

THE WORLD BANK

Enterprise Survey

Core Module (2006)

A. CONTROL INFORMATION [TO BE COMPLETED BEFORE INTERVIEW]

A.0 Questionnaire a0

	Module
Manufacturing	1
Services	2
Core	3

A.01 ESTABLISHMENT ID code

a01

A.02 ISIC code

a02

A.03 Was this establishment surveyed during the previous ICS2002? (Yes=1 No=2)

a03

A.2 a2

	Sampling Region
1. Dhaka	1
2. Chittagong	2
3. Rajshahi	3
4. Khulna	4
5. Sylhet	5
6. Barisal	6

A.3 Please enter the 4-digit Thana / Upazilla code.

a3

A.4

Industry

	Sample Industry	a4a
Manufaturing	Food	1
	Garments	2
	Leather	3
	Textiles	4
	Machinery & equipment	5
	Chemicals	6
	Electronics/electrical	7
	Non-metallic minerals	8
	Other manufacturing	9
Services	Retail	10
	Information Technology	11
	Other services	12
Other	Construction & transport	13

A.6 Size

	Sampling size a6a
Small ≥ 5 and ≤ 49	1
Medium ≥ 50 and ≤ 99	2
Large ≥ 100	3

A.71 Please select one:

a7

Headquarters and factory / shop are at the same location.	1
This is a factory / shop at a different location from its headquarters.	2
This is a headquarter located at a different site from its factory / shop.	3

A.72 How many additional factory / shops are under the control of the owner of this establishment?

[A plant or factory is defined as a manufacturing facility that is geographically distinct from other facilities. A production line does not, by itself constitute a plant or factory.]

(number)
a72

A.9 Establishment financial statements (income statement and balance sheet) prepared separately of HQ statements

a9

Yes	1
No	2

A.12 Interviewer code

a12

A.13 Supervisor code:

a13

ESTABLISHMENT Name: RESPONDENT'S Title: **A.14 Time face-to-face interview begins:**

Date (mm/dd)	Hour	Minutes	AM/PM

a14

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING.

The goal of this survey is to gather information and opinions about the investment climate in this country. Ultimately, the information gathered here will help to advise governments in developing new policies and programs that enhance employment and economic growth.

The information obtained here will be held in the strictest confidentiality. Neither your name nor the name of your business will be used in any document based on this survey.

B. GENERAL INFORMATION**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING.**

I want to proceed by asking you about the establishment; when it started operations, management's experience in this sector, and quality certifications it may have obtained.

B.1 What is this firm's current legal status? INTERVIEWER: SHOW CARD	a. Publicly listed company	1	b1 b1x
	b. Private held, limited company	2	
	c. Sole proprietorship	3	
	d. Partnership	4	
	e. Other (SPECIFY) _____	5	

B.2 What percent of this firm is owned by each of the following: INTERVIEWER: SHOW CARD		Percent
	a. Private domestic individuals, companies or organizations	b2a %
	b. Private foreign individuals, companies or organizations	b2b %
	c. Government/State	b2c %
	d. Other	b2d %
		100%

INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%

B.3 What percent of this firm does the largest shareholder(s) own?	b3 _____ % (percent)
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B.31 Is the current owner/majority shareholder also the founder?	b31 _____ (Yes=1 No=2)
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B.32 How many years of experience working in this sector does the founder have before creating this firm?	b32 _____ (years)
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INTERVIEWER: IF SEVERAL FOUNDERS, ASK ABOUT THE MAIN ONE

B.4 Are any of the principal owners female?	b4 _____ (Yes=1 No=2)
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INTERVIEWER: PRINCIPAL OWNER IS DEFINED AS OWNING 5% OR MORE

B.5 In what year did this establishment begin operations in this country?	b5 _____ (year)
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INTERVIEWER: PROVIDE FOUR DIGITS FOR YEAR

B.51 Was the establishment previously a government owned corporation? b51	Yes	1
	No	2

GO TO QUESTION B.6

B.52 If yes, when was it privatized?	b52 _____ (year)
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B.6 How many permanent full-time employees did this establishment employ when it started operations?	b6 _____ (number) (Don't know = -9)
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INTERVIEWER: Full-time employees are defined as all paid employees that are contracted for a term of one or more years and that work 8 or more hours per day.

B.7 How many years of experience working in this sector does the top manager have?	b7 _____ (years)
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INTERVIEWER: IF RESPONDENT SAID LESS THAN ONE YEAR, WRITE 1

B.71 Gender of top manager?	b71 _____ (Male=1 Female=2)
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B.72 Is the top manager a shareholder of the firm?	b72 _____ (Yes=1 No=2)
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IF NO GO TO QUESTION B.74

B.73 Is the ownership share of the top manager ...	b73 _____ (1) less than 20% (2) 20% or more?
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B.74 What is the highest level of education completed by the top manager? b74 (CIRCLE)	a. University/College education 1. in Bangladesh or 2. abroad? b74a
	b. Higher Secondary education
	c. Lower Secondary education
	d. Primary school education (5 years of schooling)
	e. No formal education

B.8 Does this establishment have an internationally-recognized quality certification?	b8 _____ (Yes=1 No=2 Still in process = -6 Don't know = -9)
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INTERVIEWER: If there is need for clarification, some examples are: ISO 9000, 9002 or 14000, AATCC, SEI, CMM.

B.81 Is this establishment located in an industrial estate (zone) or industrial park?	b81 _____ (Yes=1 No=2)
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B.82 When does your fiscal year end? b82	a. December	1
	b. June	2
	e. Other (SPECIFY) _____ (month) b82x	3

C. INFRASTRUCTURE AND SERVICES**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING.**

Now, we turn to the establishment's operations in fiscal year 2005/6.

The questions that follow assess how infrastructure and infrastructure services affect this establishment

C.1 In fiscal year 2005/6, did this establishment use its own transport to make shipments? c1	Yes	1
	No	2

GO TO QUESTION C.3

C.2 In fiscal year 2005/6, what percent of shipments, in terms of all annual shipments to customers, were transported by this establishment's own transport?	c2 _____% (percent)
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INTERVIEWER: Shipments are defined as shipments to domestic clients and/or to the port / airport

Connection to services

Over the last two years, did this establishment submit an application to obtain: 1=Yes 2=No	What was the wait, in days, experienced to obtain that connection from the day this establishment applied for it to the day it received the service? (still in process = -6) IF THE RESPONDENT SAID LESS THAN ONE DAY, WRITE 1	Was an informal gift or payment expected or requested to obtain that connection? Yes=1 No=2 Don't know = -9 REF = -8
C3. an electrical connection? _____ c3 IF NO, GO TO C12 ON THE LINE BELOW	C4 _____ (days) c4	C5 _____ c5
C12. a water connection? _____ c12 IF NO, GO TO C19 ON THE LINE BELOW	C13 _____ (days) c13	C14 _____ c14
C19. a landline telephone connection? _____ c19 IF NO, GO TO C211 ON THE LINE BELOW	C20 _____ (days) c20	C21 _____ c21
C211. a gas service? _____ c211 IF NO, GO TO C214 BELOW	C212 _____ (days) c212	C213 _____ c213
C214. a waste disposal service? _____ c214 IF NO, GO TO C6 BELOW	C215 _____ (days) c215	C216 _____ c216

Interruption/quality of services

Over fiscal year 2005/6, did this establishment experience: 1=Yes 2=No 9=Don't know-9	In a typical month, over fiscal year 2005/6, how many shortages did this establishment experience?	How long did the average shortage last? IF THE RESPONDENT SAID LESS THAN ONE, WRITE 1	What percent / Taka amount of the production or merchandise value was lost? PROVIDE EITHER ONE OR THE OTHER, NOT BOTH
C6. Power outages from the public grid? _____ c6	C7 _____ (number) c7	C8 _____ (hours) c8	C9 * _____ % of sales c9a

IF NO, GO TO C15 BELOW			_____ (Taka) c9b
C15. Insufficient water supply for production? _____ c15 IF NO, GO TO C10 BELOW	C161a _____ (number) c161a	C161b _____ (hours) c161b	

*** Please include losses due to lost production time from the outage, time needed to reset machines, and production that may be ruined due to processes being interrupted.**

C.10 Over fiscal year 2005/6, how many generators did this establishment own at its factory? IF 0, GO TO QUESTION C.12	c10a _____ (number)
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C.101 In fiscal year 2005/6, what percent of this establishment's electricity came from other sources than the public grid?	c101 _____ % (percent)
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C.111 If the establishment owns one or more generators, what is their combined cost, year of first purchase of a generator, combined capacity, and the cost of electricity produced per Kw/h?	c111a _____ (Taka – purchase price) c111b _____ Year of first purchase of a generator c111c _____ (kVA - capacity) c111d _____ (Taka - cost per Kw/h)
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C.112 If the establishment owns a generator, did it sell any electricity to other establishments?	c112a _____ (Yes=1 No=2) If Yes, at the following price: c112b _____ (Taka - price per Kw/h)
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C.162 Do you have your own tube well?	c162 _____ (Yes=1 No=2)
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C.18 In fiscal year 2005/6, what percent of this establishment's water supply, used in the production process, was from public sources / public water supply?	c18 _____ % (percent)
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C.22 Thinking about at the present time, does this establishment use any of the following in its communications with clients and suppliers?	a. E-mail c22a _____ (Yes=1 No=2) b. A website c22b _____ (Yes=1 No=2)
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IF no email and no website GO TO C.221

C.221 If this establishment uses NEITHER e-mail nor a website to communicate with clients and suppliers, what is the primary reason? c221 INTERVIEWER: SHOW CARD	a. Cost of software /hardware and maintenance	1
	b. Cost of internet connection	2
	c. Unavailability of internet connection	3
	d. Lack of skilled/experienced staff	4
	e. All my clients/suppliers do not use internet	5
	f. Other	6

