



Definitions

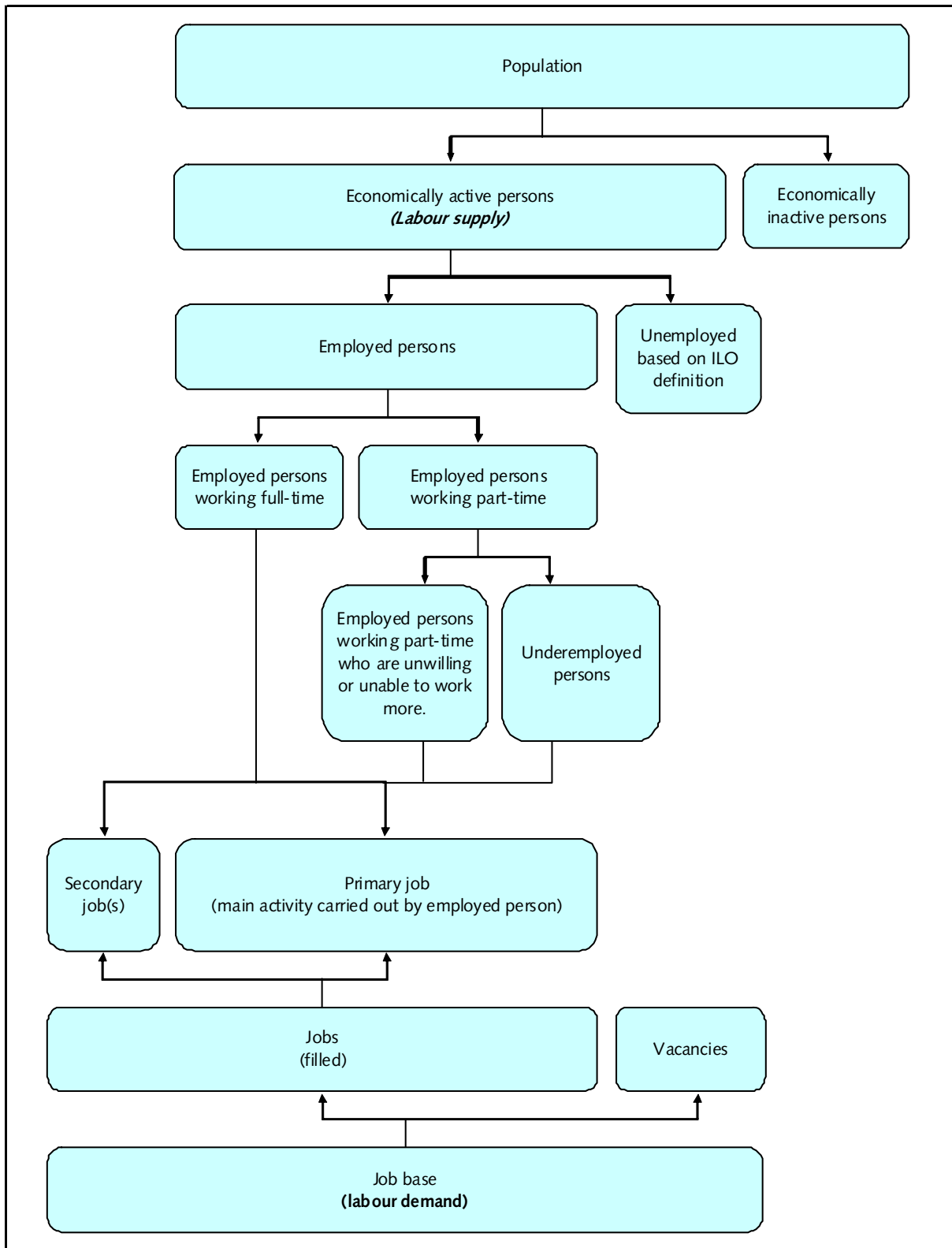
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Box 1 : Labour supply and demand



1.1 Concepts relating to people

Employed persons

The term “employed persons” refers to all persons aged 15 and over who, during the reference week:

- worked at least one hour for payment
- or who, although temporarily absent from their work (due to illness, holidays, maternity leave, military service, etc.) had a job in an employed or self-employed capacity
- or who worked in the family business without payment.

