



**Transition Assistance and Institutional Building
(IPA Component I) National Programme 2011**



Local Integration of Refugees, Internally Displaced Persons and Minority Groups

Contract No.: 12-8715/1

**METHODOLOGY AND TOOLS FOR CONDUCTING
SOCIAL MAPPING IN 12 PILOT MUNICIPALITIES
INHABITED WITH ROMA
Final – 29 November 2016**

Date 29/11/2016



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in a consortium led by





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LOCAL INTEGRATION OF REFUGEES,
INTERNALLY DISPLACED PERSONS
AND MINORITY GROUPS



Methodology and tools for conducting social mapping in 12 pilot municipalities inhabited with Roma

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PROJECT SYNOPSIS

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Name:	Ministry of Labour and Social Policy (MLSP)	Central Financing and Contracting Department (CFCD), Ministry of Finance	EPTISA SOUTHEAST EUROPE doo
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Overall Objective:	To enhance the state administration and implementation capacities for further strengthening and supporting the local integration process and inclusion of the residential and / or non-residential displaced persons (refugees and internally displaced) and minority groups (Roma), as well increasing the sustainability of their reliance.		
Purpose:	To contribute in supporting the process of residential and / or non-residential displaced persons in their access for provision of comprehensive state administration services, increase self-reliance via participation and inclusion of the displaced persons in the society, as well as improve the quality of life and access to rights and services for social inclusion of the Roma, Ashkali and Egyptian communities in the country.		
Expected Results:	<p><u>Component 1: Support to the implementation of national and local public policies for Roma inclusion:</u></p> <ul style="list-style-type: none"> ○ Implemented training plan for capacity building of relevant institutions on the Local Action Plans (LAPs) within the implementation of the Roma Strategy and Decade; ○ Enhanced capacity for all the relevant stakeholders for implementation of Roma Strategy and Decade and memorandum for cooperation with the municipalities; ○ Local Action Plans for Roma implemented. <p><u>Component 2: Institutional Capacity Building and Access to Labour Market for refugees and IDPs:</u></p> <ul style="list-style-type: none"> ○ Increased capacity of state institutions and policy makers to deliver integration policies and facilitate access to services; ○ Achieved economic sustainability; ○ Increased employability; ○ Gained experience and best practices in the area of refugee integration. 		



<p>Key Activities:</p>	<p>Component I: Support to the implementation of national and local public policies for Roma inclusion:</p> <ul style="list-style-type: none"> ○ Activity 1: Supporting the national institutional structure of the Strategy for Roma and Decade of Roma Inclusion; ○ Activity 2: Supporting the local institutional structure for creation and implementation of Roma policies; <p>Component 2: Institutional Capacity Building and Access to Labour Market for refugees and IDPs.</p> <ul style="list-style-type: none"> ○ Activity 3: Institutional capacity building and access to labour market for refugees and IDPs.
<p>Key Stakeholders:</p>	<ul style="list-style-type: none"> ● Unit for Implementation of the Strategy and Decade for Roma (UISDR), MLSP ● Unit for Migration, Asylum, and Humanitarian Aid (UMAHA), MLSP
<p>Target Groups:</p>	<ul style="list-style-type: none"> ● MLSP (UISDR and UMAHA) ● Cabinet of the Minister without Portfolio ● National Coordinating Body for Implementation of Strategy and Decade for Roma ● Local self-government units ● Employment Service Agency ● Civil society organizations active in the field of Roma issues, refugees and internally displaced persons



TABLE OF CONTENTS

EXECUTIVE SUMMARY	9
1. INTRODUCTION	10
1.1 Purpose of the report	10
1.2 Approach	10
2. METHODOLOGICAL NOTE	12
2.1 Conceptual basis	12
2.1.1 The implications of the social mapping exercise	13
2.2 The target of the social mapping survey	13
2.3 Survey instrument.....	14
2.4 Unit of observation, sampling method and sample size.....	15
2.5 Pilot Test.....	16
2.6 Organization and fieldwork procedures, data entry and data management	17
ANNEX I - SURVEY MANUAL	19
1. Overview of methodology	19
2. Sampling procedures.....	19
2.1 Sample model.....	19
2.2 Sampling instruction for selecting a respondent.....	20
3. Interacting with the respondents	21
3.1 Interviewers profile	21
3.2 Administering the questionnaire	22
3.3 Dealing with reluctant respondents.....	23
3.4 Informed consent.....	24
4. Completing the questionnaire	24
4.1 Questionnaire structure	24
4.2 Format of the questions.....	25
4.3 Reading rules.....	25
4.4 Skips and flows	26
4.5 Coding rules.....	26
4.6 Missing data coding rules	27
4.7 Response modes.....	27
5. Questionnaire content	28



5.1 Administrative part	28
5.2 Demographic section and definitions.....	29
5.3 Employment.....	29
5.4 Access to assets.....	30
5.5 Housing	30
5.6 Attitudes to life.....	30
5.7 Education	30
5.8 Social capital and relations	31
5.9 Political participation	31
5.10 Observed information	31
6. Showcard 1.....	31
ANNEX II - QUESTIONNAIRE FOR THE SOCIAL MAPPING EXERCISE/ SOCIAL EXCLUSION SURVEY	34



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ABBREVIATIONS

EU	European Union
IDP	Internally Displaced Person
MLSP	Ministry of Labour and Social Policy
NGO	Non-governmental organization
RIC	Roma Information Centre
SSO	State Statistical Office of Republic of Macedonia

EXECUTIVE SUMMARY

The aim of this report is to outline the methodological approach for performing the so-called “social mapping” exercise in 12 pre-selected municipalities in Macedonia inhabited with Roma: Berovo, Bitola, Chair, Delchevo, Gostivar, Kochani, Kumanovo, Prilep, Shtip, Shuto Orizari, Tetovo and Vinica.

The methodology presented in this report refers to developing tools for a comprehensive social inclusion survey which will provide the means for standardized data generation regarding social issues of the Roma population living in the 12 municipalities. Based on these data, it will be possible to derive social inclusion indicators which will be monitored through time by regularly conducting the survey at equal time intervals. The idea behind this approach is not only to enable policy makers to monitor the achieved results of their policies but also to increase their capability for fact based decision making. Through monitoring the dynamics of particular indicator(s) it will also be possible to establish an early warning system and take targeted response measures.

The working hypothesis in developing this methodology is that social exclusion represents the outcome of direct or indirect discriminatory rules and behaviour, processes, policy, regulations, and institutional practices that can put, advertently or inadvertently, certain individuals and groups of population in disadvantaged position vis-à-vis other groups.

Based on the working hypothesis, the survey is structured to provide the necessary answers to the questions:

1. **Who are the excluded** in terms of economic, social, cultural and political exclusion in the different municipalities? Are there any emerging patterns with regard to typology of excluded groups? How visible is this pattern within different municipalities?
2. **What are the levels (and eventually the dynamics) of exclusion?** Is there a multiplying effect from one domain on to another?
3. **What are the reasons for the observed exclusion?** What barriers the socially excluded groups face?
4. **What are the outcomes of the exclusion?** With regard for example to human development, social cohesion/interaction, etc.; and finally,
5. **What strategies/policies are needed to overcome the exclusion?**

By comprehensively addressing social exclusion (in terms of access to economic resources, education and employment opportunities, access to and quality of social services, social networks, and political, cultural and civic participation) it is expected that the survey will enable identifying the **causes** and the **outcomes** of exclusion - building logical causalities between the two. In so doing, the survey will generate information contextually linked to already existing data, filling gaps in other available data sets addressing the issue of social inclusion among Roma population.

1. INTRODUCTION

1.1 Purpose of the report

The purpose of this report is to present the methodology and tools for social mapping developed in the framework of the project “Local Integration of Refugees, Internally Displaced Persons and Minority Groups”. The methodological approach section explains the difference between the principles of the standard social mapping exercise and the application of comprehensive social exclusion survey and provides the rationale of why it has been concluded that the latter approach is more feasible and relevant for analysing the social situation of the Roma population in Macedonia. The methodological note section explains the conceptual basis in designing this methodology and outlines the questions which will be treated in the survey. The implications of the survey are separately elaborated in section 2.2 where it is being concluded that the information provided from this survey will serve as: i) direct data source and ii) as a source for linking the obtained data with already available researches on the same subject matter. The next sections in this document elaborate on the target of the survey, the structure of the survey instrument, the definition of the “unit of observation” together with the sampling method which should be applied for this exercise. The importance of the pilot testing of the survey instruments and the organisational issues for conducting this survey are elaborated in the final sections of this document. The report contains two annexes. In the first annex contains the Survey Manual while the second annex contains the Survey Instrument (the questionnaire).

This report (Output 10) contributes to the implementation of Activity 1.4 (“Development of methodology and tools for conducting social mapping in 12 pilot municipalities inhabited with Roma”). It draws on the findings of the background study, as presented in the Baseline Report which constitutes the other output of this Activity.

1.2 Approach

With an eye to laying the groundwork for a successful social mapping that meets the information needs of the Ministry of Labour and Social Policy (MLSP) and other stakeholder institutions, the methodology presented in this report was prepared in close consultation with representatives of these institutions. In developing the methodology, particular attention was paid to issues relating to data collection, including but not limited to legal formalities related to data security and access to information.

The aim of this report is to outline the methodological approach for performing the so called “social mapping” exercise in 12 pre-selected municipalities in Macedonia inhabited with Roma.²

² The selected municipalities are: Berovo, Bitola, Chair, Delchevo, Gostivar, Kochani, Kumanovo, Prilep, Shtip, Shuto Orizari, Tetovo and Vinica. The selection of the Municipalities is based on the following criteria: i) Percentage of Roma within local population per the 2002 Census (Roma to represent at least 2.7% from the total number of citizens

Recognizing that the selected municipalities contain the necessary administrative infrastructure for creating and implementing relevant Roma policies, the social mapping approach may serve as a tool through which policy makers could measure both the overall and specific impact of their policies with regard to critical social aspects affecting Roma living in the selected municipalities. It should be noted however that in this report the term “social mapping” refers to establishing an empirical mechanism for evaluating the socio-economic stance of the Roma population living in a particular community through **surveying a representative sample of Roma households within the 12 municipalities**. This approach differs from the standard definition of social mapping where the exercise is understood as identifying households based on a set of **predefined indicators** relating to socio-economic conditions.

The standard definition of social mapping entails relative socio-economic ranking of individual households living in a particular (geographical) area of interest and provides information about households’ relative wellbeing, rather than an absolute assessment. In order to be able to develop such a methodological framework it is necessary to obtain reliable, harmonized and up to date data which would allow establishing baseline indicators of social exclusion against which individual households will be compared and consequently ranked. Establishing such indicators, on the other hand, is a challenging process since official data sets do not allow for unlimited disaggregation of data and/or creation of multi-layer cross tabulations in order to calculate baseline indicators for comparative ranking of individual households. Official census data are already outdated (last census was performed in 2002) while yearly estimations made by the State Statistical Office (SSO) refer only to total population, disaggregated by gender, municipality and five-year age groups. No estimations are performed on population sub-groups such as vulnerable social groups (including Roma). Combining other available data sources (such as: administrative registers and records; surveys and projects of various international organizations; NGO surveys on Roma population; communal data etc.) is not possible due to differences in the applied methodologies in terms of sample design and data collection principles.

Due to the above reasons, the social mapping methodology presented in this report refers to developing tools for a comprehensive social inclusion survey which will provide the means for standardized data generation regarding social issues of the Roma population living in the 12 municipalities. Based on these data it will be possible to derive social inclusion indicators which will be monitored through time by regularly conducting the survey at least on a yearly basis. The idea behind this approach is not only to enable policy makers to monitor the achieved results of their policies but also to increase their capability for fact based decision making. Through monitoring the dynamics of particular indicator(s) it will also be possible to establish an early warning system and take targeted response measures.

in the specific municipality); ii) Existence of Roma Information Centres (RIC); iii) Past experience with development of local action plans for Roma inclusion; iv) Geographic distribution per country development region; v) Memorandum of Cooperation with the Cabinet of the Minister without Portfolio; and vi) Establishment of local coordinating bodies in the Strategy for Roma 2014-2020. For more information about the applied methodology please refer to the “Selection report on 12 selected municipalities” produced as Output 19 within this Project.

