

Arab Republic of Egypt
Ministry of Investment

Productivity and the Investment Climate
Private Enterprise Survey
2008

Name of firm: _____

Code: _____

--	--	--	--	--	--	--	--

Name of respondent: _____

Position of respondent in the firm: _____

--	--	--	--

Tel.....

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

Firm's address where the interview took place

.....

City.....

Markaz.....

Governorate.....

What is the total number of employees in the firm?

If it is less than 10 → Terminate the interview

Is the firm located in an industrial zone? Yes.....1 No2



What is its name?.....

Name	Code	Date
Interviewer:	<input type="text"/> <input type="text"/>	/ /2008
Supervisor:	<input type="text"/> <input type="text"/>	/ / 2008
Reviewer:	<input type="text"/> <input type="text"/>	/ / 2008
The beginning and the end of interview	From.....	To.....

General Information

No.	Question	Answer	Move ment
1.	What is the main activity of your establishment?	Garments..... 01 Textiles..... 02 Machinery&Equipment..... 03 Chemicals..... 04 Electronics..... 05 Metal industries..... 06 Non metal industries 07 Agro industries 08 Other industries 96	
2.	What percentage of your total revenues comes from each of the following activities? Manufacturing ____ % Services ____ % Commerce ____ % Other (specify) ____ %		
3.	Does your firm have other factories or branches?	Yes..... 1 No..... 2	5 →
4.	How many? Interviewer: Address of the firm's major factory: Police Station:..... Governorate:	Number..... <input type="text"/> <input type="text"/> Kism / markez..... <input type="text"/> <input type="text"/> Governorate:..... <input type="text"/> <input type="text"/>	
5.	Is this establishment part of a larger firm?	Yes..... 1 No..... 2	8 →
6.	What type of your business establishment?	Main office without production units or sale. 1 Main office with production units or sale. 2 An independent organization of both the main organization and the other related organization. 3 An independent organization of the main one but it is a part of the other related organizations. 4	
7.	Is there a separate balance sheet for the firm from all its establishments and the main organization?	Yes..... 1 No..... 2	

No.	Question	Answer	Move ment																														
8.	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																															
9.	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 2002..... 06 Other(specify) 96																															
10.	In what year did this establishment begin operations in this country?	Year..... <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>																															
11.	What percentage of your firm is owned by:	<table border="1"> <thead> <tr> <th></th> <th colspan="4">Percentage%</th> </tr> </thead> <tbody> <tr> <td>a. Private: i. Domestic</td> <td>.</td> <td><input type="text"/></td> <td><input type="text"/><input type="text"/><input type="text"/></td> <td></td> </tr> <tr> <td>ii. Arab</td> <td>.</td> <td><input type="text"/></td> <td><input type="text"/><input type="text"/><input type="text"/></td> <td></td> </tr> <tr> <td>iii. Foreign</td> <td>.</td> <td><input type="text"/></td> <td><input type="text"/><input type="text"/><input type="text"/></td> <td></td> </tr> <tr> <td>b. Government</td> <td>.</td> <td><input type="text"/></td> <td><input type="text"/><input type="text"/><input type="text"/></td> <td></td> </tr> <tr> <td>c. Other (Specify).....</td> <td>.</td> <td><input type="text"/></td> <td><input type="text"/><input type="text"/><input type="text"/></td> <td></td> </tr> </tbody> </table>		Percentage%				a. Private: i. Domestic	.	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>		ii. Arab	.	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>		iii. Foreign	.	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>		b. Government	.	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>		c. Other (Specify).....	.	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>		
	Percentage%																																
a. Private: i. Domestic	.	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>																														
ii. Arab	.	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>																														
iii. Foreign	.	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>																														
b. Government	.	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>																														
c. Other (Specify).....	.	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>																														
12.	What percentage of your firm is owned by the single largest shareholder or owner?	Percentage..... <input type="text"/> <input type="text"/> %																															
13.	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 governmental agency.... 09 Other (Specify)..... 96																															

