

CHAPTER 10

INTERNATIONAL COMPARISONS

In many countries, statistics on labour are based on standard concepts and definitions recommended by the International Labour Organisation (ILO). However, these definitions are applied by individual countries in different ways according to national circumstances with the result that the statistics are often not comparable.

For labour force statistics, this problem is further compounded by the variety of collection methodologies and counting rules used in different countries. Some countries, including Australia, conduct regular household and employer surveys while others obtain their statistics as a by-product of administrative systems. The survey approach is generally preferred as it provides better coverage and a close adherence to the international recommendations.

International comparisons of labour force statistics are compiled by a number of organisations including the ILO, the Organisation for Economic Co-operation and Development (OECD), and the United States Bureau of Labour Statistics (BLS). These organisations make some adjustments to figures supplied by the various international statistical organisations in order to make the data more comparable and in greater conformity with ILO standards.

The following tables have been derived from the data compiled by ILO and OECD and, where possible, data are presented for the period 1978 to 1989. The figures given for Australia may differ slightly from those given earlier in this publication because of the adjustments made to the Australian series to allow for international comparability and to conform fully with ILO standards.

Population

Large increases in population over the period 1979 to 1989 were recorded in Australia (15.9%) and Canada (10.4%). Small increases were recorded in Sweden (1.8%) and Italy (2.2%).

TABLE 10.1. ESTIMATED MID-YEAR POPULATION FOR SELECTED COUNTRIES, 1979 TO 1989
(Million)

Year	Australia	USA	Japan	Federal Republic of Germany	UK	France	Italy	Canada	Sweden	New Zealand
1979	14.51	225.06	115.88	61.36	56.23	53.61	56.29	23.77	8.29	3.14
1980	14.70	227.76	116.80	61.57	56.31	53.88	56.42	24.07	8.31	3.14
1981	14.92	230.14	117.65	61.68	56.38	54.18	56.50	24.37	8.32	3.16
1982	15.18	232.52	118.45	61.64	56.34	54.48	56.64	24.66	8.33	3.18
1983	15.38	234.80	119.26	61.42	56.38	54.73	56.83	24.90	8.33	3.23
1984	15.58	237.01	120.02	61.18	56.49	54.95	56.98	25.00	8.34	3.26
1985	15.79	239.28	120.75	61.02	56.62	55.17	57.13	25.18	8.35	3.27
1986	16.02	241.63	121.49	61.07	56.76	55.39	57.22	25.37	8.37	3.28
1987	16.26	243.93	122.09	61.08	56.93	55.63	57.33	25.64	8.40	3.31
1988	16.54	246.33	122.61	61.45	57.07	55.88	57.44	25.94	8.44	3.33
1989	16.81	248.78	123.12	n.a.	n.a.	56.16	57.53	26.25	8.44	n.a.

Source: OECD Labour Force Statistics, 1966-1986; OECD Quarterly Labour Force Statistics, 1/1990.

Civilian Labour Force

High participation rates were evident in 1989 in Canada (64.9%), New Zealand (64.2%) and Sweden (64.1%). Italy (49.4%) and France (53.3%) had relatively low participation rates.

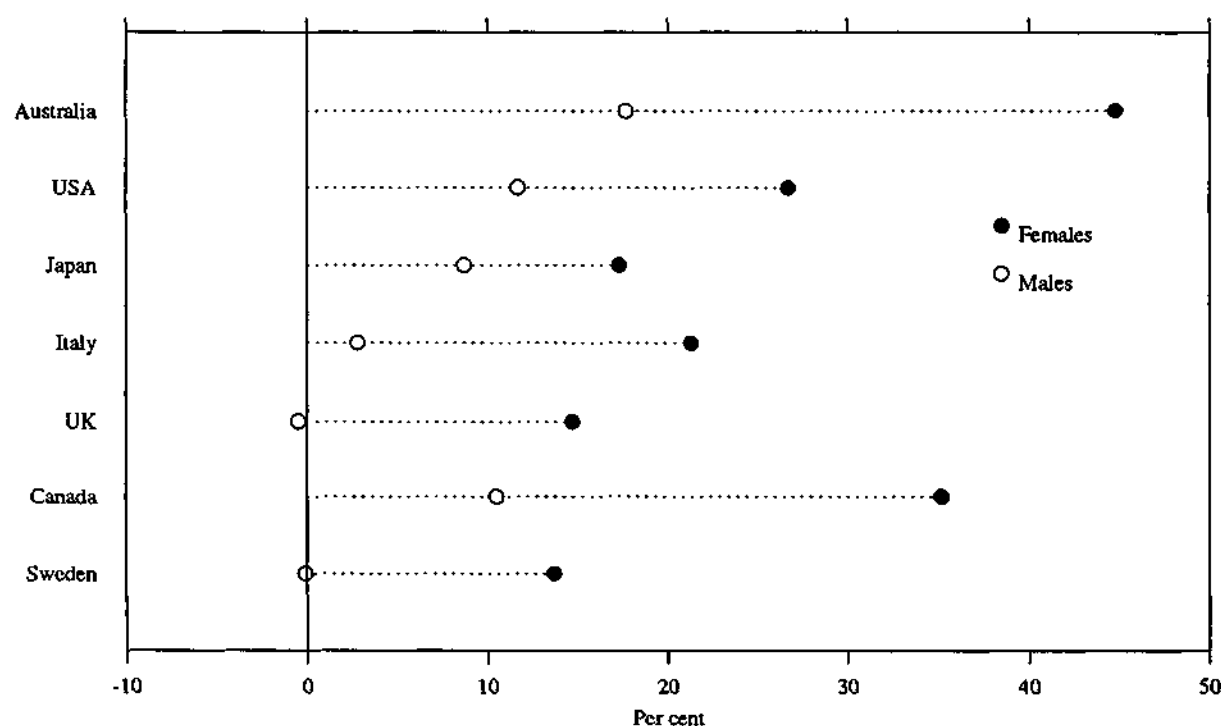
TABLE 10.2. CIVILIAN LABOUR FORCE : SELECTED COUNTRIES, 1979 TO 1989
(^{'000})

Year(a)	Australia	USA	Japan	Federal Republic of Germany	UK	France	Italy	Canada	Sweden	New Zealand
1979	6,519	104,962	55,960	26,391	26,314	22,666	21,743	11,231	4,268	1,287
1980	6,693	106,940	56,500	26,686	26,517	22,800	21,997	11,573	4,318	1,293
1981	6,810	108,670	57,070	26,882	26,406	22,953	22,129	11,904	4,332	1,305
1982	6,910	110,204	57,740	27,010	26,354	23,163	22,220	11,958	4,357	1,329
1983	6,997	111,550	58,890	27,051	26,272	23,142	22,490	12,183	4,375	1,342
1984	7,135	113,544	59,270	27,105	26,764	23,304	22,722	12,399	4,332	1,358
1985	7,300	115,461	59,630	27,314	27,299	23,342	22,890	12,639	4,368	1,387
1986	7,588	117,834	60,200	27,504	27,663	23,438	23,225	12,870	4,386	1,608
1987	7,758	119,865	60,840	28,855	27,661	23,550	23,416	13,011	4,421	1,620
1988	7,974	121,669	61,660	29,067	27,895	23,590	23,823	13,275	4,471	n.a.
1989	8,237	123,869	62,700	29,234	27,765	n.a.	23,700	13,503	4,527	n.a.

(a) Annual averages.

Source: OECD Labour Force Statistics, 1967-1987; OECD Quarterly Labour Force Statistics, 1/1990; The Labour Force, Australia (6203.0).

CHART 10.1. CIVILIAN LABOUR FORCE: PERCENTAGE CHANGE
BETWEEN 1979 AND 1989 BY SEX, SELECTED COUNTRIES



Source: OECD Labour Force Statistics, 1967-1987; OECD Quarterly Labour Force Statistics, 1/1990.

TABLE 10.3. CIVILIAN LABOUR FORCE : PARTICIPATION RATES, SELECTED COUNTRIES, 1977 TO 1987
(per cent)

Year(a)	Australia	USA	Japan	Federal Republic of Germany	UK	France	Italy(b)	Canada	Sweden	New Zealand
1977	60.9	59.1	63.2	53.2	59.4	54.7	49.7	60.1	63.6	56.6
1978	61.0	59.9	63.4	53.0	59.4	54.7	49.4	61.1	63.8	56.5
1979	60.8	60.5	63.4	53.0	59.6	54.7	49.6	61.8	64.3	57.0
1980	61.3	60.6	63.3	53.0	59.6	54.5	49.7	62.5	64.6	56.5
1981	61.1	60.8	63.4	52.8	59.0	54.4	49.7	63.1	64.5	56.4
1982	60.8	60.9	63.4	52.7	58.6	54.5	49.1	62.4	64.5	56.6
1983	60.4	60.9	63.8	52.6	58.1	54.0	49.1	62.7	64.5	55.9
1984	60.6	61.3	63.4	52.5	58.8	54.0	49.1	63.1	63.6	55.7
1985	60.8	61.6	63.0	52.7	59.7	53.7	49.4	63.5	63.9	56.1
1986	61.9	62.1	62.8	n.a.	59.7	53.5	49.4	63.9	63.9	63.6
1987	61.4	62.6	62.6	n.a.	60.4	53.3	49.4	64.9	64.1	64.2

(a) Annual averages. (b) For population aged 14 and over.

Source: OECD Labour Force Statistics, 1967-1987.

Civilian Employment

The percentage of Employed persons in Agriculture in 1989 was 9.3 per cent in Italy (down from 14.9% in 1979), 5.5 per cent in Australia (down from 6.6% in 1979) and 2.2 per cent in the UK (down from 2.7% in 1979).

In the Industry sector, high percentages were recorded in 1989 for Germany (39.7%) and Japan (34.3%). For Italy, Australia and the UK, the percentages were 32.4, 26.5 and 29.3.

The USA (70.5%) and Canada (70.0%) recorded high percentages of employment in the Services sector in 1989. Italy recorded 58.2 per cent, Australia 68.0 per cent and the UK 68.5 per cent.

TABLE 10.4. CIVILIAN EMPLOYMENT/POPULATION RATIOS : SELECTED COUNTRIES, 1977 TO 1987
(per cent)

Year(a)	Australia	USA	Japan	Federal Republic of Germany	UK	France	Italy(b)	Canada	Sweden	New Zealand
1977	57.4	54.9	61.9	51.1	56.3	52.0	46.1	55.2	62.5	56.5
1978	57.2	56.3	62.0	51.0	56.3	51.7	45.8	56.0	62.4	55.6
1979	57.0	56.9	62.1	51.2	56.8	51.4	45.8	57.2	63.0	55.9
1980	57.6	56.3	62.0	51.2	56.2	51.0	45.9	57.8	63.3	55.2
1981	57.6	56.1	62.0	50.3	53.6	50.3	45.7	58.4	62.9	54.4
1982	56.4	55.0	61.9	49.1	52.4	49.9	44.9	55.5	62.5	54.6
1983	54.4	55.1	62.1	48.2	51.5	49.4	44.4	55.3	62.3	52.8
1984	55.1	56.7	61.7	48.1	52.2	48.6	44.1	55.9	61.6	52.5
1985	55.8	57.2	61.4	48.3	52.8	48.1	44.0	56.8	62.1	53.8
1986	56.9	57.8	61.0	n.a.	52.7	47.9	43.8	57.7	62.2	61.0
1987	56.3	58.7	60.8	n.a.	54.1	47.5	43.4	59.2	62.9	61.6

(a) Annual averages. (b) For population aged 14 and over.

Source: OECD Labour Force Statistics, 1967-1987.

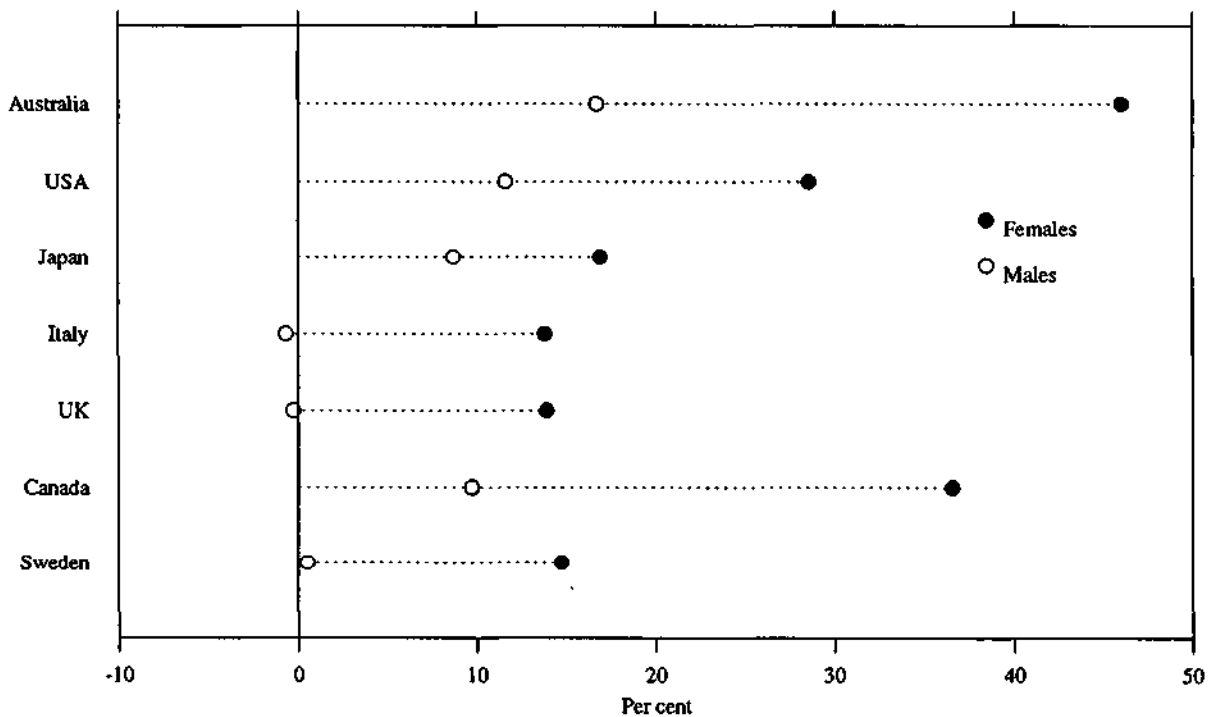
TABLE 10.5. CIVILIAN EMPLOYMENT : SELECTED COUNTRIES, 1979 TO 1989
(^{'000})

Year(a)	Australia	USA	Japan	Federal Republic of Germany	UK	France	Italy	Canada	Sweden	New Zealand
1979	6,111	98,824	54,790	25,516	25,080	21,305	20,057	10,395	4,180	1,262
1980	6,284	99,303	55,360	25,797	25,004	21,333	20,313	10,708	4,232	1,264
1981	6,416	100,397	55,810	25,610	24,011	21,203	20,361	11,006	4,224	1,258
1982	6,415	99,526	56,380	25,177	23,304	21,240	20,297	10,644	4,220	1,282
1983	6,300	100,834	57,330	24,793	23,909	21,168	20,350	10,734	4,224	1,266
1984	6,494	105,005	57,660	24,839	24,292	20,981	20,418	11,000	4,196	1,281
1985	6,697	107,150	58,070	25,010	24,434	20,915	20,508	11,311	4,243	1,329
1986	6,975	109,597	58,530	25,267	24,987	20,949	20,614	11,634	4,269	1,544
1987	7,129	112,440	59,110	26,626	24,755	21,018	20,584	11,861	4,337	1,554
1988	7,398	114,968	60,110	26,825	25,555	21,179	20,938	12,245	4,399	n.a.
1989	7,728	117,342	61,280	27,196	26,021	n.a.	20,833	12,486	4,466	n.a.

(a) Annual averages.

Source: OECD Labour Force Statistics, 1967-1987; OECD Quarterly Labour Force Statistics, 1/1990; The Labour Force, Australia (6203.0).

CHART 10.2. CIVILIAN EMPLOYMENT: PERCENTAGE CHANGE
BETWEEN 1979 AND 1989 BY SEX, SELECTED COUNTRIES



Source: OECD Labour Force Statistics, 1967-1987; OECD Quarterly Labour Force Statistics, 1/1990.

