

**Arab Republic of Egypt**  
**Ministry of Investment**

**Productivity and the Investment Climate**  
**Private Enterprise Survey**

(unitname) Name of firm: \_\_\_\_\_

(unitcode) Code: \_\_\_\_\_

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(respond) Name of respondent: \_\_\_\_\_

(respjob) Position of respondent in the firm: \_\_\_\_\_

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The information obtained here is strictly confidential, and  
will be only used for purpose of scientific research.

# Productivity and the Investment Climate

## Private Enterprise Survey

The purpose of this survey is to better understand conditions in the local investment climate and how they affect firm-level productivity. The goal is to advise government on ways to change policies that hinder private establishments like yours and to develop new policies and programs that support productivity growth. Your answers should reflect only your experience of doing business in your country. Please note that the information obtained here will be treated strictly confidentially. Neither your name nor the name of your firm will be used in any document based on this survey.

### CONTROL INFORMATION

(address1) Firm's address (where the interview took place): .....  
(city1) City: .....

(branches) Does your firm have other factories or branches?

Yes.....1      —————>      How many?(branchno)    
No.....2

(budget) Is there a unified balance sheet for the firm and all its establishments?

Yes.....1      No.....2

(activity) What is your firm's activity in details? .....

(sector) Sector Code

What percentage of your total revenues comes from each of the following activities?

(indust) Manufacturing \_\_\_\_ % (service) Services \_\_\_\_ % (trade) Commerce \_\_\_\_ %  
↓  
(other) Other (specify) \_\_\_\_ %

(If the percentage is less than 50%, terminate the interview)

(totemp) What is the total number of employees in the firm? ..... (If it is less than 10, terminate the interview)

(address2) Address of the firm's major factory: .....

(kism) Police Station: .....   (gov) Governorate: .....

(indcity) Is the factory located in an industrial zone? Yes.....1      No .....2

↓  
(citycode) What is its name? .....

Name	Code	Date
(interv) Interviewer:	<input type="text"/> <input type="text"/>	/ / 2004
(superv) Supervisor:	<input type="text"/> <input type="text"/>	/ / 2004
(feditor) Reviewer:	<input type="text"/> <input type="text"/>	/ / 2004
(keyer) Data Entry:	<input type="text"/> <input type="text"/>	/ / 2004

The interview started at: (time1\_h) Hour      (time1\_m) Minute      Date: (hday1) / (hmonth1) / (hyear1)

## General Information

No.	Question	Answer	Movement												
1	(q1) What is the current legal status of your firm?	Individual ownership..... 01 Partnership..... 02 Limited Partnership..... 03 Stock Partnership..... 04 Stock Company..... 05 Limited Liability Company..... 06 Affiliate of a Foreign Company..... 07 Public Sector Company..... 08 Other (Specify)..... 96													
#A	(q1a) What is the law according to which your firm was established?	Law of New Urban Communities Authority..... 01 Law No. 159 of 1981..... 02 Law No. 203 of 1989..... 03 Law No. 95 of 1992..... 04 Law No. 8 of 1997..... 05 Law No. 83 of 2003..... 06 Other (Specify)..... 96													
2	What percentage of your firm is owned by:	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></th> <th style="width: 20%;">Percentage %</th> <th style="width: 20%;"></th> </tr> </thead> <tbody> <tr> <td>a. Private: (q2a1) Domestic (q2a2) Arab (q2a3) Foreign</td> <td> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> </td> <td></td> </tr> <tr> <td>b. (q2b) Government</td> <td> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> </td> <td>If &gt; 50% → 4A</td> </tr> <tr> <td>c. (q2c) Other (Specify)</td> <td> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> </td> <td></td> </tr> </tbody> </table>		Percentage %		a. Private: (q2a1) Domestic (q2a2) Arab (q2a3) Foreign	<div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div>		b. (q2b) Government	<div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div>	If > 50% → 4A	c. (q2c) Other (Specify)	<div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div>		
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3A	(q3a) Was your firm previously majority owned by the government (the state)?	Yes..... 1 No..... 2	→ #A												
3B	(q3b) When was it privatized?	Year..... <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div>													
4A	(q4a) What percentage of your firm is owned by the single largest shareholder or owner?	Percentage %..... <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div>													
4B	Which of the following best describes the largest shareholder or owner in your firm? <i>(Question allows multiple answers only if there are multiple owners with roughly equal shares, e.g. 3 owners with 33.3% each)</i>	Individual..... 01 Family..... 02 Domestic company..... 03 Foreign company..... 04 Bank..... 05 Investment fund..... 06 Managers of the firm..... 07 Employees of the firm..... 08 Government or government agency.... 09 Other (Specify)..... 96	(q4b1) <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> (q4b2) <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> (q4b3) <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div>												

4C	(q4c) If the largest shareholder ( <i>or one of them</i> ) is an individual ( <i>alternatives 1, 2, 7, and 8 above</i> ): Is the principal owner ( <i>or one of the principal owners</i> ) a female?	Yes..... 1 No..... 2													
5	(q5) How many establishments (stores or service outlets) does your firm have in Egypt?	Number..... <input type="text"/> <input type="text"/>													
6	(q6) In what year did your establishment begin operating in this country?	Year..... <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>													
7A	What are your establishment's three main products?	<table border="1"> <thead> <tr> <th>Product Description</th> <th>% of Total Sales</th> <th>Code</th> </tr> </thead> <tbody> <tr> <td></td> <td>(q7a1) <input type="text"/><input type="text"/><input type="text"/></td> <td>(q7b1) <input type="text"/><input type="text"/><input type="text"/><input type="text"/></td> </tr> <tr> <td></td> <td>(q7a2) <input type="text"/><input type="text"/><input type="text"/></td> <td>(q7b2) <input type="text"/><input type="text"/><input type="text"/><input type="text"/></td> </tr> <tr> <td></td> <td>(q7a3) <input type="text"/><input type="text"/><input type="text"/></td> <td>(q7b3) <input type="text"/><input type="text"/><input type="text"/><input type="text"/></td> </tr> </tbody> </table>		Product Description	% of Total Sales	Code		(q7a1) <input type="text"/> <input type="text"/> <input type="text"/>	(q7b1) <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		(q7a2) <input type="text"/> <input type="text"/> <input type="text"/>	(q7b2) <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		(q7a3) <input type="text"/> <input type="text"/> <input type="text"/>	(q7b3) <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
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7B	What percent of your establishment total sales is represented by each of these main product lines?														
8	(q8) How many competitors do you face in the domestic market concerning the major product?	Number..... <input type="text"/> <input type="text"/> <input type="text"/> I do not know exactly but they are more than 20..... 555 The main competitor is importing.... 666 The main competitor is the informal sector..... 777 I do not know..... 998													

