

Time Diary Coding Guide

1. Codes for Paid Care Work

Code	Activity Classification	Activities
9010	Dressing	Help dress/undress clothes/undergarments
9011	Washing	Help to wash face, brush teeth, wash hands, etc.
9012	Using bathroom	Help to enter/exit bathroom, clean up after using toilet
9013	Changing diapers	Checking and changing diapers
9014	Bathing/showering	Help wash hair, take bath or shower, dry with towel
9015	Changing postures/Moving indoors	To help get up, sit down, lie down, change postures; to help move around indoors
9016	Getting ready/clipping nails	Applying make-up, shaving, clipping nails, brushing hair, etc
9017	Holding, carrying	Holding or carrying care recipient
9018	Help fall asleep	Help take nap, sleep at night, including lying down to help them fall asleep
9019	Feeding	Feeding, cutting food into smaller pieces for easier eating, help eat snacks or drinks
9020	Preparing meals	Preparing ingredients, cooking and preparing table
9021	Preparing snacks/drinks	To prepare snacks or drinks, cook, set up food
9022	Washing dishes/post-meal cleanup	Cleaning table, doing dishes, cleaning up after eating
9023	Sterilizing	Sterilizing and managing milk bottles, baby products, supplies for elderly
9024	Cleaning, organizing	Daily cleaning, tidying, throw out trash, water plants, managing the house, etc
9025	Making the bed	Making the bed, folding the comforter, cleaning the bed
9026	Laundry	Doing the laundry, folding clothes, etc
9027	Groceries, shopping	Get groceries or shop for other items for care recipient, or help them with such activities
9028	Housework for care recipient's family members	Housework for the care recipient's other family members (preparing meal or doing laundry for recipient's spouse, etc), feeding recipient's pets, etc
9030	Help to take medication on time	Remind and help take medication on time
9031	Nursing	Taking body temperature or blood pressure, managing shots, nursing, etc
9032	Treating bedsores	Applying medicine for bedsores
9033	Taking to the hospital, getting medication	Going to the hospital or pharmacy Count all hours indicated as "Going to the hospital"; If indicated the time it took to go to the hospital, record that time under 9113 (Transportation for paid care); If indicated waiting time at the hospital, record that time under code 9070 (Waiting)
9040	Having conversation	Having conversation with care recipient, listening or counseling
9041	Help with communication	Help care recipient communicate with others (including making phone calls on behalf of the recipient)
9042	Help to make call/use smart phone	Finding phone numbers, making phone calls, help with using smartphone, searching something with smartphone, help with social media on phone, show pictures on phone, etc
9050	Playing/doing activities indoors together	Playing indoors (card games, board games, etc), indoor activities at care centers; includes religious activities; includes assisting with programs
9051	Singing/dancing together	Singing before/during/after meals, singing activities at centers, singing for/with recipients, including dancing
9052	Massage	Massage legs, shoulders, etc; physical therapy, etc.
9053	Reading to the care recipient	Reading books, magazines, children's stories, newspaper, etc
Code	Activity Classification	Activities

9054	Help with Cognitive activities	Help/teach with assignments, studying; Art or music activities; Coloring activities; Activities with words, calendars, numbers, etc.; Cognitive activities for dementia patients, etc
9055	Help with physical activities (exercise etc)	Stretching, indoor sports, physical therapy, etc
9056	Go outdoors/taking walk together	Taking walks, visiting acquaintances, going to cafes, going outside on wheelchairs, etc
9057	Playing outdoors (playgrounds) together	Playing at playgrounds, parks, fields, etc
9058	Enjoying cultural activities together	Traveling, watching performances or movies, etc
9059	Taking the care recipient to other institution	Taking recipient to another care institution or for external programs (Count wait time in 9070 and transportation time in 9113)
9060	Turning on TV/media for the care recipient	Count only if worker did not watch together but turned TV/media on for recipient to watch
9061	Watch TV/media together	Watch TV/media with care recipient
9062	Turning on the music for the care recipient	Turning on music with CD/radio, etc.
9070	Waiting	Waiting at the hospital, care, waiting to pick up, etc
9071	Supervising (monitoring) while care recipient is asleep	Waiting while care recipient is asleep and no other activity is recorded for that time frame
9072	Supervising the care recipient	Supervising while care recipient is doing an activity making sure they don't get hurt, waiting in case they need you, minding the recipient, etc
9080	Help managing/arranging services for the care recipient	Planning and scheduling care services: Making reservations for hospitals, centers, counseling etc.
9081	Help the care recipient use banks or other public services	Help with services at the City Hall, banks, or other public services
9090	Take recipient to/from day care center	Take care recipient to care center, greeting babysitters or other care workers to send off recipients. (If drove recipient to center by car, code as 9093)
9091	Preparation before/after care	Changing clothes, washing hands before care activities, cleaning up after care work
9092	Help prepare things care recipient need to bring to daycare centers	Help prepare things recipient needs at daycare, kindergarten, or school
9093	Dropping off/Picking up recipient (usually by car or walk)	Dropping off or picking up care recipient to/from daycare center, private institutions, etc usually by car. Can include walking if it is clear the worker is dropping off/picking up the care recipient from a care center.
9094	Talking with care recipient's family (taking over)	Greeting family, explaining the recipient's status, consulting with family members, etc
9095	Talking on the phone with care recipient's family	Talking with recipient's family on the phone
9096	Administrative tasks	Meetings, preparing for class/care activities, counseling in institutions, recording care activities, administrative tasks, etc
9110	Commute (walk)	Commute to/from care work by walking
9111	Commute (public transportation)	Commute to/from care work by bus/metro
9112	Commute (car, taxi)	Commute to/from care work by car/taxi
9113	Travelling as a part of the paid care work	Moving around for care work purposes (going to hospital, buying things needed for recipient, getting groceries, taking bus, transport to field trips, etc). If transportation was for dropping off/picking up recipient to care centers, code as 9093.
9114	Arrive at home (Use this code for any home arrivals including from care work and other activities)	
9115	Arrival at work	Arrival at the place of work
9116	Departing from the place of work	Leaving the place of work (for home, for example)
9117	Leaving home	Leaving home for work etc