14.	Interviewer: revise Q13 If the largest shareholder (<i>or one of them</i>) is an individual (<i>alternatives 1, 2, 7, and 8 above</i>)ask other than that → 15 Is the principal owner (<i>or one of the principal owners</i>) a female?	Yes 1 No 2 Don't know 8		
15.	How many establishments (stores or service outlets) does your firm have in Egypt?	Number <input type="text"/> <input type="text"/>		
16.	In what year did your establishment begin operating in Egypt?	Year <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
17.	What are your establishment's three main products?	Product Description	17a. % of Total Sales	Code
		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	17a. What percent of your establishment total sales is represented by each of these main product lines?	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
18.	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

19.	What percent of your establishment's sales in 2007 were:		Percentage
		1) sold domestically at: The government where is the establishment being. Egypt.....	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		2) exported directly.....	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		the last year 2006... <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
		3) exported indirectly (through a distributor)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		Total	100%

Review Q 19: If there were domestic sales: other than that → 21



20.	Approximately what percentage of your establishment's domestic sales in 2007 were to:			Percentage%
		1. the government (All the ministries)	.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		2. state owned enterprises (Public sector enterprises)	.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		3. multinationals located in Egypt	.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		4. distributor or agent	.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		5. your parent company or affiliated subsidiaries	.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		6. large domestic private firms (those with approximately 300 plus workers)	.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		7. Other (sales to small firms, individuals, etc.)	.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Total				100%
21.	Review Question 19: Export directly ↓ otherwise → 26			
22.	What was the year your establishment first exported?	Year..... <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
23.	What are the important three countries that your firm exports to? What percent of your establishment total exports are represented for each of these countries	Name of country	23A %of total direct export	Code
		First:	.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		Second:	.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	Third:	.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
24.	What was the average number of days in 2007 that it took from the time your goods arrived in their main point of exit (e.g., port, airport, or land borders) until the time they clear customs? 24a.And what was the longest number of days?	The average number..... <input type="text"/> <input type="text"/> Port.....1 Airport.....2 Land Borders.....3 The longest period in 2007..... <input type="text"/> <input type="text"/>		
25.	Did you have to make an extra (informal) payment to expedite the clearance process (including payments to agents, if applicable)?	Yes..... 1 No..... 2		
26.	Over 2007 what percent of establishment's purchases of materials inputs and supplies were purchased	source	Percentage2007	Percentage 2006
		a.from domestic sources	.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		b.through direct imports	.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		c. through indirect imports (via a distributor)	.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Total		%100		

Revise Q26 Import directly ↓		other wise → 30	
27.	What was the average number of days in 2007 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? 27a. And what was the longest number of days?	The average number..... <input type="text"/> <input type="text"/> Port.....1 Airport.....2 Land Borders.....3 The longest period in 2007..... <input type="text"/> <input type="text"/>	
28.	Did you have to make an extra (informal) payment to expedite the clearance process (including payments to agents, if applicable)?	Yes..... 1 No..... 2	
29.	What is the value of waste materials imported (in transit) as a result of: -Theft -Breakage or damage	Theft..... <input type="text"/> <input type="text"/> % Breakage or damage..... <input type="text"/> <input type="text"/> %	
30.	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?	Days of Production for local delivery <input type="text"/> <input type="text"/> Days of Production for imported delivery <input type="text"/> <input type="text"/>	

INVESTMENT CLIMATE CONSTRAINTS TO THE ESTABLISHMENT

31.	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: <i>0 = No obstacle</i> <i>1 = Minor obstacle</i> <i>2 = Moderate obstacle</i> <i>3 = Major obstacle</i> <i>4 = Very Severe Obstacle</i>	Obstacles	No problem	Degree of obstacle				Inapplicable	Do not know
				Minor	Moderate	Major	Very Severe		
		1. Telecommunications	0	1	2	3	4	7	8
		2. Electricity	0	1	2	3	4	7	8
		3. Transportation	0	1	2	3	4	7	8
		4. Water	0	1	2	3	4	7	8
		5. Access to Land	0	1	2	3	4	7	8
		6. Price of land	0	1	2	3	4	7	8
		7. Regulatory Policy Uncertainty	0	1	2	3	4	7	8
		8. Tax Rates	0	1	2	3	4	7	8
		9. Tax Administration	0	1	2	3	4	7	8
		10. Customs and Trade Regulations	0	1	2	3	4	7	8
		11. Labor Regulations (Like Social Insurance)	0	1	2	3	4	7	8
		12. Skills and Education of Available Workers	0	1	2	3	4	7	8
		13. Business Licensing and Operating Permits	0	1	2	3	4	7	8