## Section One: SALES AND SUPPLIES

9A	What percent of your establishment's sales in 2004 were:	<table border="1"> <tr> <td></td><td>Percentage %</td></tr> <tr> <td>(q9a1) sold domestically</td><td><input type="text"/><input type="text"/><input type="text"/><input type="text"/> . <input type="text"/></td></tr> <tr> <td>(q9a2) exported directly</td><td><input type="text"/><input type="text"/><input type="text"/><input type="text"/> . <input type="text"/></td></tr> <tr> <td>(q9a2p) And in 2003?</td><td><input type="text"/><input type="text"/><input type="text"/><input type="text"/> . <input type="text"/></td></tr> <tr> <td>(q9a3) exported indirectly (via a distributor)</td><td><input type="text"/><input type="text"/><input type="text"/><input type="text"/> . <input type="text"/></td></tr> <tr> <td>Total</td><td>100%</td></tr> </table>		Percentage %	(q9a1) sold domestically	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	(q9a2) exported directly	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	(q9a2p) And in 2003?	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	(q9a3) exported indirectly (via a distributor)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	Total	100%						
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9B	<b>Review 9A: If there were domestic sales:</b>  Approximately what percentage of your establishment's domestic sales in 2004 were to:	<table border="1"> <tr> <td></td><td>Percentage %</td></tr> <tr> <td>(q9b1) the government (All the ministries)</td><td><input type="text"/><input type="text"/><input type="text"/><input type="text"/> . <input type="text"/></td></tr> <tr> <td>(q9b2) state owned enterprises (Public sector enterprises)</td><td><input type="text"/><input type="text"/><input type="text"/><input type="text"/> . <input type="text"/></td></tr> <tr> <td>(q9b3) multinationals located in Egypt</td><td><input type="text"/><input type="text"/><input type="text"/><input type="text"/> . <input type="text"/></td></tr> <tr> <td>(q9b4) distributor or agent</td><td><input type="text"/><input type="text"/><input type="text"/><input type="text"/> . <input type="text"/></td></tr> <tr> <td>(q9b5) your parent company or affiliated subsidiaries</td><td><input type="text"/><input type="text"/><input type="text"/><input type="text"/> . <input type="text"/></td></tr> <tr> <td>(q9b6) large domestic private firms (those with approximately 300 plus workers)</td><td><input type="text"/><input type="text"/><input type="text"/><input type="text"/> . <input type="text"/></td></tr> <tr> <td>(q9b7) other (sales to small firms, individuals, etc.)</td><td><input type="text"/><input type="text"/><input type="text"/><input type="text"/> . <input type="text"/></td></tr> <tr> <td>Total</td><td>100%</td></tr> </table>		Percentage %	(q9b1) the government (All the ministries)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	(q9b2) state owned enterprises (Public sector enterprises)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	(q9b3) multinationals located in Egypt	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	(q9b4) distributor or agent	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	(q9b5) your parent company or affiliated subsidiaries	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	(q9b6) large domestic private firms (those with approximately 300 plus workers)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	(q9b7) other (sales to small firms, individuals, etc.)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	Total	100%
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Total	100%																			
9C	<b>Review Question 9A: Export directly</b> <input type="checkbox"/> <b>Otherwise</b> <input type="checkbox"/> → 11																			
9C1	(q9c1) What was the year your establishment first exported?	Year..... <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>																		
9C2	Which countries were the three biggest destinations of your establishment's exports in 2004 and what percent of your total direct exports did each of them account for?	<table border="1"> <tr> <th>Countries name</th><th>% of total direct exports</th><th>Code</th></tr> <tr> <td>First:</td><td>(q9c2a1) <input type="text"/><input type="text"/><input type="text"/><input type="text"/></td><td>(q9c2a2) <input type="text"/><input type="text"/><input type="text"/><input type="text"/></td></tr> <tr> <td>Second:</td><td>(q9c2b1) <input type="text"/><input type="text"/><input type="text"/><input type="text"/></td><td>(q9c2b2) <input type="text"/><input type="text"/><input type="text"/><input type="text"/></td></tr> <tr> <td>Third:</td><td>(q9c2c1) <input type="text"/><input type="text"/><input type="text"/><input type="text"/></td><td>(q9c2c2) <input type="text"/><input type="text"/><input type="text"/><input type="text"/></td></tr> </table>	Countries name	% of total direct exports	Code	First:	(q9c2a1) <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	(q9c2a2) <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Second:	(q9c2b1) <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	(q9c2b2) <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Third:	(q9c2c1) <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	(q9c2c2) <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>						
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10A	What was the average number of days in 2004 that it took from the time your goods arrived in their point of exit (e.g., port, airport, or land borders) until the time they clear customs?	(q10a2)The average number..... <input type="text"/> <input type="text"/>		
10B	And what was the longest number of days?(q10b)	(q10a1) Port.....1 Airport.....2 Land Borders.....3		<input type="text"/> <input type="text"/>
10C	(q10c) Did you have to make an extra informal payment to expedite the clearance process (including payments to agents, if applicable)?	Yes..... 1 No..... 2		
11	Over 2004, what percent of your establishment's purchases of material inputs and supplies were purchased:	Source	Percentage in 2004	Percentage in 2003
		a. from domestic sources	(q11a)	
		b. through direct imports	(q11b1)	(q11b2)
		c. through indirect imports (via a distributor)	(q11c)	
		Total	100%	
<b>Review Question 11B: Import directly</b> <b>Otherwise</b> <b>13</b>				
12A	What was the average number of days in 2004 that it took from the time your goods arrived in their point of entry (e.g. port, airport, or land borders) until the time they exit this point?	(q12a2)The average number..... <input type="text"/> <input type="text"/>		
12B	And what was the longest number of days? (q12b)	(q12a1) Port.....1 Airport.....2 Land Borders.....3		<input type="text"/> <input type="text"/>
12C	(q12c) Did you have to make an extra informal payment to expedite the clearance process (including payments to agents, if applicable)?	Yes.....1 No.....2		
13	At the time you receive a delivery of your most important input or supply, how many days of inventory ( <i>days of production</i> ) does this establishment typically have on hand?	(q13a)Days of Production for local delivery <input type="text"/> <input type="text"/> (q13b)Days of Production for imported delivery <input type="text"/> <input type="text"/>		
14	(q14) What percent of your purchased material inputs/supplies are of lower than agreed upon quality?	Percentage..... <input type="text"/> <input type="text"/> <input type="text"/>		

