State of Palestine
Palestinian Central Bureau of Statistics

Socio-Economic Conditions Survey, 2020

"User Manual"

September, 2021

Table of Contents

Definitions and Explanations

Housing Unit:
A housing unit is a separate and independent place (a building or part of a building) intended for habitation by a single household, or one not intended for habitation but occupied as a housing unit by a household at the time of the census. The housing unit may be an occupied or vacant, an occupied non-conventional housing unit or any other place occupied as housing unit by a household at the time of the census. This category includes housing unit of various levels of permanency and acceptability for habitation.

Household:
One person or a group of persons with or without a household relationship, who live in the same housing unit, share meals and make joint provision of food and other essentials of living.

Head of Household:
The person who usually lives with the household and is recognized as head of household by its other members. Often he/she is the main decision maker and is responsible for financial support and welfare of the household.

Household Membership:
Persons staying in the dwelling unit are considered members of the household if the dwelling unit is their usual or only place of residence.

Sex:
It is classified into male and female.

Refugee Status:
This status relates to the Palestinians who were forced to leave their land in Palestine, which was occupied by Israel in 1948. It applies to their male children and grandchildren.
1. **Registered Refugees:** It applies to registered refugees holding refugee registration cards issued by UNRWA.
2. **Non-Registered Refugees:** It applies to unregistered refugees who do not hold refugee registration cards issued by UNRWA.
3. **Non-Refugees:** It applies to any Palestinian not categorized under any of the two aforementioned statuses.

Illiterate: It applies to persons unable to read or write in any language and who were never awarded a certificate from any formal education system.

Can Read and Write: It applies to persons who are able to read and write without completing any of the educational stages. Such persons are generally able to read and write simple sentences.

Employed:
Persons aged 7 years and over who were work at least one hour during the reference period, or who were not at work during the reference period, but held a job or owned business from which they were temporarily absent (because of illness, vacation, temporarily stoppage, or any other reason). The employed person is normally classified in one of two categories according to the number of weekly work hours, i.e. 1–14 work hours and 15 work hours and

above. Also the absence due to sick leave, vacation, temporarily stoppage, or any other reason.

Spending:
Is defined as the values of the amounts that buyers pay, or agree to pay, to sellers in exchange for goods and services that sellers provide to them or to other institutional units designated by the buyers. The buyer incurring the liability to pay need not be the same unit that takes possession of the good or service. In health accounting, expenditure for goods and services provided by market producers is measured in terms of the payments they receive for their sales; expenditures in the non-market part of the health system are measured in terms of the goods and services used to produce the health care or related activity.

Household Consumption:
It refers to the amount of Cash spent on purchase of goods and services for living purposes, and the value of goods and service payments or part of payments received from the employer, and own-produced goods and food, including consumed quantities during the recording period, and Imputed rent for owned houses.

Income:
Cash or in kind revenues for individual or household within a period of time; could be a week or a month or a year.

Smoke:
Particles suspended in air after incomplete combustion of materials.

Noise:
Audible sound from traffic, construction, and so on that may generate unpleasant and harmful effects (hearing loss). It is measured in decibels.

Dust:
Particles light enough to be suspended in the air.

Transportation (Travel):
This concept refers to the movements of the individual (male or female) from one place to another for purposes related to carrying out different activities and using various means of transportation.

<div align="center">Survey Questionnaire</div>

The questionnaire is the key tool for data collection. It must be conforming to the technical characteristics of fieldwork to allow for data processing and analysis. The survey questionnaire comprised the following parts:
- Part one: Identification data.
- Part two: Quality control
- Part three: Data of households' members and social data.
- Part four: Housing unit data
- Part five: Assistance and Coping Strategies Information
- Part six: Expenditure and Consumption
- Part seven: Food Variation and Facing Food Shortage
- Part eight: Income

- Part nine: Agricultural and economic activities.
- Part ten: Freedom of mobility
- In addition to a questionnaire for individuals (18 years old and above): it includes questions related to the Food Insecurity Experience Scale (FIES), assessment of health, education, administration (Ministry of the Interior) services, and tobacco use.

Data Set Linkage

There are 3 data files in this CD-ROM, with one key variable in each file to allow the linkage between these files, namely: ID00 variable (Household serial number in sample). The following table describes the files names, content and identification variables.

File Name	Content	Key variable
SESEC-2020-Individuals-E	Is an individual's data file (Roster)	Household serial number in sample (ID00).
SESEC-2020-HH-E	Is a household data file	Household serial number in sample (ID00).
SESEC-2020-18+-E	Is an individual's (18+) data file	Household serial number in sample (ID00).

