EU-SILC Survey Process in the Czech Republic

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Organization of EU-SILC

- All stages are performed by one department
- The whole process contain:
  - Pre-fieldwork:
    - Questionnaire creation
    - Sample design
    - Organization guidelines
  - Fieldwork
  - Post-fieldwork
    - Scan of questionnaires
    - Logical checks
    - Data processing

Design of EU-SILC

- Annual survey
- The decision on fieldwork period:
  - In EU-SILC, this is related to the choice of the income reference period:
    - Previous calendar year / moving 12 months period
- Previous calendar year chosen
  - Possibility to refer to information from tax declarations in the questionnaire
  - Easier attribution of the results to calendar years
  - Better defined base for calibration of survey data

Design of EU-SILC

- Fieldwork period has to be restricted to a limited period within each year
- Considerable negatives concerning fieldwork:
  - Creates significant organisational difficulties (too many people for a limited time period)
  - Difficult to manage the interviewers' network (recruitment, long-term training activities)
  - Difficult to integrate with ongoing surveys (LFS and HBS – with continuous fieldwork period) or other field-related activities
- Organizational pluses:
  - Concentration of some operations (esp. OCR)
  - More time for preparing the final data files
Fieldwork in EU-SILC

- Fieldwork managed by regional offices of CSU
  - 14 regional coordinators (one in each NUTS3 region)
  - They are assisted by general fieldwork persons at the NUTS4 level during the peak time survey period ("census people")
  - Recruitment of interviewers done by regional coordinators
  - Interviewers receive temporary contracts, separately for each year's survey
  - The long-term cooperation is therefore not guaranteed, but there is a significant overlap, we hope for further stabilisation in the following years
  - Administrative problems:
    - Too intrusive to take more than 20 households
    - Paying for the use of private cars

Fieldwork management & feedback

Central unit

Regional coordinator

Interviewer

Handling queries from regional coordinators in central unit
- Constant contacts during the fieldwork period ("hot line" basis – by email/phone)
- Responses to methodological and organizational issues distributed to all 14 regions

Each regional coordinator submits
- Synthesis report from her region
- Statistical fieldwork data tables
- All individual survey reports from her interviewers

Each interviewer submits
- S forms (i.e. contact sheets)
- Individual survey report

EU-SILC longitudinal design

- CSU uses the integrated (cross-sectional and longitudinal) design
- Rotational panel (4 years)
- Each survey year: one replication (from year n-4) dropped, one new replication newly added
Tracing

- Moved individual sample persons and whole households need to be traced and surveyed on their new addresses.
- The need to ensure nationwide co-ordination of this process.
- Intranet based application launched to facilitate this process in the survey operation:
  - Regional (NUTS3) coordinators select household/person from the previous wave database and enter the tracing process into the database.
  - Assign it to relevant coordinator – then the process is automatically forwarded to the appropriate region.
  - Central monitoring: overview of all ongoing processes and their statuses (waiting for acceptance by the coordinator, assigned to interviewer, finished process – interview result).

Data collection in EU-SILC

- PAPI with OCR scan of questionnaires
  - Paper questionnaires are used by interviewers.
  - Next phase (regional offices):
    - Coding of some variables (ISCO, NACE, citizenship …).
    - Control sums inserted for numerical variables.
    - Questionnaires are then scanned into output raw database.
  - After the scan:
    - Regional offices receive the files on CDs together with:
      - Logical check routines.
      - Images of the questionnaires.
      - Database application to manage both.
    - After checks and editing the data are sent to the central unit.

Institutional reform and SILC

- Shift from individual survey oriented towards process oriented organization.
- Integration of data collections (surveys, price statistics).
- Universal interviewer’s / data collection network.

Institutional reform and SILC

- New Data Collection and Processing Section created.
  - CSU Executive Board
  - Section director – Demography and Social Statistics
    - Prague
    - Regional Data Collection Units
      - Regional coordinator
        - (assisting staff)
        - Interviewers
  - Social Surveys Unit
  - Section director – Data Collection and Processing
Institutional reform and SILC

- Survey project based organization (current)
  - Most of the tasks concentrated in one team within the same unit
  - Coordination of survey process stages, multiple expertise, good shared knowledge of all phases of the survey

- Process based organization
  - Units specialising on specific tasks, for all surveys
  - Better coordination across surveys
  - Sharing of expertise on specific tasks
  - Easier standardisation of tasks across surveys
  - More efficient use of capacities and experience of the staff
  - Necessary development, considering the growing number of surveys of CSU foreseen for the future

Institutional reform and SILC

- SILC – major challenge for the next two years
  - Integration with other surveys and fieldwork tasks
  - Shift to CAPI (which is already used for LFS)