This definition covers the following, irrespective of the place where this work is done (in a company/business, at home or in another private household): employed persons, self-employed persons, persons working in family businesses, apprentices, recruits, junior officers and officers who, while undergoing basic or further military training, retain their jobs and employment contracts, school pupils and students who work in parallel with their studies, and retired persons who continue working. People who only do housework in their own households, assist others free of charge, or carry out other voluntary activities are not regarded as employed persons.

(See also related concept: "jobs")

Statistical sources

Employment Statistics (ES), Labour Market Accounts (LMA): employed persons based on the domestic concept

Swiss Labour Force Survey (SLFS), Federal Population Census as of 2010: employed persons in the permanent resident population

Federal Population Census (FPC) until 2000: employed persons in the resident population

Unemployed based on ILO definition

The term “unemployed based on ILO definition” refers to people aged 15-74 who:

- were not gainfully employed during the reference week
- were actively looking for work during the previous four weeks and
- were available for work.

This definition complies with the recommendations of the International Labour Office and the OECD as well as with the EUROSTAT definition.

(See also related concepts: "registered unemployed persons" and "registered job seekers")

Statistical sources

Labour Market Accounts (LMA): unemployed based on ILO definition in the resident population

Unemployment Statistics based on ILO definition, Swiss Labour Force Survey (SLFS): unemployed based on ILO definition in the permanent resident population.

Underemployed persons

The term "underemployed persons" refers to employed persons who:

- work less than 90% of the normal full-time workweek in companies (cf. definition of normal hours of work)
- wish to work more
- are able to do so within the next three months.

Statistical source

Swiss Labour Force Survey (SLFS): underemployed persons in the permanent resident population

Economically active persons

The term "economically active persons" refers to employed and unemployed based on ILO definition. This concept is also expressed in economic terms as "labour supply".

Statistical sources

Labour Market Accounts (LMA): economically active persons = employed persons based on the domestic concept + unemployed based on ILO definition in the permanent resident population + registered unemployed with a non-permanent residence permit.

Swiss Labour Force Survey (SLFS): economically active persons in the permanent resident population

Federal Population Census (FPC) until 2000: economically active persons in the resident population

Economically inactive persons

The term "economically inactive persons" refers to people who are not in the labour force and therefore cannot be considered as either employed or unemployed based on ILO definition.

Statistical sources

Labour Market Accounts (LMA), Federal Population Census (FPC) until 2000: economically inactive persons in the resident population

Swiss Labour Force Survey (SLFS), Federal Population Census (FPC) from 2010: economically inactive persons in the permanent resident population

Registered unemployed persons

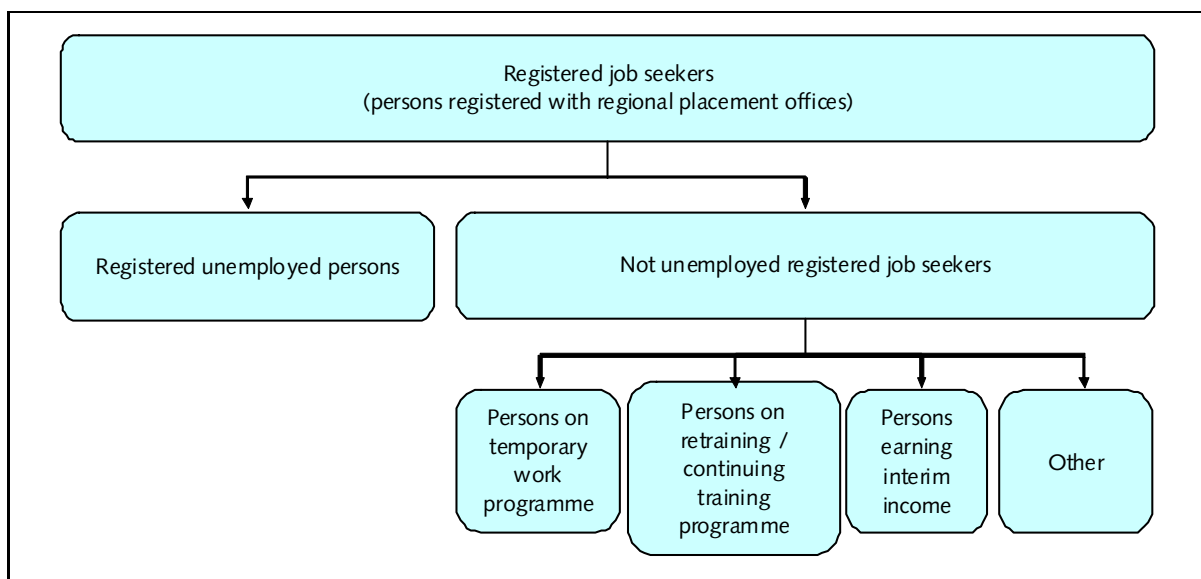
The term "registered unemployed persons" refers to persons who have registered with a regional placement office. Such individuals do not have work and are immediately available for job placement, regardless of whether or not they receive unemployment benefits.