Code	Activity Classification	Activities
9120	Rest during paid care work	Break time during care work time including personal phone calls, phone use (searching, games), and other personal activities
9121	Personal hygiene during paid care work	Going to bathroom, etc
9122	Eating meals/snacks/drinks during paid care work	Eating/drinking during care work time
9210	Education/training/preparing for certification for paid care work	Obtaining education for paid care work, preparing for certification, including workshops
9310	Other paid care work activities	Other paid carework activities that are not in the list or hard to classify (Please record activity)
9311	Help/pat to burp, for helping digestion after eating	
9312	Explain care recipient's status to another paid caregiver (other than recipient's family)	
9313	Taking pictures (when it's hard to classify as personal activities – often required at the nursery)	
9314	General caring for recipient (if recorded as taking care of recipient without mention of specific care activities), asking/checking recipient's status	
9315	Preparing/repairing/putting away wheelchair/stroller	
9316	Gathering all-day care recipients (children)	
9317	Counting and checking the number of care recipients	
9318	Ventilate rooms, centers etc	
9319	Have conversation with other paid caregiver	
9320	Put blanket, make bed ready for recipient etc	

2. Codes for Activities Other Than Paid Care Work

Code	Activity Classification	Code	Activity Classification
1	Personal maintenance (Classification Level 1)	4	Home management (Classification Level 1)
11	Sleep (Classification Level 2)	41	Food Preparation (Classification Level 2)
111	Sleep	411	Meal preparation
112	Could not sleep (having difficulty in falling asleep)	412	Preparing snacks/non-regular foods
12	Eating meals/snacks (Classification Level 2)	414	Receive food-related services
121	Eating meals	413	Washing dishes and cleaning up after eating
122	Snacks/drinks	42	Managing clothes and shoes in household (Classification Level 2)
13	Personal health care (Classification Level 2)	421	Doing laundry
131	Taking care of own health (treatment)	422	Repairing/making clothes or shoes in household
132	Rest because feeling unwell (sick)	423	Receive services related to clothes/shoes
133	Receive medical services	43	Cleaning (Classification Level 2)
19	Other personal maintenance (Classification Level 2)	431	Cleaning
191	Personal hygiene	432	Tidying up
192	Take care of appearances	433	Taking out garbage
193	Receive beauty, hair services	44	Home/house maintenance (Classification Level 2)
199	Other personal maintenance	441	Manage House
2	Work (Classification Level 1)	442	Manage/produce household supplies
21	Employed Work and Self Employment (Classification Level 2)	443	Receive services related to house maintenance
211	Main Paid Work	444	Receive services related to household supplies
212	Secondary paid work	45	Vehicle maintenance (Classification Level 2)
213	Unpaid family work in agriculture/forestry/fisheries	451	Car care
214	Other unpaid family work	452	Receiving car care related services
215	Work in agriculture/forestry/fisheries for self consumption	46	Caring for pets and plants (Classification Level 2)
216	Rest during work	461	Caring for pets
217	Work-related training	462	Caring for plants
219	Other work related activities	463	Receive pets/plants care related services
221	Job search	47	Purchase of goods and services (Classification Level 2)
3	Education activities (Classification Level 1)	471	Shopping at merchandise stores
31	School activities (Classification Level 2)	472	Shopping online
311	School class	473	Purchasing services in-store
312	Break between school classes	474	Purchasing online services
313	Self-study at school	479	Other shopping related activities
314	School events	49	Other household management (Classification Level 2)
319	Other school activities	491	Household accounting
32	Non-school education activities (Classification Level 2)	492	Using financial institutions, bank services
321	Take class outside regular school	493	Using government services
322	Taking class Online	499	Other household management activities
323	Self studying	5	Caring for family members (Classification Level 1)
329	Other non-school studying	51	Caring for children under age 10 living with respondent (Classification Level 2)

