

THE WORLD BANK *EGYPT ICA SURVEY*
Manufacturing Module (2016)

FIELDWORK SUPERVISORS AND MANAGEMENT ARE RESPONSIBLE FOR THE ACCURACY OF THIS SECTION.

INFORMATION ACQUIRED PRIOR TO SCREENING:

Sampling Information [CODES FROM WBG PROGRESS REPORT]	
Sampling sector	a4a
Sampling size	a6a
Sampling location	a2
Panel	panel

INFORMATION BASED ON LOCATION OF INTERVIEW (a3x). ENSURE A3X IS THE NAME OF AN OFFICIAL LOCALITY AND NOT A NEIGHBORHOOD

Is this city the official capital city?	a3b	Is this city the main business city?	a3c	Size of locality	a3
Yes	1	Yes	1	City with population over 1 million	2
No	2	No	2	Over 250.000 to 1 million	3
				50.000 to 250.000	4
				Less than 50.000	5

PLEASE ENSURE ALL VALUES ARE VERIFIED BY SUPERVISOR AND MANAGEMENT. REVIEW SALES AND ACCOUNTING FIGURES AND DESCRIPTIONS FOR ACCURACY.

A.13 Supervisor code **a13**

--

A. CONTROL INFORMATION [TO BE COMPLETED FROM SCREENER BEFORE INTERVIEW]

A.4 Industry		Sampling sector a4a	Screeners sector a4b	Questionnaire a0 FROM A4B
Manufacturing	Extractives	1	10	1 - Manufacturing
	Food, beverages	2	15	
	Tobacco		16	
	Textiles	3	17	
	Garments		18	
	Leather	4	19	
	Wood	5	20	
	Paper products		21	
	Printing		22	
	Furniture		36	
	Refined petroleum products	6	23	
	Plastics & rubber		25	
	Chemicals	7	24	
	Non metallic mineral products	8	26	
	Basic metals	9	27	
	Fabricated metal products		28	
	Machinery and equipment (29-30)	10	29	
	Electronics (31-32)		31	
	Precision instruments		33	
	Vehicles and equipment (34-35)		34	
	Recycling		37	
Retail	Retail	11	52	2 - retail
Other Services	Wholesale	11	51	3 - other services
	Auto sales and services		50	
	Hotel and restaurants	12	55	
	Travel agencies		63	
	Transport	13	60	
	ICT	14	72	
	Construction	15	45	
	Real estate		70	

A.3a	Screeners Region a3a
Greater Cairo	1
West Delta	2
Suez region	3
Middle and East Delta	4
Northern Upper Egypt	5
Southern Upper Egypt	6
Frontier	7

A.6	Screeners Size a6b
Micro <5 (panel only)	0
Small >=5 and <=19	1
Medium >=20 and <=99	2
Large >=100	3

CAPI QUESTIONS BEGIN HERE**A. CONTROL INFORMATION [TO BE COMPLETED AT THE TIME OF THE INTERVIEW]****INFORMATION AUTOMATICALLY GENERATED**

GPS COORDINATES	Degrees North (Latitude)	lat
	Degrees East (Longitude)	lon

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

Day (dd)	Month (mm)	Year (yyyy)	Hour (00 to 23)	Minutes (00 to 59)
a14d	a14m	a14y	a14h	a14min

A.12 Interviewer code **a12** A.1A Language **a1a**

--	--

A.3x Name of City/town/village

INTERVIEWR**UPDATE IF INCORRECT**

a3x

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING.

The goal of this survey is to gather information and opinions about the business environment in [insert country name]. The information gathered here will help to develop new policies and programs that enhance employment and economic growth.

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

A. CONTROL INFORMATION

A.7	Is this establishment part of a larger firm? (larger firms include several distinct locations or establishments, including branch offices or production, distribution, or sales sites)
-----	--

Yes	1	SKIP TO B.1
No	2	
		a7

A.7a	How many establishments are part of the firm?
------	---

Number of establishments	a7a
DON'T KNOW (SPONTANEOUS)	-9

A.7b	Is this establishment the headquarters location?
------	--

Yes	1	SKIP TO A9
No	2	
		a7b

0								
---	--	--	--	--	--	--	--	--

A.7c	Does this headquarters location engage in production or sales at this location?
------	---

Yes	1
No	2

TERMINATE

a7c

A.11	Are the financial statements of the headquarters location separate from the rest of the other establishments?
------	---

Yes	1
No	2

SKIP TO B.1

SKIP TO B.1

a11

A.9	Are this establishment's financial statements prepared separately from headquarters' statements?
-----	--

Yes	1
No	2

TERMINATE

a9

A.20	On which calendar date did the last completed fiscal year end?
-------------	--

Year	Month	Day
a20y	a20m	a20d

B. GENERAL INFORMATION**READ OUT THE FOLLOWING INTRODUCTORY SENTENCE ONLY IF A7 = 1 (yes):****The first few questions apply to the firm which this establishment is part of.****B.1** What is this firm's current legal status? **SHOW CARD 1**

Shareholding company with shares trade in the stock market	1
Shareholding company with non-traded shares or shares traded privately	2
Sole proprietorship	3
Partnership	4
Limited partnership	5
OTHER (SPONTANEOUS-SPECIFY) <u> b1x </u>	6
DON'T KNOW (SPONTANEOUS)	-9

SKIP TO B.2**b1****INTERVIEWER: PLEASE NOTE WHEN b1 IS 3 (SOLE PROPRIETORSHIP), WRITE 100% FOR QUESTION b3.****B.3** What percentage of this firm does the largest owner or owners own?

	Percent
Percentage held by largest owner or owners	b3 %
DON'T KNOW (SPONTANEOUS)	-9

B.2 What percentage of this firm is owned by each of the following: **SHOW CARD 2**

	Percent	DON'T KNOW (SPONTANEOUS)
Private domestic individuals, companies or organizations	b2a %	-9
Private foreign individuals, companies or organizations	b2b %	-9
Government or State	b2c %	-9
Other	b2d %	-9
	100%	

IF 100% END INTERVIEW**INTERVIEWER: CHECK THAT TOTAL SUMS TO 100% (UNLESS RESPONDENT DOES NOT KNOW)**

0								
---	--	--	--	--	--	--	--	--

MNAB.4a	Is the principal owner, or one of the principal owners, a female? (The principal owner is the person or persons with the largest ownership share)
----------------	--

Yes	1	SKIP TO B.4a
No	2	
DON'T KNOW (SPONTANEOUS)	-9	

MNAb4a

B.4	Amongst the owners of the firm, are there any females?
------------	--

Yes	1	SKIP TO MNAQ.5
No	2	
DON'T KNOW (SPONTANEOUS)	-9	

b4

INTERVIEWER: PLEASE NOTE WHEN **b1 IS 3 (SOLE PROPRIETORSHIP) and b4 is 1 (FIRM HAS A FEMALE OWNER), WRITE 100% FOR QUESTION **b4a**.**

B.4a	What percentage of the firm is owned by females?
-------------	--

	Percent
Percentage of female ownership	b4a%
DON'T KNOW (SPONTANEOUS)	-9

MNAQ.5	How was this firm established? SHOW CARD 3
---------------	--

Privatization of a state-owned firm	1
Originally private, from time of start up	2
Private subsidiary of a formerly state-owned firm	3
Joint venture with foreign partner(s)	4
State-owned firm	5
Other (SPONTANEOUS - SPECIFY) (MNAq5x)	6

MNAq5

EGYB.5	Has this establishment ever had a (current or former) government official among its managers, owners, or board of directors?
---------------	--

Yes	1
No	2
REFUSAL (SPONTANEOUS)	-8
DON'T KNOW (SPONTANEOUS)	-9

EGYb5**READ ONLY IF A7=1 (yes)****I want to proceed by asking you about this establishment only.**

B.5	In what year did this establishment begin operations?
------------	---

	Year
Year establishment began operations	b5
DON'T KNOW (SPONTANEOUS)	-9

INTERVIEWER: PROVIDE FOUR DIGITS FOR YEAR

B.6	How many full-time employees did this establishment employ when it started operations? Please include all employees and managers (INTERVIEWER: INCLUDE RESPONDENT WHEN APPLICABLE)
------------	---

	Number
Full-time employees at start-up	b6
DON'T KNOW (SPONTANEOUS)	-9

B.6a	Was this establishment formally registered when it began operations?
-------------	--

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

b6a

B.6b In what year was this establishment formally registered?

	Year
Year establishment formally registered	b6b
DON'T KNOW (SPONTANEOUS)	-9
NEVER REGISTERED (SPONTANEOUS)	-7

TERMINATE

INTERVIEWER: PROVIDE FOUR DIGITS FOR YEAR.

B.7 How many years of experience working in this sector does the Top Manager have?