(See also related concepts: "unemployed based on ILO definition" and "registered job seekers")

Statistical Source

Unemployment Statistics of the State Secretariat for Economic Affairs: registered unemployed persons in the resident population

Box 2 : Registered job seekers



Registered job seekers

The term "registered job seekers" refers to all economically active persons who are registered with regional placement offices. There are two groups of registered job seekers: Persons registered as unemployed and persons registered as not unemployed. The latter group differs from the first in that the persons are already gainfully employed or are not immediately available for job placement. Such people are either on a temporary work programme, a retraining or continuing training programme or earn interim income.

(See also related concepts: "unemployed persons" and "registered unemployed persons")

Statistical source

Unemployment Statistics (based on SECO definition): registered job seekers in the resident population

1.2 Concepts relating to jobs

Jobs (filled)

The term "jobs" refers to all positions of employment that are filled. While largely covering the same concept, "jobs" and "employed persons" do not always coincide, given that an employed person may hold several jobs. In such cases, the employed person holds one primary job and one or more secondary jobs.

(See also related concept "employed persons")

Statistical sources

Job Statistics (JOBSTAT) and Federal Business Census (FBC): Jobs involving at least 6 hours' work per week in secondary- and tertiary-sector establishments with a total of at least 20 hours' work per week. Persons employed in private households and self-employed who do not own a company are not included.

Federal Primary Sector Census (FPSC) and Agricultural Structures Survey: jobs where the workweek is at least 6 hours long.

Full-time equivalents (FTE)

The term "full-time equivalents" refers to a conversion of volume of work (measured in terms of the number of jobs or the number of hours of work) to full-time jobs. The number of full-time equivalents is determined by taking the total number of hours worked and dividing this total by the average number of hours worked in a full-time job.

Statistical source

Job Statistics (JOBSTAT) and Federal Business Census (FBC): Full-time equivalents are estimated by placing the jobs into three workweek categories (full-time, part-time I and part-time II) and then multiplying the number of jobs by the average workweek percentage for each category. The Swiss Labour Force Survey (SLFS) is used to determine this rate. Only jobs involving at least 6 hours' work per week in secondary- and tertiary-sector establishments with a total of at least 20 hours' work per week are covered. Persons employed in private households and self-employed who do not own a company are not included.

Vacancies

The term "vacancies" refers to a position (new, unfilled or soon to be vacant position) that the employer intends to fill either immediately or in the near future. Moreover, a position is deemed to be vacant if action has been taken, or will be taken very shortly, to recruit a new member of staff.

Statistical sources

Job Vacancy Statistics: vacancies in secondary or tertiary sector establishments.

SECO statistics of vacancies reported to regional placement offices. However, since businesses are not required to report vacancies, SECO statistics cover only a small proportion of all available vacancies in Switzerland.

