**2019** **Survey on the living conditions of residents in megacities in the new era**

**Investigation Manual**

**Shanghai University Shanghai Social Science Survey Center**

**June 2019**

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**Chapter 1** **Project Overview**

**1. Introduction to the Survey Project on Living Conditions of Residents in Megacities in the New Era**

Chinese Academy of Social Sciences-Shanghai Municipal People's Government Shanghai Academy Course "Research on the Evolution of Social Structure and Governance of Megacities in the New Era" The research team planned and implemented this survey. The main purpose of this project is to study and predict the changing trends and governance issues of the social structure of megacities. The research content includes: on the basis of fully combing and drawing on relevant theories, investigating and analyzing the distribution of social class structure in megacities , It truly shows the social structure of China's megacities; analyzes the social mobility between different classes , focusing on occupational mobility, region Analyze mobility, class mobility, and cross-system mobility; study the values, social politics, and Related differences in attitudes and social behaviors; in terms of policy research, from the perspective of reasonably solving the interests of various classes and alleviating social conflicts Proposes relevant policy recommendations for optimizing social structure and building an "olive-shaped" society, and proposes measures to promote wider participation of groups in social structure governance. relevant policies on management.

This project adopts a strict random sampling method to select five major urban agglomerations, namely the Yangtze River Delta, the Pearl River Delta, the Beijing-Tianjin-Hebei region, the middle reaches of the Yangtze River, and Chengdu-Chongqing. Two representative cities were selected for questionnaire surveys. The specific cities include Beijing , Tianjin, Shanghai, Hangzhou, Guangzhou, Shenzhen, Chongqing, Chengdu, Wuhan, and Changsha. The survey was completed by collaborating with schools and research institutes in different cities .

**II. Introduction to the Investigation**

◆ 2019 The survey on the living conditions of residents in megacities in the new era will be held nationwide 10 The survey was conducted in each city. for 40 Neighborhood committees, total 400 A neighborhood committee.

◆ Each neighborhood committee needs to successfully complete 25 questionnaires , Complete the questionnaire for each city 1000 Completed 10000 Serving Check the questionnaire.

◆ Each neighborhood committee surveyed is also required to complete the "Community Questionnaire" 1 share.

◆ The map address of each neighborhood committee is the sampling frame and the basis for field sampling. During the survey , the corresponding family households and collective households are selected. Draw from the selected households 1 The number of respondents to be interviewed was determined based on the size of the population in the selected collective households.

◆ The survey adopts the method of door-to-door interview. A supervisor should lead several interviewers to form an interview team. The working method is to visit each neighborhood committee and complete the household questionnaire.

◆ The survey execution period is 2019 Year 6 Month to 2019 Year 10 moon.

**III. Survey Implementation Requirements**

◆ The survey must be conducted at the designated sample household addresses within a given neighborhood committee and cannot be changed.

◆ The survey targets are people who have lived in the city for more than 10 years at their current residence. 6 Months and above, and currently resides at this address 7 Day or will live 7 More than days; 18 From 1 year old to 65 Age (Date of birth in 1954 Year 6 moon 1 day later to 2001 Year 5 moon 31 days ago) Chinese citizens; police officers, active military personnel, Personnel involved in confidential matters are not included in the sampling frame.

◆ The survey adopts the form of face-to-face interviews and reading questionnaires. That is, the interviewer reads the questions and answers one by one according to the questionnaire. The respondents select the corresponding answer items, and then the interviewer records them on the questionnaire **according to the answer requirements .**

◆ The survey was conducted in the name of "cooperation between Shanghai University and certain university/college".

◆ The investigation must be conducted strictly at the designated time. Comply with the rules of field map address sampling, household sampling, and in-house sampling. follow The steps specified in the Household Contact Registration Form and the Household Sampling Page.

**IV. Investigation Materials**

In the investigation, the materials and items required are listed in the following table:

|  |  |
| --- | --- |
| Materials and item names | Provider |
| **Sampling data** |  |
| 1) "Sampling map for investigating neighborhood committees" and "Household list" | Partners |
| 2) "Survey Sample List", "Survey Sample Address Usage Registration Form" | Project Team |
| 3) Home Contact Registration Form (Loose Page) | Project Team |
| 4) Household Sampling Page (Loose Page) | Project Team |
| **Survey data** |  |
| 5) Investigation Manual | Project Team |
| 6) Questionnaire | Project Team |
| 7) Community Questionnaire | Project Team |
| 8) "Interviewer Registration Form", "Supervisor Registration Form" | Project Team |
| **Supporting Materials** |  |
| 9) Bags, pens, gifts, etc. | Partners |
| 10) Supervisor Certificate and Visitor Certificate | Project Team |

**V. Project implementation organization form**

◆ Shanghai University Shanghai Social Science Survey Center "2019 The New Era Megacity Residents Living Conditions Survey Project Team (hereinafter referred to as The Project Team is the overall responsible and coordinating organization for the project.

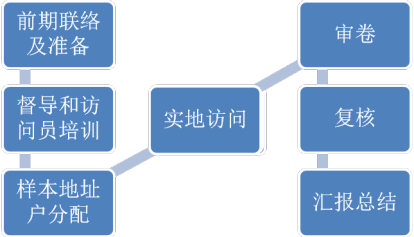
◆ Each city partner will set up a local project team. Determine the person in charge of the project team. Before the survey, each location will provide the name of the person in charge of the project team. Report name, mobile phone number, email and other information to the project team;

◆ Each city partner is responsible for organizing a team of interviewers and supervisors. Several investigation teams were formed in various places according to the actual situation . Each team needs to be equipped with a local supervisor and several interviewers. Ideally, each interviewer should complete no more than 20 , that is 1000 For provinces that receive at least 40 Interviewers and 10 Each place needs to provide supervision before the survey begins. The name, gender, age, ID number and other information of all interviewers and local supervisors should be filled in the "Supervision Registration Form", "Interviewer Registration Form" and "Interviewer Registration Form". and submit it to the project team.

◆ The project team will send inspectors to help organize training, accompany visits and inspections.

**Chapter 2** **Survey implementation process**

**1. Survey implementation process diagram**



**picture** **1** **Survey implementation process**

**2. Diagram of Supervisor and Interviewer Workflow**

|  |
| --- |
| 调查流程 |

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| --- |
| 督导工作流程 |

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| --- |
| Interviewer Workflow |



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| --- |
| 联系居委会 |

|  |
| --- |
| 进入项目 |

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| --- |
| 参加培训及培训访问员 |

|  |
| --- |
| 参加培训 |

|  |  |
| --- | --- |
| 控制访问进度 | |
|  |  |
| 陪访 | |
|  |  |
| 汇报进度 | |
|  |  |
| 审卷 | |
|  |  |
| 复核与处理 | |
|  |  |
| 申请追加样本 | |
|  |  |
| 总结提交问卷 | |

|  |  |
| --- | --- |
| 实地入户 | |
|  |  |
| 户抽样/户内抽样 | |
|  |  |
| 问卷访问 | |
|  |  |
| 检查错漏 | |
|  |  |
| 告别受访者 | |
|  |  |
| 提交问卷 | |
|  |  |
| 补访 | |

|  |
| --- |
| Preliminary contact and preparation |
|  |
| 督导和访问员培训 |
| 样本户地址分配 |
| 实地访问 |
| 审卷 |
| 复核和补访 |
| Report summary |

**picture** **2** **Supervisor and Interviewer Workflow**

**3. Workflow of Interviewers**

l Participate in training: Understand the significance of this survey, master the process of home visits, and be proficient in using the Questionnaire and Community Questionnaire".

l Home contact: Obtain relevant information about the sample households from the local supervisor, find the correct address, show your ID, and strive for the residents’ consent to receive the sample households. When being interviewed, please fill out the "Home Contact Registration Form".

l Household sampling/in-household sampling: Use the Household Sampling Page to correctly select the respondents; make an appointment for the next visit when the respondents are not at home.

l Questionnaire interview: Use the Questionnaire to conduct on-site interviews.

l Check for errors and omissions: Check the questionnaire for omissions and errors, and sign on the questionnaire cover.

l Farewell to the interviewees: distribute gifts and say goodbye to the interviewees.

l Submit questionnaire: Contact local supervisors and submit "Household Contact Registration Form", "Household Sampling Page", and "Survey Questionnaire" And other information.

l Supplementary interviews: Based on the on-site local supervisory review and re-examination results, contact the interviewees for additional interviews.

**4. Detailed explanation of the interviewer's workflow**

**1. Attend training**

1) Fill in the Visitor Registration Form.

2) Understand the significance of this survey; ensure full attendance at the training course; Be proficient in the home visit process and the use of the Questionnaire ; Complete household visits and trial visits.

**2. On-site home visits**

1) **Obtaining materials:** At each neighborhood committee, interviewers obtain the addresses of sample households and questionnaires required for a day’s visit from local supervisors. The supervisor will prepare the corresponding "Survey Sample List", "Sampling Map", "Household Contact Registration Form", "Household Sampling Page", Issue it to the interviewer. The interviewer should check whether the above information is complete.

2) **Home contact:** For all interviews, interviewers must find the correct sample households according to the addresses on the Survey Sample List. Knock on the door when entering the house and record the entry situation truthfully.

l If the interviewer cannot access the address on the Survey Sample List, The reason for the inability to contact should be recorded, and then the local supervisor should be contacted as soon as possible to explain the situation and request instructions from the local supervisor.

l When you knock on the door and someone answers, You must actively show relevant documents (visitor card, ID card, student card ) , explaining this visit The purpose is to ask and persuade the respondents to cooperate, and then proceed to the next step of "household sampling" and "in-household sampling" to select the respondents. If the patient is unavailable, continue the questionnaire interview or make an appointment to visit the patient again.

l Regardless of whether the visit is completed, Please check whether the information on the "Home Contact Registration Form" is complete. Make sure **the sample number** has Record.