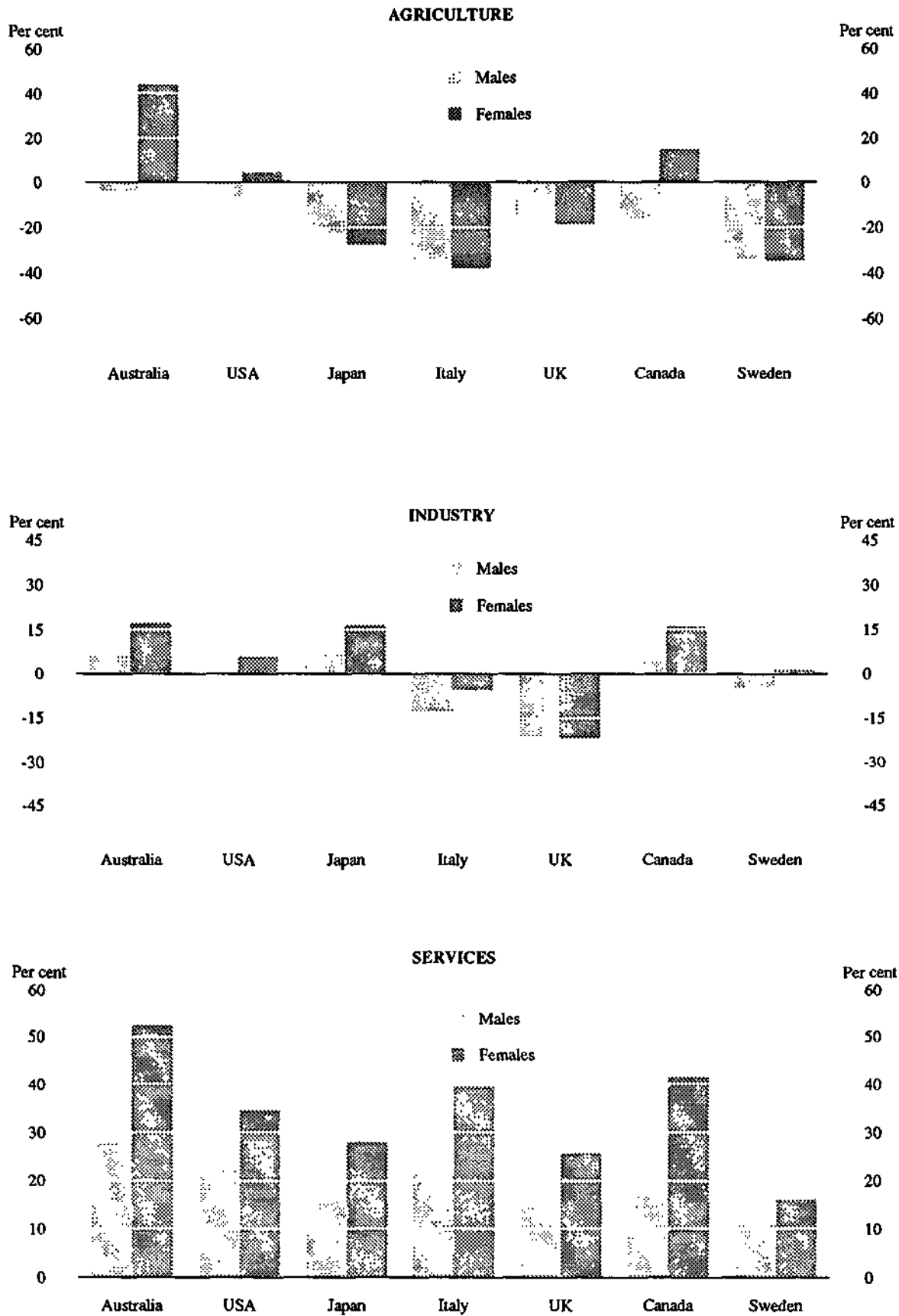
TABLE 10.6. DISTRIBUTION OF CIVILIAN EMPLOYMENT BY ECONOMIC SECTOR : SELECTED COUNTRIES,
1979 TO 1989
(per cent)

Year	Australia	USA	Japan	Federal Republic of Germany	UK	France	Italy	Canada	Sweden	New Zealand
AGRICULTURE(a)										
1979	6.6	3.6	11.2	5.8	2.7	9.0	14.9	5.7	5.8	11.1
1980	6.5	3.6	10.4	5.6	2.6	8.7	14.3	5.4	5.6	10.9
1981	6.5	3.5	10.0	5.5	2.7	8.4	13.4	5.4	5.6	11.2
1982	6.4	3.6	9.7	5.5	2.7	8.2	12.4	5.2	5.6	11.4
1983	6.6	3.5	9.3	5.6	2.7	7.9	12.4	5.5	5.4	11.2
1984	6.2	3.3	8.9	5.5	2.6	7.8	11.9	5.3	4.6	11.2
1985	6.2	3.1	8.8	5.4	2.5	7.6	11.2	5.2	4.5	11.1
1986	6.1	3.1	8.5	5.3	2.5	7.3	10.9	5.1	4.2	10.5
1987	5.8	3.0	8.3	4.2	2.4	7.1	10.5	4.8	3.9	10.4
1988	5.9	2.9	7.9	4.0	2.3	6.8	9.8	4.5	3.8	n.a.
1989	5.5	2.9	7.6	3.9	2.2	n.a.	9.3	4.3	3.6	n.a.
INDUSTRY(b)										
1979	31.2	31.3	34.9	44.2	38.6	36.3	37.8	28.9	32.5	33.6
1980	30.9	30.5	35.3	44.1	37.6	35.9	37.9	28.5	32.2	33.8
1981	30.3	30.1	35.3	43.4	35.8	35.2	37.6	28.3	31.3	32.3
1982	29.5	28.4	34.9	42.6	34.6	34.6	37.1	26.5	30.3	32.7
1983	28.0	28.0	34.8	41.8	33.3	33.8	36.1	25.5	29.9	32.2
1984	27.9	28.5	34.8	41.3	32.2	32.9	34.5	25.9	30.0	32.1
1985	27.4	28.0	34.9	41.0	31.6	32.0	33.6	25.5	30.1	32.4
1986	26.9	27.7	34.5	40.9	30.6	31.3	33.1	25.3	30.1	28.9
1987	26.5	27.1	33.8	40.3	30.2	30.8	32.6	25.2	29.8	27.3
1988	26.4	26.9	34.1	39.8	29.8	30.3	32.6	25.6	29.5	n.a.
1989	26.5	26.7	34.3	39.7	29.3	n.a.	32.4	25.7	29.4	n.a.
SERVICES(c)										
1979	62.2	65.2	53.9	50.0	58.7	54.8	47.3	65.4	61.7	55.4
1980	62.6	65.9	54.2	50.3	59.7	55.4	47.8	66.0	62.2	55.3
1981	63.2	66.4	54.7	51.1	61.6	56.4	49.0	66.3	63.1	56.5
1982	64.1	68.0	55.4	51.9	62.8	57.3	50.5	68.2	64.1	55.9
1983	65.3	68.5	56.0	52.6	64.0	58.3	51.5	69.0	64.7	56.6
1984	65.9	68.2	56.3	53.1	65.2	59.3	53.6	68.8	65.3	56.7
1985	66.4	68.8	56.4	53.5	65.9	60.4	55.2	69.3	65.5	56.5
1986	67.1	69.3	57.1	53.8	66.9	61.3	56.0	69.6	65.6	60.6
1987	67.6	69.9	57.9	55.5	67.4	62.2	56.8	70.0	66.2	62.3
1988	67.8	70.2	58.0	56.1	68.0	62.9	57.7	69.8	66.6	n.a.
1989	68.0	70.5	58.2	56.4	68.5	n.a.	58.2	70.0	66.9	n.a.

(a) Agriculture, forestry, fishing and hunting. (b) Mining and quarrying; manufacturing; electricity, gas and water; construction. (c) Transportation, communication, public utilities, trade, finance, public administration, private household services and miscellaneous services.

Source: OECD Labour Force Statistics, 1967-1987; OECD Quarterly Labour Force Statistics, 1/1990.

CHART 10.3. CIVILIAN EMPLOYMENT: PERCENTAGE CHANGE BETWEEN 1979 AND 1989, SEX AND ECONOMIC SECTOR BY SELECTED COUNTRIES



Source: OECD Labour Force Statistics, 1967-1987; OECD Quarterly Labour Force Statistics, 1/1990.

Unemployment

The standardised unemployment rate for Australia in 1989 was 6.1 per cent. Rates for other countries ranged from 1.4 per cent for Sweden to 10.9 per cent for Italy. Between 1979 and 1989 the unemployment rate decreased for Australia, the USA and Sweden, with the last of these recording the largest decrease. France recorded the largest increase over this period (5.9% to 9.5%). Increases also occurred in Italy, the Federal Republic of Germany, Japan, the UK and Canada.

Unemployment rates in 1988 for persons aged under 25 years ranged from 3.3 per cent in Sweden and 4.9 per cent in Japan to 34.5 per cent in Italy and 21.7 per cent in France.

TABLE 10.7. UNEMPLOYED PERSONS : STANDARDISED UNEMPLOYMENT RATES(a), SELECTED COUNTRIES, 1979 TO 1989
(per cent)

Year(b)	Australia	USA	Japan	Federal Republic of Germany	UK	France	Italy	Canada	Sweden
1979	6.2	5.8	2.1	3.2	5.0	5.9	7.6	7.4	2.1
1980	6.0	7.0	2.0	3.0	6.4	6.3	7.5	7.4	2.0
1981	5.7	7.5	2.2	4.4	9.8	7.4	7.8	7.5	2.5
1982	7.1	9.5	2.4	6.1	11.3	8.1	8.4	10.9	3.2
1983	9.9	9.5	2.6	8.0	12.4	8.3	8.8	11.8	3.5
1984	8.9	7.4	2.7	7.1	11.7	9.7	9.4	11.2	3.1
1985	8.2	7.1	2.6	7.2	11.2	10.2	9.6	10.4	2.8
1986	8.0	6.9	2.8	6.4	11.2	10.4	10.5	9.5	2.7
1987	8.0	6.1	2.8	6.2	10.2	10.5	10.9	8.8	1.9
1988	7.2	5.4	2.5	6.1	8.3	10.0	11.0	7.7	1.6
1989	6.1	5.2	2.3	5.5	6.4	9.5	10.9	7.5	1.4

(a) Unemployment estimates conforming to ILO definitions and estimates of the total labour force have been used to calculate these rates. National rates will differ where coverage of unemployment differs from that of the ILO, or when a denominator other than the total labour force is used. (b) Annual averages.

Source: OECD Quarterly Labour Force Statistics, 1/1990.

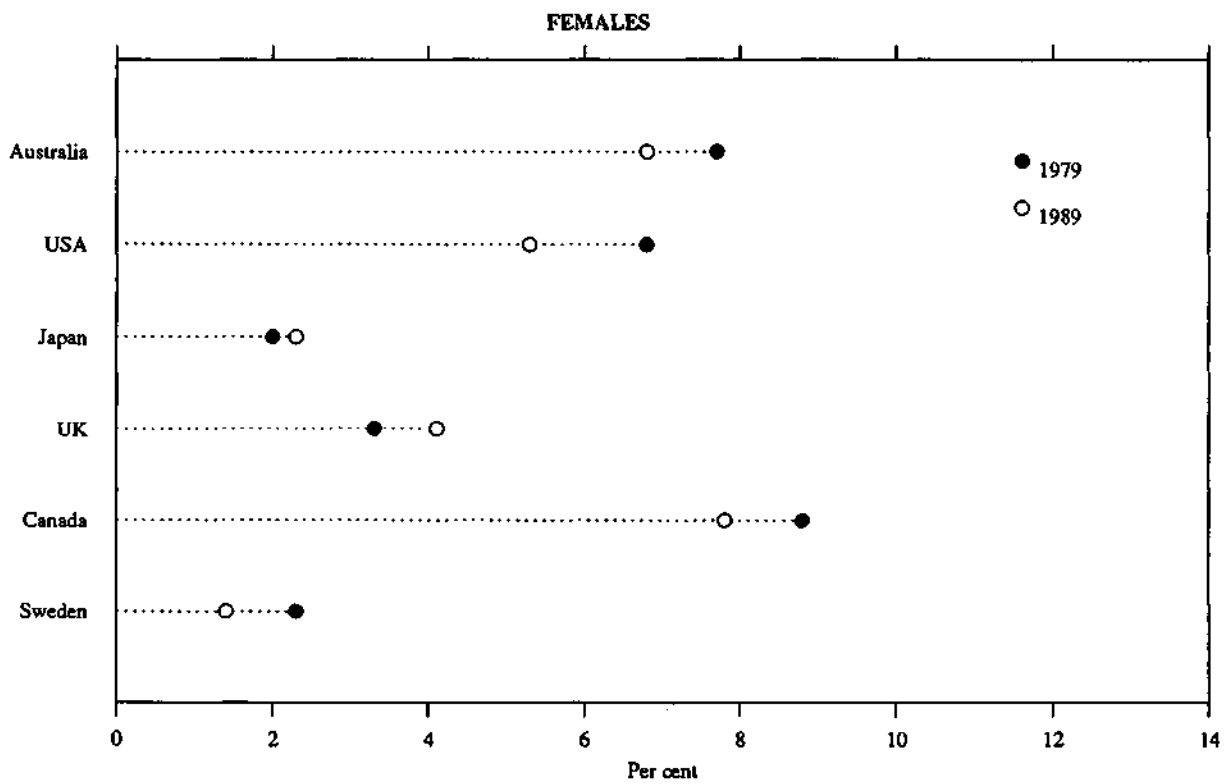
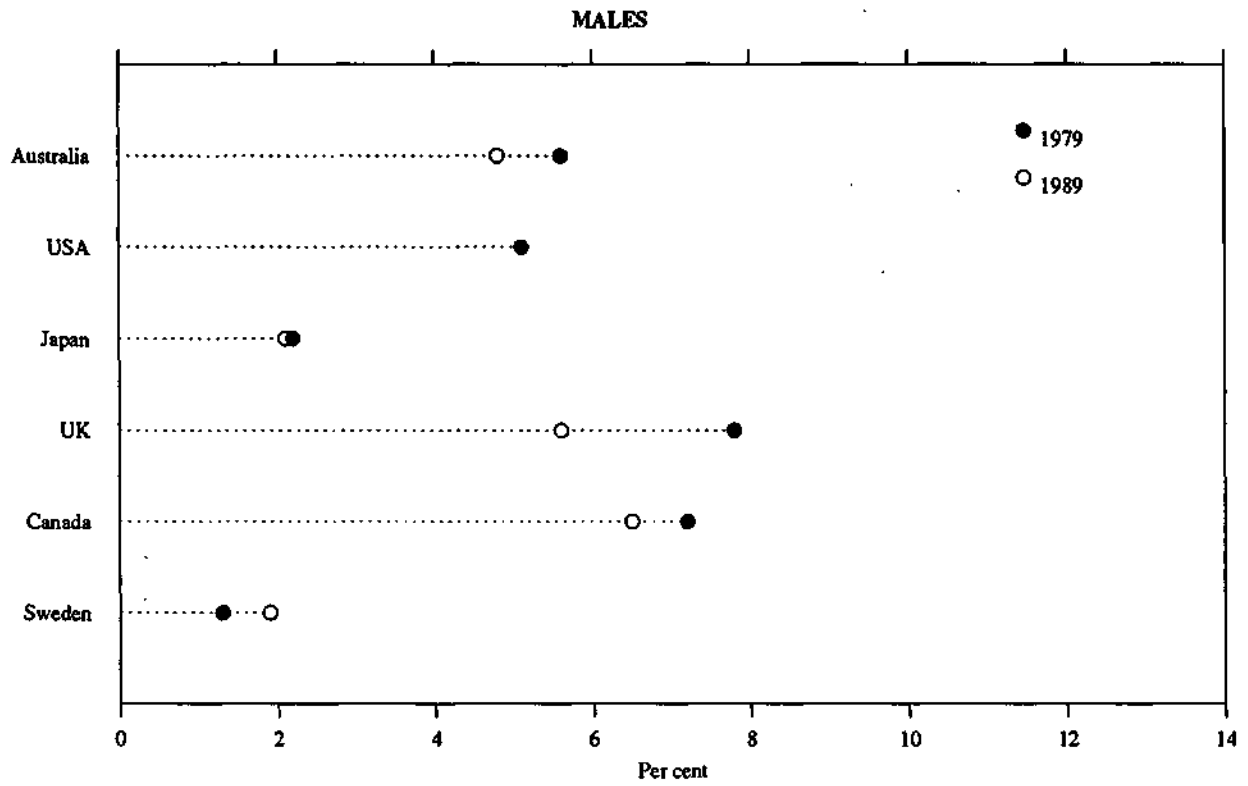
TABLE 10.8. UNEMPLOYMENT RATES(a) : AGE, SELECTED COUNTRIES, 1978 TO 1988
(per cent)

Year(b)	Australia	USA	Japan	Federal Republic of Germany	UK	France	Italy	Canada	Sweden
PERSONS AGED UNDER 25 YEARS									
1978	12.6	11.7	3.8	4.5	11.8	11.0	24.8	14.4	5.5
1979	12.2	11.3	3.4	3.4	10.3	13.3	25.6	12.9	5.0
1980	12.2	13.3	3.6	3.9	13.5	15.0	25.2	13.2	5.0
1981	10.8	14.3	4.0	6.5	17.9	17.0	25.8	13.3	6.3
1982	12.9	17.0	4.4	9.5	23.1	19.0	28.0	18.8	7.6
1983	17.9	16.4	4.5	10.7	23.4	19.7	30.5	19.9	8.0
1984	16.1	13.3	4.9	9.9	22.1	24.4	32.9	17.9	6.0
1985	14.3	13.0	4.8	9.5	21.8	25.6	33.9	16.5	5.8
1986	14.5	12.7	5.2	8.6	20.8	23.4	34.5	15.2	5.6
1987	14.6	11.7	5.2	8.1	17.4	23.0	35.5	13.7	4.2
1988	12.9	10.6	4.9	7.0	11.9	21.7	34.5	12.1	3.3
PERSONS AGED 25 YEARS AND OVER									
1978	3.9	4.0	2.0	2.9	3.9	3.6	3.4	6.1	1.6
1979	3.5	3.9	1.9	2.6	3.6	4.1	3.7	5.4	1.5
1980	3.6	5.0	1.8	2.8	4.5	4.2	3.5	5.4	1.4
1981	3.7	5.4	2.0	4.1	7.5	4.9	3.7	5.6	1.8
1982	4.5	7.3	2.2	5.8	8.5	5.5	4.0	8.4	2.3
1983	7.1	7.4	2.4	6.9	8.9	5.8	4.5	9.4	2.6
1984	6.0	5.7	2.4	7.2	9.1	6.7	4.9	9.3	2.6
1985	5.8	5.6	2.3	7.2	9.5	7.4	5.1	8.8	2.3
1986	5.8	5.4	2.4	7.0	9.9	7.8	5.9	8.0	2.1
1987	5.7	4.7	2.5	7.3	9.0	8.5	6.7	7.6	1.4
1988	5.0	4.2	2.2	7.5	7.2	8.3	7.0	6.7	1.3

(a) National rates. (b) Annual averages.

