

DFG FOR 756

Impact of Shocks on Vulnerability to Poverty – Consequences for Development of
Emerging Southeast Asian Economies

Enumerator Guidelines

Small Scale Business Survey 2010 (3th wave)

General instructions:

Please introduce this survey by explaining that we would like to understand the formation and problems of small businesses in rural areas. Therefore we need additional information on some of the self-employment businesses in the household survey (only in version B).

Please ask questions to the head of business about the business directly AFTER the self-employment section! If the head of business is not available please ask the person who knows best about the business and its owner and ask the respondent to give his best bet estimated. He may also ask other household members who may know better but the answer should always be endorsed by the respondent.

If the head of business is not the respondent, please note that “you” in the questions refers to the owner of the business. You should alter the questions correspondingly in this case. For example: “What was your main employment status right before starting the business?” becomes “What was the main employment status of the business owner right before starting the business?”.

Specific Instructions:

3. From this question on, we only refer to the current business, not the old business!! *Note that the main employment status right before starting the business may still be the current main employment status in case the business is a only a side business.*
4. *Read out answer categories*
5. *Ask questions openly and assign best category. Read out answer categories if necessary*
- 6./7. *Do not ask if the business is informal (see self-employment section).*
8. *Please read out the question and explain that the respondent needs to rate the importance of each skill category for his business with either high, low, medium, or no importance.*
9. *Please read out the question and explain that the respondent needs to rate his competence in each skill category with either high, low, medium, or no competence.*
10. *This question refers to all possible kinds of skills. Please read out each category and assign correct code. The category c (handicraft / technical skills) refers to handicraft as well as technical skills.*
13. *Note that we ask about non-family employees.*
14. *Ask openly and assign most suitable answer category*
18. *Note that we only want to know the most important source of information.*
20. *Read out answer categories*
22. *This question should only be asked to businesses that are not involved in services. If you are not sure whether the business is a service business, ask the question anyways.*

26. *Read out answer categories. Category 7 (Environmental requirements) can be investments for environmental reasons because they are necessary due to law requirement or because they are necessary from their own perception.*
33. *The unit in this question should be days.*
- 36./37. *Please read out the question and explain that the respondent needs to rate the importance of each factor for running the business with high, medium, or low. Afterwards he should also rate the quality of the local conditions concerning the factor with high, medium or low. For example: the availability of credit may be very important for the business but locally it is very difficult to get a credit. In this case the importance for the business would be rated "high" but the quality of the local conditions would be rated "low".*