Part4 – Data editing process

A new data editing system was implemented during November 2013 in Honiara in order to facilitate the data editing process. This new system is based on a reformat of the original CSPro dictionary set up for data entry purposes.

From this new system, the data has been edited based on a list of checks. The purpose of this is to identify all the inconsistent or missing information and to go back to the original forms to check if those information were not or miss entered.

4.1 – Reformat procedure

HIES Recode Program Documentation: CSpro dictionary made of 7 different records

General Summarization/Reformat Procedure – New CSPro dictionary (id item = HIES household id)

Type C = Case detail record – all information collected on the cover page
Type H = Household record – all information collected at household level (Module1, 2 & 4)
Type P = Personal record – all information collected at individual level (Module1 & 3)
Type E = Expenditure record – all expenditures collected in modules 1 to 4 (Module1 & 4)
Type I = Income record – all income collected in module4
Type D = Diary record – all records collected in both diary1&2
Type L = Loans record – all loans recorded in the loan section 2.8 (Module2)

The identification item of the file is the household HIES id. A HIES id has been allocated to each household contacted as follow:

Province	HIES Id		Province	HIES Id	
	from	to		from	to
1. Choiseul	1001	1384	6. Guadalcanal	6001	6576
2. Western	2001	2576	7. Malaita	7001	7576
3. Isabel	3001	3384	8. Makira	8001	8384
4. Central	4001	4384	9. Temotu	9013	9384
5. Rennel	5001	5192	10. Honiara	10001	10768

Description of the 7 records

- **Case detail information: (CSPro record type = C)**
  - Information from the cover page:
    - Team number: in total 24 teams, at least 1 per province

Team	Id	Team	Id	Team	Id
Choiseul team1	011	Rennel team1	051	Makira team1	081
Choiseul team2	012	Guadalcanal team1	061	Makira team2	082
Western team1	021	Guadalcanal team2	062	Temotu team1	091
Western team2	022	Guadalcanal team3	063	Temotu team2	092
Western team3	023	Malaita team1	071	Honiara team1	101
Isabel team1	031	Malaita team2	072	Honiara team2	102
Isabel team2	032	Malaita team3	073	Honiara team3	103
Central team1	041			Honiara team4	104
Central team2	042				

   - General information: replace (A, B or C), and round (from 1 to 16)
   - Geographical location: Province code, Ward code, EA code, serial code (from the sequential numbering of the household listing)
   - GPS Waypoint coordinate: Latitude and longitude
   - Field Staff id: Enumerator & Supervisor codes
   - Date: completion of module1 to 4 and 1st day of diary1&2
   - Status: status of forms (1=complete, 2=partially completed, 3=empty) and diary1&2

- **Household detail: (CSPro record type = H)** – Merge household's information data from different section into 'Household Data' record type in the recode data file
  - Information from section 1.4: dwelling information
    - From Q1410 to Q1470
  - Information from section 2.1.1: utilities
    - From Q2101_1 to Q2101_8
  - Information from section 2.2.1: land and house
    - From Q2202_101 to Q2202_113
    - From Q2203_101 to Q2203_113
  - Information from section 2.3.1: household asset
    - From Q2302_111(beds & mattresses) to Q2302_811(other): ownership of household assets – yes or no question
  - Information from section 2.4.1: vehicle
    - From Q2402_111(car) to Q2402_118(other vehicle) – number of vehicles
  - Information from section 4.3.1: description of agriculture activities
    - From Q4310 to Q4319
  - Information from section 4.4.1: description of fishing activities

- From Q4410 to Q4418
  - Information from section 4.5.1: description of livestock activities
    - From Q4510 to Q4515
  - Information from section Q4.6.1: description of handicraft/food processed activities at home
    - From Q4610 to Q4612