	Years
Manager's experience in sector	b7
LESS THAN ONE YEAR	1
DON'T KNOW (SPONTANEOUS)	-9

B.7a Is the Top Manager female?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

b7a

MNAB.7b What is the highest level of education completed by the Top Manager?
SHOW CARD 4

University degree or higher	1
Completed Secondary school including Vocational	2
Preparatory or Incomplete Secondary school	3
Completed Primary school	4
Incomplete Primary school or did not enter school	5
DON'T KNOW (SPONTANEOUS)	-9

MNAb7b

B.8 Does this establishment have an internationally-recognized quality certification?
(INTERVIEWER: SOME EXAMPLES ARE ISO 9000 or 14000, or HACCP)

Yes	1
No	2
STILL IN PROCESS	-6
DON'T KNOW (SPONTANEOUS)	-9

SKIP TO C.3

SKIP TO C.3

b8

0								
---	--	--	--	--	--	--	--	--

B.8x	Please specify the internationally-recognized quality certifications
-------------	--

Specify Certifications	b8x
------------------------	------------

C. INFRASTRUCTURE AND SERVICES**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING.****Now, we turn to the establishment's operations**

C.3 Over the last two years, did this establishment submit an application to obtain an electrical connection?

Yes	1	GO TO QUESTION C.6 GO TO QUESTION C.6
No	2	
DON'T KNOW (SPONTANEOUS)	-9	
		c3

C.4 In reference to that application for an electrical connection, approximately how many days did it take to obtain it from the day of the application to the day the service was received?

	Days
Wait for electrical connection	c4
LESS THAN ONE DAY	1
STILL IN PROCESS	-6
APPLICATION DENIED	-5
DON'T KNOW (SPONTANEOUS)	-9

C.5 In reference to that application for an electrical connection, was an informal gift or payment expected or requested?

Yes	1	
No	2	
DON'T KNOW (SPONTANEOUS)	-9	
REFUSAL (SPONTANEOUS)	-8	
		c5

C.6 Over fiscal year **2015**, did this establishment experience power outages?

Yes	1	GO TO QUESTION C.10 GO TO QUESTION C.10
No	2	
DON'T KNOW (SPONTANEOUS)	-9	
		c6

C.7	In a typical month, over fiscal year 2015 , how many power outages did this establishment experience?
------------	--

	Number	
Number of power outages in a typical month	c7	IF 0, GO TO QUESTION C.9
DON'T KNOW (SPONTANEOUS)	-9	GO TO QUESTION C.9

C.8	How long did these power outages last on average?
------------	---

	Hours	Minutes
Average duration of power outages	c8a	c8b
LESS THAN ONE MINUTE		1
DON'T KNOW (SPONTANEOUS)	-9	-9

C.9	Please estimate the losses that resulted from power outages either as a percentage of total annual sales or as total annual losses.
------------	---

	Percent
Loss as percentage of total annual sales due to power outages	c9a %
NONE	0
DON'T KNOW (SPONTANEOUS)	-9

PROVIDE EITHER ONE OR THE OTHER, NOT BOTH

	EGPs
Annual losses due to power outages	c9b
NONE	0
DON'T KNOW (SPONTANEOUS)	-9

C.10	Over the course of fiscal year 2015 , did this establishment own or share a generator?
-------------	---

Yes	1	
No	2	GO TO QUESTION C.12
DON'T KNOW (SPONTANEOUS)	-9	GO TO QUESTION C.12
	c10	

C.11	In fiscal year 2015 , what percentage of this establishment's electricity came from a generator or generators that the establishment owned or shared?
-------------	--

	Percent
Percentage electricity from generators	c11 %
DON'T KNOW (SPONTANEOUS)	-9

C.12 Over the last two years, did this establishment submit an application to obtain a water connection?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION C.15

GO TO QUESTION C.15

c12

C.13 In reference to that application for a water connection, approximately how many days did it take to obtain it from the day of the application to the day the service was received?

	Days
Wait for water connection	c13
LESS THAN ONE DAY	1
STILL IN PROCESS	-6
APPLICATION DENIED	-5
DON'T KNOW (SPONTANEOUS)	-9

C.14 In reference to that application for a water connection, was an informal gift or payment expected or requested?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9
REFUSAL (SPONTANEOUS)	-8

c14

C.15 Over fiscal year **2015**, did this establishment experience insufficient water supply for production?

Yes	1
No	2
The establishment does not use water for production	-7
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION MNAc18

GO TO QUESTION C.22a

GO TO QUESTION MNAc18

c15

C.16 In a typical month, over fiscal year **2015**, how many incidents of insufficient water supply did this establishment experience?

	Number
Number of incidents of water insufficiency in a typical month	c16
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION C.22a

C.17 How long did these incidents of insufficient water supply last on average?

	Hours
Average duration of insufficient water supply	c17
LESS THAN ONE HOUR	1
DON'T KNOW (SPONTANEOUS)	-9

MNAC.18 In fiscal year **2015**, what percentage of this establishment's water supply, used in the production process, was from the following?
SHOW CARD 5

	Percent
Water from public sources	c18 %
Your own well or shared well	MNAc18a %
Purchased from private vendors	MNAc18b %
Other	MNAc18c %
	100 %

C.22a At the present time, does this establishment use e-mail to communicate with clients or suppliers?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

c22a

C.22b At the present time, does this establishment have its own website?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

c22b

C.30 Using the response options on the card; To what degree is **Electricity** an obstacle to the current operations of this establishment? **SHOW CARD 6**

Using the response options on the card; To what degree is **Telecommunications** an obstacle to the current operations of this establishment? **SHOW CARD 6**

	No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	(SPONTANEOUS)	
						DON'T KNOW	DOES NOT APPLY
Electricity c30a	0	1	2	3	4	-9	-7
Telecommunications c30b	0	1	2	3	4	-9	-7
Water EGYc30c	0	1	2	3	4	-9	-7

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

The next topic to be covered is how and where this establishment makes its sales.

D.1a1 In fiscal year **2015**, what was this establishment's main activity and product, that is, the activity and product that represented the largest proportion of annual sales?
ENUMERATOR: PLEASE SPECIFY THE ACTIVITY AND PRODUCT IN DETAIL, FOR EX., "LEATHER SHOE MANUFACTURING" NOT JUST SHOES' MANUFACTURING

	d1a1a	DETAILED DESCRIPTION OF MAIN ACTIVITY AND PRODUCT
Manufacturing of	1	d1a1x
Retail trade of	2	
Wholesale trade of	3	
Construction of	4	
Hotel or restaurant	5	
Provide services of	6	

**INTERVIEWER: IF SERVICES CODE (2-6), REVIEW TO ENSURE
CORRECT MODULE IS BEING ASKED**

**INTERVIEWER: THE FOLLOWING QUESTION IS NOT PART OF THE INTERVIEW. IT WILL BE
FILLED OUT IN THE OFFICE**

D.1a2 **PLEASE CHOOSE THE 4-DIGIT ISIC REV. 3.1 CODE THAT BEST APPLIES TO THE
ESTABLISHMENT'S MAIN ACTIVITY AND PRODUCT.**

	Code
CODE OF THE MAIN PRODUCT AND ACTIVITY	d1a2

D.1a3 What percentage of total sales does the main activity or product represent?

	Percent
Percentage of sales represented by main product or activity	d1a3
DON'T KNOW (SPONTANEOUS)	-9

INTERVIEWER: PLEASE NOTE THAT THE NEXT QUESTION REFERS TO THE TOTAL SALES OF ALL PRODUCTS AND SERVICES

D.2	In fiscal year 2015 , what were this establishment's total annual sales for ALL products and services?
------------	--

	EGPs
Last complete fiscal year's total sales	d2
DON'T KNOW (SPONTANEOUS)	-9
PLEASE ALSO WRITE OUT THE NUMBER (i.e. 50,000 as Fifty Thousand)	
	d2x

N.3	Looking back at the end of fiscal year [insert last complete fiscal year minus two] , what were total annual sales for this establishment?
------------	---

	EGPs
Total annual sales three years ago	n3
IF ESTABLISHMENT WAS NOT IN BUSINESS THREE YEARS AGO	-7
DON'T KNOW (SPONTANEOUS)	-9

D.3	Coming back to fiscal year 2015 , what percentage of this establishment's sales were: (INTERVIEWER: SKIP PATTERNS MUST BE FOLLOWED IN THE ORDER THEY APPEAR IN THE TABLE) SHOW CARD 7
------------	--

	Percent	DON'T KNOW (SPONTANEOUS)
National sales	d3a %	-9
Indirect exports (sold domestically to third party that exports products)	d3b %	-9
Direct exports	d3c %	-9
	100%	

IF 100, GO TO QUESTION D.10

IF 100, GO TO QUESTION D.8

IF 0, GO TO QUESTION D.8

**INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%
(UNLESS RESPONDENT DOES NOT KNOW)**

D.4	In fiscal year 2015 , when this establishment exported goods directly, how many days did it take on average from the time this establishment's goods arrived at their main point of exit (e.g., port, airport) until the time these goods cleared customs?
------------	---

	Days
Average number of days to clear customs	d4
LESS THAN ONE DAY	1
DON'T KNOW (SPONTANEOUS)	-9
DOES NOT APPLY	-7

EGY.D.5	In fiscal year 2015 , which of the following describes the main point of exit through which this establishment exported goods directly? SHOW CARD 8
----------------	--

Sea port	1	GO TO EGY.D.7 GO TO EGY.D.7 GO TO EGY.D.7 EGYd5
Airport	2	
Land crossing	3	
DON'T KNOW (SPONTANEOUS)	-9	

EGY.D.6	Was this sea port privately or publicly operated?
----------------	--

Public	1	EGYd6
Private	2	
DON'T KNOW (SPONTANEOUS)	-9	

EGY.D.7	In fiscal year 2015 , when this establishment exported goods directly, did it make use of any online or electronic resources to understand or complete the required procedures?
----------------	--

Yes	1	EGYd7
No	2	
DON'T KNOW (SPONTANEOUS)	-9	

D.5a	In reference to when this establishment exported goods directly, in clearing these goods through customs was an informal gift or payment expected or requested?
-------------	---

Yes	1	d5a
No	2	
DON'T KNOW (SPONTANEOUS)	-9	
REFUSAL (SPONTANENOUS)	-8	

D.6	In fiscal year 2015 , what percentage of the value of the products exported directly was lost while in transit because of theft?
------------	---

	Percent
Losses due to theft as percentage of the value of the products	d6 %
NO LOSSES	0
DON'T KNOW (SPONTANEOUS)	-9
DOES NOT APPLY	-7

D.7	In fiscal year 2015 , what percentage of the value of the products exported directly was lost while in transit because of breakage or spoilage?
------------	--

	Percent
Losses due to breakage or spoilage as percentage of the value of the products	d7 %
NO LOSSES	0
DON'T KNOW (SPONTANEOUS)	-9
DOES NOT APPLY	-7

D.8 In which year did this establishment first export directly or indirectly?