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| Common questions and answers during home visits [For reference only, specific answers should depend on the situation at the time of home visit]  When visiting the interviewees' homes, Usually encountered 7 If such doubts are not properly addressed, Will lead to refusal of visit. These concerns and common responses are listed below.  **doubt** **1: Not knowing the identity of the interviewer**  **Q:** Who are you? / What are you here for?  **A1:** Hello, I am XXX (Unit/School) XXX , by XXX The university commissioned us to do a social situation Can you answer a few questions for me ? ( Proactively show your ID, including interviewer ID, ID card, student ID card, etc. Birth certificate  **A2:** Hello, I am XXX from XXX (unit/school) . I am doing a social practice during the holiday. I came to our house to do a social situation. Could you please answer a few questions for me ? ( Proactively show your ID, including interviewer ID, ID card, student ID card, etc. certificate)  **doubt** **2: Not knowing whether the content of the survey is relevant to you**  **Q:** What are you investigating?  **A:** Our survey this time is mainly to understand some issues such as family status, living conditions, work conditions and social attitudes. **doubt** **3: Doubt about the significance of the survey**  **Q:** We have seen many surveys, but they don’t solve any problems. What’s the point?  **A** : The government wants to improve people's lives and listen to their opinions. If you accept the interview, you can express your own opinions. It is a good thing to give opinions and views to help the government formulate good policies (such as medical insurance, pension, new rural cooperative medical care, etc. ). And after the investigation is completed, we will also give you gifts.  **doubt** **4. Worry about your privacy**  **Q** : [Implied] Will there be any disadvantages for me if I accept this investigation?  **A** : [Interviewer proactively introduces] Your local government cannot see the questionnaire you answered. Don’t worry. We will not show it to other people, and the country has a "Statistics Law" that is specifically designed to protect the security of your information , so don't worry!  **Q** : [Implicit meaning] Why did you choose me?  **A** : [The interviewer should take the initiative to introduce] Your neighborhood committee is the first one selected by our survey project team across the country. 200 Home It is one of the committees, which includes more than 10,000 households. XX Provincial total XX Our city has XX Today in our company The district elected 25 We are investigating 100 households, and your family is one of them.  The interviewed families usually have two contradictory psychological states: they are afraid of standing out, and they are also worried that their opinions will not be taken seriously. Worried about the negative consequences for yourself, it is important to emphasize that it is not directed at a particular person or family, and to keep it confidential. "What does this kind of survey have to do with me?" On the one hand, we should emphasize the significance of the survey, for example, "The state needs to collect information about the general public. On the one hand , we need to understand the situations and opinions of the surnames, know what you think and want , and formulate good policies, which will ultimately be beneficial to our lives. On the other hand, we need to strengthen their representativeness. For example, "National 13 100 million people visit only more than 10,000; Millions of people in the province, Just Visit Ask hundreds of people; only a few families in your county have this opportunity, so your family represents many people. We value you very much. Otherwise, I wouldn’t have come all the way from such a far place to visit you.” |



**疑虑** **5：担心暴露自己的无知**

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| **Q:** I don’t know anything/I have no education and I can’t read. I don't understand anything. [Subtext: I'm afraid these questions will bring me disadvantages.]  **A** : There is no right or wrong answer in the questionnaire. You can answer it as you think. The questions in our questionnaire are very simple. Our interviewer will read some information about your family, life and work to you, and you just need to listen and answer. Our questions are all about daily life, nothing particularly sharp, so don't worry. I can help you explain the place.  **doubt** **6. Worry about wasting your time**  **Q:** I'm very busy and don't have time to talk to you. Please go to the next room and ask **.**  **A** : We selected your home as our survey subject through the community map. We students do not have the right We will replace it without authorization, so please cooperate. Our investigation will take about \_\_\_\_ hours, please try to arrange your time. If it is not convenient, can you please tell me when I can come to visit you again today or tomorrow? It is not easy for me to come here. Could you please stay? A phone call? I want to contact you before I come. This is my phone number\_\_\_\_\_\_\_\_\_\_\_\_\_.  **Q** : Why do you need to ask so long? [Subtext: Isn't it enough to just ask a few simple questions to get a general idea of the situation?]  **A** : This is a comprehensive survey on residents' lives. It involves the daily life, food, clothing, housing and transportation of ordinary residents. There are many aspects, so the content is a bit complicated. So I will trouble you again, and I will try to finish my questions as quickly as possible.  **doubt** **7: What are the rewards?**  **Q:** What's the benefit of wasting so much of my time?  **A1** : Sorry, this is my first visit to you. We have some small gifts/small thoughts, It's a souvenir for you. Please accept it, thank you!  **A2** : Sorry for wasting your time. There will be some compensation for our survey, which is \_\_\_\_\_. I will give it to you after the visit. Thank you! |

3. **Household sampling and intra-household sampling (see Chapter 5 for details)**

1) After the residents agree to be interviewed, The interviewer first uses the "Household Sampling Page" that comes with the questionnaire to conduct household sampling. Each "Household Sampling The corresponding **sample serial number must be registered on each page** .

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| The type of "Household Sampling Page" corresponding to each sample household address is given in advance. Types of "Household Sampling Page" from A to H common 8 Type, specifically corresponding to the KISH in the "Household-Intra-Household Sampling" section of the "Household Sampling Page" Select the corresponding columns of the sample table. When the interviewer receives the sample household address from the local supervisor, Make sure you get the corresponding "Household Lottery Ticket" for each address. If the type of "Household Sampling Page" used for a certain address is different from that specified in the "Survey Sample List", the visit to that household must **be resampled.** **If the sampling results are still the same,** **The visit continues;** **If they are different, the address will be invalid.** **and** **Discard the volume.** |

to select appropriate respondents from the sample households . Household type, sample household composition, age, gender, and residence of household members, According to the established sampling method, select Respondents who meet the conditions. (For specific usage requirements, see the "Instructions for Using the Household Sampling Page" below ).

3) If the selected respondent is unable to accept the interview, the interviewer should contact the local supervisor as soon as possible to request instructions.

Please record the reason for the inability to access on the "Touch Situation Registration Form".

4) If the selected respondent is not at home temporarily, the interviewer should make an appointment with the respondent through the respondent and Please record the appointment time and other information on the registration form, and then visit again at an agreed time.

**4. Questionnaire interview**

**1 )** **Control the environment of the interview site .** Before the formal questionnaire interview, the interviewer should control the survey environment in the following ways:

• Please ask other people in the household to avoid the interview site.

• If the above is not possible, please inform other family members not to interrupt or influence the interviewee during the interview.

• Avoid noise or other distractions that may distract the interviewee .

• Please do not leave the site before the investigation is completed.

• The interviewer will not leave the interview site from beginning to end during the interview.

• Express empathy appropriately; actively narrow the psychological distance with the survey subjects.

• Interviewers consciously cooperate with each other and eliminate distractions. (For example, two interviewers are interviewing a mother who is taking care of a child . One of the interviewers can help the mother look after the child while the mother is visiting).

• In some extreme cases, actively choose to abandon the survey subject.

**2 )** **Visiting procedures .** After the official visit begins, the interviewer must follow the following visiting procedures:

• Recite the introductory words.

• Record the access start time.

• Read the questionnaire question by question, show the “Explanation Card” at the appropriate time according to the instructions and record the answers truthfully.

• Record the end time of the visit.

**3 )** **Access requirements**

• For all questionnaires that require reading, All questionnaires must be read out by the interviewers themselves and are not allowed to be given to the respondents to fill out on their own .

• When reading, The interviewer's tone should be calm and neutral. No words expressing hope, affirmation/negation, probing, inspiring, or praising should be used. Emotional tones such as sighs, impatience, etc.

• Interviewers are not allowed to insert their own words when reading ( except when explaining the meaning of the questions).

• Interpret the questions in the questionnaire only according to the “Questionnaire Instructions” and training requirements .

• Questions in the questionnaire are not discussed with respondents until the end of the survey.

• The interviewer should respond to the interviewee with appropriate facial expressions, but should not show approval or disapproval of the interviewee's answer. manner.

• Don’t change the record of an answer based on your assumptions about the respondent’s “real” thoughts.

• Clarify and follow up on vague and ambiguous answers from respondents.

• For questions that are related and have logical relationships , the interviewer should remind the interviewee.

• When the respondents express detailed opinions related to the topic, they will be recorded on the questionnaire as appropriate depending on the duration of the interview .

**5. On-site questionnaire self-examination**

After the questionnaire is fully answered, the interviewer shall check the answer records on the spot . The verification content includes:

• Whether the type of the Household Sampling Page is consistent with the household sampling page type specified for the address.

• Whether the random number table and random number table are used correctly in the household sampling and within-household sampling process KISH surface.

• Are there any missing or unclear answers?

• Are there any logical errors?

• Whether the answers to each item in the questionnaire are recorded clearly.

• Whether the professional records are detailed and meet the coding requirements.

• Whether the answers to open-ended questions are incomplete or lack of details.

• After on-site verification, please sign on the questionnaire cover.

**6. Give gifts after the interview to say goodbye to the interviewee**

• Verify and record the respondent’s current home address and ask the respondent to leave their name and contact number.

• After the visit, Be sure to express your gratitude for their cooperation and give them a gift.

• When leaving the respondent’s home, Be sure to check that you have brought all your belongings and do not leave them at the interviewee's home.

• Put the questionnaire and the corresponding supplementary "Household Sampling Page" and "Household Contact Registration Form" together, and pay attention to marking Note the corresponding sample number.

• Report that the supervisor has completed the interview at that address and the age and gender of the interviewee.