2. METHODOLOGICAL NOTE

2.1 Conceptual basis

The working hypothesis in developing this methodology is that social exclusion represents the outcome of direct or indirect discriminatory rules and behaviour, processes, policy, regulations, and institutional practices that can put, advertently or inadvertently, certain individuals and groups of population in disadvantaged position vis-à-vis other groups. Consequently, the central assumption in this methodological approach is that exclusion is a **group-related individual characteristic**. Apart from its economic, political, social and spatial dimensions, social exclusion has also cultural aspects where social traditions and values differ among different social groups of population. The latter is especially relevant for the Roma population whose traditions and life values are often the cause for stigma and prejudice by other social groups in the country. There are different drivers that may reinforce social exclusion but multiple deprivations appear to be both its outcome and a cause.

Based on the working hypothesis, the survey is structured as such to provide the necessary answers to the questions:

1. **Who are the excluded** in terms of economic, social, cultural and political exclusion in the different municipalities? Are there any emerging patterns with regard to typology of excluded groups? How visible is this pattern within different municipalities?
2. **What are the levels (and eventually the dynamics) of exclusion?** Is there a multiplying effect from one domain on to another?
3. **What are the reasons for the observed exclusion?** What barriers the socially excluded groups face?
4. **What are the outcomes of the exclusion?** With regard for example to human development, social cohesion/interaction, etc.; and finally,
5. **What strategies/policies are needed to overcome the exclusion?**

The survey methodology should allow addressing these problem statements through a sector-specific lens (economic, social, cultural and political). The user of the data should treat these areas as mutually related, since an outcome of exclusion in one area can be a determinant of exclusion in another. In order to assess the magnitude of vulnerability to exclusion a complex model of causalities needs to be constructed to address this duality of determinants and outcomes. In this regard, logit and/or linear regression models could be applied.³

At the core of this social mapping exercise is to provide the means for building an indicators framework that will establish the causal factors of exclusion among Roma population - making it possible for policy makers to identify policy priorities and define optimal measures to confront the social exclusion phenomenon. For this purpose the data are supposed to provide inputs for:

³ Logit and linear regression models are statistical techniques used for estimating the causal relationships between variables.

1. Estimating the magnitude of exclusion in individual dimensions;
2. Identifying the important correlations between determinants and outcomes;
3. Estimating the risks of exclusion; and
4. Suggest tools and mechanisms for assessing the effectiveness and efficiency of inclusion policies.

2.1.1 The implications of the social mapping exercise

The social mapping survey will fill the gaps in other available data sets addressing the issue of social inclusion among Roma population. By comprehensively addressing social exclusion (in terms of access to economic resources, education and employment opportunities, access to and quality of social services, social networks, and political, cultural and civic participation) it is expected that the survey will enable identifying the **causes** and the **outcomes** of exclusion - building logical causalities between the two.

Another implication of the social mapping survey which should be considered is the provision of **information that is contextually linked to already existing data**. It is reasonable to assume that this survey will not be the only source of quantitative data used to perform the analysis on social exclusion of Roma, thus it is important to identify common dominators in order to link (to the extent possible) various types and sources of information. This is necessary in order to avoid duplication and to address the phenomenon of social exclusion in its entirety. In doing so, one should be aware that the social mapping data refers only to the Roma population living in the 12 selected municipalities.

2.2 The target of the social mapping survey

Following the assumption that exclusion is a group-related individual characteristic, identifying the universe of the quantitative survey is the first major task. In line with the above, the universe of the social mapping exercise is the Roma population living in the 12 selected municipalities in Macedonia. Assuming that most members of the Roma community face some level of exclusion in different dimensions, the magnitude of this exclusion and its determinants are perceived as unknown – and are matter of mapping during the survey. In order to identify various **types and magnitude of exclusion drivers** it is necessary to apply relatively large representative samples of Roma households in each of the pre-selected municipalities. The aim of applying such a sampling approach is to be able to obtain large enough sub-samples of individuals and/or households in vulnerable position which will allow performing quantitative analysis of their status compared to the overall Roma population. On the other hand, the survey will also provide important information on non-vulnerable segments of the Roma population. As a result, it will be possible to find the drivers which lead to better social position of those who differ from the average vulnerability, as well as to assess the interplay of contributing factors for escaping the social exclusion “trap”.

At the same time, one should realize that certain groups of the Roma population facing high levels of exclusion will fall out from this sampling approach. These include but are not limited to the homeless, street children, persons living in institutions and other so-called “invisibles”. Reaching such groups requires a combination of research instruments which are qualitative in nature such as focus groups and in-depth interviews on few individuals representing a specific “invisible” group. The aim of the qualitative approach will be to investigate how the determinants and mechanisms of exclusion “translate” into the specific cases of the individual “invisible” groups.

2.3 Survey instrument

The survey instrument is designed to meet the dual nature of the social mapping exercise along the implications outlined in section 2.1.1. Moreover, special effort has been put to extending the survey instrument’s role as data source beyond the information from the face-to-face interviews through collecting data on the sampling cluster’s environment. The survey instrument (the structured questionnaire) is consisted of three parts described below. Outside of the structured questionnaire but integral to the overall methodological approach is the application of qualitative research techniques necessary for obtaining information about the social exclusion drivers among the “invisible” groups of Roma. This approach represents the fourth and final part of the survey instrument under the social mapping exercise.

Part 1: Status questions: This part covers the major demographic and self- identification questions of the individual and the household of the individual (i.e. age, sex, marital status, number of children) and capture information on the status of the individual across the 4 dimensions (level of education, employment status, health status, level of civic and cultural participation, etc.). It also represents the major source of information for linking with already existing data.

Part 2: Practices, attitudes and perceptions: This part is devoted to gathering information about practices, attitudes and perceptions of insecurity and social position across 4 dimensions, namely:

Economic exclusion: i) Labour market status and insecurity; ii) inequalities in the sphere of income, non-income (access to services) and assets; iii) poverty and deprivation; and iv) remittances;

Exclusion from social services and social life: i) education and life-long learning; ii) health care; iii) social protection (including social assistance, social security, social work and social welfare services); iv) housing and basic infrastructure; v) transportation; and vi) information and communications technology; vii) social networks/ social ties and membership in civic associations;

Cultural exclusion: i) levels of tolerance and social attitudes in societies; ii) values on cultural identity and use of language; iii) access to and protection of arts and cultural heritage; iv) equality of opportunity in education; v) employability of ethnic minorities with differing customs and

norms; vi) access to health care; and vii) freedom of expression and belief as well as protection from cultural discrimination;

Political exclusion: i) access to political processes; ii) justice; iii) freedoms; and iv) rights.

Part 2 represents a major source of information addressing data gaps in existing surveys and datasets related to the issue of social exclusion among Roma in Macedonia.

Part 3: External attributes: This part is about the spatial aspects of the respondents' households, dwelling and survey location (sampling clusters/units). This part will be a major source of objectively registered contextual information of the sample unit that will be encoded and added as additional variables to the data set (data from parts 1 and 2). As an annex to the core questionnaire, the information will be filled in by the survey enumerators (description of the neighbourhood, optionally including images of the street and adjacent public infrastructure that will be used to defining the broader social context). The second part of the data will be complemented by a separate component of the survey – mapping the governance institutions, availability of services like schools, clinics, public transport, water/sewerage, etc. – that will be collected by the enumerator teams in each of the municipalities and entered centrally to the datasets.

In accordance with the structure of the questionnaire which is divided into three parts, the core questionnaire for the face-to-face interviews is consisted of 463 variables within 131 questions. This core questionnaire will be identical in all municipalities covered by the survey in order to assure complementarity and comparability of data. In case the data user wishes to include some municipality-specific questions, it is recommended that they do not exceed 20% of the core questionnaire. It is also recommended to pre-test the questionnaire in one municipality to check the clarity of the questions and estimate the time necessary for performing the structured face-to-face interviews (the interview should not exceed 50 min).

Part 4 – qualitative aspects of exclusion. In-depth dimensions and experiences of exclusion that are specific to major vulnerable groups. This part will be particularly instrumental for addressing the issue of “invisibles”. Apart from focus groups, other sources of qualitative data may be used (personal stories, individual diaries etc.). These interviews should be conducted by an experienced social exclusion analyst who will guide the respondents through the interviewing process. It is difficult to determine the details of the interview structure in advance since it depends on the characteristics of the selected respondent and his/her specific situation.

2.4 Unit of observation, sampling method and sample size

Among the standard approaches towards assessing survey based social exclusion phenomena the primary unit of observation is the individual (working-age Roma population, 15+). However given the importance of the household aspects in the context of social exclusion, number of household

characteristics will be registered as well (particularly the status and situation of children and women in the household). The data obtained from the sampled individual and the household can be a source of information on wider areas of exclusion outcomes. It is logical to assume that if a person lives in a household which faces household-related determinants of exclusion, all members may be treated as excluded with regard to those specific determinants. Therefore, despite the fact that the unit of observation is the individual, the survey data may be used to analyse the household of the individual as well as the community in which the individual lives.

Following the approach under section 2.2 “The target of the social mapping survey”, a relatively large (800 Roma individuals) sample representative by age and sex will be designed with the assumptions that out of this representative sample the individuals in vulnerable position (facing degree and intensity of exclusion beyond certain threshold) will be identified and profiles of the “socially excluded” be constructed.

Since this approach would not be able to capture the “invisible” groups, i.e. homeless or people living in institutions, separate focus groups or expert interviews investigating the specifics of how the mechanisms of exclusion translate in their particular cases would need to be carried out in addition to the quantitative survey.

The sampling method is a stratified two stage procedure with a random routing selection at the second stage. The objective of the first stage is to select starting addresses. The procedures will follow a stratified proportionally to size selection in minimum two strata – municipal strata and urban/rural strata. In each of the strata there will be selected settlements, and in them - primary sample units (voting stations or other relevant units). The objective of the second stage is to select the individual respondent. The first step in this stage is selecting the starting address, using routing procedures for random selection, different for the local types of settlements. The second step is to select the particular respondent, applying a Kisch table⁴ or a quota selection procedure, ensuring that easy to reach people will not be overrepresented. The expected rejection rate is 30%, which means that the sampled units would be respectively increased.

The sampling procedures will be agreed with the selected polling company/institute/agency, ensuring reliable, compatible and relevant sampling procedures. The proposed sampling procedures are outlined in the survey manual included in Annex 1 of this report.

2.5 Pilot Test

The questionnaire must be tested in the field. The field test is one of the most critical steps of the survey design process. The goal is to ensure that the questionnaire is capable of collecting the

⁴ A Kisch table is an instrument used for random sampling/choosing of survey participants within the sampled household. It imposes selection criteria which are exogenous and random.

information that it is intended to collect. A field test should address the adequacy of the draft questionnaire at three levels:

1. **The questionnaire as whole.** Is the full range of required information collected? Is the information collected in different parts of the questionnaire consistent? Are any variables unintentionally double-counted?
2. **Individual modules.** Does the module collect the intended information? Have all major areas of exclusion been accounted for? Are any questions missing? Are some questions redundant or irrelevant?
3. **Individual questions.** Is the wording clear? Do any questions allow for ambiguous responses? Are there multiple interpretations? Have all responses been anticipated and collected?

A general rule of thumb is that about half of the problems will show up in the first 10 households/individuals interviewed. However, it is important for a field test to include households/individuals from different socio-economic environments. Therefore, it is required to run a pilot test in every municipality that will be involved in the survey.

Finally, the experience of the pilot will lead to changes in the questionnaire and will be crucial in assessing the time needed for the interviews as well as the relative difficulty of specific modules.

2.6 Organization and fieldwork procedures, data entry and data management

In order to keep cross-municipal comparability of the survey data, it is important to standardize the data collection process. All components of the survey should be following similar standards, procedures and timings. Ensuring common standards is the responsibility of a survey agency as well as the survey expert. The survey expert should review and revise if necessary the survey manual for the field-work (included in Annex 1 of this report) and carry out a technical training for survey coordinators/supervisors at least two months prior to the survey, after which the national survey coordinators/supervisors will train the field supervisors and enumerators teams. All interviewers should participate in the training, which would be consisted of:

1. Detailed instructions of sample selection;
2. Detailed instructions on the questionnaire;
3. Instruction of interviewers: future pollsters should interview each other, monitored by supervisors;
4. Discussion of the topics that would not be clear enough.

Fieldwork quality control mechanisms will consist of at least 5% of the sample centrally based random telephone check-ups. The check-ups should be evenly distributed over tested survey clusters. The collected data will be entered according to the preliminary consulted and agreed data

entry mask provided by the polling agency and checked-by the survey expert. All standard data cleanup and logical checks procedures should be performed.⁵

⁵ The standard data clean-up procedures include logical, verification and validation checks.