	Year
Began exporting directly or indirectly	d8
DON'T KNOW (SPONTANEOUS)	-9

INTERVIEWER: WRITE YEAR USING 4 DIGITS

MNAD.7 In fiscal year **2015**, what was the main country of destination for this establishment's exports?
What were the second and third main destinations, if applicable?

Main country desination of exports	MNAd7ax
DON'T KNOW (SPONTANEOUS)	-9

Second Main country desination of exports	MNAd7bx
DON'T KNOW (SPONTANEOUS)	-9
DOES NOT APPLY (SPONTANEOUS)	-7

Third Main country desination of exports	MNAd7cx
DON'T KNOW (SPONTANEOUS)	-9
DOES NOT APPLY (SPONTANEOUS)	-7

INTERVIEWER: PROVIDE ONLY ONE COUNTRY FOR EACH ANSWER

MNAD.8 In fiscal year **2015**, were the exports of this establishment constrained due to:
INTERVIEWER: READ OUT

	Yes	No	DON'T KNOW (SPONTANEOUS)
The value of the Egyptian pound MNAd8a	1	2	-9
Foreign exchange controls and restrictions MNAd8b	1	2	-9
Access to imported inputs MNAd8c	1	2	-9
Foreign demand for Egyptian exports MNAd8d	1	2	-9

EGYd8	Using the options on SHOW CARD XX please indicate the frequency with which these exports were subject to: INTERVIEWER: READ OUT
--------------	--

		Never	Rarely	Sometimes	Always	DON'T KNOW (SPONTANEOUS)
EGYd8a	Safety or other inspections	1	2	3	4	-9
EGYd8b	Labelling or packaging requirements	1	2	3	4	-9
EGYd8c	Restrictions due expiration requirements for perishable goods	1	2	3	4	-9
EGYd8e	Written approval from a government ministry	1	2	3	4	-9

D.10	In fiscal year 2015 , what percentage of the value of products this establishment shipped to supply domestic markets was lost while in transit because of theft?
-------------	---

	Percent
Losses due to theft as percentage of the value of the products	d10 %
NO LOSSES	0
DON'T KNOW (SPONTANEOUS)	-9
NO INTERNAL SHIPMENTS MADE (DOES NOT APPLY)	-7

**GO TO QUESTION
D.12**

D.11	In fiscal year 2015 , what percentage of value of products this establishment shipped to supply domestic markets was lost while in transit because of breakage or spoilage?
-------------	--

	Percent
Losses due to breakage or spoilage as percentage of the value of the products	d11 %
NO LOSSES	0
DON'T KNOW (SPONTANEOUS)	-9
NO INTERNAL SHIPMENTS MADE (DOES NOT APPLY)	-7

D.12	In fiscal year 2015 , as a proportion of all material inputs or supplies purchased that year, what percentage of this establishment's material inputs or supplies were: SHOW CARD 9
-------------	---

	Percent	DON'T KNOW (SPONTANEOUS)
Material inputs or supplies of domestic origin	d12a %	-9
Material inputs or supplies of foreign origin	d12b %	-9
	100%	

**IF 0, GO TO QUESTION
EGYd16**

**INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%
(UNLESS RESPONDENT DOES NOT KNOW)**

D.13	Were any of the material inputs or supplies purchased in fiscal year 2015 , imported directly?
-------------	---

Yes	1
-----	---

0								
---	--	--	--	--	--	--	--	--

No	2	GO TO QUESTION EGYd16 GO TO QUESTION EGYd16
DON'T KNOW (SPONTANEOUS)	-9	
		d13

EGYd14	In which year did this establishment first import material inputs or supplies?
---------------	--

	Year
Began importing	EGYd14
DON'T KNOW (SPONTANEOUS)	-9

INTERVIEWER: WRITE YEAR USING 4 DIGITS

D.14	In fiscal year 2015 , when this establishment imported material inputs or supplies, how many days did it take on average from the time these goods arrived to their point of entry (e.g. port, airport) until the time these goods could be claimed from customs?
-------------	---

	Days
Average number of days to clear customs	d14
LESS THAN ONE DAY	1
DON'T KNOW (SPONTANEOUS)	-9

MNAD.14b	In fiscal year 2015 , when this establishment imported material inputs or supplies, what was the longest number of days that it took from the time these goods arrived to their point of entry (e.g. port, airport) until the time these goods could be claimed from customs?
-----------------	---

	Days
Longest number of days to clear customs	MNAd14b
LESS THAN ONE DAY	1
DON'T KNOW (SPONTANEOUS)	-9

D.15a	In reference to when this establishment imported material inputs or supplies, in claiming these goods from customs was an informal gift or payment expected or requested?
--------------	---

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9
REFUSAL (SPONTANENOUS)	-8
d15a	

EGYd13	In fiscal year 2015 , what was the main source country of this establishment's imported material inputs or supplies?
	What were the second and third main source countries, if applicable?

Main country source of imports	EGYd13ax
DON'T KNOW (SPONTANEOUS)	-9

Second Main country source of imports	EGYd13bx
DON'T KNOW (SPONTANEOUS)	-9
DOES NOT APPLY (SPONTANEOUS)	-7

Third Main country source of imports	EGYd13cx
DON'T KNOW (SPONTANEOUS)	-9
DOES NOT APPLY (SPONTANEOUS)	-7

INTERVIEWER: PROVIDE ONLY ONE COUNTRY FOR EACH ANSWER

EGY.d14	In fiscal year 2015 , were the imported material inputs or supplies of this establishment constrained due to: INTERVIEWER: READ OUT
----------------	---

	Yes	No	DON'T KNOW (SPONTANEOUS)
The value of the Egyptian pound EGYd14a	1	2	-9
Foreign exchange controls and restrictions EGYd14b	1	2	-9
Delays in clearing imports EGYd14c	1	2	-9
Procedures and requirements in clearing imports EGYd14d	1	2	-9
High cost to clear imports EGYd14e	1	2	-9
Inspections and other requirements to import EGYd14f	1	2	-9

EGYd15	Using the options on SHOW CARD 10 please indicate the frequency with which these imports of of supplies were subject to: INTERVIEWER: READ OUT
---------------	---

		Never	Rarely	Sometimes	Always	DON'T KNOW (SPONTANEOUS)
EGYd15a	Safety or other inspections	1	2	3	4	-9
EGYd15b	Labelling or packaging requirements	1	2	3	4	-9
EGYd15c	Restrictions due expiration requirements for perishable goods	1	2	3	4	-9
EGYd15d	Requirements that the seller of the supplies or inputs be registered with the Egyptian government	1	2	3	4	-9
EGYd15e	Written approval from a government ministry	1	2	3	4	-9

EGYd16	Prior to 2015 , did this establishment previously import material inputs or supplies?
---------------	--

Yes	1	
No	2	GO TO EGYd19
DON'T KNOW (SPONTANEOUS)	-9	GO TO EGYd19
		EGYd16

EGYd17	Prior to 2015 , did this establishment change the source, supplier, or amount of imported material inputs or supplies due to regulation requirements ?
---------------	--

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

EGYd17

EGYd18	Prior to 2015 , did this establishment change the source, supplier, or amount of imported material inputs or supplies due to foreign exchange controls ?
---------------	--

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

EGYd18

EGY.D.19	Please indicate which of the following best describes this establishment's main supplier of material inputs or supplies SHOW CARD XX
-----------------	--

There is only one supplier	1
There are multiple suppliers but it would be very costly to switch suppliers	2
There are multiple suppliers and it would be not very costly to switch suppliers	
DON'T KNOW (SPONTANEOUS)	-9

EGYd19

EGY.D.20	It is sometimes said that establishments access foreign currencies at different exchange rates than the official one. Would you please estimate approximately how much more expensive as a percentage it would be to access foreign currency at an unofficial exchange rate?
-----------------	--

Percentage difference	EGYd20
DON'T KNOW (SPONTANEOUS)	-9

D.30 Using the response options on the card; To what degree is/are **[INSERT OPTION]** an obstacle to the current operations of this establishment? **SHOW CARD 6**