32	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. <i>0 = No obstacle</i> <i>1 = Minor obstacle</i> <i>2 = Moderate obstacle</i> <i>3 = Major obstacle</i> <i>4 = Very Severe Obstacle</i>	Obstacles	No problem	Degree of obstacle				inapplicable	Don't know
				minor	moderate	major	Very severe		
		14. Access to Financing (Ex: Collateral)	0	1	2	3	4	7	8
		15. Cost of Financing (Ex: interest rates)	0	1	2	3	4	7	8
		16. Macroeconomic Uncertainty (Ex: inflation, exch. rate)	0	1	2	3	4	7	8
		17. Corruption	0	1	2	3	4	7	8
		18. Illegal Competition from the informal sector/smuggling and dumping	0	1	2	3	4	7	8
		19. Illegal Competition from the formal sector	0	1	2	3	4	7	8
		20. Legal System/ Conflict Resolution	0	1	2	3	4	7	8
		21. theft, disorder and crimes	0	1	2	3	4	7	8
		22. Other (Specify like government subsidies...)	0	1	2	3	4	7	8
33	Among all of the above alternatives in parts a and b, please indicate which one constitutes:	the biggest obstacle for your establishment..... <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> The second biggest obstacle for your establishment <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> The third biggest obstacle for your establishment.							

CAPACITY, INNOVATION, LEARNING

34.	What was this establishment's average capacity utilization over 2006 and 2007? (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.)	%2006 in	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
		% 2007 in	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
35.	Over 2007, how many hours per week did your establishment normally operate?	hours /week.....	<input type="checkbox"/> <input type="checkbox"/>	
36.	What are your establishment's intentions over the next two years?	Expand capacity.....1	percent	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
		Maintain existing capacity.....2		
		Reduce capacity.....3	Percent	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
		Do not know for the vision is not clear.....4		

37.	Has your establishment undertaken any of the following initiatives in 2006 and 2007?	Initiative	yes	No
		1. Developed an important new product line	1	2
		2. Upgraded an existing product line	1	2
		3. Discontinued at least one product (not production) line	1	2
		4. Agreed to a new joint venture with foreign partner	1	2
		5. Obtained a new licensing agreement	1	2
	6. Outsourced a major production activity that was previously conducted in the factory	1	2	
38.	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		
39.	Does the establishment have a department specialized in research and development?	Yes..... 1 No..... 2		
40.	Does your establishment use technology licensed from a foreign-owned company?	Yes..... 1 No..... 2		
.41	Did your establishment lower its prices as a reaction to the lowering prices of the local competitors?	Yes 1 No 2 Don't know 8		
.42	Did your establishment lower its prices as a reaction to the lowering prices of the foreign competitors?	Yes 1 No 2 Don't know 8		
.43	Does you establishment face competition from the informal sector?	Yes 1 No 2 Don't know 8		

INFRASTRUCTURE AND SERVICES

44.	Does your establishment use (name of service) in production?	44a How many times during 2007 did your establishment experience the following service interruptions?	44b How many hours did they loose on average?	44c What were the total losses over 2007 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>)
	1-electricity yes.....1 → .no.....2 ↓	times <input type="text"/> <input type="text"/>	hours <input type="text"/> <input type="text"/>	percent % <input type="text"/> <input type="text"/> <input type="text"/>

