

94016: Record type indicator	2
94016: HESA institution identifier	3
94016: Campus identifier	9
94016: Student identifier	11
94016: Main activity	12
94016: Other activity	14
94016: Employment category	15
94016: Employer sponsorship	16
94016: Mode of employment	17
94016: Duration of employment	18
94016: Standard Industrial Classification	20
94016: Standard Occupational Classification	27
94016: Nature of study/training	49
94016: Professional subject of training	50
94016: Location of main activity	72
94016: Not available for employment, etc.	85
94016: Teaching employment marker	86

94016: Record type indicator

Field Information

Number:	001
Name:	Record type indicator
Abbreviation:	RECID
Length:	5
Status:	Compulsory.
Description:	The Record type indicator is for HESA's internal use to identify the type of record being sent.
Notes:	<p>The record ID for students leaving between 01 October 1994 and 31 July 1995 is 94016: the record should be returned by 29 February 1996.</p> <p>The record ID for students leaving between 01 August 1995 and 31 July 1996 will be 95016: the record should be returned by 6 March 1997, provided the reference date remains the same.</p>
Reason Required:	For HESA's operational purposes.

Valid Entries

94016 First Destination supplement

94016: HESA institution identifier

Field Information

Number: 002

Name: HESA institution identifier

Abbreviation: INSTID

Length: 4

Status: Compulsory.

Description: The institution identifier of the reporting institution. The institution is identified by two fields, field 2, HESA institution identifier (a four digit number relating to the institution) and field 3, [Campus identifier](#), a single alphanumeric character. The [Campus identifier](#) character 'A' will be designated the default for the whole institution.

Notes: Notes on the use of this field are contained in the appropriate coding manual for the student record. It is essential that there is consistency between the Student Record and the First Destination Supplement.

Example: 0023 Liverpool Institute of HE.

Reason Required: To provide separate figures for each institution.

Valid Entries

0001	The Open University
0002	Cranfield University
0003	Royal College of Art
0004	College of Guidance Studies
0006	Institute of Advanced Nursing Education
0007	Bishop Grosseteste College
0008	Bretton Hall College of HE
0009	Buckinghamshire College of HE
0010	Central School of Speech and Drama
0011	Chester College of HE
0012	Canterbury Christ Church College of HE
0013	College of Ripon and York St John, North Yorkshire
0014	College of St Mark and St John Foundation
0015	Dartington College of Arts
0016	Edge Hill College of Higher Education
0017	Falmouth School of Art and Design

0018 Harper Adams Agricultural College
0019 Homerton College
0020 Kent Institute of Art and Design
0021 King Alfred's College
0022 La Sainte union College of HE
0023 Liverpool Institute of HE
0024 The London Institute
0025 Loughborough College of Art and Design
0026 University of Luton
0027 Nene College
0028 Newman College
0029 North Riding College
0030 Ravensbourne College of Design and Communication
0031 Roehampton Institute of HE
0032 Rose Bruford College of Speech and Drama
0033 Royal Academy of Music
0034 Royal College of Music
0035 Royal Northern College of Music
0036 Salford College of Technology
0037 Southampton Institute of HE
0038 St Martin's College
0039 St Mary's College
0040 Trinity and All Saints College
0041 Trinity College of Music
0042 Westminster College
0043 West London Institute of Higher Education
0044 The Surrey Institute of Art and Design
0045 Winchester School of Art
0046 Worcester College of HE
0047 Anglia Polytechnic University
0048 Bath College of HE
0049 Bolton Institute of HE
0050 Bournemouth University
0051 The University of Brighton
0052 The University of Central England in Birmingham
0053 The University of Central Lancashire
0054 Cheltenham and Gloucester College of HE
0055 London Guildhall University
0056 Coventry University

0057 University of Derby
0058 The University of East London
0059 The University of Greenwich
0060 The University of Hertfordshire
0061 The University of Huddersfield
0062 The University of Humberside
0063 Kingston University
0064 Leeds Metropolitan University
0065 Liverpool John Moores University
0066 Manchester Metropolitan University
0067 Middlesex University
0068 De Montfort University
0069 The University of Northumbria at Newcastle
0070 The University of North London
0071 Nottingham Trent University
0072 Oxford Brookes University
0073 The University of Plymouth
0074 The University of Portsmouth
0075 Sheffield Hallam University
0076 South Bank University
0077 Staffordshire University
0078 The University of Sunderland
0079 The University of Teesside
0080 Thames Valley University
0081 The University of the West of England, Bristol
0082 West Sussex Institute of HE
0083 The University of Westminster
0084 Wimbledon School of Art
0085 The University of Wolverhampton
0086 Gwent College of Higher Education
0087 The North-East Wales Institute of Higher Education
0088 Coleg Normal
0089 Cardiff Institute of Higher Education
0090 University of Glamorgan
0091 Swansea Institute of Higher Education
0092 Trinity College
0094 Duncan of Jordanstone College of Art
0095 University of Abertay, Dundee
0096 Edinburgh College of Art

0097 Glasgow School of Art
0098 Moray House College of Education (Incorporating the Scottish Centre for Physical Education, Movement and Leisure Studies)
0099 Northern College of Education
0100 Queen Margaret College
0101 Royal Scottish Academy of Music and Drama
0102 St Andrew's College of Education
0103 Scottish College of Textiles
0104 Robert Gordon University
0105 The University of Paisley
0106 Glasgow Caledonian University
0107 Napier University
0108 University of Aston in Birmingham
0109 The University of Bath
0110 The University of Birmingham
0111 The University of Bradford
0112 The University of Bristol
0113 Brunel University
0114 The University of Cambridge
0115 The City University
0116 The University of Durham
0117 The University of East Anglia
0118 The University of Essex
0119 The University of Exeter
0120 The University of Hull
0121 The University of Keele
0122 University of Kent at Canterbury
0123 The University of Lancaster
0124 University of Leeds
0125 The University of Leicester
0126 The University of Liverpool
0127 Birkbeck College
0128 The British Postgraduate Medical Federation
0129 Charing Cross & Westminster Medical School
0131 Goldsmiths College
0132 Imperial College of Science, Technology & Medicine
0133 Institute of Education, University of London
0134 Kings College London
0135 London Business School
0136 The London Hospital Medical College

0137 The London School of Economics and Political Science
0138 London School of Hygiene and Tropical Medicine
0139 Queen Mary and Westfield College
0140 Royal Free Hospital School of Medicine
0141 Royal Holloway and Bedford New College
0142 Royal Postgraduate Medical School
0143 The Royal Veterinary College
0144 The Medical College of St.Bartholemews Hospital in the City of London
0145 St George's Hospital Medical School
0146 The School of Oriental and African Studies
0147 The School of Pharmacy
0148 United Medical and Dental Schools of Guy's and St Thomas's Hospitals
0149 University College London
0150 The College of St. Gregory at St. Martin at Wye
0151 London University - Senate institutes
0152 The Loughborough University of Technology
0153 The Victoria University of Manchester
0154 The University of Newcastle-upon-Tyne
0155 The University of Nottingham
0156 The University of Oxford
0157 The University of Reading
0158 The University of Salford
0159 The University of Sheffield
0160 The University of Southampton
0161 The University of Surrey
0162 The University of Sussex
0163 The University of Warwick
0164 The University of York
0165 The University of Manchester Institute of Science & Technology
0167 The University of Edinburgh
0168 The University of Glasgow
0169 The University of Strathclyde
0170 The University of Aberdeen
0171 Heriot-Watt University
0172 The University of Dundee
0173 The University of St Andrews
0174 The University of Stirling
0175 Scottish Agricultural College
0176 St David's University College

0177 The University College of Wales, Aberystwyth
0178 University College of North Wales, Bangor
0179 University of Wales College of Cardiff
0180 University College of Swansea
0181 University of Wales College of Medicine
0182 Welsh College of Music and drama
0183 Welsh Institute of Rual Studies
0184 Queen's University of Belfast
0185 The University of Ulster
0186 University of Wales, Registry
0187 Westhill College
0189 Writtle College
2001 Institute of Psychiatry

94016: Campus identifier

Field Information

Number: 003

Name: Campus identifier

Abbreviation: CAMPID

Length: 1

Status: Compulsory.

Description: The Campus identifier is the second part of the institution identifier: please also see the description of field 2, [HESA institution identifier](#).

Although this field is compulsory, in the majority of cases, it will default to the generic value 'A' indicating the entire institution. The Funding Councils do not require that different campuses of an institution be separated in the statistical returns.

An institution which wishes separately to identify campuses may do so by using any alphanumeric character except for 'A' in field 3. Institutions which decide so to do are asked to inform Alison Berry at HESA.

Notes: It is recognised that because of the flexibility of study patterns adopted by some institutions, it will be impossible to say categorically that some students are assigned to a particular campus. As a general rule of thumb, we suggest that a distinct Campus identifier should not be so allocated if it falls within the same county or L.E.A. boundary.

Codes other than 'A' can be used only where an institution has agreed with HESA distinct valid codes for separate campuses, and a student can be associated with a single site.

For the purposes of this field, a campus is not necessarily a physical site, but may be an administrative location.

Example: .

Reason Required: To provide separate figures for each campus.

Valid Entries

A 1 character alphanumeric code.

94016: Student identifier

Field Information

Number:	004
Name:	Student identifier
Abbreviation:	HUSID
Length:	13
Status:	Compulsory.

Description: The Student identifier is to be unique to each student. It is intended that the identifier is to be transferred with the student to each institution of higher education he/she may attend. The medium term objective is that the use of this number will allow the accurate tracking of students throughout their life within the sector for which HESA collects data.

Notes: The Student identifier must be the reference number returned for the student in the appropriate student return.

Reason Required: To provide a linkage between the student record and the First Destination supplement.

Knowledge Base

As the FDS is a supplement to the main Individualised Student Record, it is essential that the student identifier is the same as that returned for the student in the July 1995 Individualised Student Record.

(Guidance in FDS Circular 95/01)

Valid Entries

A 13 digit numeric code.

94016: Main activity

Field Information

Number:	005
Name:	Main activity
Abbreviation:	ACTONE
Length:	2
Status:	Compulsory
Description:	The field describes the sole or primary activity being undertaken by the leaver, or which they will have begun by 01 April.

This field should be used to record either the sole activity reported by the leaver, or the activity which is ranked by the leaver as his/her main activity. It is explicit that individual leavers should themselves decide what is their "main" activity, without any further guidance.

If this field is coded as 05 'Seeking employment or training' and field 6, [Other activity](#) is coded 09 'No other activity', it will be deduced that the leaver is unemployed, and not engaged in further study or training.

Notes:	It is recognised that the definition of unemployment which is derived from this record (in common with previous first destinations surveys) is not comparable with other national surveys of unemployment.
--------	--

For the purposes of this field, overseas includes all non-UK domiciled students (on entry to the programme of study giving rise to the FDS). Code 07 may be used, in conjunction with field 15, to indicate that a leaver who was an overseas student has moved back to his/her country of origin or another country outside the UK, and that no further details are known. In this case fields 6-14 and 16-17 must be left blank.

Reason Required:	The information is required to record the main activities of students on completion of their courses.
------------------	---

Knowledge Base

The guidance in paragraph two of the notes (reference page 15 in the Coding Manual) is extended to read 'if this field is coded 05 'Seeking employment of training' and field 6 'Other activity' is coded 09 'No other activity or 07 'looking for a job or course', it will be deduced that the leaver is unemployed, and not engaged in further study or training.

(Guidance in FDS Circular 95/01)

Valid Entries

- 01 Entered work (paid or unpaid, including voluntary work)
- 02 Returned to/remained with previous employer
- 03 Self-employed
- 04 Entered study or training
- 05 Seeking employment or training
- 06 Not available for employment, study or training
- 07 Overseas student returning overseas (no other information available)

94016: Other activity

Field Information

Number:	006
Name:	Other activity
Abbreviation:	ACTTWO
Length:	2
Status:	Compulsory, unless field 5 is coded 07.
Description:	This field describes any secondary activity reported by the leaver.
Notes:	See notes on field 5, Main activity .
Reason Required:	To obtain a full picture of the employment and training of HE leavers.

Valid Entries

- 01 Full-time employment (paid or unpaid, including voluntary work)
- 02 Part-time employment (paid or unpaid, including voluntary work)
- 03 Self-employed
- 04 Full-time further study or training
- 05 Part-time further study or training
- 06 Professional preparation time, e.g. portfolio preparation
- 07 Looking for a job or course
- 09 No other activity

94016: Employment category

Field Information

Number:	007
Name:	Employment category
Abbreviation:	EMPCAT
Length:	1
Status:	Compulsory, if codes 01, 02, or 03 are returned in field 5.
Description:	This field describes whether the leaver's employment is paid or unpaid.
Notes:	Where employment category is not applicable i.e. codes 04, 05, 06 or 07 are returned in field 5, please return a blank in this field.
Reason Required:	To determine whether HE leavers' employment is paid or unpaid.