C.222 What percent of your workforce regularly uses a computer in their jobs?	c222a _____ % (percent) c222b _____ (number)
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INTERVIEWER: PROVIDE EITHER ONE OR THE OTHER, NOT BOTH

C.23 Does this establishment have a broadband Internet connection on its premises? c23	Yes	1
	No	2

GO TO QUESTION C.30

C.24 Is this establishment's broadband Internet connection used to:	a. Communicate with clients and suppliers c24a ____ (Yes=1 No=2) b. Make purchases for this establishment c24b ____ (Yes=1 No=2) c. Deliver services to this establishment's clients c24c ____ (Yes=1 No=2) d. Do research and develop ideas on new products and services c24d ____ (Yes=1 No=2)
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C.25 Over fiscal year 2005/6, did this establishment experience unavailability of broadband Internet connection? c25	Yes	1
	No	2

GO TO QUESTION C. 30

C.26 In a typical month, over fiscal year 2005/6, how many times has this establishment experienced unavailability of broadband Internet connection?	c26 ____ (incidents per month) IF 0, GO TO QUESTION C. 30
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C.27 In a typical month, over fiscal year 2005/6, on average how long did the unavailability of a broadband Internet connection last?	c27 ____ (hours)
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INTERVIEWER: IF THE RESPONDENT SAID LESS THAN 1 HOUR, WRITE 1

C.30	Is electricity No Obstacle, a Minor Obstacle, a Moderate Obstacle, a Major Obstacle, or a Very Severe Obstacle to the current operations of this establishment? Are regular / repetitive floods No Obstacle, a Minor Obstacle, a Moderate Obstacle, a Major Obstacle, or a Very Severe Obstacle to the current operations of this establishment? Are major floods No Obstacle, a Minor Obstacle, a Moderate Obstacle, a Major Obstacle, or a Very Severe Obstacle to the current operations of this establishment? INTERVIEWER: SHOW CARD
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		No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	Don't Know	Does Not Apply
Electricity	c30a	0	1	2	3	4	-9	-7
Regular/repetitive floods	c30c	0	1	2	3	4	-9	-7
Major floods	c30d	0	1	2	3	4	-9	-7

C.30e	Is telecommunications No Obstacle, a Minor Obstacle, a Major Obstacle, or a Very Severe Obstacle to the current operations of this establishment?
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		No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	Don't Know	Does Not Apply
Telecoms	c30e	0	1	2	3	4	-9	-7

D. SALES AND SUPPLIES**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:**

The next topic to be covered is how and where this establishment makes its sales and how and from where this establishment obtains inputs required for production.

D.1	In fiscal year 2005/6, what were this establishment's two main products represented by the largest proportion of annual sales? INTERVIEWER: SHOW CARD
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INTERVIEWER: F For "code" show list of Product Codes and ISIC codes.

	ISIC Code	Product Code	Product Description (If Product code=999)	% of total revenue
a. First	d1a1	d1a2	IF 999, ENTER DESCRIPTION d1a1x	d1a3
b. Second	d1b1	d1b2	IF 999, ENTER DESCRIPTION d1b1x	d1b3

INTERVIEWER: TOTAL DOES NOT NECESSARILY ADD UP TO 100%

D.2 In fiscal year 2005/6, what were this establishment's total annual sales?	d2 _____ (Taka)
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D.3 In fiscal year 2005/6, what percent of this establishment's sales were:	a. National sales	d3a %	IF 100, GO TO QUESTION D.9
	b. Indirect exports, including deemed exports [sold domestically to third party that exports products]	d3b %	IF 100, GO TO QUESTION D.8
	c. Direct exports	d3c %	IF 0, GO TO QUESTION D.8
		100%	

INTERVIEWER: THESE MUST BE ASKED IN THE ORDER THEY APPEAR ON THE TABLE

INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%

D.4 In fiscal year 2005/6, when this establishment exported goods directly, what was the average number of days that it took from the time the goods enter the port to the day of receipt of the bill of lading?	d4 _____ (days)
D.5 And what was the longest number of days?	d5 _____ (days)

INTERVIEWER: WRITE -7 IF ESTABLISHMENT DOES NOT EXPORT

D.6 In fiscal year 2005/6, what percent of the consignment value of the products shipped for direct export was lost while in transit because of theft?	d6a _____ % (percent)
	d6b _____ (Taka)

INTERVIEWER: Does not apply = -7

PROVIDE EITHER ONE OR THE OTHER, NOT BOTH

D.7 In fiscal year 2005/6, what percent of the consignment value of the products shipped for direct export was lost while in transit because of breakage or spoilage?	d7a _____ % (percent)
	d7b _____ (Taka)

INTERVIEWER: Does not apply = -7

PROVIDE EITHER ONE OR THE OTHER, NOT BOTH

D.8 In what year did this establishment first export directly or indirectly?	d8 _____ (year)
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INTERVIEWER: PROVIDE FOUR DIGITS FOR YEAR. Does not apply = -7

D.9 In fiscal year 2005/6, who was the principal buyer for this establishment's output? d9 INTERVIEWER: SHOW CARD	a. This establishment's parent company or affiliated establishments	1
	b. Large private firms (with more than 100 workers)	2
	c. Medium private firms (with 50 to 100 workers)	3
	d. Small private firms (with less than 50 workers)	4
	e. Individuals	5
	f. Government or government agencies (including state-owned enterprises)	6
	g. Others	7

	h. Does not Apply	-7
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D.10 In fiscal year 2005/6, what percent of the consignment value of products this establishment shipped to supply domestic markets was lost while in transit because of theft?	d10a ____% (percent) d10b ____ (Taka) (Does not apply = -7)
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PROVIDE EITHER ONE OR THE OTHER, NOT BOTH

D.11 In fiscal year 2005/6, what percent of the consignment value of products this establishment shipped to supply domestic markets was lost while in transit because of breakage or spoilage?	d11a ____% (percent) d11b ____% (Taka) (Does not apply = -7)
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PROVIDE EITHER ONE OR THE OTHER, NOT BOTH

INTERVIEWER: IF THE ESTABLISHMENT IS NOT A DIRECT EXPORTER / IMPORTER, GO TO D121

D.111 The question refers to the following special facilities or incentives for exports / imports.

INTERVIEWER: SHOW CARD	Is this used by your firm? 1=yes 2=no	Administrative and other costs for your firm to use the facility -7=NA=not applicable 1=minor 2=moderate 3=substantial 4=prohibitive (not worth using)	Delays in obtaining the benefits of the facility -7=NA=not applicable 1=minor 2=moderate 3=substantial 4=excessive
Customs duty drawback	d1111a	d1112a	d1113a
Duty exemption on imported inputs	d1111b	d1112b	d1113b
Indirect tax (incl VAT) refunds	d1111c	d1112c	d1113c
Bonded warehouse or similar scheme	d1111d	d1112d	d1113d
Export Processing Zone	d1111e	d1112e	d1113e
Profit tax exemption / tax holidays	d1111f	d1112f	d1113f
Export credit facility	d1111g	d1112g	d1113g
Export credit guarantee	d1111h	d1112h	d1113h
Other	d1111i	-----	-----

D.112 What is the extent to which the following negatively impacts on your firms' operations and profitability?
(As regards Customs clearance, this is referring to transaction costs, not to the level of import duties and taxes)

INTERVIEWER: SHOW CARD	Evaluation : -7= Not Applicable 1= no problem 2=minor problem 3=moderate problem 4=big problem
Customs clearance for imported materials, parts and equipment	d112a
Customs clearance and procedures related to exports	d112b
Port (including airport) operations and administration	d112c

Import licensing and other non-tariff barriers to imported inputs, parts and equipment	d112d
Limited availability, cost and inefficiency of international shipping services	d112e
Limited availability, cost and inefficiency of international air services and airports	d112f
Anti-dumping actions affecting your exports in foreign markets	d112g
Impact of changes in MFA (Multi-Fiber Agreement) quotas	d112h
INTERVIEWER: TO BE ANSWERED BY GARMENTS / TEXTILE FIRMS ONLY	
Provisions for retaining part of the export revenues in foreign currency (export retention scheme)	d112i

D.121 In fiscal year 2005/6, what were this establishment's two most important material inputs and/or supplies purchased this year by the largest proportion of purchases?

INTERVIEWER: SHOW CARD

INTERVIEWER: For "code" show list of INPUT CODES.

	Input Code	Description	% of total material input cost
a. First	d121a2	IF 999, ENTER DESCRIPTION d1a1x	d121a3
b. Second	d121b2	IF 999, ENTER DESCRIPTION d1b1x	d121b3

INTERVIEWER: TOTAL MAY NOT NECESSARILY ADD UP TO 100%

D.122 Relationships with main supplier for the main input (as listed above):	
a. What share (%) of your main input is bought from this supplier?	d122a _____ % (percent)
b. Is this input made to your unique specification?	d122b _____ (Yes=1 No=2)
c. How many times a year you get delivery?	d122c _____ (number)
d. Is your firm the most important customer of this supplier?	d122d _____ (Yes=1 No=2) Don't know = -9)
e. How long is your relationship? IF LESS THAN 1 YEAR, WRITE 1	d122e _____ (years)

D.131 In fiscal year 2005/6, what percent of this establishment's purchases of material inputs and/or supplies (in terms of value) were:	a. of domestic origin	d131a %
	b. of foreign origin, imported directly	d131b %
	c. of foreign origin, imported indirectly	d131c %
		100%

IF 100, GO TO QUESTION D.151

IF 0, GO TO QUESTION D.151

INTERVIEWER: THESE MUST BE ASKED IN THE ORDER THEY APPEAR ON THE TABLE

INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%

D.132 In what year did this establishment first import directly or indirectly? In other words, in what year did this establishment first use foreign made inputs?	d132 _____ (year)
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INTERVIEWER: PROVIDE FOUR DIGITS FOR YEAR

D.14 In fiscal year 2005/6, when this establishment imported material inputs and/or supplies, what was the average number of days that it took from the time the goods arrive at the port to the arrival of the goods at the plant?	d14 _____ (days)
D.15 And what was the longest time?	d15 _____ (days)

INTERVIEWER: WRITE -7 IF ESTABLISHMENT DOES NOT EXPORT

D.151 In the last 12 months did your enterprise engage in any verbal or written sub-contracting arrangements? d151	Yes	1
	No	2

GO TO QUESTION D.153

GO TO QUESTION D.152

INTERVIEWER: Sub-contracting is defined as a business transaction in which the seller is commissioned by the buyer to provide finished goods, intermediate products and / or processing services,. Sub-contracting differs from mere market transactions of ready-made parts/components or standardized services in that such products or services supplied by sub-contractors are based on specifications (quality, function, shape, design etc) issued by the buyer.