**7. Submit the questionnaire**

• Check whether the questionnaire and the corresponding "Household Sampling Page" and "Household Contact Registration Form" are completed as required and submit them to the local supervisor for review

**8. Make up visit**

• Accept the arrangement of supervisory follow-up visits, Bring the sample household addresses and questionnaires, including the corresponding Survey Sample List. "live Household List List", "Sampling Map", "Household Contact Registration Form", "Household Sampling Page" 、 Check the questionnaire》Repeat all the processes starting from the home contact stage

**5. Detailed explanation of the local supervision process**

**1. Contact the neighborhood committee of the survey point and prepare survey materials**

1) Contacting neighborhood committees and coordinating relationships is an important responsibility of local supervisors . If we can persuade the neighborhood committee cadres to publicize in advance and lead the interviewers to visit households, Verifying the addresses of sample households is very helpful for us to complete this visit. Therefore, it is very important to maintain the relationship with the neighborhood committee . If possible, Try to have the neighborhood committee arrange for local cadres to lead visitors to visit households.

2) Local survey agencies recruit interviewers and feedback the "Interviewer Registration Form" and "Supervisor Registration Form" to the project team.

3) Determine the interviewer training schedule, formal survey schedule, etc.

4) Obtain all types of information required for the investigation from the project team.

5) Verify information: The supervisor should verify whether the above information is complete. In particular, the information included in the sample household address . Sample number, household List number, building number and floor number, sub-map number, remarks, sampling page type, and the entry number for the circled random number. Household Sampling Page.

6) After receiving the "Survey Sample List" issued by the project team , local survey agencies will select the sample page types of the "Household List" they keep. Find the corresponding household list page, make a copy and send it to the relevant survey team; At the same time, each investigation team is required to carry The team investigated the entire "Sampling Map" of the neighborhood committee.

**2. Organize and participate in training**

**1)** The inspection supervisors and local supervisors are jointly responsible for training the interviewers of the executive agencies, and local supervisors must participate in the training throughout the whole process.

**2)** The training time for local supervisors and interviewers shall not be less than one day.

**3)** The main contents of the training are shown in the table below:

|  |  |
| --- | --- |
| **content** | **Precautions** |
| **1. Project launch** | **Check the projection and audio equipment in advance** |
| **II. Investigation Implementation Process** | **Chapter 2** |
| **3. Questionnaire Explanation** | **Learn about the supervisors and interviewers’ experience in conducting investigations in advance to determine the level of detail in the explanation** |
| **3.1** **Self-administered questionnaire** | It is best to send the questionnaire one day in advance to complete the self-filling, which can save time |
| **3.2** **Questionnaire structure and instructions** | Chapter 6 of the Manual: Instructions for filling out the answers should include exercises |
| **3.3** **Detailed explanation of questionnaire content** | Chapter 6 of the Manual |
| **IV. Use of sampling addresses** | **Chapter 4 of the Manual: Adding Diagram Recognition Exercises** |
| **5. Contact Sheet, Sampling Page** | **Chapter 5 of the Manual; plus simulation exercises** |
| **5.1** **Home contact registration form** |  |
| **5.2** **Household sampling page** |  |
| **5.3** **Collective household sampling** |  |
| **VI. Notes for Interviewers** | **Chapter 3 of the Manual** |
| **7. Process Talk** | **The interviewer takes the address, contacts, appointments, visits, and gifts.** **The interview part can be skipped.** |
| **8. Exchange of visits** | **All interviewers and supervisors visit each other in pairs. The training team accompanies the visit.** **After finishing, check your answers.** **and** **Brief summary.** |
| **9. Trial Visit** | **Invite real respondents to the interview. Invite the same number of respondents as the interviewer supervisors in advance .** **And there are enough places to visit.** |
| **10. Supervisory Training** | **The interviewers do not need to participate. The key is to distinguish between the responsibilities of inspection supervision and local supervision.** |
| **total** |  |

**4)** **The enforcement agency will arrange personal accident insurance for all personnel going out for investigation .**

**5)** Supervisors will receive the Supervisor Certificate and interviewers who have passed the training will be issued Interviewer Certificates.



**3. Control access progress**

**1)** Distribute survey samples and questionnaires:

**a)** Supervisors need to clearly define the workload to be completed at each survey point. 2 5 Qualified questionnaires.

|  |
| --- |
| **Notice:**  **Supervisors must bring the following documents when entering the investigation site:**  **!** **A copy of the "Sampling Map (General Map and Sub-maps)" of the surveyed village (neighborhood) committee;** **!** **A copy of the cover of the "Residential List" of the village (neighborhood) committee ;** |

**b)** Before issuing the "Home Visit Registration Form" to the interviewer, the supervisor shall You can follow the contents of the "Survey Sample List" in advance. Fill in the sample number, household address, sampling page type, etc. on each "Household Contact Registration Form" . And indicate the corresponding Type of Household Sampling Page (A to H It can also be filled in by the interviewer himself before contacting the interviewee.

|  |
| --- |
| It is important to emphasize to the interviewer that the type of "Household Sampling Page" **corresponding to each survey sample address is fixed.** **Definitely not** **It can be mistaken or replaced arbitrarily. Otherwise, it will be treated as waste roll !!!** |

**c)** Lead the interviewers to the survey point, where the questionnaires must be distributed.

**d)** Supervise the first batch of distribution to each visitor 1-2 The remaining questionnaires will be distributed again depending on the interviewer's first submission . If the questionnaire is filled out accurately and truthfully, the questionnaire can continue to be distributed; if there are errors, omissions and falsifications in the questionnaire, a warning should be given and the The interviewer is encouraged to re-interview and make corrections. If the situation is serious, the interviewer’s qualification should be terminated.

**e)** Collect the household contact information and the number of successful questionnaires reported by the interviewers , Record the usage of sample household addresses in the Survey Check the Sample Address Usage Registration Form. Take photos and send them back to the project team’s email address every day.

**f)** If the visitor refuses to visit, the interviewer should be assisted to continue the visit or a new interviewer should be replaced to visit the household again. When the interviewer encounters a refusal When the situation is reported to the local supervisor, the local supervisor should confirm the specific situation and deal with it according to the different types of refusal:

 **The time is not suitable: change the time to enter the household**

 **Gender differences among interviewers: changing interviewers to visit households**

 **Guide issue: Ask neighborhood committee cadres to lead the way**

 **Violent refusal to visit: terminating the visit**

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| --- |
| Note: For methods to deal with refusal during home visits, please refer to "Common Questions and Answers to Home Visits" |

**2)** Seek help from community officials to complete the Community Questionnaire.

**3)** Supervisor collection questionnaire:

**a)** Check the accuracy of the "Household Contact Registration Form" and "Household Sampling Page" on a daily basis, and fill in the "Sample Address Usage Registration Form;

**b)** Collect the questionnaires completed by the interviewers as soon as possible, review and recheck them, and make sure to complete the review before leaving a survey site. File and on-site review work;

**c)** Understand the interviewers’ mastery of the questionnaire and provide additional training to interviewers who are not familiar with the questionnaire;

**d)** Record the daily questionnaire collection status and problems encountered during the interviews and prepare summaries.

**4)** On-site summary of survey points: After the on-site visit, the local supervisor should call the interviewers to summarize the experience of the day’s home visits, accompanying visits, and review. Experience and problems, provide solutions, Collect the completed "Questionnaire", "Household Sampling Page", and "Household Contact Registration Form".

Make sure that the contact status of all sample addresses is recorded in the registration form and arrange work for the next day.

**4. Accompanying**

**1)** Accompany the interview before, during and after the project; each interviewer should be accompanied by at least one supervisor throughout the interview 1 share;

**2)** During the project, it is necessary to ensure that every visitor is accompanied as soon as possible and any problems found are solved in a timely manner;

**3)** During the interview, pay attention to the interviewer's operating skills and understanding of the questionnaire to ensure that the interviewer conducts the interview according to the requirements;

**4)** After the visit, the supervisor signs the corresponding position of the questionnaire and gives the interviewer a summary in a timely manner;

**5)** After accompanying the interview, the supervisor will, depending on the situation, provide additional interviews, retrain the interviewers, or cancel their qualifications for those who are not proficient in the operation.

**5. Review the papers**

**1)** Supervisors must complete the first review of the questionnaire at the survey site (referred to as the first review). This includes checking the "Household Contact Registration Form", Check whether the information on the "Household Sampling Page" and "Questionnaire" is complete and accurate, and check whether all questions in the questionnaire are answered completely;

**2)** If there are any errors or omissions, the interviewer should be asked to contact the respondent in time to confirm the answer and provide relevant information. If it is not possible to ask again, it will be treated as missing. Value processing must not be changed without authorization;

**3)** If there is any fraudulent sampling or proxy answering, the address will be invalidated and a new address will be used for access;

**4)** After verification, the local supervisor signs the questionnaire cover;

**5)** For the key points of the questionnaire review, please refer to the corresponding part of the Questionnaire Instructions. Interviewers can also refer to the questionnaire instructions for self-examination;

**6)** If any invalid papers are found during the examination process, an “X” will be made on the cover with a red pen and the signature will be kept.

**6. Report progress – apply for additional samples if necessary**

**1)** Daily report at the survey site: timely via SMS, Report to the project team on-duty staff via QQ , email, or WeChat, including:

①The number of questionnaires successfully completed, the serial number of the sample successfully completed, and the gender and age of the respondents at the corresponding addresses ; ②The " Registration Form for the Use of Survey Sample Addresses" filled out on the same day (Take a photo and send it back).

**2)** If the supervisor finds that the number of qualified questionnaires completed at a survey point is less than 25 When the Apply for additional samples. The issuance of backup addresses will be strictly controlled.

**3)** Local supervisors distribute the additional sample information issued by the project team to interviewers to conduct home visits;

**4)** The usage information of the additional sample household addresses must be recorded in the "Survey Sample List" , On the “Registration Form for Survey Sample Address Usage”.

**7. Review and processing**

**1)** Home visit review: Supervisors must review at least 10% of the questionnaires **(Note:** **10% is the proportion of successful reviews )** .