Code	Activity Classification	Code	Activity Classification
511	Physical care of the child aged below 10	7	Social/Leisure Activities (Classification Level 1)
512	Teaching child aged below 10	71	Social Activities (Classification Level 2)
513	Reading to, playing with child aged below 10	711	Face-to-face social activities
514	Nursing for the child aged below 10	712	Socializing over phone/video
519	Other care for the child aged below 10	713	Social activity - Exchanging texts/emails
52	Caring for students (age 10 or over) living with respondent (Classification Level 2)	719	Other social activities
521	Physical care of the child aged 10 or over	72	Leisure Activities using media (Classification Lv. 2)
522	Help with studying for the child aged 10 or over	721	Reading book
523	Nursing for the child aged below 10 or over	722	Reading newspaper
529	Other care for the child aged below 10 or over	723	Reading magazines
53	Caring for spouse living with respondent (classification lv22)	724	Watching live media
531	Nursing for spouse	725	Watching videos
539	Other care for spouse	726	Listening to the radio
54	Caring for parents/grandparents living with respondent (Classification Level 2)	727	Listening to audio/music
541	Nursing (grand)parents living with respondent	728	Search for information online
549	Other care for (grand)parents living with respondent	729	Other leisure activities using media
55	Caring for other family members (Classification Lv2)	73	Religious activities (Classification Level 2)
551	Nursing other family members living with respondent	731	Personal religious activities
559	Other care for other family members living with respondent	732	Participate in religious meetings
56	Caring for parents/grandparents not living with respondent (Classification Level 2)	739	Other religious activities
561	Nursing for (grand)parents not living with respondent	74	Cultural/tourism activities (Classification Level 2)
569	Other care for (grand)parents not living with respondent	741	Going to Movie theaters and video rooms
57	Caring for other family members not living with respondent (Classification Level 2)	742	Going to Theater, concerts
571	Nursing for other family members not living with	743	Visit museums
579	Other care for other family members not living with	744	Watch sports events
6	Participation/Volunteer activities (Classification Level 1)	745	Sightseeing, driving around
61	Participation activities (Classification Level 2)	749	Other cultural/tourism activities
611	National, local, regional activities	75	Sports (Classification Level 2)
612	Activities related to child's education	751	Walking
619	Other participation activities	752	Running, jogging
62	Volunteer activities (Classification Level 2)	754	Cycling, skating
621	Volunteer - National, regional events	753	Mountain climbing
622	Volunteer - Help marginalized people	755	Personal exercises
623	Volunteer - Help people affected by natural disasters	756	Ball games
629	Other volunteer activities	757	Fishing, hunting
63	Helping acquaintances (Classification Level 2)	759	Other sports
631	Care for acquaintances	76	Ceremony activities (Classification Level 2)
632	Help with income-generating activities	761	Ceremonies (weddings, funerals, etc)

633	Help with household work for acquaintances	79	Other leisure activities (Classification Level 2)
639	Other helping activities for acquaintances	791	Games played with groups
Code	Activity Classification	Code	Activity Classification
792	Computer/mobile games	84	Travel for family management (Classification Level 2)
793	Personal hobbies	841	Travel related to family/household management
794	Studying for leisure	85	Travel related to caring for family members (Classification Level 2)
795	Adult entertainment (drinking alcohol etc)	851	Travel related to caring for family members living with respondent
796	Smoking	852	Travel related to caring for family members not living with respondent
797	Doing nothing/resting	86	Travel related to participation/volunteer activities (Classification Level 2)
799	Other leisure activities	861	Transportation for participation/volunteer activities
8	Travelling (Classification Level 1)	87	Travel related to social/leisure activities (Classification Level 2)
81	Travelling for personal maintenance (Classification Level 2)	871	Travel related to social/leisure activities
811	Travelling for personal maintenance	89	Other travel (Classification Level 2)
82	Travelling for work (Classification Level 2)	891	Other travel (Waiting to transport, etc)
821	Commuting	9	Other (Classification Level 1)
822	Other work-related travel	91	Other unclassified activities (Classification Level 2)
83	Travelling for education (Classification Level 2)	911	Filling in time diary
831	Education related travel	919	Other unclassified activities
		920	Waking up