

CONFIDENTIAL

PLEASE RETURN THE COMPLETED
FORM BY 03 NOVEMBER 2023

THE EMPLOYMENT SURVEY
QUESTIONNAIRE IS NOW AVAILABLE
ONLINE AT:
www.gibraltar.gov.gi/new/downloads

STATISTICS OFFICE
SUITE 3.22 WORLD TRADE CENTER
6 BAYSIDE ROAD
GIBRALTAR

Telephone: 20075515/ 20075490
E-mail: employmentsurvey@gibraltar.gov.gi

OCTOBER 2023

EMPLOYMENT SURVEY

The Employment Survey is conducted under the provisions of the Statistics Act 1970 (Employment Survey Order 1971) as amended, which directs the Government Statistician to collect statistics relating to hours worked and earnings of persons employed in Gibraltar.

The replies will be treated in the strictest confidence. Any information which is published will be in such a way that individual persons, firms or establishments cannot be identified.

All employers are required under the provisions of the said legislation to complete and return the questionnaires.

Nil returns are required.

GOVERNMENT STATISTICIAN

Please read the Explanatory Notes carefully before completing the form.

Section A asks for details of all weekly-paid employees and Section B for all monthly-paid employees.

If you have any queries please do not hesitate to contact this Office.

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Explanatory Notes

1. General

Section A of the form is in respect of all weekly-paid employees and Section B of all monthly-paid employees. **THE BOXES NEED TO BE TICKED AS APPROPRIATE.** Additional copies of Sections A and B are available from the Statistics Office and an electronic version is also available at www.gibraltar.gov.gi/new/downloads. Self-employed persons, non-working pensioners, trainees under the Government Training Scheme and non-working directors should NOT be included. Working directors are to be included. The employee's name is NOT required.

2. Nationality

State the nationality of each person. If British, tick whether the employee is Gibraltarian or Other British. A person who is entitled to be registered as a Gibraltarian should be included as Gibraltarian and NOT as Other British. Persons entitled to be registered as a Gibraltarian include any British National who:

- is born in Gibraltar and is the child of a person who is registered in the Register of Gibraltarians; or
- is the spouse, widow or widower of a person entitled to be registered in the said Register; or
- is the descendant of a person entitled to be registered in the said Register; or
- has been registered by the Minister under section 8 or 9 of the Gibraltarian Status Act.

Other European Union employees (i.e. Other E.U.) includes nationals from Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia and Sweden.

3. Occupation

The occupation should be clearly described. It is not sufficient to specify mechanic, fitter etc... as there are different types of these categories. The correct description would be e.g. accounts clerk, shipping clerk and trainee mechanic, trainee accountant etc.

4. Frontier Worker

A frontier worker is defined as any employee, irrespective of nationality, who normally resides in Spain and travels to work daily in Gibraltar.

5. Detached Worker

A detached worker is defined as any employee, who is not ordinarily resident in Gibraltar and is in employment in a country outside Gibraltar and who is required by his/her employer to perform work of a temporary nature in Gibraltar in the course of his/her employment.

6. Hours

Enter all the hours actually worked by a person. For overtime hours, enter the actual and not the equivalent hours worked. If the hours worked cannot be specified please write "No set hours".

7. Earnings

Give the total gross earnings of each employee i.e. before the deduction of Social Insurance, contributions to Pension Funds, Income Tax etc., including any cash payments for overtime, commissions, incentives, bonuses etc. Weekly earnings are in respect of the week which includes 6th October 2023 and monthly earnings are in respect of the month of October 2023. Please avoid providing annual earnings. If the earnings of an employee relate neither to the full week nor to the full month (e.g. due to sickness or other absence) please state this.

8. Benefits

Give the estimated value of benefits provided either weekly or monthly, excluding employer contributions to pension schemes. These should cover items which are provided by the employer such as rent, medical insurance, life insurance premiums, meals etc. The value of these benefits should NOT be included in the total gross earnings figure.

PLEASE NOTE

If you have any difficulties in completing this form, please contact the Statistics Office on Tel. 20075515 or 20075490, or e-mail: employmentsurvey@gibraltar.gov.gi

REGISTERED NAME OF FIRM OR ESTABLISHMENT.....

.....

TRADING AS.....

ADDRESS.....

TEL..... FAX..... E-MAIL.....

PLEASE TICK THIS BOX IF YOU WOULD LIKE TO RECEIVE
THE EMPLOYMENT SURVEY BY EMAIL NEXT YEAR:

MAIN GOODS OR SERVICES PROVIDED.....

.....

.....

OTHER INFORMATION.....

.....

.....

.....

NAME.....

SIGNED.....

POSITION.....

.....

DATE.....