**2)** Telephone review: Supervisor (or reviewer) In the surveyed village (neighborhood) committees, at least 10% telephone review **(Note: 10% is a successful review** **ratio)** The questionnaires for on-site review and telephone review should not overlap. Sign the corresponding position of the Questionnaire after review.

【 **Note: The review ratio is** **SSU** **Questionnaire quantity** **20%; can be replaced by accompanying visit, i.e. accompanying visit** **20% is considered as the completion of the review.**

**3)** Arrange revisit and follow-up questions: Local Supervisor (or Reviewer) Interviewers should be arranged to conduct re-interviews and supplementary questions on relevant questionnaires in a timely manner . Re-ask the completed questionnaire.

**4)** Waste papers were found during the review process. **Use a red pen to mark the cover with an “×”** and sign your name.



**8. Centralized examination of files and submission of investigation materials**

**1)** Centralized examination (second examination ):

**a)** When the questionnaires are returned to the cooperative institutions in various places, they must follow the examination points. 100% of the second review will be conducted. The second review needs to check the "Home Contact Check whether the information on the "Registration Form", "Household Sampling Page", "Questionnaire" and related information is complete and accurate. If the answer is not filled in, the supervisor needs to be informed, the interviewee should be contacted to confirm the answer and supplement relevant information; if the answer cannot be supplemented , it will be treated as missing value. Can be changed without authorization.

**b)** After verification, the examiner signs the questionnaire cover for the second time. **Note: The second instance and the first instance cannot be conducted by the same person.**

**c)** Questionnaires that pass the second review must undergo random review by inspection supervisors.

**2)** **Data compilation: The following data are compiled by local survey agencies, and the data are sorted by survey point.**

• **Questionnaire:** **Questionnaires for successful visits (including household contact registration form, household sampling page and** **Questionnaire)**

• **All used "Household Contact Registration Form" and "Household Sampling Page" must be put together**

• **All unsuccessful sample households that have been contacted have corresponding contact information in the "Household Contact Registration Form"** **interest.**

• **Community Questionnaire**

• **Invalid questionnaires (marked with a red “×” on the cover)**

• **Electronic versions of the Supervisor Registration Form and Interviewer Registration Form**

• **Letter of introduction, blank questionnaire and other materials**

**3)** Send the information back to the project team: Send the above information back to the project team by express delivery .

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| **Nanchen Road, Baoshan District, Shanghai** **333** **Shanghai University East Campus** **2** **Building No. 1, School of Social Sciences** **312** **office** **Yang Zhi** **Teacher (receiver) postal code:** **200444**  **Tel: 021-66133785** **cell phone:** **15201934593**  **E - mail : yangzhi2009@shu.edu.cn​​​​​** |

• **All items and materials sent back to the project team must be recorded in writing and the courier number must be reported to the project team.**

• Supervisor Certificate, Visitor Cards must be destroyed centrally after the project is completed.

**Chapter 3** **Notes for Interviewers**

**I. Rights of the Respondents**

**1)** Right to know: The right to know is the right to informed consent, which means that the law requires respondents to know complete and accurate information so that they can make informed decisions. Any research must comply with the legal and ethical requirements of informed consent, and all projects must comply with The relevant laws and regulations of the country. Interviewers must be honest when handling and answering questions from interviewees. For example, if you know the interview The interview will last an hour, and you cannot tell the interviewee that it will only take a few minutes.

**2)** Right to privacy: The right to privacy is protected by the Constitution of China. Article 38 of the Constitution stipulates that the personal dignity of citizens shall not be violated. No. 39 Article 19 provides that the home is inviolable. 40 Article 1 stipulates that citizens' freedom of communication and confidentiality of communication are protected by law. Violation of the law The person or organization will be punished.

**3)** Right to refuse cooperation: The right to refuse means that after the interview has begun, the respondent has the right to stop participating in the study or refuse to cooperate. Answer some of the questions in the questionnaire.

**2. The mission of the interviewer**

The first condition for being an excellent interviewer is to recognize and fully affirm the significance of social science investigation. Social investigation is a kind of public welfare. Through this kind of service activities, we can collect real and effective public information and attitudes , which can be used for government decision-making and academic research. Provide first-hand information. Help improve the quality of life of the people. Social survey is such a This is a valuable service activity for academic research. Therefore, during the investigation, the interviewer must comply with the relevant laws and regulations and investigation requirements. In addition to some basic principles, one must also behave in a generous, decent, neither humble nor arrogant, and calm.

**III. Professional ethics and basic behavioral norms of interviewers**

**1)** The interviewer should remain neutral throughout the interview process. The survey research must ensure that each questionnaire question is relevant to all respondents. Therefore, all the behaviors of the interviewer should not affect the respondent's response process. The order of questions, questioning methods, explanation methods, and recording methods should all be kept neutral and objective, without making any implicit comments on the interviewee's answers. Indicate, guide and speculate.

**2)** Respect and protect the interviewees. The interviewees’ answers to all questions are protected by relevant national laws and regulations; interviewers must Ensure that all information of the respondents (including other information obtained incidentally during the survey) is kept completely confidential. Interviewers must share a commitment to maintaining the confidentiality of the interviewee. Interviewers should not discuss information about the interviewee with anyone, including their He interviewed the officer.

**3)** Be honest, responsible, and never cheat. Strictly follow the technical specifications of each survey and do not make any changes without authorization. In case of errors, omissions or falsification, the interviewer will be criticized, warned or even disqualified, depending on the severity of the situation.

**4)** The entire visiting process should be conducted in a civilized, courteous, friendly , patient and meticulous manner.

**5)** Master the basic knowledge and skills of sampling, interviewing and questioning. Have a comprehensive understanding of the entire survey, such as: Units and co-organizers; The significance and purpose of the investigation; The modules and general contents of the questionnaire; Population, sampling frame, sampling method, Overview of samples in each stratum; general process of the entire survey, etc.

**6)** Please dress neatly. Do not wear slippers or strange clothes when visiting homes.

**7)** The research team shall not interfere with the normal working order of the local government in the name of this research team.

**8)** Activities irrelevant to the purpose of the investigation, such as religious propaganda and commercial sales, shall not be carried out during the investigation.



**9)** No gifts may be accepted during the investigation.

**IV. Safety of Interviewers**

Most interviewees are kind and interviewers generally do not encounter any personal safety issues. There will be various emergencies. Visitors need to constantly enhance their safety awareness and do the following:

**1. Dress**

**1)** Pants: Long-leg pants; protect the legs from injury, such as dog bites, mosquito bites, and tree branch scratches when walking in the countryside;

**2)** Clothes: Shirt with sleeves; the neckline should not be too big and the material should not be too thin;

**3)** Shoes: sports shoes; fit well, comfortable, and easy to walk or run;

**4)** Hair: Girls should tie a simple and neat ponytail; boys should keep a simple and steady crew cut;

**5)** Bag: Backpack; Built-in things that are closely related to the questionnaire (e.g. Questionnaires, interview boards, interviewer cards, pens, etc.) It is not recommended to bring money Bags, bank cards, and only a reasonable amount of cash are required.

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| Suggestions for home visit clothing: The clothing of home visitors should be formal, decent, ordinary, and not eye-catching. "Formal" means that you can tell at a glance that you are organized. The " proper" means not to wear a vest, suspenders, etc. Don't wear clothes that are too "cool". When the weather is hot, consider wearing short-sleeved round-necked clothes. T T-shirt or sports top, It is best to wear knee-length shorts. Girls must not wear hot pants or short skirts; "ordinary, not eye-catching" means try not to wear brand names, and do not wear all kinds of jewelry and accessories. In order to avoid unnecessary misunderstandings. |

**2. Home**

**Before moving in**

**1)** Go together; avoid two boys visiting households together to give the residents a sense of security;

**2)** Men and women work together; girls knock on the door and boys help carry things

**3)** Do not disturb or force entry. If someone is taking a nap at home, do not force entry. You can make an appointment to visit again later.

**4)** “ Judging people by appearance ". Girls go into a house in groups. When they see only the male owner, they observe the house , the owner's clothing, appearance, conversation, etc.

**5)** “Men and women are different ". If there are women or elderly people at home, it is better for girls to enter the house; boys should pay attention to their appearance and etiquette to give the residents a sense of security;

If you find that there are male and female owners at home, you can enter the house after obtaining consent; if only the female owner or the elderly are there, females can enter, but males are not allowed to. If the male owner is the only one present, it is not convenient for a female to enter the house alone. If it is found that it is not suitable to enter the house at this time, another time should be arranged, and the neighborhood committee will A classmate will be there to visit; or a classmate will wait at the door, keep the door open, and leave after seeing that everything is safe ;

**After entering the house**

**6)** Ask whether to change shoes or wear shoe covers, preferably shoe covers;

**7)** Sit down at the seat indicated by the host, and sit down after the host has sat down; do not sit on the interviewee's bed casually;

**8)** Do not bother the host to serve tea or water, and do not eat the food served by the host or the snacks you bring with you;

**9)** After entering the household, find an opportunity to send a text message to the supervisor (can be sent by a companion ) to inform the time of the visit. If the time is exceeded, the supervisor will contact you actively. ;

**10)** If you encounter a resident who has a dog at home and it barks loudly, the interviewer should not panic or run away, but stand still and treat the dog gently. Can.

**3. Access**

**1)** **No debate, no argument:** Do not have any arguments or conflicts with the interviewee, and do not fight back. If you can tolerate it, then tolerate it; if you can’t, then leave.

**2)** **No heart-to-heart talk:** respect the privacy of others and protect your own privacy; do not chat about things that are not related to the visit;

**3)** **No coercion** : Do not compete with the respondents for questionnaires and materials. It is not a pity to destroy them. You can just change the address to do it.