ANNEX I - SURVEY MANUAL

1. Overview of methodology

The primary unit of analysis and the unit of observation is the **individual** (working-age Roma population, 15+). The individual's characteristics are at the core of the survey's interest. However given the importance of the household dimensions from social exclusion perspective, some characteristics of the household will be registered as well (particularly the status and situation of children and women in the household).

A **comparatively large (800 Roma individuals) sample** representative by age and sex living in the 12 selected municipalities⁶ will be constructed with the assumptions that out of this representative sample the individuals in vulnerable position will be reproduced and profiles of the "socially excluded" can be constructed.

The **sampling method** is a stratified two stage procedure with a random routing selection at the second stage. The objective of the first stage is to select starting addresses. In order to have more targeted approach in recruiting Roma respondents to take part in the survey, the survey team (under the leadership of the survey expert) should team up with local NGOs/local institutions in identifying predominantly Roma inhabited settlements within the selected municipalities. The procedures will follow a stratified proportionally to size selection in minimum two strata – municipal strata and urban/rural strata. In each of the strata there will be selected settlements, and in them - primary sample units (voting sections or other relevant units). The objective of the second stage is to select the individual respondent. The first step in this stage is selecting the starting address, using routing procedures for random selection, different for the local types of settlements. The second step is to select the particular respondent, applying a Kisch table or a quota selection procedure, ensuring that easy to reach people will not be overrepresented. The expected rejection rate is 30%, which means that the sampled units would be respectively increased.

The sampling procedures will be agreed with the selected polling company/agency/institute, ensuring a reliable, compatible and relevant sampling procedure for each municipality.

2. Sampling procedures

2.1 Sample model

- a) **Respondent:** A target respondent is a Roma individual, identified according to the described sampling procedure, permanently living at the selected address of an age above 15 completed years.

⁶ The selected municipalities are: Berovo, Bitola, Chair, Delchevo, Gostivar, Kochani, Kumanovo, Prilep, Shtip, Shuto Orizari, Tetovo and Vinica.

- b) **Sample size and clusters:** A cluster in this survey is a sampling unit, defined by a particular number of respondents and routed along the selected starting address. The number of respondents in a cluster should not be greater than 5. So in a total sample of 800 Roma respondents the number of respondents per cluster will be 5, distributed in 160 clusters (Starting addresses), stratified by Urban/ Rural levels and selected proportionally to size as described in the sampling frame. The sample size in each municipality will be determined using the proportional distribution (shares) of the total number of Roma living in the 12 municipalities.
- c) **The sampling frame:** The complete list of election sections or local territorial units in each municipality will be used as a sampling frame. The structure of the database will comprise information about the average number of persons over 15 years of age and respectively the number of households in a section.
- d) **Sample model:** There will be applied a two-stage probability sample, stratified by place of residence - Urban/Rural and Municipal strata. Due to the cluster organization of the data, normally two sampling stages would be sufficient for receiving the individual respondent's information.

A full list of completely described electoral sections for each of the two strata (Urban and Rural) should be made available.

1. At the first stratification step (**Stage 1**) the required number of sections (starting addresses) will be drawn randomly from each stratum (respectively Urban/Rural and municipal), the number of sections being proportional to the stratum size. Each of these addresses will play the role of a starting address.
2. At the second step (**Stage 2**) the particular households will be identified using random procedure described below.
3. At the third step (**Stage 2**) the respondent within households will be selected (when the number of eligible persons in household is greater than 1), using the “nearest birthday method”.

2.2 Sampling instruction for selecting a respondent

The procedure below may be modified in case the main steps and the random routing approach are identical in all municipalities.

1. Target eligible respondents are 5 (in a 800 sample frame) people from cluster (starting address), one person from a household both in rural and urban clusters
2. The selection of respondents' household will start from the starting address indicated in the description (identified at step 1).
3. The remaining 4 addresses are selected using a step equal to 2 numbers, for example as follows:

- a. First household → Vasingtonska str. №8 (Starting address)
- b. Second household → Vasingtonska str. №8 + 2 = №10
- c. Third household → Vasingtonska str. №10 + 2 = №12
- d. Fourth household → Vasingtonska str. №12 + 2 = №14
- e. Fourth household → Vasingtonska str. №14 + 2 = №16

If the number line is interrupted, for example there is construction work or for another reason, **go to the next number** and continue with the same step.

If the street ends, turn to the next street, first on the right, following the clock direction.

FOR A LIVING BLOCK

The selection step is again 2, starting from the first apartment in the first entrance. In case the number of apartments is smaller than the cluster, continue in the next entrance or/and in the next living block.

FOR VILLAGES WITHOUT STARTING ADDRESSES

Start with the street and the house, that are closest to the administrative building (mestna zaednica) or alternatively the elementary school in the village (if any) and select with a step equal to 2 as described above.

If this instruction is for any reason irrelevant to the local situation, the interviewer shall call the survey organizations, which is responsible to suggest a random selecting procedure, adequate to the situation.

Once the household is selected, the interviewer asks about **all household members of age 15 completed years and over**, living permanently at the address. Then s/he asks about an interview with **the person with the closest birthday from the day of the interview**.

A selected person in a household **is not replaced with another one from the household**. In case the selected respondent is not available, rejects the interview or cannot respond for another reason, the interviewer moves to the next address following the instruction above.

3. Interacting with the respondents

3.1 Interviewers profile

Gender, age and ethnicity of interviewers may have to be taken into account and in some circumstances it may be necessary to match the gender of the interviewer to that of the respondent and have elderly respondents interviewed by older interviewers. A respondent may refuse to be interviewed by a young woman half his age, or a husband may not allow his wife to be interviewed

by a man unless he is present. Concerning age, interviewers should be at least 20 years old and should show that they have the necessary skills and maturity for conducting interviews. The level of education of the interviewer should be at least that of a high school graduate. Previous survey or work experience would be desirable. The interviewer will have to take a training course on the survey instruments by the survey company before going to the field.

The interviewer should have the following skills:

- Interpersonal and communication skills. The interviewer must have the ability to relate well to others and communicate effectively. Effective communication involves active listening to what is being expressed verbally and nonverbally.
- Organizational skills. The interviewer must be a good organizer in order to work efficiently and meet deadlines. S/he must also be flexible, be able to function under pressure and deal with unexpected problems.
- The interviewer must know how to do an interview using all the standard interviewing and persuasion techniques. S/he must be able to complete the questionnaires as well as other documents accurately and in a legible handwriting.

3.2 Administering the questionnaire

Neither is this a collective interview, nor does it imply individual interviews with other household members. All information shall be collected only from the selected respondent.

The questionnaire is to be administered through face-to-face interviews at the respondents' homes in the local language(s), using paper and pencil standardized questionnaires. The interviews are expected to last approximately 50 minutes, depending on the comprehension and literacy level of the respondent.

Factors for increasing the participation rate in the survey and for the good quality of the received information are:

- Presenting properly the purpose of visit and self-presenting of the interviewer;
- Preparing the respondent for a long interview - probably about an hour;
- Having good knowledge of the survey instrument;
- Active listening.
- Selecting the best time for an interview. Normally this is:
 - Mornings for the elderly or hard of hearing;
 - Early afternoon or early evening for mothers with young children;
 - Evenings or weekends for working people.
- Giving clear explanations, for example
 - Whatever you tell us is valuable. There are no right or wrong answers;

Local Integration of Refugees, Internally Displaced Persons and Minority Groups

- We are interested in what you have to say;
- We need your help and are grateful for the time you can spend with us.
- Ensuring confidentiality and anonymity;
- Ensuring privacy;
- Adopting a non-judgmental attitude, going in the house with an open mind;
- Having a positive attitude – being enthusiastic and positive.
- Motivating the respondent with the importance of the survey – there are not envisaged material or financial incentives given to the respondents in this survey.

3.3 Dealing with reluctant respondents

Some respondents will come up with all sorts of excuses to avoid the interview. Respondents may not be forced to do an interview but they may be motivated into doing it if the right approach is applied.

- The “Too busy, not interested” respondent:
 - I realize that you are busy and that is why we need to interview someone like you to represent different people and situations;
 - I can understand why you are not interested but you may find that the interview is a positive experience.
- The “I don’t do surveys” respondent:
 - This survey is very important and is now being carried out in 11 other municipalities and many people like you are being interviewed;
 - The information you give us will be confidential.
- The “Who are you, what do you want” respondent:
 - I understand that you don’t want to give information to someone you don’t know but I work for a polling agency which is legally obliged to treat all of the collected information as strictly confidential.
 - You can also check with (central office) where they can tell you about the survey.
- The “Why should I tell you about my private life” respondent:
 - The information you provide will not be disclosed to anyone and will only be used for research purposes;
 - You are free to not answer any questions that will be asked.
- The “Why me” respondent:
 - Your name has been selected randomly and no one can replace you;
 - We are interested in what you have to say and your opinions will be included in research results.
- The “Too old, too sick, can’t hear well” respondent:
 - We are interested in people from all age groups and no one is too old;
 - I am sorry that you are unwell;
 - I will speak louder. Is it better now?

- The “Don’t know” respondent:
 - You don’t need to know anything. We just want to know about your opinions;
 - There are no right or wrong answers and you are the person we want to speak to. We want to speak to no one else.

3.4 Informed consent

Participation in the survey is voluntary and the respondent can refuse to be interviewed. The interviewer is responsible for explaining what the survey is about, providing all the necessary information, and making sure the respondent understands the implications of his / her participation before giving his / her consent. The information given should be simple and clear and adapted to the respondent’s level of understanding.

4. Completing the questionnaire

The questionnaire comprises 135 questions, 463 variables in total.

4.1 Questionnaire structure

The questionnaire is designed in the sections as follows:

- Administrative part
- Household members information/Demography section
- Employment
- Access to assets
- Housing
- Standard of living/income sources
- Attitudes to life chances/opportunities, values
- Health services - status, access, barriers, trust
- Education - access, barriers, quality, attitudes to diversity
- Social services - access, trust, providers, inter-generational support
- Social capital and relations
- Participation in cultural life, opportunities for cultural diversity
- Political participation, perception of representation, corruption, trust
- Observed information

4.2 Format of the questions

Each question is formatted in a table with reading sections, a coding section, administrative and instructing texts:

- The text of the question is located above the table in Calibri 11
- The instruction for the coding mode is located just below the question text and above the table in ***ITALICS TIMES NEW ROMAN CAPITALS BOLD 11***
- The responses are provided in the left section of the table below in Calibri 11
- The coding sections is located on the right side, outlined with darker borders
- The variable numbering section is located on the right end without borders

Example 1: Question format

During the last month, have you worked for payment (in cash or in kind) or for any other income at least for one day?

<i>SINGLE RESPONSE</i>		
Yes		1
No		2
<i>NA</i>		99

v1

4.3 Reading rules

The general reading rules are as follows:

- INSTRUCT (EXPLAIN) the mode of response provided to each question (single, multiple response , etc, see below section “Response modes”);
- READ the full text of the question;
- READ the responses with the exceptions when:
 - There is provided “showcard” in cases of long “battery” list of responses. The showcards should have the same contents as the response modalities in the question and should be prepared by the polling agency. Attached to this manual is the Showcard 1 in which the answer options of the demographic part of the questionnaire are presented. The showcards and all information showed to the respondent must be in identical format. The showcards need to be without *NR* or *NA* information.
 - The question is open-ended

- The question is of a spontaneous response, where the interviewer categorizes the response according the provided options
- DO NOT READ missing data responses marked in ***ITALICS TIMES NEW ROMAN CAPITALS BOLD 11. (NA, Don't know, Refuse)***
- DO NOT READ response “others”

4.4 Skips and flows

Throughout the questionnaire filters are provided, indicating conditions for continuing / skipping questions. Each filtering instruction is titled, and the respective skip and flow rule is provided below. The double arrow symbol “>>” indicates that the interview continues with the question indicated.

Example 2: Filter format

→ ***FILTER ON „NO JOB”***
IF Q2=2 >> Q3 ; IF Q2=1 >> Q11 ; IF Q2=99 >> Q22

The symbol → indicates the beginning of a filter and the symbol ← indicates its end.

In the case of a long filtered section, before each question the name of the filter rule is inserted for the convenience of the interviewer.