Knowledge Base

The guidance given for completion of the model questionnaire does not route self-employed people to the questions related to the coding of these fields. For this reason, for those coded as 03 'Self employed' in Field 5 'Main activity' the default code of 9 'Not known/reported' will be acceptable in Fields 7 and 9.

(Guidance in FDS Circular 95/01)

Valid Entries

- 1 Paid
- 2 Unpaid (including voluntary work)
- 9 Not known

94016: Employer sponsorship

Field Information

Number:	008
Name:	Employer sponsorship
Abbreviation:	SPONS
Length:	1
Status:	Compulsory if codes 01 or 02 are returned in field 5.
Description:	This field describes whether the leaver has entered employment with an employer who financially supported his/her course of study at the reporting institution.
Notes:	Where employer sponsorship is not applicable, i.e. codes 03, 04, 05, 06 or 07 are returned in field 5, please return a blank in this field.
Reason Required:	To provide information about the links between employment and sponsorship.

Valid Entries

- 1 The employer financially supported the student during his/her course
- 2 The employer did not financially support the student during his/her course.
- 9 Not known

94016: Mode of employment

Field Information

Number:	009
Name:	Mode of employment
Abbreviation:	MODEEMP
Length:	1
Status:	Compulsory, if codes 01, 02, or 03 are returned in field 5.
Description:	This field describes the leaver's own interpretation of his/her mode of employment. Where mode of employment is not applicable, i.e. codes 04, 05, 06 or 07 are returned in field 5, please return a blank in this field.
Notes:	Full-time, for the purposes of this supplement is 30 hours or more per week. Code 9 'Not reported' should only be used if the student has not indicated whether the employment is full-time or part-time.
Reason Required:	To determine whether HE leavers' employment is full-time or part-time.

Knowledge Base

The guidance given for completion of the model questionnaire does not route self-employed people to the questions related to the coding of these fields. For this reason, for those coded as 03 'Self employed' in Field 5 'Main activity' the default code of 9 'Not known/reported' will be acceptable in Fields 7 and 9.

(Guidance in FDS Circular 95/01)

Valid Entries

- 1 Full-time
- 2 Part-time
- 9 Not reported

94016: Duration of employment

Field Information

Number:	010
Name:	Duration of employment
Abbreviation:	DUREMP
Length:	1
Status:	Compulsory if codes 01 or 02 are returned in field 5.
Description:	<p>This field describes the leaver's own assessment of the duration of the employment in the terms of the questionnaire.</p> <p>Where duration of employment is not applicable, i.e. codes 03, 04, 05, 06 or 07 are returned in field 5, please return a blank in this field.</p> <p>If in section 2 of the model questionnaire the employment is described as fixed term but no termination date is given, assume a termination date after 30/9/96.</p>
Notes:	<p>If it is understood that the employment is open-ended use code 3, 'Terminates after 30 September 1996/Not a fixed term employment'.</p> <p>For 1996-97 the valid entries will be;</p> <p>1 Terminates in the period up to 31 March 1997. 2 Terminates between 01 April 1997 and 30 September 1997. 3 Terminates after 30 September 1997/Not a fixed term employment. 9 Not known.</p>
Reason Required:	To measure trends in the labour market demand for graduates.

Valid Entries

- 1 Terminates in the period up to 31 March 1996
- 2 Terminates between 01 April 1996 and 30 September 1996
- 3 Terminates after 30 September 1996/Not a fixed term employment
- 9 Not known

94016: Standard Industrial Classification

Field Information

Number:	011
Name:	Standard Industrial Classification
Abbreviation:	SIC
Length:	4
Status:	Compulsory if field 5, Main activity is coded as either 01, 02 or 03.
Description:	
Notes:	Exceptionally this field may be coded as 9999 provided that field, 12, Standard Occupational Classification is completed with a value other than 9999.
	Where Standard Industrial Classification is not applicable, i.e. codes 04, 05, 06 or 07 are returned in field 5 please return a blank in this field.
Reason Required:	To determine the fields of work which HE leavers enter.

Knowledge Base

If a student is "temping", which organisation should I code as the employer - the employment agency or the company where she is working? The student should be coded as being employed by the employment agency. (SIC code 7450)

(Advice given to enquirers, not formally released)

Valid Entries

A valid code from the Standard Industrial Classification for the FDS (SIC (FDS)P).

0100	Agriculture and related activities
0110	Growing of crops; market gardening; horticulture
0120	Farming of animals
0130	Growing of crops combined with farming of animals (mixed farming)
0140	Agricultural and animal husbandry activities, except veterinary activities
0150	Game propagation including related activities
0200	Forestry, logging and related activities
0500	Fishing

1000	Mining of coal and coal extraction
1100	Extraction of crude petroleum and natural gas; service activities incidental to oil and gas extraction excluding surveying
1110	Extraction of crude petroleum and natural gas
1120	Services and activities incidental to oil and gas extraction (excluding surveying)
1200	Mining of uranium and thorium ores
1300	Mining of metal ores
1400	Other mining and quarrying
1500	Manufacturing of food products and beverages
1510	Manufacture of food products
1520	Manufacture of beverages
1600	Manufacture of tobacco products
1700	Manufacture of textiles
1800	Manufacture of wearing apparel
1900	Manufacture of leather, leather products and footwear of any material
2000	Manufacture of wood and wood products, except furniture
2100	Manufacture of pulp, paper and paper products
2200	Publishing, printing and reproduction of recorded media
2210	Publishing
2220	Printing and service activities related to printing
2230	Reproduction of recorded media
2300	Manufacture of coke, refined petroleum products and nuclear fuel
2310	Manufacture of coke oven products
2320	Manufacture of refined petroleum products
2330	Processing of nuclear fuel
2400	Manufacture of chemicals and chemical products
2410	Manufacture of basic chemicals, except refined petroleum products
2420	Manufacture of pesticides and other agro-chemical products
2430	Manufacture of paints, varnishes and similar coatings, printing ink and mastics
2440	Manufacture of pharmaceuticals, medicinal chemicals and botanical products
2450	Manufacture of soap and detergents, cleaning and polishing preparations, perfumes and toilet preparations
2460	Manufacture of other chemical products
2470	Manufacture of man-made fibres
2500	Manufacture of rubber and plastic products
2510	Manufacture of rubber products
2520	Manufacture of plastic products
2600	Manufacture of other non-metallic mineral products
2700	Manufacture of basic metals

2800	Manufacture of fabricated metal products, except machinery and equipment
2900	Manufacture of machinery and equipment not elsewhere classified
3000	Manufacture and assembly of office machinery and computers
3100	Manufacture of electrical machinery and apparatus not elsewhere classified
3200	Manufacture of radio, television and communication equipment and apparatus
3210	Manufacture of electronic components
3220	Manufacture of television and radio transmission equipment and telephone apparatus
3230	Manufacture of television and radio receivers, sound or video recording apparatus and associated goods
3300	Manufacture of medical, precision and optical instruments, watches and clocks
3400	Manufacture of motor vehicles, trailers and semi-trailers
3500	Manufacture of other transport equipment
3510	Building and repairing of ships and boats
3520	Manufacture of railway and tramway locomotives and rolling stock
3530	Manufacture of aircraft and spacecraft
3540	Manufacture of motorcycles and bicycles
3600	Manufacture of furniture; manufacturing not elsewhere classified
3700	Recycling
4000	Electricity, gas, steam and hot water supply
4010	Production and distribution of electricity
4020	Manufacture of gas; distribution of gaseous fuels through mains
4030	Steam and hot water supply
4100	Collection, purification and distribution of water (excluding sewage treatment)
4500	Construction
4510	Site preparation
4520	Building of complete constructions or parts thereof; civil engineering
4530	Building installation
4540	Building completion
4550	Renting of construction or demolition equipment with operator
5000	Sale, maintenance and repair of motor vehicles and motorcycles; retail sale of automotive fuel
5100	Wholesale trade and commission trade, except of motor vehicles and motorcycles
5200	Retail trade, except of motor vehicles and motorcycles; repair of personal and household goods
5210	Retail sale in non-specialised stores
5220	Retail sale of food, beverages and tobacco in specialised stores
5230	Retail sale of pharmaceutical and medical goods, cosmetic and toilet articles

5240 Other retail sale of new goods in specialised stores
5250 Retail sale of second-hand goods in stores
5260 Retail sale not in stores, e.g. mail order
5270 Repair of personal and household goods
5500 Hotels and restaurants
6000 Land transport; transport via pipelines
6010 Transport via railways
6020 Other land transport
6021 Other scheduled passenger land transport
6022 Taxi operation
6023 Other passenger land transport
6024 Freight transport by road
6030 Transport via pipelines (excluding gas and water distribution)
6100 Water transport
6200 Air transport
6300 Supporting and auxiliary transport activities; activities of travel agencies
6310 Cargo handling and storage
6320 Other supporting transport activities
6330 Activities of travel agencies and tour operators; tourist assistance activities not elsewhere classified
6400 Post and telecommunications
6410 Post and courier activities
6411 National post activities
6412 Courier activities other than national post activities
6420 Telecommunications
6500 Financial activities, except insurance and pension funding
6510 Banks and building societies
6511 Banks
6512 Building societies
6520 Other financial activities
6521 Financial leasing
6522 Other credit granting
6523 Other financial activities not elsewhere classified
6600 Insurance and pension funding, except social security
6601 Life insurance
6602 Pension funding
6603 Non-life insurance
6700 Activities auxiliary to financial management
6710 Activities auxiliary to financial management, except insurance and pension funding

6711 Administration of financial markets
6712 Security broking and fund management
6713 Activities auxiliary to financial management not elsewhere classified
6720 Activities auxiliary to insurance and pension funding
7000 Property development
7010 Buying and selling own property
7020 Letting of own property
7030 Estate agency activities on a fee or contract basis
7100 Renting of machinery and equipment without operator and of personal and household goods
7200 Computer and related activities
7210 Hardware consultancy
7220 Software consultancy and supply
7230 Data processing
7240 Data base activities
7250 Maintenance and repair of office, accounting and computing machinery
7260 Other computer related activities
7300 Research and development activities
7310 Research and experimental development on natural sciences and engineering
7320 Research and experimental development on social sciences and humanities
7400 Other business activities
7410 Legal, accounting, book-keeping and auditing activities; tax consultancy; market research and public opinion polling; business and management consultancy; management activities of holding companies
7411 Legal activities
7412 Accounting, book-keeping and auditing activities; tax consultancy
7413 Market research and public opinion polling
7414 Business and management consultancy activities
7420 Architectural and engineering activities and related technical consultancy
7421 Architectural consultancy
7422 Industrial design consultancy
7423 Engineering design consultancy
7424 Geological consultancy and prospecting
7425 Meteorological activities
7426 Geodetic surveying activities
7430 Technical testing and analysis
7440 Advertising
7450 Labour recruitment and provision of personnel
7460 Investigation and security activities
7470 Industrial cleaning

7480	Miscellaneous business activities not elsewhere classified
7500	Public administration and defence; social security
7510	Central, regional and local government administration, regulatory activities
7520	Provision of services to the community as a whole
7521	Foreign affairs
7522	Defence activities
7523	Justice and judicial activities
7524	Public security, law and order activities
7525	Fire service activities
7530	Social security activities
8000	Education
8010	Primary education
8020	Secondary education
8021	General secondary education
8022	Further education
8030	Higher education
8040	Adult and other education
8500	Health and social work
8510	Human health activities
8511	Hospital activities
8512	Medical practice activities
8513	Dental practice activities
8514	Other human health activities
8520	Veterinary activities
8530	Social work, community and counselling activities
9000	Sewage and refuse disposal, sanitation and similar activities
9100	Activities of membership organisations not elsewhere classified
9110	Activities of business, employers and professional organisations
9120	Activities of trade unions
9130	Activities of other membership organisations
9200	Recreational, cultural and sporting activities
9210	Motion picture and video activities
9220	Radio and television activities
9230	Other entertainment activities
9231	Artistic and literary creation and interpretation
9232	Operation of arts facilities
9233	Fair and amusement park activities
9240	News agency activities
9250	Library, archives, museums and other cultural activities

9260	Sporting activities
9270	Other recreational activities
9300	Other service activities
9500	Private households with employed persons
9900	International organisations and bodies
9999	NOT KNOWN

94016: Standard Occupational Classification

Field Information

Number: 012

Name: Standard Occupational Classification

Abbreviation: SOC

Length: 6

Status: Compulsory if field 5, Main activity is coded as either 01 or 02.