SECTION A: WEEKLY PAID EMPLOYEES

For the Pay Week which includes: 06 OCTOBER 2023

1	2	3	4	5	6	7	8	9	10	11	12
Occupation (see note 3)	Sex	Age	Nationality (see note 2)	Frontier Worker (see note 4)	Detached Worker (see note 5)	Full-time or Part-time	Total Weekly Hours Worked inc. Overtime (see note 6)	Actual Weekly Overtime Hours Worked (see note 6)	Total Weekly Gross Earnings inc. Overtime (see note 7)	Overtime Weekly Gross Earnings	Weekly Value of Benefits (see note 8)
1	Male <input type="checkbox"/> Female <input type="checkbox"/>	Under 18 <input type="checkbox"/> 18 to 24 <input type="checkbox"/> 25 and over <input type="checkbox"/>	Gibraltarian <input type="checkbox"/> Other British <input type="checkbox"/> Spanish <input type="checkbox"/> Moroccan <input type="checkbox"/> Other E.U. <input type="checkbox"/> Other <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>			£	£	£
2	Male <input type="checkbox"/> Female <input type="checkbox"/>	Under 18 <input type="checkbox"/> 18 to 24 <input type="checkbox"/> 25 and over <input type="checkbox"/>	Gibraltarian <input type="checkbox"/> Other British <input type="checkbox"/> Spanish <input type="checkbox"/> Moroccan <input type="checkbox"/> Other E.U. <input type="checkbox"/> Other <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>			£	£	£
3	Male <input type="checkbox"/> Female <input type="checkbox"/>	Under 18 <input type="checkbox"/> 18 to 24 <input type="checkbox"/> 25 and over <input type="checkbox"/>	Gibraltarian <input type="checkbox"/> Other British <input type="checkbox"/> Spanish <input type="checkbox"/> Moroccan <input type="checkbox"/> Other E.U. <input type="checkbox"/> Other <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>			£	£	£
4	Male <input type="checkbox"/> Female <input type="checkbox"/>	Under 18 <input type="checkbox"/> 18 to 24 <input type="checkbox"/> 25 and over <input type="checkbox"/>	Gibraltarian <input type="checkbox"/> Other British <input type="checkbox"/> Spanish <input type="checkbox"/> Moroccan <input type="checkbox"/> Other E.U. <input type="checkbox"/> Other <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>			£	£	£
5	Male <input type="checkbox"/> Female <input type="checkbox"/>	Under 18 <input type="checkbox"/> 18 to 24 <input type="checkbox"/> 25 and over <input type="checkbox"/>	Gibraltarian <input type="checkbox"/> Other British <input type="checkbox"/> Spanish <input type="checkbox"/> Moroccan <input type="checkbox"/> Other E.U. <input type="checkbox"/> Other <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>			£	£	£
6	Male <input type="checkbox"/> Female <input type="checkbox"/>	Under 18 <input type="checkbox"/> 18 to 24 <input type="checkbox"/> 25 and over <input type="checkbox"/>	Gibraltarian <input type="checkbox"/> Other British <input type="checkbox"/> Spanish <input type="checkbox"/> Moroccan <input type="checkbox"/> Other E.U. <input type="checkbox"/> Other <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>			£	£	£
7	Male <input type="checkbox"/> Female <input type="checkbox"/>	Under 18 <input type="checkbox"/> 18 to 24 <input type="checkbox"/> 25 and over <input type="checkbox"/>	Gibraltarian <input type="checkbox"/> Other British <input type="checkbox"/> Spanish <input type="checkbox"/> Moroccan <input type="checkbox"/> Other E.U. <input type="checkbox"/> Other <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>			£	£	£
8	Male <input type="checkbox"/> Female <input type="checkbox"/>	Under 18 <input type="checkbox"/> 18 to 24 <input type="checkbox"/> 25 and over <input type="checkbox"/>	Gibraltarian <input type="checkbox"/> Other British <input type="checkbox"/> Spanish <input type="checkbox"/> Moroccan <input type="checkbox"/> Other E.U. <input type="checkbox"/> Other <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>			£	£	£
9	Male <input type="checkbox"/> Female <input type="checkbox"/>	Under 18 <input type="checkbox"/> 18 to 24 <input type="checkbox"/> 25 and over <input type="checkbox"/>	Gibraltarian <input type="checkbox"/> Other British <input type="checkbox"/> Spanish <input type="checkbox"/> Moroccan <input type="checkbox"/> Other E.U. <input type="checkbox"/> Other <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>			£	£	£
10	Male <input type="checkbox"/> Female <input type="checkbox"/>	Under 18 <input type="checkbox"/> 18 to 24 <input type="checkbox"/> 25 and over <input type="checkbox"/>	Gibraltarian <input type="checkbox"/> Other British <input type="checkbox"/> Spanish <input type="checkbox"/> Moroccan <input type="checkbox"/> Other E.U. <input type="checkbox"/> Other <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>			£	£	£
11	Male <input type="checkbox"/> Female <input type="checkbox"/>	Under 18 <input type="checkbox"/> 18 to 24 <input type="checkbox"/> 25 and over <input type="checkbox"/>	Gibraltarian <input type="checkbox"/> Other British <input type="checkbox"/> Spanish <input type="checkbox"/> Moroccan <input type="checkbox"/> Other E.U. <input type="checkbox"/> Other <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>			£	£	£
12	Male <input type="checkbox"/> Female <input type="checkbox"/>	Under 18 <input type="checkbox"/> 18 to 24 <input type="checkbox"/> 25 and over <input type="checkbox"/>	Gibraltarian <input type="checkbox"/> Other British <input type="checkbox"/> Spanish <input type="checkbox"/> Moroccan <input type="checkbox"/> Other E.U. <input type="checkbox"/> Other <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>			£	£	£