ANY JOB Do you feel that you are having opportunities to advance and improve at work compared to:

SINGLE RESPONSE FOR EACH ROW

	less	the same	more	<i>NA</i>	
Your male colleagues	1	2	3	99	v2
Your female colleagues	1	2	3	99	v3

← ***FILTER OFF “ ANY JOB”***

4.5 Coding rules

- The general rule is that **all response cells in the questionnaire are filled in** during the interview. There shall not be remaining any not coded questions in the questionnaire with the exceptions of the ones that are skipped. (See the missing data coding instructions.);
- Use blue or black ink pen;

- The pre-coded responses are coded with “X”;
- The open ended responses are written clearly in capital letters;
- For a response “No” to a quantitative question (for example “No income”) always enter “00”;
- In a case of mistake, do not erase the incorrect response – strike it out clearly ~~like that~~.

4.6 Missing data coding rules

All missing data information in this questionnaire is coded. There are three types of missing data responses:

- NA – The respondent does not provide any answer or is obviously unable to do that, but does not provide a specific “don’t know” response;
- Don’t know - The respondent explicitly indicates that s/he does not know the answer to the question;
- Refuse - The respondent explicitly indicates a will not to respond to the particular question.

4.7 Response modes

Similarly to any standardized questionnaire there are two main types of questions in the questionnaire: Pre-coded and Open-ended.

The pre-coded questions according to the response mode are as follows:

- **Single response** – the respondent needs to provide just one response. In case s/he hesitates, the interviewer needs to explain that the question is about the **main**, dominating factor and shall record only one response;
- **Multiple response** – multiple response is applied when the respondent can indicate more than one response, but not necessarily all responses, provided in the response section. For those not indicated the interviewer marks the missing data response for the respective options. In this way all responses are marked in the table;
- **Spontaneous response** – this is a multiple or single response in which the interviewer does not read the responses. S/he asks the questions and categorizes the responses according the provided options.

Please see the examples provided below.

Example 3: Multiple responses

Who treated you in a way that you felt was prejudiced?

MULTIPLE RESPONSE MARK WITH √

		<i>Don't know</i>	
Health care services	√	999	v4
School/work		√	v5
Employment office		√	v6
Police/judicial system	√	999	v7
.....	√	999	v8
Other (<i>specify</i>).....		√	v9

- **Battery of single responses** – these are questions marked with the instruction **SINGLE RESPONSE FOR EACH ROW**. The difference between “multiple response” and “single response for each row” is that in the latter case the respondent needs to provide a response to **all options**, while in the multiple response case s/he can select from the list.

Example 4: Batteries of single responses

Do you think that TODAY someone's economic background affects their chances of getting:

SINGLE RESPONSE FOR EACH ROW

	Yes	No	<i>NA</i>	<i>Don't know</i>	
Public administrative services	1	2	99	999	v10
Healthcare services	1	2	99	999	v11
Social services	1	2	99	999	v12

- **Open-ended questions.** There are only few open-ended questions in the questionnaire. The responses to them shall be written down clearly and shortly as they are given, without any interpretation or categorization by the interviewer.
- **“Others” response.** The response “others” in the pre-coded questions shall be coded as an open-ended question.

5. Questionnaire content

5.1 Administrative part

Filling up the administrative section of the questionnaire by the interviewer is mandatory. IDD stands for the unique identification number of the respondent. The provision of the telephone number of the respondent is mandatory too. Only in cases when it has been explicitly noted that the respondent does not have a telephone number, the telephone number may be missing. In case the

respondent rejects to provide the telephone number, the interviewer puts down the code 99999 (Refuse). In case there is no telephone coverage in the village please code 999 (NA).

Please include the regional and municipalities codes. The codes can be chosen and provided by the polling agency. In case there is no street name in villages, please indicate the name of the respondent.

5.2 Demographic section and definitions

In this and in some other sections there are some questions about the household.

The working definition of a household is: *A household is a unit of people, living permanently at one and the same address and sharing a common budget. That would normally mean sharing a common kitchen, paying a common bill for electricity and heating, etc. This would not necessarily imply that these people are a family or a couple or are related by blood. A household could be of single person.*

The working definition of a Household Head: The head of household is the person that the other household members commonly regard as the Household Head. Normally the financial contribution of the Household Head is more than 50% of the household budget. There is only one head of a household. If there are perceptions of more than 1 Household Head – there are probably more than 1 households living there. In such cases, apply the definition of a household.

The household table (Showcard 1) collects information **from the respondent about all household members**. If the respondent does not provide/rejects/does not know any of the required information enter “99”. All table cells must be filled in similarly to the rest of the questionnaire.

If the household is larger than 10 people exclude the ones of highest age.

The first column is about registering who is the respondent among all household members. Please indicate its number by X.

To respond to the other questions apply the enclosed options in the showcards.

5.3 Employment

Pay attention to the filters in this section. The key filtering question here is: *“During the last month, have you worked for payment (in cash or in kind) or for any other income at least for one day?”* Please note that the question asks about **any work for payment or any other income**. So

all in kind or cash incomes regardless of whether they have been generated from official or unofficial work are considered as “Yes”. The same rule applies to the “ANY JOB” section below.

Please note that the question: “*What was your occupation in your last main job?*”, is addressed to people with NO JOB, being part of the filter. This is also true for the next two questions regarding health and social insurance. This is the place where the NO JOB filter ends and the ANY JOB filter starts.

The Question: “*During the last 5 years have you been unemployed and seeking work for any period?*” is addressed to all respondents.

5.4 Access to assets

The filter coming out from the question: “*Have you ever applied for a loan to any of these? If you have applied, did you receive the loan?*” is based only on the response “not received from a bank”. In case of any other response you skip the next question: “*If NOT RECEIVED FROM A BANK, what is the main reason?*”

5.5 Housing

The response to the question: “*Approximately how large is your dwelling, in which you live?*” is in square meters. Put in the number as it is reported.

The question “*How do you heat your dwelling during the winter? Indicate the main source of energy used?*” asks about the main source of energy. This means that the house could be heated by other sources too, but you code one main source of energy only.

5.6 Attitudes to life

If necessary there shall be provided explanations to the question: “*Have you been treated in a way that you felt was prejudiced during the last three months?*”, in the sense that “prejudiced” implies negative and biased attitude, not based on a previous knowledge; that there has been an unfair, preliminary influenced and predisposed inclination to the person.

5.7 Education

The second question of the section: “*Let us talk about school, the period between the first year in school and completed secondary education. Are you or any of your children in school?*” is the filter

for the next questions that should be asked only to parents who have children or respondents that still are in school.

5.8 Social capital and relations

The question: *Whose respect is important for you?* provides two response options. Explain that they are not extreme answers and are different from completely Important and completely Unimportant. Avoid receiving *Don't know(s)*.

5.9 Political participation

The question: *“What is the best way to influence the decision making at local and national level”*, requires two single responses by row – one for national and one for local level.

5.10 Observed information

The information in this section is to be collected and categorized by the interviewer without the respondent after the interview, outside the respondent's home. It needs to be verified by the supervisor.

6. Showcard 1

The Showcard 1 contains the answer options (with codes) to the questions included in the demographic section of the questionnaire. It is divided in 4 parts (A, B, C and D) each corresponding to the relevant section of the table presented in the questionnaire.

Table 1. Tables A to D: SHOW-CARD 1

A. Relationship to the head of the household - SINGLE RESPONSE

Head of household	1
Spouse or partner of Household Head	2
Child of Household Head and / or Spouse or partner	3
Parent of Household Head and / or Spouse or partner (grandfather, grandmother)	4
Other relatives of Household Head and / or Spouse or partner (grandson, nephew, son-in-law)	5

Other (other unrelated persons living in the household, friends living together etc.)	6
---	---

B. Activity status - SINGLE RESPONSE

Employed in private firm	1
Employed in state/municipal firm/organization	2
Own business / own company with personnel > 2 people	3
Self-employed / own company with personnel <3 people	4
Member of a production cooperative	5
In education (kindergarten, school, university, etc.)	6
Unemployed, receiving unemployment benefit	7
Unemployed, not receiving unemployment benefit	8
Unemployed, receiving other benefits from the Centre for Social Work	9
Retired / Pensioner	10
In maternity leave	11
At work as relative assisting on family farm or business (unpaid family worker)	12
Full time homemaker/ responsible for ordinary shopping and looking after the home	13
Unable to work due to long-term illness or disability	14
Other	15

C. Completed Education - SINGLE RESPONSE

No completed degree of education	1
Primary school (6/7 – 9/10)	2
Basic education (10/11 – 13/14)	3
Secondary vocational (14/15 – 18/19)	4
Secondary gymnasium (14/15 – 18/19)	5
Vocational education following secondary education / college	6
First level university degree (BA)	7
Second level university degree (MA)	8
Post university degree (PhD, specialization)	9

D. Child is enrolled in: SINGLE RESPONSE

Kindergarten	1
Primary school (6/7 - 9/10)	2
Basic education (10/11 - 13/14)	3
Secondary vocational (14/15 - 18/19)	4
Secondary gymnasium (14/15 - 18/19)	5
Vocational education following secondary education / college	6
First level university degree (BA)	7

Methodology and tools for conducting social mapping in 12 pilot municipalities inhabited with Roma

Local Integration of Refugees, Internally Displaced Persons and Minority Groups

Second level university degree (MA)	8
Post university degree (PhD, specialization)	9

**ANNEX II - QUESTIONNAIRE FOR THE SOCIAL MAPPING EXERCISE/
SOCIAL EXCLUSION SURVEY**

QUESTIONNAIRE

SOCIAL EXCLUSION SURVEY

IDD		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	v13
Region (NUTS 3)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	v14
Municipality	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	v15
Settlement	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	v16
No of cluster		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	v17
Number of the respondent in the cluster		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	v18

Respondent's telephone number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	v19
Address:	v20
Date of interview	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	v21
Interviewer code	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	v22
Supervisor code	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	v23

INTRODUCTION

Good (morning/afternoon/evening), I'm _____ and am working for (name of the local agency). We are conducting a survey on standard of living, quality of life and social exclusion of Roma living in 12 municipalities in Macedonia. The purpose of this survey is to find out about people's living conditions and levels of social exclusion as well as their attitudes and perceptions on what they consider as the main barriers to equal opportunities. This will help the relevant institutions to better plan future social and economic programmes for Roma. The information you'll give to us will be kept strictly confidential. You and your household members will not be identified by name or address in any of the reports that will be produced using the data from this survey.

INFORMATION ABOUT THE HOUSEHOLD

Obtain information from the selected respondent about household members

- I'd like to start by asking a few questions about your household. **CODE GENDER OF RESPONDENT IN GRID BELOW.** Starting with yourself, what is your age? **CONTINUE WITH SHOWCARDS A-F TO OBTAIN INFORMATION ABOUT THE RESPONDENT AND EACH HOUSEHOLD MEMBER**

SHOW SHOWCARD 1

Indicate the No of the respondent	Sex Male=1 Female =2	Age	Relationship	Activity	Completed	Child* is
			to the head of the household	status	Education	enrolled in:
			A.	B.	C.	D.
1	2	3	4	5	6	7
01	v24	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
		v25	v26	v27	v28	v29
02		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
		v31	v32	v33	v34	v35
03		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
		v37	v38	v39	v40	v41
04		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
		v43	v44	v45	v46	v47
05		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
		v49	v50	v51	v52	v53
06		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
		v55	v56	v57	v58	v59
						v60

Local Integration of Refugees, Internally Displaced Persons and Minority Groups

<i>Indicate the No of the respondent</i>	Sex Male=1 Female =2	Age	Relationship to the head of the household	Activity status	Completed Education	Child* is enrolled in:
			A.	B.	C.	D.
1	2	3	4	5	6	7
07	<input type="checkbox"/> v61	<input type="checkbox"/> v62	<input type="checkbox"/> v63	<input type="checkbox"/> v64	<input type="checkbox"/> v65	<input type="checkbox"/> v66
08	<input type="checkbox"/> v67	<input type="checkbox"/> v68	<input type="checkbox"/> v69	<input type="checkbox"/> v70	<input type="checkbox"/> v71	<input type="checkbox"/> v72
09	<input type="checkbox"/> v73	<input type="checkbox"/> v74	<input type="checkbox"/> v75	<input type="checkbox"/> v76	<input type="checkbox"/> v77	<input type="checkbox"/> v78
10	<input type="checkbox"/> v79	<input type="checkbox"/> v80	<input type="checkbox"/> v81	<input type="checkbox"/> v82	<input type="checkbox"/> v83	<input type="checkbox"/> v84

**For children*

2. What is your marital status?

SINGLE RESPONSE

Married	1
Not married but living with a partner	2
Separated or divorced	3
Widowed, single and not living with a partner	4
NA	99

v85

3. What is your formal citizenship?

SINGLE RESPONSE

Formal citizenship	1
Refugee (no immigration status)	2
Internally displaced person	3
Formal immigrant	4
Migrant from another region	5
NA	99

v86

EMPLOYMENT

4. During the last month, have you worked for payment (in cash or in kind) or for any other income at least for one day?

SINGLE RESPONSE

Yes	1	v87
No	2	
NA	99	

→ **FILTER ON „NO JOB”**

IF Q4=2 >> Q5; IF Q4=1 >> Q12; IF Q4=99 >> Q24

5. **IF „NO JOB”**: Are you registered with the employment services in any capacity?