54.	From whom you have got the land?	Buying from people.....	1	
		Buying from government.....	2	
		For free.....	3	
		Other.....	6	
55.	Does the establishment have a legal right to occupy this land?	Yes.....	1	} 57
		No.....	2	
		Can not answer \ no answer.....	3	
56.	From whom you have rent the land?	People	1	
		Government	2	
57.	Does your establishment own or lease the majority of its buildings?	Owned.....	1	
		Rented.....	2	

FINANCE

58.	What percent of your establishment's inputs are bought on credit (i.e. full payment is not due at the time of delivery) during 2007?	percentage.....	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	%	
59.	Please identify the contribution of each of the following sources of financing for your establishment's:			Working capital (%)	New Investments (%)
	a. Working capital in 2007 (i.e. inventories, accounts receivable and cash)	1. Internal funds or retained earnings	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	b. New Investments (in the last year where new investments took place) (i.e. new land, buildings, machinery and equipment)	2. Domestic commercial banks (loan, overdraft)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	Specify the last year where new investments took place.....	3. International commercial banks	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	4. Leasing arrangement	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		5. Special development financing/ or public financing (Government agencies) / or other public services	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		6. Trade credit (supplier or customer credit)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		7. Credit cards	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		8. Equity, sale of stock	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		9. Family, friends	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		10. Informal sources (e.g. money lender)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		11. Other (specify)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		Total		% 100	% 100
60.	Does your establishment have an overdraft facility or line of credit (short term credit excluding loans)	Yes	1		→ 62
		No.....	2		
61.	What percent is currently NOT used? (Of total value of overdrafts and credit lines)	Percentage.....	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	%	
62.	Does your establishment currently have a loan from a financial institution?	Yes	1		→ 72
		No.....	2		

63.	What year was this loan approved?	Year..... <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
64.	Was the loan in a foreign currency?	Yes 1 No..... 2	
65.	What share of your total borrowing (loans, accounts payable) is denominated in foreign currency?	Percentage..... <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> %	
66.	What is the value of the last loan obtained by the establishment in Egyptian currency?	the amount..... <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> Didn't answer..... 888888	
67.	Did the loan require collateral or a deposit?	Yes 1 No..... 2	→ 70
68.	which of the following were used as collateral:		
	Collateral	Yes	No
	1. Land and buildings	1	2
	2. Immoveable plant, machinery	1	2
	3. Moveable Machinery and equipment (including vehicles)	1	2
	4. Other Tangible assets (e.g. accounts receivable, inventory)	1	2
	5. Personal assets of the owner/manager (e.g. house)	1	2
	6. Other (specify :)	1	2
69.	What was the approximate value of the collateral required as a percentage of the loan value?	% <input type="text"/> <input type="text"/> <input type="text"/> النسبة	
70.	Over 2007, what was the loan's annual rate of interest?	percentage..... <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> settle before 2007.....995	
71.	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..... <input type="text"/> <input type="text"/> <input type="text"/>	→ 75
72.	What is the reason for not having a loan currently?	Because I did not apply for a loan..... Because the last application for a loan was turned down 1 Because the approval of the application for a loan is still pending..... 2 3	→ 74 → 75

73.	What was the principal reason for not applying for a loan?	01	Do not need loans	75	
		02	Application procedures for bank loans are too burdensome		
		03	Collateral requirements of bank loans are too strict		
	What was the second reason?	04	Interest rates are too high		
		05	It is necessary to have contacts or give informal payments to get the loans (Corruption in the allocation of bank credit)		
	What was the third reason?	06	Did not think that it would be approved		
		07	It could create complications with tax administration		
		08	Did not want to deal in interest rates		
		96	. Other (specify)		
74.	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			
75.	Does your establishment have a /or?		Yes	No	
		Checking account	1	2	
		saving account	1	2	
76.	Does your establishment have property and casualty insurance on the majority of its assets?	Yes	1	No	2
77.	Does your establishment have its annual financial statement checked and certified by an external auditor?	Yes	1	No.....	2

