

## Concept and definitions

1. Establishment
 

An establishment is ideally defined as an economic unit, which engages under a single ownership or control, in one or predominantly one kind of economic activity at a single physical location: for example mine, factory workshop. For the censuses of manufacturing establishments, a manufacturing establishment is thus one predominantly engaged in manufacturing activity /activities.
  
2. Coverage
 

The coverage of the census of manufacturing establishments is restricted to the manufacturing establishments engaging ten or more persons irrespective of automachines used.
  
3. Number of employees including home workers on the pay roll) equals
 

Number of persons who work in or for the establishment and receive pay, in cash or in kind , at a regular intervals, comprising.  
 Number of operatives including contract workers (male and female, full time and part time).  
 Number of administrative and technical workers (male and female, part time and full time)
  
4. Number of persons engaged equals
 

Number of employees  
 Plus Number of working proprietors and active business partners (male and female)  
 plus Number of unpaid family and other workers (male and female)  
 working for at least 1/3 of the normal working hours)

5. Wage, salaries and facilities equals Direct wages, salaries and facilities (cash remuneration of current work performed)
- Including:
- Remuneration for time not worked (direct cash payment in respect of public holidays ,annual vacations and other leave facilities)
- Bonuses and gratutities (year end and seasonal bonuses, profit sharing bonuses)
- Housing and family allowances directly paid by employer
- Payment in kind (directly paid by employer)
- Benefits in kind
- (Goods and services furnished to employees free of charges or at reduced cost)
- Including:
- Contribution to old age benefits (provident fund, pension, compensation for work injuries)
- Cost of education, recreational and related facilities
- Contribution to employees insurance, cost of medical and health services
6. Total cost of materials & supplies purchased equals Cost of materials including: Cost of other materials and supplies such as stationary, lubricating oil, polishing materials etc. (including own production)
- Cost of readymade containers components, spare parts and packing materials.
7. Total cost of fuels purchased equals Cost of electricity, firewood, coal, charcoal, diesel, petrol, kerosene oil etc. purchased.

8. Cost of industrial and other services equals Cost of
- (a) Contract and commission work done by others on materials owned by the establishment.
  - (b) Repair and maintenance work done by others.
  - (c) Goods bought to be sold in the same condition as purchased.
9. Total stocks equals Stocks of
- (a) Materials and supplies
  - (b) Fuels
  - (c) Semi finished goods (work in progress)
  - (d) Finished goods
  - (e) Goods to be sold in the same condition as purchased.
10. Change in value of total stocks equals Value of total stocks at the end of the year.  
less Value of total stocks at the beginning of the year.
11. Census input equals Total cost of materials, and supplies purchased (including own production)  
plus Total cost of fuels purchased  
plus Value of electricity purchased  
plus Cost of industrial and other services  
plus Change in value of stocks of materials and fuels.
12. Value of shipments (Sale of products) equals Sale of
- (a) all goods produced by the establishment (Including own consumption)
  - (b) Goods made by others from materials supplied by the establishment.
  - (c) Scrap, refuse

13. Receipts from Industrial and other services equals Receipts from
- (a) Contract and commission work done for others on their materials.
  - (b) Repair and maintenance work done for others
  - (c) Goods bought and sold in the same condition as purchased.
14. Work done on account equals The value of new fixed assets and additions and improvements to existing fixed assets made by own labour force.
15. Census output equals Total value of shipments (including own consumption)
- plus Total receipts from industrial and other services.
- plus Total cost of work done on own account
- plus Change in value of the stocks of finished goods, semi finished goods and goods sold in the same condition as purchased
16. Fixed asset Comprises of land, buildings, machinery and equipment, transport equipment, furniture and fixtures.
17. Gross addition to the fixed assets equals Addition of fixed assets during the year
- less Sales of fixed assets
18. Gross fixed assets at the end of the year equals Gross fixed assets at the beginning of the year.
- plus Gross addition to fixed Assets during the year.
- less Sales of fixed Assets

19. Cost of non-industrial services equals The cost of rent, advertisement, water transportation, telex, Insurance, patent right, legal advice, agent commission, travel/ daily allowances and miscellaneous
20. Receipt of non-industrial services equals The receipt from rent, transportation, agency commission, subsidy, rebate, and miscellaneous.
21. Taxes equals Comprises of sales tax, excise duty, import duty, local taxes and miscellaneous taxes etc.
22. Depreciation equals The total depreciation cost allocated for land, building, machinery, furniture and fixtures at the end of the year.