Description:

Exceptionally this field may be coded as 9999 and left justified provided that field, 11, [Standard Industrial Classification](#) is completed with a value other than 9999.

Notes:

This field maybe be completed if code 03 is used in field 5, but if not compulsory in these circumstances.

Where Standard Occupational Classification is not applicable, i.e. codes 04, 05, 06 or 07 are returned in field 5, please return a blank in this field.

The coding of this field may be assisted by the use of the CASOC (Computer-assisted Standard Occupational Classification) software.

Reason Required:

To determine the nature of employment of HE leavers.

Knowledge Base

The Standard Occupation Classification for the FDS (SOC (FDS)) contains numeric codes of up to 4 digits. However for Fields 12 and 14, the specified field length is 6 and field type alphanumeric. This is because the CASOC (Computer Assisted SOC) package can generate a code of 4 digits followed by 2 letters. Institutions using CASOC may therefore use all 6 characters, i.e. 4 digits followed by 2 letters. Institutions not using CASOC should return 4 digits followed by 2 blanks, i.e. the field should be returned left justified with trailing spaces.

The Standard Occupation Classification for the FDS (SOC (FDS)) contains numeric codes of up to 4 digits. Within this framework, a trailing zero (i.e. the fourth digit is zero) is used to indicate the fact that no further distinction is made below the unit group (3-digit) level. Thus in many occupations there exists only one 4-digit category, which is simply the corresponding 3-digit category plus a trailing zero. In all cases a trailing zero can be added to a 3-digit category when no further distinction is possible.

In the event that no further distinction is possible than at a major group (2-digit) level, then the space for the two remaining digits is to be left blank. In these cases, therefore, institutions

should return 2 digits followed by 4 blanks.

For example, in Major Group 2 'Professional Occupations', a natural scientist whose speciality is unknown must be coded 20---- (20 followed by 4 blanks) and not either 200 or 2000, codes which both specify 'Natural Scientists, Chemists'.

If the occupation is not known, code 9999 'Not known' should be used.

(Guidance in FDS Circular 95/01)

Valid Entries

A valid entry from the Standard Occupational Classification for the FDS (SOC (FDS))

1000	General administrators; national government (Assistant Secretary/Grade 5 and above)
1010	General Managers; large companies and organisations
1020	Local government officers (administrative and executive functions)
1030	General administrators; national government (HEO to Senior Principal/Grade 6)
1100	Production, works and maintenance managers
1101	Production and works managers: engineering and metal mfr.
1102	Production and works managers: chemicals, oil
1103	Production and works managers: food, drink and tobacco
1104	Production and works managers: paper and printing
1105	Production and works managers: products n.e.c.
1106	Maintenance managers (factory production)
1107	Assistant managers, engineers (factory production)
1110	Managers in building contracting
1111	Managers (contracts: construction/building)
1112	Site agents
1113	Site engineers (construction)
1114	General foremen (construction)
1115	Maintenance managers (building and contracting)
1116	Inspectors of works (civil engineering)
1120	Clerks of works
1130	Managers in mining and energy industries
1131	Mine managers
1132	Mine overmen
1133	Quarry managers
1134	Drilling managers
1135	Gas supply managers
1136	Water supply managers

1137 Electricity supply managers
1200 Treasurers and company financial managers
1201 Finance managers and directors n.e.c.
1202 Local government treasurers
1203 Accounts officers (national government)
1204 Trust administrators and officers
1205 Investment/merchant bankers
1210 Marketing and sales managers
1211 Marketing managers
1212 Sales managers
1213 Market research managers and analysts
1214 Sales advisers, consultants and planners
1215 Export managers
1220 Purchasing managers
1230 Advertising and public relations managers
1231 Advertising managers (company managers)
1232 Agency managers (agents)
1233 Account executives
1234 Media planners
1235 Advertisement managers (media managers)
1236 Publicity and public relations agents, managers and officers
1237 Appeals organisers
1240 Personnel, training and industrial relations managers
1241 Personnel managers (department heads)
1242 Industrial relations managers
1243 Training managers
1250 Organisation and methods and work study managers
1251 Operational research managers
1252 Organisation and methods managers
1253 Work and method study managers
1260 Computer systems and data processing managers
1261 Data processing managers
1262 Computer operations managers
1270 Company secretaries
1271 Company secretaries
1272 Secretaries (nationalised industries, health authorities)
1273 Company registrars
1300 Credit controllers
1310 Bank, Building Society and Post Office managers (except self-employed)

1311 Bank managers
1312 Building society managers
1313 Post office managers
1320 Civil service executive officers
1321 Civil service executive officers, n.e.c.
1322 Civil service executive officers: employment and social security
1323 Civil service executive officers: tax collection
1390 Other financial institutions and office managers n.e.c.
1391 Office managers (general accounts etc.)
1392 Insurance managers
1393 Telecommunications managers
1394 Booking office managers
1395 Employment agents
1400 Transport managers n.e.c.
1410 Stores controllers
1411 Stock controllers
1412 Stores managers, controllers and inspectors
1420 Managers in warehousing and other materials handling
1500 Officers in UK armed forces
1501 Army officers (UK)
1502 Royal Navy officers (UK)
1503 Royal Air Force officers (UK)
1510 Officers in foreign and Commonwealth armed forces
1511 Army officers (not UK)
1512 Navy officers (not UK)
1513 Air force officers (not UK)
1520 Police officer (inspector and above)
1530 Fire service officers (station officer and above)
1540 Prison officers (principal officer and above)
1550 Customs and excise, immigration service officers (customs: chief preventive officers excise: surveyors and above)
1600 Farm owners and managers, horticulturists
1690 Other managers in farming, forestry and fishing n.e.c.
1691 Fishing managers
1692 Animal establishment (not livestock) managers
1693 Forestry and tree felling managers
1700 Property and estate managers
1701 Estate agents and surveyors
1702 Land agents
1703 Property company managers, landlords, etc.

1710 Garage managers and proprietors
1720 Hairdressers' and barbers' managers and proprietors
1721 Hairdressing managers
1722 Beauty treatment managers
1730 Hotel and accommodation managers
1731 Hotel managers
1732 Guest house or boarding house managers
1733 Pursers
1734 Wardens of hostels, etc.
1735 Head housekeepers
1736 Proprietors and managers of flats, caravan sites, etc.
1740 Restaurant and catering managers
1750 Publicans, innkeepers and club stewards
1760 Entertainment and sports managers
1761 Recreation and sports facilities managers
1762 Culture and entertainment organisers and managers
1763 Leisure activity centre n.e.c. managers (clubs, bingo etc.)
1764 Theatre and cinema managers
1770 Travel and tour agency managers
1780 Managers and proprietors of butchers and fishmongers
1790 Managers and proprietors in service industries n.e.c.
1791 Wholesale managers and dealers
1792 Managers in large retail organisations
1793 Shop keepers, managers of small retail establishments
1794 Laundry/dry cleaning works managers
1900 Officials of trade associations, trade unions, professional bodies and charities
1901 Trade union officers
1902 Employers association officers
1903 Trade association, chamber of trade, etc. officials
1904 Professional association officials, n.e.c.
1905 Charity officers
1906 Political party officials
1910 Registrars and administrators of educational establishments
1911 General administrators
1912 Financial administrators
1990 Other managers and administrators n.e.c.
1991 Local government/public services
1992 Security managers
1993 Hire of plant, equipment, vehicles etc. managers

1994	Small equipment servicing managers
1995	Postal services managers
1996	Health services managers
1997	Company directors n.e.c.
2000	Chemists
2010	Biological scientists and biochemists
2011	Biochemists, medical scientists
2012	Biologists
2013	Bacteriologists, microbiologists etc.
2014	Botanists
2015	Pathologists
2016	Agricultural scientists
2020	Physicists, geologists and meteorologists
2021	Physicists
2022	Geologists, mineralogists etc.
2023	Meteorologists
2024	Astronomers
2025	Mathematicians
2026	Biophysicists
2090	Other natural scientists n.e.c.
2100	Civil, structural, municipal, mining and quarrying engineers
2101	Civil engineers n.e.c.
2102	Local government civil engineers
2103	Mining, quarrying and drilling engineers
2110	Mechanical engineers
2111	Mechanical engineers
2112	Aeronautical engineers
2113	Automobile engineers
2114	Naval architects
2115	Other mechanical engineers
2120	Electrical engineers
2121	Electrical engineers n.e.c.
2122	Electrical engineers: telecommunications
2130	Electronic engineers
2131	Electronic engineers n.e.c.
2132	Electronic engineers: telecommunications
2140	Software engineers
2150	Chemical engineers
2160	Design and development engineers

2170	Process and production engineers
2180	Planning and quality control engineers
2181	Planning engineers
2182	Quality control engineers
2190	Other engineers and technologists n.e.c.
2191	Metallurgists
2192	Patents examiners, agents and officers
2193	Heating and ventilating engineers (professional)
2194	Agricultural engineers (professional)
2195	Other professional engineers
2196	Food and drink technologists
2197	Fuel technologists
2200	Medical practitioners
2201	General practitioners and doctors
2202	House officers (hospital)
2203	Registrars (hospital)
2204	Consultants (hospital)
2205	Medical administrators
2206	Medically qualified teachers
2207	Psychiatrists
2210	Pharmacists/pharmacologists
2211	Pharmacists
2212	Pharmacologists
2220	Ophthalmic opticians
2230	Dental practitioners
2231	Dentists (general practice)
2232	Dental consultants
2233	Dental teachers
2240	Veterinarians
2241	Veterinary practitioners
2242	Veterinary inspectors
2243	Veterinary research workers
2300	University teaching professionals
2301	University and higher education professors
2302	University and higher education lecturers
2303	Teacher training establishment lecturers
2310	Further education teaching professionals
2320	Education officers, school inspectors
2321	Directors of education

2322 Education officers
2323 Education advisors
2324 Education inspectors
2330 Secondary (and middle school deemed secondary) education teaching professionals
2331 Secondary school head teachers
2332 Secondary school teachers n.e.c.
2333 Secondary school teachers: non-academic subjects
2334 Private secondary school head teachers
2335 Private secondary school teachers
2340 Primary (and middle school deemed primary) and nursery education teaching professionals
2341 Primary and nursery school head teachers
2342 Primary school teachers n.e.c.
2343 Nursery and pre-primary school teachers
2344 Private primary and nursery school head teachers
2345 Private primary and nursery school teachers
2350 Special education teaching professionals
2351 Special school head teachers
2352 Special school teachers
2390 Other teaching professionals n.e.c.
2391 Principals of education institutes n.e.c.
2392 Inspectors (training and education: n.e.c.)
2393 Physical training instructors
2394 Teachers of music and dancing
2395 Instructors (subjects and establishments n.e.c.)
2400 Judges and officers of the court
2401 Judges
2402 Stipendiary magistrates
2403 Sheriffs
2404 Clerks of court, junior officers of court
2405 Officers of superior Court
2410 Barristers and advocates
2411 Barristers and advocates
2412 Barristers employed as legal advisers in non-law firms
2420 Solicitors
2421 Solicitors (public practice)
2422 Legal executives and managing clerks (if qualified solicitors)
2423 Solicitors employed as legal advisers in non-law firms
2500 Chartered and certified accountants

2501	Chartered accountants
2502	Certified accountants
2503	Public finance accountants
2510	Management accountants
2520	Actuaries, economists and statisticians
2521	Economists
2522	Statisticians
2523	Actuaries
2524	Actuarial assistants
2525	Pension advisers and planners
2530	Management consultants, business analysts
2531	Management consultants
2532	Business analysts
2600	Architects
2601	Architects
2602	Landscape architects
2610	Town planners
2620	Building, land, mining and 'general practice' surveyors
2621	General practice surveyors
2622	Land surveyors
2623	Mining surveyors
2624	Building surveyors
2700	Librarians
2710	Archivists and curators
2711	Archivists
2712	Curators (museum etc.)
2713	Museum and art gallery assistants
2714	Zoo curators
2715	Ancient monuments inspectors
2900	Psychologists
2901	Education psychologists
2902	Clinical psychologists
2903	Occupational psychologists
2910	Other social and behavioural scientists
2911	Social scientists n.e.c.
2912	Archaeologists
2913	Historians
2914	Philologists
2920	Clergy