CONFLICT RESOLUTION / LEGAL ENVIRONMENT

78.	On average over 2007, what percent of your establishment's sales was...?			%
		Pre paid (paid before delivery)	<input type="text"/>	<input type="text"/>
		Paid at delivery	<input type="text"/>	<input type="text"/>
		Sold on credit (or with deferred payment)	<input type="text"/>	<input type="text"/>
79.	On average over 2007, what percent of your total sales to customers were not paid within the agreed time?	Public Sector..... <input type="text"/>	} If zer o	→ 85
	Private Sector..... <input type="text"/>			
80.	Typically, what percent of these total sales are never repaid?	percentage.....	<input type="text"/>	<input type="text"/>
81.	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"/>	

82.	To what degree do you agree or disagree with this statement: "I'm confident that the judicial system will enforce my contractual and property rights in business disputes."	Fully disagree 1 Disagree..... 2 Agree 3 Fully agree..... 4 Don't know..... 8	
83.	Over 2006 and 2007, what percent of your establishment's disputes over overdue payments with customers were resolved by court action?	Percentage..... <input type="text"/> <input type="text"/> <input type="text"/> % Don't applicable..... 777	If <input type="text"/> → 85 zer o
84.	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

85.	In any year was the establishment registered or reregistered (the last time)?	Year..... <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
86.	Interviewer: Revise Q85 If the company was registered or re-registered during the last 3 years, please answer otherwise → 87 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	Yes.....1 No.....2
		Industrial Registration	Yes.....1 No.....2

87.	To what degree do you agree or disagree with this statement: "Government officials interpretations of the laws and regulations affecting this establishment are consistent and predictable	Fully disagree 1 Disagree..... 2 Agree 3 Fully agree..... 4 Don't know..... 8	
88.	In a typical week, within the last 12 months what is the percentage of time is spent in dealing with the requirements imposed by government regulations (e.g. taxes, customs, labor regulations, licensing and registration) including dealings with officials, completing forms...etc.	Percentage..... <input type="text"/> <input type="text"/> %	
89.	Did you hire an outside company to help you complete the registration procedures?	Yes 1 No 2	
90.	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?		
		First Main Reason	Second Main Reason
	1. Laws and regulations regarding hiring, firing of workers	<input type="text"/>	<input type="text"/>
	2. Union agreements or pressure		
	3. High minimum wage or mandatory benefits		
	4. Fear of workers' strikes and disorders		
	5. Fear of social sanctions		
	6. Other (specify).....		
91.	At your current level of production, how many workers would you fire, if there are no restrictions affecting your decision?	Decrease.....Number	<input type="text"/> <input type="text"/> <input type="text"/>
92.	At your current level of production, how many workers would you hire, if there are no restrictions affecting your decision?	Increase.....Number	<input type="text"/> <input type="text"/> <input type="text"/>
93.	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	→ 95
94.	On average, over a year, what percent of	Value in Egyptian Pounds	Percentage

annual sales value would such expenses cost a typical establishment in your area of activity? <i>(If respondent cannot answer in percentage, ask total value in Egyptian Pounds)</i>	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>
---	--	--

95.	Based on the most recent experience of your establishment over 2006 and 2007 do you apply for a service/to obtain:	95a) What was the actual wait duration (from the day you applied to the day you received the service or approval)?		95b) Was a gift or informal payment asked for or expected to obtain the service?	
		Wait Duration	Still Waiting Since	Yes	No
	1. A mainline telephone connection Yes.....1 → No.....2 ↓	month <input type="text"/> <input type="text"/>	month <input type="text"/> <input type="text"/>	1	2
	2. An electrical connection Yes.....1 → No.....2 ↓	month <input type="text"/> <input type="text"/>	month <input type="text"/> <input type="text"/>	1	2
	3. A water connection Yes.....1 → No.....2 ↓	month <input type="text"/> <input type="text"/>	month <input type="text"/> <input type="text"/>	1	2
	4. A construction permit Yes.....1 → No.....2 ↓	month <input type="text"/> <input type="text"/>	month <input type="text"/> <input type="text"/>	1	2
	5. An import license Yes.....1 → No.....2 ↓	month <input type="text"/> <input type="text"/>	month <input type="text"/> <input type="text"/>	1	2
	6. Main operating license Yes.....1 → No.....2 ↓	month <input type="text"/> <input type="text"/>	month <input type="text"/> <input type="text"/>	1	2