**4)** **Don’t take risks** : If a female interviewee finds that the male interviewee has improper behavior or words, she can make up an excuse to leave instead of leaving. You can’t get a tiger cub from a tiger’s den.

**4. Others**

• In case of an emergency, first call the police (110, 120 ), then report to the supervisor

• Bring your own drinking water in hot weather

• It is better to bring a light raincoat instead of an umbrella when going to the countryside during the rainy season

• Bring a flashlight when walking at night

• Bring your own Band-Aids, stomach medicine, diarrhea medicine, cooling oil, floral water, etc.

• For long distances in rural areas, you need to know in advance when to enter, when to leave, and whether transportation is suitable.

• Obey traffic rules and wait for traffic lights instead of cutting in line

【Notice】

• When it comes to teamwork, boys should take on more responsibilities;

• Girls have a higher success rate in knocking on the door than men. If a boy fails to knock on the door, a girl should knock again;

• Multiple interviewers gathering in the community for a long time will attract security intervention;

• Do not discuss the interviewee’s privacy or family background in the community.

**Chapter 4** **Use of sampling addresses**

This project adopted a multi- stage mixed sampling Composed Sampling ) method, that is, urban areas, neighborhood committees, and residents Households and residents 4 The sampling stage, Different sampling methods are used in each stage. 10 The central urban area of the city 198 indivual Neighborhood committee.

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| **Sampling stage** | **Sampling unit** | **quantity** | **Sampling Method** | **Sampling frame** |
| **Phase 1** | **district** |  | **Implicit stratification + PPS** **sampling** | **10** **Data for city districts/streets** |
|  |  |  |  |  |
| **Phase 2** | **Neighborhood Committee** | **400** | **PPS** **sampling** | **Win** **PSU** **Name of the neighborhood committee** **Single, household and population statistics list** |
| **Phase 3** | **Residential households** | **1000** | **Simple map-based address** **Random Sampling** | **Resident List** |
|  |  |  |  |  |

**Simple random sampling ( KISH** **Sampling table)**

**居民**

**1000**

**阶段四**

**家庭人口情况登记表**

In the third stage, the household sampling frame was established by using the field mapping sampling method . There are buildings, and further list all the houses in the buildings, which are used as the sampling frame to select the households to be interviewed. Sampling address, check the sampling map, find the interviewed households, conduct sampling in the households, and conduct questionnaire interviews. The three basic materials are "List" and "Survey Sample List".

**1. Sampling Map**

The sampling map contains the address information of the selected neighborhood committee, the distribution of the main buildings in the community and related mapping information. The following:

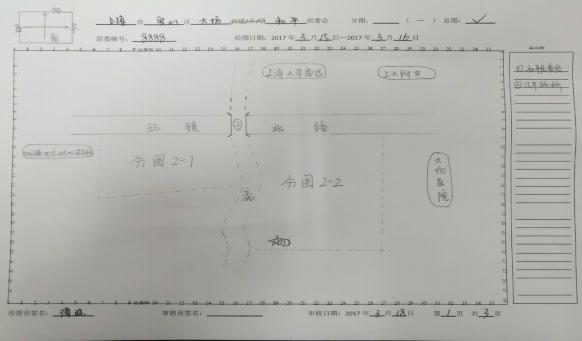
1) Header: including the name of the province, city, town, neighborhood committee, draftsman’s name, drawing start and end time, drawing The interviewer determines the form to be used according to the name of the neighborhood committee to be investigated and the corresponding part of the table. Map of.

2) Direction indicator: Usually, it is marked in the blank box on the upper left of the drawing paper, with north at the top and south at the bottom. The interviewer needs to determine the direction of the direction indicator before using the map . The direction indicators on different sub-maps of the same community may also be different.

3) Sub-map and overall map:

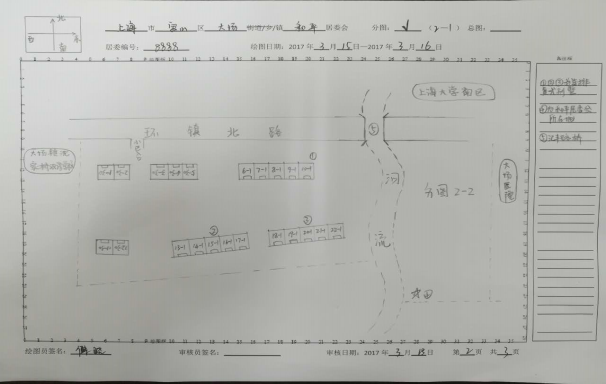
On the header of the sampling map, if it is a sub-map, there will be a " √ ", if it is a general map, then in the general map The horizontal line behind it is marked with " √ ” Among them, the horizontal line in the bracket after the sub-figure indicates the sub-figure serial number. The specific marking rule is “ number 1-Digital 2", where the number 1 is the total number of sub-graphs, number 2 Which sub-picture is this? If any 5 The sub-pictures are: 5-1, 5-2, 5-3, 5-4, 5-5.





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During the drawing process, if the neighborhood committee area is too large or there are too many buildings to be completed on one drawing paper, you need to draw multiple sheets. The map is the sub-map, and the relative positions of these sub-maps should be drawn at the same time, which is the general map . The building distribution map of the neighborhood committee. Interviewers can use it directly. When the neighborhood committee map is larger than two , the general map is the neighborhood committee sub-map. The interviewer first finds his approximate location based on the general map, and then determines the location based on the sub-map where the address to be investigated is located . Decide which sub-image you want to use.



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4) Administrative boundary: The boundary line of the neighborhood committee unit, that is, the administrative boundary line, is marked with a dotted line. The geographical scope of the Settlement Committee.

5) Notes: If there is not enough space on the drawing paper, you can mark it on the survey map with a numbered circle and then fill in the note box.

Give detailed instructions. Specific information.

number If the interviewer sees a numbered circle in the picture, he/she needs to look up the number in the notes.

Notes box

|  |
| --- |
| ① There is a dry river here |
| ② This is a townhouse duplex |
| ③ from XX arrive YY Walking Need 5 minute |

6) Geographical Indications

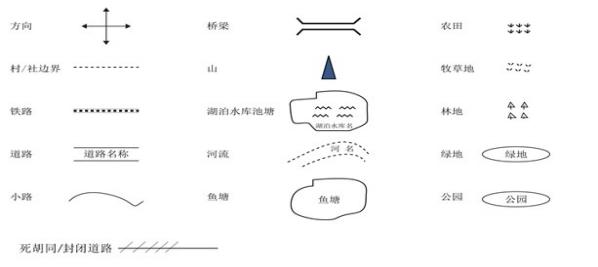
Such as government offices, schools, commercial outlets, central parks, green belts , farmlands, mountains and other geographical features, as well as landmark buildings. They are marked on the picture.

7) Location of neighborhood committee:

The location of the neighborhood committee is indicated by ☆ in the general map or sub-map :

8) Buildings:

a) Traditional residential buildings: buildings, bungalows, small buildings, courtyard houses, large courtyards, work sheds, company dormitories, etc. It is represented in the figure as a right-angled rectangle (right-angled polygon).



b) Right-angled rectangle (right-angled polygon ): Different building types require text to be added inside the rectangular shape to indicate the residential building. The property is a bungalow/small building/siheyuan/tenement house/self-built house/empty house, etc.

c) Non-traditional residential buildings: refers to houses or places for people to live in but do not have traditional residential characteristics, including student dormitories, Sick wards, hotels, barracks, welfare homes, etc., are represented by rounded rectangles in the diagram. , and the purpose or use of the building is indicated, and its Its main function is to help interviewers determine the relative position of the right-angled rectangle.

d) In the drawing area of the map, Generally, there are two types of rectangles: right-angled rectangles (right-angled polygons) and rounded rectangles. The shapes (right-angled polygons) represent traditional residential buildings, and the rounded rectangles represent non-traditional residential buildings and non-residential buildings.

e) Building Number:

Contains two numbers connected by a hyphen "-" in a right rectangle , such as 9-18, where the number before the hyphen indicates the serial number of the residential building, The number after the hyphen indicates the total number of dwellings contained in the residential building. At right angles In the shape, small squares or semicircles are used to indicate the doors and their directions.

In this project, only traditional residential buildings (rectangular/ polygonal) need to be numbered (except for empty and abandoned houses ) . All of his buildings, including non-traditional residential buildings, non-residential buildings, vacant houses, abandoned houses, etc., do not need to be numbered.

**All traditional residential buildings are built according to** **"Writing principle " (from left to right, from top to bottom facing the drawing paper )** **, from** **1** The building number is written on the rectangular block representing the building **.** (Inside a right polygon).

The specific requirements are as follows:

• only 1 A building with 1 unit is a residential building and is assigned a number;

• If a building has 2 If there are more than 10 units, each unit is a residential building and is numbered separately. Count several residential buildings and assign numbers accordingly.

• Each bungalow, bungalow courtyard, large courtyard, quadrangle courtyard, and commercial and residential building has a number.

• Shed. Determine whether the shed is a bungalow or a building. The first-floor sheds are all treated as bungalows. When drawing the plan, there are several rows of right angles. Rectangle. Work sheds with two floors or more are treated as buildings. If there are several work sheds, draw several right-angled rectangles, and assign a number to each right-angled rectangle.

f) Number of dwellings:

The number of residences follows the residential building number. The two are connected by a hyphen "-". The number of residential houses is the number verified by the list clerk on the spot . Rather than inferred numbers.

• The map will indicate the areas within multi-residential buildings (e.g. The number of houses with multiple households ( such as large courtyards, quadrangles, and bungalows) and Fill in the statistics inside the rectangular shape representing the building. ;

• If a building has been delivered for use, and part of it is occupied and part of it is not, the total number of residences is equal to the sum of the two, that is, the number of residences in the building. Total number of residences ;

• The number of residential buildings in the rectangular rectangle representing a single-family home is not entered; if there is only a building number in the rectangular rectangle, it means that There is only one residence.