		(SPONTANEOUS)					
		No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	
Transport d30a		0	1	2	3	4	DON'T KNOW
Customs and trade regulations d30b		0	1	2	3	4	DOES NOT APPLY
Foreign exchange controls EGYd30c		0	1	2	3	4	-9
The value of the Egyptian pound EGYd30d		0	1	2	3	4	-7

E. DEGREE OF COMPETITION

E.1	In fiscal year 2015 , which of the following was the main market in which this establishment sold its main product? SHOW CARD 11
------------	---

Local – main product sold mostly in same municipality where establishment is located	1
National – main product sold mostly across the country where establishment is located	2
International	3
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION EGY.E.3**GO TO QUESTION EGY.E.3****e1**

E.2	In fiscal year 2015 , for the main market in which this establishment sold its main product, how many competitors did this establishment's main product face?
------------	--

Number of competitors	e2b
TOO MANY TO COUNT	-4
DON'T KNOW (SPONTANEOUS)	-9

EGY.E.3	Please indicate which best describes the main competitor for this establishment. By “main” competitor, I mean the competitor(s) that most affect this establishment's daily operations, in terms of pressures to compete on prices, products or services. SHOW CARD 12
----------------	--

Foreign firms operating in Egypt	1
Private firms at national level or operating from other Governorate	2
Local private firms operating in the same Governorate	3
Imports from other countries	4
State owned enterprises	5
Informal sector firms	6
DON'T KNOW (SPONTANEOUS)	-9

EGYe3

E.6	Does this establishment at present use technology licensed from a foreign-owned company, excluding office software?
------------	---

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

e6

MNAE.3	How important are each of the following influences on this establishment to reduce the production costs of existing products and/or to develop new products on a scale of 1 to 4, 1 being “Not at all important” and 4 being “Very important”. SHOW CARD 13
---------------	--

					(SPONTANEOUS)	
	Not at all important	Slightly important	Fairly important	Very important	DON'T KNOW	DOES NOT APPLY
Pressure from domestic competitors MNAe3a	1	2	3	4	-9	-7
Pressure from foreign competitors MNAe3b	1	2	3	4	-9	-7

MNAQ.53a	Over the last three years has this establishment received any tax breaks or incentives in the form of reduced social security contributions, or VAT exemptions?
-----------------	---

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

MNAq53a

MNAQ.53b	Over the last three years has this establishment received any access to land at a government-subsidized rate?
-----------------	---

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

MNAq53b

MNAQ.53c	Over the last three years has this establishment received access to subsidized input or energy prices?
-----------------	--

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

MNAq53c

MNAQ.53d	Over the last three years has this establishment received direct subsidies, including wage subsidies, investment subsidies, and others?
-----------------	---

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

MNAq53d

MNAE.20 By looking at card **[insert card number]** can you tell me which of the **practices of your competitors** included in the list, if any, currently represents the biggest obstacle faced by this establishment.

Please also indicate the **second** and **third** largest obstacle based on the practices of your competitors.

SHOW CARD 14

They avoid VAT or other sales taxes	1
They do not pay import duties or observe trade regulations	2
They avoid labor taxes or regulations	3
They have favored access to credit	4
They have favored access to infrastructure services	5
They have favored access to foreign exchange	6
They have favored access to subsidies and government support or contracts	7
They conspire to limit my access to markets and sales channels	8
They conspire to limit my access to inputs and supplies	9
None of the listed practices represent an obstacle for this establishment	10
DON'T KNOW (SPONTANEOUS)	-9

		DON'T KNOW (SPONTANEOUS)
Biggest obstacle due to competition	MNAe20a	-9
Second biggest obstacle due to competition	MNAe20b	-9
Third biggest obstacle due to competition	MNAe20c	-9

E.11 Does this establishment compete against unregistered or informal firms?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

e11

E.30	Using the response options on the card; To what degree are Practices of Competitors in the Informal Sector an obstacle to the current operations of this establishment? SHOW CARD 6
-------------	---

						(SPONTANEOUS)	
	No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	DON'T KNOW	DOES NOT APPLY
Practices of competitors in the informal sector e30	0	1	2	3	4	-9	-7
Competition from State-owned enterprises EGYe30b	0	1	2	3	4	-9	-7
Competition from establishments with favored access to inputs, foreign exchange, government contracts, or subsidies EGYe30c	0	1	2	3	4	-9	-7

H. INNOVATION**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING**

And now we switch to a different topic. In this section “new” means new to the establishment but not necessarily new to the market.

H.1 During the last three years, has this establishment introduced new or significantly improved products or services?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION H.5

GO TO QUESTION H.5

h1

H.2 Were any of the new or significantly improved products or services also new for the establishment's main market?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

h2

H.3 Please describe in detail the **main** new or significantly improved product or service that this establishment introduced during the last three years.
The main new or significantly improved product or service is the one that represented the largest proportion of this establishment's sales in value (not volume) during the last three years.

Description

DESCRIPTION SHOULD BE AS DETAILED AS POSSIBLE

h3x

H.4 Please describe in detail how the **main** new or significantly improved product or service is different than the most similar product or service, if any, previously produced by this establishment.
IF THERE IS NOTHING SIMILAR WRITE “COMPLETELY NEW”

Description

DESCRIPTION SHOULD BE AS DETAILED AS POSSIBLE

h4x

EGYH.12 How did this establishment develop the main new or significantly improved product or service?
SHOW CARD 15

By adapting a product or service already sold or offered by another firm	1
By reproducing a product or service already sold or offered by another firm	2
This establishment originated this innovative product or service	3
By selling a product that was purchased to resell	4

EGYh12

EGYH.10 Did this establishment cooperate with any of the following institutions for developing this main new or significantly improved product or services?
READ EACH OPTION ALOUD

		Yes	No	DON'T KNOW (SPONT.)
Any domestic firms	EGYh10a	1	2	-9
Any foreign firms or a foreign-owned parent firm	EGYh10b	1	2	-9
Domestic academic or research institutions	EGYh10c	1	2	-9
Foreign academic or research institutions	EGYh10d	1	2	-9
Private consulting company or individuals	EGYh10e	1	2	-9
Government	EGYh10f	1	2	-9

H.5 During the last three years, has this establishment introduced any new or significantly improved process? These include:
 methods of manufacturing products or offering services;
 logistics, delivery, or distribution methods for inputs, products, or services;
 or supporting activities for processes?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION H.8

h5

H.6 Please describe in detail the **main** new or significantly improved process that this establishment introduced during the last three years. The main innovative process is the innovative process that had the largest impact on the operations of the establishment during the last three years.

Description

DESCRIPTION SHOULD BE AS DETAILED AS POSSIBLE

h6x

H.7	Please describe in detail how the main new or significantly improved process is different than the most similar process that is or was used by this establishment IF THERE IS NOTHING SIMILAR WRITE “COMPLETELY NEW”
------------	---

Description**DESCRIPTION SHOULD BE AS DETAILED AS POSSIBLE****h7x**

H.8	During last fiscal year, did this establishment spend on formal research and development activities, either in-house or contracted with other companies, excluding market research surveys?
------------	---

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION F.1**GO TO QUESTION F.1****h8**

H.9	During last fiscal year, how much did this establishment spend on formal research and development activities, either in-house or contracted with other companies?
------------	---

	EGP
Cost of formal research and development activities	h9
DON'T KNOW (SPONTANEOUS)	-9

EGY.H9	Were any of these formal research and development activities conducted with other establishments or institutions outside of Egypt?
---------------	--

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

EGYh9

F. CAPACITY

F.1 In fiscal year **2015**, what was this establishment's output produced as a proportion of the maximum output possible if using all the resources available (capacity utilization)?

	Percent
Capacity utilization	f1 %
DON'T KNOW (SPONTANEOUS)	-9

F.2 In fiscal year **2015**, how many hours per week did this establishment normally operate?
(INTERVIEWER: RESPONSE CANNOT BE GREATER THAN 168 HOURS)

	Hours
Typical hours of operation in a week	f2
DON'T KNOW (SPONTANEOUS)	-9

MNAF.3 Are you planning to increase the production capacity and/or volume of sales of this establishment over the next year?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION G.6

MNAf3

MNAF.4 Are you satisfied with the current production capacity and/or volume of sales of this establishment?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION G.6

GO TO QUESTION G.6

MNAf4

MNAF.5 What are the reasons for you being satisfied with the current production capacity and/or volume of sales of this establishment?