Source: OECD Labour Force Statistics, 1966-1986; OECD Quarterly Labour Force Statistics 1/1990.

**CHART 10.4. UNEMPLOYED PERSONS: UNEMPLOYMENT RATES
BY SEX, SELECTED COUNTRIES**



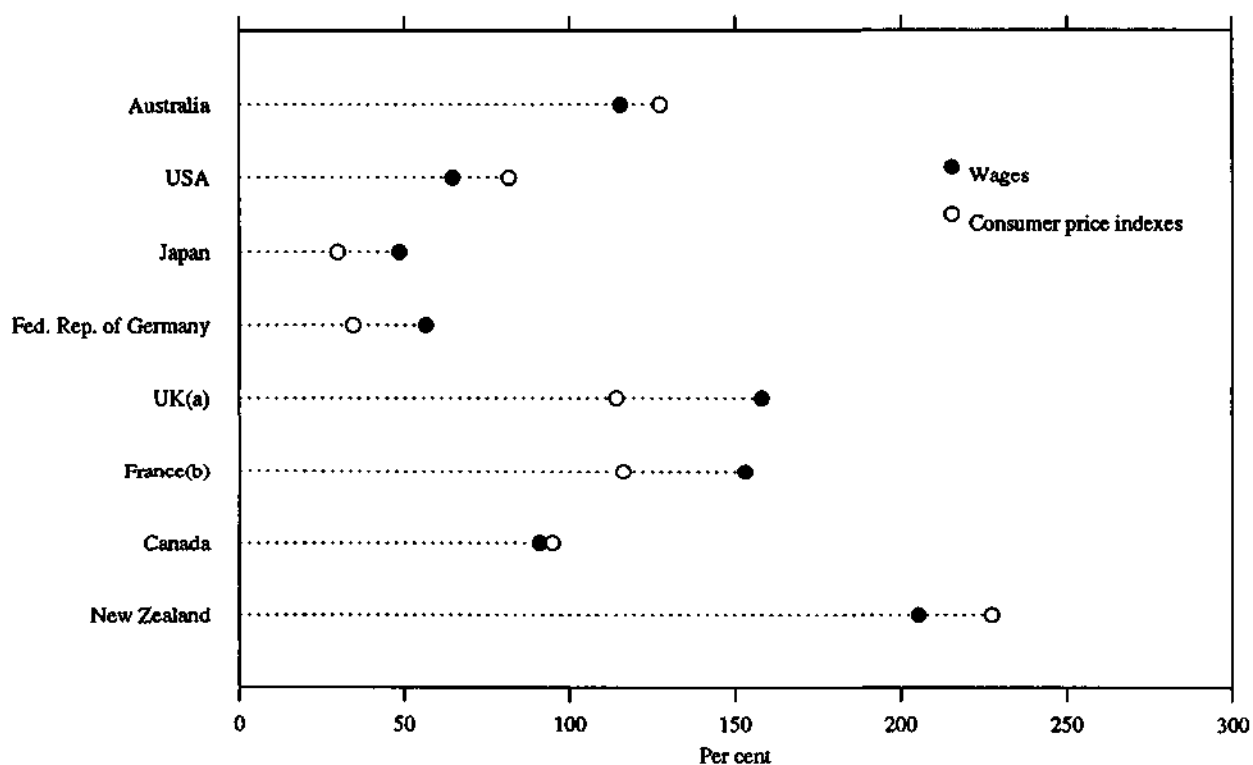
Source: OECD Labour Force Statistics, 1967-1987; OECD Quarterly Labour Force Statistics, 1/1990.

Consumer Price Index

The lowest increases in the consumer price index between 1978 and 1988 were recorded by Japan (29.8%) and the Federal Republic of Germany (34.4%). The USA recorded an increase of 81.5 per cent while much larger increases were recorded in the United Kingdom (114.1%), France (116.1%), Australia (127.3%) and New Zealand (227.2%).

Wages in manufacturing industries increased by 115.3 per cent in Australia during the period 1978 to 1988. Corresponding increases in Japan and the Federal Republic of Germany were 48.3 per cent and 56.4 per cent respectively. Larger increases were reported in France (152.9%), the United Kingdom (157.9%) and New Zealand (205.3%).

**CHART 10.5. PERCENTAGE CHANGE IN CONSUMER PRICE INDEXES AND WAGES
IN MANUFACTURING, SELECTED COUNTRIES, 1978 TO 1988**



(a) Male wages. (b) Adult wages.

Source: ILO Yearbook of Labour Statistics, 1988; ILO Bulletin of Labour Statistics 1989-4; Manufacturing Industry: Details of Operation by Industry Class, Australia (8203.0).

TABLE 10.9. INDEXES OF WAGES(a) : NON-AGRICULTURAL ACTIVITIES, SELECTED COUNTRIES
1981 TO 1988
(Base: 1980 = 100.0)

Year	Australia	USA	Japan	Federal Republic of Germany	UK	France	Canada	Sweden	New Zealand
MANUFACTURING									
1981	115.7	109.6	106.2	105.3	113.3	114.4	112.2	109.1	118.9
1982	128.1	116.4	110.2	110.6	125.9	132.6	124.0	115.4	135.8
1983	134.4	120.5	114.1	114.4	137.2	147.5	128.8	122.5	137.7
1984	140.2	126.0	119.5	117.4	149.2	159.7	136.1	136.4	149.1
1985	149.4	130.1	122.4	122.7	162.8	174.6	142.7	148.0	162.3
1986	152.8	132.9	124.9	127.3	175.3	184.0	147.3	158.3	188.7
1987	159.9	135.6	128.0	132.6	189.5	190.1	151.8	169.2	n.a.
1988	152.8	139.7	130.1	138.6	205.3	195.6	159.2	153.5	218.9
TOTAL NON-AGRICULTURAL ACTIVITIES									
1981	114.7	109.0	106.0	106.0	112.9	114.4	112.1	n.a.	123.1
1982	127.8	114.9	109.6	111.2	123.5	132.6	123.1	n.a.	140.4
1983	134.3	119.4	112.9	114.9	133.9	148.1	123.0	n.a.	142.3
1984	140.2	123.9	117.9	117.9	142.1	159.7	127.7	n.a.	151.9
1985	149.5	128.4	120.4	122.4	154.1	172.9	132.1	n.a.	165.4
1986	153.2	131.3	124.1	126.9	166.3	182.3	135.8	n.a.	198.1
1987	159.1	134.3	127.5	132.1	179.4	188.4	139.5	n.a.	n.a.
1988	153.1	138.8	129.3	137.3	113.5	194.5	146.1	n.a.	240.4

(a) Wages data has been converted from original monetary values to an index.

Source: ILO Yearbook of Labour Statistics, 1988; ILO Bulletin of Labour Statistics, 1989/4.

Hours of Work

Average hours of work per week in manufacturing in 1988 varied from 36.6 in New Zealand to 42.4 in the United Kingdom. The figure for Australia was 38.1. Canada recorded 38.8 hours while for Japan and the Federal Republic of Germany the figures were 41.6 and 40.0 respectively.

TABLE 10.10 AVERAGE HOURS OF WORK PER WEEK IN NON-AGRICULTURAL ACTIVITIES: SELECTED COUNTRIES
1978 TO 1988

Year	Australia (a)	USA (b)	Japan (a)	Federal Republic of Germany (b)	UK (a)(c)	France (a)	Italy (a)(d)	Canada (b)	Sweden (a)	New Zealand (b)
MANUFACTURING										
1978	38.1	40.4	40.6	41.6	43.5	41.0	38.6	38.8	35.4	40.1
1979	38.0	40.2	41.1	41.8	43.2	40.8	38.3	38.8	35.4	39.7
1980	38.0	39.7	41.2	41.6	41.9	40.7	38.7	38.5	35.4	39.6
1981	37.8	39.8	41.0	41.1	42.0	40.3	38.8	38.5	35.2	39.6
1982	36.9	38.9	40.9	40.7	42.0	39.3	38.5	37.7	35.3	39.2
1983	36.9	40.1	41.1	40.5	42.5	38.9	38.5	38.4	35.4	39.5
1984	37.7	40.7	41.7	41.0	42.8	38.7	38.9	38.5	35.8	40.4
1985	37.2	40.5	41.5	40.7	41.8	39.6	n.a.	38.8	36.0	40.2
1986	37.5	40.7	41.1	40.4	41.6	38.7	n.a.	38.8	36.2	39.5
1987	37.6	41.0	41.3	40.1	42.2	38.7	n.a.	38.8	36.3	36.8
1988	38.1	41.1	41.6	40.0	42.4	38.8	n.a.	38.8	n.a.	36.6
TOTAL NON-AGRICULTURAL ACTIVITIES										
1978	35.9	35.8	40.5	41.6	44.2	41.5	38.8	n.a.	35.7	38.4
1979	35.5	35.7	40.7	41.9	44.0	41.2	38.4	n.a.	35.7	39.0
1980	35.0	35.3	40.6	41.6	43.0	41.1	38.8	n.a.	35.6	38.9
1981	35.0	35.2	40.4	41.2	43.0	40.8	38.8	n.a.	35.4	38.6
1982	34.5	34.8	40.3	40.7	42.9	39.6	38.7	n.a.	35.6	38.7
1983	34.6	35.0	40.4	40.5	43.3	39.3	38.7	32.4	35.7	38.8
1984	35.0	35.2	40.7	40.9	43.4	39.1	38.9	32.5	36.0	39.3
1985	34.5	34.9	40.6	40.7	42.8	39.0	n.a.	32.5	36.3	39.2
1986	34.6	34.8	40.4	40.5	42.7	39.1	n.a.	32.3	36.5	38.7
1987	34.4	34.8	40.6	40.2	43.1	39.1	n.a.	32.0	37.1	36.8
1988	n.a.	34.7	40.4	40.2	43.5	39.0	n.a.	32.1	37.3	36.5

(a) Hours actually worked. (b) Hours paid for. (c) Male employees. (d) Hours per day data converted into hours per week.

Source: ILO Yearbook of Labour Statistics, 1988; ILO Bulletin of Labour Statistics, 1989/4.

Industrial Disputes

The number of working days lost in Australia has changed little over the last six years. This is also the case in the Federal Republic of Germany apart from 1984, while in Japan there was little change from 1985 to 1987 followed by a decrease in 1988. Other countries showed larger variations over the period from 1983 to 1988.

TABLE 10.11. INDUSTRIAL DISPUTES : NUMBER OF DISPUTES, WORKERS INVOLVED AND WORKING DAYS LOST, SELECTED COUNTRIES, 1978 TO 1988

Year	Australia (a)	USA (b)	Japan (c)	Federal Republic of Germany (d)	UK (d)	France (e)	Italy	Canada (a)	Sweden	New Zealand (f)
NUMBER OF DISPUTES										
1978	2,277	219	1,517	n.a.	2,471	3,195	2,479	1,058	99	411
1979	2,042	235	1,153	n.a.	2,080	3,121	2,000	1,050	207	523
1980	2,429	187	1,133	n.a.	1,330	2,118	2,238	1,028	212	360
1981	2,915	145	955	n.a.	1,338	2,405	2,204	1,048	68	291
1982	2,060	96	944	n.a.	1,528	3,113	1,747	677	46	333
1983	1,787	81	893	n.a.	1,352	2,837	1,565	645	92	333
1984	1,965	62	596	n.a.	1,206	2,537	1,816	717	206	364
1985	1,845	54	627	n.a.	903	1,901	1,341	829	160	383
1986	1,687	69	620	n.a.	1,074	1,391	1,469	735	75	215
1987	1,475	46	474	n.a.	1,016	1,391	1,149	658	72	193
1988	1,508	40	498	n.a.	n.a.	2,260	1,769	(g)53	144	163
WORKERS INVOLVED ('000)										
1978	1,075.6	1,006.3	660.0	487.1	1,041.5	704.8	8,774.2	401.7	8.3	157.9
1979	1,862.9	1,020.9	449.5	77.3	4,607.8	967.2	16,237.0	462.5	32.3	158.2
1980	1,172.8	795.3	562.9	45.2	833.7	500.8	13,825.0	441.0	746.7	127.7
1981	1,247.2	728.9	247.1	253.3	1,512.5	329.0	8,226.6	338.6	99.2	135.0
1982	706.1	655.8	215.7	40.0	2,102.9	397.7	10,483.0	444.3	5.1	156.0
1983	470.2	909.4	224.1	94.1	573.8	(h)453.6	6,844.2	329.3	14.4	140.7
1984	560.3	376.0	155.1	537.3	1,464.3	(h)505.2	7,356.5	186.8	23.7	160.3
1985	570.5	323.9	123.4	78.2	791.3	(h)273.6	4,842.8	162.2	124.5	182.2
1986	691.7	533.2	118.0	115.5	720.2	(h)261.6	3,606.7	483.6	66.3	100.6
1987	605.3	174.3	101.0	155.0	887.4	(h)223.2	4,272.7	582.7	10.5	80.1
1988	894.4	188.3	74.9	33.5	n.a.	(h)326.4	2,712.1	(g)160.6	95.2	102.5
WORKING DAYS LOST ('000)										
1978	2,130.8	23,774.0	1,357.5	4,281.3	9,405.0	2,081.0	10,177.0	7,392.8	37.1	380.6
1979	3,964.4	20,409.0	930.3	483.1	29,474.0	3,172.3	27,530.0	7,834.2	28.7	381.9
1980	3,320.2	20,844.0	1,001.2	128.4	11,964.0	1,522.9	16,457.0	8,975.4	4,478.5	373.5
1981	4,189.3	16,908.0	553.7	58.4	4,266.0	1,441.6	10,527.0	8,878.5	209.1	388.1
1982	1,980.4	9,061.2	538.1	15.1	5,313.0	2,250.2	18,563.0	5,795.4	1.8	330.0
1983	1,641.4	17,461.0	506.9	40.8	3,754.0	1,321.0	(i)14,003.0	4,444.0	36.9	371.8
1984	1,307.4	8,498.8	354.1	5,617.6	27,135.0	1,316.8	(i)8,703.3	3,871.8	31.3	424.9
1985	1,256.2	7,079.1	264.1	34.4	6,402.0	726.7	(i)3,830.8	3,125.5	504.2	756.4
1986	1,390.7	11,861.0	253.4	28.0	1,920.0	567.6	(i)5,643.7	7,106.4	682.7	1,329.1
1987	1,316.4	4,468.8	256.0	33.3	3,546.0	511.5	(i)4,605.7	3,984.5	14.7	366.3
1988	1,641.4	4,381.4	173.8	41.9	n.a.	1,094.0	(i)3,315.1	(g)3,404.6	797.4	377.2

(a) Excludes disputes in which time lost is less than 10 man days. (b) Excludes disputes lasting less than a full day or shift, and disputes involving less than 1,000 workers. (c) Excludes disputes lasting less than half a day. (d) Includes disputes lasting less than one day only if more than 100 working days lost. (e) Excludes agriculture and public administration. (f) Excludes public sector conflicts. (g) New series. Stoppages involving 500 employees or more. Excludes workers indirectly affected. (h) Monthly average converted to an annual average. (i) Working hours lost converted to working days lost.

Source: ILO Year Book of Labour Statistics, 1988, 1989-90.

DATA SOURCES

Following are the data sources for the tables and charts in each chapter of this publication. Also set out are the catalogue numbers for ABS data sources and page references for the related technical notes.