## INVESTMENT CLIMATE CONSTRAINTS TO THE ESTABLISHMENT

15A	<p>Please tell us if any of the following issues are a problem for the operation and growth of your business. If an issue poses a problem, please judge its severity as an obstacle on a four-point scale where:</p> <p><b>0 = No obstacle</b>  <b>1 = Minor obstacle</b>  <b>2 = Moderate obstacle</b>  <b>3 = Major obstacle</b>  <b>4 = Very Severe Obstacle</b></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 35%;">Obstacles</th><th style="width: 10%;">No problem</th><th colspan="4" style="width: 20%;">Degree of obstacle</th><th style="width: 10%;">Inapplicable</th><th style="width: 10%;">Do not know</th></tr> <tr> <td>(q15a1) Telecommunications</td><td style="text-align: center;">0</td><td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">7</td><td style="text-align: center;">8</td></tr> <tr> <td>(q15a2) Electricity</td><td style="text-align: center;">0</td><td style="text-align: center;">1</td><td style="text-align: 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Policy Uncertainty	0	1	2	3	4	7	8	(q15a8) Tax Rates	0	1	2	3	4	7	8	(q15a9) Tax Administration	0	1	2	3	4	7	8	(q15a10) Customs and Trade Regulations	0	1	2	3	4	7	8	(q15a11) Labor Regulations (Like Social Insurance)	0	1	2	3	4	7	8	(q15a12) Skills and Education of Available Workers	0	1	2	3	4	7	8	(q15a13) Business Licensing and Operating Permits	0	1	2	3	4	7	8
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15B	<p>Please tell us if any of the following issues are a problem for the operation and growth of your business and, if so, its severity for your establishment's operation and growth.</p> <p><b>0 = No obstacle</b>  <b>1 = Minor obstacle</b>  <b>2 = Moderate obstacle</b>  <b>3 = Major obstacle</b>  <b>4 = Very Severe Obstacle</b></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 35%;">Obstacles</th><th style="width: 10%;">No problem</th><th colspan="4" style="width: 20%;">Degree of obstacle</th><th style="width: 10%;">Inapplicable</th><th style="width: 10%;">Do not know</th></tr> <tr> <td>(q15b14) Access to Financing (Ex: Collateral)</td><td style="text-align: center;">0</td><td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">7</td><td style="text-align: center;">8</td></tr> <tr> <td>(q15b15) Cost of Financing (Ex: interest rates)</td><td style="text-align: center;">0</td><td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">7</td><td style="text-align: center;">8</td></tr> <tr> <td>(q15b16) Macroeconomic Uncertainty (Ex: inflation, exch. rate)</td><td style="text-align: center;">0</td><td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">7</td><td style="text-align: center;">8</td></tr> <tr> <td>(q15b17) Corruption</td><td style="text-align: center;">0</td><td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">7</td><td style="text-align: center;">8</td></tr> <tr> <td>(q15b18) Illegal Competition</td><td style="text-align: center;">0</td><td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">7</td><td style="text-align: center;">8</td></tr> <tr> <td>(q15b19) Legal System/ Conflict Resolution</td><td style="text-align: center;">0</td><td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">7</td><td style="text-align: center;">8</td></tr> <tr> <td>(q15b20) Smuggling or Dumping</td><td style="text-align: center;">0</td><td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">7</td><td style="text-align: center;">8</td></tr> <tr> <td>(q15b21) Other (Specify like government subsidies...)</td><td style="text-align: center;">0</td><td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">7</td><td style="text-align: center;">8</td></tr> </table>	Obstacles	No problem	Degree of obstacle				Inapplicable	Do not know	(q15b14) Access to Financing (Ex: Collateral)	0	1	2	3	4	7	8	(q15b15) Cost of Financing (Ex: interest rates)	0	1	2	3	4	7	8	(q15b16) Macroeconomic Uncertainty (Ex: inflation, exch. rate)	0	1	2	3	4	7	8	(q15b17) Corruption	0	1	2	3	4	7	8	(q15b18) Illegal Competition	0	1	2	3	4	7	8	(q15b19) Legal System/ Conflict Resolution	0	1	2	3	4	7	8	(q15b20) Smuggling or Dumping	0	1	2	3	4	7	8	(q15b21) Other (Specify like government subsidies...)	0	1	2	3	4	7	8																																								
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15C	Among all of the above alternatives in parts a and b, please indicate which one constitutes:	(q15c1) The biggest obstacle for the operation and growth of your establishment.....(Alternative) (915c2) The second biggest obstacle for your establishment..... (q15c3) The third biggest obstacle for your establishment.....	<table><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr></table>						

## CAPACITY, INNOVATION, LEARNING

16A	What was this establishment's average capacity utilization over 2003 and 2004? <i>(Capacity utilization is the amount of output actually produced relative to the maximum amount that could be produced with your existing machinery and equipment and regular shifts.)</i>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">(q16a1) In 2003 %</td><td style="width: 40%; text-align: center;"> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> </td></tr> <tr> <td>(q16a2) In 2004 %</td><td style="text-align: center;"> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> </td></tr> </table>	(q16a1) In 2003 %	<input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>	(q16a2) In 2004 %	<input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>																		
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(q16a2) In 2004 %	<input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>																							
16B	(q16b) Over 2004, how many hours per week did your establishment normally operate?	Hours/Week..... <input type="text"/> <input type="text"/>																						
17	(q17a) What are your establishment's intentions over the next two years?	Expand capacity.....1 (q17b): Maintain existing capacity.....2 Percentage <input type="text"/> <input type="text"/> <input type="text"/> Reduce capacity.....3 Do not know for the vision is not clear.....4 Percentage <input type="text"/> <input type="text"/> <input type="text"/>																						
18	Has your establishment undertaken any of the following initiatives in 2003 and 2004?	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;">Initiative</th><th style="width: 10%;">Yes</th><th style="width: 10%;">No</th></tr> </thead> <tbody> <tr> <td>(q18_1) Developed an important new product line</td><td style="text-align: center;">1</td><td style="text-align: center;">2</td></tr> <tr> <td>(q18_2) Upgraded an existing product line</td><td style="text-align: center;">1</td><td style="text-align: center;">2</td></tr> <tr> <td>(q18_3) Discontinued at least one product (not production) line</td><td style="text-align: center;">1</td><td style="text-align: center;">2</td></tr> <tr> <td>(q18_4) Agreed to a new joint venture with foreign partner</td><td style="text-align: center;">1</td><td style="text-align: center;">2</td></tr> <tr> <td>(q18_5) Obtained a new licensing agreement</td><td style="text-align: center;">1</td><td style="text-align: center;">2</td></tr> <tr> <td>(q18_6) Outsourced a major production activity that was previously conducted in the factory</td><td style="text-align: center;">1</td><td style="text-align: center;">2</td></tr> </tbody> </table>	Initiative	Yes	No	(q18_1) Developed an important new product line	1	2	(q18_2) Upgraded an existing product line	1	2	(q18_3) Discontinued at least one product (not production) line	1	2	(q18_4) Agreed to a new joint venture with foreign partner	1	2	(q18_5) Obtained a new licensing agreement	1	2	(q18_6) Outsourced a major production activity that was previously conducted in the factory	1	2	
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19	(q19) Has your establishment received an internationally recognized quality certification (e.g. ISO 9001, 9002 or 14 000, or sectors specific certifications such as HACCP for food, AATCC for textiles, etc.)?	Yes..... 1 No..... 2 No, but application is in process..... 3																						
20	(q20) Does the establishment have a department specialized in research and development?	Yes..... 1 No..... 2																						
21	(q21) Does your establishment use technology licensed from a foreign-owned company?	Yes..... 1 No..... 2																						
22A	(q22a) Has your establishment acquired new technology over 2003 and 2004 that either substantially changed the way the main products are produced or allowed the production of new products?	Yes..... 1 No..... 2	➔ 23A																					

22B	<p>What were the two most important ways your establishment acquired this new technology, choosing from the following list?</p> <p>(q22b1) 1<sup>st</sup> most important <input type="text"/><input type="text"/></p> <p>(q22b2) 2<sup>nd</sup> most important <input type="text"/><input type="text"/></p>	<p>Embodied in new machinery or equipment 01</p> <p>By hiring key personnel..... 02</p> <p>Licensing or turnkey operations from international sources..... 03</p> <p>Licensing or turnkey operations from domestic sources..... 04</p> <p>Developed or adapted within the establishment locally..... 05</p> <p>Transferred from parent company ..... 06</p> <p>Developed with equipment or machinery supplier..... 07</p> <p>Other (<i>specify</i>)..... 96</p>	
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## INFRASTRUCTURE AND SERVICES