Difficulties in personnel recruitment

Indicator intended to estimate recruitment difficulties experienced by secondary and tertiary sector establishments during the quarter under review.

Statistical sources

Job Statistics (JOBSTAT): establishments are asked to indicate if they have experienced difficulties in recruiting personnel according to 4 categories: (1: personnel found without difficulty; 2: personnel found with difficulty; 3: personnel not found; 4: other (don't know, not looking for personnel, recruitment process not finished) and according to 4 levels of professional qualification (1: personnel with no qualification since leaving school; 2: apprenticeship or similar qualification; 3: professional qualification; 4: university). The indicators are presented as percentages and are weighted by the number of jobs. They are shown in detail for each category. A synthetic indicator (difficulties in recruiting qualified personnel) includes cases where the personnel required was found with difficulty or not found in at least one of the 3 categories with a post-obligatory education qualification. The series starts in the 1st quarter 2004.

Employment outlook

The term “employment outlook” refers to a set of indicators used to predict the job situation in the secondary and tertiary sectors for the next quarter.

Statistical sources

Job Statistics (JOBSTAT): These indicators express in percentages the proportion of establishments that reported that they would increase, maintain or decrease their total number of employees (number weighted by job) during the coming quarter. In addition, these percentages are presented as a synthetic indicator varying from 0.50 (decrease) to 1.5 (increase). The series starts in the 1st quarter 2004.

1.3 Concepts relating to the economy

Labour supply

The term “labour supply” refers to the total quantity of labour offered by employed persons and unemployed persons as defined by ILO. Also referred to as “economically active persons”

Statistical sources

Labour Market Accounts (LMA): economically active persons = employed persons based on the domestic concept + unemployed based on ILO definition in the permanent resident population + registered unemployed with a non-permanent residence permit.

Swiss Labour Force Survey (SLFS): economically active persons in the permanent resident population

Federal Population Census (FPC): economically active persons in the resident population

Labour demand

The term “labour demand” refers to the total quantity of labour required by employers. Also referred to as “job base”.

Statistical source

Job Statistics (JOBSTAT) and Job Vacancy Statistics.

1.4 Concepts relating to working hours

Normal hours of work

The term "normal hours of work" refers to the number of hours decided upon in the employment contract. In the case of self-employed persons, this figure corresponds to the number of hours usually devoted to their professional activities. Hours of overtime and absences do not have an impact on normal hours of work.

Statistical source

Work Volume Statistics (WV): normal hours of work based on the domestic concept, expressed per job and year, expressed per job and week or in terms of annual volume.

Statistics on Normal Workweek in Companies (NW): normal duration of workweek for full-time employees in secondary- and tertiary-sector businesses, as well as in horticulture and forestry, per job and week.

Actual hours worked

The term "actual hours worked" refers to the number of hours that employed persons devoted to their professional activities (i.e. actual hours worked = normal hours of work plus hours of overtime minus hours of absence).

Statistical source

Work Volume Statistics (WV): actual hours worked based on the domestic concept, expressed per job and year, expressed per job and week or in terms of annual volume.

Hours of overtime

The term "hours of overtime" refers to paid or unpaid hours

- worked over and above the normal workweek, and
- which are not compensated for by time off in the course of the year.

Statistical source

Work Volume Statistics (WV): hours of overtime based on the domestic concept, expressed per job and year, expressed per job and week, in terms of annual volume, or as an overtime rate for the given year.