<i>Title</i>	<i>ABS Catalogue No.</i>	<i>Technical notes Page No.</i>
<i>Chapter 1—Socio-Demographic Characteristics of the Population</i>		
Estimated Resident Population by Sex and Age	3201.0	145
Australian Demographic Statistics	3101.0	145
Overseas Arrivals and Departures	3404.0	145
Projections of the Population of Australia, 1989 to 2031	3222.0	145
Labour Force Status and Other Characteristics of Migrants	6250.0	146
Labour Force Status and Other Characteristics of Families	6224.0	146
Labour Force Status and Educational Attainment	6235.0	146
<i>Chapter 2—The Labour Force</i>		
The Labour Force	6203.0	146
Labour Force Experience	6206.0	147
Transition from Education to Work	6227.0	147
Labour Force Status and Educational Attainment	6235.0	147
Labour Force Status and Other Characteristics of Families	6224.0	147
Persons Who Had Re-entered the Labour Force	6264.0	147
Persons Who Have Left the Labour Force	6267.0	148
Retirement and Retirement Intentions	6238.0	148
Superannuation	6319.0	148
<i>Chapter 3—Employment and Underemployment</i>		
The Labour Force	6203.0	146
Labour Force Status and Educational Attainment	6235.0	147
Labour Force Experience	6206.0	147
Labour Mobility	6209.0	148
Employed Wage and Salary Earners	6248.0	148
Civilian Employees	6213.0	149
Transition from Education to Work	6227.0	147
Employment, Underemployment and Unemployment	6246.0	149
Underemployed Workers	6265.0	149
<i>Chapter 4—Unemployment</i>		
The Labour Force	6203.0	146
Job Search Experience of Unemployed Persons	6222.0	150
Labour Force Experience	6206.0	147
Labour Force Status and Educational Attainment	6235.0	147
Labour Force Status and Other Characteristics of Families	6224.0	147
Job Vacancies (to May 1989)	6231.0	150
Job Vacancies and Overtime (from August 1989)	6354.0	150
<i>Chapter 5—Persons Not in the Labour Force</i>		
Persons Not in the Labour Force	6220.0	150
The Labour Force	6203.0	146
Labour Force Status and Other Characteristics of Families	6224.0	147
Labour Force Experience	6206.0	147
Transition from Education to Work	6227.0	147
Labour Force Status and Educational Attainment	6235.0	147

DATA SOURCES—continued

Title	ABS Catalogue No.	Technical notes Page No.
<i>Chapter 6—Award Rates, Earnings, Income, Labour Costs and Employment Benefits</i>		
Award Rates of Pay Indexes	6312.0	150
Average Weekly Earnings	6302.0	150
Average Earnings and Hours of Employees	6304.0	151
Consumer Price Index	6401.0	151
Distribution and Composition of Employee Earnings and Hours	6306.0	151
Weekly Earnings of Employees (Distribution)	6310.0	151
Major Labour Costs	6348.0	151
Employment Benefits	6334.0	151
<i>Chapter 7—Hours of Work</i>		
The Labour Force	6203.0	146
Distribution and Composition of Employee Earnings and Hours	6306.0	151
Overtime (to May 1989)	6330.0	152
Job Vacancies and Overtime (from August 1989)	6354.0	152
<i>Chapter 8—Industrial Relations</i>		
Industrial Disputes	6321.0	152
Industrial Disputes	6322.0	152
Trade Union Statistics	6323.0	152
Trade Union Members	6325.0	152
Incidence of Awards	6315.0	152
<i>Chapter 9—Training</i>		
Employer Training Expenditure, Australia	6353.0	152
How Workers Get Their Training	6278.0	153
<i>Chapter 10—International Comparisons</i>		
The Labour Force, Australia	6203.0	146
Manufacturing Industry: Details of Operation by Industry Class	8203.0	153
OECD Labour Force Statistics, 1966-1986, and 1967-1987
OECD Quarterly Labour Force Statistics, No. 1 /1990
ILO Yearbook of Labour Statistics, 1988, and 1989-90
ILO Bulletin of Labour Statistics, 1989-4

SUPPLEMENTARY AND SPECIAL SURVEYS RELATING TO THE LABOUR FORCE

Although emphasis in the population survey is placed on the regular collection of data on demographic and labour force characteristics, supplementary and special surveys of particular aspects of the labour force are carried out from time to time. The results of these surveys on labour force and related topics are published separately as shown below.

<i>Title of Publication</i>	<i>Catalogue No.</i>
Alternative Working Arrangements, Australia, March to May 1982, September to November 1986	6341.0
Annual and Long Service Leave Taken, Australia, May 1988 to April 1989	6317.0
Career Paths of Persons with Trade Qualifications, Australia, 1989	6243.0
Career Paths of Qualified Nurses, Australia, 1989	6277.0
Child Care, Australia. Three-yearly. May 1969, 1973, 1977; June 1980; November 1984; June 1987	4402.0
Employment Benefits, Australia, Annually. Latest issue August 1989	6334.0
How Workers Get Their Training, Australia, 1989	6278.0
Income Distribution Survey, Australia, Persons with Earned Income, 1986	6546.0
Job Search Experience of Unemployed Persons, Australia. Two-yearly. Latest issue July 1988	6222.0
Labour Force Experience, Australia, Annually. Latest issue February 1989	6206.0
Labour Force Status and Educational Attainment, Australia. Annually. Latest issue February 1989	6235.0
Labour Force Status and Educational Attendance, Australia. Annually. Latest issue September 1989	6272.0
Labour Force Status and Other Characteristics of Families, Australia. Annually. Latest issue June 1990	6224.0
Labour Force Status and Other Characteristics of Migrants, Australia, March 1987 (previously: Characteristics of Migrants Aged 18 Years and Over at Time of Arrival and Who Arrived after 1960)	6250.0
Labour Mobility, Australia. Annually. Latest issue February 1989	6209.0
Multiple Jobholding, Australia. Two-yearly. Latest issue August 1987	6216.0
Persons Employed at Home, Australia, April 1989	6275.0
Persons Not in the Labour Force, Australia. Annually. Latest issue September 1989	6220.0
Persons Who Had Re-entered the Labour Force, Australia, May 1985, May 1987, May 1990	6264.0
Persons Who Have Left the Labour Force, Australia, November 1985, April 1988	6267.0
Retirement and Retirement Intentions, Australia, November 1989	6238.0
Successful and Unsuccessful Job Search Experience, Australia, June 1986 (previously: Methods of Obtaining Jobs)	6245.0
Superannuation, Australia, February 1974; September to November 1982, November 1988	6319.0
Trade Union Members, Australia, November 1976, March-May 1982, August 1986, August 1988	6325.0
Transition From Education to Work, Australia. Annually. Latest issue May 1989	6227.0
Underemployed Workers, Australia, May 1988	6265.0
Weekly Earnings of Employees (Distribution), Australia. Annually. Latest issue August 1989	6310.0
Working Hours Arrangements, Australia, February-May 1981	6338.0
Working Hours Arrangements—Supplementary Tables, Australia, February-May 1981	6339.0

TECHNICAL NOTES

1. Data for tables and charts included in the chapters of this publication have been obtained from a number of different sources. Information on the method of collection and concepts used, etc. is set out below.

2. Reference might also be made to the publication *A Guide to Labour Statistics* (6102.0) which describes the concepts, methodology and sources of the ABS labour market data within the conceptual frameworks underlying the collection of these data. The Guide is structured according to subject matter topics similar to the chapter headings used in this publication.

3. Much of the data presented in the publication has been obtained from sample surveys, especially household surveys (such as the labour force survey and its supplementaries) and surveys of employers. Estimates for all surveys are subject to two sources of error:

(a) *sampling error*—since the estimates are based on information obtained from a sample of employers or households they, and the movements derived from them, may differ from the figures that would have been produced if all employers or households had been included in the survey.

(b) *non-sampling error*—inaccuracies may occur because of imperfections in reporting by respondents and interviewers and errors made in coding and processing data. These inaccuracies may occur in any enumeration, whether it be a full count or a sample. Every effort is made to reduce the non-sampling error to a minimum by careful design of questionnaires, intensive training and supervision of interviewers, and efficient operating procedures.

4. The individual publications referred to below generally contain more information on statistical error in respect of the series they contain.

CHAPTER 1—SOCIO-DEMOGRAPHIC CHARACTERISTICS OF THE POPULATION

Estimated Resident Population by Sex and Age: States and Territories of Australia (3201.0)

Australian Demographic Statistics (3101.0)

5. These publications contain estimated resident populations for the States, Territories and Australia. In addition, 3101.0 includes quarterly estimates of births, deaths, marriages, divorces and overseas migration. In presenting statistics of births and deaths a distinction is made between State of registration and State of usual residence. Marriages and divorces are shown by State of registration only, and overseas migration statistics are shown by State of usual residence only.

6. An explanation of the 'usual residence' conceptual basis for population estimates is given in the ABS infor-

mation paper entitled *Population Estimates: An Outline of the New Conceptual Basis of ABS Population Estimates* (3216.0), released on 29 March 1982. An ABS technical paper, *Methods and Procedures in the Compilation of Estimated Resident Population 1981 and in the Construction of the 1971-81 Time Series* (3103.0), was issued on 11 March 1983.

7. In this publication (6101.0), population estimates have generally been rounded to the nearest hundred. Neither rounded figures nor unrounded figures should be assumed to be accurate to the last digit shown.

Overseas Arrivals and Departures, Australia (3404.0)

8. This publication contains annual statistics of arrivals in, and departures from, Australia. Persons arriving in or departing from Australia are required to complete prescribed questionnaires in the form of Incoming and Outgoing Passenger cards. These cards serve as the source of statistics of overseas arrivals and departures.

9. Overseas arrival and departure statistics are derived from a combination of full enumeration and sampling. Fully enumerated strata cover all movements by sea regardless of duration of stay, all permanent movements and all movements with a duration of stay of more than one year. All movements by air with a duration of stay equal to or less than one year are sampled and, therefore, statistics relating to these movements are estimates which may differ from statistics which would have been obtained if details of all these movements had been processed.

Projections of the Populations of Australia, States and Territories, 1989 to 2031 (3222.0)

10. This publication contains summary results of projections of the population of the States, Territories and Australia for the period 1989 to 2031, by age group, based on estimates of the population at 30 June 1989.

11. The projections are not intended as predictions or forecasts; they are illustrations of population growth which would occur if certain selected assumptions of future demographic trends were realised. While these assumptions are based on an examination of past demographic trends and survey data on family formation, there is no certainty that these assumptions will or will not be realised. No attempt has been made to incorporate in these projections possible effects of economic depressions or booms, wars, natural disasters or other significant factors of this nature.

12. Alternative projections have been provided in the publication in recognition of the uncertainty of future movements in demographic trends, and to give users a range of options. The projections are also intended to serve both as a framework and a point of departure for other organisations and individuals working in the field of population projections.

13. The projections take as their starting point the estimated resident population of Australia by sex and single year of age at 30 June 1989. The four sets of projections are based on the following assumptions:

A and B: Annual net overseas migration gain falling from 128,500 in 1989-90 to 125,000 in 1990-91, remaining constant thereafter; total fertility rate declining from 1.83 in 1989 to 1.78 in 1998, remaining constant thereafter.

C: Annual net overseas migration gain as for Series A and B; total fertility rate declining from 1.83 in 1989 to 1.66 in 1998, remaining constant thereafter.

D: Annual net overseas migration gain falling from 128,500 in 1989-90 to 125,000 in 1990-91, remaining constant until 1993-94 and then declining to 80,000 in 1998-99, remaining constant thereafter; total fertility rate as for Series C.

14. All four sets of projections use the same mortality assumption, i.e. commencing with the age-sex specific rates recorded for 1986-88, mortality declines to year 1996 according to rates of decline between the two periods 1979-83 and 1984-88; from 1996 the decline continues, but according to the average rates of decline between the five periods 1964-68, 1969-73, 1974-78, 1979-83 and 1984-88.

Labour Force Status and Other Characteristics of Migrants, Australia (6250.0)

15. This publication contains information relating to migrants aged 18 years and over at the time they arrived in Australia and who arrived after 1960. Details cover the various categories of migrants, their country of last residence, family details, labour force status and State in which first settled.

Labour Force Status and Other Characteristics of Families, Australia (6224.0)

16. For technical details see paragraphs 30 and 31 below.

Labour Force Status and Educational Attainment, Australia (6235.0)

17. For technical details see paragraphs 28 and 29 below.

CHAPTER 2—THE LABOUR FORCE

CHAPTER 3—EMPLOYMENT AND UNDEREMPLOYMENT

CHAPTER 4—UNEMPLOYMENT

CHAPTER 5—PERSONS NOT IN THE LABOUR FORCE

18. Data pertaining to the labour force characteristics of the population as shown in Chapters 2-5 were obtained mainly from the ABS household surveys, especially the labour force survey and the various supplementary surveys. Data pertaining to employed wage and salary earners and job vacancies are obtained from employer based surveys.

The Labour Force, Australia (6203.0)

19. The labour force survey is based on a multi-stage area sample of private dwellings (about 31,000 houses, flats, etc.) and non-private dwellings (hotels, motels, etc.) and covers about three-fifths of one per cent of the population of Australia. The information is obtained from the occupants of selected dwellings by carefully chosen and specially trained interviewers. The interviews are generally conducted during the two weeks beginning on the Monday between the 6th and 12th of each month. The information obtained relates to the week before the interview (i.e. the reference week).

20. The labour force survey includes all persons aged 15 and over except:

- (a) members of the permanent defence forces;
- (b) certain diplomatic personnel of overseas governments, customarily excluded from census and estimated populations;
- (c) overseas residents in Australia; and
- (d) members of non-Australian defence forces (and their dependents) stationed in Australia.

21. The labour force category to which a person is assigned depends on the *actual activity* undertaken during the reference week (i.e. whether working, looking for work, etc.).

22. From April 1986, the definition of employed persons was changed to include persons who worked without pay between 1 and 14 hours per week in a family business or on a farm (i.e. unpaid family helpers). Previously, such persons who worked 1 to 14 hours, or had such a job but were not at work, were defined as either unemployed or not in the labour force, depending on whether they were actively looking for work. In this issue, estimates for months prior to April 1986 are on the old basis, and estimates for April 1986 and later months are based on the new definition. For further information, see paragraphs 37 and 38 of the Explanatory Notes in the February 1987 issue of *The Labour Force, Australia* (6203.0).

23. Labour force survey estimates for the period January 1984 to January 1989 have been revised. The revisions take into account amended population estimates based on the results of the 1986 Census of Population and Housing. The revisions were necessary to ensure that comparisons of labour force survey estimates from February 1989 (based on 1986 census population totals) with estimates for the period January 1984 to January 1989 (previously based on 1981 census population totals) could be made on

a sound basis. Otherwise such comparisons would be distorted by an unquantified effect due solely to a change in estimates of the population. An examination of the revised estimates between June 1981 and June 1986 showed that the effects on labour force survey estimates for the period before January 1984 were inconsequential, and that no meaningful purpose would be served by publishing revised estimates for that period.

24. Estimates from February 1978 to December 1983 are therefore based on 1981 Census of Population and Housing population benchmarks. Estimates prior to February 1978 are based on 1976 Census of Population and Housing benchmarks. Following the change in official population estimates to a place of usual residence basis after the 1981 Census, the population benchmarks used in the estimation of labour force survey data are compiled according to place of usual residence. To coordinate with the new benchmarks, the labour force survey questionnaire was changed in October 1982 to enable identification of each respondent's place of usual residence. The estimates from October 1982 in this publication are wholly according to place of residence. Prior to October 1982, the estimates are based on a combination of place of enumeration and place of residence.

Labour Force Experience, Australia (6206.0)

25. Data presented in this publication relate to the labour force experience of the civilian population aged 15 years and over during a given twelve month period. Information collected includes length of time people were working, looking for work or not in the labour force, the number of spells during which they were looking for work and other aspects of labour force experience. Similar data have been collected in a supplementary survey in most years since 1972.

26. It is impracticable to obtain information, relating to a twelve month reference period, which is strictly comparable with that obtained in the labour force survey (for which the reference period is one week). The definitions used in determining the labour force status of persons in the monthly survey depend on a detailed set of questions asked about a person's labour force activity during the reference period. For the survey of labour force experience, a person is assigned to a labour force category for each of the weeks in the year on the basis of a more limited set of questions. It is for this reason that the terms *worked* and *looked for work* are used in this survey rather than the rigidly defined terms *employed* and *unemployed* used in the monthly labour force survey.

Transition from Education to Work, Australia (6227.0)

27. Information presented in this publication relates to attendance of persons aged 15 to 64 years at an educational institution in both the previous and current year, their educational attainment and labour force status. Similar data have been collected in a supplementary survey in most years since 1964. Definitions of the principal labour force categories are the same as those for the labour force survey.

Labour Force Status and Educational Attainment, Australia (6235.0)

28. Data presented in this publication relate to the highest educational qualifications attained by the civilian population aged 15 to 69 years. Information relating to the educational attainment of persons in the labour force has been collected in an annual supplementary survey since 1979. From 1989, information relating to the educational attainment of persons has been obtained from all civilians aged 15 to 69. For persons with post-school qualifications the information sought included field of study and for those who did not complete their schooling, it included the age at which they left school.

29. Definitions of the principal labour force categories are the same as for the labour force survey. It should be noted that there are slight differences in the estimates for labour force categories. This is due to the inability to obtain from a small number of persons the additional information required for the educational qualifications survey. Although the estimation procedures take account of this factor, estimates for some characteristics will be affected.

Labour Force Status and Other Characteristics of Families, Australia (6224.0)

30. Information presented in this publication relates to the labour force status of family members, their relationship to the family head and family composition.

31. Information about families in this survey was restricted to usual residents of private dwellings. In cases where it was not possible to obtain information relating to all family members (e.g. if a person is a member of the permanent defence forces and therefore excluded from the scope of the survey) the entire family was excluded.

Persons Who Had Re-entered the Labour Force, Australia (6264.0)

32. Information presented in this publication relates to characteristics of persons who had re-entered the labour force in the previous twelve months after a substantial period out of the labour force. Details of previous job, reason left previous job and time since previous job are given.

33. It is impracticable to obtain information relating to a whole year which is strictly comparable with that obtained in the monthly labour force survey (for which the reference period is one week). The definitions used in determining the labour force status of persons in the monthly survey depend on a detailed set of questions asked about a person's labour force activity during the reference period. For the survey of persons who had re-entered the labour force a person is assigned to labour force categories at various points in time on the basis of a more limited set of questions. It is for this reason that the terms *worked* and *looked for work* are used in this survey rather than the rigidly defined terms *employed* and *unemployed* used in the monthly labour force survey.

Persons Who Have Left the Labour Force, Australia (6267.0)

34. Information presented in this publication relates to characteristics of persons who were out of the labour force at the time of the survey and who had left the labour force during the previous twelve months. Data include whether intended to return to the labour force, time since last left the labour force and main source of income.

35. It is impracticable to obtain information relating to a whole year which is strictly comparable with that obtained in the monthly labour force survey (for which the reference period is one week). The definitions used in determining the labour force status of persons in the monthly survey depend on a detailed set of questions asked about a person's labour force activity during the reference period. For the survey of persons who have left the labour force a person is assigned to a labour force category on the basis of a more limited set of questions. It is for this reason that the terms *worked* and *looked for work* are used in this survey rather than the rigidly defined terms *employed* and *unemployed* used in the monthly labour force survey.

Retirement and Retirement Intentions, Australia (6238.0)

36. Information presented in this publication relates to persons aged 45 years and over who had retired or intend to retire from full-time work. Persons who had retired were asked about their age at retirement; retirement scheme coverage and type of payment derived from such schemes; housing arrangements; and main source of income at retirement. Those persons who had not yet retired were asked whether they intended to retire from full-time work and, if so, were asked about their intended age at retirement; retirement scheme coverage and type of payment expected from these schemes; current and expected housing arrangements; expected main source of income; and expected form of disbursement for any lump sum received at retirement.

