



Pregnancy and Employment Transitions, Australia, Expanded Confidentialised Unit Record File, Technical Manual

Australia

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Peter Harper
Acting Australian Statistician

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ABBREVIATIONS

'000	thousand
ABS	Australian Bureau of Statistics
ANZSIC	Australian and New Zealand Standard Industrial Classification
ASCO	Australian Standard Classification of Occupations
ASGC	Australian Standard Geographical Classification
CURF	Confidentialised Unit Record File
nec	not elsewhere classified
nfd	not further defined
RADL	Remote Access Data Laboratory
SE	standard error

INTRODUCTION

INTRODUCTION

Overview

This Technical Manual provides information on the release of microdata from the 2005 Pregnancy and Employment Transitions Survey (PaETS). The data are available through an Expanded Confidentialised Unit Record File (CURF) released with the approval of the Australian Statistician. The 2005 PaETS Expanded CURF is accessible through the ABS Remote Access Data Laboratory (RADL). This Expanded CURF option provides access to more detailed information than would otherwise be available from a Basic CURF product, which has not been produced.

The RADL is an on-line database query system, under which microdata are held on a server at the ABS, to which users can submit programs to interrogate and analyse data, and access the results. Further information about the RADL facility and information about obtaining access to the file is available on the ABS web site <<http://www.abs.gov.au>> (see Services We Provide, CURFs).

More detailed information to assist in using the CURF, and in interpreting the data, is also provided in the documentation accompanying the CURF.

About the Survey

The PaETS focuses on birth mothers with a natural child living with them who was under two years of age when the mother was interviewed in November 2005. The information collected covers: women's changing hours of work in their job during pregnancy; women's use of paid and unpaid leave associated with pregnancy, the birth of their child and the subsequent caring for the new born child; the length of leave breaks that mothers took in association with their pregnancy and the birth of their child; and the reasons for entering or not entering the workforce following the birth. Details of the work arrangements of the mother's partner, both before and after the birth, were also collected.

The PaETS was conducted in November 2005 as a supplement to the ABS Monthly Population Survey (MPS). The PaETS was conducted in both urban and rural areas in all states and territories, but excluded women living in very remote parts of Australia who would otherwise have been within the scope of the survey. The exclusion of these women will only have a minor impact on any aggregate estimates that are produced for individual states and territories, except the Northern Territory where such women account for over 20% of the total female population.

The survey collected detailed information on:

- socio-demographic characteristics (such as age, sex, birthplace and income);
- current employment characteristics (such as labour force status, occupation and industry);
- employment while pregnant characteristics;
- employment after birth of child characteristics;
- leave entitlements and leave taken for birth of child; and
- partner's employment details and leave taken for birth of child.

Estimates from the survey, as well as more information on the survey sample, conceptual framework, definitions and methodology, explanatory notes and glossary, were published in *Pregnancy and Employment Transitions, Australia, 2005* (cat. no. 4913.0) and can be accessed free of charge on the ABS web site <<http://www.abs.gov.au>>.

SURVEY METHODOLOGY

SURVEY METHODOLOGY

Scope and Coverage

Apart from the scope restrictions relating to adult birth mothers aged 15 years and over, which excluded women not living with their natural child at the time of interview, the survey also excluded from both interview and from the survey estimation benchmarks:

- women who were members of the Australian permanent defence forces;
- women living in non-private dwellings; and
- women living in very remote areas of Australia.

The exclusion of women living in very remote parts of Australia who would otherwise have been within the scope of the survey will only have a minor impact on any aggregate estimates that are produced for individual states and territories, except the Northern Territory where such women account for over 20% of the total female population.

Women living in Indigenous communities where a short MPS form was administered were excluded from enumeration in PaETS, but such women living in other than very remote areas are represented in survey benchmarks for estimation purposes.

In addition, for those women whose partner at the time of the interview was out of the survey on scope or coverage (e.g. The partner was in the permanent defence forces), the current labour force status of the partner is not determined.

Sample design

The sample for PaETS is a sub-sample of about 26,000 private dwellings included in the ABS Monthly Population Survey (MPS) in November 2005. The MPS sample is a multistage selection of private dwellings and a list sample of non-private dwellings.