Hours of absence

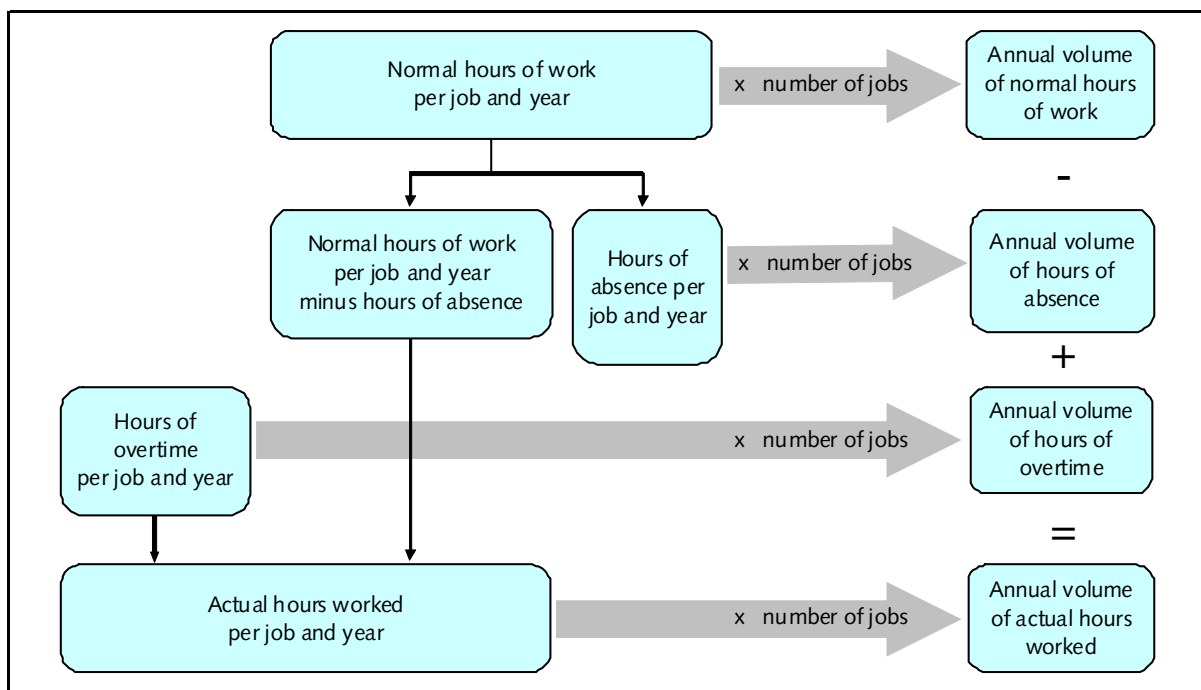
The term "hours of absence" refers to the number of normal hours of work in which a person was not at his place of work due to illness, accident, maternity leave, military or community service, civil defence, reduction of working hours, labour dispute, personal or family reasons and bad weather.

Employee holidays, public holidays and time off work made possible by flexible working schedules are not considered as hours of absence.

Statistical source

Work Volume Statistics (WV): hours of absence based on the domestic concept, expressed per job and year, expressed per job and week, in terms of annual volume, or as an absence rate for the given year.

Box 3 : Annual hours of work



1.5 Concepts relating to labour market flows

Gross transitions between employment, unemployment and economic inactivity

Gross transitions reflect the transition from an (initial) status to another (final) status over a certain period. Measuring gross transitions between employment, unemployment and economic inactivity produces a distinction between nine different groups of persons (employed persons who have become unemployed based on ILO definition, employed persons who have become economically inactive, employed persons who have stayed in employment, unemployed persons based on ILO definition who used to be employed, etc.).

Statistical source

Labour Market Accounts (LMA): gross transitions are observed over a calendar year

International migrations

International migrations are movements of persons who change their place of usual residence from one country to another. A distinction is made between immigration (when the reference country is the arrival country) and emigration (when the country of reference is the departure country). The balance between immigration and emigration movements is referred to as net migration.