Superannuation, Australia, November 1988 (6319.0)

37. This publication provides information on the superannuation coverage and non-coverage of persons aged 15 to 74. Data items available include own weekly contributions to scheme, provider of scheme, expected type of payment from scheme and reason had not joined a superannuation scheme.

38. Results of similar surveys have been published in *Survey of Superannuation, Australia, February 1974* and *Superannuation, Australia, September to November 1982* (6319.0).

Labour Mobility, Australia (6209.0)

39. Information presented in this publication relates to the mobility of the civilian population aged 15 years and over with respect to duration of current job, number of jobs held and other information during a twelve month period. Similar data have been collected in a supplementary survey in most years since 1972.

Employed Wage and Salary Earners, Australia (6248.0)

40. This publication contains results of the quarterly Survey of Employment and Earnings which was introduced in the September 1983 quarter. The survey is designed to obtain, from employer units, information on numbers of wage and salary earners employed each month and their quarterly earnings. It replaces the civilian employees series, based principally on information obtained from payroll tax returns, which was discontinued after April 1980.

41. Background information on the reasons for the introduction of the new survey is provided in *Information Paper : Review of ABS Employment Statistics* (6239.0) published on 8 July 1981. Further information on the differences in concepts, methodology and coverage of the old and new employment series is provided in *Information Paper : New Statistical Series: Employment, Average Weekly Earnings, Job Vacancies and Overtime* (6256.0) issued on 21 June 1984.

42. The survey is conducted by mail each quarter with data collected on monthly number of employees and quarterly earnings. For the first and last month of each quarter, only the total number of persons is collected; for the mid-month of each quarter, details of males and females, full-time and part-time are collected. All wage and salary earners who received pay in any pay period ending within the quarter were represented in the survey except:

- (a) members of the Australian permanent defence forces;
- (b) employees of enterprises in the private sector primarily engaged in agriculture, forestry, fishing and hunting;
- (c) employees in private households employing staff;
- (d) employees of overseas embassies, consulates, etc;
- (e) employees based outside Australia; and
- (f) employees on workers' compensation who are not paid through the payroll.

43. Also excluded are the following persons who are not regarded as employees for the purposes of this survey:

- (a) directors who are not paid a salary;
- (b) proprietors/partners of unincorporated businesses; and
- (c) self-employed persons such as subcontractors, owner/drivers, consultants and persons paid solely by commission without a retainer.

44. For the *private sector*, a sample of approximately 15,000 private employer units was selected from the ABS register of businesses to ensure adequate State and in-

dustry representation. The statistical unit for the survey comprises all activities of an enterprise in a particular State. Each statistical unit was classified to an industry which reflected the predominant activity of the enterprise in the State. In a small number of cases where an enterprise had a significant number of employees in more than one industry, a separate statistical unit was created for each industry. The statistical units were stratified by State, industry and size of employment and a simple random sample was selected for each stratum.

45. From the September Quarter 1988, public sector sampling was introduced, which reduced the number of public sector statistical units from a complete enumeration of approximately 4,000 to a sample of 2,500.

46. To derive estimates for *employer size groups*, each of the approximately 15,000 statistical units (see paragraph 44) selected in the private sector is allocated a size classification based on the number of employees actually reported for the middle month of the quarter. This size classification reflects the employment size of an enterprise in a particular State or Territory and not the employment size of an enterprise Australia wide. Over a period, the composition of these size categories will vary as changes migrate from one size group to another. This will have some effect on changes over time in the distribution of employment by size of enterprise.

Civilian Employees, Australia (6213.0)

47. The estimates generally related only to civilian wage and salary earners, not the total labour force. They therefore excluded employers, self-employed persons, unpaid helpers and the unemployed. Also excluded, because of the inadequacy of the data, were wage and salary earners in agriculture and private households employing staff. This series was discontinued in April 1980, see paragraphs 40 and 41 above.

48. The estimates in this publication, except those relating to government employees and defence forces, were based on comprehensive data (referred to herein as 'benchmark') derived for the purpose from population censuses and other sources.

49. The data needed to derive the estimates for periods subsequent to benchmark dates were obtained from three main sources:

- (a) payroll tax returns;
- (b) returns from government bodies; and
- (c) some other returns of employment (e.g. for hospitals).

The balance (i.e. unrecorded private employment), which accounted for 15 per cent of all employees, was estimated.

50. Although the series generally measured the short-term trends in employment in the defined field reasonably well, they may have been less reliable for longer-term measurement. There were conceptual differences between benchmark and current data, and changes in such factors

as labour turnover, multiple jobholding and part-time work all affected the trend over longer periods. Also, increases in payroll tax exemption levels may have resulted in a reduction in the number of businesses liable for payroll tax and, as a consequence, increased the size of the unrecorded sector for which employment had to be estimated. Such a reduction was more significant in those industries, such as retail trade, in which there was a high proportion of businesses with few employees. With an increase in exemption levels a greater degree of estimation may have been required in producing employment estimates for those industries.

51. Data supplied by reporting enterprises or establishments generally referred to persons on the payroll for the last pay-period in each month. Persons who were on paid leave or who worked during part of the pay period and were unemployed or on strike during the rest of the period were generally counted as employed. Those not shown on employers' payrolls because they were on leave without pay, on strike or stood down for the entire period were excluded.

52. In all States and Territories, most employers paying wages in excess of a designated exemption level were required to lodge payroll tax returns. Certain Australian Government bodies, religious and benevolent institutions, public hospitals and other similar organisations were specifically exempted under the various Payroll Tax Acts.

53. Government employees comprise not only administrative employees but also all other employees of government bodies (Australian, State, local and semi-government) engaged in providing services.

54. The industry classification used in this publication is the *Australian Standard Industrial Classification* (ASIC), described in *Australian Standard Industrial Classification (Preliminary Edition)*, 1969, Volume 1 (1201.0).

Employment, Underemployment and Unemployment, Australia (6246.0)

55. This publication analyses the trends in employment, underemployment, unemployment and so-called 'hidden' unemployment over the period 1966 to 1983.

56. The source of data for tables and charts included in this publication is the ABS population survey system. References include *The Labour Force* (6203.0), *Labour Force Status and Other Characteristics of Families* (6224.0), *Job Search Experience of Unemployed Persons* (6222.0), *Labour Force Status and Educational Attainment* (6235.0), *Persons Not in the Labour Force* (6220.0). A comprehensive explanation of survey concepts and definitions may be found in the relevant paragraphs of this Technical Note and in the Glossary.

Underemployed Workers, Australia (6265.0)

57. Information presented in this publication relates to characteristics of underemployed workers, including type and duration of current period of underemployment, educational attainment and preferred number of extra hours.

58. The Resolution of the International Labour Organisation (ILO) Thirteenth International Conference of Labour Statisticians in October 1982 defined underemployment as follows:

'Underemployment exists when a person's employment is inadequate in relation to specified norms or alternative employment, account being taken of his or her occupational skill.'

59. Due to the serious conceptual difficulties that would be encountered in seeking measures of invisible underemployment, the ILO recommended that statistical measurement be limited to visible underemployment. This is the approach adopted in this supplementary survey.

Job Search Experience of Unemployed Persons, Australia (6222.0)

60. Information presented in this publication relates to characteristics of unemployed persons including difficulties in finding work, steps taken to find work, past employment experience, whether they had had offers of employment and their educational attainment.

Job Vacancies, Australia (6231.0) (to May 1989) Job Vacancies and Overtime, Australia (6354.0) (from August 1989)

61. Information presented in this publication refers to vacancies in private and public sectors. The information is obtained from a sample survey of employers conducted on a quarterly basis.

62. All vacancies for wage and salary earners are represented in the survey except those:

- (a) in the Australian permanent defence forces;
- (b) in enterprises primarily engaged in agriculture, forestry, fishing and hunting;
- (c) in private households employing staff;
- (d) in overseas embassies, consulates, etc;
- (e) located outside Australia; and
- (f) on workers' compensation who are not paid through the payroll.

63. A sample of approximately 5,000 employers is selected from the ABS register of businesses to ensure adequate State and industry representation. The sample is updated each quarter to take account of new businesses, those which have ceased operation and structural changes such as takeovers and mergers. The statistical unit for the survey comprises all activities of an enterprise in a particular State or Territory. Each statistical unit is classified to an industry which reflects the predominant activity of the enterprise in the State or Territory. In a small number of cases where an enterprise has significant employment in more than one industry, a separate statistical unit is created for each industry. The statistical units are stratified by State, industry and size of employment and a simple random sample is selected from each stratum.

Persons Not in the Labour Force, Australia (6220.0)

64. Information presented in this publication relates to the labour force aspirations, availability for work and reasons for not seeking employment of persons aged 15 and over who were not in the labour force. Similar data have been collected in supplementary surveys since 1975.

65. The criteria determining those in the labour force are based on actual activity (i.e. working or looking for work) during the survey week. The criteria associated with marginal attachment to the labour force, in particular the concepts of wanting to work, reasons for not actively looking for work and availability to start work, are more subjective and are not based on respondents' actual activity. Hence, the measurement of these criteria is affected by the respondents' own interpretation of the concepts used. Individual respondent's interpretation is affected by such factors as the respondent's work aspirations, as well as family, economic and other commitments.

CHAPTER 6—AWARD RATES, EARNINGS, INCOME, LABOUR COSTS AND EMPLOYMENT BENEFITS

66. Data pertaining to earnings and wages have been obtained from a number of sources. Information on the distribution of weekly earnings of wage and salary earners is a product of the ABS population survey. Details on average weekly earnings are obtained from regular surveys of employers. Indexes of award rates of pay are derived from information provided in industrial awards, determinations and agreements.

Award Rates of Pay Indexes, Australia (6312.0)

67. The Award Rates of Pay Indexes are produced monthly and are designed, like other indexes, to depict movements. They measure general trends in award rates of pay.

68. The current series of *Award Rates of Pay Indexes* have been compiled on a monthly basis from June 1985. The indexes are constructed by weighting award rates of pay for selected classifications according to the pattern of employment existing in May 1985. The source used to base the indexes is the May 1985 Survey of Employee Earnings and Hours. The survey collected information on the industry and occupation of individual employees, on the award under which they are covered and on their award classification.

69. In the majority of cases the rates are prescribed in awards or determinations of Federal or State industrial arbitration authorities or in collective agreements registered with them. Rates prescribed in unregistered collective agreements are used where these are significant in the particular industries to which they refer.

Average Weekly Earnings, Australia (6302.0)

70. The survey of average weekly earnings is designed to obtain, from employers, information on earnings in respect of a specified payweek each quarter. Background information about the average weekly earnings series is provided in *Information Paper: New Statistical Series: Employment, Average Weekly Earnings, Job Vacancies and Overtime* (6256.0) published on 21 June 1984, copies of which are

available on request. A summary of the main differences in concepts, methods and coverage of the old and new earnings series is given in a further publication, *Information Paper: Average Weekly Earnings—New Series to Replace Former Payroll Tax Based Series* (6336.0) issued on 24 March 1982.

71. All wage and salary earners who received pay for the reference period are represented in the survey, except:

- (a) members of the Australian permanent defence forces;
- (b) employees of enterprises primarily engaged in agriculture, forestry, fishing and hunting;
- (c) employees in private households employing staff;
- (d) employees of overseas embassies, consulates, etc;
- (e) employees based outside Australia; and
- (f) employees on workers' compensation who are not paid through the payroll.

72. Also excluded are the following persons who are not regarded as employees for the purposes of this survey:

- (a) directors who are not paid a salary;
- (b) proprietors/partners of unincorporated businesses; and
- (c) self-employed persons such as subcontractors, owner/drivers, consultants and persons paid solely by commission without a retainer.

73. The *reference period* for the survey refers to the last pay period ending on or before the third Friday of the middle month of the quarter.

Average Earnings and Hours of Employees, Australia (6304.0)

74. The current series of estimates of average weekly earnings and hours paid for was introduced in August 1981 when it replaced the average weekly earnings series based principally on information from payroll tax returns. In November each year more detailed dissections of earnings and information on hours paid for are collected in the survey. This information is similar to that collected in the Survey of Earnings and Hours introduced in September 1960 and conducted in October each year from 1961 to 1980. However, significant differences, particularly in the coverage of the sample framework, exist between the October surveys series and the new average weekly earnings series. Background information about the average weekly earnings series is provided in *Information Paper: New Statistical Series: Employment, Average Weekly Earnings, Job Vacancies and Overtime* (6256.0) published on 21 June 1984, copies of which are available on request. When comparing the estimates for 1987 with those of October 1981 and November 1982 to 1986, it is important to keep in mind the stages of development of the sample survey on which these figures are based (see the *Information Paper* mentioned above). In particular, note that estimates produced from the 1983 survey were adjusted before publication to maintain consistency with figures produced from a new sample which represented the final stage of development of the survey. More details of this adjustment can be found in the Explanatory Notes of *Average Earn-*

ings and Hours of Employees, Australia, November 1983 (6304.0) published on 12 October 1984.

Consumer Price Index, Australia (6401.0)

75. The Consumer Price Index (CPI) measures quarterly changes in the price of a 'basket' of goods and services which account for a high proportion of expenditures by metropolitan wage and salary earner households.

76. The results of the latest major review of the CPI were incorporated in the eleventh CPI series introduced in the March quarter 1987 issue of 6401.0. Details of the review are contained in *ABS Information Paper: Review of the Consumer Price Index* (6450.0).

77. Further information about the CPI is contained in a booklet entitled *A Guide to the Consumer Price Index* (6440.0) and in the publication *The Australian Consumer Price Index: Concepts, Sources and Methods* (6461.0).

Distribution and Composition of Employee Earnings and Hours, Australia (6306.0)

78. This survey is conducted in respect of a pay period in May. The survey was conducted annually from 1974 to 1981, then in 1983 and has been reinstated to an annual basis from 1985. The survey is based on a sample of employers who in turn randomly select employees in accordance with instructions supplied by the ABS. The data presented provides information on the distribution and composition of earnings and hours as well as averages.

79. The *reference period* for the survey refers to the last pay period ending on or before the third Friday of May.

Weekly Earnings of Employees (Distribution), Australia (6310.0)

80. In recent years supplementary surveys based on the population survey have been conducted throughout Australia every August to obtain information about the weekly earnings of wage and salary earners. For the sake of brevity in the survey data, wage and salary earners are referred to as employees.

Major Labour Costs, Australia (6348.0)

81. This publication contains results of the Survey of Major Labour Costs. Information is collected on the major labour costs incurred by both public and private sector employers in the reference year.

82. The survey of Major Labour Costs covers only the components: gross wages and salaries; severance, termination and redundancy payments; payroll tax payments; workers' compensation; superannuation; and fringe benefits tax, which are estimated to represent over 90 per cent of all labour costs.

Employment Benefits, Australia (6334.0)

83. In association with the August labour force survey, information is obtained on a range of employment benefits provided by employers to employees (wage and salary earners). These data were first collected in 1979, and have been collected annually since 1983.

84. The mere availability of or entitlement to a benefit (as defined) was not sufficient reason for its inclusion in the tables in this publication; with the exception of leave entitlements, only those benefits which were used or taken up were counted.

CHAPTER 7—HOURS OF WORK

85. Data pertaining to hours worked have been obtained from the ABS population survey system, which is discussed earlier in this Technical Note. Data on overtime hours worked are a product of the ABS sample survey of employers.

The Labour Force, Australia (6203.0)

86. For technical details see paragraphs 19 to 24 above.

Distribution and Composition of Employee Earnings and Hours, Australia (6306.0)

87. For technical details see paragraphs 78 and 79 above.

Overtime, Australia (6330.0) (to May 1989) Job Vacancies and Overtime, Australia (6354.0) (from August 1989) (See also paragraphs 61 to 63.)

88. The ABS conducts a quarterly survey of employers to obtain information about overtime hours paid for and the number of people who received pay for overtime during a specified survey week. The survey is conducted in respect of the last week of the pay period ending on, or before the third Friday of the survey month. It should be kept in mind that the statistics presented may display short-term or seasonal fluctuations from quarter to quarter.

CHAPTER 8—INDUSTRIAL RELATIONS

Industrial Disputes, Australia (6321.0)

89. The ABS publishes monthly statistics of the number of industrial disputes, the number of employees involved and working days lost in industrial disputes. The statistics are compiled mainly from data obtained from employers (both private and public sector), from trade unions and from reports of government authorities. The statistics relate to disputes which involved stoppages of work of ten working days or more at the establishments where the stoppages occurred.

90. The calculation of working days lost per 1,000 employees for the period 1975 to 1979 were based on numbers of employees as published in *Civilian Employees, Australia* (6213.0). As this series was suspended from April 1980, estimates from 1980 have been calculated by using estimates of employees from *The Labour Force, Australia* (6203.0). In January 1987 the basis for calculation of working days lost per thousand employees was changed to include estimates of employees from the Survey of Employment and Earnings. They are combined with estimates of the number of employees in agriculture and in private households obtained from the Labour Force Survey. The estimates have been recalculated on this basis back to January 1984. The effect of the change is minimal at the 'all industries' level but is quite significant, in some cases, for individual industry groups.

Industrial Disputes, Australia (6322.0)

91. In addition to the monthly publication of industrial disputes (6321.0) (see paragraphs 89 and 90) the ABS publishes annual statistics of industrial disputes. The an-

nual statistics are also classified by the cause of disputes, their duration and the method of settlement.

92. Further information about the industrial relations system in Australia and a framework for classifying disputes can be found in *A Guide to Labour Statistics* (6102.0).