Target Population

The target population includes all Palestinian households and individuals with regular residency in Palestine during the survey's period (2020). The focus was given to individuals aged 18 years and above to complete an annex to the questionnaire, designed for this age group.

Sampling and Frame

The Sample of the survey is a three-stage stratified cluster systematic random sample of households residing in Palestine

Sampling Framework
The sampling frame consist of the Rule of Law and Access to Justice Survey in Palestine 2018 which originally based on the list of enumeration areas of the Population, Housing and Establishments Census 2017, with an average of about 150 households. These enumeration areas are used as primary sampling units (PSUs) in the first sampling selection stage.

Sample Size
3,623 families were reached at the national level, 2,461 households in the West Bank, and 1,162 households in the Gaza Strip. These households were contacted using the phone, 3,122 households responded to the survey.

Sample Design
Three-stage stratified cluster systematic random sample:

Stage I: Selection of a stratified cluster systematic random sample consisting of (161) enumeration areas.
Stage II: Selection (09-25) households from each enumeration area in the first stage in a stratified cluster systematic random. (Lists of the heads of households).

Stage III: A male and female member of each household in stage II were selected for among members aged 18 years and above, using Kish (multivariate) tables to fill in the questionnaire for household members aged 18 years and above. Taking into account that the household whose number is an even number in the sample of the enumeration area, we choose a female and the family whose number is an odd number we choose a male.

In Jerusalem (j1) area, a survey sample of 25 households is selected from each enumeration area in the first stage.

Sample Strata
The population was divided into the following strata:
1. Governorate (16 Governorates in the West Bank including those parts of Jerusalem, which were annexed by Israeli occupation in 1967 (J1) as a separated stratum, and the Gaza Strip).
2. Locality type (urban, rural, camp).
3. Area C (class C, non-C) as an implicit stratum.

Domains
1. Region level: (North of the West Bank, Middle of the West Bank and South of the West Bank).
2. The location of the Annexation wall and Isolation (inside the wall, outside the wall).
3. Locality type (urban, rural, camp).
4. Refugee status (refugee, non-refugee).
5. Sex (male, female).
6. Area C (class C, non-C).

Weighting Calculation

The weight of statistical units (sampling unit) in the sample is defined as the mathematical inverse of the selection probability where the sample of the survey is a three-stage stratified cluster systematic random sample. In the first stage, we calculate the weight of enumeration areas based on the probability of each enumeration area. In the second stage, we calculate the weight of households in each enumeration area. Initial household weights resulted from the product of the weight of the first stage and the weight of the second stage. Then we adjusted the initial weight by producing the initial weight and the attrition factor (attrition from the sample). The final household weights were obtained after adjustment of the initial weights with the household estimates for mid-2020 according to design strata (governorate, locality type).

In the third stage, the final households weight is merged into the household member file (roster) by giving each individual/member his/her household final weight, which is the individuals/member's initial weight. Then these weights are adjusted based on population estimates in mid-December 2020, and the modification category is the region (West Bank, Gaza Strip), gender (male, female) and five age groups (17 groups) and thus we get the final weight of the individual.

Then these weights are combined for the file of individuals 18 years and above, and find the product of the weight of each individual/member (the final weight of the individual from the roster) by the number of qualified individuals /member's 18 years and above in this

household, so we get the weight of the initial individual/member in the file of individuals/member's 18 years and above, then these weights are modified once Others, based on population estimates mid-December 2020, and the adjustment category is the region (West Bank, Gaza Strip), gender (male, female) and five-year age groups (14 groups) and thus we get the final weight of the individual/member. The relative weight of each sampling unit was calculated by dividing the weight by the average weights of all files.

Variance Calculation

The variance was calculated to measure the impact on sample design for Palestine.

Summary of Variance Calculation for Core Survey Indicators

Indicator	Estimate %	Standard Error %	95% Confidence Interval		Coefficient of Variation %	Un-weighted Count
			Lower %	Upper %		
Percentage of Households in Palestine that Received Assistance	40.9	1.4	38.1	43.7	3.5	1,186
Percentage of households in Palestine (whether they received assistance or not), and they in great need of assistance	30.3	1.4	27.6	33.1	4.6	907
Percentage of households in Palestine (whether they received assistance or not), and they in moderate need of assistance	30.7	1.5	27.8	33.8	5.0	951
Percentage of households in Palestine (whether they received assistance or not), and they no need of assistance	39.0	1.4	36.2	41.9	3.7	1,260
Percentage of Households in Palestine by Opinion on their Household's Status is rich	4.7	0.6	3.6	6.2	13.7	170
Percentage of Households in Palestine by Opinion on their Household's Status is middle	65.4	1.5	62.4	68.2	2.2	2,077
Percentage of Households in Palestine by Opinion on their Household's Status is Poor	29.9	1.5	27.0	32.9	5.0	858

Reference Date

Reference Date The reference time differed by the nature of the question, for example, the time reference for some of the questions a week, and other questions during the past month, as well as there was a time reference for some questions a years and six months.

