

2007 ESTABLISHMENT CENSUS

Questionnaire 03/TĐT- HCSN

Establishment number

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questionnaire to collect information on
ADMINISTRATIVE OR non-profit ESTABLISHMENTS

(Applied to Government offices, non-profit units, unions, associations)

Information that the establishment provides in
this questionnaire is only for statistical
purpose

According to Decision number 187/2006/QĐ - TTg dated 15 /8/2006 by the Prime
Minister on Establishment census in 2007

Principles for filling in the questionnaire:

- For multiple-choice questions, circle the code for the best answer
- For questions requiring information/data, write the information/ data in the corresponding cells/ tables.

Province/ City under the Central Government:

District/urban district (town/city under province):.....

Commune/ ward.....

These boxes are filled in by statistics

offices

1.Name of the establishment.....

(Fully write in capital letters)

Name for transaction (if there is).....

2. Address of the establishment:

House number, street/ village.....

Phone for transaction.....;Fax.....;Email.....

3. Information about the head of the establishment

- Full name.....

- Sex:

1 Male

2 Female

Birth year

1 9

- Ethnic group (if foreign people, write "foreign" in this part).....

- Nationality (if there are 2 or more nationalities, write the one used most regularly):.....

- Trained qualifications (According to decree/certificate of the highest qualification)

1 Doctor (*doctor of science*)

5 Professional school after high school

2 Master

6 artisan)

3 University

7 Professional secondary school after junior secondary school

4 College

8 Long-term vocational training after junior secondary school

9 Have not been trained with professionalism

These boxes are
filled in by statistics
office

4. Tax code/ code of the unit spending the budget

4.1.Tax code

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4.2.Code for the unit spending the budget

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5. Founding year/ Year of starting activities

5.1.Founding year

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5.2. Years of starting activities

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6. The main activity

.....

.....

These boxes are filled in by statistics
offices

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(industry code)

7. Type of establishment

1 Headquarters → Skip to 8

2 Subsidiary establishment → **2.1** Subsidiary establishment in other place

3 Representative office

7.1. Name and address of the direct managing establishment

a.Name of the establishment:.....

b. Address:.....

Province/ City under the Central Government:.....

District/urban district(town/city under province):.....

Commune/ ward:.....

House number, street, village:.....

These boxes are filled by statistics office

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8. Organization pattern

1 Government offices

1.1. In which: People's committees at different levels

→ Has the unit implemented 1 door 1 stamp?

1.1 already

1.2 Not yet

2 Public non-profit unit

5 Politic organization

3 Semi public non-profit unit

6 Socio-politic organization

4 Private non-profit unit

7 Socio-job organization

8 Social organization

9. Management level

1 Central

3 District/ urban district

2 Province/ city

4 Commune/ ward

10. Does the establishment spend the state budget?

1 Yes → If "yes", how many percent of the expenditure in 2006 is from the state budget?

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2 No → Skip to question 11

10.1. The establishment implements the estimate at which level? (circle the most appropriate answer)

1 Estimate unit at level I

3 Estimate unit at level III

5 Do not estimate

2 Estimate unit at level II

4 Estimate unit under level 3

11. Employees at 1/7/2007 point of time

	Code	Total	Of them: female
Total	01		
a. Employee by type			
- Permanent employee	02		
- Long-term contract employee	03		
- Other employee	04		
b. Employee by age			
1. Under 18 years old	05		
2. From 18 to 55 years old	06		
3. From 56 to 60 years old	07		
4. Over 60 years old	08		
c. Employee by qualification			
- Doctor (even science doctor)	09		
- Master	10		
- University	11		
- College	12		
- Professional school after high school	13		
(artisan)	14		
- Professional secondary school after junior secondary school	15		
- Long-term vocational training after junior secondary school	16		
- Have not been trained with professionalism	17		

12. Income - outcome result of the establishr

Unit: million Dong

	Code	2006	The first 6 months of
1. Total of the income source	01		
<i>In which:</i> - From the state budget	02		
- From the assistance	03		
+ In which: from ODA project	04		
- Income from services	05		
	Code	2006	The first 6 months of
2. Total expenditure	06		
<i>In which:</i> - For salary or the related expenditure	07		
- For contributing to the state budget	08		
- For investment and development	09		
3. The average monthly income per capita	10		

13. Information technology application

- | | | |
|--|----------------------|----------------------------|
| - Number of computers available to 01/7/2007 | <input type="text"/> | PC |
| - Number of employees who can use a computer for work (01/7/2007) | <input type="text"/> | People |
| - Number of computers connected to the LAN (01/7/2007) | <input type="text"/> | PC |
| - Number of computers connected to the Internet (01/7/2007) | <input type="text"/> | PC |
| - Website:..... | | |
| | 2006 | The first 6 months of 2007 |
| - Value of goods/ services bought through the Internet (million Dong): | <input type="text"/> | <input type="text"/> |
| - Value of goods/ services sold through the Internet (million Dong): | <input type="text"/> | <input type="text"/> |

Questionnaire maker:

- Full name:.....
- Phone number:.....
- Signature.....

Date month 2007

Head of the establishment
(Sign, write full name)

Interviewer

- Full name:.....
- Phone number:.....
- Signature.....

Team head

- Full name:.....
- Phone number:.....
- Signature.....