Trade Union Statistics, Australia (6323.0)

93. The figures presented in 6323.0 have been compiled from questionnaires completed by individual trade unions in respect of their membership as at 30 June from 1985 onwards and as at 31 December in previous years.

94. From 30 June 1985, the proportion of employees have been calculated from estimates of employees from the Survey of Employment and Earnings published in *Employed Wage and Salary Earners, Australia* (6248.0). These estimates of employees have been adjusted by adding estimates of employees in agriculture, forestry, fishing and hunting and in private households employing staff, from the Labour Force Survey. Prior to 30 June 1985, estimates of employees from *The Labour Force, Australia* (6203.0) have been used.

95. The percentages shown should be regarded as giving only a broad indication of the extent of union membership among employees, because they are based on estimates of employed wage and salary earners and the degree of unemployment of reported union members will affect the percentages for a particular year and comparisons over time.

96. The published number of reporting trade unions varies from year to year as a result of amalgamations and mergers of unions, unions ceasing to operate, new unions being formed, existing organisations changing their status such that it brings them within the scope of the definition of a trade union and existing unions reporting for the first time.

Trade Union Members, Australia (6325.0)

97. In association with the August 1988 labour force survey, information was obtained about the membership of trade unions and employee associations, and various characteristics of members and non-members. Similar surveys were previously conducted in November 1976, during the period March to May 1982, and in August 1986.

98. Although some persons may be union members in their second job only, this survey collected characteristics only of respondents who were trade union members in relation to their main job.

Incidence of Awards, Australia (6315.0)

99. This publication contains details of the award coverage of employees obtained as part of a sample survey which was conducted in May 1985. The survey was designed primarily to provide statistics of the distribution and composition of weekly earnings and hours of employees.

CHAPTER 9—TRAINING

Employer Training Expenditure, Australia (6353.0)

100. This publication contains results of the 1989 Employer Training Survey (TES). The survey collected information on employers' expenditure in providing formal

training for their employees over the period 1 July to 30 September 1989 (September quarter). A similar survey will be conducted in 1990.

101. Training expenditure included wages and salaries and other expenditure on formal training. The estimates of expenditure on training are expressed primarily as percentages of the employers' total gross wages and salaries expenditure for the September quarter. In addition, statistics are presented as costs (in dollars or hours) per employee.

102. Some tables present estimates produced only from those employers who reported some training expenditure for the period, i.e. those who provided or supported training for their employees in some way. The survey did not collect information on the number of employees who received training.

103. The survey covered employers in all States and Territories and all industries except for employers primarily engaged in Agriculture, forestry, fishing and hunting; private households employing staff; overseas embassies, consulates, etc.; and the Australian permanent defence forces.

104. A sample of approximately 2,000 employers was selected from the ABS register of businesses. The sample was stratified by sector, industry and employer size, and was optimally allocated to ensure adequate representation in each of these areas.

105. The statistical unit for the survey comprised all activities of an enterprise in a particular State or Territory. Each statistical unit was classified to an industry which reflected the predominant activity of the enterprise in the State or Territory. In a small number of cases where an enterprise had a significant number of employees in more than one industry, a separate statistical unit was created for each industry.

106. The survey collected data on employers' formal training expenditure. Formal training is defined as training activities which have a structured plan and format designed to develop job related skills and competence (see the Glossary).

107. Despite the importance of informal training in improving job skills, informal training has been excluded from the scope of the survey because of the considerable difficulties associated with its measurement.

108. The TES collected data on gross wages and salaries for employees' time receiving and providing formal training, the number of hours receiving training, fees and other training expenditure. Data on the total number of employees and their gross wages and salaries for the quarter were also collected.

109. The survey covered all expenses incurred by employers in training their own employees, including all full-time, part-time, casual and temporary employees. The

survey excludes the cost of training volunteers, customers or dealers etc. since they are not defined as employees.

110. The survey collected direct costs associated with training time. It excluded the replacement costs of employees on training courses. For example, if a bank teller undertook a training course and his/her normal work was done by a replacement teller, then the training cost collected in the survey was the bank teller's gross salary for attending the training course. The survey excluded training undertaken outside normal working hours at no expense to the employer.

111. Data in the survey was recorded on a cash basis. Annual fees (such as enrolment fees for educational institutions) were only included if they were paid in the September quarter. They were not apportioned.

112. A three month reference period was used for the survey in preference to a full year reference period in order to minimise the inconvenience of the survey to respondents, to enable high quality data to be reported, and to satisfy the demand for timely results. It was recognised that in adopting the three month period, seasonal influences may affect the results since the chosen period may not have been a typical period for training expenditure in 1989. To address this concern, questions on seasonality were included in the survey. The response showed that the September quarter was a representative period for 1989.

113. Employers were notified of their selection prior to the commencement of the survey reference period to ensure that they could provide accurate data. They were provided with a Guide containing: a specimen questionnaire; explanations of the concepts and definitions; and some worksheets to assist in the recording of data during the reference period.

How Workers Get Their Training, Australia (6278.0)

114. This publication presents results from the survey of *How Workers Get Their Training* conducted throughout Australia during the months of March, April, June and July 1989. The survey obtained information on training and education undertaken by persons who had worked as wage or salary earners in the last 12 months. Information collected includes socio-demographic characteristics (such as gender, age, earnings and educational attainment), work history details (such as occupation, industry and job tenure), highest qualification needed to obtain job, types of training courses undertaken over a 12 month period, time spent on training courses, employer support for training courses, etc.

Manufacturing Industry: Details of Operations by Industry Class, Australia (8203.0)

115. Presents final results from the 1989-90 Manufacturing Census. Details of number of establishments, employment, wages and salaries paid, turnover, stocks, purchases, transfers in and selected expenses, value added, usage of electricity and fuels and fixed capital expenditure are shown classified by industry class.

GLOSSARY

Active steps taken to find work during the current period of unemployment. They comprise writing, telephoning or applying in person to an employer for work; answering a newspaper advertisement for a job; checking factory or Commonwealth Employment Service noticeboards; being registered with the Commonwealth Employment Service; checking or registering with any other employment agency; advertising or tendering for work; and contacting friends or relatives.

Additional time. Nightwork after award etc., agreed or standard hours have been worked. Figures for hours of nightwork refer to those hours in which respondents were nightworkers and are not necessarily their usual hours of nightwork.

Adults. Employees 21 years of age or over and those employees who, although under 21 years of age, are paid at the full adult rate for their occupation. *Junior employees* are all other employees.

Aggregate hours worked. The total number of hours a group of employed persons has actually worked during the reference week, not necessarily hours paid for.

Annual leave (also referred to as recreation leave, holiday leave, vacation leave). A period of paid absence from work for leisure or recreation purposes to which an employee becomes entitled each year after a continuous period of service with one employer or in an industry, as specified in awards, etc.

Apprentices. Employed persons aged 15 to 34 years who indicate in the survey that they are apprentices.

Attended an educational institution in the previous year. Undertook a period of study during that calendar year.

Attending an educational institution full-time. Persons who consider themselves to be attending full-time or the institution which they are attending so classifies them.

Average hours worked. Aggregate hours worked by a group divided by the number of persons in that group.

Average hours of overtime per employee. Calculated by dividing total overtime hours paid for in a particular group by the total number of employees in the same group (including those who were not paid for any overtime).

Average hours of overtime per employee working overtime. Calculated by dividing total overtime hours paid for in a particular group (e.g. industry, State or Territory) by the number of employees who were paid for overtime in the same group.

Average (mean) duration of underemployment—see 'duration of current period of underemployment'.

Average (mean) duration of unemployment—see 'duration of unemployment'.

Average (mean) preferred number of extra hours. Calculated by dividing the aggregate preferred number of extra hours reported by a group by the number of persons in that group.

Average weekly earnings. Average gross (before tax) earnings of employees do not relate to average award rates nor to the earnings of the 'average person'. Estimates of average weekly earnings are derived by dividing estimates of weekly total earnings by estimates of employment. Changes in the averages may be affected not only by changes in the level of earnings of employees but also by changes in the overall composition of the labour force. There are several aspects which can contribute to compositional changes such as variations in the proportions of part-time, casual and junior employees, variations in the occupational distribution within and across industries and variations in the distribution of employment between industries.

Award pay or agreed base rate of pay. Award pay or agreed rate of pay for ordinary time hours paid for. For employees covered by an award it includes all allowances (dirt, height, tool, etc.) and penalty payments (e.g. shift loadings) specified in the award. It excludes overaward pay and service increments not specified in the award. For employees not covered by an award, agreed base rate of pay is the agreed wage for ordinary time hours paid for.

Award Rates of Pay. The award rates of pay used in the compilation of the indexes:

Include

- (i) the base rate and any allowances or loadings that are applicable to ALL employees under a specific award classification (e.g. industry allowance);
- (ii) supplementary payments when they are specified within the award.

Exclude

- (i) remunerative allowances. It is considered that these allowances are paid to reimburse employees for expenses they are expected to incur during the course of their employment (e.g. tool allowances). The inclusion of these allowances would not reflect the true level of remuneration of these employees;
- (ii) superannuation payments and other payments such as severance and termination payments which are paid to employees as part of an award agreement.

Casual worker. An employee not entitled to paid holidays or sick pay in his/her main job.

CAE. College of advanced education.

Certificate or diploma. An approved certificate or diploma completed in secretarial or business studies, administration, teaching, nursing, etc.

Child care relates to all arrangements, except time spent at school, made for the care of children under twelve years of age for Monday to Sunday of the week prior to interview.

Collective agreements (whether registered or un-registered). Agreements made by an employer or a number of employers with a group or organisation of employees. *Registered collective agreements* are those collective agreements registered with a Federal or State industrial arbitration authority, whilst *unregistered collective agreements* are those not so registered.

Commonwealth employees. Persons employed by all government departments, agencies and authorities responsible to the Commonwealth Parliament. Those bodies jointly run by Commonwealth and State governments are classified as Commonwealth.

Degree. A bachelor degree (including honours), a graduate or post-graduate diploma, master's degree or a doctorate.

Dependents. All family members under 15 years of age; all family members aged 15 to 19 attending school or aged 15 to 24 attending a tertiary educational institution full-time, except those classified as husbands, wives, sole parents or other family heads.

Discouraged jobseekers. Persons with marginal attachment to the labour force who wanted to work and were available to start work within four weeks but whose main reason for not taking active steps to find work was that they believed they would not be able to find a job for any of the following reasons: considered to be too young or too old by employers; difficulties with language or ethnic background; lacked the necessary schooling, training, skills or experience; no jobs in their locality or line of work; or no jobs at all.

Duration of current period of underemployment. The period from the time the person became underemployed to the end of the reference week. Periods of underemployment are recorded in full weeks and this results in a slight understatement of duration. *Average (mean) duration* is obtained by dividing the aggregate number of weeks a group has been underemployed by the number of persons in that group. *Median duration* is that which divides underemployed persons into two equal groups, one comprising persons whose duration of underemployment is above the median and the other, persons whose duration is below it.

Duration of last job. The period between the commencement of the last job up to the week they ceased working in that job.

Duration of current period of unemployment. The period from the time the person began looking for work or was stood down to the end of the reference week. Thus the survey measures current (and continuing) periods of unemployment rather than completed spells. For persons who may have begun looking for work while still employed, the duration of unemployment is defined as the

period from the time the person last worked full-time for two weeks or more to the end of the reference week. *Average (mean) duration* is the duration obtained by dividing the aggregate number of weeks a group has been unemployed by the number of persons in that group. *Median duration* is the duration which divides unemployed persons into two equal groups, one comprising persons whose duration of unemployment is above the median and the other, persons whose duration is below it.

Dwelling. Contains one or more *households*, and separate households are considered to exist within a dwelling when:

- (a) a group of one or more persons considered themselves to be a separate household from others in the dwelling;
- (b) regular provision was made for groups to take meals at different times or in different rooms; or
- (c) a dwelling contained one or more lodgers, who received accommodation, but no meals; each lodger was then considered to be a separate household.

A household may consist of any number of families and non-family members. A boarder who received both accommodation and meals is not considered to constitute a separate household.

Earnings. Comprise amounts paid to employees as severance, termination and redundancy payments and gross wages and salaries during the reference period. The estimate of earnings excludes amounts paid to employees for workers' compensation.

Educational attainment. Measures the highest qualification obtained by the respondent. Qualifications may include those obtained at other than educational institutions (e.g. nursing qualifications obtained at a hospital).

Educational institution. Any institution whose primary role is education. Included are schools, universities, colleges of advanced education, colleges of technical and further education, public and private colleges, etc. A *tertiary institution* is any educational institution other than a school. Excluded are institutions whose primary role is not education, for example hospitals.

Employed persons. Persons aged 15 and over who, during the reference week:

- (a) worked for one hour or more for pay, profit, commission or payment in kind in a job or business, or on a farm (including employees, employers and self-employed persons); or
- (b) worked for one hour or more without pay in a family business or on a farm (i.e. unpaid family helpers); or
- (c) were employees who had a job but were not at work and were: on paid leave; on leave without

pay for less than four weeks up to the end of the reference week; stood down without pay because of bad weather or plant breakdown at their place of employment for less than four weeks up to the end of the reference week; on strike or locked out; on workers' compensation and expected to be returning to their job; or receiving wages or salary while undertaking full-time study; or

- (d) were employers or self-employed persons who had a job, business or farm, but were not at work.

Employees (Employer surveys). Includes all wage and salary earners who received pay for the reference period except: members of the Australian permanent defence forces; employees of enterprises primarily engaged in agriculture, forestry, fishing and hunting; employees in private households employing staff; employees of overseas embassies, consulates, etc.; employees based outside Australia; and employees on workers' compensation who are not paid through the payroll.

Also excluded are the following persons who are not regarded as employees for the purposes of the survey: directors who are not paid a salary; proprietors/partners of unincorporated businesses; and self-employed persons such as subcontractors, owner/drivers, consultants and persons paid solely by commission without a retainer. For employment statistics from the household based Labour Force Surveys see 'employed persons'.

Employees covered by awards, etc. Employees whose rates of pay and conditions of work are normally varied in accordance with variations in a specific Federal or State award, determination or registered collective agreement or a specific unregistered collective agreement.

Employees involved in industrial disputes. Includes employees directly and indirectly involved in disputes. Employees indirectly involved are those who ceased work at the establishments where the stoppages occurred, but who are not themselves parties to the dispute.

Employees not covered by awards, etc. Those employees whose rates of pay and conditions of work are not normally varied in accordance with variations in a specific Federal or State award, determination or registered collective agreement or a specific unregistered collective agreement.

Employees' wages and salaries for time receiving training. Gross wages and salaries for the number of hours spent by employees receiving formal training including paid travel time. Amounts paid to employees who commenced or terminated employment during the Training Expenditure Survey reference period are also included.

Employer support. Multi response categories consisting of 'paid for study materials or fee', 'provided paid study leave' or 'other support'.

Employer units. The enterprises or statistical units which make up the population from which the sample was drawn.

Employment benefit. A concession, allowance or other privilege, etc. received by or provided to employees in addition to wages or salary and award, etc. minimum provisions under which a person was employed in their main job. Not all benefits were received directly from the current employer. Some benefits may have been received from other sources by employees as a result of their employment in a particular occupation or industry. Such benefits, e.g. a concession air fare granted by an airline to a travel agency employee, have been included in the tables where appropriate. All types of wage and salary payments, including bonuses, payments for leave of various kinds and overaward payments, as well as emoluments received in accordance with award, etc. provisions (e.g. safety clothing) were not considered to be benefits for the purposes of the survey. For definitions of individual employment benefits, see *Employment Benefits, Australia, August 1986* (6334.0).

Employment/population ratio. The number of employed persons expressed as a percentage of the civilian population aged 15 and over in the same group.

Estimated resident population. The official population estimates series compiled according to the place of usual residence of the population.

External (training), employer supported. Respondents were asked whether any of the four main external training courses undertaken over the last 12 months had been supported by an employer. Support comprises 'paid for study materials or fees', 'provided paid for study leave' or 'other support'.

External formal training. Organised and conducted by training or educational institutions, agencies or consultants e.g. College of Technical and Further Education courses.

External training courses. Training which is organised and conducted by training or educational establishments, agencies or consultants other than any of the respondent's employers. It is training other than study for an educational qualification. Information was collected on the four main courses attended in the last 12 months.

Family. Two or more related persons (*relationship* includes relationships by blood, marriage or adoption) usually resident in the same household at the time of the survey. A family comprises a married couple or a family head as defined, together with any persons having any of the following relationships to them:

- (a) sons or daughters of any age, if not married and with no children of their own present;
- (b) other relatives if not accompanied by a spouse, sons or daughters, or parents of their own; or
- (c) any children under 15 years of age who do not have a parent present.

Family head. Any person without a spouse present, but with a son or daughter aged under 15 present. Persons without a spouse, son or daughter aged under 15 present,

but with a son or daughter aged 15 or over present, provided that the son or daughter has no spouse, son or daughter of his/her own present. If a family has no person falling into either of these categories, the family head is generally defined to be the eldest person in the family. No family head is defined for a married-couple family.

Federal awards, determinations or collective agreements. Awards or determinations made by, and collective agreements registered with, the Australian Conciliation and Arbitration Commission, the Public Service Arbitrator, the Coal Industry Tribunal, and the Flight Crew Officers Industrial Tribunal or the Academic Salaries Tribunal.

Field of trade. Derived from information provided by apprentices on their occupation.

Flexitime. Working arrangements in which employees were able, to choose to some extent the times at which they started and/or finished work each day, while still working the award or agreed hours on average over a longer period.