• Number of dwellings in the shed. There are two ways to calculate the total number of dwellings in the shed: the first is to count the number of doors, and count the number of households as many as there are doors, without distinguishing between accommodation and office areas; the second is that if the number of doors cannot be determined, then further inquire about the total number of people and divide the total number of people by 3, the number of households is obtained. For example, if a work shed has 30 People, the total number of households is 30/3=10, or 10 If there is a remainder , no matter how big or small the remainder is, it will be rounded up. like 31/3=10.3=11 household.

• Unfinished buildings, buildings under demolition, 3 Buildings that will be demolished within the next month and non-traditional residential buildings are not counted ;

• The residential statistics do not include purely business-oriented buildings (shops, offices, warehouses, etc.), vacant houses, and abandoned houses.

• During the mapping sampling, it is impossible to confirm how many households live in a door. All of them are counted as one residence. If the residence is selected, the interviewer needs to “Household sampling”.

• If a building has basement shops, and the actual house numbers of the upstairs residents are numbered starting from the upstairs residents, the floor where they live will not be counted in the basement shops.

If the actual house numbering rule of the upstairs residents starts from the basement, the basement will be added to the floor where they are located.

**2. Resident List**

**1)** Household list and sampling list

**a)** Serial number: Each residence is assigned a number.

**b)** Building number: the building number marked on the map, which corresponds one-to-one with the number on the map.

**c)** Corresponding sub-drawing: Fill in the sub-drawing number of the building in the "Corresponding sub-drawing" column of each record.

**d)** Residential address: refers to the actual address information of the residence - postal address information, such as Dachang Town, Baoshan District, Shanghai 1200 alley 1 Number 201.

• For residential buildings without house numbers, the detailed address is recorded as follows: facing the residents in the building, start from the right hand side and press Record in counterclockwise direction. The detailed address of the record is: ×× Residential Committee , Building ×, Unit ×, Floor ×, No. × on the right hand side.

• For residential buildings that do not have building numbers, unit numbers, or house numbers, the detailed address should be recorded as: Building No. ×, Floor ×, Unit × on the right hand side.

• For residential buildings without building numbers and unit numbers but with actual house numbers, the detailed address recording method is: ×× Building No. ×, floor (number) ×, with committee number ×.

• For bungalows without house numbers, record the address according to the household number on the survey map. The detailed address recording method is: The number of Xingfu Village is 5 The bungalow and happiness village number is 673 Small building.

• The numbering principle for bungalow courtyards (large courtyards) is: open the gate and walk in, following the right-hand principle and counterclockwise order. Sort them one by one. For example, If a number is 11 There are four residents in the compound. Then the first house on the right after entering the door should be registered as Courtyard No. 11 4-1, the second house on the right is Courtyard No. 11 4-2, and so on, until the last For example, the residential address is recorded as: 11 The right side of the courtyard 1 household.

• The residents living on the underground floor of the building (note the difference between the underground floor and the basement) should also be counted and registered in the residential area. In the address, record from the right hand side in counterclockwise direction, for example The residential address of 1 household is: Chaoyang Community 8 Building No. Basement 1, right hand side 1 household.

**e)** Notes are information about the house so that investigators can uniquely identify the house, such as the color of the door, the couplet next to the door The content of the couplets, the calligraphy of "囍" and "福", and other characters that can be used to distinguish it from other houses on the same floor Logo information.

**3. Survey Sample List**

In the actual survey, the investigators will find the respondent households according to the survey sample list. The sampling list verified by the survey point is again randomly selected, and in addition to the items consistent with the household list , it also includes the sample Sequence number, sample page type, and address usage records.

**1)** The sample serial number is a unified number for all sample addresses at the survey point. During the visit, this serial number information must be recorded in the "Household Contact Registration Form, Household Sampling Page and Questionnaire;

**2)** The sampling page type refers to the household sampling page AH kind;

**3)** Address usage refers to whether the address is successfully accessed. If the interview is successful, please fill in the age and gender of the interviewee; if the interview is unsuccessful, please indicate the reason for the failure (options can be found in Section I1 of the Registration Form for Home Visits). question).



**4. Image recognition process**

1) The interviewer first carefully checks the survey sample list based on the sample address information assigned by the supervisor .

2) Use the survey sample list and sampling map to determine the sample address

a) If the residential address in the survey sample list is filled in according to the actual address , or if there is an acquaintance to guide the way, The actual residential address of this listing, find the residence directly.

b) When the residential address information in the survey sample list is incomplete or the residential location cannot be determined based on the address, Use sampling maps to determine residential locations. The specific process is as follows:

① Determine the sub-chart number to be used based on the corresponding sub-chart in the survey sample list.

② Determine the location of the building based on the road name and landmark building on the map corresponding to the building number in the survey sample list. location and find the building.

③ Determine the specific floor where the sample is located based on the floor of the survey sample list.

④Finally determine the sample address based on the household number/actual house number/remarks information in the survey sample list.

3) Notes:

a) Before reading the map, the interviewer must first determine the direction of each sub-map. The direction of different sub-maps may be different. Be careful not to mix Disorderly position.

b) Some buildings may have multiple entrances. This information will be indicated in the map notes or the notes on the survey sample list. Interviewers should read the notes carefully and use the right-hand principle to find the household to be interviewed after entering through the entrance marked on the map.

c) Buildings used for both commercial and residential purposes will not be marked on the map, but households using both commercial and residential properties will be listed in the survey sample list. Furthermore, if it is unclear which unit a shop in the same building belongs to, it will be counted as one unit in the calculation of the number of residences . The address should be determined based on the specific name of the store in the remarks information.

d) People living in basements/underground garages belong to the same building but it is unclear which unit they belong to. They are all counted as one unit. Number of residences: interviewers determine the address based on household number/actual house number/remarks information.

**Chapter 5** **Detailed explanation of the "Household Contact Registration Form" and "Household Sampling Page"**

**one,** **Home Contact Registration Form**

**1.** **Rules for use of the "Home Contact Registration Form"**

**a)** Each sample address issued must have a "Household Contact Registration Form";

**b)** When visiting a household, the interviewer must use and record the "House Visit Registration Form" on the spot. Cannot record from memory after the visit;

**c)** Before visiting households, the interviewer needs to fill in the sample serial number, Name of the neighborhood committee, Residential address and door-to-door sampling page type.

**d)** Fill in the circle “○”: All the items that need to be filled in, except for the items that are clearly required to be “checked” on the “Household Sampling Page” √ Projects​ Except for the above, all other options **must be enclosed in a circle (e.g. ①②** **·** **·** **⑩) Circle the selection**

**e)** After the questionnaire interview is successful, the interviewer should check the "Household Contact Registration Form", "Household Sampling Page" and "Questionnaire" to see if there are any If there is any error, it will be submitted to the local supervisor;

**2.** **Explanation of the main items and instructions for filling out the "Household Contact Registration Form"**

**(1) Sample serial number: This is the first column of** the Survey Sample List issued by the project team . Each survey address corresponds to a sample serial number.

**(2) Name of the neighborhood committee:** the name of the neighborhood committee indicated in the Survey Sample List issued by the project team.

**(3) Residential address:**

• The residential address in the “Survey Sample List” issued by the project team, The following information must be copied in advance into the "Home Contact Information Registration" The address in the table must be used for access and cannot be changed without authorization.

• If the existing addresses cannot be successfully accessed, You must immediately report to the local supervisor and follow the local supervisor's instructions. Continue to visit.

• If the local house number is not clear, It is necessary to report to the local supervisor immediately and wait for the solution provided by the local supervisor. You cannot guess or change the address without authorization.

**(4) Household type:** After knocking on the door, the interviewer will determine whether the household is a family household or a collective household based on the actual situation . It refers to multiple people who are not related by family living together in the same residence (such as dormitories or work sheds shared by company employees ).

**(5) Type of "Household Sampling Page":** See the "Sampling Page Type" column in the "Survey Sample List " issued by the project team . 《Entry-to-house lottery Sample Pages A arrive H common 8 There are different types of sampling pages. Each survey sample has a pre-specified type of "Household Sampling Page". It must be strictly followed and cannot be replaced.

**(6) Address:** Note that this is a multiple-select option.

**(7) Interviewer number:** Unified number for interviewers in survey cities.

**(8) Knocking time:**

① In the Knock Time box, enter the date and time of the knock (in twenty four Hourly record), all the addresses you have contacted need to be **recorded** **Record the time you knock on the door.**

no one answers the first knock at a certain address , Request a second and third knock at that address.

• Door knocking for urban (neighborhood committee) residents usually starts from 17:00-21:00 from Monday to Friday , and 9:00 on Saturday and Sunday

00-21:00; rural residents visit mainly during daytime.

• If the first knock is during the day (including Saturdays and Sundays ) , then, the time between the second and first knocks At least interval 2 hours, and the third time must be on the second day or thereafter.

• The three knocks on the door should not be at similar times every day. It is best to ensure that they are distributed in the morning, afternoon and evening of two days.

• If the first knock is on 19:00 Then, the second knock should be at least 1 Hour , The third time must be on the second day or thereafter.

• Reservations are not subject to the above time restrictions.

③ Only in the case of "strong refusal to visit, empty account" and other very clear situations where it is impossible to successfully contact the address can this address be abandoned , and it needs to be reported to Otherwise, it is recommended that the interviewer repeatedly contact the address at different times until the contact is successful . Three contacts and the last contact. The contacts in between can be omitted . If the touch is successful, the time of each knock and related circumstances will be filled in clearly .