2930	Social workers, probation officers
2931	Social workers
2932	Probation officers
3000	Laboratory technicians
3001	Laboratory technicians n.e.c.
3002	Laboratory technicians (non-medical): analysis
3003	Medical laboratory technicians
3010	Engineering technicians
3011	Mechanical engineering technicians n.e.c.
3012	Technical inspectors
3013	Industrial radiographers
3020	Electrical/electronic technicians
3021	Electrical technicians
3022	Electronic technicians
3030	Architectural and town planning technicians
3031	Town planning assistants, technicians
3032	Architectural technicians, assistants
3040	Building and civil engineering technicians
3090	Other scientific technicians n.e.c.
3100	Draughtspersons
3101	Draughtspersons
3102	Design draughtsperson
3103	Draughtspersons (mechanical engineering etc)
3104	Cartographical draughtspersons
3105	Map editors, checkers
3110	Building inspectors
3120	Quantity surveyors
3121	Quantity surveyors
3122	Quantity surveyors' assistants
3130	Marine, insurance and other surveyors
3131	Insurance surveyors, inspectors
3132	Hydrographic surveyors
3133	Government inspectors, surveyors n.e.c.
3200	Computer analyst/programmers
3201	Systems analysts (including analyst-programmers)
3202	Computer programmers
3203	Computer/IT consultants
3300	Air traffic planners and controllers
3301	Air traffic planners

3302 Air traffic controllers
3310 Aircraft flight deck officers
3311 Aircraft pilots
3312 Aircraft navigators
3313 Flight engineers
3314 Flying instructors
3320 Ship and hovercraft officers
3400 Nurses
3401 Hospital matrons and nurse administrators
3402 Senior hospital staff nurses (SRN, RGN)
3403 Hospital staff nurses (SEN)
3404 Non-hospital nurses
3405 Nursing teachers (full-time)
3410 Midwives
3411 Senior midwives
3412 Midwives
3413 Midwifery teachers
3420 Medical radiographers
3430 Physiotherapists
3431 Physiotherapists (qualified)
3432 Physiotherapy assistants
3440 Chiropodists
3450 Dispensing opticians
3460 Medical technicians, dental auxiliaries
3470 Occupational and speech therapists, psychotherapists, therapists n.e.c.
3471 Occupational therapists
3472 Speech therapists
3473 Orthoptists
3474 Osteopaths
3475 Psychotherapists
3476 Audiologists
3480 Environmental health officers
3490 Other health associate professionals n.e.c.
3491 Animal health nurses
3492 Animal technicians
3493 Health education officers
3500 Legal service and related occupations
3501 Housing and town planning inspectors
3502 Adjudicators n.e.c.

3503 Barrister's clerks
3504 Solicitor's clerks, legal executives
3505 Judge's clerks
3506 Coroners (medically qualified)
3507 Qualified legal specialists, n.e.c.
3508 Reporters to children's panel
3600 Estimators, valuers
3601 Estimators
3602 Rating, valuation officers
3603 Surveyors and valuers, valuers n.e.c.
3604 Rent officers
3610 Underwriters, claims assessors, brokers, investment analysts
3611 Stockbrokers
3612 Sharedealers
3613 Authorised clerks (stockbroking)
3614 Other financial brokers
3615 Investment advisers, analysts
3616 Insurance brokers
3617 Insurance underwriters
3618 Insurance claims officials adjusters
3620 Taxation experts
3621 Tax inspectors
3622 Tax consultants, advisers
3630 Personnel and industrial relations officers
3631 Personnel officers
3632 Industrial relations officers
3633 Personnel consultants, advisers, analysts
3634 Conciliation officers
3640 Organisation and methods and work study officers
3641 Operational research officers
3642 Organisation and methods officers
3643 Work study, method study officers
3644 Time study, work measurement, rate fixing officers
3645 Other organisational specialist officers
3700 Matrons, houseparents
3701 Nursery matrons
3702 Matrons, houseparents (institutions for young people)
3703 Matrons, houseparents (institutions for old people)
3710 Welfare, community and youth workers

3800 Authors, writers, journalists
3801 Editors
3802 Authors
3803 Journalists
3804 Advertising and publicity writers
3805 Technical authors
3806 Translators
3807 Interpreters
3808 Literary and press agents
3810 Artists, commercial artists, graphic designers
3811 Artists, painters (fine art and general artists)
3812 Graphic artists and designers
3813 Sculptors
3814 Engravers, etchers (artists)
3815 Interior decoration designers
3816 Set designers (stage, etc)
3817 Window display artists
3818 Restorers (painting, objets d'art)
3820 Industrial designers and textile designers
3821 Industrial designers
3822 Textile designers
3830 Clothing designers
3831 Clothing designers
3832 Clothing advisers, consultants
3840 Actors, entertainers, stage managers, producers and directors
3841 Directors, producers and theatre managers
3842 Stage managers etc.
3843 Actors
3844 Singers
3845 Dancers
3846 Entertainers n.e.c.
3847 Broadcasters (announcers, disc jockeys, news readers)
3848 Agents, personal managers (entertainment)
3850 Musicians
3851 Composers, arrangers
3852 Musical directors, conductors
3853 Musical instrument players
3854 Street musicians
3860 Photographers, camera, sound and video equipment operators

3861 Photographers
3862 TV and film camera operators
3863 Audio-visual aid operators
3864 Projectionists
3865 Video, telecine and film recorder operators
3866 Sound recordists, technicians, assistants
3870 Professional athletes, sports officials
3871 Professional sportsmen, players n.e.c.
3872 Sports trainers, coaches
3900 Information officers and technical librarians
3901 Information, research officers/scientists
3902 Intelligence officers (government)
3903 Technical and assistant librarians
3910 Vocational and industrial trainers
3920 Careers advisers and vocational guidance specialists
3921 Youth and local authority careers advisers
3922 University and higher education careers advisers
3930 Driving instructors (not hgv)
3931 Principals of driving schools
3932 Driving instructors
3940 Inspectors of factories, utilities and trading standards
3941 Factory inspectors (HMFI)
3942 Local government inspectors
3950 Other statutory and similar inspectors n.e.c.
3951 Driving and traffic examiners
3952 Water, river inspectors
3953 Water Bailiffs, fishery officers
3954 Ships surveyors, inspectors
3955 RSPCA inspectors
3956 Mining inspectors
3960 Occupational hygienists and safety officers (health and safety)
3961 Industrial safety officers
3962 Occupational hygienists
3963 Road safety officers
3990 Other associate professional and technical occupations n.e.c.
3991 Committee clerks, secretaries
3992 Researchers etc. n.e.c. (media & government)
3993 Appraisers
3994 Trade mark agents

3995 Materials planners
3996 Inventors
3997 Advisers (marine, tariff, transport)
3998 Environmental officers
4000 Civil Service administrative officers and assistants
4001 Government clerks n.e.c.
4002 Employment and social security clerks (government)
4003 Taxation and customs clerks
4010 Local government clerical officers and assistants
4100 Accounts and wages clerks, book-keepers, other financial clerks
4110 Counter clerks and cashiers
4120 Debt, rent and other cash collectors
4200 Filing, computer and other records clerks (inc. legal conveyancing)
4210 Library assistants/clerks
4300 Clerks (n.o.s.)
4400 Stores, despatch and production control clerks
4410 Storekeepers, warehousemen/women
4500 Medical secretaries
4510 Legal secretaries
4520 Typists and work processor operators
4521 Shorthand typists
4522 Typists
4523 Word processor operators
4590 Other secretaries, personal assistants, typists, word processor operators
n.e.c.
4591 Secretaries
4592 Personal assistants
4593 Secretary-typists
4600 Receptionists
4610 Receptionists/telephonist
4620 Telephone operators
4630 Radio and telegraph operators, other office communication system operators
4900 Computer operators, data processing operators, other office machine
operators
4901 Office machine operators
4902 Computer operators
4910 Tracers, drawing officer assistants
5000 Bricklayers, masons
5010 Roofers, slaters, tilers, sheeters, cladders
5020 Plasterers

5030 Glaziers
5040 Builders, building contractors
5050 Scaffolders, staggers, steeplejacks, riggers
5060 Floorers, floor coverers, carpet fitters and planners, floor and wall tile fitters
5070 Painters and decorators
5090 Other construction trades n.e.c.
5100 Centre, capstan, turret and other lathe setters and setter-operators
5110 Boring and drilling machine setters and setter-operators
5120 Grinding machine setters and setter-operators
5130 Milling machine setters and setter-operators
5140 Press setters and setter-operators
5150 Tool makers, tool fitters, markers out
5160 Metal working production and maintenance fitters
5170 Precision instrument makers and repairers
5180 Goldsmiths, silversmiths, precious stone workers
5190 Other machine tool setters and setter-operators
5200 Production fitters (electrical/electronic)
5210 Electricians, electrical maintenance fitters
5220 Electrical engineers (not professional)
5230 Telephone fitters
5240 Cable jointers, lines repairers
5250 Radio, TV and video engineers
5260 Computer engineers, installation and maintenance
5290 Other electrical/electronic trades n.e.c.
5300 Smiths and forge workers
5310 Moulders, core makers, die casters
5320 Plumbers, heating and ventilating engineers and related trades
5330 Sheet metal workers
5340 Metal plate workers, shipwrights, riveters
5350 Steel erectors
5360 Barbenders, steel fixers
5370 Welding trades
5400 Motor mechanics, auto engineers (inc. road patrol engineers)
5410 Coach and vehicle body builders
5420 Vehicle body repairers, panel beaters
5430 Auto electricians
5440 Tyre and exhaust fitters
5500 Weavers
5510 Knitters

5520 Warp preparers, bleachers, dyers and finishers
5530 Sewing machinists, menders, darners and embroiderers
5540 Coach trimmers, upholsterers and mattress makers
5550 Shoe repairers, leather cutters and sewers, footwear lasters, makers and
5560 Tailors, dressmakers
5570 Clothing cutters, milliners, furriers
5590 Other textiles, garments and related trades n.e.c.
5600 Originators, compositors and print preparers
5610 Printers
5620 Book binders and print finishers
5630 Screen printers
5690 Other printing and related trades n.e.c.
5700 Carpenters and joiners
5710 Cabinet makers
5720 Case and box makers
5730 Pattern makers (moulds)
5790 Other woodworking trades n.e.c.
5800 Bakers, flour confectioners
5810 Butchers, meat cutters
5820 Fishmongers, poultry dressers
5900 Glass product and ceramics makers
5910 Glass product and ceramics finishers and decorators
5920 Dental technicians
5930 Musical instrument makers, piano tuners
5931 Musical instrument makers and repairers
5932 Musical instrument tuners
5940 Gardeners, groundsmen/women
5950 Horticultural trades
5960 Coach painters, other spray painters
5970 Face trained coalmining workers, shotfirers and deputies
5980 Office machinery mechanics
5990 Other craft and related occupations n.e.c.
6000 NCOs and other ranks, UK armed forces
6010 NCOs and other ranks, foreign and commonwealth armed forces
6100 Police officers (sergeant and below)
6101 Police officers (civil police)
6102 Police officers (other statutory forces)
6110 Fire service officers (leading fire officer and below)
6120 Prison service officers (below principal officer)

6121 Prison officers
6122 Other detention centre officers
6130 Customs and excise officers, immigration officers (customs: below chief preventive officer; excise: below surveyor)
6131 Customs and excise officers, preventive officers
6132 Immigration officers
6133 VAT officers
6140 Traffic wardens
6141 Traffic wardens
6142 Parking meter attendants
6150 Security guards and related occupations
6190 Other security and protective service occupations n.e.c.
6200 Chefs, cooks
6210 Waiters, waitresses
6220 Bar staff
6300 Travel and flight attendants
6310 Railway station staff
6400 Assistant nurses, nursing auxiliaries
6410 Hospital ward assistants
6420 Ambulance staff
6430 Dental nurses
6440 Care assistants and attendants
6500 Nursery nurses
6501 Nursery nurses
6502 Nursery assistants, wardens, creche attendants
6510 Playgroup leaders
6520 Educational assistants
6590 Other childcare and related occupations n.e.c.
6600 Hairdressers, barbers
6610 Beauticians and related occupations
6700 Domestic housekeepers and related occupations
6710 Housekeepers (non-domestic)
6720 Caretakers
6730 Launderers, dry cleaners, pressers
6900 Undertakers
6910 Bookmakers
6990 Other personal and protective service occupations n.e.c.
7000 Buyers (retail trade)
7010 Buyers and purchasing officers (not retail)
7011 Purchasing officers and buyers n.e.c.