D.152 What were the reasons for not engaging in sub-contracting arrangement:

- a. No need/not required
- b. lack of predictability and reliability of supply
- c. difficult to ensure quality control
- d. unable to enforce contracts
- e. late payments
- f. other

d152a _____ (Yes=1 No=2)

d152b _____ (Yes=1 No=2)

d152c _____ (Yes=1 No=2)

d152d _____ (Yes=1 No=2)

d152e _____ (Yes=1 No=2)

d152f _____ (Yes=1 No=2)

GO TO QUESTION D.16

D.153 What was the value of all inputs procured through sub-contracting in fiscal year 2005/6?

d153 _____ (Taka)

IF 0, GO TO QUESTION D.159

D.154 List your main input procured through sub-contracting arrangement

_____ (input description)

d154

D.155 With whom did you have a sub-contracting arrangement to procure this input:

- a. Individual Distributor
- b. Micro-enterprise (<10 workers)
- c. Small enterprise (10-49 workers)
- d. Medium enterprise (50-99 workers)
- e. Large enterprise (>=100 workers)

d155a _____ (Yes=1 No=2)

d155b _____ (Yes=1 No=2)

d155c _____ (Yes=1 No=2)

d155d _____ (Yes=1 No=2)

d155e _____ (Yes=1 No=2)

D.156 What was the nature of the contractual arrangement?

d156

a. Market provision arrangements (agreement on conditions for purchase based on quality, function, shape, design)

1

b. Provision of financing in addition to market provision arrangements

2

c. Provision of technical /management assistance in addition to market provision arrangements

3

d. Other (Specify) _____ **d156x**

4

D.157 Is the firm/distributor from whom you purchase inputs through sub-contracting arrangements located in a village?

d157 _____ (Yes=1 No=2)

D.158 In which division is the firm/distributor from whom you purchase inputs through sub-contracting arrangements located

CIRCLE ONE

d158

1. Dhaka

2. Chittagong

3. Rajshahi

4. Khulna

5. Sylhet

6. Barisal

INTERVIEWER: QUESTIONS D159-D1595 ARE ONLY RELEVANT IF THE PRODUCTS OF THIS ENTERPRISE ARE BEING SOLD ON A SUBCONTRACT TO ANOTHER FIRM.

D.159 In fiscal year 2005/6 what was the value of all sales made through sub-contracting arrangements?	d159 _____ (Taka)
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IF 0, GO TO QUESTION D.16

D.1591 List your main product sold through sub-contracting arrangement	_____ (product description) d1591
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D.1592 With whom did you have a sub-contracting arrangement to sell this product:	
a. Individual Distributor	d1592a _____ (Yes=1 No=2)
b. Micro-enterprise (<10 workers)	d1592b _____ (Yes=1 No=2)
c. Small enterprise (10-49 workers)	d1592c _____ (Yes=1 No=2)
d. Medium enterprise (50-99 workers)	d1592d _____ (Yes=1 No=2)
e. Large enterprise (>=100 workers)	d1592e _____ (Yes=1 No=2)

D.1593 What was the nature of the contractual arrangement? d1593	a. Market provision arrangements (agreement on conditions for sale based on quality, function, shape, design)	1
	b. Provision of financing in addition to market provision arrangements	2
	c. Provision of technical /management assistance in addition to market provision arrangements	3
	d. Other (Specify) _____ d1593x	4

D.1594 Is the firm/distributor to whom you sell through sub-contracting arrangements located in a village?	d1594 _____ (Yes=1 No=2)
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D.1595 In which division is the firm/distributor to whom you sell through sub-contracting arrangements located CIRCLE ONE d1595	1. Dhaka
	2. Chittagong
	3. Rajshahi
	4. Khulna
	5. Sylhet
	6. Barisal

D.16 Now thinking about your current experience, at the time this establishment receives delivery of its most important input, how many days of stock, measured in days of production, is available?	d16 _____ (days)
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INTERVIEWER: IF RESPONDENT REQUIRES CLARIFICATION, DEFINE AS STOCK ON HAND

D.17 Now thinking about your current experience, at the time this establishment receives delivery of its main sales item , on average how many days of inventory [days of sales] does this establishment have on hand?	d17 _____ (days)
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INTERVIEWER: IF RESPONDENT REQUIRES CLARIFICATION, DEFINE AS STOCK ON HAND

D.30	<p>a. Is the transportation of goods, supplies and inputs No Obstacle, a Minor Obstacle, a Major Obstacle, or a Very Severe Obstacle to the current operations of this establishment?</p> <p>b. Do you think that general customs and trade regulations are No Obstacle, a Minor Obstacle, a Major Obstacle, or a Very Severe Obstacle to the current operations of this establishment?</p> <p>INTERVIEWER: SHOW CARD</p>
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	No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	Don't Know	Does Not Apply
Transportation d30a	0	1	2	3	4	-9	-7
Customs and trade regulations d30b	0	1	2	3	4	-9	-7

E. DEGREE OF COMPETITION AND INNOVATION

READ THE FOLLOWING TO RESPONDENT BEFORE PROCEEDING:

Now we turn to the topic of competition and innovation.

E.1 From the beginning to the end of fiscal year 2005/6, what was the main market in which this establishment sold its main product line or main line of services? e1 CIRCLE ONE	Local – [IN THE DIVISION]	1
	National	2
	International	3

GO TO QUESTION E.5

E.3 Has sales volume of this establishment's main product increased, remained the same, or decreased in fiscal year 2005/6? e3	Increased	1
	Remained the same	2
	Decreased	3

E.4 Have prices of this establishment's main product increased, remained the same, or decreased in fiscal year 2005/6? e4	Increased	1
	Remained the same	2
	Decreased	3

E.5	How important or unimportant are the following factors on production costs of existing products?
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	Not at all important	Slightly important	Important	Very important	Do Not Know	Does Not Apply
a. Pressure from domestic competitors e5a	1	2	3	4	-9	-7
b. Pressure from foreign competitors e5b	1	2	3	4	-9	-7

E.6 Does this establishment at present use technology licensed from a foreign-owned company?	e6 _____ (Yes=1 No=2)
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E.7 During the last three years, did this establishment introduce onto the market any new or significantly improved products (goods or services)?	e7 _____ (Yes=1 No=2)
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E.8 During the last three fiscal years, has this establishment introduced any new or significantly improved production processes including methods of supplying services and ways of delivering products?	e8 _____ (Yes=1 No=2)
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E.81 Which is the major improvement and/or technological innovation that your enterprise has made? e81 CIRCLE ONE INTERVIEWER: SHOW CARD	innovation in product	1
	improvement/innovation in equipment and machine	2
	improvement in workers skill by hiring key person(s)	3
	improvement in management	4
	others	5

E.82 What are the main sources that you acquire marketing, product and new technology information for your enterprise? a. Most important source _____ e82a b. Second most important source _____ e82b c. Third most important source _____ e82c INTERVIEWER: SHOW CARD	Parent company	1
	Client firms/suppliers	2
	Equipment and machinery supplier	3
	Business or industry association	4
	Trade fairs	5
	Study tours	6
	Consultants	7
	Universities, public institutions	8
	Newspaper/TV/other medias	9
	Others	10

E.83	Within your main product line, how many competitors, suppliers and buyers do you have and are they domestic or foreign owned?
-------------	---

	Domestic Private Firms in this division	Domestic Private Firms in other divisions	Domestic State Owned Firms	Foreign Firms
a) competitors	e831a	e832a	e833a	e834a
b) suppliers	e831b	e832b	e833b	e834b
c) buyers	e831c	e832c	e833c	e834c

INTERVIEWER: Don't know = -9, "many (as in more than 100)" = 100.