SINGLE RESPONSE

Yes, as a person looking for work GO TO Q7	1	v88
Yes, in another capacity GO TO Q7	2	
No GO TO Q6	3	
NA GO TO Q7	99	

IF Q5<3 >> Q7; IF Q5=3 >> Q6; IF Q5=99 >> Q7

6. **IF NO TO Q5**: Why? **CONTINUE WITH Q7**

OPEN-ENDED QUESTION

		v89
--	--	-----

FILTER OFF – IF NO TO Q5

7. **IF „NO JOB”**: Have you made any efforts within the past 4 weeks to find work, established a business or enterprise?

SINGLE RESPONSE

Yes GO TO Q9	1
---------------------	---

No GO TO Q8	2	
NA GO TO Q9	99	v90

IF Q7=1 OR 99 >> Q9; IF Q7=2 >> Q8

8. **IF „NO JOB” - NOT LOOKING FOR WORK:** Which is the **main** reason why you did not look for work?

SINGLE RESPONSE SPONTANEOUS

Awaiting reply to earlier enquiries	1	
Waiting to start arranged job, business or in agriculture	2	
Off season in agriculture	3	
Have a temporary/ occasional work	4	
Got tired of searching, thought no work available	5	
In education (at school, university, etc.)	6	
Retired / Pensioner	7	
In maternity leave	8	
At work as relative assisting on family farm or business (unpaid family worker)	9	
Full time homemaker/ responsible for ordinary shopping and looking after the home	10	
Unable to work due to long-term illness or disability	11	
Other (<i>specify</i>).....	12	
NA	99	v91

9. When for the last time you had a job?

Month, Year	--	----	v92	v93
Never worked	9998			
NA	99			

IF Q9=9998 >> Q11; IF OTHER >> Q10

10. What was your occupation in your last **main** job?

SHOW SHOWCARD 2 AND CODE - SINGLE RESPONSE

		v94
--	--	-----

11. Are you currently having social insurance?

SINGLE RESPONSE

Yes	1
No	2
<i>NA</i>	99
<i>Don't know</i>	999

v95

← **FILTER OFF „NO JOB”**

→ **FILTER ON”ANY JOB”; Q4=1**

12. **IF ANY JOB:** What is the branch of your main economic activity?

SHOW SHOWCARD 3- SINGLE RESPONSE

Agriculture, hunting and forest industry	1
Fishing industry	2
Mining industry	3
Manufacturing and processing industry	4
Production and distribution of heat energy	5
Construction	6
Trade, repair and technical service of cars, personal things and household goods	7
Hotels and restaurants	8
Transport, storage and communications	9
Financial services	10
Operations with renting, retail and business services	11
Public administration, state governance and defence; obligatory public insurance	12
Education	13
Healthcare and social activities	14
Other activities, serving the public and individual	15
Household activities	16
Exterritorial organizations and religion	17
No particular occupation	18

v96

13. **IF ANY JOB** What is the property of the organization in which you practice your main job?

SINGLE RESPONSE

Public sector	1
Private sector	2
Mixed ownership	3
Non-governmental or international organization	4

Methodology and tools for conducting social mapping in 12 pilot municipalities inhabited with Roma

Local Integration of Refugees, Internally Displaced Persons and Minority Groups

Not specified	5	v97
Other (Cooperative, etc.)	6	

14. **ANY JOB** What is your occupation in your **current main** job?

SHOW SHOWCARD 2 AND CODE - SINGLE RESPONSE

		v98
--	--	-----

15. **IF ANY JOB** What is your formal status at your **current main** job?

SINGLE RESPONSE

On an unlimited permanent contract	1	v99
On a fixed term contract of less than 12 months	2	
On a fixed term contract of 12 months or more	3	
On a temporary employment agency contract	4	
On apprenticeship or other training scheme	5	
Without a written contract (Informal)	6	
Other (<i>specify</i>).....	7	
Don't know	999	
Refuse	9999	

16. **ANY JOB:** Since when do you work at your **main** job?

Indicate the date: Month, Year	--	----	v100 v101
NA	99 / 9999		

17. **ANY JOB:** What is your work status at your **current main** job?

SINGLE RESPONSE

Full time, but working short hours	1	v102
Full time	2	
Temporarily on leave / administrative leave	3	
Part time	4	
Don't know	999	
Refuse	9999	

18. **ANY JOB** How likely do you think it is that you lose your job / income-generating activity in the next 6 months?

SINGLE RESPONSE

Very likely	1
Somewhat likely	2

Not very likely	3	
<i>NA</i>	99	v103
<i>Don't know</i>	999	

19. **ANY JOB** If you were to lose your job, how long would your savings be enough to cover your expenses without working while you look for a new job?

SINGLE RESPONSE; If there are NO Savings enter "0"

Months (Divide by 4 if the answer is in weeks)		
<i>NA</i>	99	
<i>Don't know</i>	999	v104

20. **ANY JOB** Are you covered with social insurance in your **main** job?

SINGLE RESPONSE

Yes	1	
No	2	
<i>Don't know</i>	999	
<i>Refuse</i>	9999	v105

21. **ANY JOB** Apart from your **main** work, have you also worked at an additional paid job or business or in agriculture at any time during the past four (working) weeks?

SINGLE RESPONSE

Yes	1	
No	2	
<i>NA</i>	99	
<i>Refuse</i>	9999	v106

22. **ANY JOB** To what extent do you feel that people (both colleagues and managers) treat you with respect at work?

SINGLE RESPONSE

Always	1	
Frequently	2	
Occasionally	3	
Never	4	
<i>NA</i>	99	
<i>Don't know</i>	999	v107

23. **ANY JOB** Do you feel that you are having opportunities to advance and improve at work compared to:

SINGLE RESPONSE FOR EACH ROW

	less	the same	more	NA	
Your male colleagues	1	2	3	99	v108
Your female colleagues	1	2	3	99	v109

← **FILTER OFF “ANY JOB”**

24. **ALL** During the last 5 years have you been unemployed and seeking work for any period?

SINGLE RESPONSE

Yes	1	
No	2	
NA	99	v110

→ **FILTER ON” SEEKING WORK DURING LAST 5 YEARS”**
IF Q24=1 >> Q25; IF Q24>1>> Q26

25. **IF SEEKING WORK DURING LAST 5 YEARS AS UNEMPLOYED:** What job-hunting methods did you use?

MULTIPLE SPONTANEOUS RESPONSE

	√	Not indicated	
Through the employment bureau	1	0	v111
Through a private agency	1	0	v112
Direct contact with employer	1	0	v113
Took a test, participated in interview or assessment	1	0	v114
Through relatives, friend, acquaintances, etc.	1	0	v115
Responded to advertisements	1	0	v116
Looking for opportunities to start a business	1	0	v117
Expecting a response to proposal you have made/been made	1	0	v118
Other method used (<i>specify</i>).....	1	0	v119
NA for all responses in the table		99	v120

← **FILTER OFF “SEEKING WORK DURING LAST 5 YEARS”**

26. If you have a business idea, would you know what to do to realize it?

SINGLE RESPONSE

Yes	1	v121
No	2	
NA	99	

27. Now think about travelling abroad. What is the probability for you to:

SINGLE RESPONSE FOR EACH ROW

	not probable	probable	NA	Don't know	
Go abroad for education	1	2	99	999	v122
Go abroad to find employment	1	2	99	999	v123
Emigrate to live in another country	1	2	99	999	v124

→ **FILTER ON "PROBABLE"**

IF IN Q27 "PROBABLE" – CODE 2 FOR "GO ABROAD FOR EDUCATION – GO TO Q28 "GO ABROAD FOR EDUCATION"

IF IN Q27 "PROBABLE" – CODE 2 FOR "GO ABROAD TO FIND EMPLOYMENT – GO TO Q28 "GO ABROAD TO FIND EMPLOYMENT"

IF IN Q27 "PROBABLE" – CODE 2 FOR "EMIGRATE – GO TO Q28 "EMIGRATE"

28. **FILTER IF PROBABLE:** When do you think it could happen? Please respond separately for reasons related to employment, education, or others.

SINGLE RESPONSE FOR EACH ROW

	in 2-3 months	in the next 12 months	in the next 2-3 years	NA	Don't know	
Go abroad for education	1	2	3	99	999	v125
Go abroad for employment	1	2	3	99	999	v126
Emigrate to live in another country	1	2	3	99	999	v127

29. What is the **main** reason for you to go abroad?

SINGLE RESPONSE

To live in a more developed country	1
-------------------------------------	---

Local Integration of Refugees, Internally Displaced Persons and Minority Groups

For better payment, even for a less qualified work	2	
For prospects of a better professional career (even with a lower payment as a start)	3	
Claiming back a property	4	
To see the world/get experience	5	
Joining family/spouse/marriage	6	
Ensure better education for me / my children	7	
Simply does not want to live in Macedonia any more	8	
NA	99	
Refuse	9999	v128

← **FILTER OFF "PROBABLE"**

30. Have you ever been outside the country for more than 3 months for employment?

SINGLE RESPONSE

Yes - GO TO Q31	1	
No - GO TO Q33	2	
NA - GO TO Q33	99	v129

IF Q30=2 OR 99 >> Q33; Q30=1 >> Q31

31. **RETURN MIGRANTS:** What was the **main** reason for you to go abroad?

SINGLE RESPONSE

To live in a more developed country	1	
For better payment, even for a less qualified work	2	
For prospects of a better professional career (even with a lower payment as a start)	3	
Claiming back a property	4	
To see the world/get experience	5	
Joining family/spouse/marriage	6	
Ensure better education for me / my children	7	
Simply does not want to live in Macedonia any more	8	
NA	99	
Refuse	9999	v130

32. RETURN MIGRANTS:

RESPONSE FOR EACH ROW

			<i>NA</i>		
When did you go there last time? <i>[MONTH. YEAR]</i>	--	----	99/9999	v131	v132
When did you come back? <i>[MONTH. YEAR]</i>	--	----	99/9999	v133	v134
What was the main reason for you to return? [OPEN-ENDED QUESTION]			99		v135

ACCESS TO ASSETS

33. Do you have a bank account (including a credit card and saving deposit) registered under your own name?

SINGLE RESPONSE

Yes	1	
No	2	
<i>NA</i>	99	v136

34. Have you ever applied for a loan to any of these?

SINGLE RESPONSE FOR EACH ROW

	<i>Yes</i>	<i>No</i>	<i>NA</i>	
<i>a bank</i>	1	2	99	v137
<i>a leasing</i> house/another financial institution	1	2	99	v138
a state organization	1	2	99	v139
a person outside your family	1	2	99	v140

35. Did you receive the loan:

SINGLE RESPONSE FOR EACH ROW

	Yes	No	<i>NA</i>	
a bank	1	2	99	v141
a leasing house/another financial institution	1	2	99	v142
a state organization	1	2	99	v143
a person outside your family	1	2	99	v144

IF Q35 (“bank”) =2 >> Q36; IF OTHER >> Q37

36. *If NOT RECEIVED FROM A BANK*, what is the **main** reason?