7012	Buyers (wholesale distribution)
7013	Buyers (advertising)
7014	Contracts, supply officers (government)
7020	Importers and exporters
7021	Exporters
7022	Importers
7030	Air, commodity and ship brokers
7031	Commodity brokers
7032	Ship brokers
7033	Airbrokers
7100	Technical and wholesale sales representatives
7101	Sales representatives (wholesale goods)
7102	Technical sales representatives
7190	Other sales representatives n.e.c.
7191	Demonstrators
7192	Property negotiators
7193	Auctioneers
7194	Insurance sales representatives
7195	Commercial services etc. sales representatives
7196	Cleaning, security etc. sales representatives
7197	Transport and haulage sales representatives
7198	Plant and car hire sales representatives
7200	Sales assistants
7210	Retail cash desk and check-out operators
7220	Petrol pump forecourt attendants
7300	Collectors salespersons and credit agents
7310	Roundsmen/women and van salespersons
7320	Market and street traders and assistants
7330	Scrap dealers, scrap metal merchants
7900	Merchandisers
7910	Window dressers, floral arrangers
7911	Window dressers
7912	Floral arrangers
7920	Telephone salespersons
8000	Bakery and confectionery process operatives
8010	Brewery and vinery process operatives
8020	Tobacco process operatives
8090	Other food, drink and tobacco process operatives n.e.c.
8100	Tannery production operatives

8110 Preparatory fibre processors
8120 Spinners, doublers, twisters
8130 Winders, reelers
8140 Other textiles processing operatives
8200 Chemical, gas and petroleum process plant operatives
8210 Paper wood and related process plant operatives
8220 Cutting and slitting machine operatives (paper products etc)
8230 Glass and ceramics furnace operatives, kilnsetters
8240 Rubber process operatives, moulding machine operatives, tyre builders
8250 Plastic process operatives, moulders and extruders
8260 Synthetic fibre makers
8290 Other chemicals, paper, plastics and related process operatives n.e.c.
8300 Furnace operatives (metal)
8310 Metal drawers
8320 Rollers
8330 Annealers, hardeners, temperers (metal)
8340 Electroplaters, galvanisers, colour coaters
8390 Other metal making and treating process operatives n.e.c.
8400 Machine tool operatives (inc. CNC machine tool operatives)
8410 Press stamping and automatic machine operatives
8420 Metal polishers
8430 Metal dressing operatives
8440 Shot blasters
8500 Assemblers/lineworkers (electrical/electronic goods)
8510 Assemblers/lineworkers (vehicles and other metal goods)
8590 Other assemblers/lineworkers n.e.c.
8600 Inspectors, viewers and testers (metal and electrical goods)
8610 Inspectors, viewers, testers and examiners (other manufactured goods)
8620 Packers, bottlers, canners, fillers
8630 Weighers, graders, sorters
8640 Routine laboratory testers
8690 Other routine process operatives n.e.c.
8700 Bus inspectors
8710 Road transport depot inspectors and related occupations
8720 Drivers of road goods vehicles
8730 Bus and coach drivers
8740 Taxi, cab drivers and chauffeurs
8750 Bus conductors
8800 Seafarers (merchant navy); barge, lighter and boat operatives

8810 Rail transport inspectors, supervisors and guards
8820 Rail engine drivers and assistants
8830 Rail signal operatives and crossing keepers
8840 Shunters and point operatives
8850 Mechanical plant drivers and operatives (earth moving and civil engineering)
8860 Crane drivers
8870 Fork lift and mechanical truck drivers
8890 Other transport machinery operatives n.e.c.
8900 Washers, screeners and crushers in mines and quarries
8910 Printing machine minders and assistants
8920 Water and sewerage plant attendants
8930 Electrical energy, boiler and related plant operatives and attendants
8940 Oilers, greasers, lubricators
8950 Mains and service pipe layers, pipe joiners
8960 Construction and related operatives
8970 Woodworking machine operatives
8980 Mine (excluding coal) and quarry workers
8990 Other plant and machine operatives n.e.c.
9000 Farm workers
9010 Agricultural machinery drivers and operatives
9020 All other occupations in farming and related
9030 Fishing and related workers
9040 Forestry workers
9100 Coal mine labourers
9110 Labourers in foundries
9120 Labourers in engineering and allied trades
9130 Mates to metal/electrical and related fitters
9190 Other labourers in making and processing industries n.e.c.
9200 Mates to woodworking trades workers
9210 Mates to building trades workers
9220 Rail construction and maintenance workers
9230 Road construction and maintenance workers
9240 Paviers, kerb layers
9290 Other building and civil engineering labourers n.e.c.
9300 Stevedores, dockers
9310 Goods porters
9320 Slings
9330 Refuse and salvage collectors
9340 Driver's mates

9400	Postal workers, mail sorters
9410	Messengers, couriers
9500	Hospital porters
9510	Hotel porters
9520	Kitchen porters, hands
9530	Counterhands, catering assistants
9540	Shelf fillers
9550	Lift and car park attendants
9560	Window cleaners
9570	Road sweepers
9580	Cleaners, domestics
9590	Other occupations in sales and services n.e.c.
9900	All other labourers and related workers
9990	All others in miscellaneous occupations n.e.c.
9999	NOT KNOWN

94016: Nature of study/training

Field Information

Number:	013
Name:	Nature of study/training
Abbreviation:	STUDY
Length:	2
Status:	Compulsory if field 5, Main activity is coded 04.
Description:	<p>This field describes the nature of any study or training reported by the leaver as the primary activity in field 5, Main activity.</p> <p>Code 08, 'Private study' should be used in cases in which the leaver is preparing a thesis for publication, or engaged in portfolio preparation.</p>
Notes:	<p>Leavers recorded in field 13 should include those who complete a programme of study for which a first destination supplement return is required and then go onto further study at the same institution.</p>
Reason Required:	<p>To identify the extent and nature of further study or training being undertaken by leavers from HE institutions.</p>

Valid Entries

01	Higher degree by research
02	Higher degree - taught
03	Diploma or certificate (including PGCE) or professional training course
04	First degree course
08	Private study
09	Other study or training

94016: Professional subject of training

Field Information

Number:	014
Name:	Professional subject of training
Abbreviation:	PROFTRAI
Length:	6
Status:	Compulsory if codes 01, 02, 03, 04 or 09 are returned in field 13 and the course has is understood to have a vocational orientation.
Description:	
Notes:	Where professional subject of training is not applicable, or code 08 is returned in field 13, please return a blank in this field.
Reason Required:	To determine the nature of professional subject or training.

Knowledge Base

The Standard Occupation Classification for the FDS (SOC (FDS)) contains numeric codes of up to 4 digits. However for Fields 12 and 14, the specified field length is 6 and field type alphanumeric. This is because the CASOC (Computer Assisted SOC) package can generate a code of 4 digits followed by 2 letters. Institutions using CASOC may therefore use all 6 characters, i.e. 4 digits followed by 2 letters. Institutions not using CASOC should return 4 digits followed by 2 blanks, i.e. the field should be returned left justified with trailing spaces.

The Standard Occupation Classification for the FDS (SOC (FDS)) contains numeric codes of up to 4 digits. Within this framework, a trailing zero (i.e. the fourth digit is zero) is used to indicate the fact that no further distinction is made below the unit group (3-digit) level. Thus in many occupations there exists only one 4-digit category, which is simply the corresponding 3-digit category plus a trailing zero. In all cases a trailing zero can be added to a 3-digit category when no further distinction is possible.

In the event that no further distinction is possible than at a major group (2-digit) level, then the space for the two remaining digits is to be left blank. In these cases, therefore, institutions should return 2 digits followed by 4 blanks.

For example, in Major Group 2 'Professional Occupations', a natural scientist whose speciality is unknown must be coded 20---- (20 followed by 4 blanks) and not either 200 or 2000, codes which both specify 'Natural Scientists, Chemists'.

If the occupation is not known, code 9999 'Not known' should be used.

(Guidance in FDS Circular 95/01)

Valid Entries

A valid entry from the Standard Occupational Classification for the FDS (SOC (FDS))

1000	General administrators; national government (Assistant Secretary/Grade 5 and above)
1010	General Managers; large companies and organisations
1020	Local government officers (administrative and executive functions)
1030	General administrators; national government (HEO to Senior Principal/Grade 6)
1100	Production, works and maintenance managers
1101	Production and works managers: engineering and metal mfr.
1102	Production and works managers: chemicals, oil
1103	Production and works managers: food, drink and tobacco
1104	Production and works managers: paper and printing
1105	Production and works managers: products n.e.c.
1106	Maintenance managers (factory production)
1107	Assistant managers, engineers (factory production)
1110	Managers in building contracting
1111	Managers (contracts: construction/building)
1112	Site agents
1113	Site engineers (construction)
1114	General foremen (construction)
1115	Maintenance managers (building and contracting)
1116	Inspectors of works (civil engineering)
1120	Clerks of works
1130	Managers in mining and energy industries
1131	Mine managers
1132	Mine overmen
1133	Quarry managers
1134	Drilling managers
1135	Gas supply managers
1136	Water supply managers
1137	Electricity supply managers
1200	Treasurers and company financial managers
1201	Finance managers and directors n.e.c.
1202	Local government treasurers
1203	Accounts officers (national government)

1204	Trust administrators and officers
1205	Investment/merchant bankers
1210	Marketing and sales managers
1211	Marketing managers
1212	Sales managers
1213	Market research managers and analysts
1214	Sales advisers, consultants and planners
1215	Export managers
1220	Purchasing managers
1230	Advertising and public relations managers
1231	Advertising managers (company managers)
1232	Agency managers (agents)
1233	Account executives
1234	Media planners
1235	Advertisement managers (media managers)
1236	Publicity and public relations agents, managers and officers
1237	Appeals organisers
1240	Personnel, training and industrial relations managers
1241	Personnel managers (department heads)
1242	Industrial relations managers
1243	Training managers
1250	Organisation and methods and work study managers
1251	Operational research managers
1252	Organisation and methods managers
1253	Work and method study managers
1260	Computer systems and data processing managers
1261	Data processing managers
1262	Computer operations managers
1270	Company secretaries
1271	Company secretaries
1272	Secretaries (nationalised industries, health authorities)
1273	Company registrars
1300	Credit controllers
1310	Bank, Building Society and Post Office managers (except self-employed)
1311	Bank managers
1312	Building society managers
1313	Post office managers
1320	Civil service executive officers
1321	Civil service executive officers, n.e.c.

1322 Civil service executive officers: employment and social security
1323 Civil service executive officers: tax collection
1390 Other financial institutions and office managers n.e.c.
1391 Office managers (general accounts etc.)
1392 Insurance managers
1393 Telecommunications managers
1394 Booking office managers
1395 Employment agents
1400 Transport managers n.e.c.
1410 Stores controllers
1411 Stock controllers
1412 Stores managers, controllers and inspectors
1420 Managers in warehousing and other materials handling
1500 Officers in UK armed forces
1501 Army officers (UK)
1502 Royal Navy officers (UK)
1503 Royal Air Force officers (UK)
1510 Officers in foreign and Commonwealth armed forces
1511 Army officers (not UK)
1512 Navy officers (not UK)
1513 Air force officers (not UK)
1520 Police officer (inspector and above)
1530 Fire service officers (station officer and above)
1540 Prison officers (principal officer and above)
1550 Customs and excise, immigration service officers (customs: chief preventive officers excise: surveyors and above)
1600 Farm owners and managers, horticulturists
1690 Other managers in farming, forestry and fishing n.e.c.
1691 Fishing managers
1692 Animal establishment (not livestock) managers
1693 Forestry and tree felling managers
1700 Property and estate managers
1701 Estate agents and surveyors
1702 Land agents
1703 Property company managers, landlords, etc.
1710 Garage managers and proprietors
1720 Hairdressers' and barbers' managers and proprietors
1721 Hairdressing managers
1722 Beauty treatment managers
1730 Hotel and accommodation managers