**(8) Who will lead the way?** Fill in the information of the person who led you into the household truthfully.

**(9) Reasons for this failure:**

l **The address cannot be found** : The address (building, door, brand).

l **Unable to access the address** : After finding and confirming the address, it is impossible to enter the building or the address due to objective conditions, such as access control, There are security guards, dogs, etc. and no one can enter.

l **No one at the address** : After finding and confirming the address, according to the knocking rules, no one is at the address.

l **The address is vacant** : After the address is found and confirmed, it is discovered through the community, neighbors and other objective conditions that the address is vacant.

l **The resident of this address refused to be visited** : generally refers to the person who responded refusing to be visited.

l **No one at this address meets the requirements** : This means there is no person who meets the requirements to enter the KISH sampling form (for specific requirements, please see the "Sampling Form Filling Requirements").

l **The selected survey subjects are not at home** : KISH After table selection, The selected respondents were not indoors. Pre The subject of the investigation has not yet been contacted.

l **Selected respondents refused access** : KISH The selected respondents refused to be interviewed. When possible, the address is invalidated.

l If **the selected respondents refuse to be interviewed midway** , if they have completed part of the questionnaire, the questionnaire will be invalidated and will be separated from other questionnaires after the interview. The successful questionnaires were sent back to the project team.

**(10) Gender of the person who refuses:** If you have never met the person, please judge their gender based on their voice. If no one refuses, select 3.



**(11) Age of the person rejecting you:** If you have not met the person in person, please judge their age based on their voice.

**(12) Whether the access is successful:** Refers to whether the questionnaire was successfully completed during the last contact.

**two,** **《Household Sampling Page》**

1) After obtaining the consent of the residents, select the appropriate households and respondents at the address through the Household Sampling Page Make a visit.

**2)** If the household visit is successful, the interviewer will then proceed according to the type of "Household Sampling Page" specified in the "Survey Sample List" Mark and fill in the sample number corresponding to this household on the "Household Sampling Page".

**3)** In addition to explicitly requiring the √ In addition to the project Other Projects **All must be circled (eg: ①②** **·** **·** **⑩ )** **Circle your selection.**

|  |
| --- |
| **Example: Preparing to enter**  The first survey sample in the survey sample list has a sample number of 1000001 and its specified sampling page type is H , Therefore, the interviewer needs to KISH Circle the H Column, and on the Household Sampling Page 1 Page Fill in the corresponding sample number 1000001 , and then started door-to-door sampling. |

4) The Household Sampling Page is divided into three parts: household sampling, family household-intra-household sampling, and collective household-intra-household sampling.

5) After knocking on the door, if someone answers, first read the opening words of the "Household Sampling Page", that is, "Sir/Madam: Hello! My name is \_\_\_\_\_\_\_\_\_\_\_\_, and I am a visitor at \_\_\_\_\_\_\_\_\_ \_\_\_ University/College. We are conducting a social survey to understand people’s employment, work and life, as well as their views on some current social issues. We have selected Your family is the target of the visit. Now I would like to learn about some of your family members. Thank you for your support. Respondent’s cooperation.

6) For the address marked as a collective household such as a work shed on the "Survey Sample List" issued by the project team, or The collective households can be identified from their morphology. If it is a work shed, then directly skip to the third part "Collective households - sampling within households"; Other situations start from the first part “household sampling”.

**3. Household Sampling**

The specific steps for household sampling are as follows:

**First,** ask "Are you the only household living here? " If there is only one household living here, there is no need to conduct a household draw. For sampling, just jump directly to the household-in-household sampling;

**Secondly,** if there are multiple households living at the sample address, we need to continue asking, "We only need to ask one of them to accept the interview. How many households live here? What are their names? Then fill in the form according to the instructions below.

uAccording to the answer of the door opener, each household is given a number, and the number is based on the household to which the door opener belongs. 1, and the numbers of the remaining households are Fill in the title of each household in the order described by the person who opened the door. For example: After knocking on the door and asking, I learned that the person living here 3 First, determine The person who opened the door (Ms. Wang) is the resident numbered "1". Enter "Ms. Wang" in the "Name of each household" column. The order of the door-opener's description is filled in the "Name of each household" column. For example, if the door-opener mentions Mr. Liang's family and Ms. Zhang's family in order, then Number 2 The name of each household is recorded as "Mr. Liang" and the number is 3 The title of each household is recorded as "Ms. Zhang". As shown in the following table:

uCollective **households, that is, multiple people living together without family ties (such as dormitories or work sheds shared by corporate employees )** **, with each living room as a separate** **Record each household in a household-by-household manner. Give each household a title, and fill in the title column of each household in order according to the priority of the person who answers the door.**



If a family household and a collective household live together in the same household, the family household is considered a separate household, while the collective household is considered a separate room. Record as a single household. Give each household a title, and fill in the title column of each household in order according to the priority of the person who answers the door.

u If more than 10 If the account is 10 The following users do not need to be recorded.

|  |  |  |
| --- | --- | --- |
| **户称谓** | **编号** | **抽取被访户** |
| 答话人户  （王女士） | 1 |  |
| 梁先生 | 2 |  |
| 张女士 | 3 |  |
|  | 4 |  |
|  | 5 |  |
|  | 6 |  |
|  | 7 |  |
|  | 8 |  |
|  | 9 |  |
|  | 10 |  |

**1. Each household is given a number. The household to which the respondent belongs is number 1 , and the remaining households are numbered** **The household number should be filled in the title column of each household according to what the person who answers the call says.**

2. Collective households, that is, multiple people living together without family ties (such as dormitories shared by corporate employees ) , Record each room as a separate household. Give each household a name. according to The person who opens the door to answer the call will be given priority and will be filled in the title column of each household in order.

3. If family households and collective households live together in one household, the family household shall be considered as a separate household. For collective households, each room is recorded as a separate household. Each household has a title, and the title should be filled in the column according to the priority of the person who opens the door to answer the call.

4. If there are more than 10 households, only the first 10 households randomly provided by the respondent will be recorded . 11 households and later All households in the area are excluded from the sampling frame by default.

5. Use the random number table below to randomly select one household to visit. The selected number is marked with a colored pen. If the numbers do not match, continue to select to the right. Note that if the number is 0 ,

Represents the 10th household. ( In the column of selected households, mark the selected households with √ )



**举例：样本地址内选户**

l 在随机数表中，如果彩笔标记的数字为“2”，则选取上表中编号为“2”的住户（即梁 先生家）进行访问；

l 如果在随机数表中， 彩笔标记的数字为第一行的“5”，而该门一共只住了 3 户，则数字 “5”不合适，向右继续选取数字，直到找到合适的数字，比如向右选取时第一个合适的 数字是“2”，则选取编号为“2”的住户（即梁先生家）进行访问。

l 如果在随机数表中， 彩笔标记的数字为表中最右下角的数字“4”，或者向右搜寻到表中 最右下角的数字“4”时，仍没有找到合适的数字，则返回到表格的开始（第一行第一个 数字）继续向右寻找。

**注意：若此处选中的是集体户，则进入第三部分集体户—户内抽样部分。**

Random Number Table

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **7** | **2** | **8** | **9** | **6** | **5** | **1** | **3** | **6** | **3** | **0** | **8** | **5** | **9** | **7** | **8** | **2** | **7** | **3** | **2** | | **8** | **0** | **5** | **8** | **7** | **4** | **0** | **0** | **6** | **4** | **4** | **3** | **5** | **2** | **3** | **9** | **5** | **6** | **7** | **3** | | **0** | **9** | **3** | **5** | **0** | **9** | **5** | **5** | **2** | **6** | **4** | **7** | **7** | **7** | **2** | **4** | **7** | **4** | **0** | **1** | | **1** | **6** | **1** | **3** | **2** | **8** | **6** | **9** | **4** | **3** | **8** | **1** | **5** | **2** | **0** | **1** | **9** | **9** | **5** | **1** | | **8** | **6** | **1** | **4** | **3** | **6** | **1** | **8** | **1** | **4** | **6** | **2** | **2** | **8** | **0** | **7** | **9** | **9** | **0** | **4** | |



**IV. Households - In-house sampling**

If the household sampling in the previous step selected a family household, it is necessary to conduct an intra-household sampling within this household and select one respondent for the interview. The specific steps are as follows:

**【first step】:** Ask the respondent

**(1)** **How many people currently live in your home?**

**Please note that** the scope of people in the household "Population Registration Form" is: a. Family members of the respondent (based on the respondent's subjective determination).

b. Non-family member, but living in this home 7 More than 15 days or will live 7 People above heaven.

**(2)** **Could you please tell me what is their relationship with you?**

**(3)** **What are their gender and age?**

**(4)** **In addition to the people just mentioned, are there any family members in your family who do not live in this house (for example, those who are studying away from home)?** **Students, family members working away from home)? If so, please tell me about them too.**

**【Notice:** **Please ask the above questions in your own words .**

**【Step 2】：** According to the respondent's introduction, all family members and residents in the household who meet the living 7 For non-family members who have the following conditions: In the following **"Household Population Registration Form"** of **X1 , X2 , X3​** middle.

**【Step 3】:** In **the Household Population Registration Form** , for those who do not live in the local area for more than 10 years, 6 Months and above, and currently living in your home 7 days or will stay 7 Those who are above the sky, Please indicate the reason (fill in **X5** Option numbers in ). And ask if the family members are Active military personnel, police officers, students (no job), etc. Fill in **X6** Option numbers in .

