

*Annex A*

**QUALITY STANDARDS IN PROCESSING: Labor Turnover Survey (LTS)**

(The standards/specifications are in bold italics)

Activity	Parameter	Reference Document/Record	Performance Rating			
			Rating	Quantity	Quality	Time
Edit/review questionnaires	Quantity	- FM-PSA 13 - Edited questionnaires	5	150 or more	<i>No error</i>	Fixed, not for rating
	Accuracy <sup>1</sup>	- FM-PSA 14	4 3 2	125 – 149 <b><i>100–124 qn/manday</i></b> 50 – 99	1 – 10% error rate 11 – 25% error rate 26 – 50% error rate More than 50% error rate	
Encode status of questionnaires	Quantity	- FM-PSA 15 - Encoded questionnaires	5	1,000 or more	<i>No error</i>	Fixed, not for rating
	Accuracy <sup>2</sup>	- FM-PSA 14 - Assessment on the Implementation of Field Operations of PSA Surveys - FM-PSA 15	4 3 2 1	150 or more <b><i>125 - 149 qn/manday</i></b> 100 – 124 99 or lower	1 – 10% error rate 11 – 25% error rate 26 – 50% error rate More than 50% error rate	
Encode data	Quantity	- FM-PSA 13 - Edited questionnaires	5	250 or more	<i>No error</i>	Fixed, not for rating

<sup>1</sup> To be determined by Validator. While the data value may be outside the acceptable limits, e.g. rejected, Reviewer commits no error if his/her initial or that of Senior Statistical Specialist is found beside the data value in the questionnaire. This means that the data value has been evaluated and accepted as such.

<sup>2</sup> To be determined by Senior Statistical Specialist prior to table generation.

**QUALITY STANDARDS IN PROCESSING: LTS (Cont'd.)**  
 (The standards/specifications are in bold italics)

Activity	Parameter	Reference Document/Record	Performance Rating			
			Rating	Quantity	Quality	Time
Encode data ( <i>cont'd.</i> )	Accuracy <sup>3</sup>	- FM-PSA 14 - Validation proof list	4	200 - 249	1 – 10% error rate	Fixed, not for rating
			3	<b><i>150 – 199 qn/manday</i></b>	11 – 25% error rate	
			2	100 – 149	26 – 50% error rate	
			1	99 or lower	More than 50% error rate	
Validate encoded data	Quantity	- FM-PSA 13 - Edited questionnaires	5	150 or more	<b><i>No error</i></b>	Fixed, not for rating
			Accuracy <sup>4</sup>	- FM-PSA 14 - Output tables - Validation proof list - Re-validation proof list (pertinent establishment records) - Edited questionnaires	4	
	3	<b><i>100–124 qn/manday</i></b>			11 – 25% error rate	
	2	50 – 99			26 – 50% error rate	
	1	<b><i>49 or lower</i></b>	More than 50% error rate			

<sup>3</sup> To be determined by Validator. Encoder commits no error if all data in questionnaires are correctly encoded or re-encoded as needed.

<sup>4</sup> To be determined by Senior Statistical Specialist during output table generation.