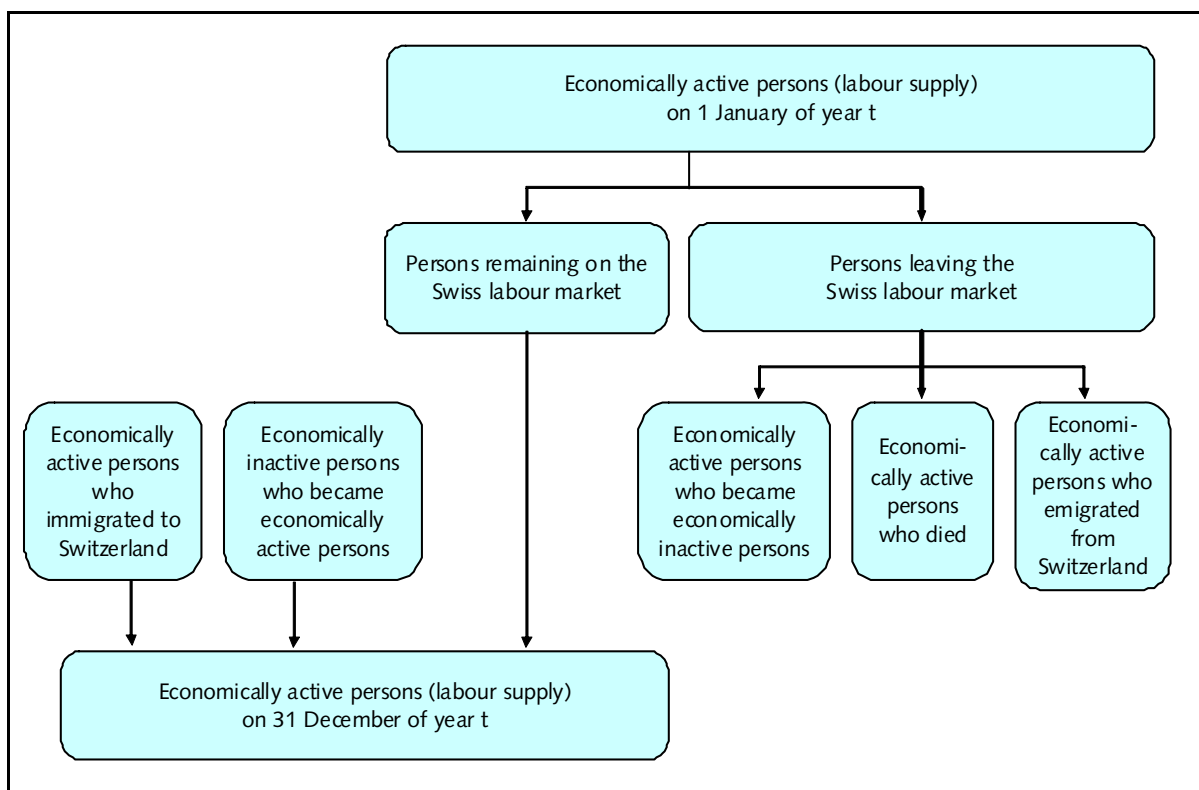
Statistical sources

Population and Household Statistics (STATPOP): international migration by Swiss and foreign nationals who are part of the permanent resident population. STATPOP replaced the Statistics on Annual Population Status (ESPOP) as of 2011.

Federal Office for Migration (FOM): international migration of foreigners

Labour Market Accounts (LMA): international migrations by labour-market status. For statistical purposes, the concept of international migration is expanded to cover new cross-border commuters (counted as immigrations) and persons losing the status of cross-border commuters (counted as emigrations).

Box 4 : Labour market flows



1.6 Concepts relating to employment income

Remuneration

Remuneration is made up of revenue (in cash, in kind or in the form of services) earned through work by persons in salaried employment or by the self-employed. Remuneration comprises the sums received as the direct result of professional activity (salaries or profits from self-employment) or because of a person's professional situation (job-related social security benefits). Remuneration does not cover revenue from other sources, such as property, social assistance, transfers, etc. that are not linked to employment.

(See also related concept "Salary")

Statistical sources

Swiss Labour Force Survey (SLFS): survey on the professional income of salaried workers and the self-employed belonging to the permanent resident population. The components of a salaried worker's remuneration are the gross salary, 13th and 14th month's salary, premiums and bonuses.

Household Budget Survey (HBS): provides an overview of the remuneration of private households derived from employment. According to the HBS, "remuneration" is regarded as meaning everything coming into a household under the heading of salaries, profits from self-employed activity and social security benefits linked to employment.