Data collection

The data of the Socio-Economic Conditions of the Palestinian Households Survey, 2020 were collected through computer-assisted telephone interviews (CATI) in both the West Bank and the Gaza Strip, except for Jerusalem Governorate (J1), where the traditional paper questionnaire method was used due to its specificity, and the application was designed according to a supported survey questionnaire with automated audit rules to check the logicality and consistency of the data, as well as supported by alert or warning messages in the event of illogical and consistency in the data. As for the Jerusalem Governorate questionnaire (J1), its data were entered on computers in the entry hall at the headquarters, and the same application that was designed was used for tablets.

Data collection started on 09/12/2020 and data collection was completed in all governorates on 25/01/2021.

Field Operations
Field operations are the actual survey work conducted to collect data required from primary sources. Careful attention must be paid to details in this stage to provide all technical and administrative needs including recruitment and training, provision of material needs for the best performance possible of work.

Training and Appointment
In preparation to implement the survey according to the plan, training session was organized at the headquarters of PCBS in the West Bank and in Gaza Strip office through the video conference technology and in conjunction with the West Bank team. The training lasted for 5 days during the period 22-26/11/2020, where it included theoretical lectures in which fieldworkers and field supervisors were trained on various field operations in general before the start of the survey, in order to provide them with the basic skills needed to collect information and to consolidate the concepts and definitions contained in the questionnaire, the mechanism of completing the questionnaire, in addition to the mechanism and technique of conducting interviews in the field and ways of dealing with developments faced by the team at fieldwork.

Training on the practical side also was included in the training program, where the work was to train fieldworkers and field supervisors were trained to collect survey data by conducting computer-assisted telephone interviews (CATI) in both the West Bank and Gaza Strip, which is one of the techniques of telephone surveys. The interview were conducted with the respondent in the form of a telephone conversation, and the interview was managed through an application on the tablet device that reflects the survey questionnaire. In Jerusalem (J1), the data were collected using the traditional paper questionnaire.

The fieldwork team (supervisors and fieldworkers) was appointed based on the highest marks in the results of the daily exams, the final exam and the commitment to attend at the end of the training course.

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Field Editing and Supervising
- Various levels of supervision and monitoring took place according to the following hierarchy:

- Fieldworkers: They collect data directly from households, through computer-assisted telephone interviews (CATI).
- Fieldwork supervisors: They carry out administrative and technical follow up on the fieldworkers team, and assign households to fieldworkers.
- Fieldwork coordinator: He/ She carries out administrative and technical follow up on the supervisors team in addition to checking the workflow data collection as planned.

- The follow-up and data extraction programs are designed through the web, where the project management can enter and view the various reports according to the powers given to them.
- Due to the use of tablets in the collection of data, automated databases direct editing was adopted during data collection in all stages to minimize errors since the system sends warning messages and error messages to fieldworkers requesting either amendment or verification of data.
- Because of the particular situation of the Jerusalem Governorate, especially Area J1, those parts of Jerusalem, which were annexed by Israeli occupation in 1967, a different methodology for data collection was adopted, where paper questionnaire was used, and the editors edited the questionnaire in a formal and technical manner according to the pre-prepared edit rules.

Office Editing and Coding
The office editing was only checked for the Jerusalem Governorate (J1) questionnaire due to the use of paper questionnaire, and for coding special screens that were designed for this purpose, to cover the codification questions in the questionnaire together with other questions about the characteristics of individuals to assist in coding. The coding questions in the survey questionnaire that are encoded are the occupation and economic activity according to the Coding Guide.

Response Rates

3,623 representative households was reached. Number of responded households (3,122) including (2,104) in the West Bank and (1,018) in Gaza Strip. Weights were adjusted with the design strata to compensate for the rate of refusal and non-response.