The final sample on which estimates are based is composed of 1,515 birth mothers aged 15 years and over, usually resident in private dwellings in Australia, with at least one child less than two years of age living with them at the time of interview and for whom most of the information being sought at interview was obtained.

Data Collection

Methodology

Information was collected over a two-week period during November 2005 via computer assisted personal interviewing of birth mothers, where responses were recorded directly onto an electronic questionnaire in a notebook computer. The majority of interviews for the survey were conducted via telephone, with some face-to-face interviews. Where more than one birth mother was present in the selected dwelling, separate interviews were conducted with each mother.

Birth mothers were asked a range of questions regarding their work and leave arrangements during and after pregnancy. In the case of women living with a partner during pregnancy, additional information was collected regarding the partner's leave and work arrangements.

Where the birth mother had more than one child aged under two years living with her, information was sought regarding the work and leave arrangements relating to the youngest child (i.e. the most recent pregnancy).

The number of completed (fully responding) interviews obtained for the Pregnancy and Employment Transitions Survey (after taking into account scope, coverage and subsampling exclusions) was 1,515.

Weighting, Benchmarking and Estimation

As the survey was conducted on a sample of households in Australia, it is important to take account of the probability of women being selected in the sample when deriving estimates from the CURF. This is particularly important as a person's chance of selection in the survey varied depending on the state or territory or, in some cases, area of state or territory in which they lived.

Weighting is the process of adjusting results from a sample survey to infer results for the total in-scope population. To do this, a 'weight' is allocated to each sample unit i.e. each birth mother of a child aged under two years. The weight is a value which indicates how many population units are represented by a sample unit.

The PaETS estimates are compiled using initial weights, based on probabilities of selection. For example, if the probability of a woman being selected in the survey was one in 600, then the selected person would have an initial weight of 600 (that is, they represent 600 others in the population). The initial weights are benchmarked to independently estimated numbers of:

- women in the age ranges 15-19 years, 20-24 years, 25-34 years, 35-44 years, 45-49 years, and 50+ years;
- marital status;
- state or territory of usual residence; and
- area of usual residence (Capital city, Balance of state/territory).

These benchmarks excluded women living in non-private dwellings or in very remote areas.

PaETS estimates were not benchmarked to independent estimates of the numbers of children aged two years or less at the time of the survey.

Reliability of Estimates

Estimates from the PaETS are subject to sampling and non-sampling error.

SAMPLING ERROR

The estimates in the PaETS are based on information obtained from the occupants of a sample of dwellings. Therefore the estimates are subject to sampling variability and may differ from those estimates that would have been produced if all dwellings had been included in the survey.

One measure of the likely difference is given by the standard error (SE), which indicates the extent to which an estimate might have varied by chance because only a sample of dwellings was included. There are about two chances in three (67%) that a sample estimate will differ by less than one SE from the number that would have been obtained if all dwellings had been included, and about 19 chances in 20 (95%) that the difference will be less than two SEs.

Another measure of the likely difference is the relative standard error (RSE), which is obtained by expressing the SE as a percentage of the estimate.

$$RSE(y) = SE(y) / y \times 100\%$$

where

y = the estimate of interest

*Reliability of Estimates
continued*

SAMPLING ERROR *continued*

Generally, only estimates (numbers, percentages, means and medians) with RSEs of 25% or less are considered reliable for most purposes.

Additional information about the calculation of standard errors is provided in the Technical Notes of *Pregnancy and Employment Transitions, Australia, 2005* (cat. no. 4913.0), which can be accessed online from the ABS web site <www.abs.gov.au>.

Each record on the CURF contains 30 sets of replicate weights. The purpose of these replicate weights is to enable the calculation of SEs for each estimate produced using the "30-Group Jack-Knife" method.

The 30-Group Jack-knife method is an example of a replicate method for estimating sampling error. These methods involve selecting subsamples from the full sample and estimating the statistic of interest for each subsample. The sampling error of the full sample statistic is estimated using the variability among the replicate estimates calculated from the subsamples.

The replicate weights can also be used to estimate the SE of estimates of parameters which are derived from modelling the unit record data (e.g. a regression coefficient). In modelling, the full sample would be used to estimate the parameter of interest, and the replicate groups are used to provide 30 replicate estimates of the parameter. The SE of the estimate of the parameter from the full sample is then approximated, as above, by the variability of the replicate estimates.