INTERVIEWER: READ OUT

	Yes	No	(SPONTANEOUS) DON'T KNOW	DOES NOT APPLY
No more growth potential MNAf5a	1	2	-9	
Avoid increased regulatory burden, licensing or reporting requirements MNAf5b	1	2	-9	
Avoid shareholder dispersion MNAf5c	1	2	-9	-7
Content with current workload MNAf5d	1	2	-9	

G. LAND AND PERMITS

G.6	Of the buildings occupied by this establishment, what percentage is owned and what percentage is rented or leased? SHOW CARD 16
------------	--

	Percent	DON'T KNOW (SPONTANEOUS)
Owned by this establishment	g6a %	-9
Rented or leased by this establishment	g6b %	-9
Other	g6c %	-9
	100%	

**INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%
UNLESS RESPONDENT DOES NOT KNOW)**

G.1	Of the land occupied by this establishment, what percent is: SHOW CARD 16
------------	---

	Percent	DON'T KNOW (SPONTANEOUS)	DOES NOT APPLY IS A FLOOR IN A BUILDING(SPONTANEOUS)
Owned by this establishment	g1a %	-9	-7
Rented or leased by this establishment	g1b %	-9	-7
Other	g1c %	-9	-7
	100%		

**INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%
UNLESS RESPONDENT DOES NOT KNOW OR IF ESTABLISHMENT OCCUPIES A FLOOR IN A
BUILDING**

EGY.G.1	Is this establishment located in a designated industrial zone?
----------------	--

Yes	1	
No	2	
DOES NOT APPLY (SPONTANEOUS)	-9	GO TO QUESTION G.2
DON'T KNOW (SPONTANEOUS)	-9	GO TO QUESTION G.2
		EGYg1

EGY.G.2	What is the main reason this establishment is located in a designated industrial zone? SHOW CARD XX
----------------	---

Reduced cost or free access to land	1
Tax incentives or subsidies	2
Proximity to markets	3
Proximity to inputs	4
Proximity to labor	5
Other (EGYg2x)	6
DON'T KNOW (SPONTANEOUS)	-9

EGYg2

G.2	Over the last two years, did this establishment submit an application to obtain a construction-related permit?
------------	--

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION EGY.G5**GO TO QUESTION EGY.G5****g2**

G.3	In reference to that application for a construction-related permit, approximately how many days did it take to obtain it from the day of the application to the day the permit was granted?
------------	---

	Days
Wait for a construction-related permit	g3
LESS THAN ONE DAY	1
STILL IN PROCESS	-6
APPLICATION DENIED	-5
DON'T KNOW (SPONTANEOUS)	-9

G.4	In reference to that application for a construction-related permit, was an informal gift or payment expected or requested?
------------	--

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9
REFUSAL (SPONTANEOUS)	-8

g4

EGY.G.5	Over the last two years, did this establishment submit an application to obtain permissions for an allocation of land for industrial production?
----------------	--

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION EGY.G.10**GO TO QUESTION EGY.G.10****EGYg5**

EGY.G.5x	Please indicate with which agency this establishment submitted the application for an allocation of land for industrial production.
-----------------	---

Agency for application for operating license	EGYg5x
--	---------------

EGY.G.6	In reference to that application for allocation of land, approximately how many days did it take to obtain permission to use this land, from the time initial application documents were submitted?
----------------	---

	Days
Wait for permission to use land	EGYg6
LESS THAN ONE DAY	1
STILL IN PROCESS	-6
APPLICATION DENIED	-5
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION EGY.G.8**GO TO QUESTION EGY.G.8****GO TO QUESTION EGY.G.8**

EGY.G.7	In reference to that application for allocation of land, which is still in process , approximately how many days have passed since the time initial application documents were submitted?
----------------	--

	Days
Wait for permission to use land	EGYg7
LESS THAN ONE DAY	1
DON'T KNOW (SPONTANEOUS)	-9

EGY.G.8	In reference to that application for allocation of land, please indicate the municipality and governorate where this land is located.
----------------	---

Municipality	Governorate
EGYg8a	EGYg8b
DON'T KNOW (SPONTANEOUS) -9	DON'T KNOW (SPONTANEOUS) -9

EGY.G.9	In reference to that application for an allocation of land, was an informal gift or payment expected or requested?
----------------	--

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9
REFUSAL (SPONTANEOUS)	-8

EGYg9

EGY.G.10	Over the last two years, did this establishment receive a completed and delivered land allocation for industrial production? Please do not include allocations of land that are in the process of being delivered.
-----------------	--

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION EGY.G.12**GO TO QUESTION EGY.G.12****EGYg10**

EGY.G.11	In reference to that delivery of an allocation of land, approximately how many days did it take to obtain this land, from the time initial permissions for land use were granted?
-----------------	---

	Days	
Wait for land delivery	EGYg11	<i>GO TO QUESTION EGY.G.14</i>
LESS THAN ONE DAY	1	<i>GO TO QUESTION EGY.G.14</i>
DON'T KNOW (SPONTANEOUS)	-9	<i>GO TO QUESTION EGY.G.14</i>

EGY.G.12	Is this establishment currently waiting on the delivery of a completed land allocation?
-----------------	---

Yes	1	
No	2	<i>GO TO QUESTION G.30</i>
DON'T KNOW (SPONTANEOUS)	-9	<i>GO TO QUESTION G.30</i>
		EGYg12

EGY.G.13	In reference to that delivery of an allocation of land, approximately how many days have passed since the time initial permissions for land use were granted?
-----------------	---

	Days
Wait for land delivery	EGYg13
LESS THAN ONE DAY	1
DON'T KNOW (SPONTANEOUS)	-9

EGY.G.14	In reference to that delivered allocation of land, please indicate the municipality and governorate where this land is located.
-----------------	---

Municipality	Governorate
EGYg14a	EGYg14b
DON'T KNOW (SPONTANEOUS) -9	DON'T KNOW (SPONTANEOUS) -9

EGY.G.15	In reference to that delivered allocation of land, was an informal gift or payment expected or requested?
-----------------	---

Yes	1	
No	2	
DON'T KNOW (SPONTANEOUS)	-9	
REFUSAL (SPONTANEOUS)	-8	EGYg15

G.30	Using the response options on the card; To what degree is Access to Land an obstacle to the current operations of this establishment? SHOW CARD 6
-------------	---

						(SPONTANEOUS)		
		No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	DON'T KNOW	DOES NOT APPLY
Access to land	g30a	0	1	2	3	4	-9	-7
Price of available land	EGYg30b	0	1	2	3	4	-9	-7

I. CRIME**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:****We now turn to another topic.**

- I.1** In fiscal year **2015**, did this establishment pay for security, for example equipment, personnel, or professional security services including internet security?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION I.3**GO TO QUESTION I.3****i1**

- I.2** In fiscal year **2015**, what percentage of this establishment's total annual sales was paid for security, or what was the total annual cost of security?

	Percent
Percentage of total annual sales for security	i2a %
DON'T KNOW (SPONTANEOUS)	-9

PROVIDE EITHER ONE OR THE OTHER, NOT BOTH

	EGPs
Total annual cost of security	i2b
DON'T KNOW (SPONTANEOUS)	-9

- I.3** In fiscal year **2015**, did this establishment experience losses as a result of theft, robbery, vandalism, arson on this establishment's premises or from internet hacking or internet fraudulent transactions?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION I.30**GO TO QUESTION I.30****i3**

- I.4** In fiscal year **2015**, what were the estimated losses as a result of theft, robbery, vandalism, arson or internet hacking that occurred on this establishment's premises either as a percentage of total annual sales or as total annual losses?

	Percent
Losses as percentage of total annual sales	i4a %
DON'T KNOW (SPONTANEOUS)	-9

PROVIDE EITHER ONE OR THE OTHER, NOT BOTH

	EGPs
Total annual value of losses	i4b
DON'T KNOW (SPONTANEOUS)	-9

id

O

Using the response options on the card; To what degree is **Crime, Theft and Disorder** an obstacle to the current operations of this establishment? **SHOW CARD 6**

(SPONTANEOUS)

K. FINANCE**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:**

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

K.1 In fiscal year **2015**, what percentage, as a proportion of the value of total annual purchases of material inputs or services was purchased on credit?

	Percent	DON'T KNOW (SPONTANEOUS)
Purchased on credit	k1c %	-9

K.2 In fiscal year **2015**, what percentage of this establishment's total annual sales of its goods or services was sold on credit?

	Percent	DON'T KNOW (SPONTANEOUS)
Sold on credit	k2c %	-9

K.3 Over fiscal year **2015**, please estimate the proportion of this establishment's working capital, that is the funds available for day-to-day operations, that was financed from each of the following sources?
SHOW CARD 17

	Percent	DON'T KNOW (SPONTANEOUS)
Internal funds or retained earnings	k3a %	-9
Borrowed from banks: private and state-owned	k3bc %	-9
Borrowed from non-bank financial institutions which include microfinance institutions, credit cooperatives, credit unions, or finance companies	k3e %	-9
Purchases on credit from suppliers and advances from customers	k3f %	-9
Other, moneylenders, friends, relatives, etc.	k3hd %	-9
	100%	

**INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%
(UNLESS RESPONDENT DOES NOT KNOW)**

K.4 In fiscal year **2015**, did this establishment purchase any new or used fixed assets, such as machinery, vehicles, equipment, land or buildings, including expansion and renovations of existing structures?