23A	How many times during 2004 did your establishment experience the following service interruptions?		No. of Times	Average Duration in Hours	Lost Value (%)	Inapplicable
23B	How many hours did they last on average?					
23C	What were the total losses over 2004 resulting from these interruptions, as a percentage of the sales value? ( <i>*Please include losses due to lost production time from the outage, time needed to reset machines, and production and sales lost due to processes being interrupted.</i> )	Power outages or surges from the public grid?	(q23a1) <input type="text"/> <input type="text"/>	(q23b1) <input type="text"/> <input type="text"/>	(q23c1) <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	77
		Insufficient water supply for production?	(q23a2) <input type="text"/> <input type="text"/>	(q23b2) <input type="text"/> <input type="text"/>	(q23c2) <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	77
24A	(q24a) Does your establishment own or share a generator?	Yes..... 1 No ..... 2				→ 25
24B	(q24b) What percentage of your electricity comes from your own or shared generator?	Percentage (%). .... <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>				
24C	What was the generator's original cost to your establishment and the year of acquisition (please include cost of related equipment such as transformers, lines, etc)?	(q24c) Original Cost (in Egyptian Pounds)..... <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> (q24cy) Year of Acquisition..... <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>				
25	What percentage of your establishment's water supply, used in the production process, do you get from:	Source	% <input type="text"/> <input type="text"/> <input type="text"/>		Inapplicable	
		(q25_1) Public sources	<input type="text"/> <input type="text"/> <input type="text"/>		777	
		(q25_2) Your own well or a shared well	<input type="text"/> <input type="text"/> <input type="text"/>		777	
		(q25_3) Purchased from private vendors	<input type="text"/> <input type="text"/> <input type="text"/>		777	

26A	(q26a) Does your establishment use its own transport for its shipments?	Yes..... 1 No..... 2	27	
26B	(q26b) What percentage of your establishment's shipments uses your own transport?	Percentage (%)...... <input type="text"/> <input type="text"/> <input type="text"/>		
27	(q27) What is your main transport mode used when shipping products and/or inputs and supplies?	Land transport..... 1 Air transport..... 2 Maritime transport..... 3		
27A	Considering separately shipments in the domestic market and international shipments (direct exports and/or imports) by your establishment during 2004: What percentage of the value of your shipment was lost while in transit due to breakage or spoilage?		Losses due to breakage or spoilage (As % of consignment value)	
		(q27a_1) For shipments in the domestic market	<input type="text"/> <input type="text"/> <input type="text"/>	
		(q27a_2) For international shipments (direct exports or imports)	<input type="text"/> <input type="text"/> <input type="text"/>	
28	Does your establishment regularly use e-mail or a website in its interactions with clients and suppliers or in the interaction between the employees?		Yes	No
		(q28_1) E-mail	1	2
		(q28_2) A website	1	2
29A	(q29a) Does your establishment own or lease the majority of its land?	Owned..... 1 Rented..... 2 Can not answer \ no answer..... 3	29G 30	
29B	(q29b) How did you acquire the land?	Purchased on the market..... 1 Purchased from the government..... 2 Acquired from the state..... 3 Other (Specify)..... 6		
29C	(q29c) Is there an ownership title?	Yes..... 1 No..... 2 Can not answer \ no answer..... 3	29E	
29D	(q29d) If yes, is title recorded in the land register?	Yes..... 1 No..... 2 Can not answer \ no answer..... 3		
29E	(q29e1) In case a land dispute took place recently, how long (in months) did it take to be solved? (q29e2) The duration of dispute in months	Duration of dispute in months..... <input type="text"/> <input type="text"/> 1 Dispute is still unresolved since <input type="text"/> <input type="text"/> months 2 No dispute took place..... 3	30	
29F	(q29f) How was the dispute ended?	By judiciary..... 1 By arbitration..... 2 By gentlemen's agreement..... 3 Handing over a sum of money..... 4 By force..... 5	30	
29G	(q29g) From whom did you rent the land?	On the market..... 1 From Al-Awqaf/ Government..... 2		
30	(q30) Does your establishment own or lease	Owned..... 1		

	the majority of your buildings?	Rented..... 2	
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## FINANCE

31	(q31) What percent of your establishment's inputs are bought on credit (i.e. full payment is not due at the time of delivery) during 2004?	Percentage %..... <input type="text"/> <input type="text"/> <input type="text"/>																																								
32	<p>Please identify the contribution of each of the following sources of financing for your establishment's:</p> <p><b>a. Working capital</b> in 2004 (i.e. inventories, accounts receivable and cash)</p> <p><b>b. New Investments</b> (in the last year where new investments took place) (i.e. new land, buildings, machinery and equipment)</p> <p>Specify the last year where new investments took place....(q32y).....</p>	<table border="1"> <thead> <tr> <th></th><th>Working capital (%)</th><th>New Investments (%)</th></tr> </thead> <tbody> <tr> <td>1. Internal funds or retained earnings</td><td>(q32_1a)</td><td>(q32_1b)</td></tr> <tr> <td>2. Domestic commercial banks (loan, overdraft)</td><td>(q32_2a)</td><td>(q32_2b)</td></tr> <tr> <td>3. International commercial banks</td><td>(q32_3a)</td><td>(q32_3b)</td></tr> <tr> <td>4. Leasing arrangement</td><td>(q32_4a)</td><td>(q32_4b)</td></tr> <tr> <td>5. Special development financing/ or public financing (Government agencies) / or other public services</td><td>(q32_5a)</td><td>(q32_5b)</td></tr> <tr> <td>6. Trade credit (supplier or customer credit)</td><td>(q32_6a)</td><td>(q32_6b)</td></tr> <tr> <td>7. Credit cards</td><td>(q32_7a)</td><td>(q32_7b)</td></tr> <tr> <td>8. Equity, sale of stock</td><td>(q32_8a)</td><td>(q32_8b)</td></tr> <tr> <td>9. Family, friends</td><td>(q32_9a)</td><td>(q32_9b)</td></tr> <tr> <td>10. Informal sources (e.g. money lender)</td><td>(q32_10a)</td><td>(q32_10b)</td></tr> <tr> <td>11. Other (specify)</td><td>(q32_11a)</td><td>(q32_11b)</td></tr> <tr> <td>Total</td><td>100</td><td>100</td></tr> </tbody> </table>		Working capital (%)	New Investments (%)	1. Internal funds or retained earnings	(q32_1a)	(q32_1b)	2. Domestic commercial banks (loan, overdraft)	(q32_2a)	(q32_2b)	3. International commercial banks	(q32_3a)	(q32_3b)	4. Leasing arrangement	(q32_4a)	(q32_4b)	5. Special development financing/ or public financing (Government agencies) / or other public services	(q32_5a)	(q32_5b)	6. Trade credit (supplier or customer credit)	(q32_6a)	(q32_6b)	7. Credit cards	(q32_7a)	(q32_7b)	8. Equity, sale of stock	(q32_8a)	(q32_8b)	9. Family, friends	(q32_9a)	(q32_9b)	10. Informal sources (e.g. money lender)	(q32_10a)	(q32_10b)	11. Other (specify)	(q32_11a)	(q32_11b)	Total	100	100	
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4. Leasing arrangement	(q32_4a)	(q32_4b)																																								
5. Special development financing/ or public financing (Government agencies) / or other public services	(q32_5a)	(q32_5b)																																								
6. Trade credit (supplier or customer credit)	(q32_6a)	(q32_6b)																																								
7. Credit cards	(q32_7a)	(q32_7b)																																								
8. Equity, sale of stock	(q32_8a)	(q32_8b)																																								
9. Family, friends	(q32_9a)	(q32_9b)																																								
10. Informal sources (e.g. money lender)	(q32_10a)	(q32_10b)																																								
11. Other (specify)	(q32_11a)	(q32_11b)																																								
Total	100	100																																								
33	(q33) We've heard that establishments are sometimes required to make gifts or informal payments to bank officials to receive loans or credit. In your dealings with bank officials, was a gift or informal payment expected?	<p>Yes..... 1</p> <p>No..... 2</p> <p>Did not apply for a bank loan..... 3</p>																																								
34	(q34) Does your establishment have an overdraft facility or line of credit (short term credit excluding loans)?	<p>Yes..... 1</p> <p>No..... 2</p>	→ 35A																																							
34A	(q34a) What percent is currently NOT used? (Of total value of overdrafts and credit lines)	Percentage %..... <input type="text"/> <input type="text"/> <input type="text"/>																																								