SINGLE RESPONSE

Not accepted collateral or guarantee	1	
Not approved business plan	2	
No or weak credit history	3	
Other requirements of the credit institution (improper documentation)	4	
Other (<i>specify</i>).....	5	
<i>NA</i>	99	v145

← FILTER OFF

37. Does your household own land?

SINGLE RESPONSE

Yes	1	
No	2	
<i>NA</i>	99	v146

38. Does your household rent land?

SINGLE RESPONSE

Yes	1	
No	2	
<i>NA</i>	99	v147

39. Does your household meet its needs for food by growing vegetables or fruits or keeping poultry or livestock?

SINGLE RESPONSE

No, not at all	1	
Yes, for up to one-tenth of the household’s food needs	2	
Yes, for between one-tenth and a half of household’s food need	3	
Yes, for half or more of the household’s needs	4	
<i>NA</i>	99	
<i>Don’t know</i>	999	v148

HOUSING

40. Approximately how large is your accommodation, in which you live?

SQ M (living space)		
<i>NA</i>		99
<i>Don't know</i>		999
<i>Refuse</i>		9999

v149

41. Which of the following best describes your accommodation?

SINGLE RESPONSE

Own (without mortgage)		1
Own with mortgage		2
Tenant - subsidized by the state or the municipality		3
Tenant (paying rent to private landlord)		4
Dwelling is provided rent free		5
<i>NA</i>		99
<i>Don't know</i>		999

v150

42. Does your accommodation in which you live have:

SINGLE RESPONSE FOR EACH ROW

	Yes	No	<i>NA</i>	
Running water	1	2	99	v151
Flushing indoor toilet	1	2	99	v152
Central heating or a local heating system	1	2	99	v153
Electricity supply	1	2	99	v154
Sewage system	1	2	99	v155
Central gas supply	1	2	99	v156

43. How do you heat your accommodation during the winter? Indicate **the main** source of energy used:

SINGLE RESPONSE

Local heating system	1
Central heating	2
Gas	3
Electricity	4
Petrol	5
Coal	6
Wood (purchased)	7
Wood (collected in the forest)	8
Other (<i>specify</i>).....	9

No heating device in the house	10	
<i>NA</i>	99	
<i>Don't know</i>	999	v157

STANDARD OF LIVING AND INCOME SOURCES

44. How much money did your household spend last month in total?

	[local currency]		
<i>NA</i>		99	
<i>Don't know</i>		999	
<i>Refuse</i>		9999	v158

45. There are some things that many people cannot afford. For each of the following items on the card, can I just check how often your household could afford it in the past 12 months?

SHOW SHOWCARD 4 - SINGLE RESPONSE FOR EACH ROW

	Never	Seldom	Sometimes	Often	NA	
Buying food for three meals a day	1	2	3	4	99	v159
Paying regularly the bills	1	2	3	4	99	v160
Keeping your home adequately warm	1	2	3	4	99	v161
Buying new clothes and shoes that you or your household needed	1	2	3	4	99	v162
Buying medication that you or your household needed	1	2	3	4	99	v163
Regular dental checks for every child in your household	1	2	3	4	99	v164
Buying school materials/books for every child in your household	1	2	3	4	99	v165
Having friends or family for a drink or meal at least once a month	1	2	3	4	99	v166
Paying for a week's annual holiday away from home/abroad	1	2	3	4	99	v167
Traveling to family celebrations/for family events	1	2	3	4	99	v168
Buying books, cinema or theatre tickets	1	2	3	4	99	v169

46. I am going to read some items a household can possess. Could you tell me whether your household has it, your household does not have it because you cannot afford it, or your household does not have it because you don't need it?

SINGLE RESPONSE FOR EACH ROW

<i>Household items</i>	Household has it	Household does not need it	Household cannot afford it	<i>NA</i>	
Television	1	2	3	99	v170
Computer	1	2	3	99	v171
Internet	1	2	3	99	v172
Cellular phone	1	2	3	99	v173
Satellite/Cable TV	1	2	3	99	v174
Car (not motorcycle)	1	2	3	99	v175
Washing machine	1	2	3	99	v176
Freezer/Refrigerator	1	2	3	99	v177
Landline telephone	1	2	3	99	v178
Radio receiver	1	2	3	99	v179
Gas oven	1	2	3	99	v180
Electric oven	1	2	3	99	v181
Generator	1	2	3	99	v182
Electric iron	1	2	3	99	v183
Outdoor metal stove	1	2	3	99	v184
Electric sewing/knitting machine	1	2	3	99	v185
Electric room heater	1	2	3	99	v186
Kerosene lamp	1	2	3	99	v187
Microwave oven	1	2	3	99	v188
Bed for each household member	1	2	3	99	v189
Living room furniture	1	2	3	99	v190
Vacuum cleaner	1	2	3	99	v191

47. Are you satisfied or dissatisfied with your standard of living?

SINGLE RESPONSE

Completely Satisfied	1	
Satisfied	2	
Neither satisfied nor dissatisfied	3	
Dissatisfied	4	
Completely dissatisfied	5	
<i>NA</i>	99	v192

48. Would you say that your standard of living is worse, the same or better compared to the majority of the people in your place of living as follows:

SINGLE RESPONSE FOR EACH ROW

	worse	the same	better	<i>NA</i>	<i>Don't know</i>	
Settlement (town/village)	1	2	3	99	999	v193
Municipality	1	2	3	99	999	v194
Country	1	2	3	99	999	v195

49. What was your father's [mothers for female respondent] position in society compared to yours when they were at your age?

SINGLE RESPONSE

Higher	1	
The same	2	
Lower	3	
<i>NA</i>	99	
<i>Don't know</i>	999	v196

50. What was your grandparent's position in society compared to yours when they were at your age?

SINGLE RESPONSE

Higher	1	
The same	2	
Lower	3	
<i>NA</i>	99	
<i>Don't know</i>	999	v197

51. What is your OWN total net monthly income:

SINGLE RESPONSE

Less than 3.000 denars	1	
Between 3.001 – 6.000 denars	2	
Between 6.001 – 9.000 denars	3	
Between 9.001 – 12.000 denars	4	
Between 12.001 – 15.000 denars	5	
Between 15.001 – 18.000 denars	6	
Between 18.001 – 21.000 denars	7	
Between 21001 – 24.000 denars	8	
Between 24.001 – 27.000 denars	9	
Between 27.001 – 30.000 denars	10	
More than 30.000 denars	11	
Do not have any incomes	12	
<i>NA</i>	99	v198

52. To what extent is your OWN income contributing to the household budget?

SINGLE RESPONSE

100%	1	
75%	2	
50%	3	
Less than 50%	4	
Do not have any incomes	6	
NA	99	v199

53. Have you or someone else in your household received any of the following types of income over the past 12 months. Indicate one of them that contributed most to your total household income?

INDICATE WITH “√ FOR BOTH” RECEIVED” AND “THE BIGGEST”

	Received		What is the major source	
	<i>MULTIPLE RESPONSE</i>	<i>SINGLE RESPONSE</i>		
	√	<i>Not indicated</i>		
Earnings from work (incl. income from self-employment or farming)	1	0	1	v200
Retirement (Age) pension	1	0	2	v201
Child benefits	1	0	3	v202
Unemployment, disability, or any other social benefits	1	0	4	v203
Other income (from savings, assets)	1	0	5	v204
Help from relatives or friends in this country	1	0	6	v205
Help from relatives or friends abroad	1	0	7	v206
Stipend income	1	0	8	v207
Help from NGOs	1	0	9	v208
Disability pension	1	0	10	v209
Ex-army related pension	1	0	11	v210
Other pension	1	0	12	v211
<i>NA for all responses in the table</i>		99		v212
				v213

54. Was your household able to save in the last 12 months - in money or in any financial or other assets?

Yes	1
No	2
Don't know	999

Refuse	9999	v214
---------------	-------------	------

55. Did your household have to borrow during the last 12 months in money or in any financial or other assets?

Yes	1	
No	2	
Don't know	999	
Refuse	9999	v215

IF Q55=1 >> Q56; IF OTHER >> Q57

56. If yes, how much?

	[denars]		
Don't know		999	
Refuse		9999	v216

57. Do you think that TODAY someone's ethnic identity in Macedonia weakens their chances of getting:

SINGLE RESPONSE FOR EACH ROW

	Yes	No	NA	Don't know	
Public administrative services	1	2	99	999	v217
Healthcare services	1	2	99	999	v218
Social services	1	2	99	999	v219
Government jobs	1	2	99	999	v220
Government-procured projects	1	2	99	999	v221
Private sector jobs	1	2	99	999	v222
Education at pre-university level	1	2	99	999	v223
Education at the university level	1	2	99	999	v224
Public housing	1	2	99	999	v225

58. Do you think that TODAY someone's gender affects their chances of getting:

SINGLE RESPONSE FOR EACH ROW

	Yes	No	NA	Don't know	
Public administrative services	1	2	99	999	v226
Healthcare services	1	2	99	999	v227
Social services	1	2	99	999	v228
Government jobs	1	2	99	999	v229
Government-procured projects	1	2	99	999	v230

Methodology and tools for conducting social mapping in 12 pilot municipalities inhabited with Roma

Local Integration of Refugees, Internally Displaced Persons and Minority Groups

Private sector jobs	1	2	99	999	v231
Education at pre-university level	1	2	99	999	v232
Education at the university level	1	2	99	999	v233
Public housing (Other public services for respective countries)	1	2	99	999	v234

59. There are many situations that could negatively affect you or your household. Please tell me, how worried are you about each of the following situations, assessing each type *from 1 to 5* ('1' not worried at all and '5' very worried)?

SHOW SHOWCARD 5- SINGLE RESPONSE FOR EACH ROW

	'1' not worried at all to '5' very worried					NA	Don't know	
Lack of sufficient incomes	1	2	3	4	5	99	999	v235
Hunger	1	2	3	4	5	99	999	v236
Denied access to health care practitioners	1	2	3	4	5	99	999	v237
Denied access to education	1	2	3	4	5	99	999	v238
Lack of housing (eviction)	1	2	3	4	5	99	999	v239
Poor sanitation-related diseases	1	2	3	4	5	99	999	v240
Street crime	1	2	3	4	5	99	999	v241
Denied opportunity to practice your religion	1	2	3	4	5	99	999	v242
Organized crime (racketeering your business for example)	1	2	3	4	5	99	999	v243
Local religious conflicts (conflicts between different religious groups)	1	2	3	4	5	99	999	v244
Local inter-ethnic conflicts (conflicts between different ethnic groups)	1	2	3	4	5	99	999	v245
Corruption of officials	1	2	3	4	5	99	999	v246
Pollution	1	2	3	4	5	99	999	v247
Global warming	1	2	3	4	5	99	999	v248

60. Have you been treated in a way that you felt was prejudiced during the last three months?

SINGLE RESPONSE

Yes	1	
No	2	
NA	99	v249

IF Q60=1 >> Q61; IF Q60>1 >> Q63

61. **IF YES:** Who treated you in a way that you felt was prejudiced?

MULTIPLE RESPONSE INDICATE WITH √

	√	<i>Not indicated</i>	
Health care services	1	0	v250
School/work	1	0	v251
Employment office	1	0	v252
Police/judicial system	1	0	v253
Social services	1	0	v254
Shops/restaurants	1	0	v255
Public transport	1	0	v256
Bank/insurance company	1	0	v257
Landlord/local housing office	1	0	v258
Close relative	1	0	v259
Unknown person in a public place	1	0	v260
Other (<i>specify</i>).....	1	0	v261
<i>NA for all responses in the table</i>		99	v262

62. What was the reason you were treated with prejudice? (*Please give main reason*)

SINGLE RESPONSE SPONTANEOUS

Ethnic or racial background	1	
Gender	2	
Sexual orientation	3	
Age	4	
Disability	5	
Religion	6	
Political affiliation	7	
Other (<i>specify</i>).....	8	
<i>NA</i>	99	
<i>Don't know</i>	999	v263

← **FILTER OFF**

63. Please tell me for each statement whether you rather agree or rather disagree with each statement.

SINGLE RESPONSE FOR EACH ROW

	rather disagree	rather agree	NA	Don't know	
I am optimistic about the future	1	2	99	999	v264
In order to get ahead nowadays you are forced to do things that are not correct	1	2	99	999	v265
I feel left out of society	1	2	99	999	v266
Good luck is more important than hard work for success	1	2	99	999	v267
Life has become so complicated today that I almost can't find my way	1	2	99	999	v268

HEALTH SERVICES (STATUS, ACCESS, BARRIERS, TRUST)

64. In general, would you say your health is:

SINGLE RESPONSE

Excellent	1	
Very good	2	
Good	3	
Fair	4	
Poor	5	
NA	99	
Don't know	999	v269

65. Do you have any long-standing illness or disability that limits your activities in any way? By long-standing, I mean anything that has troubled you over a period of time or that is likely to affect you for a period of time?