- **Person details: (CSPro record type=P)** - Merge member's data from different sections into 'Household Member Data' record type in the recode data file
  - From section 1.1: demographic profile
    - Household member: new item (named P_status) - 1=list1 / 2=list2
      List1: currently belong to this hh (hh member id 1 to 20)
      List2: who use to belong to this hh during the past 12 months but left now (dead, marriage…) hh member id 21 to 24
    - Q1000 to Q1112
  - From section 1.2: activities during the last week
    - Q1200 to Q124
  - From section 1.3: history of occupations
    - Q1301(1) to Q1303(1): occupation1 characteristics
    - Q1317(1): new item – total of months the individual was involved in occupation(1) (from 1 to 12)
    - Q1301(2) to Q1303(2): occupation2 characteristics
    - Q1317(2): new item – total of months the individual was involved in occupation(2) (from 1 to 12)
    - Q1301(3) to Q1303(3): occupation3 characteristics
    - Q1317(3): new item – total of months the individual was involved in occupation(3) (from 1 to 12)
    - Q1301(4) to Q1303(4): occupation4 characteristics
    - Q1317(4): new item – total of months the individual was involved in occupation(4) (from 1 to 12)
  - From section 3.1.1: educational status
    - From Q3100 to Q3114
  - From section 3.2.1: health status
    - From Q3200 to Q3201
  - From section 3.5.1: alcohol, kava, betel nut & tobacco status
    - From Q3500 to 3504
  - From section 3.6.1: communication status
    - From Q3601 to Q3606

- **Expenditure details: (CSPro record type=E)** – All the expenditure from module sections are combined together into 'Expenditure' record type in the recode datafile
  - From section 1.5: dwelling tenure expenditure
  - From section 2.1.2: utilities expenditure
  - From section 2.2.2: land & housing expenditure
  - From section 2.3.2: assets expenditure
  - From section 2.4.2: vehicles expenditure
  - From section 2.5: household services expenditure

o   From section 2.6: provision of financial support
o   From section 2.7.2: contribution to ceremonies
o   From section 2.9: insurances & taxes
o   From section 3.1.3: education expenditure
o   From section 3.2.2: health expenditure
o   From section 3.3.2: travel expenditure
o   From section 3.4.2: clothing expenditure
o   From section 3.5.2: alcohol, kava, betel nut & tobacco expenditure
o   From section 3.6.2: communication expenditure
o   From section 4.2 (Q4217 to Q4230)
o   From section 4.3.1 (Q4320(1) to Q(4310(6))
o   From section 4.4.1 (Q(4419(1) to Q4419(9))
o   From section 4.5.1 (Q4517(1) to Q4517(7))
o   From section 4.6.1 (Q4613(1) to Q4613(5))

⇨ Following the same structure:
- Line number: from 1 to 999 – sequential numbering by households for all expenditures recorded in the modules
- Section number: 15(dwelling tenure), 21(utilities), 22(land and housing), 23(household assets), 24(vehicle), 25(household service), 26(provision of financial support), 27(contribution to ceremonies), 29(insurance & tax), 31(education), 32(health), 33(travel), 34(clothing), 35(alcohol kava…), 36(communication), 42(business), 43(agriculture), 44(fishing activities), 45(livestock activities), 46(handicraft)
- Section name (same as section number)
- Original line number: line number within the section For section 21 (Q2108), 22(Q2204), 23(Q2306), 24(Q2407), 27(Q2717), 31(Q(3131), 32(Q3212), 33(Q3312), 34(Q3413), 35(Q3516), 36(Q1013). The following table shows what this original line number is referring to section 15, 25, 26, 29, 42, 43, 44, 45, 46.