34B	(q34b) Over 2004, what was the annual interest rate of the overdraft or line of credit?	Percentage %.....																								
35A	(q35a) Does your establishment currently have a loan from a financial institution?	Yes..... 1 No..... 2			→ 36																					
35B	(q35b) What year was this loan approved?	Year.....																								
35C	(q35c) Was the loan in a foreign currency?	Yes..... 1 No..... 2																								
35D	(q35d) Did the loan require collateral or a deposit?	Yes..... 1 No..... 2			→ 35G																					
35E	which of the following were used as collateral:	<table border="1"> <thead> <tr> <th></th> <th>Yes</th> <th>No</th> </tr> </thead> <tbody> <tr> <td>(q35e1) Land and buildings</td> <td>1</td> <td>2</td> </tr> <tr> <td>(q35e2) Immoveable plant, machinery</td> <td>1</td> <td>2</td> </tr> <tr> <td>(q35e3) Moveable Machinery and equipment (including vehicles)</td> <td>1</td> <td>2</td> </tr> <tr> <td>(q35e4) Other Tangible assets (e.g. accounts receivable, inventory)</td> <td>1</td> <td>2</td> </tr> <tr> <td>(q35e5) Personal assets of the owner/manager (e.g. house)</td> <td>1</td> <td>2</td> </tr> <tr> <td>(q35e6) Other (specify :)</td> <td>1</td> <td>2</td> </tr> </tbody> </table>					Yes	No	(q35e1) Land and buildings	1	2	(q35e2) Immoveable plant, machinery	1	2	(q35e3) Moveable Machinery and equipment (including vehicles)	1	2	(q35e4) Other Tangible assets (e.g. accounts receivable, inventory)	1	2	(q35e5) Personal assets of the owner/manager (e.g. house)	1	2	(q35e6) Other (specify :)	1	2
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(q35e6) Other (specify :)	1	2																								
35F	(q35f) What was the approximate value of the collateral required as a percentage of the loan value?	Percentage.....																								
35G	(q35g) Over 2004, what was the loan's annual rate of interest?	Percentage.....																								
35H	(q35h) What is the total duration (term) of the loan (from the moment you received the money until the moment it must be fully repaid)?	Duration (in months).....																								
35I	What was the main use of this loan?	<table border="1"> <thead> <tr> <th>Use</th> <th>Yes</th> <th>No</th> </tr> </thead> <tbody> <tr> <td>(q35i1) To buy/ update/ or replace machinery and equipment</td> <td>1</td> <td>2</td> </tr> <tr> <td>(q35i2) To buy other fixed assets (land, buildings, vehicles)</td> <td>1</td> <td>2</td> </tr> <tr> <td>(q35i3) To buy inputs, supplies, goods to resell</td> <td>1</td> <td>2</td> </tr> <tr> <td>(q35i4) To pay earlier loans</td> <td>1</td> <td>2</td> </tr> <tr> <td>(q35i5) Other (specify).....</td> <td>1</td> <td>2</td> </tr> </tbody> </table>				Use	Yes	No	(q35i1) To buy/ update/ or replace machinery and equipment	1	2	(q35i2) To buy other fixed assets (land, buildings, vehicles)	1	2	(q35i3) To buy inputs, supplies, goods to resell	1	2	(q35i4) To pay earlier loans	1	2	(q35i5) Other (specify).....	1	2	→ 38		
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(q35i5) Other (specify).....	1	2																								

36	(q36) What is the reason for not having a loan currently?	Because I did not apply for a loan..... 1 Because the last application for a loan was turned down..... 37B Because the approval of the application for a loan is still pending..... 38																		
37A	(q37a1) What was the principal reason for not applying for a loan?  <div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 30px; height: 20px; margin-right: 5px;"></div> <div style="border: 1px solid black; width: 30px; height: 20px; margin-right: 5px;"></div> </div> (q37a2) What was the second reason?  <div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 30px; height: 20px; margin-right: 5px;"></div> <div style="border: 1px solid black; width: 30px; height: 20px; margin-right: 5px;"></div> </div> (q37a3) What was the third reason?  <div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 30px; height: 20px; margin-right: 5px;"></div> <div style="border: 1px solid black; width: 30px; height: 20px; margin-right: 5px;"></div> </div>	<table border="1"> <tr><td>1. Do not need loans</td><td>01</td></tr> <tr><td>2. Application procedures for bank loans are too burdensome</td><td>02</td></tr> <tr><td>3. Collateral requirements of bank loans are too strict</td><td>03</td></tr> <tr><td>4. Interest rates are too high</td><td>04</td></tr> <tr><td>5. It is necessary to have contacts or give informal payments to get the loans (Corruption in the allocation of bank credit)</td><td>05</td></tr> <tr><td>6. Did not think that it would be approved</td><td>06</td></tr> <tr><td>7. It could create complications with tax administration</td><td>07</td></tr> <tr><td>8. Did not want to deal in interest rates</td><td>08</td></tr> <tr><td>9. Other (specify)</td><td>96</td></tr> </table>	1. Do not need loans	01	2. Application procedures for bank loans are too burdensome	02	3. Collateral requirements of bank loans are too strict	03	4. Interest rates are too high	04	5. It is necessary to have contacts or give informal payments to get the loans (Corruption in the allocation of bank credit)	05	6. Did not think that it would be approved	06	7. It could create complications with tax administration	07	8. Did not want to deal in interest rates	08	9. Other (specify)	96
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9. Other (specify)	96																			
37B	(q37b) What was the principal reason given to you when the application was turned down?	Lack of accepted collateral (e.g. property not accepted as collateral)..... 1 Incompleteness of application ..... 2 Perceived lack of profitability of project..... 3 Other (Specify)..... 6																		
38	(q38) What share of your total borrowing (loans, accounts payable) is denominated in foreign currency?	Percentage..... <div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 30px; height: 20px; margin-right: 5px;"></div> <div style="border: 1px solid black; width: 30px; height: 20px; margin-right: 5px;"></div> <div style="border: 1px solid black; width: 30px; height: 20px;"></div> </div>																		
39A	Does your establishment have a checking and/or saving account?	<table border="1"> <tr> <td></td> <td>Yes</td> <td>No</td> </tr> <tr> <td>(q39a1) Checking Account</td> <td>1</td> <td>2</td> </tr> <tr> <td>(q39a2) Saving Account</td> <td>1</td> <td>2</td> </tr> </table>		Yes	No	(q39a1) Checking Account	1	2	(q39a2) Saving Account	1	2									
	Yes	No																		
(q39a1) Checking Account	1	2																		
(q39a2) Saving Account	1	2																		
39B	(q39b) Does your establishment have property and casualty insurance on the majority of its assets?	Yes ..... 1 No ..... 2																		
40	(q40) Does your establishment have its annual financial statement checked and certified by an external auditor?	Yes ..... 1 No ..... 2																		