E.84 How many employees of this establishment worked exclusively in design/R&D in 2005/06? e84	_____ (number)
--	----------------

E.85 How much did your plant spend on design or R&D in 2005/06? [Spending includes wages and salaries of R&D personnel, such as scientists and engineers; materials, education costs, and subcontracting costs.] e85	_____ (Takas)
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E.9	For this establishment, how important are each of the following influences over prices of existing products?
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	Not at all important	Slightly important	Fairly important	Important	Don't know	NA
a. Pressure from domestic competitors e9a	1	2	3	4	-9	-7
b. Pressure from foreign competitors e9b	1	2	3	4	-9	-7
c. Pressure/ influence from unorganized trade (hawkers, traders sitting on pavement, people selling from home,	1	2	3	4	-9	-7

people selling spurious good)	e9c						
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E.10	How important or unimportant are each of the following influences on this establishment in presenting new lines of products?
-------------	--

		Not at all important	Slightly important	Fairly important	Important	Don't know	NA
a. Pressure from domestic competitors	e10a	1	2	3	4	-9	-7
b. Pressure from foreign competitors	e10b	1	2	3	4	-9	-7

E.11 Does this establishment compete against unregistered or informal trading firms?	e11 _____ (Yes=1 No=2 Don't know = -9)
---	---

E.122	For each of the following business services, please assess, for your establishment, whether it is available and affordable and evaluate the quality on a 1-4 scale where 1 is very poor and 4 is very good. (Quality: 1=very poor, 2=somewhat poor, 3=somewhat good, 4=very good, N/A=not applicable to my establishment)
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	Do you subcontract it?	Affordable?	Quality?
a. Marketing	Yes=1 No=2 _____ e1221a IF NO, GO TO E122b	Yes=1 No=2 _____ e1222a	1 2 3 4 N/A=-7 _____ e1223a
b. Accounting	Yes=1 No=2 _____ e1221b IF NO, GO TO E122c	Yes=1 No=2 _____ e1222b	1 2 3 4 N/A=-7 _____ e1223b
c. Legal services	Yes=1 No=2 _____ e1221c IF NO, GO TO E122d	Yes=1 No=2 _____ e1222c	1 2 3 4 N/A=-7 _____ e1223c
d. IT services	Yes=1 No=2 _____ e1221d IF NO, GO TO E122e	Yes=1 No=2 _____ e1222d	1 2 3 4 N/A=-7 _____ e1223d
e. Production of intermediate goods	Yes=1 No=2 _____ e1221e IF NO, GO TO E122f	Yes=1 No=2 _____ e1222e	1 2 3 4 N/A=-7 _____ e1223e
f. Training	Yes=1 No=2 _____ e1221f IF NO, GO TO E122g	Yes=1 No=2 _____ e1222f	1 2 3 4 N/A=-7 _____ e1223f
g. Security	Yes=1 No=2 _____ e1221g IF NO, GO TO E123	Yes=1 No=2 _____ e1222g	1 2 3 4 N/A=-7 _____ e1223g

E.123 Is your establishment a member of any of the business associations or chambers of commerce? e123	Yes	1	GO TO QUESTION E.30
	No	2	

E.124 Why is the establishment not a member of the chamber of commerce or business association? CHECK ALL THAT APPLY	a. There is no association of relevance to our line of business	_____ e124a (Yes=1 No=2)
	b. Existing associations provide no tangible benefits to their members	_____ e124b (Yes=1 No=2)
	c. My membership was not renewed	_____ e124c (Yes=1 No=2)
	d. Membership fee is too expensive	_____ e124d (Yes=1 No=2)
	e. Membership is not accessible due to obstacles put in the way	_____ e124e (Yes=1 No=2)
	f. Associations do not exist in this region	_____ e124f (Yes=1 No=2)
	g. Other	e124g

E.30	Do you think that the practices of competitors in the informal sector are No Obstacle, a Minor Obstacle, a Major Obstacle, or a Very Severe Obstacle to the current operations of this establishment? INTERVIEWER: SHOW CARD
-------------	---

e30	No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	Do Not Know	Does Not Apply
Practices of competitors in the informal sector	0	1	2	3	4	-9	-7

F. CAPACITY**READ THE FOLLOWING TO RESPONDENT BEFORE PROCEEDING:**

We now turn to the topic of this establishment's capacity utilization in fiscal year 2005/6.

F.1 In fiscal year 2005/6, what was this establishment's current output in comparison with the maximum output possible using its facilities at the time? **f1** _____ % (percent)
IF 100% GO TO F2

F.11 What is the most important reason for underutilization of capacity? f11 CIRCLE ONE INTERVIEWER: SHOW CARD	Not enough buyers/customers	1
	Local raw materials and intermediate inputs shortage	2
	Imported raw material and intermediate inputs shortage	3
	Problems with electricity supply	4
	Lack of working capital/credit	5
	Skilled labor shortage	6
	Labor Market regulations	7
	Lack of necessary specialized technology	8
	Others	9

F.2 In fiscal year 2005/6, how many hours per week did this establishment normally operate? **f2** _____ (hours)

F.21 What kind of labor shift did you enterprise follow in 2005/6? f21 f21x	Single shift	1
	Double shift	2
	Triple shift	3
	Other (specify) _____	4

F.22 What share of your plant machinery and equipment is:	a. <5 years old	f22a _____ % (percent)
	b. 5-10 years old	f22b _____ % (percent)
	c. 10-20 years old	f22c _____ % (percent)
	d. >20 years old	f22d _____ % (percent)
		100%

G. LAND**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:****We change to questions about land issues.**

G.1 Of the land occupied by this establishment, what percent is:	Owned by this establishment	g1a _____ % (percent)
	Leased / rented by this establishment	g1b _____ % (percent)
		100%

**INTERVIEWER: UNLESS RESPONDENT DOES NOT KNOW, CHECK THAT TOTAL SUMS TO 100%.
IF IT IS A FLOOR IN A BUILDING, WRITE -7.**

Obtaining a construction permit

Over the last two years, did this establishment submit an application to obtain: 1=Yes 2=No	What was the wait, in days, experienced to obtain that permit from the day this establishment applied for it to the day it was granted? (still in process = -6) IF THE RESPONDENT SAID LESS THAN ONE DAY, WRITE 1	Was an informal gift or payment expected or requested to obtain that permit? Yes=1 No=2 Don't know = -9 REF = -8
G2. a construction-related permit? _____ g2 IF NO, GO TO G5 BELOW	G3 _____ (days) g3	G4 _____ g4

G.5 What is the total selling area in this establishment?	g5 _____ (Area: square feet)
--	-------------------------------------

INTERVIEWER: IF RESPONDENT DOES NOT KNOW, WRITE -9

**IF YOU ARE INTERVIEWING HEADQUARTERS OF ESTABLISHMENT WITH SEVERAL SHOPS,
PLEASE ENTER TOTAL SELLING AREA FOR ALL SHOPS HERE _____ **g51****

G.6 Of the buildings occupied by this establishment, what percent is owned and what percent is rented or leased?	Owned by this establishment	g6a _____ % (percent)
	Leased / rented by this establishment	g6b _____ % (percent)
		100%

INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%

G.7 In the last three years, has this establishment acquired or attempted to acquire additional land or buildings to expand operations? g7	Yes	1
	No	2

GO TO QUESTION G.30

G.8 In the last three years, has this establishment been unsuccessful in acquiring land or new premises?	g8 _____ (Yes=1 No=2 Don't know = -9 REF = -8)
---	---

G.30	<p>a. Do you think that access to land is No Obstacle, a Minor Obstacle, a Major Obstacle, or a Very Severe Obstacle to the current operations of this establishment?</p> <p>b. Do you think that Obtaining or renewing permits is No Obstacle, a Minor Obstacle, a Major Obstacle, or a Very Severe Obstacle to the current operations of this establishment?</p> <p>c. Are zoning restrictions No Obstacle, a Minor Obstacle, a Major Obstacle, or a Very Severe Obstacle to the current operations of this establishment?</p> <p>INTERVIEWER: SHOW CARD</p>
-------------	--

		No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	Do Not Know	Does Not Apply
Access to land	g30a	0	1	2	3	4	-9	-7
Obtaining or renewing permits	g30b	0	1	2	3	4	-9	-7
Zoning restrictions	g30c	0	1	2	3	4	-9	-7

G.301 Of the following, rank in order of importance from 1 (most severe problem) to 6 (least severe) the following issues that may arise in relation to access to land: INTERVIEWER: SHOW CARD	a. the procurement process	g301a _____ (first rank)
	b. cost of land	g301b _____ (second rank)
	c. availability of infrastructure	g301c _____ (third rank)
	d. disputed ownership	g301d _____ (fourth rank)
	e. small size of land ownership	g301e _____ (fifth rank)
	f. government ownership of land	g301f _____ (sixth rank)

H. COURTS**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:**

The next set of questions address payment disputes that this establishment may have had with clients. The questions are designed to get an idea of how establishments like this one resolve these disputes.

H.1 In the last two years, did this establishment have a dispute with clients over payments owed to it in which the establishment had to engage a third party such as arbiters, collecting agency or judicial system? h1	Yes	1
	No	2
	Don't know	-9

GO TO QUESTION H.7
GO TO QUESTION H.7

H.2 In reference to such any of these payment disputes where a third party was engaged, was the court system used to resolve it? h2	Yes	1
	No	2
	Don't know	-9

GO TO QUESTION H.7
GO TO QUESTION H.7

H.3 In reference to this payment dispute where the court system was used to resolve it, was a court judgment made? h3	Yes	1
	No	2
	Still in process	-6
	Don't know	-9

GO TO QUESTION H.7
GO TO QUESTION H.7
GO TO QUESTION H.7

H.4 In reference to the most recent resolved dispute for which a legal proceeding was initiated and a court judgment was made, how many weeks did it take the courts to come to judgment on this dispute? Calculate time to reach a judgment from the day the establishment first took court action until the moment a judgment was made.	h4 _____ (weeks)
--	-------------------------

INTERVIEWER: IF RESPONDENT GIVES ANSWER IN DAYS, MONTHS OR YEAR, WRITE ANSWER HERE _____ AND TRANSLATE INTO WEEKS LATER

H.5 In reference to the most recent resolved dispute for which a legal proceeding was initiated and a court judgment was made, was the decision of the court enforced? h5	Yes	1
	No	2
	Still in process	-6
	Don't know	-9

GO TO QUESTION H.7
GO TO QUESTION H.7
GO TO QUESTION H.7

H.6 In reference to the most recent resolved dispute for which a legal proceeding was initiated, a court judgment was made, and judgment was enforced, how many weeks did the enforcement (execution) of the court judgment take [from the moment of the issuance of the court decision until the moment payment was resolved]?	h6 _____ (weeks)
--	-------------------------