Item : original line number

Original line nb	Section1.5	Section 2.5	Section 2.6	Section 2.9	Section 4.2	Section 4.3	Section 4.4	Section 4.5	Section 4.6
1	1.1 (pay for the land)	01 Security services,	01 Financial donations to another HH	11 House	01 any expenditure related to business01	1.Transport, freight	1.Fuel	1. fodder	1.ingredient
2	2.1.a (rent for house)	02 Assistance with gardening	02 Financial donations to another HH for wedding	12 Car / 2 wheels	02 any expenditure related to business02	2. labor	2.Purchase of boat	2.fence	2.materials
3	2.1.b (deposit for house)	03 Other service related to dwelling	03 Financial donations to another HH for funerals	13 Boat	03 any expenditure related to business03	3. rent	3.maintenance	3.transport	3.transport
4	2.2 (mortgage payments)	04 Assistance with housework (cook, washing…)	04 Any other adhoc financial payment made to another HH	14 Medical insurance	04 any expenditure related to business04	4. equipment	4. purchase of fishing equip	4.purchase of animal	4.labor
5	2.3 (estimated rent for owner)	05 Child minding, baby sitting	05 Financial donations to Church (based on the weekly donation)	15 Life insurance	05 any expenditure related to business05	5. rental	5.maintenance of the net	5.labor	5.other
6	2.4 (estimated rent for free tenants)	06 Looking after elderly relatives	06 Financial donations to Church (based on casual one off donations)	16 Other insurance (obs)	06 any expenditure related to business06	6. other	6.transport of fish	6. Vet	
7	3.1 (rent for another house)	07 Other assistance related to HH	07 Financial donation to Church based on tithes	21 House tax	07 any expenditure related to business07		7.labor	7. Other	
8	3.2 (mortgage for other house)	08 Laundry shop (or laundry arrangment)	08 Financial donations to Community	22 Town council rate	08 any expenditure related to business08		8. Ice		
9	3.3 (rent for another land)	09 Payment for passport	09 Financial donation for fundraising (eg school....)	23 Business licences	09 any expenditure related to business09		9. other		
10	4.1 (rent for another household)	10 Photos services	10 Other financial support	24 Fines	10 any expenditure related to business10				
11		11 Payment for legal services	11 Other financial support	25 Tax on imported goods					
12		12 Payment for freight	12 Other financial support	26 Other tax (obs)					
13		13 Payment for printing		31 Other tax or insurance					
14		14 Sport club / yatch club		32 Other tax or insurance					
15		15 Cultural activity (music, theatre….)		33 Other tax or insurance					
16		16 Association (trade union, social club…)		34 Other tax or insurance					
17		17 Fire arm license fees							

18		18 Hair dresser charge						
19		19 Payment for gambling (casino, bingo…)						
20		20 Other (obs)						
21		21 other household service						
22		22 other household service						
23		23 other household service						

- Reference period: the length of the recall period in weeks

Section Id	Recall period in week
15	52 weeks
21	52 weeks
22	52 weeks
23	52 weeks
24	52 weeks for items 111 to 413 (Q2401) 1 week for items 511 to 513 (Q2411)
25	52 weeks
26	52 weeks
27	13 weeks
29	52 weeks
31	52 weeks
32	52 weeks for items1 to 3 13 weeks for items 4 to 9
33	52 weeks for destination > 10 (overseas) 13 weeks for destination < > province or residence 1 week for destination = province of residence
34	13 weeks
35	1 week
36	4 weeks for items 1 to 4 12 weeks for item5 (cell phone)
42	52 weeks
43	13 weeks
44	13 weeks
45	13 weeks
46	13 weeks

- HIES expenditure code: in each module section, each item has his own proper code made of:
  - The section id
  - The HIES expenditure code

  For example   [Q23]611 = television / [Q36]001 = cell phone top up
  [Q42]019 = goods for resale

- COICOP code: list of commodity codes for the household final consumption, another list is attached for all transaction like money transfers, donations, taxes and investment (see appendix1)

- Description of items:
  - In sections 21, 22, 23, 24, 27, 31, 32, 33, 34, 35, 36 all the expenditure are described, and this description can help in order to find the proper COICOP code.
  - In section 15, 25, 26, 29, 42, 43, 44, 45, 46 the description are already mentioned and will be reported.