Yes	1	
No	2	GO TO QUESTION K.4b
DON'T KNOW (SPONTANEOUS)	-9	GO TO QUESTION K.4b
		k4

N.5	In fiscal year 2015 , how much did this establishment spend on purchases of: INTERVIEWER: READ OUT
------------	---

	EGPs	DON'T KNOW (SPONTANEOUS)
New or used machinery, vehicles, and equipment?	n5a	-9
Land and buildings, including expansion and renovations of existing structures	n5b	-9

K.5	Over fiscal year 2015 , please estimate the proportion of this establishment's total purchase of fixed assets that was financed from each of the following sources: SHOW CARD 18
------------	---

	Percent	OR	Amount EGP	DON'T KNOW (SPONTANEOUS)
Internal funds or retained earnings	k5a%		k5a1	-9
Owners' contribution or issued new equity shares	k5i %		k5i1	-9
Borrowed from banks: private and state-owned	k5bc%		k5bc1	-9
Borrowed from non-bank financial institutions	k5e %		k5e1	-9
Purchases on credit from suppliers and advances from customers	k5f %		k5f1	-9
Other, moneylenders, friends, relatives, bonds, etc	k5hdj%		k5hdj1	-9
	100%		n5A+n5B	

**INTERVIEWER: CHECK THAT TOTAL SUMS TO 100% OR THAT TOTAL SUM EQUALS TOTAL PURCHASES IN N5
(UNLESS RESPONDENT DOES NOT KNOW)**

MNAK.4a	In fiscal year 2015 , did this establishment lease any fixed assets, such as machinery, vehicles, equipment, land or buildings?
----------------	--

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

MNAk4a

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:

Now I would like to ask you about the fiscal year before last.

K.4b In fiscal year [insert last complete fiscal year minus one], did this establishment purchase any new or used fixed assets, such as machinery, vehicles, equipment, land or buildings, including expansion and renovations of existing structures?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION K.6**GO TO QUESTION K.6****k4b**

N.5c In fiscal year [insert last complete fiscal year minus one], how much did this establishment spend on purchases of:
N.5d **INTERVIEWER: READ OUT**

	EGPs	DON'T KNOW (SPONTANEOUS)
New or used machinery, vehicles, and equipment?	n5c	-9
Land and buildings, including expansion and renovations of existing structures	n5d	-9

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:

Now let's talk about the establishment's present situation.

K.6 At this time, does this establishment have a checking (current) or savings account?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

k6

K.7 At this time, does this establishment have an overdraft facility?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

k7

K.8 At this time, does this establishment have a line of credit or a loan from a financial institution?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION K.9**GO TO QUESTION K.15d****k8**

MNAK.8c What is the reason for not having a loan or line of credit currently? **SHOW CARD 19**

Because this establishment did not apply for a loan or line of credit	1	GO TO QUESTION K.15
Because the last application for a loan or line of credit was turned down	2	
Because the approval of the application for a loan or line of credit is still pending	3	GO TO QUESTION K.15d
DON'T KNOW (SPONTANEOUS)	-9	GO TO QUESTION K.15d
		MNAk8c

MNAK.8d What was the **main** reason given when the application was turned down? **SHOW CARD 20**

Lack of accepted collateral	1	GO TO QUESTION K.15d
Incompleteness of application	2	GO TO QUESTION K.15d
Perceived lack of profitability of project	3	GO TO QUESTION K.15d
Credit history of the establishment or owner	4	GO TO QUESTION K.15d
DON'T KNOW (SPONTANEOUS)	-9	GO TO QUESTION K.15d
		MNAk8d

K.9 Referring to the most recent line of credit or loan, what type of financial institution granted this loan? **SHOW CARD 21**

Private commercial banks	1	
State-owned banks or government agency	2	
Non-bank financial institutions	3	GO TO QUESTION EGY.K.10
Other (____ specify k9x ____)	4	GO TO QUESTION EGY.K.10
DON'T KNOW (SPONTANEOUS)	-9	GO TO QUESTION EGY.K.10
		k9

MNAK.9a Which bank provided the most recent line of credit or loan?
SHOW CARD 22

Banque Misr SAE (The Bank of Egypt)	1
Commercial International Bank (Egypt) S.A.E.	2
Qatar National Bank	3
Arab African International Bank	4
HSBC Bank Egypt S A E	5
Banque du Caire SAE	6
Alexbank- Bank of Alexandria (Intesa Sanpaolo)	7
PBDAC- Principal Bank for Development and Agricultural Credit	8
Faisal Islamic Bank of Egypt	9
Credit Agricole Egypt	10
OTHER (SPONTANEOUS - SPECIFY)	11
DON'T KNOW (SPONTANEOUS)	-9

MNAk9a

OTHER **MNAk9ax**

EGY.K.10	Referring only to this most recent line of credit or loan, did this establishment compare multiple financing providers?
-----------------	---

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION K10**GO TO QUESTION K10****EGYk10**

EGY.K.11	Please indicate the main reason why this establishment chose the financial provider of this most recent line of credit or loan SHOW CARD 23
-----------------	--

Application procedures were clear and efficient	1
Interest rates were favorable	2
Collateral requirements were acceptable	3
Size of loan and maturity were sufficient	4
Thought application would be approved	5
Shariah compliant loan or line of credit	6
Other (__specify__ EGYk11x)	7
DON'T KNOW (SPONTANEOUS)	-9

EGYk11

K.10	Referring only to this most recent line of credit or loan, in what year was the most recent line of credit or loan approved?
-------------	--

	Year
Year most recent line of credit or loan approved	k10
DON'T KNOW (SPONTANEOUS)	-9

INTERVIEWER: PROVIDE FOUR DIGITS FOR YEAR

EGY.K.12	Referring to the application for this most recent line of credit or loan, how months did it take from the time of the submission of the application until the loan was disbursed or the line of credit was open?
-----------------	--

	Months
Months from application until disbursement	EGYk12
LESS THAN A MONTH	1
DON'T KNOW (SPONTANEOUS)	-9

K.11	Referring only to this most recent line of credit or loan, what was its value at the time of approval?
-------------	--

	EGPs
Size of most recent line of credit or loan approved	k11
REFUSAL (SPONTANEOUS)	-8
DON'T KNOW (SPONTANEOUS)	-9

MNAQ.46f In what currency is the most recent line of credit or loan denominated?

EGP	1
Euro	2
US Dollar	3
OTHER (SPONTANEOUS - SPECIFY)	4

MNAq46f

OTHER

MNAq46fx

MNAQ.46d What is the annual nominal interest rate (in percent) of the most recent line of credit or loan?
(If the line of credit or loan uses principles of Islamic banking, estimate the additional annual cost or fees)
(INTERVIEWER: IF THE RESPONDENT SAYS THAT THE INTEREST RATE IS VARIABLE, PLEASE ASK THE RESPONDENT TO CALCULATE THE AVERAGE ANNUAL INTEREST RATE)

	Percent points	Decimals
Annual nominal interest rate (%)	MNAq46d	MNAq47d
REFUSAL (SPONTANEOUS)	-8	-8
DON'T KNOW (SPONTANEOUS)	-9	-9

MNAQ.46e What was the original duration of the most recent line of credit or loan in months?

	Months
Duration	
REFUSAL (SPONTANEOUS)	-8
DON'T KNOW (SPONTANEOUS)	-9

MNAq46e

K.13 Referring only to this most recent line of credit or loan, did the financing require collateral?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION MNAk15a1
GO TO QUESTION MNAk15a1

k13

K.14	Referring only to this most recent line of credit or loan, what type of collateral was required? INTERVIEWER: READ OUT
-------------	--

Collateral	Yes	No	DON'T KNOW (SPONTANEOUS)
Land, buildings under ownership of the establishment k14a	1	2	-9
Machinery and equipment including movables k14b	1	2	-9
Accounts receivable and inventories k14c	1	2	-9
Personal assets of owner (house, etc.) k14d	1	2	-9
Third-party guarantee MNAk14f	1	2	-9
Other forms of collateral not included in the categories above k14e	1	2	-9

K.15	Referring only to this most recent line of credit or loan, what was the approximate value of the collateral required?
-------------	---

	EGPs
Value of collateral	k15a
DON'T KNOW (SPONTANEOUS)	-9

MNAK.15a1	What is the outstanding balance on this most recent line of credit or loan?
------------------	---

	EGPs
Outstanding balance on the most recent line of credit or loan	
REFUSAL (SPONTANEOUS)	-8
DON'T KNOW (SPONTANEOUS)	-9

MNAk15a1

K.15b	What is the total number of open lines of credit or outstanding loans held by this establishment?
--------------	---

	Number
Total number of open lines of credit or outstanding loans	k15b
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION K.15d

K.15c	What is the total value of open lines of credit or outstanding loans held by this establishment?
--------------	--

	EGPs
Total value of open lines of credit or outstanding loans	k15c

REFUSAL (SPONTANEOUS)	-8
DON'T KNOW (SPONTANEOUS)	-9

K.15d	At this time, does the owner or owners of this establishment have any outstanding personal loans that are used to finance this establishment's business activities?
--------------	---

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

k15d

K.16	Referring again to the last fiscal year 2015 , did this establishment apply for any lines of credit or loans?
-------------	--

Yes	1	GO TO QUESTION K.20
No	2	
DON'T KNOW (SPONTANEOUS)	-9	GO TO QUESTION EGYK20

k16

K.17	What was the main reason why this establishment did not apply for any line of credit or loan? SHOW CARD 24
-------------	---

No need for a loan - establishment had sufficient capital	1	
Application procedures were complex	2	GO TO QUESTION EGYK20
Interest rates were not favorable	3	GO TO QUESTION EGYK20
Collateral requirements were too high	4	GO TO QUESTION EGYK20
Size of loan and maturity were insufficient	5	GO TO QUESTION EGYK20
Did not think it would be approved	6	GO TO QUESTION EGYK20
Lack of shariah compliant loan or line of credit	7	GO TO QUESTION EGYK20
Other	8	GO TO QUESTION EGYK20
DON'T KNOW (SPONTANEOUS)	-9	GO TO QUESTION EGYK20

k17

MNAK.17	Please indicate if any of the following were the main reason this establishment had sufficient capital and no need for a loan? SHOW CARD 25
----------------	---

Establishment has no plans for expansion of sales or production	1	GO TO QUESTION EGYK20
Establishment has sufficient capital to cover planned expansion of sales or production	2	GO TO QUESTION EGYK20
Establishment has lowered capital needs due to contracting sales or production	3	GO TO QUESTION EGYK20
Other (specify MNAk17x)	4	GO TO QUESTION EGYK20
DON'T KNOW (SPONTANEOUS)	-9	GO TO QUESTION EGYK20

MNAk17

K.20	Referring only to this most recent application for a line of credit or loan, what was the outcome of that application?
-------------	--

Application was approved in full	1
Application was approved in part	2
Application was rejected	3
Application was withdrawn	4
APPLICATION STILL IN PROCESS	-6
DON'T KNOW (SPONTANEOUS)	-9
I have never applied for a loan	-7

k20a1

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:
 Now let's talk about the establishment's present situation.