INTERVIEWER: IF NO ENFORCEMENT BECAUSE ESTABLISHMENT LOST CASE, WRITE -7
IF RESPONDENT GIVES ANSWER IN DAYS, MONTHS OR YEAR, WRITE ANSWER HERE _____
AND TRANSLATE INTO WEEKS LATER

H.7	<p>I am going to read some descriptions of how the court system handles business disputes between private parties. Disputes might include matters of payment for goods or services, liability, and property right enforcement, but not labor disputes. For each description, please tell me if you Strongly disagree, Tend to disagree, Tend to agree, or Strongly agree.</p> <p>The court system is [READ EACH DESCRIPTION]. Do you Strongly disagree, Tend to disagree, Tend to agree, or Strongly agree?</p>
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		Strongly disagree	Tend to disagree	Tend to agree	Strongly agree	Don't know
a. Fair, impartial and uncorrupted	h7a	1	2	3	4	-9
b. Quick	h7b	1	2	3	4	-9
c. Affordable	h7c	1	2	3	4	-9
d. Able to enforce its decisions	h7d	1	2	3	4	-9

H.30	<p>Do you think that the functioning of the courts is No Obstacle, a Minor Obstacle, a Major Obstacle, or a Very Severe Obstacle to the current operations of this establishment.</p> <p>INTERVIEWER: SHOW CARD</p>
-------------	---

	No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	Do Not Know	Does Not Apply
h30							
Functioning of the courts	0	1	2	3	4	-9	-7

INTERVIEWER: SHOW CARD

I. CRIME

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:
We now turn to questions on the issue of crime and how crime affects the operations of this establishment.

I.1 In fiscal year 2005/6, did this establishment pay for security, for example equipment, personnel, or professional security services? i1	Yes	1	GO TO QUESTION I.3
	No	2	

I.2 In fiscal year 2005/6, what percent of its total annual sales is paid for security, or what is the total annual cost of security?	i2a _____ % (percent of total annual sales)
	i2b _____ (Taka / year - Total cost)

INTERVIEWER: PROVIDE EITHER ONE OR THE OTHER, NOT BOTH

I.3 In fiscal year 2005/6, has this establishment experienced losses as a result of theft, robbery, vandalism or arson? i3	Yes	1	GO TO QUESTION I.30
	No	2	

I.4 In fiscal year 2005/6, what are the estimated losses as a result of theft, robbery, vandalism or arson that occurred on establishment's premises calculated as a percent of annual sales or the total annual value of the losses?	i4a _____ % (percent of total annual sales)
	i4b _____ (Taka / year - Total cost)

INTERVIEWER: PROVIDE EITHER ONE OR THE OTHER, NOT BOTH

I.30	Do you think that crime, theft and disorder is No Obstacle, a Minor Obstacle, a Major Obstacle, or a Very Severe Obstacle to the current operations of this establishment. INTERVIEWER: SHOW CARD
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i30	No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	Do Not Know	Does Not Apply
Street crime, theft and disorder	0	1	2	3	4	-9	-7

J. BUSINESS-GOVERNMENT RELATIONS**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:**

The following questions assess how establishments, such as this one, deal with government officials, their agencies, and the rules and regulations these agencies are designed to implement and enforce.

J.01	How predictable are the laws or regulations that materially affect the operation and growth of your business? Are they completely predictable; highly predictable; fairly predictable; fairly unpredictable; highly unpredictable; or completely unpredictable?
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j01	Completely predictable	Highly predictable	Fairly predictable	Fairly unpredictable	Highly unpredictable	Completely unpredictable
Laws and regulations are	0	1	2	3	4	5

J.1	I am going to read some statements that describe business-government relations. For each statement, please tell me if you Strongly disagree, Tend to disagree, Tend to agree, or Strongly agree. INTERVIEWER: SHOW CARD
------------	---

	Strongly disagree	Tend to disagree	Tend to agree	Strongly agree	Don't know	Refuses to Answer	Does not apply
b. "It is common for establishments in this line of business to have to pay informal payments/gifts to get things done with regard to customs, taxes, licenses, and regulations, etc." j1b	1	2	3	4	-9	-8	-7
c. "Establishments in this line of business know in advance about how much this informal payment/gift is to get things done." j1c	1	2	3	4	-9	-8	-7

J.21 What percentage of senior management's time per year is spent in dealing with requirements imposed by government regulations [e.g. taxes, customs, labor regulations, licensing and registration] including dealings with officials, completing forms, etc.?	j21 _____% (percent)
--	-----------------------------

INTERVIEWER: IF THE RESPONDENT HAS A DIFFICULTY ANSWERING ABOUT THE % TIME SPENT IN A YEAR, ASK ABOUT THE % TIME SPENT IN A MONTH AND WRITE HERE _____

J.31 How many times, in the past year, was your establishment visited by inspectors from the following authorities in the context of regulation of your business? And what were the costs associated with these interactions?

Agency	Number of visits	Total Cost of Fines and/or Seized Goods (Taka)	Total Value of Gifts or Informal Payments Required (Taka)
a. Tax Inspectorate	j311a	j312a	j313a
b. VAT Inspectorate	j311b	j312b	j313b
c. Labor Inspectorate	j311c	j312c	j313c
d. Fire and Building Safety / Sanitation / Workplace Safety	j311d	j312d	j313d
e. Electricity	j311e	j312e	j313e
f. Gas	j311f	j312f	j313f
g. Water	j311g	j312g	j313g
h. Phone	j311h	j312h	j313h
i. Customs	j311i	j312i	j313i
j. Construction	j311j	j312j	j313j
k. Environment	j311k	j312k	j313k
l. Other	j311l	-----	-----

J.6 When establishments like this one do business with the government, what percent of the contract value would be typically paid in additional or informal payments or gifts to secure the contract?	j6 _____% (percent)
--	----------------------------

INTERVIEWER: IF RESPONDENT REFUSES TO RESPOND, WRITE -8, IF DON'T KNOW WRITE -9, AND IF NO CONTRACTS WITH THE GOVERNMENT, WRITE -7

J.7 We've heard that establishments are sometimes required to make gifts or informal payments to public officials to "get things done" with regard to customs, taxes, licenses, regulations, services etc. On average, what percent of total annual sales, or estimated total annual value, do establishments like this one pay in informal payments or gifts to public officials for this purpose?	j7a _____ % (percent of total annual sales)
	j7b _____ (Taka / year - Total cost)

**INTERVIEWER: PROVIDE EITHER ONE OR THE OTHER, NOT BOTH
IF RESPONDENT REFUSES TO RESPOND, WRITE -8**

J.8 Recognizing the difficulties many business establishments face in fully complying with taxes and regulations, what percent of total annual sales would you estimate the typical firm in this establishment's line of business declares for tax purposes?	j8 _____% (percent)
---	----------------------------

INTERVIEWER: IF RESPONDENT REFUSES TO RESPOND, WRITE -8

J.9 Recognizing the difficulties that many business establishments face in fully complying with labor regulations, what percent of total workforce would you estimate the typical firm in your line of business declares for tax purposes?	j9 _____% (percent)
---	----------------------------

INTERVIEWER: IF RESPONDENT REFUSES TO RESPOND, WRITE -8

Licensing – new licenses and renewals

Over the last two years, did this establishment submit an application to obtain or renew: 1=Yes 2=No	What was the wait, in days, experienced to obtain that license from the day this establishment applied for it to the day it was granted? (still in process = -6) IF THE RESPONDENT SAID LESS THAN ONE DAY, WRITE 1	Was an informal gift or payment expected or requested to obtain that license? Yes=1 No=2 Don't know = -9 REF = -8
J10. an import license? _____ j10 IF NO, GO TO J13 BELOW	J11. _____(days) j11	J12. _____ j12
J13. a trade / operating license? _____ j13 IF NO, GO TO J151 BELOW	J14. _____(days) j14	J15. _____ j15

J.151 Please provide your opinion with respect to the relationship between this establishment and the government:

	Very supportive	Mildly supportive	Neutral	Mildly unsupportive	Very unsupportive
“All in all, with respect to this establishment’s business, the national government is... j151a	1	2	3	4	5
All in all, in relation to this establishment’s business, the city corporation is... j151b	1	2	3	4	5

J.30	<p>As I list some of many factors that can affect the current operations of a business, please look at this card and tell me if you think that each factor is No Obstacle, a Minor Obstacle, a Major Obstacle, or a Very Severe Obstacle to the current operations of this establishment.</p> <p>Is/Are [READ EACH CATEGORY] No Obstacle, a Minor Obstacle, a Major Obstacle, or a Very Severe Obstacle to the current operations of this establishment?</p> <p>INTERVIEWER: SHOW CARD</p>
-------------	--

	No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	Do Not Know	Does Not Apply
a. Tax rates j30a	0	1	2	3	4	-9	-7
b. Tax administration j30b	0	1	2	3	4	-9	-7
c. Business licensing and permits j30c	0	1	2	3	4	-9	-7
d. Macroeconomic instability j30d	0	1	2	3	4	-9	-7
e. Political instability j30e	0	1	2	3	4	-9	-7
f. Corruption j30f	0	1	2	3	4	-9	-7
g. Regulation on hours of operation j30g	0	1	2	3	4	-9	-7
h. Government Policy Uncertainty j30h	0	1	2	3	4	-9	-7

J.301 Of the following, rank in order of importance from 1 (most severe obstacle) to 6 (least severe obstacle) the following issues that may arise in relation to business licensing and permits. INTERVIEWER: SHOW CARD	a. construction permit	j 301a _____ (most severe)
	b. operating /trade license	j301b _____ (second)
	c. fire safety permit	j301c _____ (third)
	d. health & hygiene permit	j301d _____ (fourth)
	e. environmental clearance	j301e _____ (fifth)
	f. intellectual property / trademark permit	j301f _____ (least severe)

J.302 Which of the following **taxes** did the enterprise pay in the past 12 months?

