

- A person works in his own business, professional practice or farm for the purpose of earning a profit, even if the enterprise is failing to make a profit.
- A person spends time on the operation of a business, professional practice or farm even if no sales were made, no professional services were rendered, or nothing was actually produced (for example, a farmer who engages in farm maintenance activities; an architect who spends time waiting for clients in their office; a fisherman who repairs his boat or nets for future operations; a person who attends a convention or seminar).
- A person is in the process of setting up a business, farm or professional practice. This includes the buying or installing of equipment and ordering of supplies in preparation for opening a new business.
- An unpaid family worker is said to be working if the work contributes directly to a business, farm or professional practice owned or operated by a related member of the same household.

Seasonal workers: During the off-season, seasonal workers cannot be considered as having a formal attachment to their high-season job because they do not continue to receive a wage from their employer even though they may have an assurance of return to work.

Maternity and paternity leave: maternity leave is first given to the mother (but may include the leave of the father in the case of a transfer of the entitlements) and corresponds to the compulsory period of the leave stipulated by national legislation to ensure that mothers have sufficient rest, before and after childbirth, or for a period that is specified according to national circumstances.

People on maternity and paternity leave should always be considered as working.

The idea of having an additional category in the national questionnaire is seen as good practice.

Parental leave: Parental leave can be taken either by the mother or the father and is the interruption of work in the case of childbirth or bringing up a child of a young age. It corresponds to the period when parents receive "parental leave benefit". People on full-time parental leave should be treated as not working.

Layoffs: A person who is laid off is one whose written or unwritten contract of employment, or activity, has been suspended by the employer for a specified or unspecified period at the end of which the person concerned has a recognised right or recognised expectation to return to work with that employer.

Layoffs are classified as working if they receive $\geq 50\%$ of their wage or salary from their employer or have an assurance of return to work within a period of three months.

Employee means persons who work for a public or private employer and who receive compensation in the form of wages, salaries, fees, gratuities, payment by results or payment in kind. Non-conscripted members of the armed forces are also included.

An employee is usually working for an outside employer, but a son or daughter, for example, who is working in a parent's firm and receives a regular wage is classified here as an employee.

A woman looking after children in her own home is classified as an employee if she is paid to do this by the local authority (or any other public administration) and if she does not take any decision affecting the enterprise (e.g. schedules or number of children). She is classified as self-employed if she undertakes such work privately.

Apprentices or trainees receiving enumeration should be considered as employees.

Priests (of any kind of religion) are considered as employees.

Persons who are simultaneously working in their own professional practice and for a public or private employer (e.g., doctors with their own practice and working in a hospital) should be classified according to the where they work the greater number of hours.

Are not included months spend as self-employed (full or part time).

Are not included:

- Persons who work in their own business, professional practice or farm to earn a profit.
- Members of producer co-operatives.
- Sales and/or other work of the establishment, the investments and the distribution of the proceeds of the establishment among their members. Persons who help another member of the family run an agricultural holding or other business, provided they are not considered as employees.
- Unpaid voluntary work undertaken for a charity. **A son or daughter working in the parents' business or on the parents' farm without pay.** A wife who assists her husband in his business, e.g., a haulage contractor, without receiving any pay.
- Retirement.
- Pupil, student, further training, unpaid work experience.
- Permanently disabled and/or unfit to work.
- Compulsory military community or service.