SINGLE RESPONSE

Yes	1	
No	2	
NA	99	v270

IF Q65= 1>> Q66; IF Q65>1>> Q67

66. **IF YES – DISABILITIES:** During the last 12 months have you faced difficulties or received poor quality of services in any of the following situations because of your long-standing illness or disability:

SINGLE RESPONSE FOR EACH ROW

	Yes	No	<i>Refuse</i>	
Getting a suitable job	1	2	9999	v271
Getting health services	1	2	9999	v272
Getting physical access to public institutions	1	2	9999	v273
Getting social protection services	1	2	9999	v274
At school	1	2	9999	v275

← **FILTER OFF**

67. On the last occasion you needed to see a doctor or medical specialist, did any of the following factors make it difficult for you to do so?

SHOW SHOWCARD 6 - SINGLE RESPONSE FOR EACH ROW

	Yes	No	<i>not applicable/ never needed to see doctor</i>	<i>NA</i>	<i>Don't know</i>	
Did not have a medical insurance	1	2	9999	99	999	v276
Distance to doctor's office/ hospital/ medical centre	1	2	9999	99	999	v277
Not having transportation to take me to hospital	1	2	9999	99	999	v278
Not having anyone to look after children/aged parents while travelling to hospital	1	2	9999	99	999	v279
Delay in getting appointment	1	2	9999	99	999	v280
Cost of seeing the doctor	1	2	9999	99	999	v281
Could not take time off work	1	2	9999	99	999	v282
Did not know where to go	1	2	9999	99	999	v283

68. Do you have a health insurance?

SINGLE RESPONSE

Yes	1
No	2

<i>Don't know</i>	999	v284
<i>Refuse</i>	9999	

IF Q68=1 OR Q68= OTHER >> Q70; IF Q78=2>> Q69

69. **IF NOT HEALTH INSURED:** Why don't you have a health insurance?

SINGLE RESPONSE

I am working without a contract	1	v285
I cannot afford it	2	
My employer does not provide it	3	
I do not qualify	4	
I am unemployed	5	
Due to long-term absence from the country	6	
Other (<i>specify</i>).....	7	
<i>Don't know</i>	999	
<i>Refuse</i>	9999	

← FILTER OFF

70. How much trust do you have in the ability of the health care system to deliver a health service when you need it?

SINGLE RESPONSE

A great deal of trust	1	v286
Some trust	2	
Hardly any trust	3	
No trust at all	4	
<i>NA</i>	99	
<i>Don't know</i>	999	

71. Do you have children below the age of 18, living in your household?

Yes	1	v287
No	2	
<i>NA</i>	99	

IF Q71=1 >> Q72; IF Q71=2 OR Q71=NA >> Q74

Methodology and tools for conducting social mapping in 12 pilot municipalities inhabited with Roma

Local Integration of Refugees, Internally Displaced Persons and Minority Groups

72. For at least the past 6 months, have any of your children been limited in activities people usually do because of a health problem?

Yes, strongly limited	1	v288
Yes, limited	2	
No, not limited	3	
Don't know	999	
NA	99	

73. Do any of your children suffer from a long-term chronic disease or a health problem which is expected to continue more than 6 months?

Yes	1	v289
No	2	
NA	99	
Refuse	9999	

← **FILTER OFF**

**EDUCATION
(ACCESS, BARRIERS, QUALITY, ATTITUDES TO DIVERSITY)**

74. How many years in total have you spent in education, including all educational degrees?

Years in education		v290
NA	99	

75. Let us talk about school, the period between the first year in school and completed secondary education. Are you or any of your children in school?

SINGLE RESPONSE

I have children in school	1	v291
I am myself in school	2	
Neither of the above	3	
NA	99	

→ **FILTER ON PARENTS OR RESPONDENTS IN SCHOOL**

IF Q75=3or Q75=99 >> Q79; IF OTHER>>Q76

76. How serious is each of the following problems at the school, attended by your oldest child/you?

SHOW SHOWCARD 7 - SINGLE RESPONSE FOR EACH ROW

	very serious	somewh at serious	not too serious	not serious at all	no such problem at all	NA	Don't know	
Low quality of the education provided	1	2	3	4	5	99	999	v292
Poor material conditions and facilities at school	1	2	3	4	5	99	999	v293
Violence	1	2	3	4	5	99	999	v294
Bullying	1	2	3	4	5	99	999	v295
Drugs	1	2	3	4	5	99	999	v296
Discipline in the classroom	1	2	3	4	5	99	999	v297
Social pressure among students to be popular	1	2	3	4	5	99	999	v298
Ethnic intolerance among children	1	2	3	4	5	99	999	v299
Discriminatory practices by the teachers	1	2	3	4	5	99	999	v300
Crime and violence in the school vicinity (school area)	1	2	3	4	5	99	999	v301
Other (<i>specify</i>).....	1	2	3	4	5	99	999	v302

77. How do you assess your children's educational opportunities/yours compared to:

SINGLE RESPONSE FOR EACH ROW

	worse	the same	better	NA	Don't know	
The other children in your town/village	1	2	3	99	999	v303
Compared to the majority of the children in the country	1	2	3	99	999	v304

78. Of the children you/your children are usually playing with, are there among them children that...

SINGLE RESPONSE FOR EACH ROW

	Yes	No	NA	Don't know	
have disabilities	1	2	99	999	v305
are from a much richer family than your child	1	2	99	999	v306

Methodology and tools for conducting social mapping in 12 pilot municipalities inhabited with Roma

Local Integration of Refugees, Internally Displaced Persons and Minority Groups

	Yes	No	<i>NA</i>	<i>Don't know</i>	
are from a much poorer family than your child	1	2	99	999	v307
have other ethnic identity	1	2	99	999	v308
are of a religion different from your children's	1	2	99	999	v309
are migrants from another part of the country	1	2	99	999	v310
are immigrants from another country	1	2	99	999	v311
are from a family with political power	1	2	99	999	v312

← **FILTER OFF**

79. Do you think the quality of education in your town/village has become worse, better or remained the same compared to 5 years ago?

SINGLE RESPONSE FOR EACH ROW

	worse	the same	better	<i>NA</i>	<i>Don't know</i>	
Compared to 5 years ago	1	2	3	99	999	v313

80. Do you think that children from ethnic minorities should go to the same schools as the children from ethnic majority?

SINGLE RESPONSE

Yes	1
No	2
<i>NA</i>	99
<i>Don't know</i>	999

v314

81. Do you think that children with disabilities should go to the same schools as children without disabilities?

SINGLE RESPONSE

Yes	1
No	2
<i>NA</i>	99
<i>Don't know</i>	999

v315

**SOCIAL SERVICES
(ACCESS, TRUST, PROVIDERS,
INTER-GENERATIONAL SUPPORT)**

82. How much trust do you have in the ability of the state pension system to deliver when you need it?

SINGLE RESPONSE

A great deal of trust	1	
Some trust	2	
Hardly any trust	3	
No trust at all	4	
<i>NA</i>	99	
<i>Don't know</i>	999	v316

83. How much trust do you have in the ability of the state social assistance system to deliver when you need it?

SINGLE RESPONSE

A great deal of trust	1	
Some trust	2	
Hardly any trust	3	
No trust at all	4	
<i>NA</i>	99	
<i>Don't know</i>	999	v317

84. In Macedonia parents and children usually help each other. How is it in your family?

SINGLE RESPONSE

Parents rather support the children	1	
Everyone takes care of themselves	2	
Children rather support the parents	3	
<i>NA</i>	99	
<i>Don't know</i>	999	v318

85. And how was it in the generation of your parents?

SINGLE RESPONSE

Parents rather support the children	1	
Everyone takes care of themselves	2	
Children rather support the parents	3	
<i>NA</i>	99	
<i>Don't know</i>	999	v319

86. Think about the organizations that carry out social work in your settlement (providing social assistance, health or educational activities). Are there among them the following?

SINGLE RESPONSE FOR EACH ROW

	Yes	No	<i>Do not know</i>	<i>NA</i>	
An NGO, subcontracted by the State or the Municipality to provide social services like social patronage	1	2	999	99	v320
A religious organization, supporting the poor	1	2	999	99	v321
An NGO cooperating with international funds	1	2	999	99	v322
Other (<i>specify</i>).....	1	2	999	99	v323

IF IN Q86 “YES” – CODE 1 FOR “AN NGO, SUBCONTRACTED BY THE STATE...”, GO TO Q87 “AN NGO, SUBCONTRACTED BY THE STATE...”

IF IN Q86 “YES” – CODE 1 FOR “A RELIGIOUS ORGANIZATION, SUPPORTING THE POOR”, GO TO Q87 “A RELIGIOUS ORGANIZATION, SUPPORTING THE POOR”

IF IN Q86 “YES” – CODE 1 FOR “AN NGO COOPERATING WITH INTERNATIONAL FUNDS”, GO TO Q87 “AN NGO COOPERATING WITH INTERNATIONAL FUNDS”

IF IN Q86 “YES” – CODE 1 FOR “OTHER (SPECIFIED)”, GO TO Q87 “OTHER (SPECIFIED)”

IF Q86=YES>> Q87; IF Q96=NO OR NA >> Q88

87. **IF YES**, have you used any of their services?

SINGLE RESPONSE FOR EACH ROW

	Yes	No	<i>Do not know</i>	<i>NA</i>	
An NGO, subcontracted by the State or the Municipality to provide social services like social patronage	1	2	999	99	v324
A religious organization, supporting the poor	1	2	999	99	v325
An NGO cooperating with international funds	1	2	999	99	v326
Other (<i>specify</i>).....	1	2	999	99	v327

← FILTER OFF

SOCIAL CAPITAL AND RELATIONS

88. Can you tell me about your CLOSE FRIENDS? These are people whom you trust, can talk to about private matters, or call on for help. With respect to CLOSE friendship, would you say that ...

SINGLE RESPONSE

you do have close friends – GO TO Q92	1	
you do not have any close friends, only acquaintances - GO TO Q93	2	
NA - GO TO Q93	99	v328

IF Q88=1 >> Q89; IF Q88>1 >> Q90

89. Of these close friends, are there among them friends who...

SHOW SHOWCARD 8- SINGLE RESPONSE FOR EACH ROW

	Yes	No	NA	Don't know	
have disabilities	1	2	99	999	v329
are much richer than you	1	2	99	999	v330
are much poorer than you	1	2	99	999	v331
have a PhD or are university professor	1	2	99	999	v332
have other ethnic identity	1	2	99	999	v333
are of a religion different from yours	1	2	99	999	v334
are gay or lesbian	1	2	99	999	v335
are migrants from another part of the country	1	2	99	999	v336
are immigrants from another country	1	2	99	999	v337
are much older or much younger than you	1	2	99	999	v338
have political power	1	2	99	999	v339

← FILTER OFF

90. How often do you spend your free time with:

SINGLE RESPONSE FOR EACH ROW

	Never	Seldom	A few times each month	A few times a week	Almost every day	NA	
Family/relatives	1	2	3	4	5	99	v340
Neighbours	1	2	3	4	5	99	v341
Your friends	1	2	3	4	5	99	v342
your acquaintances (e.g. work colleagues)	1	2	3	4	5	99	v343

91. Think about an emergency situation that requires you to raise €500 for a couple of days, for example to cover the cost of an urgent repair of your house. On whom can you rely on in such a situation:

MULTIPLE RESPONSE MARK WITH √

	√	Not indicated	
a friend	1	0	v344
a relative/family	1	0	v345
Employer	1	0	v346
a rich person in the community	1	0	v347
social institution	1	0	v348
a bank	1	0	v349
a lending house	1	0	v350
a state institution	1	0	v351
a municipal institution	1	0	v352
an association/NGO	1	0	v353
No one	1	0	v354
NA for all responses		99	v355

92. Generally speaking, do you think most people can be trusted?

SINGLE RESPONSE

Rather Yes	1	
Rather No	2	
NA	99	
Don't know	999	v356

93. Which of the following people would you NOT like to have as your neighbours?

SHOW SHOWCARD 9- MULTIPLE RESPONSE; MARK WITH √

	√	<i>Not indicated</i>	
Family / relatives	1	0	v357
Close friends	1	0	v358
Work colleagues	1	0	v359
People from your own ethnicity	1	0	v360
People from a different ethnicity	1	0	v361
People with a different religion	1	0	v362
People with your religion	1	0	v363
Drug addicts	1	0	v364
Homosexuals	1	0	v365
Single parents	1	0	v366
Unmarried couples living together	1	0	v367
People living with HIV/AIDS	1	0	v368
Immigrants/foreign workers	1	0	v369
Police officers	1	0	v370
Former party members	1	0	v371
Former security service agents	1	0	v372
Former prisoners	1	0	v373
<i>NA for all responses in the table</i>		99	v374

94. Whose respect is important for you?

SINGLE RESPONSE FOR EACH ROW

	Rather important	Rather not important	NA	<i>Don't know</i>	
Family / relatives	1	2	99	999	v375
Close friends	1	2	99	999	v376
Work colleagues	1	2	99	999	v377
Neighbours	1	2	99	999	v378
Supervisor at work	1	2	99	999	v379
Priest / religious authority	1	2	99	999	v380
Teachers of my children	1	2	99	999	v381
Schoolmates	1	2	99	999	v382
Other (<i>specify</i>).....	1	2	99	999	v383

PARTICIPATION IN CULTURAL LIFE, OPPORTUNITIES FOR CULTURAL DIVERSITY

95. Have you attended any cultural event (theatre, museums, concert, etc.) in the last three months?

SINGLE RESPONSE

Yes	1	v384
No	2	
<i>NA</i>	99	

IF Q95=1 or NA >> Q97; IF Q95=2 >> Q96

96. **IF NOT:** What is the main reason?