		Was ...paid? 1=Yes; 2=No -9=Don't Know	Amount paid Takas
Central government taxes:	a. Corporate Tax	j3021a	J3022a
	b. VAT on inputs (Value Added Tax)	j3021b	J3022b
	d. Customs duty	j3021d	J3022d
	e. Land tax (Khazna)	j3021e	j3022e
	f. Others (Specify) _____ j302x1	j3021f	j3022f
Local government taxes:	g. Municipal tax	j3021g	j3022g
	h. Trade licence tax	j3021h	j3022h
	i. Others (specify) _____ j302x2	j3021i	j3022i

J.303 Which of the following **other payments** did the enterprise make in the past 12 months?

	Was ...paid? 1=Yes; 2=No -9=Don't Know	Amount paid Takas
a. Informal payments to officials	j3031a	j3032a
b. Payments to informal sources	j3031b	j3032b

L. LABOR

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:

Now I would like to ask you a few questions about this establishment's employees.

INTERVIEWER: IF THE ENTERPRISE WAS NOT PART OF THE 2002 ICA, ASK ONLY FOR 2005/6

L.1 At the end of each fiscal year, how many permanent, full-time employees did this establishment employ?

	2005/6	2004/5	2003/4	2002/3
Permanent, full-time employees end of fiscal year	l1a	l1b	l1c	l1d

INTERVIEWER: Permanent, full-time employees are defined as all paid employees that are contracted for a term of one or more fiscal years and/or have a guaranteed renewal of their employment contract and that work 8 or more hours per day.

INTERVIEWER: IF ESTABLISHMENT WAS NOT IN BUSINESS IN SOME FISCAL YEAR, WRITE -7

L.21 At the end of fiscal year 2005/6, how many permanent, full-time employees in each of the following categories did this establishment employ, and how many of them were female?

	Management / full-time engaged owners	Lawyers, accountants, engineers, other professionals	Foremen / floor supervisors	Machine operators	Non-production Employees	Total
Number of employees at the end of fiscal year 2005/6	l211a	l211b	l211c	l211d	l211e	l211f
of which Female	l212a	l212b	l212c	l212d	l212e	l212f

INTERVIEWER: Non-production workers refer to support staff, such as administrative, technical, IT, cleaning / security etc staff who are not directly employed in the production line of the enterprise.

L.6 How many full-time temporary employees did this establishment employ in fiscal year 2005/6?	I6 _____ (number)
IF 0, GO TO QUESTION L.9	
L.7 In fiscal year 2005/6, what share of all full-time temporary employees were female?	I7a _____ % (percent) I7b _____ (number)

INTERVIEWER: PROVIDE EITHER ONE OR THE OTHER, NOT BOTH

INTERVIEWER: Full-time, temporary employees are paid short-term (i.e. for less than one year) employees that work 8 or more hours per day.

L.8 What was the average length of employment of all full-time temporary employees in fiscal year 2005/6?	I8 _____ (months)
--	--------------------------

L.9 What is the average educational attainment of a typical production employees employed in this establishment? I9 INTERVIEWER: SHOW CARD	No formal education or incomplete primary education(0-3 years)	1
	Primary education (4-6 years)	2
	Secondary / Higher secondary education (7-12 years)	3
	University / college degree (13+ years)	4
	Don't know	-9

L.10 Over fiscal year 2005/6, did this establishment run formal training programs for its permanent, full-time employees (including on the job training)? I10	Yes	1
	No	2

GO TO QUESTION L.12

L.11 Referring to the training programs run over fiscal year 2005/6, what percent of permanent, full-time employees of the following category of employees received formal training:	a. Production full-time permanent employees trained	I11a _____ % (percent)
	b. Non-production full-time permanent workers trained	I11b _____ % (percent)

INTERVIEWER: Production employees are those directly associated with the production line.

L.12 At present, what percent of this establishment's workforce is unionized?	I12 _____ % (percent)
--	------------------------------

L.13 Over fiscal year 2005/6, as decisions about hiring or firing permanent employees were being considered, did labor regulations affect those decisions in a significant way? CIRCLE ONE	Yes, to hire	1
	Yes, to fire	2
	Both	3
	No	4
	Don't know	-9

I13

GO TO QUESTION L.141
GO TO QUESTION L.141

L.14 In fiscal year 2005/6, how many permanent employees would this establishment have hired or fired had it not been for having to comply with labor regulations?	a. Hired	I14a _____ (number) I14b _____ % (percent)
	b. Fired	I14c _____ (number) I14d _____ % (percent)

INTERVIEWER: PROVIDE EITHER ONE OR THE OTHER, NOT BOTH

L.141 What fraction of workdays per year is lost due to unauthorized employee absenteeism?	I141 _____ % (percent)
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L.142 How many days did you lose last year due to:	a. labor strikes against the firm?	I142a _____ (days)
	b. strikes against the industry?	I142b _____ (days)
	c. Hartaal?	I142c _____ (days)
	d. other	I142d _____ (days)

L.143 How much time did it take to fill your most recent vacancy for a:	
a) skilled production employees?	I143a _____ (weeks)
b) unskilled production / service worker?	I143b _____ (weeks)

L.30	<p>Are labor regulations No Obstacle, a Minor Obstacle, a Major Obstacle, or a Very Severe Obstacle to the current operations of this establishment?</p> <p>Are skills and education of the available employees No Obstacle, a Minor Obstacle, a Major Obstacle, or a Very Severe Obstacle to the current operations of this establishment?</p> <p style="text-align: center;">INTERVIEWER: SHOW CARD</p>
-------------	--

	No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	Do Not Know	Does Not Apply
Labor regulations I30a	0	1	2	3	4	-9	-7
Skills and education of the available employees I30b	0	1	2	3	4	-9	-7

L.301 Of the following, rank in order of importance from 1 (most severe problem) to 4 (least severe) the following issues that may arise in relation to labor regulations: INTERVIEWER: SHOW CARD	a. Minimum wages	I301a _____ (first rank)
	b. Mandatory Non Salary Benefits	I301b _____ (second rank)
	c. Restrictions on Employing of Local Staff	I301c _____ (third rank)
	d. Visa/ work permit for foreign personnel	I301d _____ (fourth rank)

M. INVESTMENT CLIMATE CONSTRAINTS TO THE ESTABLISHMENT
READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:

The next set of questions is designed to get a general picture of your opinion about the investment climate that affects your operations.

M.1 You have indicated that several obstacles affect the operation of this establishment. Here is a card with the obstacles I mentioned throughout the interview. Please tell me the three that you think are currently the biggest problem, beginning with the most difficult obstacle of all. INTERVIEWER: SHOW CARD	1-Access to finance (availability and cost)	m1a ____ (Most serious obstacle)
	2-Access to land	
	3-Business licensing and permits	
	4-Corruption	
	5-Crime, theft and disorder	
	6-Customs and trade regulations	m1b ____ (Second most serious obstacle)
	7-Electricity	
	8-Functioning of the courts	
	9-Inadequately educated workforce	
	10-Labor regulations	
	11-Macroeconomic instability	m1c ____ (Third most serious obstacle)
	12-Political instability	
	13-Practices of competitors in the informal sector	
	14-Tax administration	
	15-Tax rates	
	16-Transportation	

M.11 In the previous question, I provided you with a list of obstacles to a better business environment. Now I want to know if the government has addressed any of these obstacles with reforms. From the following list of reforms, please rank the top three reforms that your national, district or local government implemented since 2002 and that have had a positive impact on your business. The top reform should be the one that benefited your business the most. INTERVIEWER: SHOW CARD	1- Improved quality and reliability and/or reduced costs of electricity	M11a ____ (First best reform)
	2- Improved quality and reliability and/or reduced costs of transport	
	3- Reduced time and costs of acquiring land	
	4- Lowered tax rates	
	5- Reduced time and complexity of tax administration and made it fairer	
	6- Reduced procedures involved in importing and exporting goods	m11b ____ (Second best reform)
	7- Improved education and/or vocational skills of employees	
	8- Increased hiring and firing flexibility and/or reduced costs of hiring and firing	
	9- Reduced time and costs to obtain licenses and permits	
	10- Increased availability of credit	
	11- Reduced cost of finance (interest rates, fees)	m11c ____ (Third best reform)
	12- Provided a more stable macroeconomic environment	
	13- Reduced corruption	
	14- Reduced street crime, theft and disorder	
	15- Increased regulatory and tax compliance to all firms	
	16- Reduced the time and cost of settling legal disputes	

INTERVIEWER: IF RESPONDENT SAYS THAT HE/SHE THINKS OF NO OTHER REFORM, ENTER ‘-7’ IN THE SPACE PROVIDED FOR RANKS.

LOCATION

P.1 Does this city have the best general business environment? CIRCLE ONE p1	1. Dhaka
	2. Chittagong
	3. Rajshahi
	4. Khulna
	5. Sylhet
	6. Barisal

P.2 What is the MAJOR reason why you voted for this city as the best? CIRCLE ONE p2	1. Availability and quality of infrastructure services
	2. Level of support from the district / national government
	3. Crime and security
	4. Pool of skilled labor and managerial talent
	5. Access to customers and suppliers
	6. Access to land
	7. Other (Specify) _____ p2x

P.3 Does this city have the worst general business environment? CIRCLE ONE p3	1. Dhaka
	2. Chittagong
	3. Rajshahi
	4. Khulna
	5. Sylhet
	6. Barisal

P.4 What is the MAJOR reason why you voted for this city as the worst? CIRCLE ONE p4	1. Availability and quality of infrastructure services
	2. Level of support from the district / national government
	3. Crime and security
	4. Pool of skilled labor and managerial talent
	5. Access to customers and suppliers
	6. Access to land
	7. Other (Specify) _____ p4x

P.5 What is the MAJOR reason why your establishment chose to be located in this city? CIRCLE ONE p5	1. The owner(s) / major shareholder(s) are from this district
	2. The district has certain key inputs which the firm uses
	3. The district/local government gave concessions and benefits which made it more attractive to locate there
	4. The district was chosen based on a location feasibility report (and after comparison with other cities)
	5. The owner owned land here
	6. Other (Specify) _____ p5x

P.6 Did the low risk of flooding affect your decision to locate here?	p6 _____ (Yes=1 No=2)
--	------------------------------

THE SURVEY ENDS HERE
THANK YOU VERY MUCH FOR YOUR COOPERATION.