1731	Hotel managers
1732	Guest house or boarding house managers
1733	Pursers
1734	Wardens of hostels, etc.
1735	Head housekeepers
1736	Proprietors and managers of flats, caravan sites, etc.
1740	Restaurant and catering managers
1750	Publicans, innkeepers and club stewards
1760	Entertainment and sports managers
1761	Recreation and sports facilities managers
1762	Culture and entertainment organisers and managers
1763	Leisure activity centre n.e.c. managers (clubs, bingo etc.)
1764	Theatre and cinema managers
1770	Travel and tour agency managers
1780	Managers and proprietors of butchers and fishmongers
1790	Managers and proprietors in service industries n.e.c.
1791	Wholesale managers and dealers
1792	Managers in large retail organisations
1793	Shop keepers, managers of small retail establishments
1794	Laundry/dry cleaning works managers
1900	Officials of trade associations, trade unions, professional bodies and charities
1901	Trade union officers
1902	Employers association officers
1903	Trade association, chamber of trade, etc. officials
1904	Professional association officials, n.e.c.
1905	Charity officers
1906	Political party officials
1910	Registrars and administrators of educational establishments
1911	General administrators
1912	Financial administrators
1990	Other managers and administrators n.e.c.
1991	Local government/public services
1992	Security managers
1993	Hire of plant, equipment, vehicles etc. managers
1994	Small equipment servicing managers
1995	Postal services managers
1996	Health services managers
1997	Company directors n.e.c.
2000	Chemists

2010	Biological scientists and biochemists
2011	Biochemists, medical scientists
2012	Biologists
2013	Bacteriologists, microbiologists etc.
2014	Botanists
2015	Pathologists
2016	Agricultural scientists
2020	Physicists, geologists and meteorologists
2021	Physicists
2022	Geologists, mineralogists etc.
2023	Meteorologists
2024	Astronomers
2025	Mathematicians
2026	Biophysicists
2090	Other natural scientists n.e.c.
2100	Civil, structural, municipal, mining and quarrying engineers
2101	Civil engineers n.e.c.
2102	Local government civil engineers
2103	Mining, quarrying and drilling engineers
2110	Mechanical engineers
2111	Mechanical engineers
2112	Aeronautical engineers
2113	Automobile engineers
2114	Naval architects
2115	Other mechanical engineers
2120	Electrical engineers
2121	Electrical engineers n.e.c.
2122	Electrical engineers: telecommunications
2130	Electronic engineers
2131	Electronic engineers n.e.c.
2132	Electronic engineers: telecommunications
2140	Software engineers
2150	Chemical engineers
2160	Design and development engineers
2170	Process and production engineers
2180	Planning and quality control engineers
2181	Planning engineers
2182	Quality control engineers
2190	Other engineers and technologists n.e.c.

2191	Metallurgists
2192	Patents examiners, agents and officers
2193	Heating and ventilating engineers (professional)
2194	Agricultural engineers (professional)
2195	Other professional engineers
2196	Food and drink technologists
2197	Fuel technologists
2200	Medical practitioners
2201	General practitioners and doctors
2202	House officers (hospital)
2203	Registrars (hospital)
2204	Consultants (hospital)
2205	Medical administrators
2206	Medically qualified teachers
2207	Psychiatrists
2210	Pharmacists/pharmacologists
2211	Pharmacists
2212	Pharmacologists
2220	Ophthalmic opticians
2230	Dental practitioners
2231	Dentists (general practice)
2232	Dental consultants
2233	Dental teachers
2240	Veterinarians
2241	Veterinary practitioners
2242	Veterinary inspectors
2243	Veterinary research workers
2300	University teaching professionals
2301	University and higher education professors
2302	University and higher education lecturers
2303	Teacher training establishment lecturers
2310	Further education teaching professionals
2320	Education officers, school inspectors
2321	Directors of education
2322	Education officers
2323	Education advisors
2324	Education inspectors
2330	Secondary (and middle school deemed secondary) education teaching professionals
2331	Secondary school head teachers

2332 Secondary school teachers n.e.c.
2333 Secondary school teachers: non-academic subjects
2334 Private secondary school head teachers
2335 Private secondary school teachers
2340 Primary (and middle school deemed primary) and nursery education teaching professionals
2341 Primary and nursery school head teachers
2342 Primary school teachers n.e.c.
2343 Nursery and pre-primary school teachers
2344 Private primary and nursery school head teachers
2345 Private primary and nursery school teachers
2350 Special education teaching professionals
2351 Special school head teachers
2352 Special school teachers
2390 Other teaching professionals n.e.c.
2391 Principals of education institutes n.e.c.
2392 Inspectors (training and education: n.e.c.)
2393 Physical training instructors
2394 Teachers of music and dancing
2395 Instructors (subjects and establishments n.e.c.)
2400 Judges and officers of the court
2401 Judges
2402 Stipendiary magistrates
2403 Sheriffs
2404 Clerks of court, junior officers of court
2405 Officers of superior Court
2410 Barristers and advocates
2411 Barristers and advocates
2412 Barristers employed as legal advisers in non-law firms
2420 Solicitors
2421 Solicitors (public practice)
2422 Legal executives and managing clerks (if qualified solicitors)
2423 Solicitors employed as legal advisers in non-law firms
2500 Chartered and certified accountants
2501 Chartered accountants
2502 Certified accountants
2503 Public finance accountants
2510 Management accountants
2520 Actuaries, economists and statisticians
2521 Economists

2522 Statisticians
2523 Actuaries
2524 Actuarial assistants
2525 Pension advisers and planners
2530 Management consultants, business analysts
2531 Management consultants
2532 Business analysts
2600 Architects
2601 Architects
2602 Landscape architects
2610 Town planners
2620 Building, land, mining and 'general practice' surveyors
2621 General practice surveyors
2622 Land surveyors
2623 Mining surveyors
2624 Building surveyors
2700 Librarians
2710 Archivists and curators
2711 Archivists
2712 Curators (museum etc.)
2713 Museum and art gallery assistants
2714 Zoo curators
2715 Ancient monuments inspectors
2900 Psychologists
2901 Education psychologists
2902 Clinical psychologists
2903 Occupational psychologists
2910 Other social and behavioural scientists
2911 Social scientists n.e.c.
2912 Archaeologists
2913 Historians
2914 Philologists
2920 Clergy
2930 Social workers, probation officers
2931 Social workers
2932 Probation officers
3000 Laboratory technicians
3001 Laboratory technicians n.e.c.
3002 Laboratory technicians (non-medical): analysis

3003 Medical laboratory technicians
3010 Engineering technicians
3011 Mechanical engineering technicians n.e.c.
3012 Technical inspectors
3013 Industrial radiographers
3020 Electrical/electronic technicians
3021 Electrical technicians
3022 Electronic technicians
3030 Architectural and town planning technicians
3031 Town planning assistants, technicians
3032 Architectural technicians, assistants
3040 Building and civil engineering technicians
3090 Other scientific technicians n.e.c.
3100 Draughtspersons
3101 Draughtspersons
3102 Design draughtsperson
3103 Draughtspersons (mechanical engineering etc)
3104 Cartographical draughtspersons
3105 Map editors, checkers
3110 Building inspectors
3120 Quantity surveyors
3121 Quantity surveyors
3122 Quantity surveyors' assistants
3130 Marine, insurance and other surveyors
3131 Insurance surveyors, inspectors
3132 Hydrographic surveyors
3133 Government inspectors, surveyors n.e.c.
3200 Computer analyst/programmers
3201 Systems analysts (including analyst-programmers)
3202 Computer programmers
3203 Computer/IT consultants
3300 Air traffic planners and controllers
3301 Air traffic planners
3302 Air traffic controllers
3310 Aircraft flight deck officers
3311 Aircraft pilots
3312 Aircraft navigators
3313 Flight engineers
3314 Flying instructors

3320 Ship and hovercraft officers
3400 Nurses
3401 Hospital matrons and nurse administrators
3402 Senior hospital staff nurses (SRN, RGN)
3403 Hospital staff nurses (SEN)
3404 Non-hospital nurses
3405 Nursing teachers (full-time)
3410 Midwives
3411 Senior midwives
3412 Midwives
3413 Midwifery teachers
3420 Medical radiographers
3430 Physiotherapists
3431 Physiotherapists (qualified)
3432 Physiotherapy assistants
3440 Chiropodists
3450 Dispensing opticians
3460 Medical technicians, dental auxiliaries
3470 Occupational and speech therapists, psychotherapists, therapists n.e.c.
3471 Occupational therapists
3472 Speech therapists
3473 Orthoptists
3474 Osteopaths
3475 Psychotherapists
3476 Audiologists
3480 Environmental health officers
3490 Other health associate professionals n.e.c.
3491 Animal health nurses
3492 Animal technicians
3493 Health education officers
3500 Legal service and related occupations
3501 Housing and town planning inspectors
3502 Adjudicators n.e.c.
3503 Barrister's clerks
3504 Solicitor's clerks, legal executives
3505 Judge's clerks
3506 Coroners (medically qualified)
3507 Qualified legal specialists, n.e.c.
3508 Reporters to children's panel

3600 Estimators, valuers
3601 Estimators
3602 Rating, valuation officers
3603 Surveyors and valuers, valuers n.e.c.
3604 Rent officers
3610 Underwriters, claims assessors, brokers, investment analysts
3611 Stockbrokers
3612 Sharedealers
3613 Authorised clerks (stockbroking)
3614 Other financial brokers
3615 Investment advisers, analysts
3616 Insurance brokers
3617 Insurance underwriters
3618 Insurance claims officials adjusters
3620 Taxation experts
3621 Tax inspectors
3622 Tax consultants, advisers
3630 Personnel and industrial relations officers
3631 Personnel officers
3632 Industrial relations officers
3633 Personnel consultants, advisers, analysts
3634 Conciliation officers
3640 Organisation and methods and work study officers
3641 Operational research officers
3642 Organisation and methods officers
3643 Work study, method study officers
3644 Time study, work measurement, rate fixing officers
3645 Other organisational specialist officers
3700 Matrons, houseparents
3701 Nursery matrons
3702 Matrons, houseparents (institutions for young people)
3703 Matrons, houseparents (institutions for old people)
3710 Welfare, community and youth workers
3800 Authors, writers, journalists
3801 Editors
3802 Authors
3803 Journalists
3804 Advertising and publicity writers
3805 Technical authors

3806 Translators
3807 Interpreters
3808 Literary and press agents
3810 Artists, commercial artists, graphic designers
3811 Artists, painters (fine art and general artists)
3812 Graphic artists and designers
3813 Sculptors
3814 Engravers, etchers (artists)
3815 Interior decoration designers
3816 Set designers (stage, etc)
3817 Window display artists
3818 Restorers (painting, objets d'art)
3820 Industrial designers and textile designers
3821 Industrial designers
3822 Textile designers
3830 Clothing designers
3831 Clothing designers
3832 Clothing advisers, consultants
3840 Actors, entertainers, stage managers, producers and directors
3841 Directors, producers and theatre managers
3842 Stage managers etc.
3843 Actors
3844 Singers
3845 Dancers
3846 Entertainers n.e.c.
3847 Broadcasters (announcers, disc jockeys, news readers)
3848 Agents, personal managers (entertainment)
3850 Musicians
3851 Composers, arrangers
3852 Musical directors, conductors
3853 Musical instrument players
3854 Street musicians
3860 Photographers, camera, sound and video equipment operators
3861 Photographers
3862 TV and film camera operators
3863 Audio-visual aid operators
3864 Projectionists
3865 Video, telecine and film recorder operators
3866 Sound recordists, technicians, assistants

3870 Professional athletes, sports officials
3871 Professional sportsmen, players n.e.c.
3872 Sports trainers, coaches
3900 Information officers and technical librarians
3901 Information, research officers/scientists
3902 Intelligence officers (government)
3903 Technical and assistant librarians
3910 Vocational and industrial trainers
3920 Careers advisers and vocational guidance specialists
3921 Youth and local authority careers advisers
3922 University and higher education careers advisers
3930 Driving instructors (not hgv)
3931 Principals of driving schools
3932 Driving instructors
3940 Inspectors of factories, utilities and trading standards
3941 Factory inspectors (HMFI)
3942 Local government inspectors
3950 Other statutory and similar inspectors n.e.c.
3951 Driving and traffic examiners
3952 Water, river inspectors
3953 Water Bailiffs, fishery officers
3954 Ships surveyors, inspectors
3955 RSPCA inspectors
3956 Mining inspectors
3960 Occupational hygienists and safety officers (health and safety)
3961 Industrial safety officers
3962 Occupational hygienists
3963 Road safety officers
3990 Other associate professional and technical occupations n.e.c.
3991 Committee clerks, secretaries
3992 Researchers etc. n.e.c. (media & government)
3993 Appraisers
3994 Trade mark agents
3995 Materials planners
3996 Inventors
3997 Advisers (marine, tariff, transport)
3998 Environmental officers
4000 Civil Service administrative officers and assistants
4001 Government clerks n.e.c.