<p>7. An import card</p> <p>Yes.....1 →</p> <p>No.....2 ↓</p>	<p>month <input type="text"/></p>	<p>month <input type="text"/></p>	<p>1</p>	<p>2</p>
<p>8. Municipal permits</p> <p>Yes.....1 →</p> <p>No.....2 ↓</p>	<p>month <input type="text"/></p>	<p>month <input type="text"/></p>	<p>1</p>	<p>2</p>
<p>9. Industrial security license</p> <p>Yes.....1 →</p> <p>No.....2 ↓</p>	<p>month <input type="text"/></p>	<p>month <input type="text"/></p>	<p>1</p>	<p>2</p>
<p>10. Environmental Approval</p> <p>Yes.....1 →</p> <p>No.....2 ↓</p>	<p>month <input type="text"/></p>	<p>month <input type="text"/></p>	<p>1</p>	<p>2</p>

96.	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"/> %		
97.	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"/> %		
98.	How many times in 2007 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?			
	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			1 2
	2006			1 2
	2007			1 2
	2. Labor and Social Security			1 2
	3. Fire and Building Safety			1 2
	4. Sanitation/Epidemiology			1 2
	5. Police			1 2
6. Environmental			1 2	
7. State office dealing with construction permit (Municipal Authorities)			1 2	
8. Customs clearance			1 2	
Other (Specify)			1 2	
99.	Within the last 12 months was the establishment obtained/try to obtain contract with the government?	Yes..... 1 No..... 2 Don't know..... 8		
100.	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	→ 102	
101.	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"/> %		
102.	In fiscal year 2007 did this establishment pay for security, for example equipment, personnel, or professional security services?	Yes..... 1 No 2 Don't know 8	104	
103.	At 2007 what was the total amount of money paid to provide security?	Total amount..... <input type="text"/> <input type="text"/> <input type="text"/>		
104.	At 2007 did any losses happen as a result of theft or sabotage?	Yes..... 1 No 2 Don't know 8	106	
105.	What were the total losses during 2007?	Total losses..... <input type="text"/> <input type="text"/> <input type="text"/>		

LABOR RELATIONS

106.	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"/>			
107.	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 2005					
	Average number of workers in 2006					
	Average number of workers in 2007					
	Number of female workers in 2007					
	Number of part-time workers in 2007					
	Total compensation and salaries (including benefits, if applicable) of all permanent workers and their percentage?					
108.	How many temporary workers (males and females) did you have in 2007?	Number of male.....		<input type="text"/>		
		Number of female.....		<input type="text"/>		
109.	At 2007 How many of your permanent skilled, professional, or managerial workers are foreign nationals?	Number.....		<input type="text"/>		
110.	In 2007, how many permanent employees from your establishment:	1-Were dismissed or laid off.....		<input type="text"/>		
		2-Left due to sickness or died..		<input type="text"/>		
		3-Left for other reasons.....		<input type="text"/>		
111.	Within 2006 and 2007, how many weeks did it take to fill your most recent vacancy through external recruitment for a: (77 if inapplicable)	Weeks				
		Skilled technician	<input type="text"/>			
		Production/service worker	<input type="text"/>			
		Manager	<input type="text"/>			
112.	In 2007, did you offer any of the following formal (beyond "on the job") training to your permanent employees: 1. Internal training (offered within the walls of your establishment) 2. External training (offered at a location outside your establishment)	Internal training Yes.....		1		
		No.....		2		
		External training Yes.....		1		
		No.....		2		
113.	For Interviewer: Revise Q112 If there is neither internal nor external training → 115 otherwise continue					
114.	How many permanent employees received formal training in 2007?	Skilled/ Professionals		Unskilled		
		Males	Females	Males	Females	