EGY.K.20	At this present time, does this establishment have any need for additional financial products?
-----------------	--

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION K.21**GO TO QUESTION K.21****EGYk20**

EGY.K.21	Please indicate the financial product that would best meet this establishment's needs. SHOW CARD 26
-----------------	---

Loan	1
Line of credit	2
Checking (current) or savings account	3
Credit card	4
Guarantee	5
Letter of credit	6
Factoring	7
Leasing	8
Other (specify EGYk21x)	9
DON'T KNOW (SPONTANEOUS)	-9

EGYk21

K.21	In fiscal year 2015 , did this establishment have its annual financial statements checked and certified by an external auditor?
-------------	--

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

k21

0									
---	--	--	--	--	--	--	--	--	--

K.30	Using the response options on the card; To what degree is Access to Finance an obstacle to the current operations of this establishment? SHOW CARD 6
-------------	--

							(SPONTANEOUS)	
		No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	DON'T KNOW	DOES NOT APPLY
Access to finance	k30	0	1	2	3	4	-9	-7

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

The following questions assess how establishments, such as this one, deal with government officials and their agencies.

MNAQ.31e Has this establishment been to court as a **plaintiff** or as a **defendant** in the last three years?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9
REFUSAL (SPONTANEOUS)	-8

MNAq31e

J.1 I am going to read a few statements describing the court system and how it could affect business. Please tell me if you Strongly disagree, Tend to disagree, Tend to agree, or Strongly agree.
SHOW CARD 27

	Strongly disagree	Tend to disagree	Tend to agree	Strongly agree	(SPONTANEOUS)	
					DON'T KNOW	DOES NOT APPLY
"The court system is fair, impartial and uncorrupted." h7a	1	2	3	4	-9	-7
"The court system is quick." MNAj1b	1	2	3	4	-9	-7
"The court system is able to enforce its decisions." MNAj1c	1	2	3	4	-9	-7
"I'm confident that the court system will enforce this establishment's contractual and property rights in business disputes." MNAj1a	1	2	3	4	-9	-7
"In general, government officials' interpretations of regulations affecting this establishment are consistent and predictable." MNAj1d	1	2	3	4	-9	-7

J.2 In a typical week over the last year, what percentage of total senior management's time was spent on dealing with requirements imposed by government regulations?
(By senior management I mean managers, directors, and officers above direct supervisors of production or sales workers. Some examples of government regulations are taxes, customs, labor regulations, licensing and registration, including dealings with officials and completing forms)

	Percent
Senior management's time spent on dealing with regulations	j2 %
NO TIME WAS SPENT	0
DON'T KNOW (SPONTANEOUS)	-9

EGYC.22c	Has this establishment ever used online resources to better understand the relevant requirements of government regulation?
-----------------	--

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

EGYc22c

J.3	Over the last year, was this establishment visited or inspected by tax officials or required to meet with them?
------------	---

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION J.6a**GO TO QUESTION J.6a****j3**

J.4	Over the last year, how many times was this establishment visited or inspected by tax officials or required to meet with them?
------------	--

	Number
Times inspected or met with tax officials	j4
DON'T KNOW (SPONTANEOUS)	-9

J.5	In any of these inspections or meetings was a gift or informal payment expected or requested?
------------	---

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9
REFUSAL (SPONTANEOUS)	-8

j5

J.6a	Over the last year, has this establishment secured or attempted to secure a government contract?
-------------	--

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION J.7**GO TO QUESTION J.7****j6a**

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

	Percent
Percent of the contract value paid as informal payments or gifts	j6 %
DON'T KNOW (SPONTANEOUS)	-9
REFUSAL (SPONTANEOUS)	-8
NO PAYMENTS	0

J.7 It is said that establishments are sometimes required to make gifts or informal payments to public officials to “get things done” with regard to customs, taxes, licenses, regulations, services etc. On average, what percentage of total annual sales, or estimated total annual value, do establishments like this one pay in informal payments or gifts to public officials for this purpose?

	Percent
Percentage of total annual sales paid as informal payment	j7a %
NO PAYMENTS OR GIFTS ARE PAID	0
DON'T KNOW (SPONTANEOUS)	-9
REFUSAL (SPONTANEOUS)	-8

PROVIDE EITHER ONE OR THE OTHER, NOT BOTH

	EGPs
Total annual informal payment	j7b
NO PAYMENTS OR GIFTS ARE PAID	0
DON'T KNOW (SPONTANEOUS)	-9
REFUSAL (SPONTANEOUS)	-8

J.10 Over the last two years, did this establishment submit an application to obtain an import license?

Yes	1	
No	2	GO TO QUESTION J.13
DON'T KNOW (SPONTANEOUS)	-9	GO TO QUESTION J.13
		j10

J.11 Approximately how many days did it take to obtain this import license from the day of the application to the day it was granted?

	Days
Wait for import license	j11
LESS THAN ONE DAY	1
STILL IN PROCESS	-6
APPLICATION DENIED	-5
DON'T KNOW (SPONTANEOUS)	-9

J.12 In reference to that application for an import license, was an informal gift or payment expected or requested?

Yes	1	
No	2	
DON'T KNOW (SPONTANEOUS)	-9	
REFUSAL (SPONTANEOUS)	-8	
		j12

J.13 Over the last two years, did this establishment submit an application to obtain an operating license?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION EGYj14

GO TO QUESTION EGYj14

j13

EGY.J.13x Please indicate with which agency this establishment submitted the application for an operating license

Agency for application for operating license	EGYj13x
--	----------------

EGY.J12 What type of operating license was this application for?

Temporary	1
Permanent	2
NO OPERATING LICENSE (SPONTANEOUS)	-7
DON'T KNOW (SPONTANEOUS)	-9

EGYj12

J.14 Approximately how many days did it take to obtain this operating license from the day of the application to the day it was granted?

	Days
Wait for operating license	j14
LESS THAN ONE DAY	1
STILL IN PROCESS	-6
APPLICATION DENIED	-5
DON'T KNOW (SPONTANEOUS)	-9

J.15 In reference to that application for an operating license, was an informal gift or payment expected or requested?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9
REFUSAL (SPONTANEOUS)	-8

j15

EGY.J.14 Over the last two years, did this establishment submit an application to an industrial registry?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION EGY.J16

GO TO QUESTION EGY.J16

EGYj14

EGY.J.15 Approximately how many days did it take from the submission of this application until the establishment received confirmation of registration with the industrial registry?

	Days
Wait for confirmation	EGYj15
LESS THAN ONE DAY	1
STILL IN PROCESS	-6
APPLICATION DENIED	-5
DON'T KNOW (SPONTANEOUS)	-9

EGY.J.16 In the last two years, has this establishment used or received any of the following:
INTERVIEWER: READ OUT

	Yes	No	DON'T KNOW (SPONTANEOUS)	DOES NOT APPLY (SPONTANEOUS)
GAFI one-stop-shop in Cairo EGYj16a	1	2	-9	-7
GAFI one-stop-shop in another governorate EGYj16b	1	2	-9	-7
Industrial development authority EGYj16c	1	2	-9	-7
Social fund for development EGYj16d	1	2	-9	-7
The industrial zone authority or management company EGYj16e	1	2	-9	-7

J.30 Using the response options on the card; To what degree is/are **[INSERT OPTION]** an obstacle to the current operations of this establishment?
SHOW CARD 6

						(SPONTANEOUS)	
ROTATE OPTIONS						DON'T KNOW	DOES NOT APPLY
	No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle		
Tax rates j30a	0	1	2	3	4	-9	-7
Tax administration j30b	0	1	2	3	4	-9	-7
Business licensing and permits j30c	0	1	2	3	4	-9	-7
Political instability j30e	0	1	2	3	4	-9	-7
Corruption j30f	0	1	2	3	4	-9	-7
Courts h30	0	1	2	3	4	-9	-7

L. LABOR

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:

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

L.1 At the end of fiscal year **2015**, how many permanent, full-time individuals worked in this establishment? Please include all employees and managers
(Permanent, full-time employees are defined as all employees that are employed for a term of one or more fiscal years and/or have a guaranteed renewal of their employment and that work a full shift)
(INTERVIEWER: INCLUDE INTERVIEWEE IF APPLICABLE).