- Beneficiary:
    - This item has been recoded as follow:
        - 1 to 50 = hh member id
        - 51 = this household
        - 52 = another dwelling of the household
        - 53 = another households
        - 54 = community
        - 55 = business

- Amount: raw amount captured in the form
    - Not applicable for section15 (only for line 2.3 & 2.4)

- Name of the provider:
    - Description of the provider of the good or service
    - Not applicable for section 26, 42, 43, 44, 45, 46

- Payment:
    - Not applicable for section15, 25, 26, 29, 42, 43, 44, 45, 46

- Purpose:
    - Not applicable for section15, 31, 32, 33,
    - For section 42, 43, 44, 45, 46 = automatically imputed 2 (business exp)

- Period Number and period unit:
    - Only applicable for section15 (Q1503, Q1504), 21

- Estimated Monthly rent:
    - Only applicable for section 15 (line 2.2, 2.3, 2.4)

- Condition:
    - Only applicable for section 23&24(Q2311 & Q2410)

- Location of beneficiary:
    - Only applicable for section26 (Q2605)

- Ceremony event
    - Only applicable for ceremony section27 (Q2717)

- Collected payment
    - Only applicable for ceremony section27 (Q2724)

- Months of visit:

- Only applicable for section 32(Q3217) & 33(Q3318)
  -

- Destination:
  - Only applicable for section 33(Q3314)

- **Income details: (CSPro record type=I)** – All the incomes from module4 sections are combined together into 'Income record' type in the recode data file following this structure:

- Income line number: sequential number
- Income section number: from 41 to 48
- Income section name: from wages to remittance
- Original income line number: each income line number from each income section is preserved
- Reference period: in week
- Income HIES CODE: combination of the HIES section code and the Original income line number
- Classification of household income: classification of all different type of household income based on international recommendations (cf Appendix2)
- Type of payment: 1= in cash / 2 = in kind
  - Section 41: 1 if the amount comes from Q4130 / 2 if the amount comes from Q4132
  - Section 44: ="1" (all amount collected in this are in cash)
  - Section 45 = "1" (all amount collected in this are in cash)
  - Section 46 = "1" (all amount collected in this are in cash)
  - Section 47 = "1" (all amount collected in this are in cash)
  - Section 48 = "1" (all amount collected in this are in cash)
- Household Member 1, 2, 3, 4 & 5: refers to the member ID allocated in module1 section1 (Q1000).
  - For section 41: only HM1 is applicable, as only 1 member involved in each single wage job.
  - For section 42, we might have several members involved in the business, 4 maximum(refers to Q4205 to Q4208), that is why HM5 is not applicable for section42
  - For section 43 it refers to Q4311(1) to Q4311(5), maximum 5 members involved in agriculture activities
  - For section 44 it refers to Q4411(1) to Q4411(5), maximum 5 members involved in fishery activities
  - For section 45 it refers to Q4511(1) to Q4511(5), maximum 5 members involved in livestock activities

- For section 46 it refers to Q4611(1) to Q4611(5), maximum 5 members involved in handicraft activities
- For section 47 & 48 it is mentioned "51" for HM1 (all the households), HM2 to HM5 = not applicable for those sections
- Total amount: total amount collected over the reference period
    - Section41: refers toQ4135
    - Section42: refers to Q4216
    - Section43: refers to Q4325
    - Section44: refers to Q4424
    - Section45: refers to Q4521
    - Section46: refers to Q4617
    - Section47: refers to Q4705
    - Section48: refers to Q4809
- Total amount group: only applicable for section41, similar as last amount group, it refers to Q4136
- Last amount: refers only to the last payment received from this source of income(not applicable for section43, 45 & 46)
    - Section41: refers to Q4130 if cash or Q4132 if in kind
    - Section42: refers to Q4215 (last month)
    - Section44: refers to Q4425
    - Section47: refers to Q4703
    - Section 48: refers to Q4807
- Last amount group: only applicable for section41: refers to Q4131 if cash income / Q4133 if income in kind. This section is useful is the household members refused to give his exact salary amount, but accept to give an income group.
- Occupation description: according to the section
    - Section41= Q4111 – description of the wage job
    - Section42= "business owner"
    - Section43= "agriculture activities for resale or self-consumption"
    - Section44= "fishing activities for resale or self-consumption"
    - Section45= "livestock activities for resale or self-consumption"
    - Section46= "handicraft activities for resale"
    - Not applicable for section47*48 which are not related to any activities
- Occupation classification: related to the international ISCO R.08 classification, applicable for section41 to 46
- Industry description:
    - Section41= related to the employer (Q4114)
    - Section42= related to the goods or services provided (Q4204)
    - Section43= related to the type of agriculture items
    - Section44= related to the type of fish/sea food
    - Section45= related to the type of livestock