	What was the average number of weeks of training for each employee? <i>(* Unskilled workers include unskilled production and non-production workers)</i>	Number	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
		Weeks	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
115.	What percent of your workforce is unionized (in Workers' General Union)?	Percentage.....	<input type="text"/>	<input type="text"/>	%	
116.	How many days of production in 2007 did you lose due to	A. Worker strikes or other labor disputes?	Days	<input type="text"/>	<input type="text"/>	
		B. Employee absenteeism due to illness, death, funerals	Days	<input type="text"/>	<input type="text"/>	
117.	How many permanent employees are (males and females) at your establishment have the following education levels?		Male	Female		
		1. Some university degree or higher	<input type="text"/>	<input type="text"/>		
		2. Completed secondary (incl. vocational)	<input type="text"/>	<input type="text"/>		
		3. Preparatory/ Incomplete secondary	<input type="text"/>	<input type="text"/>		
		4. Completed primary	<input type="text"/>	<input type="text"/>		
		5. Did not complete primary/ Did not enter school	<input type="text"/>	<input type="text"/>		
		Total	<input type="text"/>	<input type="text"/>		
118.	What is the highest level of education of the top manager?	Primary school.....				
		Completed prep school/didn't complete secondary school	zero			
		Completed secondary school.....	1			
		Vocational Training.....	2			
			3			
			4			
		University degree.....	5			
		Post graduate degree.....	6			
		Ph..D degree				
119.	How many years of experience in this activity did he have before running this establishment?	Number.....	<input type="text"/>	<input type="text"/>		
120.	How many years of experience did he have in a domestic establishment?	Number.....	<input type="text"/>	<input type="text"/>		
121.	How many years of experience did he have in a foreign establishment?	Number.....	<input type="text"/>	<input type="text"/>		

SECTION TWO: PRODUCTIVITY

122.	Please provide the following information on your establishment's production, sales and expenses		
		Value in thousands of Egyptian pounds	
		2006	2007

	Total sales *	
	Total purchases of raw material and intermediate goods (whether used in production or not), including finished goods for resale **	
	Total cost of labor, including wages, salaries and bonuses***	
	Rent on land and buildings	
	- Of which: rent on Land	
	Rent on machinery, equipment, and vehicles	
	<u>All other costs</u> , i.e.: energy, transport, overhead expenses, etc	
	Total Inventory and stocks held at end of year including finished goods ***	
Definitions	* Total sales 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.			
	** Purchase of raw materials and intermediate goods including finished goods for resale are all the costs of the raw materials and intermediate goods purchased during the year, whether or not they were used in production.			
	*** Total cost of labor, including wages, salaries and benefits is the total wages and all benefits, including food, transport, social security (i.e. pensions, medical insurance, and unemployment insurance).			
	**** Inventories and stocks held at end of year include all goods, works in progress, raw materials and fuels held in inventory on the final business day of the year.			
123.	Of the <u>other costs</u> you told me above, if possible, please provide the following breakdown <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>		2007 (Thousands of Egyptian pounds)	Or as % of total other costs
	Total Energy and Fuel		<input type="text"/> <input type="text"/> <input type="text"/>
	Of which: Fuel for generator		<input type="text"/> <input type="text"/> <input type="text"/>
	Transport/logistics (excluding rent on vehicles)		<input type="text"/> <input type="text"/> <input type="text"/>
	Water		<input type="text"/> <input type="text"/> <input type="text"/>
	Telephones/communications		<input type="text"/> <input type="text"/> <input type="text"/>
	Electricity		<input type="text"/> <input type="text"/> <input type="text"/>
124.	During the last accounting year, what percentage represented your net profits (after tax) over your establishment total annual sales?	Percentage of Net Profits	<input type="text"/> <input type="text"/> <input type="text"/>	
		No Net Profits	777	
125.	How much did your establishment spend on purchases of...? <i>(* Spending includes wages and salaries of R&D personnel, such as scientists and engineers; materials, education costs, and subcontracting costs.)</i>		Value in thousands of Egyptian pounds	
			2006	2007
	Machinery and equipment (new and/or used)			
	Land, buildings, or improvements to leasehold			
	Of which: Land			
	Vehicles			
	Information technology			
	Design, Research and Development (*)			

.....
.....
.....
.....
.....