers.
  - Maintaining a minimum of digital data entry and field work errors.
  - User-friendly handling.
  - Possibility of transferring data into another format to be used and analyzed using other statistical analytic systems such as SPSS.

Data entry began on April 17, 2013 and finished on July 14, 2013. Data cleaning and checking processes were initiated simultaneously with the data entry. Thorough data quality checks and consistency checks were carried out and SPSS for Windows version 10.0 was used to perform the final tabulation of results.

## **14. Data Quality**

Quality control covers multiple aspects of data quality, starting with the initial planning of the survey, up to the publication and analysis of the data and making use of them. There are seven dimensions of statistical quality: relevancy, accuracy, timeliness, accessibility, comparability, consistency, and completeness. The quality of the survey data was compared with the previous results of other surveys conducted around the same time period, including the Labor Force Survey and Census Final Result – Population Report 2009, Jerusalem.

The impact of errors on data quality was reduced to a minimum due to the high efficiency and outstanding selection, training, and performance of the field workers:

\* Errors in data processing, such as coding and data entry: The data underwent checking and completion of missing information in the office. Checks on consistency were conducted on computer as well as manually, including call-backs if required.

\* Response errors which resulted from misunderstanding of the questions or interviewers' bias in asking the questions and probing: Thorough training, supervision and various quality control checks were used to minimize bias resulting from these kinds of errors.

\* Procedures adopted during the field work of the survey were considered a necessity to ensure the collection of accurate data, notably:

- Implementation of schedules to conduct field visits to households during field work for the survey. The objectives of the visits and the data for collection on each visit were predetermined.
- Field work editing rules were applied during data collection to ensure corrections were implemented before the end of field work activities.
- Validation rules were embedded in the data processing systems, along with procedures to verify data entry and data editing.

### **Possibility of Comparison**

At this stage, comparison can be made for time series periods and other sources. Where the survey results were compared with the data in 2010. The data were compared with the final results of the Population, Housing and Establishments Census of 2007 for Jerusalem and the results were very consistent.