- - Section46= related to the type of handicraft
    - Not applicable for section47 & 48
- <u>Industry code</u>: international classification of industry (ISIC R4) based on the industry description, not applicable for section47 and 48
- <u>Sector:</u> not applicable for section 47 & 48
    - For section 41: refers Q4116
    - For section 42: = "2" (private)
    - For section 43: = "2" (private)
    - For section 44: = "2" (private)
    - For section 45: = "2" (private)
    - For section 46: = "2" (private)
- <u>Work line letter (job code):</u> only applicable for section41 (from a to j – refers to Q4110)
- <u>Occupation number from module1:</u> only applicable for section41 – each wage jobs recorded here have to be consistent with module1 section1.3 (history of occupation) and has to refer to one of the four activities listed (see Q1303 in section1.3 - from 1 to 4)
- <u>Type of contract</u>: only applicable for section 41, it refers to Q4117
- <u>Number of Payments</u>: not applicable for section 42, 43, 44, 45 and 46
    - Section41: refers to Q4134
    - Section47: refers to Q4704
    - Section48: refers to Q4808
- <u>Location of business</u>: only applicable for section 42, it refers to Q4209
- <u>Length of operation</u>: only applicable for section 42, there is a little modification here, the item is now made of 2 digits: from 01 to 12, equals to the number of months during the last 12 months of business operation.
- <u>Ownership of the business</u>: only applicable for section 42, it refers to Q4212
- <u>Percentage of profit</u>: only applicable for section42, it refers to Q4213
- <u>Numbers of workers</u>: only applicable for section42, it refers to Q4214
- <u>Business expenditure</u>: only applicable for section42, it refers to the sum of all the expenditure mentioned in Q4217 to Q4230.
- <u>Harvest catch or raise</u>: only refers to section43, 44, 45 – agriculture (Q4323), fisheries(Q4422) and livestock (Q4516_1 to Q4516_7 1=yes/2=No)
- <u>Number of livestock</u>: only applicable for section45, it refers to Q4516_1 to Q4516_7 / number of livestock)
- <u>Did you sell</u>?: applicable only for section43 (Q4324), 44 (Q4423), 45 (Q4520) and 46 (Q4616)
- <u>Description of transfer/casual income and remittance</u>: only applicable for section47 (Q4701) and section 48 (Q4801).
- <u>Receive any casual/transfer income?</u>: only applicable for section47 (Q4702) 1=Yes/2=No
- <u>Relationship to the hh head</u>: only applicable for section 48, it refers to Q4802
- <u>Sender member of the household</u>: only applicable for section 48, it refers to Q4803
- <u>Residence of the sender</u>: only applicable for section 48, it refers to Q4804
- <u>Remittance code</u>: only applicable for section48, it refers to Q4806

4.2 – Data editing – current edits

Missing and outlying values were address by producing frequencies for key items collected in the questionnaire. For example, the number of coded values for the SEX variable was summed and it was evident that all persons captured in the survey had a valid SEX code, so no error checks were implemented for this data item and it was assumed that existing consistency checks implemented for this data item, during field keying, was properly addressed. On the other hand, if a data item had outliers that were above 1 percent a decisions was made to incorporate additional quality checks based on the data item's importance and time limitations in regards to data processing.