The following table has been provided to enable CURF users to check some of the RSEs they have produced.

SURVEY METHODOLOGY *continued*

Reliability of Estimates
continued

SAMPLING ERROR *continued*

WOMEN WITH CHILDREN AGED LESS THAN 2 YEARS(a), Key estimates

	Persons	Relative Standard Error
	'000	%
Women with children aged less than 2 years	467	2
In a job while pregnant	299	3
Who took paid maternity leave	103	5
Who took unpaid maternity leave/time away	157	4
Who took leave	221	3
Who worked in a job while pregnant	294	3
Who took paid maternity leave	101	5
Who took unpaid maternity leave/time away	155	4
Who took leave	217	3
Who permanently left job during pregnancy	92	5
Who worked in a job after birth of child	181	4
Who are currently employed	195	4
In couple families(b)	412	2
In one parent families	55	8
Partners of women with children aged less than 2 years		
During pregnancy	405	2
Employed during pregnancy	384	2
Who took paid leave	206	4
Who took unpaid leave/time away	98	5
Who took leave(c)	296	3

(a) Refers to birth mothers with usual resident child(ren) aged less than 2 years at time of interview.

(b) Includes families where partner was out on scope or coverage.

(c) Includes 'Leave not further defined'.

NON-SAMPLING ERROR

Non-sampling error may occur in any collection, whether it is based on a sample or a full count such as a census. Sources of non-sampling error include: inaccuracies in reporting by respondents, errors in question wording; misunderstanding of what data are required; inability or unwillingness to provide information; and errors made in coding and processing data. These errors may occur in any enumeration, whether it be full count or a sample. Every effort is made to reduce non-sampling error to a minimum by careful design of questionnaires, intensive training and supervision of interviewers and efficient processing procedures.

Some respondents were unwilling or unable to provide the required information for several of the Pregnancy and Employment Transitions Survey data items (item non-response). In some cases, survey methodology resulted in some information not being sought from some respondents. Regardless of the reason for missing responses for data items, they have been recorded in a 'could not be determined', 'don't know' or 'not stated' category for that data item.

The most significant item non-response affects is the household income item, with 18% of records missing data (almost entirely due to non-response).

SURVEY METHODOLOGY *continued*

Reliability of Estimates continued

NON-SAMPLING ERROR *continued*

The next most significant item affected by missing data is leave entitlements in main job while pregnant (8%). Depending on the employment arrangements of individual respondents, details of leave entitlements were collected either in the PaETS or drawn from responses to the Locations of Work (LOW) supplementary survey which was also conducted in November 2005. For some respondents who worked in their own business or who were on leave from their job in the week prior to interview, errors in questionnaire design meant that leave entitlement information was inadvertently not collected in PaETS even though it was also excluded from the scope of LOW.

For most other data items, the rates of missing data for item non-response or instrument error are relatively low.

Additional information on Non-sampling error and Other notes on estimates is provided in the Explanatory Notes of *Pregnancy and Employment Transitions, Australia, 2005* (cat. no. 4913.0), which can be accessed online from the ABS web site <www.abs.gov.au>.

USING THE CURF DATA

USING THE CURF DATA

About the Microdata

The 2005 PaETS microdata are released under the provisions of the *Census and Statistics Act 1905*. This Act allows for the release of data in the form of unit records where the information is not likely to enable the identification of a particular person or organisation. Accordingly, there are no names or addresses of survey respondents on the CURF, and other steps have been taken to protect confidentiality of respondents. These include removing some items from the CURF, reducing the level of detail shown on the CURF for some other items, changing some characteristics for some records such as state or area, and perturbing some income data. Data on the 2005 PaETS CURF will therefore not exactly match published data.

Steps to confidentialise the dataset made available on the CURF are taken in such a way as to ensure the integrity of the dataset and optimise its content, while maintaining the confidentiality of respondents. Intending purchasers should ensure that the data they require, at the level of detail they require, are available on the CURF; data obtained in the survey but not contained on the CURF may be available as statistics in tabulated form on request. A complete list of all of the data items included on the PaETS CURF is provided in Appendix 1.

The PaETS CURF contain 1,515 confidentialised respondent records from the survey. Each record has an individual identifier called ABSPID. Subject to the limitations of sample size and the data classifications used, it is possible to manipulate the data, produce tabulations and undertake statistical analyses to individual specifications. For each record, a weight is provided which determines the number of population units the record represents in the total survey population.