A.15 Time face-to-face interview ends:

Date (mm/dd)	Hour	Minutes	AM/PM

a15**INTERVIEWERS PLEASE ANSWER AT END OF THE INTERVIEW:**

A.16 It is my perception that the questions regarding opinions and perceptions? a16	Truthful	1
	Somewhat truthful	2
	Not truthful	3

A.17 It is my perception that the questions regarding establishment data and accounts: a17	Are taken directly from establishment records	1
	Are estimates computed with some precision	2
	Are arbitrary and unreliable numbers	3

INTERVIEWER COMMENTS:

(Problems occurred/extraordinary circumstances which could influence results)

SUPERVISORS PLEASE ANSWER:

A.18 This questionnaire was completed in: a18	One visit in face-to-face interview with one person	1
	One visit in face-to-face interview with different managers/staff	2
	Several visits	3

A.19	If option 2 or 3 in A.18 , estimate duration of the whole interview
-------------	--

Hour	Minutes

a19

THE WORLD BANK
Enterprise Survey
Core Module (2006)

CONTROL INFORMATION [TO BE COMPLETED BEFORE INTERVIEW]

A.0 Questionnaire a0	Module
Manufacturing	1
Services	2
Core	3

A.01 ESTABLISHMENT ID code **a01**A.02 ISIC code **a02**A.03 Was this establishment surveyed during the previous ICS2002? (Yes=1 No=2) **a03**

A.2 a2	Sampling Region
1. Dhaka	1
2. Chittagong	2
3. Rajshahi	3
4. Khulna	4
5. Sylhet	5
6. Barisal	6

A.3 Please enter the 4-digit Thana / Upazilla code. **a3**

A.4 Industry

Sample Industry
a4a

Manufacturing	Food	1
	Garments	2
	Leather	3
	Textiles	4
	Machinery & equipment	5
	Chemicals	6
	Electronics/electrical	7
	Non-metallic minerals	8
	Other manufacturing	9
Services	Retail	10
	Information Technology	11
	Other services	12
Other	Construction & transport	13

A.12 Interviewer code **a12**A.13 Supervisor code: **a13**ESTABLISHMENT Name: RESPONDENT'S Title:

A.14 Time face-to-face interview begins:

Date (mm/dd)	Hour	Minutes	AM/PM
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

a14**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING.**

The goal of this survey is to gather information and opinions about the investment climate in this country. Ultimately, the information gathered here will help to advise governments in developing new policies and programs that enhance employment and economic growth.

The information obtained here will be held in the strictest confidentiality. Neither your name nor the name of your business will be used in any document based on this survey.

K. FINANCE

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:

I would like to ask you a few questions about how you finance the operations of this establishment.

K.1 In fiscal year 2005/6, what percent, as a proportion of the value of total annual purchases of material inputs or services, were:	a. Paid for before the delivery?	k1a _____ % (percent)
	b. Paid for on delivery (including via letter of credit)?	k1b _____ % (percent)
	c. Paid for after delivery?	k1c _____ % (percent)
		100 %

INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%

K.2 In fiscal year 2005/6, what percent of this establishment's total annual sales of its goods or services were:	a. Paid for before the delivery?	k2a _____ % (percent)
	b. Paid for on delivery (including via letter of credit)?	k2b _____ % (percent)
	c. Paid for after delivery?	k2c _____ % (percent)
		IF 0% GO TO K24 100 %

INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%

K.22 Do you charge a different price for customers that buy on credit (relative to cash or before delivery)?	k22 _____ (Yes=1 No=2)
---	----------------------------------

K.23 What % of your annual sales is tied up in overdue payments?	k23 _____ % (percent)
---	------------------------------

K.24 Which of the following reasons is the major factor for not selling on credit? k24 INTERVIEWER: SHOW CARD	Cash Flow	1
	Lack of experience /culture of doing business on credit	2
	Lack of confidence in law enforcement	3
	Lack of credit worthiness information about customers	4
	Others	5

K.3 Over fiscal year 2005/6, please estimate the proportion of this establishment's working capital that was financed from each of the following sources? INTERVIEWER: SHOW CARD	a. Internal funds/Retained earnings	k3a _____ % (percent)
	b1. Borrowed from domestic private commercial banks	k3b1 _____ % (percent)
	b2. Borrowed from foreign private commercial banks	k3b2 _____ % (percent)
	c. Borrowed from state-owned banks and/or government agency	k3c _____ % (percent)
	d. Borrowed from family/friends	k3d _____ % (percent)
	e. Borrowed from non-bank financial institutions	k3e _____ % (percent)
	f. Purchases on credit from suppliers and advances from customers	k3f _____ % (percent)
	g. Borrowed from informal sources (e.g., moneylenders)	k3g _____ % (percent)
	h. Others	k3h _____ % (percent)
		100%

INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%

K.4 In fiscal year 2005/6, did this establishment purchase fixed	Yes	1
---	-----	---

assets, such as machinery, vehicles, equipment, land or buildings, or invest in major enhancement of its real estate / buildings? k4	No	2	GO TO QUESTION K.6
---	----	---	---------------------------

K.5 Over fiscal year 2005/6, please estimate the proportion of this establishment's purchase of fixed assets that was financed from each of the following sources? INTERVIEWER: SHOW CARD	a. Internal funds/Retained earnings	k5a _____ % (percent)
	b. Issued new equity shares	k5b _____ % (percent)
	c. Issued new debt (including commercial paper and debentures)	k5c _____ % (percent)
	d. Borrowed from private commercial banks	k5d _____ % (percent)
	e. Borrowed from state-owned banks and/or government agency	k5e _____ % (percent)
	f. Borrowed from family/friends	k5f _____ % (percent)
	g. Borrowed from non-bank financial institutions	k5g _____ % (percent)
	h. Purchases on credit from suppliers and advances from customers	k5h _____ % (percent)
	i. Borrowed from informal sources (e.g., moneylenders)	k5i _____ % (percent)
	j. Others	k5j _____ % (percent)
		100%

INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%

K.6 At this time, does this establishment have a checking and/or saving account?	k6 _____ (Yes=1 No=2)
---	------------------------------

K.7 At this time, does this establishment have an overdraft facility / line of credit / credit card?	k7 _____ (Yes=1 No=2)
K.71 If YES, what percent is currently unused?	k71 _____ % (percent)

K.8 At this time, does this establishment have a loan from a financial institution (excluding export credit facilities / packing credit loans against LC)? k8	Yes	1
	No	2

GO TO QUESTION K.16

K.9 Referring to the most recent loan, what type of financial institution granted this loan? CIRCLE ONE k9 INTERVIEWER: SHOW CARD	Private commercial banks	1
	State-owned banks and/or government agency	2
	Non-bank financial institutions which include microfinance institutions, credit cooperatives, credit unions, or finance companies	3
	Others (specify): _____ k9x	4

K.10 Referring only to this most recent loan, on what year was the most recent loan approved?	k10 _____ (year)
--	-------------------------

INTERVIEWER: PROVIDE FOUR DIGITS FOR YEAR

K.11 Referring only to this most recent loan, what was the value at the time of approval?	k11 _____ (Taka)
--	-------------------------

INTERVIEWER: IF RESPONDENT REFUSES TO RESPOND, WRITE -8

K.12 Referring only to this most recent loan, how much time, in months, was this establishment granted to pay off the loan when it was received?	k12 _____ (months)
---	---------------------------

K.13 Referring only to this most recent loan, did the financing require collateral? K13	Yes	1
	No	2

GO TO QUESTION K.16

K.14 Referring only to this most recent loan, what type of collateral was required? INTERVIEWER: SHOW CARD	a. Land, buildings under ownership of the establishment	k14a ____ (Yes=1 No=2)
	b. Machinery and equipment including movables	k14b ____ (Yes=1 No=2)
	c. Accounts receivable / revenues and inventories	k14c ____ (Yes=1 No=2)
	d. Personal assets of owner (house etc.)	k14d ____ (Yes=1 No=2)
	e. Collateral not included in categories above	k14e ____ (Yes=1 No=2)

K.15 Referring only to this most recent loan, what was the approximate value of the collateral required as a percentage of the loan value?	k15 ____ % (percent)
---	--------------------------------

K.151 Referring only to this most recent loan: - What was the approximate annual cost/ rate of interest?	k151 ____ % (percent)
--	------------------------------

GO TO QUESTION K.18

K.16 In fiscal year 2005/6, did this establishment apply for loans (excluding export credit facilities / packing credit loans against LC)? k16	Yes	1
	No	2

GO TO QUESTION K.18

K.17 What was the main reason for this establishment not to apply for credit in 2005/6? k17 CIRCLE ONE INTERVIEWER: SHOW CARD	No need for a loan - establishment has sufficient capital	1	GO TO QUESTION K.21
	Application procedures for loans or line of credit are complex	2	GO TO QUESTION K.21
	Interest rates are not favorable	3	GO TO QUESTION K.21
	Collateral requirements for loans or line of credit are unattainable	4	GO TO QUESTION K.21
	Size of loan and / or maturity are insufficient	5	GO TO QUESTION K.21
	Did not think it would be approved	6	GO TO QUESTION K.21
	Other	7	GO TO QUESTION K.21