1) Person Line Number – This item is required and every person listed in the household should contain a valid line number. This number was not automatically generated in the entry program and invalid line numbers prevented the data entry operator from proceeding through the entry program until this data item was keyed. Because the system was operator controlled the operator could force out-of-range or out-of-sequence numbers into the data entry program. The secondary program flagged these numbers for verification because of its importance to data item linkages.

2) Missing Weights for food items in diaries – This secondary error check was implemented because two extra columns were added after phase 1 to address improper weight collection from field diaries and accounted for a large number of missing weights. These two column where weight number and its associated unit in Kilograms and Gram and required for dry goods, fresh produce, meats, poultry, and fish. Liquid measurements were not addressed.
   a. Method – Search unit type for key words that contain these strings
      i. "0 K" to "9 K"
      ii. "0 G" to "9 G"
      iii. "0K" to "9K"
      iv. "0G" to "9G"
      v. "KILO"
      vi. "GRAM"

   This method will select expenditures that have the two blank weight columns and the UNIT TYPE which contains the selection string indicated above. The method produced roughly 2 percent false positives. These false positives included search terms such as "2 Gum Packets" and "1 Kaikai Plate" which was mistaken and assumed as "2 G" for "2 Grams" and "1 K" for "1 Kilograms," respectively. Interactive correction was used to impute proper values based.

3) Anthropometrics – This secondary error check was implemented because 3 percent of the total sampled population generated an outlier warning. To address improper anthropometric values. The basic body mass index (k/m^2) was calculated on current weight and height values for persons 15 years and older. Body mass indexes less than 16 and greater than 32 were used to identify possible outlying values.

4) Age – Outlying age variables were identified by calculating ages from the difference between the interview year and the reported birth year. Any or the reported ages that were off by +/- two years from the calculated age was identified and presented to Data Quality Control clerks for verification and correction.

5) Age – Frequency reports showed that there were a few persons had a recorded age of "99". This was flagged in the system to prompt the Data Quality Control Clerks to verify the forms if the reported age

was indeed "99" years old. If the reported age was missing, the DQC clerk was instructed to code the age item as "999"

6) Relationship – Persons that reported an invalid relationship (values other than 1 to 12) was identified and presented for correction. Consistency checks between ages, sex and relationships were checked during the initial phase of data entry and thus no additional consistency checks were implemented during the second pass of error corrections.

7) Residential Status – This data item was flagged for during frequency checks because of its linkage to the person line number. Because some persons did not have a valid line number, the residential status was not properly filled-in for some persons. So this item was flagged for correction if a residential status did not contain a valid code in respect to the person line number.

8) Main / Secondary Work Activities – were prompted for correction if this data item was missing a value if the reported age is within the working age scope of 15 years or more. Linking data items were also flagged for correction based on skip patterns.

9) School Attendance – was flagged for correction if persons within the school aged scope of 2 years and over. Linking data items were also flagged for correction based on skip patterns. Consistency checks between age and grade level were implemented in the main data entry program and thus no consistency checks were implemented on the second pass of error corrections.

10) Use of the Internet / Cell phone & Ownership of a cell phone – because no age restrictions were incorporated into the questionnaire and collection methodology, there were many blank data items in this section especially for children less than 2 years old. The data entry program restricted the capture of information from the entry of the questionnaire to persons 3 years and over. During the review of the age scope used in ICT data items, it was agreed that the scope incorporated into the error checking system should only be for persons aged 5 years and over. A person that did not have any information recorded into the computer and were within the established age scope was flagged for verification and correction.