Use of Weights

As the survey was conducted on a sample of households in Australia it is important to take account of the different chances of selection a person had, as it varied depending on the state or territory in which they lived. Survey 'weights' are values which indicate how many population units are represented by the sample unit.

A person weight (FNLWGHT) provides an estimate of the number of persons with the selected characteristics. Replicate weights (REP01-REP30) have also been included and these can be used to calculate the sampling error on any estimate produced from the CURF. For more information, refer to Chapter 2: Survey Methodology.

Where estimates are derived from the CURF, it is essential that they are calculated by using the weights associated with each record in each category and not just by counting the number of records in each category. If each person's weight were to be ignored, then no account would be taken of a person's chance of selection in the survey or of different response rates across population groups, and the resulting estimates may therefore be biased.

The application of weights ensures that the subsequent estimates conform to an independently estimated distribution of the population by age and other characteristics.

Identifiers

Each person record has a unique identifier, which is ABSPID.

Special Codes

Items relating to income, age and hours worked have had top coding applied. The values of these codes are available in the data item list in Appendix 1.

USING THE CURF DATA *continued*

Populations

The appropriate populations should always be used when running data from the CURF.

Geography

To enable users greater flexibility in their analysis, the ABS has included two sub-state geographic items on the Expanded 2005 PaETS CURF. These are: 'area of usual residence' (AREAUR) and 'Australian Standard Geographic Classification remoteness structure /ARIA' (REMOTCF). Simultaneous cross-tabulations of these two variables will produce cells relating to some small geographic regions. Tables showing multiple data items, cross-tabulated by more than one sub-state geography at a time are not permitted due to the detailed information about people in some small geographic regions that could be presented. Users are advised that this condition is monitored through the RADL audit process.

While recognising the above, users are also advised that a cross-classification that simply shows total population counts using the two sub-state geographic variables may be of interest to some clients and such output is permitted. Cross-tabulations of multiple data items by state and territory together with one of the two sub-state geographic variables referred to above is also permitted.

Data Reconciliation

Steps to confidentialise the data set made available on the CURF are taken in such a way as to optimise the content of the file while maintaining the confidentiality of respondents. As a result, it may not be possible to exactly reconcile all statistics produced from the CURF with published statistics.

Ordering Tables

Access to the full detail from the survey (including data items not included on the CURF) is only available through tables produced by the ABS. Requirements for these tables should be discussed with the Family Statistics Unit on 02 6252 5742.

FILE CONTENT

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Expanded CURF files

The 2005 PAETS Expanded CURF contains the files listed below.

PAETS05.SAS7BDAT - contains the CURF data in SAS for Windows format.

PAETS05.SAV - contains the CURF data in SPSS for Windows format.

PAETS05.DTA - contains the CURF data in STATA/SE 8.0 for Windows format.

FORMATS.SAS7BCAT - contains a SAS program to run the SAS formats.

INFORMATION FILES

4913055002_CURF_DATA_ITEM_LIST_PAETS05.XLS - lists the data items included on the CURF, including details of categories for each data item. The file is in an Excel spreadsheet format and is available from the ABS web site.

FREQUENCIES_PAETS.TXT - contains the data item code values and category labels with unweighted and weighted frequencies for all data items. This file is in plain text format.

ABS CONDITIONS OF SALE.PDF - describes ABS conditions of sale and copyright obligations.

IMPORTANT INFORMATION FOR CURF USERS.PDF - directs users to the ABS web site for up-to-date and further information on CURFs available from the ABS.

Expanded CURF test files

PAETS05.SAS7BDAT - the PAETS CURF file in SAS for Windows format.

FORMATS.SAS7BCAT - the format file that provides labels for associated codes in the SAS version of the PAETS CURF.

PAETS05.SAV - the PAETS CURF file in SPSS format.

PAETS05.DTA - the PAETS CURF file in STATA format.

CONDITIONS OF RELEASE

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Release of CURF

The 2005 PaETS Expanded CURF is released in accordance with a Ministerial Determination (Clause 7, Statutory Rules 1983, No.19) in pursuance of section 13 of the *Census and Statistics Act 1905*. As required by the Determination, the CURF has been designed so that the information on the files are not likely to enable the identification of the particular person or organisation to which it relates.