Salary

The term "Salary" corresponds to remuneration (in cash or in kind) for the work done by a person on another person's behalf under the terms of a written or oral contract. This other person may be a natural person or a corporate entity (business, non-profit-making institution or government department). Thus, the concept of salary does not cover income from self-employed activity on a person's own account. It is customary to make a distinction between gross salary (before deduction of the employee's social security contributions) and net salary (after deductions).

(See also related concept " Remuneration ")

Statistical sources

Swiss Earnings Structure Survey (SESS) : the salary components taken into consideration are the gross salary for October (including benefits in kind, regular bonus payments, turnover participation and commissions), teamwork allowances and allowances for Sunday or night work, 1/12 of the 13th month salary and 1/12 of special annual payments. The findings are expressed either in standardised gross monthly salaries (recalculated on the basis of a full-time equivalent of 4 1/3 weeks with a 40-hour working week), or in net monthly salaries (amounts actually paid, including remuneration for overtime).

Salary Trend Statistics (STS): The following salary components are considered for the calculation of the salary index: basic gross salary, compensation for inflation and 13th salary. The following are excluded: bonuses and commissions, family allowances, various compensations and payments in kind. The following employees are taken into consideration: men employed full-time and women employed full-time or part-time.

Swiss Labour Force Survey (SLFS): survey on the professional income of salaried workers and the self-employed belonging to the permanent resident population. The components of a salaried worker's remuneration are the gross salary, 13th and 14th month's salary, premiums and bonuses.

Wage Agreements Survey (WAS): measures the adjustment of actual or minimum salaries (generally: basic gross salary + 13th-month salary) agreed by management and staff within the framework of the main collective labour agreements (CLA) currently in effect. Minimum salaries are the minimum amounts collectively negotiated and laid down in a CLA or in a rider thereto.

Other sources: Household Budget Survey and administrative data from the Old-Age and Survivors' Insurance System (AHV/AVS) which make it possible to calculate the "remuneration of salaried workers" used in the Income Account that is part of the National Accounts.

Collective Labour Agreement

A collective labour agreement is an agreement signed between one or more employer representatives (associations or companies) and one or more employee representatives (trade unions or workers' associations) in which the contracting parties establish, comprehensively or in part, salary structures and working conditions, plus relations between the contracting parties.

Statistical source

Swiss Collective Labour Agreements Survey (SCLA)

Salary agreements

Salary agreements are agreements concluded between both sides of industry on how actual or minimum salaries are to be adapted.

Statistical source

Wage Agreements Survey (WAS)

1.7 Miscellaneous rates

Employment rate

$$\text{Employment rate} = \frac{\text{Employed persons}}{\text{Reference population}} \times 100$$

Statistical sources

Swiss Labour Force Survey (SLFS), Federal Population Census (FPC). A distinction is made between:

- the gross employment rate in terms of the total population
- the standardised employment rate in terms of the population aged 15 and over
- the net employment rate in terms of the population aged between 15 and 64

Unemployment rate based on ILO definition

$$\text{Unemployment rate based on ILO definition} = \frac{\text{Unemployed persons based on ILO definition}}{\text{Economically active persons}} \times 100$$

Statistical sources

Unemployment Statistics based on ILO definition, Swiss Labour Force Survey (SLFS)

Unemployment rate (SECO-based)

$$\text{Unemployment rate} = \frac{\text{Registered unemployed persons}}{\text{Economically active persons}} \times 100$$

Statistical source

Unemployment Statistics of the State Secretariat for Economic Affairs: economically active persons according to the latest Federal Population Census (FPC)

Underemployment rate

$$\text{Underemployment rate} = \frac{\text{Underemployed persons}}{\text{Economically active persons}} \times 100$$

Statistical source

Swiss Labour Force Survey (SLFS)

Activity rate

$$\text{Activity rate} = \frac{\text{Economically active persons}}{\text{Reference population}} \times 100$$

Statistical sources

Swiss Labour Force Survey (SLFS), Federal Population Census (FPC). A distinction is made between:

- the gross activity rate in terms of the total population
- the standardised activity rate in terms of the population aged 15 and over
- the net activity rate in terms of the population aged between 15 and 64