Formal training. All training activities which have a structured plan and format designed to develop job related skills and competence are defined as formal training. It consists of periods of instruction or a combination of instruction and monitored practical work. The instruction can take the form of workshops, lectures, tutorials, training seminars, audio-visual presentations, demonstration sessions or monitored self-paced training packages.

Former workers. Unemployed persons who have previously worked full time for two weeks or more but not in the past two years.

Fringe benefits tax. The tax actually paid in respect of employees as defined. Amounts paid in fines for late payment are not included in the estimate of fringe benefits tax.

Full-time attendance. Attendance at an educational institution by persons who consider themselves to be attending full-time or are so classified by the institution they are attending.

Full-time employees. Permanent, temporary and casual employees who normally work the agreed or award hours for a full-time employee in their occupation; if agreed or award hours do not apply, employees are regarded as full-time if they ordinarily work 35 hours or more per week.

Full-time workers. Employed persons who usually work 35 hours or more a week and others who, although usually working less than 35 hours a week, worked 35 hours or more during the reference week.

Fully employed workers. Employed persons who are voluntarily working part-time, or who worked full-time hours in the reference week, or who are full-time workers who did not work full-time hours in the reference week for non-economic reasons. It should be noted that persons who are normally underemployed but who worked full-

time hours in the reference week are classified as fully employed.

Gross wages and salaries. Payments made to employees during the reference year (before taxation and other deductions). They comprise:

- ordinary time and overtime earnings;
- overaward payments;
- penalty payments, shift and other remunerative allowances;
- commissions and retainers;
- bonuses and similar payments;
- payments under incentive, piecework or profit sharing schemes;
- leave loadings and leave payments;
- advance and retrospective payments;
- standby or reporting time; and
- salaries and fees paid to company directors and members of boards who receive a salary.

Excluded are severance, termination and redundancy payments, allowances which are reimbursements for expenditure incurred in conducting the business of an employer and drawings from profits by directors or office holders.

Amounts paid to employees for workers' compensation as part of their gross wages and salaries have been removed from the gross wages and salaries estimate provided. Workers' compensation costs not reimbursed by an insurer are accounted for in the workers' compensation estimate.

Highest level of secondary school available. The highest level of secondary schooling (or equivalent) offered by the education system at the time the respondent left school.

Hourly award rates of pay. The *hourly award rates of pay series* for full-time adult employees provide details of the movements in the hourly rates of pay for award classifications included in the index. These series include only those awards and classifications where hours of work are specified in the award.

Hours of work. The estimates of aggregate hours and of average hours refer to actual hours worked during the reference week, not hours paid for. The estimates may be affected by public holidays, leave, absenteeism; temporary absence from work due to sickness, injury, accident and industrial disputes; and stoppages of work due to bad weather, plant breakdown, etc. When hours of work are recorded, fractions of an hour are disregarded and this results in slightly lower figures than would be the case if actual time worked was recorded. Persons stood down for the whole of the reference week without pay because of bad weather or plant breakdown at their place of employment are regarded as employed and therefore are included

(working no hours) in the calculation of average hours worked. Persons stood down in the reference week for reasons other than bad weather and plant breakdown and waiting to be called back to their job are regarded as unemployed and are therefore excluded from the calculations.

Hours paid for. The number of hours for which an employee was paid and not necessarily the number of hours actually worked (e.g. an employee on paid leave for the week was asked to report the number of hours for which he was paid).

Hours worked. Actual hours worked during the reference week, not necessarily hours paid for.

Households—see 'dwelling'.

Industrial dispute. An industrial dispute is defined as a withdrawal from work by a group of employees, or a refusal by an employer or a number of employers to permit some or all of their employees to work, each withdrawal or refusal being made in order to enforce a demand, to resist a demand, or to express a grievance.

A dispute affecting several establishments has been counted as a single dispute if it is organised or directed by one person or organisation in each State or Territory in which it occurs; otherwise it is counted as a separate dispute at each establishment in each State/Territory and in each industry in which it occurred. Prior to December 1987 disputes were counted differently (refer to explanatory notes and glossary in *Industrial Disputes, Australia* (6321.0) for further details).

Industry. Industry is classified according to the *Australian Standard Industrial Classification (ASIC) 1983 Edition, Volume 1-The Classification* (1201.0).

Informal training. Unstructured on-the-job training, being shown how to do things as the need arises, learning by doing a job.

In-house formal training. Organised by employers primarily for their own employees, using the employers' own staff, or consultants e.g. where a consultant designs a program specifically for the employer.

In-house training courses. Training organised by the respondents' employers primarily for their own employees, using the employers' staff or training consultants. Information was collected on the four main courses attended in the last 12 months.

Interstate. Movement to another State.

Intrastate. Movement to another part of the same State.

Job. A job is defined as either:

- (a) employment as a wage or salary earner (or unpaid family helper) by a particular employer in a particular locality; or

- (b) self-employment (with or without employees) in a particular locality.

Job leavers. Unemployed persons who have worked full time for two weeks or more in the past two years and left that job voluntarily, that is, because of unsatisfactory work arrangements/pay/hours; the job was seasonal, temporary or a holiday job and they left that job to return to studies; their last job was running their own business and they closed down or sold that business for reasons other than financial difficulties; or any other reasons.

Job losers. Unemployed persons who have worked full time for two weeks or more in the past two years and left that job involuntarily, that is: were laid off or retrenched from that job; left that job because of their own ill-health or injury; the job was seasonal, temporary or a holiday job and they did not leave that job to return to studies; or their last job was running their own business and the business closed down because of financial difficulties.

Job mobility. A change of job. A change of job may involve a change of employer without a change of job location; a change of location without a change of employer; or a change in both employer and location. For example, the movement of an employer's operations to premises in a different location would entail a change of job for employees who move to the new location. Promotion or transfer of an employee which involves a move to premises in a different location would also constitute a change of job. It should be noted, however, that for a person who works at different sites for the same employer (for example, a construction worker), his base of operations (i.e. his employer's office, depot, yard, etc.) is considered to be his place of work.

Job vacancy. A job available for immediate filling on the survey reference date and for which recruitment action had been taken. Recruitment action includes efforts to fill vacancies by advertising, by factory notices, by notifying public or private employment agencies or trade unions and by contacting, interviewing or selecting applicants already registered with the enterprise or organisation. Excluded are jobs available only to persons already employed by the enterprise or organisation. This point is particularly relevant to the Australian Public Service and the Public Services of each of the States and Territories. Excluded are vacancies:

- (a) of less than one day's duration;
- (b) to be filled by persons already hired, or by promotion or transfer of existing employees;
- (c) to be filled by employees returning from paid or unpaid leave or after industrial dispute(s);
- (d) not available for immediate filling on the survey reference date;
- (e) not available within the particular State or Territory to which the return relates;

- (f) for work carried out under contract;
- (g) for which no effort is being made to fill the position.

Job vacancy rate. Calculated by expressing the number of job vacancies as a percentage of the number of employees plus vacancies.

Juniors—see 'adults'.

Labour costs. All costs incurred by employers in the employment of labour, and may be classified as follows:

- (a) Earnings of employees, i.e.;
 - (i) gross wages and salaries.
 - (ii) severance, termination and redundancy payments.
- (b) Payroll tax payments.
- (c) Workers' compensation.
- (d) Superannuation.
- (e) Fringe benefits tax.
- (f) Fringe benefits.
- (g) Welfare services.
- (h) Training.
- (i) Recruitment.

The measure of labour costs presented in this publication covers only components (a) to (e) which are generally considered to account for over 90 per cent of all labour costs.

Labour force. All persons who, during the reference week, were employed or unemployed.

Labour force participation rate. The labour force in any group expressed as a percentage of the civilian population aged 15 and over in the same group. Because it is not practicable to ascertain the birthplace of persons in institutions (who are classified as not in the labour force), labour force participation rates for persons classified by birthplace are calculated by using population estimates which exclude those in institutions.

Labour force status. A classification of the civilian population aged 15 and over into employed, unemployed or not in the labour force, as defined. The definitions conform closely to the international standard definitions adopted by the International Conferences of Labour Statisticians.

Labour mobility. Defined in terms of specific questions asked regarding job mobility and duration of current job.

Labour underutilisation. A person's labour is underutilised if they are either unemployed or underemployed.

Leavers. Persons who were full-time students at any time in the previous calendar year but were not full-time students at the time of the survey.

Life assurance policy. An endowment policy covering the life of a person which matures at a nominated age. Information was collected only for policies which would provide money for a person when he or she retires from full-time work.

Living alone—see 'not a member of a family'.

Local government employees. Persons employed by Municipalities and Shires and other local authorities created by or subject to the provisions of local government legislation such as county councils in New South Wales.

Locality. In capital cities and major towns each suburb is considered to be a different locality.

Long-term movement. The arrivals of visitors (except those who hold migrant visas—see above) and the temporary departures by Australian residents with the intention to stay, in Australia or abroad respectively, for twelve months or more, together with the departure of visitors and the return of Australian residents who had stayed, in Australia or abroad, for twelve months or more. Movements of travellers whose intended or actual period of stay is less than twelve months are classified as *short-term*, except those who, on arrival, hold migrant visas. Some travellers state an intended or actual duration of stay of one year exactly. Such travellers are allocated to short-term or long-term in proportion to the number of travellers who stated an actual duration of stay of 11 months or one year one month respectively.

Long-service leave (or furlough). A period of paid absence from work to which an employee becomes entitled after a number of years of continuous service with one employer, or in an industry, the initial entitlement usually being three months after 10 or 15 years service, as specified in Federal or State legislation.

Looked for work. Applies to those persons who reported having been out of work and looking for a job.

Main difficulty in finding work. The main difficulty experienced during the current period of unemployment.

Main job. The job at which most hours were usually worked. The *second* job is defined to include all remaining jobs, in which some hours were worked during the reference week (i.e. the week before the interview week). Work as an unpaid family helper or service in the reserve defence forces is not regarded as a second job. A person who held more than one job as an employee is classified to the industry and occupation of the main job.

Managerial employees. Adult managerial, executive, professional and higher supervisory staff, generally defined as those employees who are ineligible to receive payment for overtime, or, although subject to payment for overtime, are in charge of a significant number of employees in a separate establishment. *Non-managerial* employees are those who are not managerial employees as defined.

Marginal attachment to the labour force. Persons who were not in the labour force in the reference week, wanted to work and:

- (a) were actively looking for work but did not meet the criteria to be classified as unemployed; or
- (b) were not actively looking for work but were available to start work within four weeks or could start work within four weeks if childcare was available.

Marital status. This characteristic is determined from information supplied by the respondent about the individual himself or herself and, where the person was reported as being married, about the living arrangements of persons usually resident in the household. Marital status does not therefore necessarily reflect legal status. Persons are classified as *married* (husband and wife) if they are reported as being married (including de facto) and their spouse was a usual resident of the household at the time of the survey. The *not-married* category includes persons who have never married, or are separated, widowed or divorced, as well as those who, although reported as being married, did not have a spouse who usually lived in the household. Persons who live in a de facto relationship but do not volunteer this information when asked whether they are married are classified as not married.

Married—see 'marital status'.

Married-couple families. Families in which there are two married persons and these persons are husband and wife — see 'marital status'.

Mean (or average) earnings or hours. Obtained by dividing the total earnings or hours of a group (e.g. full-time employees) by the number of employees in that group.

Mean weekly earnings. Obtained by dividing the total earnings of a group by the number of employees in that group.

Median duration of underemployment—see 'duration of current period of underemployment'.

Median duration of unemployment—see 'duration of unemployment'.

Median earnings or hours. The amount which divides the distribution into two equal groups of employees, one half having amounts below the median and the other half having amounts above it.

Median weekly earnings. The amount which divides the distribution of individuals into two equal groups, one having earnings above and the other below that amount. Medians were calculated from grouped data, and linear interpolation was used within the class interval in which the median fell.

Membership of trade unions. Financial members are dues-paying members no more than 6 months in arrears. The total number of members includes all persons (financial,

unfinancial, honorary, etc.) regarded by unions as members.

Migrant. A person who was not born in Australia and who was a permanent resident of Australia at the time of the survey. A migrant could be *sponsored* to come to Australia or arrive *unsponsored*.

Multiple jobholders. Persons who usually worked in two or more (see 'main job') jobs each week and who were employed in at least one of their jobs as wage or salary earners. Persons who by the nature of their employment work for more than one employer, e.g. domestics, odd-job men, babysitters, etc. are not counted as multiple jobholder unless they also held another job of a different kind; nor are those who worked for more than one employer solely by reason of changing jobs during the survey week.

Net training expenditure. Total training expenditure by employers minus subsidies received for training.

Nightworker. An employed person who in any one of the four weeks prior to the reference date worked a total of 15 hours or more between 7.00 p.m. and 7.00 a.m. in either their main or second job.

Non-managerial employees—see 'managerial employees'.

Not a member of a family. Persons not related to any other member of the household in which they are living. A person is considered to be *living alone* if he or she is the sole member of a household. Thus, a person who is the sole occupant of a self-contained flat attached to another dwelling is considered to be living alone.

Not in the labour force. Persons who were not in the categories employed or unemployed, as defined. They include persons who were keeping house (unpaid), retired, voluntarily inactive, permanently unable to work, persons in institutions (hospitals, gaols, sanatoriums, etc.), trainee teachers, members of contemplative religious orders, and persons whose only activity during the reference week was jury service or unpaid voluntary work for a charitable organisation.

Not-married—see 'marital status'.

Number of employees. All employees who received pay for any part of the relevant pay period. All permanent, temporary, casual, managerial and executive employees are included. Part-time and casual employees who may have worked only a few hours during the reference period are included. Employees on paid leave and those employees on workers' compensation who continue to be paid through the employer's payroll are also included. Casual employees who work on an irregular basis and who were not paid during the relevant pay period, employees on leave without pay, on strike or stood down without pay for the whole of the pay period are excluded.

Number of spells of looking for work during the year. The number of different periods, including the current period,

during which persons were reported as having been out of work and looking for a job (as defined).

Occupation. Occupation is classified according to the *Australian Standard Classification of Occupations (ASCO) — First Edition, Statistical Classification (1222.0)*.

On-the-job training. Respondents were asked to indicate whether any of the following activities were undertaken to improve their job skills while employed in any job over the last 12 months — being shown how to do the job, watching others work (including examining other workers' product), asking questions of co-workers and teaching self.

One-parent family. Families in which there is a family head together with at least one dependent son or daughter of his/her own.

Ordinary time hours paid for. Award, standard or agreed hours of work. It includes stand-by or reporting time which are part of standard hours of work, and that part of paid annual leave, paid sick leave and long-service leave taken during the reference period.

Other educational institution. Includes business, commercial and secretarial colleges; religious and theological colleges; and overseas institutions.

Other expenditure on formal training. The total of expenditure on training equipment, travel, accommodation, meals, consumables, training rooms and payments to industry training bodies.

Other families. Families which are not married-couple families or one-parent families, as defined. They include families in which there is a parent with only non-dependent children present, and families in which there is no parent, for example a family head living with a brother or sister.

Other pay. Ordinary time earnings not included in award or agreed base rate of pay, allowances under award, over-award pay, or payment by measured result. It excludes payments in the form of a reimbursement for expenses incurred whilst carrying out the employer's business (e.g. payments from petty cash).

Other post-school qualifications. Completion of other types of education, e.g. adult education, preparatory/bridging course or hobby course.

Other workers (i.e. 'day' workers). Persons who did not work the hours described for 'nightworker'.

Out of the labour force. Persons who reported having neither worked nor looked for work.

Overaward pay. Amounts of ordinary time pay (regular or otherwise) that are over the award (e.g. attendance, good time-keeping, profit-sharing, etc.). It excludes payments in the form of a reimbursement for expenses incurred whilst

carrying out the employer's business (e.g. payments from petty cash).

Overtime. Time worked in excess of award, standard or agreed hours of work for which payment is received. Excluded is any overtime for which employees would not receive payment, e.g. unpaid overtime worked by managerial, executive, etc. staff, normal shiftwork and standard hours paid for at penalty rates.

Overtime hours paid for refers to hours in excess of award, standard or agreed hours of work.

Part-time attendance. Attendance at an educational institution by persons who consider themselves to be attending part-time or are so classified by the institution they are attending.

Part-time employees. Permanent, temporary and casual employees who are not classified as full-time employees as defined.

Part-time workers. Employed persons who usually work less than 35 hours a week and who did so during the reference week. When recording hours of work, fractions of an hour are disregarded.

Payment by measured result. Earnings which vary according to measured performance (e.g. piecework, production and task bonuses, commission).

Payroll tax. Amounts paid during the reference year in respect of the gross wages and salaries of employees, as defined, net of any rebates. Payroll tax assessed for payments to contractors and other persons not considered employees, are thus excluded.

Permanent movement. Arrivals of settlers (i.e. persons who hold migrant visas, regardless of stated intended period of stay), New Zealand citizens who indicate an intention to settle and those who are otherwise eligible to settle (e.g. overseas born children of Australian citizens), and permanent departures of Australian residents, including former residents (i.e. those who on departure state they do not intend to return to Australia).

Permanent worker. An employee who was entitled to paid holidays or sick pay in his/her main job.

Persons covered by a superannuation scheme. Persons who, at the time of the survey, belonged to a superannuation scheme towards which contributions were being made. If persons were covered by more than one superannuation scheme, details were collected about the scheme to which they contributed most.

Persons not in the labour force. Persons who, during the reference week, were not in the categories employed or unemployed. They include persons who were keeping hours (unpaid), retired, voluntarily inactive, permanently unable to work, persons in institutions (hospitals, gaols, sanatoriums, etc.), trainee teachers, members of contemplative religious orders, and persons whose only activity during the reference week was jury service or un-

paid voluntary work for a charitable organisation. Specific surveys of persons not in the labour force indicate that a number want to work but are not classified as unemployed because they were not actively looking for work and/or were not available to begin work in the reference week. Included in this group are the discouraged jobseekers and other persons marginally attached to the labour force.