The Australian Statistician's approval is required for each release of the CURF. In addition, the ABS requires all organisations and individuals within organisations seeking to use the CURF, to sign an undertaking to abide by the legislative restrictions on use, before access to the CURF will be granted. Organisations and individuals who seek access to use data from the 2005 PaETS Expanded CURF are required to give an undertaking which includes, among other conditions, that they will:

- use the information only for the statistical purposes specified in the Schedule to the Undertaking;
- not attempt to identify particular persons or organisations;
- not disclose, either directly or indirectly, the information to any other person or organisation other than members of this organisation who have been approved by the ABS to have individual access to the information;
- not attempt to match, with or without using identifiers, the information with any other list of persons or organisations;
- comply with any other direction or requirement specified in the ABS Responsible Access to ABS CURFs Training Manual;
- not attempt to access the information after the term of their authorisation expires, or after their authorisation is rescinded by the organisation which provided it, or after they cease to be a member of that organisation.

Use of the data for statistical purposes means use of the information contained in the CURF to produce information of a statistical nature, i.e. the arrangement and classification of numerical facts or data, including statistical analyses or statistical aggregates. Examples of statistical purposes are:

- manipulation of the data to produce means, correlations or other descriptive or summary measures;
- estimation of population characteristics;
- use of data as input to mathematical models or for other types of analysis (e.g. factor analysis);
- providing graphical or pictorial representations of the characteristics of the population or subsets of the population.

All CURF users are required to read and abide by the "*Responsible Access to ABS Confidentialised Unit Record Files (CURFs) Training Manual*" available on the ABS web site <<http://www.abs.gov.au>> (see Services We Provide, CURFs).

Use of the data for unauthorised purposes may render the purchaser liable to severe penalties. Advice about the propriety of any particular intended use of the data is available from curf.management@abs.gov.au.

Conditions of Sale

All ABS products and services are provided subject to the ABS conditions of sale. Any queries relating to these Conditions of Sale should be referred to intermediary.management@abs.gov.au.

CONDITIONS OF RELEASE *continued*

Conditions of Sale continued

PRICE

The price of the 2005 PaETS CURF individually on RADL as at November 2006 is \$1,320, including GST.

ACCESSING THE CURF

All clients wishing to access the 2005 PaETS CURF should complete the Application and Undertaking available on the ABS web site, <<http://www.abs.gov.au>> (see Services We Provide, CURFs). Before completing the application form clients should read the 'Responsible Access to ABS Confidentialised Unit Record Files (CURFs) Training Manual', and related information which is also available from the ABS website (again see Services We Provide, CURFs).

AUSTRALIAN UNIVERSITIES

The 2005 PaETS CURF can be accessed by universities participating in the ABS/Australian Vice Chancellors Committee CURF agreement for research and teaching purposes.

APPENDIX DATA ITEM LIST

APPENDIX
DATA ITEM LIST

For a list of the data items and populations which relate to this CURF see the Excel spreadsheet '4913055002_CURF_DATA_ITEM_LIST_PaETS05.XLS' associated with this Technical Manual.