4002 Employment and social security clerks (government)
4003 Taxation and customs clerks
4010 Local government clerical officers and assistants
4100 Accounts and wages clerks, book-keepers, other financial clerks
4110 Counter clerks and cashiers
4120 Debt, rent and other cash collectors
4200 Filing, computer and other records clerks (inc. legal conveyancing)
4210 Library assistants/clerks
4300 Clerks (n.o.s.)
4400 Stores, despatch and production control clerks
4410 Storekeepers, warehousemen/women
4500 Medical secretaries
4510 Legal secretaries
4520 Typists and work processor operators
4521 Shorthand typists
4522 Typists
4523 Word processor operators
4590 Other secretaries, personal assistants, typists, word processor operators
n.e.c.
4591 Secretaries
4592 Personal assistants
4593 Secretary-typists
4600 Receptionists
4610 Receptionists/telephonist
4620 Telephone operators
4630 Radio and telegraph operators, other office communication system operators
4900 Computer operators, data processing operators, other office machine
operators
4901 Office machine operators
4902 Computer operators
4910 Tracers, drawing officer assistants
5000 Bricklayers, masons
5010 Roofers, slaters, tilers, sheeters, cladders
5020 Plasterers
5030 Glaziers
5040 Builders, building contractors
5050 Scaffolders, staggers, steeplejacks, riggers
5060 Floorers, floor coverers, carpet fitters and planners, floor and wall tile fitters
5070 Painters and decorators
5090 Other construction trades n.e.c.

5100 Centre, capstan, turret and other lathe setters and setter-operators
5110 Boring and drilling machine setters and setter-operators
5120 Grinding machine setters and setter-operators
5130 Milling machine setters and setter-operators
5140 Press setters and setter-operators
5150 Tool makers, tool fitters, markers out
5160 Metal working production and maintenance fitters
5170 Precision instrument makers and repairers
5180 Goldsmiths, silversmiths, precious stone workers
5190 Other machine tool setters and setter-operators
5200 Production fitters (electrical/electronic)
5210 Electricians, electrical maintenance fitters
5220 Electrical engineers (not professional)
5230 Telephone fitters
5240 Cable jointers, lines repairers
5250 Radio, TV and video engineers
5260 Computer engineers, installation and maintenance
5290 Other electrical/electronic trades n.e.c.
5300 Smiths and forge workers
5310 Moulders, core makers, die casters
5320 Plumbers, heating and ventilating engineers and related trades
5330 Sheet metal workers
5340 Metal plate workers, shipwrights, riveters
5350 Steel erectors
5360 Barbenders, steel fixers
5370 Welding trades
5400 Motor mechanics, auto engineers (inc. road patrol engineers)
5410 Coach and vehicle body builders
5420 Vehicle body repairers, panel beaters
5430 Auto electricians
5440 Tyre and exhaust fitters
5500 Weavers
5510 Knitters
5520 Warp preparers, bleachers, dyers and finishers
5530 Sewing machinists, menders, darners and embroiderers
5540 Coach trimmers, upholsterers and mattress makers
5550 Shoe repairers, leather cutters and sewers, footwear lasters, makers and
5560 Tailors, dressmakers
5570 Clothing cutters, milliners, furriers

5590 Other textiles, garments and related trades n.e.c.
5600 Originators, composers and print preparers
5610 Printers
5620 Book binders and print finishers
5630 Screen printers
5690 Other printing and related trades n.e.c.
5700 Carpenters and joiners
5710 Cabinet makers
5720 Case and box makers
5730 Pattern makers (moulds)
5790 Other woodworking trades n.e.c.
5800 Bakers, flour confectioners
5810 Butchers, meat cutters
5820 Fishmongers, poultry dressers
5900 Glass product and ceramics makers
5910 Glass product and ceramics finishers and decorators
5920 Dental technicians
5930 Musical instrument makers, piano tuners
5931 Musical instrument makers and repairers
5932 Musical instrument tuners
5940 Gardeners, groundsmen/women
5950 Horticultural trades
5960 Coach painters, other spray painters
5970 Face trained coalmining workers, shotfirers and deputies
5980 Office machinery mechanics
5990 Other craft and related occupations n.e.c.
6000 NCOs and other ranks, UK armed forces
6010 NCOs and other ranks, foreign and commonwealth armed forces
6100 Police officers (sergeant and below)
6101 Police officers (civil police)
6102 Police officers (other statutory forces)
6110 Fire service officers (leading fire officer and below)
6120 Prison service officers (below principal officer)
6121 Prison officers
6122 Other detention centre officers
6130 Customs and excise officers, immigration officers (customs: below chief preventive officer; excise: below surveyor)
6131 Customs and excise officers, preventive officers
6132 Immigration officers
6133 VAT officers

6140	Traffic wardens
6141	Traffic wardens
6142	Parking meter attendants
6150	Security guards and related occupations
6190	Other security and protective service occupations n.e.c.
6200	Chefs, cooks
6210	Waiters, waitresses
6220	Bar staff
6300	Travel and flight attendants
6310	Railway station staff
6400	Assistant nurses, nursing auxiliaries
6410	Hospital ward assistants
6420	Ambulance staff
6430	Dental nurses
6440	Care assistants and attendants
6500	Nursery nurses
6501	Nursery nurses
6502	Nursery assistants, wardens, creche attendants
6510	Playgroup leaders
6520	Educational assistants
6590	Other childcare and related occupations n.e.c.
6600	Hairdressers, barbers
6610	Beauticians and related occupations
6700	Domestic housekeepers and related occupations
6710	Housekeepers (non-domestic)
6720	Caretakers
6730	Launderers, dry cleaners, pressers
6900	Undertakers
6910	Bookmakers
6990	Other personal and protective service occupations n.e.c.
7000	Buyers (retail trade)
7010	Buyers and purchasing officers (not retail)
7011	Purchasing officers and buyers n.e.c.
7012	Buyers (wholesale distribution)
7013	Buyers (advertising)
7014	Contracts, supply officers (government)
7020	Importers and exporters
7021	Exporters
7022	Importers

7030 Air, commodity and ship brokers
7031 Commodity brokers
7032 Ship brokers
7033 Airbrokers
7100 Technical and wholesale sales representatives
7101 Sales representatives (wholesale goods)
7102 Technical sales representatives
7190 Other sales representatives n.e.c.
7191 Demonstrators
7192 Property negotiators
7193 Auctioneers
7194 Insurance sales representatives
7195 Commercial services etc. sales representatives
7196 Cleaning, security etc. sales representatives
7197 Transport and haulage sales representatives
7198 Plant and car hire sales representatives
7200 Sales assistants
7210 Retail cash desk and check-out operators
7220 Petrol pump forecourt attendants
7300 Collectors salespersons and credit agents
7310 Roundsmen/women and van salespersons
7320 Market and street traders and assistants
7330 Scrap dealers, scrap metal merchants
7900 Merchandisers
7910 Window dressers, floral arrangers
7911 Window dressers
7912 Floral arrangers
7920 Telephone salespersons
8000 Bakery and confectionery process operatives
8010 Brewery and vinery process operatives
8020 Tobacco process operatives
8090 Other food, drink and tobacco process operatives n.e.c.
8100 Tannery production operatives
8110 Preparatory fibre processors
8120 Spinners, doublers, twistors
8130 Winders, reelers
8140 Other textiles processing operatives
8200 Chemical, gas and petroleum process plant operatives
8210 Paper wood and related process plant operatives

8220 Cutting and slitting machine operatives (paper products etc)
8230 Glass and ceramics furnace operatives, kilnsetters
8240 Rubber process operatives, moulding machine operatives, tyre builders
8250 Plastic process operatives, moulders and extruders
8260 Synthetic fibre makers
8290 Other chemicals, paper, plastics and related process operatives n.e.c.
8300 Furnace operatives (metal)
8310 Metal drawers
8320 Rollers
8330 Annealers, hardeners, temperers (metal)
8340 Electroplaters, galvanisers, colour coaters
8390 Other metal making and treating process operatives n.e.c.
8400 Machine tool operatives (inc. CNC machine tool operatives)
8410 Press stamping and automatic machine operatives
8420 Metal polishers
8430 Metal dressing operatives
8440 Shot blasters
8500 Assemblers/lineworkers (electrical/electronic goods)
8510 Assemblers/lineworkers (vehicles and other metal goods)
8590 Other assemblers/lineworkers n.e.c.
8600 Inspectors, viewers and testers (metal and electrical goods)
8610 Inspectors, viewers, testers and examiners (other manufactured goods)
8620 Packers, bottlers, canners, fillers
8630 Weighers, graders, sorters
8640 Routine laboratory testers
8690 Other routine process operatives n.e.c.
8700 Bus inspectors
8710 Road transport depot inspectors and related occupations
8720 Drivers of road goods vehicles
8730 Bus and coach drivers
8740 Taxi, cab drivers and chauffeurs
8750 Bus conductors
8800 Seafarers (merchant navy); barge, lighter and boat operatives
8810 Rail transport inspectors, supervisors and guards
8820 Rail engine drivers and assistants
8830 Rail signal operatives and crossing keepers
8840 Shunters and point operatives
8850 Mechanical plant drivers and operatives (earth moving and civil engineering)
8860 Crane drivers

8870 Fork lift and mechanical truck drivers
8890 Other transport machinery operatives n.e.c.
8900 Washers, screeners and crushers in mines and quarries
8910 Printing machine minders and assistants
8920 Water and sewerage plant attendants
8930 Electrical energy, boiler and related plant operatives and attendants
8940 Oilers, greasers, lubricators
8950 Mains and service pipe layers, pipe joiners
8960 Construction and related operatives
8970 Woodworking machine operatives
8980 Mine (excluding coal) and quarry workers
8990 Other plant and machine operatives n.e.c.
9000 Farm workers
9010 Agricultural machinery drivers and operatives
9020 All other occupations in farming and related
9030 Fishing and related workers
9040 Forestry workers
9100 Coal mine labourers
9110 Labourers in foundries
9120 Labourers in engineering and allied trades
9130 Mates to metal/electrical and related fitters
9190 Other labourers in making and processing industries n.e.c.
9200 Mates to woodworking trades workers
9210 Mates to building trades workers
9220 Rail construction and maintenance workers
9230 Road construction and maintenance workers
9240 Paviers, kerb layers
9290 Other building and civil engineering labourers n.e.c.
9300 Stevedores, dockers
9310 Goods porters
9320 Slings
9330 Refuse and salvage collectors
9340 Driver's mates
9400 Postal workers, mail sorters
9410 Messengers, couriers
9500 Hospital porters
9510 Hotel porters
9520 Kitchen porters, hands
9530 Counterhands, catering assistants

9540	Shelf fillers
9550	Lift and car park attendants
9560	Window cleaners
9570	Road sweepers
9580	Cleaners, domestics
9590	Other occupations in sales and services n.e.c.
9900	All other labourers and related workers
9990	All others in miscellaneous occupations n.e.c.
9999	NOT KNOWN

94016: Location of main activity

Field Information

Number:	015
Name:	Location of main activity
Abbreviation:	LOC
Length:	8
Status:	Compulsory, if codes 01, 02, 03, 04 or 07 are returned in field 5.
Description:	<p>This field provides for the location of the primary activity to be coded in different ways. In the case of leavers who have moved abroad, the relevant country code in Appendix LOC should be used.</p> <p>The preferred coding for UK destinations is the postcode, or if this is not available the outward part of the postcode, i.e. the characters to the left of the space. The second preference is the country code for England, Scotland, Northern Ireland or Wales.</p>
Notes:	<p>If primary activity was code 04 in field 5 and the mode of study is distance learning, the postcode or country code for the student and not the institution should be returned.</p> <p>If codes 05 or 06 were returned in field 5 leave this field blank.</p>
Reason Required:	To enable the movement of HE leavers to be identified.

Knowledge Base

Which codes should be used for the Cayman Islands 1789 or 1866 and Bermuda 1615 or 1865. Please use code 1789 for Cayman Islands and 1615 for Bermuda.

(Advice given to enquirers)

Valid Entries

An alphanumeric code of up to 8 characters, which is a valid postcode or country code.