K.18 In fiscal year 2005/6, how many times did this establishment apply for new loans or renewal of loans?	k18 ____ (number)
---	--------------------------

INTERVIEWER: IF DOES NOT KNOW OR 0, GO TO QUESTION K.21

K.19 How many of those loan applications were rejected?	k19 ____ (number)
--	--------------------------

INTERVIEWER: IF DOES NOT KNOW OR 0, GO TO QUESTION K.21

K.20 In fiscal year 2005/6 if any of this establishment's application for loans were rejected, what was the most common reason given for any	Lender cited collateral or cosigners as unacceptable	1
	Lender cited profitability as insufficient	2
	Lender cited problems with credit history/report	3
	Lender cited incompleteness of loan application	4

of those rejections? k20 INTERVIEWER: SHOW CARD CIRCLE ONE	Lender cited concerns about level of debt already incurred	5
	Lender cited objections not listed above	6
	Don't know	-9

K.21 In fiscal year 2005/6, did this establishment have its annual financial statement checked and certified by an external auditor?	k21 _____ (Yes=1 No=2)
---	-------------------------------

K.211 How long does it take to clear the following payments through the financial institution you use?	
a) a check	k211a _____ (days)
b) a domestic currency telegraphic transfer (TT)/draft	k211b _____ (days)
c) a foreign currency transfer	k211c _____ (days)

INTERVIEWER: IF THE ANSWER IS LESS THAN ONE DAY, WRITE "1 DAY"

K.30	Is access to financing , which includes availability and cost [interest rates, fees and collateral requirements], No Obstacle, a Minor Obstacle, a Major Obstacle, or a Very Severe Obstacle to the current operations of this establishment?
INTERVIEWER: SHOW CARD	

k30	No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	Do Not Know	Does Not Apply
Access to financing	0	1	2	3	4	-9	-7

L.144 Does your establishment provide the following mandated labor benefits? If so, please tell us the proportion of your employees covered by each of these benefits, and how much each of these benefits cost your establishment last completed fiscal year:	Category	% employees covered	Total cost of coverage
	a. medical insurance	l1441a _____ % (percent)	l1442a _____ (Taka)
	b. accident insurance	l1441b _____ % (percent)	l1442b _____ (Taka)
	c. pension benefits	l1441c _____ % (percent)	l1442c _____ (Taka)
	d. overtime pay	l1441d _____ % (percent)	l1442d _____ (Taka)
	e. formal labor contract	l1441e _____ % (percent)	
	f. free schooling / daycare	l1441f _____ % (percent)	l1442f _____ (Taka)
	g. free meals	l1441g _____ % (percent)	l1442g _____ (Taka)
	d. other (Specify) _____ l144x	l1441h _____ % (percent)	l1442h _____ (Taka)

N. PERFORMANCE

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:

The purpose of the following questions is to allow us to estimate the productivity of establishments like this one. Estimates are made at the aggregate level so the information you provide below will be compiled with the information from other establishments. It is important that this information be as accurate as possible.

Please provide the following information from the financial statements of this establishment.

N.11 What share of your sales come from the following sectors in which your establishment operates? INTERVIEWER: SHOW CARD	a. Manufacturing:	_____ %	n11a
	b. Commerce (retail/wholesale trade)	_____ %	n11b
	c. Services (other than commerce)	_____ %	n11c
	d. Agriculture, hunting, fishing	_____ %	n11d
	e. Electricity, gas, water	_____ %	n11e
	f. Construction	_____ %	n11f
	g. Other (specify) _____ n11x	_____ %	n11g
		100%	

INTERVIEWER, PLEASE REQUEST MD TO BRING LAST YEAR'S BALANCE SHEET AND INCOME STATEMENT.

N.12 At the end of each fiscal year, what were the total annual sales for this establishment?

	2005/6	2004/5	2003/4	2002/3
Total Annual Sales (thousand Taka)	n12a	n12b	n12c	n12d

INTERVIEWER: IF ESTABLISHMENT WAS NOT IN BUSINESS THREE YEARS AGO, WRITE -7

N.21 For each fiscal year, what were your costs and expenses as listed below?

INTERVIEWER: IF THE ENTERPRISE WAS NOT SURVEYED DURING THE PREVIOUS ICS2002, REQUEST ONLY THE FIGURES FOR 2005/6, NOT FOR PRIOR YEARS.

	2005/6	2004/5	2003/4	2002/3
	Value in thousands Takas			
Direct material cost	n211a	n212a	n213a	n214a
Electricity (public grid only)	n211b	n212b	n213b	n214b
Electricity (other than public grid)	n211c	n212c	n213c	n214c
Other energy costs	n211d	n212d	n213d	n214d
Wages and salaries	n211e	n212e	n213e	n214e
Allowances, bonuses and other benefits	n211f	n212f	n213f	n214f
Interest charges and financial fees	n211g	n212g	n213g	n214g
Cost of rental of land / buildings, equipment, furniture	n211h	n212h	n213h	n214h
Cost of communications services (telephone, postal serv., etc)	n211i	n212i	n213i	n214i
Selling and general administration expenses (SGA)	n211j	n212j	n213j	n214j
Transport services	n211k	n212k	n213k	n214k
Traveling (for employees)	n211l	n212l	n213l	n214l
Royalty or license fee to domestic companies	n211m	n212m	n213m	n214m
Royalty or license fee to foreign owned companies	n211n	n212n	n213n	n214n
Other costs (i.e: overhead expenses, design dept, etc.)	n211o	n212o	n213o	n214o
Total Costs	n211p	n212p	n213p	n214p
Total taxes (including income, VAT, all other direct and indirect taxes, including customs duties).	n211q	n212q	n213q	n214q

INTERVIEWER: IF ESTABLISHMENT WAS NOT IN BUSINESS IN A FISCAL YEAR, WRITE -7

N.22 For each fiscal year, what were your assets, liabilities, and equity as listed below?

INTERVIEWER: IF THE ENTERPRISE WAS NOT SURVEYED DURING THE PREVIOUS ICS2002, REQUEST ONLY THE FIGURES FOR 2005/6, NOT FOR PRIOR YEARS.

	2005/6	2004/5	2003/4	2002/3
	Value in thousand Takas as of end of the fiscal year			
Total Assets	n221a	n222a	n223a	n224a
Property, Plant and Equipment (Net book value)	n221b	n222b	n223b	n224b
Machinery and equipment (including transport)	n221c	n222c	n223c	n224c
Land, buildings and leasehold improvement	n221d	n222d	n223d	n224d
Current Assets	n221e	n222e	n223e	n224e
Inventories and stocks	n221f	n222f	n223f	n224f
Finished goods	n221g	n222g	n223g	n224g
Work-in-progress	n221h	n222h	n223h	n224h
Raw materials excluding fuel	n221i	n222i	n223i	n224i
Fuel	n221j	n222j	n223j	n224j
Accounts receivable	n221k	n222k	n223k	n224k
Cash on hand and in bank	n221l	n222l	n223l	n224l
Loan advances and deposits (for custom, electricity, etc.)	n221m	n222m	n223m	n224m
Deferred revenue expenses	n221n	n222n	n223n	n224n
Total liabilities	n221o	n222o	n223o	n224o
Long-term liabilities (i.e., more than one year)	n221p	n222p	n223p	n224p
Domestic currency denominated	n221q	n222q	n223q	n224q
Foreign currency denominated	n221r	n222r	n223r	n224r
Short-term liabilities (i.e. one year or less)	n221s	n222s	n223s	n224s
Domestic currency denominated	n221t	n222t	n223t	n224t
Of which: payables	n221u	n222u	n223u	n224u
Foreign currency denominated	n221v	n222v	n223v	n224v
Of which: payables	n221w	n222w	n223w	n224w
Equity Capital	n221x	n222x	n223x	n224x
Retained Earnings	n221y	n222y	n223y	n224y
Total Equity	n221z	n222z	n223z	n224z

INTERVIEWER: TOTAL ASSETS MUST EQUAL TOTAL LIABILITIES + TOTAL EQUITY

Property, Plant and Equipment Purchase Cost (Acquisition cost)	n2211a	n2212a	n2213a	n2214a
Machinery and equipment (including transport)	n2211b	n2212b	n2213b	n2214b
Land, buildings and leasehold improvement	n2211c	n2212c	n2213c	n2214c

IF ESTABLISHMENT WAS NOT IN BUSINESS IN A FISCAL YEAR, WRITE -7

N.4 Approximately, in fiscal year 2005/6, what was the average monthly compensation, including benefits when applicable, per person, for:		
a. production full-time employees (machine operators)?	n4a _____	(Taka)
b. non- production full-time workers (management, accountants, engineers, lawyers)?	n4b _____	(Taka)

N.5 In fiscal year 2005/6, how much did this establishment spend on purchases of:		
a. Machinery, vehicles and equipment (new and/or used)?	n5a _____	(Taka)
b. Land and buildings?	n5b _____	(Taka)
c. Information technology (computers, communications, software)	n5c _____	(Taka)

THE SURVEY ENDS HERE

THANK YOU VERY MUCH FOR YOUR COOPERATION.

A.15 Time face-to-face interview ends:

Date (mm/dd)	Hour	Minutes	AM/PM

a15

INTERVIEWERS PLEASE ANSWER AT END OF THE INTERVIEW:

A.16 It is my perception that the questions regarding opinions and perceptions? a16	Truthful	1
	Somewhat truthful	2
	Not truthful	3

A.17 It is my perception that the questions regarding establishment data and accounts: a17	Are taken directly from establishment records	1
	Are estimates computed with some precision	2
	Are arbitrary and unreliable numbers	3

INTERVIEWER COMMENTS:

(Problems occurred/extraordinary circumstances which could influence results)