Persons not in the labour force who wanted to work. Persons who:

- (a) in the four weeks up to the end of the reference week had taken *active steps* to find work but do not meet the criteria to be classified as unemployed; or
- (b) although claiming to have looked for work in the four weeks up to the end of the reference week, had not taken *active steps* to find work; or
- (c) in the four weeks up to the end of the reference week had not looked for work but in the survey answered 'yes' or 'maybe' to the question 'Even though you have not been looking for work would you like a full-time or part-time job?'

Persons who had re-entered the labour force. Persons who were working or looking for work in the reference week, had a period out of the labour force of at least twelve months duration that finished within the last twelve months and had worked continuously for at least twelve months at some earlier time.

Persons who had retired from full-time work. A person who had had a full-time job at some time and who had ceased full-time labour force activity (i.e. was not working full-time, was not looking for full-time work and did not intend to look for, or take up, full-time work at any time in the future).

Persons who retired from full-time work early. A person who retired from full-time work at age 45 or more but before the age of 60, if female, or 65, if male.

Persons who intended to retire from full-time work. Persons who were either working full-time or considered themselves to be working full-time, were looking for full-time work, would like full-time work or intended to take up full-time work at some time and who intended to retire from full-time labour force activity.

Persons who intended to retire from full-time work early. Persons who intended to retire from full-time work at age 45 or more but before the age of 60, if female, or 65, if male. Persons who did not know at what age they intended to retire from full-time work were not classified as intending to retire from full-time work early.

Persons who started a wage or salary earner job during the previous twelve months. Persons who had started a wage or salary earner job lasting two weeks or more during the twelve months up to the time of the survey. If more than one job was started during the twelve months, details were obtained about the most recent job started.

Persons with a post-school qualification. Persons who had left school and answered 'yes' to the question: "Since leaving school have you obtained a certificate, diploma, degree or any other qualification?". Respondents indicated which of the following groups best described their highest qualification: Degree; Trade qualification or apprenticeship; Certificate or diploma; Other post-school qualification.

Persons with marginal attachment to the labour force. Persons who were not in the labour force in the survey week, wanted to work and:

- (a) were actively looking for work but did not meet the criteria to be classified as unemployed; or
- (b) were not actively looking for work but were available to start work within four weeks.

Place of last residence. The 'continent' on which a person stated he/she last lived.

Preferred tapered retirement. Employees who wanted to work less than their current usual total working time in the period immediately preceding their retirement by working either fewer weeks per year, fewer days per week or fewer hours per day.

Preferred to work less. Employees who, given the opportunity, would have preferred to work less hours and receive commensurately less pay.

Preferred to work more. Employees who would have preferred to do so on the understanding that they would earn commensurately more pay.

Preferred to work the same hours. Employees who expected to continue earning the same amount of pay.

Present—see 'usually reside'.

Previous job. The job, full-time or part-time, that a person who had re-entered the labour force reported having worked in continuously for at least twelve months at some earlier time.

Proportion of total employees. The approximate percentages of wage and salary earners in employment (i.e. employees) who were members of trade unions. From 30 June 1985, the proportions of employees have been calculated using estimates of employees from the ABS Survey of Employment and Earnings. These estimates have been adjusted by adding Labour Force Survey estimates of employees in agriculture, forestry, fishing and hunting and in private households employing staff. For statistics for periods prior to 30 June 1985, estimates of employees were taken from the *Labour Force, Australia* (6203.0). The percentages shown should be regarded as giving only a broad indication of the extent of union membership among employees, because they are based on estimates of employed wage and salary earners; the numbers of union members who were not employed (i.e. were unemployed, retired, etc.) will affect the percentages for a particular year and comparisons over time.

Public employees. Public employees comprise not only administrative employees but also all other employees of Commonwealth, State, local and semi-government bodies engaged in providing services.

Registered collective agreements—see 'collective agreements'.

Relationship. Relationships by blood, marriage or adoption.

Retirement scheme. Superannuation schemes, life assurance policies or similar schemes that provide a financial benefit when a person leaves full-time work.

Second job. Wage and salary earner jobs, other than the main job in which some hours were worked during the reference week. A person who held more than one job is classified to the industry and occupation of the main job. Service in the reserve defence forces is not regarded as a second job. Persons who by the nature of their employment worked for more than one employer, e.g. domestics, odd-job workers, baby-sitters, etc., are not counted as having a second job unless they also held another job of a different kind, nor are those who worked for more than one employer solely by reason of changing jobs during the reference week.

Sector. Public sector includes all local government authorities and government departments, agencies and authorities created by, or reporting to the Commonwealth or State Parliaments. All remaining employees are classified as private sector.

Severance, termination and redundancy payments. Lump sum payments made to employees for unused leave and eligible termination payments. Severance, termination and redundancy payments are included as a component of earnings.

Shiftworkers. Employees who in the four weeks prior to the date of the interview worked two or more different work shifts. For the purposes of this survey, work shifts were two or more distinct periods of work within a 24-hour day between which employees were regularly rotated. Persons who worked fixed hours, i.e. those who did not work rotating shifts whether during the day or at night, were not classified as shiftworkers. Persons who, in establishments working several 'shifts', worked the 'night shift' only were not classified as shiftworkers but were generally classified as nightworkers.

Short-term movement—see 'long-term movement'.

Sole parent. The head of a one-parent family.

Sponsored. Includes those migrants who had a family already in Australia who filled out papers for that person to come to Australia. These people are considered to have come to Australia under the Family Reunion criteria. Others who were sponsored had an employer or some other person or organisation, other than the Australian Government, fill out papers for that person to come to Australia.

State awards, determinations or collective agreements etc. Awards or determinations made by, and collective agreements registered with, State industrial arbitration authorities. The estimates shown for employees affected by State awards, etc. include a small proportion of employees affected by awards, etc. of State tribunals in other States. Similarly, in each Territory there is a small proportion of employees affected by awards, etc. of State tribunals in adjacent States.

State employees. Persons employed by all State government departments and authorities responsible to State Parliaments, including organisations for which the Commonwealth has assumed financial responsibility e.g. universities. Following self-government the Northern Territory administration has been classified as a 'State' government.

State in which first settled. The State in which a person first lived for 12 months or more.

State lived in before settling. The State in which a person lived just before moving to State in which first settled.

Status of worker. Employed persons classified by whether they were employers, self-employed persons, wage and salary earners (employees), or unpaid family helpers.

Still at school. Current school attendance is recorded only for persons aged 15 to 20 years.

Superannuation. Costs refer to the total payments made by employers with respect to superannuation liabilities incurred. In the private sector payments take the form of actuarially determined contributions paid into a superannuation fund on a regular basis.

In the public sector the employer component of superannuation liability can be met in a number of ways. The cost to the employer can be met by:

- (a) actuarially determined contributions being paid into a superannuation fund on a regular basis.
- (b) meeting the cost of pension/lump sum benefits as they are actually paid out without making any contribution during the employees' service.
- (c) setting aside moneys to partly meet the future cost of superannuation liability and meeting the remaining part of superannuation liability as the cost emerges.

As a result the value of superannuation costs shown for private sector employers directly relates to current employees. However, the value of superannuation shown for public sector employers relates in some cases to current employees and in other cases to former employees now receiving a pension or lump sum. In the latter case payments for superannuation will reflect the past structure and size of an organisation rather than current structure and size. For this reason public and private sector superannuation costs are not directly comparable.

Superannuation scheme. Any fund, association or organisation set up for the purpose of providing financial cover for members when they retire from full-time work.

TAFE. College of technical and further education.

Tertiary institution—see 'educational institution'.

Time not in the labour force during the year. The total number of weeks persons were reported as having neither worked nor looked for work (as defined).

Time since previous job. The total time since previous job.

Total employees involved in industrial dispute. The sum of the number of employees involved in each industrial dispute in a period. For any period of time the figures may include details of the same employees involved in more than one dispute. The longer the period of reference the more chance there is of some double counting in the number of employees involved. Where there are varying numbers of employees involved during the progress of a dispute the number of employees involved included in the statistics relate to the largest number of individual employees involved on any one day. Generally the total number of employees involved for each year will equal the sum of the total number of employees involved in the first month of a year plus the number of employees newly involved in subsequent months (as published monthly in Catalogue No. 6321.0). Differences between monthly and annual aggregates can occur due to temporary cessations in the first month of the year of stoppages resuming in subsequent months. Employees re-involved in this type of dispute are not classified as employees newly involved in stoppages in the second period in which the dispute occurs.

Total labour costs. Refers to the sum of gross wages and salaries, severance, termination and redundancy payments, payroll tax, superannuation costs, workers' compensation costs and fringe benefits tax.

Total membership of trade unions. The aggregate of the membership of individual reporting trade unions. Persons who are members of more than one union are counted more than once in the totals. The extent of this duplication is not known. Membership figures may be affected by differences in the concept of membership adopted by different unions or by the same union at different times.

Total training expenditure. The sum of employers' expenditure for employees' gross wages and salaries for time receiving and providing formal training, fees paid to consultants and institutions and other expenditure on formal training during the reference period.

Trade qualification or apprenticeship. Completion of an approved trade/technical apprenticeship in fitting and turning, hairdressing, plumbing, carpentry, etc.

Trade union (or employee association). An organisation, consisting predominantly of employees, the principal activities of which include the negotiation of rates of pay and conditions of employment for its members. Non-

operating unions or branches, i.e. those with no members at the date of collection, are not included in the statistics.

Trainers' costs (including fees). Employees wages and salaries for time providing training plus fees paid to consultants and training institutions.

Training courses. Courses undertaken in order to improve career opportunities, or to maintain or learn new job skills related to job performance. Training courses may take place on-the-job or off-the-job. They consist of periods of instruction or a combination of instruction and monitored practical work experience which is associated with the instruction. Information was collected on the four main in-house and the four main external training courses attended in the last 12 months. This means that tables in this publication underenumerate training courses undertaken by persons who attended more than four in-house or external training courses.

Training expenditure per employee. Estimated training expenditure divided by the estimated total number of employees. The Training Expenditure Survey did not collect information on the number of employees receiving training.

Training expenditure per training hour. Estimated total training expenditure divided by the estimated total hours of training.

Training hours per employee. The estimated total number of hours of training received divided by the estimated total number of employees. The Training Expenditure Survey did not collect information on the number of employees receiving training.

Training subsidies and grants received from government sources. These are grants or subsidies received from the government for formal training of employees (e.g. CRAFT, the proportion of Jobstart relating to formal training etc). Subsidies received outside the Training Expenditure Survey reference period are excluded.

Underemployed full-time workers. Full-time workers who did not work full-time hours (i.e. did not work 35 hours or more) in the reference week for economic reasons, e.g. stood down, short time and insufficient work.

Underemployed part-time workers. Part-time workers who indicate that they would prefer to work more hours. Additional information was collected about those underemployed part-time workers who had been looking for work with more hours at some time in the four weeks up to the end of the reference week and who were available to start such work within four weeks.

Underemployment rate. The number of underemployed expressed as a percentage of the labour force (i.e. employed plus unemployed) in the same group.

Underutilisation rate. The sum of the number unemployed and the number underemployed expressed as a percentage of the labour force in the same group.

Unemployed persons. Persons aged 15 and over who were not employed during the reference week, and:

- (a) had actively looked for full-time or part-time work at any time in the four weeks up to the end of the reference week and:
 - (i) were available for work in the reference week, or would have been available except for temporary illness (i.e. lasting for less than four weeks to the end of the reference week); or
 - (ii) were waiting to start a new job within four weeks from the end of the reference week and would have started in the reference week if the job had been available then; or
- (b) were waiting to be called back to a full-time or part-time job from which they had been stood down without pay for less than four weeks up to the end of the reference week (including the whole of the reference week) for reasons other than bad weather or plant break-down.

The Job Search Experience of Unemployed Persons Survey *excludes* persons who are waiting to be called back to a full-time or part-time job from which they have been stood down without pay for less than four weeks up to the end of the reference week (including the whole of the reference week) for reasons other than bad weather or plant breakdown.

Unemployed persons classified by industry and occupation. Unemployed persons who had worked full-time for two weeks or more in the last two years are classified according to the industry and occupation of their most recent full-time job.

Unemployed persons looking for first job. Persons who had never worked full-time for two weeks or more.

Unemployment rate. The unemployment rate for any group is the number unemployed expressed as a percentage of the labour force (i.e. employed plus unemployed) in the same group.

Unregistered collective agreements—see 'collective agreements'.

Un-sponsored. Includes those migrants who came to Australia under special eligibility criteria. This category includes persons who came to Australia as migrants who did not require a visa, or who had some entitlement to come to Australia such as New Zealanders. Refugees were regarded as un-sponsored and include any person who came to Australia under a refugee program. Other persons who were un-sponsored include: persons who applied in their own country to come to Australia; Australians born overseas; persons who came to Australia on a temporary visa, on a working holiday, as a student, etc., and had since gained permanent residence.

Usually reside. Persons who were identified by the respondent as usual residents of the household at the time

of the survey. The terms 'usually reside' and 'present' are synonymous.

Wages and salaries for time providing training. The gross wages and salaries for the time spent by any employee providing formal training for the employees of the organisation. This includes the development, delivery, evaluation and administration of formal training. Also included is paid time and wages of support staff for time spent on activities related to the provision of training.

Weekend workers. Persons who usually worked at some time on either Saturdays or Sundays (or both). However, those persons for whom any regular working period ended early on Saturday morning or started late on Sunday night were generally not included as weekend workers.

Weekly award rates of pay. The weekly award rates of pay series for full-time adult employees provide details of the movements in the weekly rates of pay for award classifications included in the index.

Weekly earnings. The amount of 'last total pay' prior to interview (i.e. before taxation and other deductions have been made). For persons paid other than weekly, earnings were converted to a weekly equivalent. No adjustment was made for any back payment of wage increases or pre-payment of leave etc.

Weekly total hours paid for. The hours for which payment was made. It comprises ordinary time hours and overtime hours. For employees paid other than weekly, hours were converted to a weekly basis. For employees who began or ceased work, or were absent without pay for any reason during the reference period, only the hours actually paid for were included. Where agreed hours of work were less than award hours, hours were based on agreed hours. Hours of work were not reported for managerial employees.

Weekly ordinary time earnings. One week's earnings of employees for the reference period attributable to award, standard or agreed hours of work. It is calculated before taxation and any other deductions (e.g. superannuation, board and lodging) have been made. Included in ordinary time earnings are award payments, base rates of pay, overaward payments, penalty payments, shift and other allowances; commissions and retainers; bonuses and similar payments related to the reference period; payments under incentive or piecework; payments under profit-sharing schemes normally paid each pay period; payments for leave taken during the reference period; all workers' compensation payments made through the payroll; and salary payments, made to directors. Excluded are overtime payments, retrospective pay, pay in advance, leave loadings, severance, termination and redundancy payments and other payments not related to the reference period.

Weekly overtime earnings. Payment for hours in excess of award, standard or agreed hours of work.

Weekly total earnings. Weekly ordinary time earnings plus weekly overtime earnings.

Weeks taken. In recording the amount of leave, separate periods of the same type of leave taken by individual respondents within each month were aggregated. (It should be noted that the category 'less than one' includes persons who did not take leave because their period of service with an employer or in one industry was not long enough to qualify them for an entitlement). The number of weeks of leave taken in any month was calculated as follows:

<i>Consecutive working days absent in any month</i>	<i>Recorded as</i>
0, 1 or 2	less than one week
3-7	1
8-12	2
13-17	3
18-22	4
23 and over	5

When leave continued from one month into the next, the period of leave taken in each of the months was counted separately. The total amount taken for the period May 1988 to April 1989 is the sum of the amounts taken in each month, as defined above.

Worked. Those persons who reported having either worked or been on paid leave. Periods of one week or more on strike or time off without pay are not classified as worked.

Wife accompanying husband. A wife arriving in Australia with her husband or within 12 months.

Workers' compensation. Costs are determined in two ways:

- (a) The majority of employees are covered for workers' compensation through the payment of premiums by the employer to an insurer. In these cases, workers' compensation costs are considered to comprise:

- premiums paid during the reference year;
- any workers' compensation costs not reimbursed by the insurer including 'make-up'

and 'excess' pay (which cover payments made by employers directly to employees as part of gross wages and salaries, over and above the amount paid as compensation by the workers' compensation insurer);

- premiums paid during the reference year to insure for claims made by employees for workers' compensation at Common Law.

(b) Certain employers may become 'self-insurers'. Workers' compensation costs for these employers are considered to be:

- payments made as part of employees' gross wages and salaries;
- lump sum payments;
- any other workers' compensation costs including legal, accounting, medical and administrative costs and 'catastrophe' insurance premiums;
- premiums paid during the year to offset liability at Common Law for workers' compensation;
- lump sum payments made to employees not reimbursed by an insurer, resulting from workers' compensation claims made at Common Law; and
- any other costs at Common Law for workers' compensation including legal, accounting, medical and administrative costs.

Costs which have been reimbursed from a workers' compensation insurer are not included in the estimates.

Working days lost. Time lost by employees directly and indirectly involved in the dispute, generally as reported by parties to the dispute. For some disputes working days lost are estimated on the basis of the number of employees involved and the duration of the dispute.

Working days lost per thousand employees. Working days lost per thousand employees are calculated for the 12-month period from working days lost and estimates of numbers of employees obtained from the ABS Survey of Employment and Earnings and the ABS Labour Force Survey.

Recommended retail price: \$25.00