0417	Kyrgyz Republic
0706	Somaliland
0807	Macedonia, The Former Yugoslav Republic of

1601	Aden
1601	People's Democratic Republic of Yemen
1601	Socotra
1601	South Yemen
1601	Yemen (People's Democratic Republic)
1601	Yemen (Republic of)
1601	Yemen (South)
1602	Afghanistan
1603	Albania
1604	Algeria
1605	Andorra
1606	Cabinda
1606	Portuguese West Africa
1606	West Africa (Portuguese)
1606	Angola
1607	Antigua and Barbuda
1607	Barbuda and Antigua
1608	Argentina
1609	Australia
1609	Christmas Island
1609	Cocos Islands
1609	Keeling Islands
1609	Norfolk Island
1610	Austria
1611	Bahamas
1612	Bahrain
1613	Barbados
1614	Belgium
1615	Bermuda
1616	Bhutan
1617	Bolivia
1618	Bechuanaland
1618	Botswana
1619	Brazil
1620	Brunei
1621	Bulgaria
1622	Myanmar
1622	Burma
1623	Burundi

1623	Urundi
1624	Cambodia
1624	Kampuchea
1624	Khmer Republic
1625	Cameroon
1626	Canada
1627	Central African Republic
1628	Ceylon
1628	Sri Lanka
1629	Chad
1629	Tchad
1630	Chile
1631	China (People's Republic of)
1631	Tibet
1632	Colombia
1633	Belgian Congo
1633	Congo (Democratic Republic)
1633	Zaire
1634	Congo (People's Republic)
1634	Congolese Republic Brazzaville
1635	Costa Rica
1636	Cuba
1637	Dutch Curacao
1637	St Martin (South)
1637	St Eustatius
1637	Saba
1637	Dutch West Indies
1637	Curacao (Dutch)
1637	Bonaire
1637	Aruba
1637	Antilles(Netherlands)
1637	Netherlands Antilles
1638	Cyprus
1639	Czech Republic
1639	Czechoslovakia
1640	Benin
1640	Dahomey
1641	Denmark
1642	Dominica

1643	Dominican Republic
1645	Ecuador
1645	Galapagos
1646	El Salvador
1646	Salvador
1647	Ellice Islands
1647	Tuvalu
1648	Abyssinia
1648	Ethiopia
1649	Falkland Islands
1650	Fiji
1651	Finland
1652	Formosa
1652	Taiwan
1652	China (Taiwan)
1653	Martinique
1653	France
1653	St Martin (North)
1653	St Pierre and Miquelon
1653	Reunion
1653	Miquelon (St Pierre &)
1653	Guiana (French)
1653	Guadeloupe
1653	French West Indies
1653	French Guiana
1653	French Overseas Depts (DCMS)
1654	Gabon
1655	Gambia
1655	Senegambia
1656	Germany Federal Republic of
1656	Germany
1656	Germany (Bundesrepublik)
1656	Germany (West)
1657	Germany (Democraticrepublik)
1657	Germany (East)
1658	Ghana
1658	Gold Coast
1659	Gibraltar
1660	Gilbert Islands

1660	Kiribati
1661	Corfu
1661	Crete
1661	Greece
1662	Grenada
1663	Guatemala
1664	Guinea
1664	Guinea (French)
1665	British Guiana
1665	Guiana (British)
1665	Guyana
1666	Haiti
1667	Honduras
1668	Belize
1668	British Honduras
1668	Honduras British
1669	Hong Kong
1670	Hungary
1671	Iceland
1672	India
1672	Sikkim
1673	South Borneo
1673	West Timor
1673	West Irian
1673	Timor (West)
1673	Timor (East) Portuguese
1673	Borneo South
1673	Sulawesi
1673	Portuguese Timor
1673	Molluccas
1673	Celebes
1673	Kalimantan (South Borneo)
1673	Java
1673	Irian Jaya
1673	Irian Barat
1673	Irian (West)
1673	Indonesia
1673	East Timor
1673	Maluku

1673	Sumatra
1674	Persia
1674	Iran
1675	Iraq
1676	Eire
1676	Ireland (Republic of)
1676	Irish Republic
1677	Israel
1678	Vatican City
1678	Italy
1678	Holy See
1679	Cote d'Ivoire
1679	Ivory Coast
1680	Jamaica
1681	Japan
1682	Jordan
1683	Kenya
1684	Korea
1684	Republic of Korea (South Korea)
1684	South Korea
1685	Korea North
1685	North Korea
1685	Democratic People's Republic of Korea
1686	Kuwait
1687	Lao People's Democratic Republic
1687	Laos
1688	Lebanon
1689	Leeward Islands (not otherwise specified)
1690	Basutoland
1690	Lesotho
1691	Liberia
1692	Great Socialist People's Libyan Arab Jamahiriya
1692	Libya
1692	Libyan Arab Jamahiriya, Great Socialist People's
1693	Luxembourg
1694	Macao
1695	Malagasy Republic
1695	Madagascar
1696	Malawi

1696	Nyasaland
1698	Borneo North
1698	Malaya
1698	Malaysia
1698	North Borneo
1698	Sabah
1698	Sarawak
1699	Mali
1700	Malta
1701	Mauritania
1702	Mauritius
1703	Mexico
1704	Outer Mongolia
1704	Mongolia
1705	Montserrat
1706	Morocco
1706	Sahara (West)
1706	Tangier
1706	Western Sahara
1707	East Africa (Portugese)
1707	Mozambique
1707	Portuguese East Africa
1708	Oman
1708	Muscat and Oman
1709	Nepal
1710	Holland
1710	Netherlands
1713	New Hebrides
1713	Vanuatu
1714	Cokelau
1714	Cook Islands
1714	New Zealand
1714	Niue
1714	Tokelau
1715	Nicaragua
1716	Niger
1717	Nigeria
1718	Norway
1721	Pakistan

1721	Pakistan (West)
1722	Panama
1723	New Guinea
1723	Papua New Guinea
1724	Paraguay
1725	Peru
1726	Philippines
1727	Poland
1728	Azores
1728	Madeira
1728	Portugal
1730	Puerto Rico
1731	Qatar
1732	Rhodesia Southern
1732	Southern Rhodesia
1732	Zimbabwe
1733	Romania
1733	Rumania
1734	Rwanda
1735	Ascension
1735	St Helena (incl deps)
1735	Tristan de Cunha
1736	St Kitts Nevis
1736	St. Christopher and Nevis
1737	St Lucia
1738	Grenadines
1738	St Vincent & the Grenadines
1741	Samoa Western
1741	Western Samoa
1743	Saudi Arabia
1744	Seychelles
1745	Sierra Leone
1746	Singapore
1747	Solomon Islands
1748	Somali Democratic Republic
1748	Somalia
1749	Somaliland (French)
1749	French Territory of the Afars & Issas
1749	Djibouti

1749	Afars and Issas Territory
1749	French Somaliland
1750	South Africa
1750	Walvis Bay
1751	Ceuta
1751	Melilla
1751	Canary Islands
1751	Balearic Islands
1751	Spain
1752	Sudan
1753	Dutch Guiana
1753	Guiana (Dutch)
1753	Surinam
1753	Suriname
1754	Swaziland
1755	Sweden
1756	Switzerland
1757	Syria
1757	Syrian Arab Republic
1759	Tanganyika
1759	Tanzania
1759	Zanzibar
1760	Siam
1760	Thailand
1762	Togo
1763	Trinidad & Tobago
1764	Sharjah
1764	Abu Dhabi
1764	Umm al-Qaiwan
1764	United Arab Emirates
1764	Trucial States
1764	Fujairah
1764	Ajman
1764	Dubai
1764	Ras al-Kaimah
1765	Tunisia
1766	Turkey
1767	Uganda
1768	Egypt

1768	United Arab Republic
1769	Upper Volta
1769	Burkina
1769	Burkina-Faso
1770	Uruguay
1771	USA
1771	United States
1771	Virgin Is (US)
1771	Northern Marianas, Commonwealth of
1772	CIS (Commonwealth of Independent States)
1772	USSR
1772	USSR (not otherwise specified)
1773	Venezuela
1774	Vietnam
1776	British Virgin Islands
1776	Virgin Is (British)
1777	West Indies (not otherwise specified)
1778	Windward Islands (not elsewhere specified)
1779	Yemen (North)
1779	Yemen Arab Republic
1779	North Yemen
1780	Serbia
1780	Yugoslavia
1781	North Rhodesia
1781	Rhodesia Northern
1781	Zambia
1782	Not known
1783	Stateless
1784	Tonga
1785	Senegal
1787	Bangladesh
1787	East Pakistan
1787	Pakistan (East)
1788	Cape Verde Islands
1789	Cayman Islands
1790	Equatorial Guinea
1790	Guinea (Equatorial)
1790	Guinea (Spanish)
1790	Spanish Guinea

1793	Maldive Islands
1793	Maldives
1796	Samoa (US)
1796	American Trust Territories
1796	US Trust Territories of the Pacific Islands (inc America Samoa & the Trust Territories)
1796	Trust Territories American
1796	American Samoa
1796	Guam
1796	Pacific Territories US
1796	Palau
1798	Namibia
1798	South West Africa
1799	Turks & Caicos Islands
1801	Antarctica British
1801	British Antarctica
1801	British Antarctic Territory
1802	Guinea-Bissau
1802	Portuguese Guinea
1802	Guinea (Portuguese)
1803	Sao Tome & Principe
1803	Principe (Sao Tome)
1804	Comoros
1805	Nauru
1821	French Territorial Collectives
1821	Mayotte
1822	New Caledonia
1822	Tahiti
1822	Marquesas Islands
1822	Polynesia (French)
1822	Wallis and Futuna
1822	Futuna (Wallis &)
1822	French Possessions nor elsewhere classified
1822	French Polynesia
1822	French Overseas Territories (TCMS)
1822	Antarctica French
1822	Society Islands
1822	Loyalty Islands
1823	Pitcairn Islands
1824	Anguilla

1825	Monaco
1826	San Marino
1827	Liechtenstein
1828	Greenland
1828	Faroe Islands
1829	Indian Ocean Territory (British)
1829	British Indian Ocean Territory
1829	Chagos Archipelago
1830	South Georgia & the South Sandwich Islands
1831	Estonia
1832	Latvia
1833	Lithuania
1834	Croatia
1835	Slovenia
1836	Armenia
1837	Azerbaijan
1838	Belarus
1838	Byelorussia
1839	Kazakhstan
1840	Kirgizia
1840	Kyrgyzstan
1841	Moldavia
1841	Moldova
1842	Russia
1843	Tajikistan
1844	Turkmenistan
1845	Ukraine
1846	Uzbekistan
1847	Georgia
1850	Slovakia
1851	Macedonia (Skopje)
1851	Skopje
1853	Bosnia and Herzegovina
1860	Eritrea
1861	Marshall Islands
1862	Kosrae
1862	Micronesia, (Federated States of)
1862	Ponape
1862	Truk

1862	Yap
1862	Chuuk
1862	Caroline Islands
2826	United Kingdom (excluding the Channel Islands and the Isle of Man)
3826	Channel Islands (The)
4826	Isle of Man (The)
5826	England
6826	Wales
7826	Scotland
8826	Northern Ireland

94016: Not available for employment, etc.

Field Information

Number:	016
Name:	Not available for employment, etc.
Abbreviation:	NOTAVAIL
Length:	1
Status:	Compulsory if field 5, Main activity is coded as 06.
Description:	This field is to be used for recording the reasons given by leavers (if any) to explain why they are not available for employment or further study or training.
Notes:	Where this field is not applicable, i.e. codes 01, 02, 03, 04, 05 or 07 are returned in field 5, please return a blank in this field.
Reason Required:	To provide as complete a picture as possible of the activities of leavers from HE.

Valid Entries

- 1 Travelling
- 2 Pregnancy/Maternity/Paternity/Caring for a dependant
- 3 Age
- 4 Health
- 5 Death
- 8 Other
- 9 Not known

94016: Teaching employment marker

Field Information

Number: 017

Name: Teaching employment marker

Abbreviation: TEACHEMP

Length: 1

Status: Compulsory for Scottish institutions only.

Description: This field identifies the actual and intended destinations of students who completed courses of pre-service training as teachers

This field should be completed for **all** leavers who have completed a course of pre-service teacher training, qualifying them for registration with the General Teaching Council in Scotland **regardless of their main activity in field 5.**

Notes: Institutions who run courses which qualify for registration with the GTC should add to the questionnaire a suitable section in order to generate the data for this field.

Suggested questions are as follows:

Have you just completed a course of pre-service teacher training?

Are you in, or about to start a teaching job?

Are you seeking a teaching job?

Reason Required: The SOED require to continue to monitor the actual and intended destinations of students who complete pre-service teacher training courses. The surveys previously carried out jointly by COSHEP and SOED requesting this information have been discontinued. This information is required as input to the annual consultation exercise determining the intake to Teacher Education Institutions.

Valid Entries

- 1 The leaver completed a course of pre-service teacher training (as defined by the SOED) and is in teaching employment.
- 2 The leaver completed a course of pre-service teacher training (as defined by the SOED) and is seeking a teaching post.
- 3 The leaver completed a course of pre-service teacher training (as defined by the SOED) and is NOT seeking a teaching post.

9 Not applicable