## CONFLICT RESOLUTION / LEGAL ENVIRONMENT

41	On average over 2004, what percent of your establishment's sales was...?		%	
		(q41_1) Pre paid (paid before delivery)		
		(q41_2) Paid at delivery		
		(q41_3) Sold on credit (or with deferred payment)		
42A	On average over 2004, what percent of your total sales to customers were not paid within the agreed time?	(q42a1) Public Sector.....	<input type="text"/>	} If zero → 44
		(q42a2) Private Sector.....	<input type="text"/>	
42B	(q42b) Typically, what percent of these total sales are never repaid?	Percentage.....	<input type="text"/>	
42C	(q42c) In general, how many months does it typically take to resolve an overdue payment (i.e. from the moment it becomes overdue until you receive payment) with customers?	Number of months.....	<input type="text"/>	
43A	(q43a) Over 2003 and 2004, what percent of your establishment's disputes over overdue payments with customers were resolved by court action?	Percentage.....	<input type="text"/>	If zero = 44
43B	(q43b) On average over 2003 and 2004, how many months did those court cases take to resolve, that is from the moment the case was brought to court until the moment the court decided the case?	Number of months.....	<input type="text"/>	
43C	(q43c) Were the decisions of the court (whether in your favor or not) generally enforced?	Always.....	1	
		Often.....	2	
		Rarely.....	3	
		Never.....	4	

## BUSINESS-GOVERNMENT RELATIONS

44	If the company was registered or re-registered during the last 3 years, please answer the questions in the table below for the most recent registration experience.		Total Time (calendar days)	Did you have to present gifts or unofficial payments to finish registration procedures?
		Commercial Registration	(q44a1)	(q44a2) Yes.....1 No.....2
		Industrial Registration	(q44b1)	(q44b2) Yes.....1 No.....2
45	(q45) Did you hire an outside company to help you complete the registration procedures?	Yes.....	1	
		No.....	2	

46A	What are the two main reasons (of the reasons mentioned in the table) that affect your decision of changing (increasing or decreasing) number of employees in your establishment?	<div></div> <div>1. Laws and regulations regarding hiring, firing of workers</div> <div>2. Union agreements or pressure</div> <div>3. High minimum wage or mandatory benefits</div> <div>4. Fear of workers' strikes and disorders</div> <div>5. Fear of social sanctions</div> <div>6. Other (specify).....</div>		First Main Reason (q46a1) <div></div>	Second Main Reason (q46a2) <div></div>
46B	(q46b) At your current level of production, how many workers would you fire, if there are no restrictions affecting your decision?	Decrease.....Number <div><div></div><div></div><div></div></div>			
46C	(q46c) At your current level of production, how many workers would you hire, if there are no restrictions affecting your decision?	Increase.....Number <div><div></div><div></div><div></div></div>			
47A	(q47a) 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. Does this occur for establishments in your sector (not necessarily yours)?	Yes..... 1 No..... 2 .			= 48A
47B	On average, over a year, what percent of annual sales value would such expenses cost a typical establishment in your area of activity? (If respondent cannot answer in percentage, ask total value in Egyptian Pounds)	(q47b1) Value in Egyptian Pounds <div><div></div><div></div><div></div><div></div><div></div></div>	(q47b2) Percentage <div><div></div><div></div><div></div></div>		

48A	Based on the most recent experience of your establishment over 2003 and 2004, what was the actual delay experienced for the following services or licenses (from the day you applied to the day you received the service or approval)? <i>(Use NA=777 if not applied for the service or license, or if there is no answer)</i>		Actual Wait (Months)		Gift/ Payment Expected?					
			Wait Duration	Still Waiting Since	Yes	No				
		1. A mainline telephone connection	(q48a1)	(q48b1)	(q48c1)					
		2. An electrical connection	(q48a2)	(q48b2)	(q48c2)					
		3. A water connection	(q48a3)	(q48b3)	(q48c3)					
		4. A construction permit	(q48a4)	(q48b4)	(q48c4)					
		5. An import license	(q48a5)	(q48b5)	(q48c5)					
		6. Main operating license	(q48a6)	(q48b6)	(q48c6)					
		7. An import card	(q48a7)	(q48b7)	(q48c7)					
		8. Municipal permits	(q48a8)	(q48b8)	(q48c8)					
		9. Industrial security license	(q48a9)	(q48b9)	(q48c9)					
		10. Environmental Approval	(q48a10)	(q48b10)	(q48c10)					
48B	Was a gift or informal payment asked for or expected to obtain each of the following?									
49A	(q49a) What percentage of total sales would you estimate the typical establishment in your sector reports for tax purposes?	Percentage..... <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>								
49B	(q49b) What do you think is the percentage of total workforce that is reported for purposes of labor regulation and social insurance in a typical establishment in your sector?	Percentage..... <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>								
50A	How many times in 2004 was your establishment inspected or were you (or your staff) required to have mandatory meetings with officials of each of the following agencies in the context of regulation of your business?									
50B	Was a gift or informal payment asked for or expected at each of these interactions?									
			Inspections and required meetings with officials		Was a gift or informal payment ever expected/ requested?					
			Times	Not Exact	Yes	No				
		1. Tax Inspectorate	(q50a1)		(q50b1)					
		2004								
		2003	(q50a1_03)							
		2. Labor and Social Security	(q50a2)		(q50b2)					
		3. Fire and Building Safety	(q50a3)		(q50b3)					
		4. Sanitation/Epidemiology	(q50a4)		(q50b4)					
		5. Police	(q50a5)		(q50b5)					
		6. Environmental	(q50a6)		(q50b6)					
		7. State office dealing with construction permit (Municipal Authorities)	(q50a7)		(q50b7)					
		8. Customs clearance	(q50a8)		(q50b8)					
		Other (Specify)	(q50a9)		(q50b9)					

51A	(q51a) When establishments in your industry do business with the government, is a gift or informal payment expected to secure the contract?	Yes..... 1 No..... 2	52
51B	(q51b) What is the typical value of the gift or informal payment as a percentage of the contract value?	Percentage..... <input type="text"/> <input type="text"/> <input type="text"/>	