**【Step 4】：** **The residents of this household (non- active military personnel , police officers,** **Confidential Personnel ),** **18** **From 1 year old to** **65** **Age** **(Date of birth in** **1954** **Year** **6** **moon** **1** **From now on** **2001** **Year** **5** **moon** **31** **Recently) according to the principle of "males first, females later;** **The members are sorted according to the rule of "older people first, younger people last", and the gender and age of the members are filled in the third page in this order.** **《 KISH** **Sampling Table” ; ( If there is no one aged** **18** **From 1 year old to** **65** If a member of the household **is over 18 years old and lives in the household , the household shall be abandoned.** **The household registration form is marked as failed access );**

|  |
| --- |
| **“During the visit (at least** **2** **sky)"** **: refers to the visitor's visit period in the village for at least** **2** **days. During this period, you can contact** **The object of the condition is the respondent.** |

|  |
| --- |
| **Rules for filling out the form:**  **【X3** **rule】:** 18 From 1 year old to 65 Age ( **birth date in** **1954** **Year** **6** **moon** **1** **From now on** **2001** **Year** **5** **moon** **31** **a few days ago** ); **【X4** **Rules:** Local residents 6 months and older and currently living in your home 7 Day or will live 7 More than days ? **【X6** **rule】:** Non-active military personnel, police officers, and confidential personnel.  **"Men come first, women come second; among the same gender, the older ones come first, the younger ones come second"** |

**Household population registration form**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **X1** | **X2** | **X3** | **X4** | **X5** | **X6** |
| **Serial number** | **With the respondent** **Relationship** | **gender:**  **1. Male**  **2. Female** | **age** | **Do you live in the local area?** **6 Month** **and above, and currently in your home** **Live** **7 Day or will live** **7 More than days?**  **1.Yes ( skip question )** **X6 ）**  **2. No** | **Reason for not living indoors:**  **1. On business trip**  **2. Working outside​**  **3. Going out to school**  **4. Go out to join the army**  **5. Others (please specify :** **）** | **Is the following identity**  **1. Active military personnel**  **2. Police**  **3. Confidential personnel**  **4. None of the above** |
| 1 | **Respondent** | [ ] | [ | ] | [ ] | [ ] | [ ] |
| 2 |  | [  ] | [ |] | [  ] | [ ] | [ ] |
| 3 |  | [  ] | [ |] | [  ] | [ ] | [ ] |
| 4 |  | [  ] | [ | ] | [  ] | [ ] | [ ] |
| 5 |  | [ ] | [ | ] | [  ] | [ ] | [ ] |
| 6 |  | [  ] | [ |] | [  ] | [ ] | [ ] |
| 7 |  | [  ] | [ |] | [  ] | [ ] | [ ] |
| 8 |  | [ ] | [ | ] | [  ] | [ ] | [ ] |
| 9 |  | [  ] | [ |] | [  ] | [ ] | [ ] |
| 10 |  | [  ] | [ |] | [  ] | [ ] | [ ] |

**Step 5** :

Through **KISH** The first row of the sampling **table** contains A arrive H common 8 The letters represent different types of household sampling.

① Select the corresponding letter column according to the household sampling type specified in the "Survey Sample List" and circle the letter in that column.

② Circle the number at the intersection of this column and the row where the last digit of the household member ranking is located. This number is the serial number of the selected household member.

③ According to this serial number, please **《 KISH** **Sample Selection Table》Y1** **one** **column** Check "√ ” marks the selected respondents.



**Example:**

In the following table D The column is the type of household sampling page specified in the Survey Sample List. The row is " 2 ", then 2 Line and D The number at the intersection of the columns is the serial number of the selected family member, that is, member number " 1 ", as our their respondents.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **KISH** **Sampling table** | | | | | | | | | | |
| **Y1** | **Y2** | **Y3** | **A** | **B** | **C** | **D** | **E** | **F** | **G** | **H** |
| **Serial number** | **gender** | **Age** |
| 1 | male | 55 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2 | female | 29 | 1 | 1 | 1 | 1 | 2 | 2 | 2 | 2 |
| 3 |  |  | 1 | 1 | 1 | 2 | 2 | 3 | 3 | 3 |
| … |  |  | 1 | 1 | 2 | 2 | 3 | 3 | 4 | 4 |
| 8 |  |  | 1 | 2 | 2 | 3 | 4 | 3 | 5 | 5 |

Find the selected respondents to interview or make an appointment to interview them .

Ask the respondent: “I need to interview you / your \_\_\_\_\_\_\_\_\_ [ relationship to the respondent ] , is he / she home? Can I visit him / her now?" If the respondent is not at home, you need to make an appointment to visit the home at a suitable time . And record the time of each appointment Recorded in the “Household Sampling Page”.

**5. Collective households - In-house sampling**

**【first step】:** Ask the respondent

**Please tell me how many people currently live here.** **7** **More than 15 days or will live** **7** **Who are they ?** **What are their gender and age?**

**【Step 2】：** According to the interviewee’s introduction, Please fill in the following information of all the people in the household in **the "Collective Household Population Registration Form"** middle; (For the work shed, try to find the foreman/boss to provide personnel information).

【Note】: If this account exceeds 15 If there are multiple people, the first and last names are recorded in the order in which they are introduced. 15 For member information.

**【Step 3】：** In **the Collective Household Population Registration Form** , for those who have not lived in the local area for more than 6 months and older and currently living in your home It's 7 Day or will live 7 Those who are above the sky, Please indicate the reason (fill in X5 Option numbers in Ask if the resident is an active duty military member. People, police, students (no job), etc. Fill in **X6** Option numbers in .

**【Step 4】：** Collective **Household Population Registration Form** **Those who live in this household (non-active military personnel, police officers,** **Confidential Personnel ),** **18** **Age** **to** **65** **Age** **(Date of birth in** **1954** **Year** **6** **moon** **1** **From now on** **2001** **Year** **5** **moon** **31** **A few days ago),** Number them sequentially from top to bottom and in the table Last column **X** 7 Fill in this serial number as the sampling number. If there are more than 10 If the member meets the sampling requirements, only the first 10 Bit number. If there is no age, **18** **From 1 year old to** **65** **Age: 15 years old; meet the visit conditions;** **"** , then give up this account, And in the "Home Contact Registration Table I1 The title should state the reason why the access was unsuccessful).

**Step 5:** Respondents were selected using a random number table.

**After sorting according to the above rules (the number of members after sorting is less than or equal to 10 )** , check the collective household random number table and select the number of members according to the number marked with a colored pen. Random numbers are used to find the corresponding sampling number. The sampling number corresponds to the selected interviewee . If the marked number does not match, then Continue selecting according to the principle of going to the right until you get the first matching number.



For example: In the following table, there are 9 personnel, of whom only Six people meet the requirements and can be included in the sampling sequence for sampling. **Collective household population registration form**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **X1** | **X2** | **X3** | **X4** | **X5** | **X6** | **X7** |
| **Serial number** | **Name​​** | **gender:**  **1. Male**  **2. Female** | **age** | **Do you live in the local area?** **6 months**  **and above, and currently reside at this address** **It's** **7 Day or will live** **7 More than days?**  **1.Yes ( skip question )** **X6 ）**  **2. No** | **Reason for not living indoors:**  **1. On business trip**  **2. Working outside​**  **3. Going out to school**  **4. Go out to join the army**  **5. Others (please specify:** **）** | **Is the following identity**  **1. Active military personnel**  **2. Police**  **3. Confidential personnel**  **4. None of the above** | **sampling**  **Serial number** |
| 1 | **Respondent (Zhang)** | [ 1 ] | [ 1 | 8 ] | [ 1 ] | [ ] | [ 4 ] | [1] |
| 2 | Zhao Si | [ 1 ] | [ 2 | 5 ] | [ 2 ] | [1 ] Beijing | [ 4 ] | [ ] |
| 3 | Wang Laoqi | [ 1 ] | [ 1 | 5 ] | [ 1 ] | [ ] | [ 4 ] | [  ] |
| 4 | Zhao Liu | [ 1 ] | [ 3 | 5 ] | [ 1 ] | [ ] | [ 4 ] | [ 2 ] |
| 5 | Wang Er | [ 1 ] | [ 4 | 2 ] | [ 1 ] | [ ] | [ 4 ] | [3] |
| 6 | Li San | [ 1 ] | [ 4 | 0 ] | [ 1 ] | [ ] | [ 4 ] | [ 4 ] |
| 7 | Li Wu | [ 1 ] | [ 3 | 8 ] | [ 1 ] | [ ] | [ 4 ] | [ 5 ] |
| 8 | Old Yang | [ 1 ] | [ 6 | 7 ] | [ 1 ] | [ ] | [ 4 ] | [ ] |
| 9 | Lao Wang | [ 1 ] | [ 5 | 7 ] | [ 1 ] | [ ] | [ 4 ] | [ 6 ] |
| 10 |  | [  ] | [ |] | [ ] | [ ] | [ ] | [  ] |
| 11 |  | [  ] | [ | ] | [ ] | [ ] | [ ] | [  ] |
| 12 |  | [ ] | [ | ] | [ ] | [ ] | [ ] | [ ] |
| 13 |  | [  ] | [ |] | [ ] | [ ] | [ ] | [  ] |
| 14 |  | [  ] | [ |] | [ ] | [ ] | [ ] | [  ] |
| 15 |  | [  ] | [ |] | [ ] | [ ] | [ ] | [  ] |

**Collective household random number table**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **7** | **2** | **8** | **9** | **6** | **5** | **1** | **3** | **6** | **3** | **0** | **8** | **5** | **9** | **7** | **8** | **2** | **7** | **3** | **2** | | **8** | **0** | **5** | **8** | **7** | **4** | **0** | **0** | **6** | **4** | **4** | **3** | **5** | **2** | **3** | **9** | **5** | **6** | **7** | **3** | | **0** | **9** | **3** | **5** | **0** | **9** | **5** | **5** | **2** | **6** | **4** | **7** | **7** | **7** | **2** | **4** | **7** | **4** | **0** | **1** | | **1** | **6** | **1** | **3** | **2** | **8** | **6** | **9** | **4** | **3** | **8** | **1** | **5** | **2** | **0** | **1** | **9** | **9** | **5** | **1** | | **8** | **6** | **1** | **4** | **3** | **6** | **1** | **8** | **1** | **4** | **6** | **2** | **2** | **8** | **0** | **7** | **9** | **9** | **0** | **4** | |

**【Step 6】：** Find the selected respondents to interview or make an appointment to interview them.