11) Dwelling tenure and associated expenditures – Q1410 asks the householder about the tenure of the dwelling they currently stay in. The possible responses to this item included –
   1) Rent this house
   2) Own this house
   3) Make payments to buy this house and
   4) Live in the house rent free

   This item was then cross checked with tenure expenditure details specifically to Q1500 section two. So for example, if the householder specifies in Q1410 that they are renting the dwelling they reside in, then there should be related expenditure information recorded in Q1500.

   Dwelling tenure and its associated expenditure was selected for secondary error checking because of linkages in two different sections and complexity of collecting this data item.

12) Price ranges – Data items related to expenditures were recorded and placed into one record which made it easier to check valid amount of similar product or service classes. Each expenditure item was

converted into a daily value based on the reference period. If the expenditure item contained a periodicity (e.g, 5 days) that expenditure used the periodicity instead of the reference date. Expenditures from the modules was grouped into sections from the modules then grouped into pre-coded expenditure codes. A table was produced that contained the number of items and the total daily value in each expenditure code. From this table we were able to produce a daily average amount per expenditure code. Upper and lower limits were derived from the table.

    a. Lower bound = .05 * Avg Daily Price

    b. Upper bound = 3 * StdDev(Avg Daily Price)

Price consistency checks were not address on diary items because of the large amount of diary expenditure items and the time required to develop static lookup tables.

13) COICOP – It was still evident that a large number of expenditure items were not coded or improperly coded, so several COICOP test were developed and implemented.
    a. COICOP restrictions by classes based on module sections.
        i. Expenditures that were recorded in a particular section were tested to see if the valid COICOP was accurately coded in its proper class. This was possible because the structure of the modules where based on COICOP classes.
    b. COICOP codes that did not exist in the COICOP database.
        i. COICOP codes that had a proper division, group, class or subclass but invalid commodity code was flagged for correction.
    c. Items that could not be coded properly because a proper code could not be located in the database.
        i. Expenditures with this characteristic were re-coded as missing [999999999]. The item description was then given to the SINSO economist for a proper code. The new code was entered into a separate system and the COICOP database was then uploaded for referencing by the entry and error programs.
14) Dates – in the cover pages were tested for consistency between modules and flagged for verification and corrections.
15) Diary Dates and Types – Some diary items were missing dates and diary types and was decided after analysing the data, that these items can easily be identified and corrected using a batch program and will be corrected after the second pass of data cleaning.

All data items were tested by frequency tables and based on our findings that the housing section of the survey was nearly 100 precent complete for questionnaires that were had less than 3 missing sections based on completeness reports. Hence, secondary edits for all household questions asides from tenure were not implemented. Some dwelling characteristics such as access to utilities, sources of lighting and cooking energy are assumed to have associated expenditures. Tests such as these have been implemented in the first pass of consistency and error checks, utilized during field data entry activities. Data quality based on related data items and the consistency between these items, will be based on field supervision and utilization of data quality control tools that were implemented and made available for the HIES teams.

16) The total number of edits to check per team:

Team	Edits	Team	Edits
team01.1	2,240	team07.1	1,744
team01.2	1,409	team07.2	1,005
team02.1	1,325	team07.3	1,148
team02.2	1,051	team08.1	2,134
team02.3	1,120	team08.2	2,588
team03.1	1,243	team09.1	1,636
team03.2	1,297	team09.2	1,065
team04.1	1,189	team10.1	1,307
team04.2	1,075	team10.2	1,132
team05.1	503	team10.3	1,169
team06.1	948	team10.4	997
team06.2	1,676	TOTAL	15,968
team06.3	892		

A new data editing team of 10 people has been recruited (based on previous HIES staff). They have to go through all those edits messages and check if they can correct the information according to:

- What is written in the questionnaires
- The correct list of COICOP codes

4.3 – Data editing – extra edits in the near future

In addition to the first set of edits and checks that NSO is currently implementing, extra data editing will follow:

1- Occupation and Industry codes to enter
   - Entry of the occupation codes (ISCO R.08): all the occupation listed in section41 and 42 have to be coded
   - Entry of the industry codes (ISIC R.4): all the industry code listed in section41 and 42 have to be coded

2- Final checks on COICOP codes:
   - From the modules: based on the expenditure codes pre-defined in the system, all the COICOP codes have to be consistent
   - From the diaries: some checks will be done for each COICOP codes and based on the description of the item the code might be corrected

After those checks implemented the dataset will be ready for processing.