GLOSSARY

Annual / recreation leave	Annual / recreation leave is leave provided to employees to have a reasonable break from work each year.
Away from job / business throughout pregnancy	Women who had a job while pregnant, but who were on leave from their job or business for the full period of the pregnancy.
Balance of state / territory	This area comprises the region outside of the six state capital city Statistical Divisions. The area includes the Australian Capital Territory and the Northern Territory (except those in very remote areas).
Birth mother	The natural mother of a child, i.e. the woman who gave birth to that child. Birth mothers residing with at least one child aged under 2 years were in scope for this survey.
Capital city	This area comprises the Statistical Divisions of the six state capital cities which are defined in the AUSTRALIAN STANDARD GEOGRAPHICAL CLASSIFICATION (ASGC) (cat. no. 1216.0).
Contributing family worker	A person who works without pay in an economic enterprise operated by a relative. (This category was formerly entitled unpaid family helper).
Couple family	For the purpose of this publication, a family consisting of two persons in a registered marriage or de facto relationship and at least one natural child aged under 2 years, who are usually resident in the household. The family may also include any number of other dependants, non-dependants and other related individuals.
Employed	Persons aged 15 years and over who, during the reference week: <ul style="list-style-type: none">■ worked for one hour or more for pay, profit, commission or payment in kind, in a job or business or on a farm (comprising 'Employees', 'Employers' and 'Own Account Workers'); or■ worked for one hour or more without pay in a family business or on a farm (i.e. contributing family workers); or■ were employees who had a job but were not at work and were:<ul style="list-style-type: none">■ away from work for less than four weeks up to the end of the reference week; or■ away from work for more than four weeks up to the end of the reference week and received pay for some or all of the four week period to the end of the reference week; or■ away from work as a standard work or shift arrangement; or■ on strike or locked out; or■ on workers' compensation and expected to return to their job; or■ were employers or own account workers who had a job, business or farm, but were not at work.
Employee	A person who works for a public or private employer and receives remuneration in wages, salary, a retainer fee from their employer while working on a commission basis, tips, piece-rates, or payment in kind; or a person who operates his or her own incorporated enterprise with or without hiring employees.
Employer	An employer is a person who operates his or her own unincorporated economic enterprise or engages independently in a profession or trade, and hires one or more employees.
Equivalised household income	Total household income that has been adjusted using an equivalence scale. Equivalence scales are used to adjust the actual incomes of households in a way that enables the analysis of the relative wellbeing of people living in households of different size and composition. For a household comprising more than one person, it is an indicator of the total household income that would need to be received by a lone person household to enjoy the same level of economic wellbeing as the household in question.

GLOSSARY *continued*

Family	Two or more persons, one of whom is at least 15 years of age, who are related by blood, marriage (registered or de facto), adoption, step or fostering, and who are usually resident in the same household. The basis of a family is formed by identifying the presence of a couple relationship, lone parent-child relationship or other blood relationship. Some households will, therefore, contain more than one family.
Family/carer's leave	Leave provided to employees to care for their newborn child and during the first year of the child's life. Some workplaces offer such paid leave ranging from 1-14 weeks. This leave doesn't break continuity of service.
Full-time workers	Persons who usually worked 35 hours or more a week. In this publication full-time / part-time status are in respect of the main job only unless otherwise noted.
Gross household income	Aggregated before-tax income of all members of the household aged 15 years and over. It includes regular receipts from employment, own business and from the lending of assets. It also includes transfer income from government, private institutions and other households but excludes intra-household transfers.
Had a job while pregnant	Women who had a job for some or all of the period during which they were pregnant. This includes women who were away from their job or business throughout their pregnancy.
Household	A group of two or more related or unrelated people who usually reside in the same dwelling.
Incorporated business	A business enterprise possessing a separate legal identity from its owners, limiting their liability for any action or inaction of the corporation. Owners of Incorporated business are generally considered to be employees of that business, and as such will generally have access to the conditions and entitlements of other employees.
Job	In this survey a 'job' is defined as a set of tasks designed to be performed by one person either: <ul style="list-style-type: none">■ for an employer in return for pay, commission or payment in kind; or■ as an operator of an enterprise (either incorporated or unincorporated); or■ when engaging independently in a profession or trade; or■ as a contributing family worker working without pay in an enterprise operated by a relative.
Job sharing	Job sharing is an arrangement in which two or more people share the one full-time job, each working part time. Job sharing is available in a wide range of industries, and is in place to help employees achieve a balance between work and other aspects of their life.
Leave	Refers to paid or unpaid time away from work taken by employed persons. An individual's specific work arrangements will determine the particular lengths and types of leave to which they have access.
Length of Leave	Refers to the total amount of paid or unpaid leave or time away from a job for the child's birth and subsequent care until the mother returns or joins the workforce after the birth of the child or until the date of interview. It refers to the total amount of leave approved by the employer (irrespective of the period of leave actually taken at the date of interview).
Long service leave	A period of paid leave granted to an employee in recognition of a long period of service to an employer.
Main job	The job in which the person usually works the most hours.
Married	Marital status relates to a 'social marital status' where married is classified as a person who is living with another person in a couple relationship. This relationship is either a registered marriage, or a de facto marriage.
Mean	The mean is the arithmetic average of a group of values. It is calculated by adding the observed values and dividing by the number of observations.