SINGLE RESPONSE

Cannot afford	1	v385
Not important for me	2	
Too far away	3	
Cannot access due to health condition	4	
<i>NA</i>	99	

← FILTER OFF

97. Do you normally wear religious or cultural dress or symbols (a kerchief or a hat)?

SINGLE RESPONSE

Yes	1	v386
No	2	
<i>Refuse</i>	9999	

IF Q97=1 >> Q99; IF Q97=2 >> Q98; IF Q97= Refuse >> Q100

98. **IF NO:** Why?

MULTIPLE RESPONSE; MARK WITH √

	√	<i>Not indicated</i>	
Not important for me	1	0	v387
It is not fashionable (appropriate) to do it	1	0	v388

Local Integration of Refugees, Internally Displaced Persons and Minority Groups

	√	<i>Not indicated</i>	
It is perceived strangely by my immediate community	1	0	v389
It creates problems with my employment	1	0	v390
There are formal restrictions not to wear such clothes or symbols in public spaces	1	0	v391
Because I fear that I might become a target of hate violence	1	0	v392
<i>NA for all responses in the table</i>		99	v393

99. **IF YES:** Why?

MULTIPLE RESPONSE

	√	<i>Not indicated</i>	
It is an integral part of my identity	1	0	v394
To be accepted by my community	1	0	v395
<i>NA for all responses in the table</i>		99	v396

← **FILTER OFF**

100. What is your religious denomination?

SHOW SHOWCARD 10- SINGLE RESPONSE

.....		
<i>NA</i>		99
<i>Refuse</i>		9999

v397

101. To which ethnic group do you belong?

SHOW SHOWCARD 11- SINGLE RESPONSE

.....		
<i>NA</i>		99
<i>Refuse</i>		9999

v398

102. What is the language that is normally spoken in your household?

OPEN-ENDED QUESTION

--	--

v399

--	--

103. What is your mother tongue?

OPEN-ENDED QUESTION

--	--

v400

104. Do you have access to TV news in the language you normally speak at home?

SINGLE RESPONSE

Yes	1
No	2
Refuse	9999

v401

105. Do you think your language presents constraints to your life options, such as education and employment opportunities?

SINGLE RESPONSE

Yes	1
No	2
Don't know	999
Refuse	9999

v402

106. Is there any place where you can freely practice your religion in your settlement?

SINGLE RESPONSE

Yes	1
No	2
Don't know	999
Refuse	9999

v403

107. Do you think your religion present constraints to your life options, such as education and employment opportunities?

SINGLE RESPONSE

Yes	1
No	2
Don't know	999
Refuse	9999

v404

108. Do you think that the various ethnic populations, living in the country are adequately represented in?

SINGLE RESPONSE FOR EACH ROW

	Yes	No	<i>Don't know</i>	<i>Refuse</i>	
TV	1	2	999	9999	v405
Printed press	1	2	999	9999	v406
Culture (Theatre, music)	1	2	999	9999	v407
Art (museums/exhibitions)	1	2	999	9999	v408

109. In all countries there sometimes exists tension between social groups. In your opinion, how much tension is there between each of the following groups in Macedonia?

SINGLE RESPONSE FOR EACH ROW

	no tension	some tension	a lot of tension	<i>NA</i>	<i>Don't know</i>	
Poor and rich people	1	2	3	99	999	v409
Management and workers	1	2	3	99	999	v410
Men and women	1	2	3	99	999	v411
Old people and young people	1	2	3	99	999	v412
Different racial and ethnic groups	1	2	3	99	999	v413
Supporters of ruling and opposition parties	1	2	3	99	999	v414

110. How safe do you feel walking down the street after dark in the area where you live?

SINGLE RESPONSE

Very safe	1	
Rather safe	2	
Rather unsafe	3	
Very unsafe	4	
<i>NA</i>	99	
<i>Don't know</i>	999	v415

POLITICAL PARTICIPATION, PERCEPTION OF REPRESENTATION, CORRUPTION, TRUST

FILTER ONLY FOR RESPONDENTS 18+; OTHER >> Q113

111. Did you vote in the last Macedonia parliamentary/national election?

SINGLE RESPONSE

Yes	1	
No	2	
Not eligible for voting (age reasons; detained, etc.)	3	
<i>NA</i>	99	
<i>Don't know</i>	999	v416

IF Q111=2 >> Q112; IF Q111=1 or Q111=OTHER>> Q113

112. **IF NOT:** Why did you not vote? Indicate the **main** reason

SINGLE RESPONSE

No party that represents my interests	1	
Voting doesn't matter anyway	2	
I was busy	3	
Not eligible (registration irregularities and others);	4	
Polling station was too far away	5	
Not interested in politics at all	6	
<i>Don't know</i>	999	v417

← FILTER OFF

113. Do you have the feeling that your voice matters, that citizens can influence the policy?

SINGLE RESPONSE

Rather yes	1	
Rather no	2	
<i>NA</i>	99	
<i>Don't know</i>	999	v418

114. Do you think that your interests are represented in:

SINGLE RESPONSE FOR EACH ROW

	Rather yes	Rather no	<i>NA</i>	<i>Don't know</i>	
The National Parliament	1	2	99	999	v419
Regional or local administrations	1	2	99	999	v420

Methodology and tools for conducting social mapping in 12 pilot municipalities inhabited with Roma

Local Integration of Refugees, Internally Displaced Persons and Minority Groups

115. What is the best way to influence the decision making on issues with national significance and local significance?

SINGLE RESPONSES FOR EACH ROW BY LEVEL

	Issues of national significance				Issues of local significance				v421	v422
	Yes	No	NA	<i>Don't know</i>	Yes	No	NA	<i>Don't know</i>		
Decisions taken at referendums	1	2	99	999	1	2	99	999		
Electing the right people in the Parliament	1	2	99	999	1	2	99	999	v423	v424
Participating in activists' associations and NGOs	1	2	99	999	1	2	99	999	v425	v426
Non-institutional activities (protests, petitions)	1	2	99	999	1	2	99	999	v427	v428

116. How important is it to be well connected to people with political power for getting ahead in life in Macedonia?

SINGLE RESPONSE

Essential	1	
Important	2	
Not important at all	3	
<i>NA</i>	99	
<i>Don't know</i>	999	v429

117. How much trust do you have in the ability of the judiciary system to deliver just verdict?

SINGLE RESPONSE

A great deal of trust	1	
Some trust	2	
Hardly any trust	3	
No trust at all	4	
<i>NA</i>	99	
<i>Don't know</i>	999	v430

Methodology and tools for conducting social mapping in 12 pilot municipalities inhabited with Roma

Local Integration of Refugees, Internally Displaced Persons and Minority Groups

118. In which form have you participated during the last 6 months in activities of the following associations, teams or clubs:

SHOW SHOWCARD 12- SINGLE RESPONSE FOR EACH ROW

	Neither member nor participate	Not member but participate	Member but not participate	Member and actively participate	NA	
A sports, arts, music, youth or other leisure group	1	2	3	4	99	v431
A political party	1	2	3	4	99	v432
Labour union						v433
A professional, business or entrepreneurial association	1	2	3	4	99	v434
A religious charity organization/association	1	2	3	4	99	v435
A women's, citizens, student, pensioners or environmental association	1	2	3	4	99	v436
A group of people experiencing similar problems (disabilities, alcoholics; etc.)	1	2	3	4	99	v437
Association of immigrants or refugees	1	2	3	4	99	v438
An Internet network (Face book, etc.)	1	2	3	4	99	v439
Any other club or group that meets regularly	1	2	3	4	99	v440

119. Over the past 12 months, have you...?

SINGLE RESPONSE FOR EACH ROW

	Yes	No	NA	
Contacted a politician or public official with an enquiry other than routine contact arising from use of public services	1	2	99	v441
Attended a protest or demonstration	1	2	99	v442
Signed a petition or participated in voluntary civic councils or commissions for consultations with the local government	1	2	99	v443
Sent a complaint to an independent complaints institution (e.g. Association of consumers)	1	2	99	v444

120. In your opinion, how often is it necessary for people in Macedonia have to make unofficial payments/gifts in the following situations? Do you consider this acceptable or not acceptable?

SINGLE RESPONSE FOR EACH ROW FOR “ACCEPTABLE” AND “HOW OFTEN”; INDICATE USING THE CODES IN THE TABLE

	Acceptable 1= Acceptable 2= Not acceptable 99=NA 999=Don't know 9999=Refuse	How often 1= Never 2= Seldom 3= Sometimes 4= Usually 5= Always 99=NA 999=Don't know 9999=Refuse		
Interacting with the road police			v445	v446
Requesting official documents (visa, passport,) from authorities			v447	v448
Interacting with the police on matters other than traffic and documents			v449	v450
Doing your regular job (cases “oiling the cogwheels” of the administrative system)			v451	v452
Going to courts for a civil matter			v453	v454
Receiving medical treatment			v455	v456
Receiving public education			v457	v458
Requesting unemployment benefits			v459	v460
Requesting social security benefits			v461	v462

OBSERVED INFORMATION

About the settlement: categorized by the interviewer or the supervisor

121. **Percentage of the respondent’s ethnic group in the settlement:**

< 10	1	
10 – 20	2	
20-40	3	
40 – 60	4	
60 – 80	5	
>80	6	v463

122. **Population: categories:**

<1 000	1
1 000 - 5 000	2
5 000- 15 000	3

15 - 30 000	4	
30 000 - 50 000	5	
50 000 - 100 000	6	
100 000 - 500 000	7	
500 000 - 1 000 000	8	
> 1 000 000	9	v464

123. Type of settlement:

Village	1	
Small town	2	
Regional / Economic centre	3	
Capital	4	v465

124. Public infrastructure in the settlement [RESPONSE FOR EACH ROW]:

	Yes	No	
Bus station	1	2	v466
Shopping mall	1	2	v467
Cinema	1	2	v468

125. Type of neighbourhood categorized by the interviewer:

Elite	1	
Higher middle class	2	
Lower middle class	3	
Poor	4	
Slum	5	v469

Conditions on the street of the household address:

126. Parked cars:

Almost no free space	1	
A lot of cars	2	
Several	3	
1-2 cars	4	
No cars	5	v470

127. If Q126<5 → Type of cars:

	Rather new	Rather old	
Type of cars	1	2	v471

128. Quality of pavement:

Asphalt in excellent condition	1	
Asphalt in poor condition (holes)	2	
Pavement	3	
No pavement or asphalt	4	v472

129. Type of property:

Individual house	1	
Line /Twin house	2	
Living block	3	
Barracks	4	
Slum house	5	v473

130. Conditions in the entrance of the property:

Excellent: Clean; Bell outside the house; Entrance guard; Entrance door intercom	1	
Average: Not locked; generally clean floor, dirty walls; all lights are working	2	
Poor: Dirty floor and walls; run down impression; some, or no working lights	3	v474

131. Conditions in the property:

Elite - luxury impression, most of the furniture and clothes look of brand quality; demonstrated high living standard; Pieces of expensive art	1	
Higher middle class - some items look expensive, some not; few brand-class items; the property could be not repaired since several years; Pieces of art	2	
Lower middle class - mainly cheap items with some expensive as a big TV or refrigerator; some parts are repaired and some look not repaired since more than 5 years; No or cheap pieces of art	3	
Poor - very cheap furniture and clothes; most of the necessary equipment is there, though some could be out of order; the kitchen equipment could be since more than 20 years; No or very cheap pieces of art	4	
Slum - extremely poor; very cheap clothes and run-down furniture and equipment; Normally, no pieces of art	5	v475
NA		