Overtime rate

$$\text{Overtime rate} = \frac{\text{Hours of overtime per job and year}}{\text{Normal hours of work per job and year}} \times 100$$

Statistical source

Work Volume Statistics (WV)

Absence rate

$$\text{Absence rate} = \frac{\text{Hours of absence per job and year}}{\text{Normal hours of work per job and year}} \times 100$$

Statistical source

Work Volume Statistics (WV)

Job vacancy rate

$$\text{Job vacancy rate} = \frac{\text{Vacancies}}{\text{Jobs + vacancies}} \times 100$$

Statistical source

Job Statistics (JOBSTAT) and Job Vacancy Statistics

1.8 Concepts relating to the population and statistical coverage

Domestic concept

The domestic concept describes the productive activity carried out on Swiss economic territory, regardless of whether it is performed by residents or non-residents. This concept can be used to demarcate the population in employment, jobs or even working hours. In practical terms, productive activity under the domestic concept covers activity carried out in Switzerland by the following groups: Swiss citizens residing in Switzerland, holders of a permanent residence permit, holders of a residence permit (including recognised refugees), cross-border commuters, holders of a seasonal work permit (this permit was discontinued on 1 June 2002), holders of a short-term residence permit, UE/AELE citizens who are engaged in paid employment (not self-employed) for a Swiss employer for a maximum of 90 days per civil year, asylum applicants, the staff of Swiss embassies and consulates and members of the Swiss naval fleet. In contrast, the activities of foreign embassies and consulates in Switzerland, the work of international civil servants in Switzerland and the activities of persons residing in Switzerland but working abroad are not included in the domestic concept.

Statistical sources

The domestic concept is mainly used in Employment Statistics (ES), Work Volume Statistics (WV), the Business and Enterprise Register (BER), the Employment Statistics and the Swiss Wage Structure Survey. It is also used in the National Accounts.

Permanent resident population

The term "permanent resident population" refers to all Swiss nationals whose main place of residence is in Switzerland and all foreign citizens holding a residence permit for at least 12 months or who have resided in Switzerland for more than 12 months, i.e. foreign citizens holding a permanent residence permit, foreigners holding a residence permit (including recognised refugees), short-term residents with a cumulative duration of residence of at least 12 months, as well as diplomats, international civil servants and their family members.

Statistical sources

The permanent resident population concept has been used in the new Federal Population Census as of 2010, the Population and Household Statistics (STATPOP), the Unemployment Statistics based on ILO definition and by the Swiss Labour Force Survey (SLFS) in a slightly adapted form: it includes neither diplomats and international civil servants nor asylum applicants.

Resident population

The resident population includes all persons who officially reside in Switzerland at a given point in time regardless of their citizenship, duration of residence and type of permit. Persons who do not officially reside in Switzerland (e.g. cross-border commuters working in Switzerland, tourists, visitors or business travellers) do not fall into this category. Specifically, the resident population includes the following types of foreigners: foreign citizens holding a permanent residence permit, foreigners holding a residence permit (including recognised refugees), seasonal workers (this type of permit has not been issued since 1 June 2002), holders of a short-term residence permit, asylum applicants, diplomats and international civil servants and their family members.

Statistical sources

The resident population concept was used in the Federal Population Census (FPC) until 2000 and is also used in the Unemployment Statistics of the State Secretariat for Economic Affairs.

1.9 Major regions

Major regions

Lake Geneva region:	Vaud, Valais, Geneva
Espace Mittelland:	Bern, Fribourg, Solothurn, Neuchâtel, Jura
Northwestern Switzerland:	Basel-Stadt, Basel-Landschaft, Aargau
Zurich:	Zurich
Eastern Switzerland:	Glarus, Schaffhausen, Appenzell Ausserrhoden, Appenzell Innerrhoden, St. Gallen, Graubünden, Thurgau
Central Switzerland:	Lucerne, Uri, Schwyz, Obwalden, Nidwalden, Zug
Ticino:	Ticino

Statistical sources

The findings of most of the labour market statistics are also available by region.

Box 5 : Resident population, permanent resident population and domestic concept