GLOSSARY *continued*

One parent family	For the purpose of this publication, a family consisting of a lone female parent with at least one natural child aged under 2 years of age who is also usually resident in the family. The family may also include any number of other dependants, non-dependants and other related individuals.
Other industries	Includes Agriculture, forestry and fishing; Mining; Electricity, gas and water supply; Construction; Wholesale trade; Accommodation, cafes and restaurants; Transport and storage; Communication services; Cultural and recreational services; and Personal and other services.
Other occupations	Includes Tradespersons and related workers; Intermediate production and transport workers; and Labourers and related workers.
Other paid leave (woman)	For the purpose of this publication, all types of paid leave other than paid maternity leave.
Own account worker	A person who operates his or her own unincorporated economic enterprise or engages independently in a profession or trade and hires no employees (this category was formerly entitled Self employed).
Paid leave (partner)	Any form of paid leave that the partner has been granted for the birth or care of their newborn baby. This leave doesn't break continuity of service. May include paternity / parenting leave, family / carer's leave, sick / personal leave, annual / recreation leave, or other paid leave.
Paid maternity leave (woman)	Paid leave that a woman receives for the birth of her child. It is generally for a period before the due date and just after the birth of the child. Depending on the woman's workplace, she may be entitled to paid maternity leave for a number of months.
Partner	For the purpose of this publication, a person who was: <ul style="list-style-type: none">■ in a couple relationship with the selected respondent (either a registered or de facto marriage; including same-sex couples); and■ a usual resident of the same household as the respondent
Part-time workers	Persons who usually worked less than 35 hours a week. In most ABS surveys this applies to hours worked in all jobs, however, in this publication full-time / part-time status is in respect of the main job only unless otherwise noted.
Paternity/parenting leave	Paternity / parenting leave is leave provided to employees to care for their newborn child and during the first year of the child's life. Some workplaces offer such paid leave anywhere from 1-14 weeks. This leave doesn't break continuity of service.
Permanently left job	Ceasing employment in a particular job with no intention of returning.
Public / private sector	The public / private classification is used to identify whether an enterprise is a public or private unit. The public sector includes all government units, such as government departments, non-market non-profit institutions that are controlled and mainly financed by government, and corporations and quasi-corporations that are controlled by government. The private sector includes all other enterprises.
Quintile	A grouping derived by ranking all units in the population in ascending order according to some continuous variable such as income and dividing the ranked population into five equal groups, each comprising 20% of the population.
Sick leave	Sick leave is leave which is provided for employees who are unable to attend work because they are ill, injured, or have a medical appointment. It includes 'Personal leave'.
Time away (woman)	Leave from work taken by unincorporated business owners. Since unincorporated business owners are not considered to be employees of the business (in contrast to incorporated business owners), such leave will generally be unpaid.

GLOSSARY *continued*

Unincorporated business	A business enterprise that does not possess a separate legal identity from its owners, who bear full liability for any action or inaction of the business. The outright owner(s) of an Unincorporated business (and their household(s)) are seen to receive whatever profit or loss occurs during the reference period as income.
Unpaid leave (partner)	Any form of unpaid leave that the partner has been granted for the birth or care of their newborn baby. This leave may break continuity of service.
Unpaid maternity leave	Unpaid maternity leave is leave without pay specifically designed so that women can take time off work to care for their child in their first year, without having to resign. This period of time away from work does not count as a break in service, as it would for some other types of unpaid leave such as 'leave without pay'.
Usual hours of work	Usual hours of work refers to a typical period rather than to a specified reference period. The concept of usual hours applies both to persons at work and to persons temporarily absent from work, and is defined as the hours worked during a typical week. The time includes all regular paid and unpaid overtime.
With leave entitlements	An employee who is entitled to either paid holiday leave or paid sick leave (or both) in their main job.
Without leave entitlements	An employee who is not entitled to paid holiday leave or paid sick leave in their main job.
Women with children less than 2 years old	The birth mother of a child living in the same household who was under the age of 2 years at the date of interview. If the birth mother has more than one child under the age of 2 years, data relates to the pregnancy and work arrangements for the most recently born.
Worked in a job while pregnant	Women who worked in a job or business for some or all of their pregnancy. This includes women who took leave/time away and women who had no leave/time away for the birth depending on their individual employment status. Women who were away from work throughout their pregnancy were excluded.

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