Appendix1: Classification of Individual Consumption by Purposes (classifications of good and services used for Solomon HIES) – PACIFIC COICOP

The COICOP is an international classification of household final consumption goods and services. It list contains:

- 12 divisions (most aggregated level) from 1 to 12
- 47 groups
- 116 classes
- 300 sub classes
- 1330 commodities (most detailed level)

An extra division ("90") has been added for all the money transferred (remittance sent over to the family, financial support to school, church, communities….)

Division/Group	Label
1	**Food and non-alcoholic beverages**
1.1	Food
1.2	Non- alcoholic beverages
2	**Alcoholic beverages, tobacco and narcotics**
2.1	Alcoholic Beverages
2.2	Tobacco
2.3	Narcotics
3	**Clothing and footwear**
3.1	Clothing
3.2	Footwear
4	**Housing, water, electricity, gas and other fuels**
4.1	Actual rentals for Housing
4.2	Imputed rentals for Housing
4.3	Maintenance and repair of the dwelling
4.4	Water supply and miscellaneous services relating to the dwelling
4.5	Electricity, gas and other fuels
5	**Furnishings, household equipment and routine household maintenance**
5.1	Furniture and furnishings, carpets and other floor coverings
5.2	Household textiles
5.3	Household appliances
5.4	Glassware, tableware and household utensils
5.5	Tools and equipment for house and garden
5.6	Goods and services for routine household maintenance
6	**Health**
6.1	Medical products, appliances and equipment
6.2	Outpatient services
6.3	Hospital services
7	**Transport**
7.1	Purchase of vehicles
7.2	Operation of personal transport equipment
7.3	Transport services

Appendix2: Classification of Income – Pacific Classification of Household Income

PACCHI 2013 has been compiled for the Pacific from guidance provided by the Resolution 1 from the Seventeenth International Conference of Labour Statisticians. Reference has also been made to the final report and recommendations of the Canberra Group, the expert group on household income statistics.

The classification of income is made of 4 main divisions and 16 groups

Division	Group	Class	Label
1			**Income from employment**
	1.1		Employee income
		1.1.1	Direct wages and salaries for time worked and work done
		1.1.2	Cash bonuses and gratuities
		1.1.3	Commissions and tips
		1.1.4	Directors' fees
		1.1.5	Profit-sharing bonuses and other forms of profit-related pay
		1.1.6	Remuneration for time not worked such as for annual leave, holidays or other paid leave
		1.1.7	Shares offered as part of employee remuneration
		1.1.8	Free or subsidised goods and services from an employer
		1.1.9	Severance and termination pay
		1.1.10	Employers' social insurance contributions
	1.2		Income from self-employment
		1.2.1	Profit or loss from unincorporated enterprise
		1.2.2	Goods and services produced for barter, less cost of inputs
		1.2.3	Goods produced for own consumption, less cost of inputs
2			**Property income**
	2.1		Interest
	2.2		Dividends
	2.3		Rents
	2.4		Royalties
3			**Income from household production of services for own consumption**
	3.1		Net value of housing services provided by owner-occupied dwellings
	3.2		Net value of subsidised rentals
	3.3		Value of unpaid domestic services
	3.4		Value of services from household consumer durables
4			**Current transfers received**
	4.1		Social security pensions/schemes
	4.2		Pensions and other insurance benefits
	4.3		Social assistance benefits
	4.4		Current transfers from non-profit institutions
	4.5		Current transfers from other households
	4.6		Transfer of housing services between households