### LABOR RELATIONS

52	(q52) When your establishment started its operation, what was the total number of full-time paid employees? (666 if Does not Know)	Number..... <input type="text"/> <input type="text"/> <input type="text"/>										
53	The following table refers only to <u>permanent workers</u> of your establishment. Permanent workers are defined as all (paid) long term (i.e. for one year or more) employees with guarantee of renewal of employment contract.											
		Number	Professionals	Skilled Production Workers	Unskilled Production Workers	Non-Production Workers						
	Average number of workers in 2002	(q53a1)										
	Average number of workers in 2003	(q53b1)										
	Average number of workers in 2004	(q53c1)	(q53c2)	(q53c3)	(q53c4)	(q53c5)						
	Number of female workers in 2004	(q53d1)	(q53d2)	(q53d3)	(q53d4)	(q53d5)						
	Number of part-time workers in 2004	(q53e1)										
	Total compensation and salaries (including benefits, if applicable) of all permanent workers	(q53f1)	(q53f2)	(q53f3)	(q53f4)	(q53f5)						
54	How many temporary workers (males and females) did you have in 2004?	(q54a) Number of males..... <input type="text"/> <input type="text"/> <input type="text"/> (q54b) Number of females..... <input type="text"/> <input type="text"/> <input type="text"/>										
55	(q55) How many of your permanent skilled, professional, or managerial workers are foreign nationals?	Number..... <input type="text"/> <input type="text"/> <input type="text"/>										
56	In 2004, how many permanent employees from your establishment:	(q56a) Were dismissed or laid off?..... <input type="text"/> <input type="text"/> (q56b) Left due to sickness or died?..... <input type="text"/> <input type="text"/> (q56c) Left for other reasons?..... <input type="text"/> <input type="text"/>										
57	Within 2003 and 2004, how many weeks did it take to fill your most recent vacancy through external recruitment for a: (77 if inapplicable "No one was hired")	<table border="1"> <thead> <tr> <th></th> <th>Weeks</th> </tr> </thead> <tbody> <tr> <td>(q57a) Skilled technician</td> <td><input type="text"/> <input type="text"/></td> </tr> <tr> <td>(q57b) Production/service worker</td> <td><input type="text"/> <input type="text"/></td> </tr> <tr> <td>(q57c) Manager</td> <td><input type="text"/> <input type="text"/></td> </tr> </tbody> </table>			Weeks	(q57a) Skilled technician	<input type="text"/> <input type="text"/>	(q57b) Production/service worker	<input type="text"/> <input type="text"/>	(q57c) Manager	<input type="text"/> <input type="text"/>	
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(q57b) Production/service worker	<input type="text"/> <input type="text"/>											
(q57c) Manager	<input type="text"/> <input type="text"/>											

58A	In 2004, did you offer any of the following formal (beyond “on the job”) training to your permanent employees:  (q58a1) Internal training (offered within the walls of your establishment)?  (q58a2) External training (offered at a location outside your establishment)?	Yes..... 1 No..... 2  Yes..... 1 No..... 2																												
<b>For Interviewer: If there is neither internal nor external training —————▶ 59</b>																														
58B	How many permanent employees received formal training in 2004?	<table border="1"> <tr> <td></td> <td colspan="2">Skilled/ Professionals</td> <td colspan="2">Unskilled</td> </tr> <tr> <td></td> <td>Males</td> <td>Females</td> <td>Males</td> <td>Females</td> </tr> <tr> <td>58C</td> <td colspan="4">What was the average number of weeks of training for each employee? <i>(* Unskilled workers include unskilled production and non-production workers)</i></td> </tr> <tr> <td></td> <td>Number</td> <td>(q58b1)</td> <td>(q58b2)</td> <td>(q58b3)</td> <td>(q58b4)</td> </tr> <tr> <td></td> <td>Weeks</td> <td>(q58c1)</td> <td>(q58c2)</td> <td>(q58c3)</td> <td>(q58c4)</td> </tr> </table>			Skilled/ Professionals		Unskilled			Males	Females	Males	Females	58C	What was the average number of weeks of training for each employee? <i>(* Unskilled workers include unskilled production and non-production workers)</i>					Number	(q58b1)	(q58b2)	(q58b3)	(q58b4)		Weeks	(q58c1)	(q58c2)	(q58c3)	(q58c4)
	Skilled/ Professionals		Unskilled																											
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	Weeks	(q58c1)	(q58c2)	(q58c3)	(q58c4)																									
59	(q59) What percent of your workforce is unionized (in Workers' General Union)?	Percentage..... <input type="text"/> <input type="text"/> <input type="text"/>																												
60	How many days of production in 2004 did you lose due to	(q60a) Worker strikes or other labor disputes? <input type="text"/> <input type="text"/> <input type="text"/> Days (q60b) Employee absenteeism due to illness, death, funerals? <input type="text"/> <input type="text"/> <input type="text"/> Days																												
61	How many permanent workers (males and females) at your establishment have the following education levels?	<table border="1"> <tr> <td></td> <td>Male</td> <td>Female</td> </tr> <tr> <td>1. Some university degree or higher</td> <td>(q61a1)</td> <td>(q61b1)</td> </tr> <tr> <td>2. Completed secondary (incl. vocational)</td> <td>(q61a2)</td> <td>(q61b2)</td> </tr> <tr> <td>3. Preparatory/ Incomplete secondary</td> <td>(q61a3)</td> <td>(q61b3)</td> </tr> <tr> <td>4. Completed primary</td> <td>(q61a4)</td> <td>(q61b4)</td> </tr> <tr> <td>5. Did not complete primary/ Did not enter school</td> <td>(q61a5)</td> <td>(q61b5)</td> </tr> <tr> <td>Total</td> <td>(q61atot)</td> <td>(q61btot)</td> </tr> </table>			Male	Female	1. Some university degree or higher	(q61a1)	(q61b1)	2. Completed secondary (incl. vocational)	(q61a2)	(q61b2)	3. Preparatory/ Incomplete secondary	(q61a3)	(q61b3)	4. Completed primary	(q61a4)	(q61b4)	5. Did not complete primary/ Did not enter school	(q61a5)	(q61b5)	Total	(q61atot)	(q61btot)						
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Total	(q61atot)	(q61btot)																												
62A	(q62a) What is the highest level of education of the top manager?	<table border="1"> <tr> <td>Primary education</td> <td>0</td> </tr> <tr> <td>Did not complete secondary school.....</td> <td>1</td> </tr> <tr> <td>Secondary School.....</td> <td>2</td> </tr> <tr> <td>Vocational Training.....</td> <td>3</td> </tr> <tr> <td>Some university degree.....ee</td> <td>4</td> </tr> <tr> <td>Post graduate degree.....</td> <td>5</td> </tr> <tr> <td>PhD degree.....</td> <td>6</td> </tr> </table>		Primary education	0	Did not complete secondary school.....	1	Secondary School.....	2	Vocational Training.....	3	Some university degree.....ee	4	Post graduate degree.....	5	PhD degree.....	6													
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PhD degree.....	6																													
62B	(q62b) How many years of experience in this activity did he have before running this establishment?	Number..... <input type="text"/> <input type="text"/>																												

62C	(q62c) How many years of experience did he have in a domestic establishment?	Number..... <input type="text"/> <input type="text"/>	
62D	(q62d) How many years of experience did he have in a foreign establishment?	Number..... <input type="text"/> <input type="text"/>	

