#### UK commission’s Employer perspectives survey 2012

#### guidance on use of dataset and data tables

This document provides guidance on use of the UK Commission’s Employer Perspectives Survey 2012 SPSS dataset and Excel data tables.

#### **Data available**

The following files are available:

* Full dataset – SPSS file
* Data dictionary – Excel spreadsheet listing variables, labels and measure types
* Full data tables – Excel file
* Regional data tables – Excel file

The data tables are available to download on the UK Commission’s website, and the SPSS file can be requested by contacting employer.surveys@ukces.org.uk

In addition, all of the data files can be obtained via the UK data archive at <http://data-archive.ac.uk/>

The full SPSS dataset us also available via the ONS Virtual Microdata Laboratory. This is a secure environment that facilitates the linking of information between different surveys. Please see: <http://www.ons.gov.uk/ons/about-ons/who-we-are/services/virtual-microdata-laboratory/index.html>

#### **Overview – survey scope and sample**

The UK Commission’s Employer Perspectives Survey (UKCEPS 12) is an **establishment** based survey. Establishment refers to a specific **individual site** rather than an ‘employer’ (who could operate from more than one site). If an employer has several sites it is possible that more than one of these sites will have appeared in the sample.

The establishments included eligible for inclusion in the survey are those at which two or more people work. Data has been weighted and grossed up to reflect the total population of UK establishments with two or more people working in them. The self employed are excluded from the survey.

The survey encompassed establishments across the whole of the UK and in all sectors in the economy.

In terms of sampling, the survey used a stratified random sample, taking into account nation, establishment size and industrial sector, in order to ensure robust coverage of the full range of business types in all parts of the UK. The sample was grouped against a six-sector definition as follows:

 a) Primary

b) Manufacturing

c) Construction

d) Trade, Accommodation and Transport

e) Business and Other services

f) Non-market Services

The survey was undertaken on the telephone, and the person interviewed was the person responsible for human resource issues at the site.

The UKCEPS 12 Technical Report contains more detail about the methodology, and it is recommended that this and the questionnaire are consulted before carrying out any analysis of the data. It is also recommended that the data dictionary is consulted before carrying out analysis using the SPSS dataset.

The Technical Report, questionnaire, and also the main survey final report can be found on the UK Commission’s website [www.ukces.org.uk](http://www.ukces.org.uk)

# **reporting requirements**

Users of the data need to be aware of the following:

* Calculations with unweighted base sizes that are under 25 should not be reported. The UK Commission’s convention is to mark such results with a double asterisk in tables. It should be noted that ‘base size’ refers the number of responses to the question for the group being studied, *not* to the individual response codes within a question).
* Calculations with unweighted base sizes of between 25 and 49 need to be reported with caution and regarded as indicative. The UK Commission’s convention is to mark such results in italics in tables.
* The survey was sampled by the six broad sectors identified above. Those wanting to carry out more detailed sub-sector analysis should bear in mind that findings may not be representative at a more detailed sector level.
* If sub-sector analysis is carried out, it is good practice to ensure that the un-weighted base size is reasonable, and to compare it to the overall size profile of the sub-sector to ascertain representativeness. Analysis at this level should be undertaken with caution, and any unusual looking figures should not be taken at face value. Such analysis can provide indicative data, but the UK Commission does not recommend its publication.

**Symbols used within the Excel data tables**

* \* Represents figure larger than zero but smaller than 0.5
* \*- Not applicable/zero
* An asterisk next to a number indicates that the number is significantly different from that in the total column.

# **terms and conditions**

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* Source: Shury, et al (2012) The UK Commission’s Employer Perspectives Survey 2012, UK Commission for Employment and Skills, Wath upon Dearne ([www.ukces.org.uk](http://www.ukces.org.uk), accessed DD/MM/YY). This information is licensed under the terms of the Open Government Licence.

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If you have any further questions about the UKCEPS 12 data, please e-mail the UK Commission on employer.surveys@ukces.org.uk