Household Responses and Non-Responses

Responses and Non-Responses Cases	Number of Cases
Completed households	3,085
Partially completed	37
Households traveling	3
Refused	136
No information was available	8
The address is not indicated	60
Other	293
Over Coverage Cases	
No data available	1
Total (total size of sample)	**3,623**

Response and Non-Response Rates Formulae:

Increased inclusion error rate	=	Total cases of over coverage	x100%	=	**%0.03**
		Number of cases in original sample			

Non-Response Rate	=	Total cases of Non-responses	x100%	=	**%13.8**
		Net sample			

Net sample	=	(over coverage cases) – Original sample		=	**3,622**

Response Rate	=	Non-Response Rate- 100%		=	**86.2%**

Individuals' (18 Years and above) Response and Non-Response Cases

Interview Result	Number of cases
Completed	3,043
Partially completed	3
Unable to meet individuals	48
Refused	12
Other	16
Total	**3,122**

Non-response rate	=	Total non-response cases	x100%	=	**2.4%**
		Net sample			

Response Rate	=	Non-Response Rate100%−		=	**97.6%**

Data Quality

Accuracy

The data accuracy test includes multiple aspects of the survey, the most notably is sampling errors and non-sampling errors which refers to the staff and survey tools, as well as survey response rates and their most important impact on estimates. This section includes the following:

Sampling Errors

Those errors result from studying part (sample) of the society and not all society units. Since the socio-economic conditions survey 2020 was conducted on a sample, sampling errors are expected to occur. To minimize sampling errors, a properly designed probability sample was used to calculate errors throughout the process. This means that for every unit of the society there is a probability to be selected in the sample. The variance was calculated to measure the impact on sample design for Palestine.

Non-Sampling Errors

Non-Sampling errors are possible at all stages of the project, during data collection or processing. Those are referred to as non-response errors, response errors, interviewing errors and data entry errors. To avoid errors and reduce their effects, strenuous efforts were made to train the fieldworkers intensively. They were trained on how to carry out the interview, what to discuss and what to avoid, as well as practical and theoretical training during the training

course. Non-sampling errors in the survey resulted from the private data it collected and that some households considered this as interference in the very details of their private life. They refused to cooperate with data. Several methods were used to convince households provide answers and minimize non-response.

Data Comparison and Examination
This standard is linked to the statistical product, since statistics must have comparative advantage with other sources and with other time periods. Many analyses are based on comparison. The data of the survey of 2020 were compared to the previous surveys data. Moreover, inconsistency between questions and the inconsistency of the data were examined as part of the review of logic and completion of the data.

Derived Variables

From the Derived variables:
Region: It has been divided to a West Bank and Gaza Strip.
Locality type: It has been divided to a Urban, Rural and Camps.
Area C: It has been divided to Area C and Not Area C.

Data Processing

Data processing was done in different ways including:

Programming Consistency Check
1. Tablet applications were developed in accordance with the questionnaire's design to facilitate collection of data in the field. The application interfaces were made user-friendly to enable fieldworkers collect data quickly with minimal errors. Proper data entry tools were also used to concord with the question including drop down menus/lists.
2. The application was examined by all members of the technical committee, and all comments were modified in addition to updates, and the transition between questions. It was also ensured that all audit rules were applied to the survey program, and the final version of the application was provided on time.
3. Develop automated data editing mechanism consistent with the use of technology in the survey and uploading the tools for use to clean the data entered into the database and ensure they are logic and error free as much as possible. The tool also accelerated conclusion of preliminary results prior to finalization of results.
4. In order to work in parallel with Jerusalem (J1) in which the data was collected in paper, the same application that was designed on the tablets was used to enter their data as the software was downloaded on the devices after the completion of the editing of the questionnaires.

Data Cleaning
1. Concurrently with the data collection process, a weekly check of the data entered was carried out centrally and returned to the field for modification during the data collection phase and follow-up. The work was carried out thorough examination of the questions and variables to ensure that all required items are included, and the check of shifts, stops and range was done too.
2. Data processing was conducted after the fieldwork stage, where it was limited to conducting the final inspection and cleaning of the survey databases. Data cleaning and editing stage focused on:

- Editing skips and values allowed.
- Checking the consistency between different the questions of questionnaire based on logical relationships.
- Checking on the basis of relations between certain questions so that a list of non-identical cases was extracted, and reviewed toward identifying the source of the error case by case, where such errors were immediately modified and corrected based on the source of the error with the documentation process for the checks occurred on the questionnaire.
3. The SPSS program was used to extract and modify errors and discrepancies, to prepare clean and accurate data ready for scheduling and publishing.

Tabulation

After finishing from checking and cleaning any errors of data, tabulation was prepared for this purpose and extracted accordingly.

Classifications

Classifications used in the process of collection and processing of statistical data adopted by PCBS, according to international standards and with the Palestinian privacy.
1. Palestinian Localities Guidance, 2017.
2. Palestinian Occupation Classification (ISCO-8).
3. Palestinian Industrial Classification of All Economical Activities According to International Standard Industrial Classification (ISIC-4).