## SECTION TWO: PRODUCTIVITY

63	Please provide the following information on your establishment's production, sales and expenses			
<b>Definitions</b>		Value in thousands of Egyptian pounds		
		2003	2002	2001
	Total sales *	(q63a1)	(q63a2)	(q63a3)
	Total purchases of raw material and intermediate goods (whether used in production or not), including finished goods for resale **	(q63b1)	(q63b2)	(q63b3)
	Total cost of labor, including wages, salaries and bonuses***	(q63c1)	(q63c2)	(q63c3)
	Rent on land and buildings	(q63d1)	(q63d2)	(q63d3)
	- Of which: rent on Land	(q63e1)	(q63e2)	(q63e3)
	Rent on machinery, equipment, and vehicles	(q63f1)	(q63f2)	(q63f3)
	Interest charges	(q63g1)	(q63g2)	(q63g3)
	<u>All other costs</u> , i.e.: energy, transport, overhead expenses, etc	(q63h1)	(q63h2)	(q63h3)
	Total Inventory and stocks held <b>at end of year</b> ****	(q63i1)	(q63i2)	(q63i3)
	- Of which: Finished goods	(q63j1)	(q63j2)	(q63j3)
	- Raw materials excluding fuel and works in progress	(q63k1)	(q63k2)	(q63k3)
	- Fuel	(q63l1)	(q63l2)	(q63l3)
	<p><b>*Total sales</b> are the value of all sales including manufactured goods and goods the establishment has bought for trading. If a firm makes blue jeans and also imports blue jeans to sell, total sales is the value of all blue jeans sold, both produced and imported.</p> <p><b>**Purchase of raw materials and intermediate goods including finished goods for resale</b> are all the costs of the raw materials and intermediate goods purchased during the year, whether or not they were used in production.</p> <p><b>***Total cost of labor, including wages, salaries and benefits</b> is the total wages and all benefits, including food, transport, social security (i.e. pensions, medical insurance, and unemployment insurance).</p> <p><b>****Inventories and stocks held at end of year</b> include all goods, works in progress, raw materials and fuels held in inventory on the final business day of the year.</p>			
64	<p>Of the <u>other costs</u> you told me above, if possible, please provide the following breakdown</p> <p><i>(if value in Egyptian pounds is not available, please estimate in terms of percent of total other costs. However, answers must all be in Egyptian pounds or in %).</i></p>		2003 (Thousands of Egyptian pounds)	Or as % of total other costs
		Total Energy and Fuel	(q64a1)	(q64a2)
		Of which: Fuel for generator	(q64b1)	(q64b2)
		Transport/logistics (excluding rent on vehicles)	(q64c1)	(q64c2)
		Water	(q64d1)	(q64d2)
		Telephones/communications	(q64e1)	(q64e2)
		Marketing and advertising	(q64f1)	(q64f2)

65A	(q65a) During the last accounting year, what percentage represented your net profits (after tax) over your establishment total annual sales?	<table border="1"> <tr> <td>Percentage of Net Profits</td><td><input type="text"/></td></tr> <tr> <td>No Net Profits</td><td>777</td></tr> </table>	Percentage of Net Profits	<input type="text"/>	No Net Profits	777	<div> <div></div> <div>66</div> </div>																				
Percentage of Net Profits	<input type="text"/>																										
No Net Profits	777																										
65B	(q65b) Approximately, what percentage of the establishment's net profits (after tax) was reinvested in your establishment (that is, net profits of 2003 reinvested in 2004)?	Percentage..... <input type="text"/>																									
66	<p>Regarding the most important product, please provide a description of the product: <i>(product description)</i></p> <p>Please provide information on this product regarding the quantity sold, the unit of measurement, and the average price for 2003 and 2002 <i>(answers are requested for each year separately)</i>.</p>	<p>.....</p> <p>.....</p> <table border="1"> <tr> <th>Year</th><th>Physical Quantity sold (units)</th><th>Unit of measurement</th><th>Average price in Egyptian pounds</th></tr> <tr> <td>2002</td><td>(q66a1)</td><td>(q66a2)</td><td>(q66a3)</td></tr> <tr> <td>2003</td><td>(q66b1)</td><td>(q66b2)</td><td>(q66b3)</td></tr> </table>	Year	Physical Quantity sold (units)	Unit of measurement	Average price in Egyptian pounds	2002	(q66a1)	(q66a2)	(q66a3)	2003	(q66b1)	(q66b2)	(q66b3)													
Year	Physical Quantity sold (units)	Unit of measurement	Average price in Egyptian pounds																								
2002	(q66a1)	(q66a2)	(q66a3)																								
2003	(q66b1)	(q66b2)	(q66b3)																								
67	How much did your establishment spend on purchases of...?	<table border="1"> <tr> <td></td><td colspan="2">Value in thousands of Egyptian pounds</td></tr> <tr> <td></td><td>2003</td><td>2002</td></tr> <tr> <td>Machinery and equipment (new and/or used)</td><td>(q67a1)</td><td>(q67a2)</td></tr> <tr> <td>Land, buildings, or improvements to leasehold</td><td>(q67b1)</td><td>(q67b2)</td></tr> <tr> <td>Of which: Land</td><td>(q67c1)</td><td>(q67c2)</td></tr> <tr> <td>Vehicles</td><td>(q67d1)</td><td>(q67d2)</td></tr> <tr> <td>Information technology</td><td>(q67e1)</td><td>(q67e2)</td></tr> <tr> <td>Design, Research and Development (*)</td><td>(q67f1)</td><td>(q67f2)</td></tr> </table> <p><i>(* Spending includes wages and salaries of R&amp;D personnel, such as scientists and engineers; materials, education costs, and subcontracting costs.)</i></p>		Value in thousands of Egyptian pounds			2003	2002	Machinery and equipment (new and/or used)	(q67a1)	(q67a2)	Land, buildings, or improvements to leasehold	(q67b1)	(q67b2)	Of which: Land	(q67c1)	(q67c2)	Vehicles	(q67d1)	(q67d2)	Information technology	(q67e1)	(q67e2)	Design, Research and Development (*)	(q67f1)	(q67f2)	
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68	What was the <u>net book value</u> of the following at the end of the year...?	<table border="1"> <tr> <td></td><td colspan="3">Value in thousands of Egyptian pounds at end of year</td></tr> <tr> <td></td><td>2001</td><td>2002</td><td>2003</td></tr> <tr> <td>Machinery and equipment (including transport)</td><td>(q68a1)</td><td>(q68a2)</td><td>(q68a3)</td></tr> <tr> <td>Land, buildings and leasehold improvements</td><td>(q68b1)</td><td>(q68b2)</td><td>(q68b3)</td></tr> <tr> <td>- Of which: Land</td><td>(q68c1)</td><td>(q68c2)</td><td>(q68c3)</td></tr> </table>		Value in thousands of Egyptian pounds at end of year				2001	2002	2003	Machinery and equipment (including transport)	(q68a1)	(q68a2)	(q68a3)	Land, buildings and leasehold improvements	(q68b1)	(q68b2)	(q68b3)	- Of which: Land	(q68c1)	(q68c2)	(q68c3)					
	Value in thousands of Egyptian pounds at end of year																										
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Machinery and equipment (including transport)	(q68a1)	(q68a2)	(q68a3)																								
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- Of which: Land	(q68c1)	(q68c2)	(q68c3)																								

68	Whether you rent or own your land, buildings, and machinery and equipment, at the end of 2003, if you had to purchase back the following in its current condition, how much would it have cost?			Value in thousands of Egyptian pounds in 2003
		Machinery and equipment (including transport)		(q68d1)
		Land, buildings and leasehold improvements		(q68e1)
		Of which: Land		(q68f1)
69	What was the value of the following at the end of the year...?			Value in thousands Egyptian pounds as of end of the fiscal year
				2002      2003
		Value of your total assets?	(q69a1)	(q69a2)
		Of which: value of your accounts receivable?	(q69b1)	(q69b2)
70	Please provide the following information on the structure of your establishment's liabilities:			Value in thousands Egyptian pounds as of end of the fiscal year
				2002      2003
		Total Liabilities	(q70a1)	(q70a2)
		Long-term liabilities (i.e. more than 1 year)	(q70b1)	(q70b2)
		Short-term liabilities (i.e. one year or less)	(q70c1)	(q70c2)
		- Of which: payables	(q70d1)	(q70d2)
		Equity (share capital + retained earnings)	(q70e1)	(q70e2)

(time2\_h) Hour (time2\_m) Minute

The interview ended at.....

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Date:      /      /

(hday2)/ (hmonth2)/ (hyear2)

**Interviewer's Notes:**

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**Reviewer's Notes:**

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**Supervisor's Notes:**

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