	Number
Permanent, full-time workers end of last fiscal year	11
DON'T KNOW (SPONTANEOUS)	-9

L.2 Looking back, at the end of fiscal year **[insert last complete fiscal year minus two]**, how many permanent, full-time individuals worked in this establishment? Please include all employees and managers **(INTERVIEWER: INCLUDE INTERVIEWEE IF APPLICABLE).**

	Number
Permanent, full-time workers in [insert last complete fiscal year minus two]	12
IF ESTABLISHMENT WAS NOT IN BUSINESS IN [insert last complete fiscal year minus two]	-7
DON'T KNOW (SPONTANEOUS)	-9

L.3a At the end of fiscal year **2015**, how many permanent, full-time individuals in this establishment were **production workers**:

	Number	DON'T KNOW (SPONTANEOUS)
Production workers	13a	-9

IF 0, GO TO L3b

MNAL.3a At the end of fiscal year **2015**, how many permanent, full-time individuals in this establishment were **production workers younger than 30 years old**:

	Number younger than 30	DON'T KNOW (SPONTANEOUS)
Production workers younger than 30 years old	MNAL3a	-9

INTERVIEWER: CANNOT BE GREATER THAN L3a

L.3b	At the end of fiscal year 2015 , how many permanent, full-time individuals in this establishment were non-production workers (e.g., managers, administration, sales)
-------------	--

	Number	DON'T KNOW (SPONTANEOUS)
Non-production workers (e.g., managers, administration, sales)	I3b	-9

IF 0, GO TO L4a

MNAL.3b	At the end of fiscal year 2015 , how many permanent, full-time individuals in this establishment were non-production workers younger than 30 years old :
----------------	--

	Number younger than 30	DON'T KNOW (SPONTANEOUS)
Non-production workers younger than 30 years old	MNAI3b	-9

INTERVIEWER: CANNOT BE GREATER THAN L3b

L.4	At the end of fiscal year [insert last complete financial year] , how many permanent, full-time individuals working in this establishment were: INTERVIEWER: READ EACH CATEGORY
------------	---

	Number	DON'T KNOW (SPONTANEOUS)
Highly skilled production workers	I4a1	-9
Semi-skilled production workers	I4a2	-9
Unskilled production workers	I4b	-9

MNAL.4C	Over the course of fiscal year 2015 , did the total wage cost of an average permanent full-time employee (INTERVIEWER: READ EACH CATEGORY)
----------------	--

Increase	1	GO TO QUESTION MNAL. 4E GO TO QUESTION L.5 GO TO QUESTION L.5 MNAI4c
Decrease	2	
Stay the same	3	
DON'T KNOW (SPONTANEOUS)	-9	

MNAL.4D	Over the course of fiscal year 2015 , in percentage terms, how much did the total wage cost of an average permanent full-time employee increase ?
----------------	--

	Percent	
Percentage increase in total wage cost of permanent full-time employee	%	GO TO QUESTION L. 4F
DON'T KNOW (SPONTANEOUS)	-9	GO TO QUESTION L. 4F MNAI4d

MNAL.4E	Over the course of fiscal year 2015 , in percentage terms, how much did the total wage cost of an average permanent full-time employee decrease ?
----------------	--

	Percent
Percentage decrease in total wage cost of permanent full-time employee	%
DON'T KNOW (SPONTANEOUS)	-9

MNA14e

MNAL.4F	The main reason for this change was: SHOW CARD 28
----------------	--

Changes in social contributions paid by the employer	1
Changes in net wage paid by the employer to the employee	2
Changes in bonuses and extra payments (not part of the regular wage)	3
Other MNA14fx	4
DON'T KNOW (SPONTANEOUS)	-9

MNA14f

L.5	At the end of fiscal year 2015 , how many permanent full-time individuals working in this establishment in the following categories were female?
------------	---

	Number	DON'T KNOW (SPONTANEOUS)
Female permanent full-time production workers	15a	-9
Female permanent full-time non-production workers	15b	-9

L.6	How many full-time seasonal or temporary employees did this establishment employ during 2015 ? (Full-time, temporary workers are all short-term (i.e. for less than a year) employees with no guarantee of renewal of employment and work full-time)
------------	--

	Number
Full-time seasonal or temporary workers employed last fiscal year	16
NO FULL-TIME SEASONAL OR TEMPORARY WORKERS	0
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION L.9b**GO TO QUESTION L.9b**

L.6a	How many full-time seasonal or temporary employees employed during 2015 were female?
-------------	---

	Number
Full-time female seasonal or temporary workers employed last fiscal year	16a
DON'T KNOW (SPONTANEOUS)	-9

L.8	What was the average length of employment of all full-time temporary employees in fiscal year 2015 ?
------------	---

	Months
Average length full-time seasonal or temporary employment last fiscal year, in months	18
LESS THAN ONE MONTH	1
DON'T KNOW (SPONTANEOUS)	-9

L.9b	What is the percentage of full-time permanent workers who completed secondary school?
-------------	---

	Percent
Percentage of full time permanent workers who completed secondary school	19b
DON'T KNOW (SPONTANEOUS)	-9

L.10	Over fiscal year 2015 , did this establishment have formal training programs for its permanent, full-time employees?
-------------	---

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION EGYL12
GO TO QUESTION EGYL12

110

L.11	Referring to the training programs run over fiscal year 2015 , what percentage of permanent, full-time employees of the following categories received formal training? If easier please provide the total numbers (provide one or the other but not both)
-------------	--

	Percent	OR	NUMBER	IF NO EMPLOYEES IN A CATEGORY WERE TRAINED	DON'T KNOW (SPONTANEOUS)
Production full-time permanent employees trained	111a %		111a1	0	-9
Non-production full-time permanent employees trained	111b %		111b1	0	-9

EGY.L.12	Over fiscal year 2015 , did this establishment promote or hire any managers, that is staff responsible for overseeing the daily work of other employees in this establishment?
-----------------	---

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

EGH12

EGY.L.13	Please indicate if any of the following were difficulties in hiring or promoting managers or highly skilled workers in this establishment. INTERVIEWER: READ OUT
-----------------	---

	Yes	No	DON'T KNOW (SPONTANEOUS)
Qualified people are not available locally nor are willing to live locally EGYk13a	1	2	-9
Potential managers demand higher salaries than those provided by the firm EGYk13b	1	2	-9
Difficulty of Transportation to the establishment location EGYk13c	1	2	-9
Working conditions within the establishment EGYk13d	1	2	-9

L.30	Using the response options on the card; To what degree are Labor Regulations an obstacle to the current operations of this establishment? SHOW CARD 6
	Using the response options on the card; To what degree is an Inadequately Educated Workforce an obstacle to the current operations of this establishment? SHOW CARD 6

	No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	(SPONTANEOUS) DON'T KNOW	DOES NOT APPLY
Labor regulations 130a	0	1	2	3	4	-9	-7
Inadequately educated workforce 130b	0	1	2	3	4	-9	-7

M. BUSINESS ENVIRONMENT

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:

M.1	By looking at card [insert card number] can you tell me which of the elements of the business environment included in the list, if any, currently represents the biggest obstacle faced by this establishment SHOW CARD 29 INTERVIEWER: DO NOT READ OUT
------------	--

1-Access to finance
2-Access to land
3-Business licensing and permits
4-Corruption
5-Courts
6-Crime, theft and disorder
7-Customs and trade regulations
8-Electricity
9-Inadequately educated workforce
10-Labor regulations
11-Political instability
12-Practices of competitors in the informal sector
13-Tax administration
14-Tax rates
15-Transport

Biggest obstacle	m1a
DON'T KNOW (SPONTANEOUS)	-9
DOES NOT APPLY (SPONTANEOUS)	-7

Rotation (option 1, 2 or 3)	m1d
-----------------------------	------------

N. PERFORMANCE**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:**

Now, we would like to ask you a few questions about the financial results of this establishment. It is important that this information be as accurate as possible. The individual data are treated as confidential – the identity of your establishment will not be revealed at any point. Please provide the following information from the financial statements of this establishment.

N.2	From this establishment's Income Statement for fiscal year 2015 , please provide the following information: SHOW CARD 30
------------	--

	EGPs	DON'T KNOW (SPONTANEOUS)	REFUSAL (SPONTANEOUS)
Total annual cost of labor including wages, salaries, bonuses, social security payments	n2a	-9	-8
Total annual cost of raw materials and intermediate goods used in production	n2e	-9	-8
Total annual cost of electricity	n2b	-9	-8
Total annual cost of natural gas	EGYn2b	-9	-8
Total annual cost of fuel	n2f	-9	-8
Total annual cost of water for production	EGYn2j	-9	-8
TOTAL COST OF SALES SHOULD INCLUDE ALL ABOVE COSTS AND OTHER COSTS NOT LISTED ABOVE			
Total cost of sales	n2p	-9	-8

EGY.n3	Referring to the total annual cost of sales for this establishment for fiscal year 2015 , relative to fiscal year 2013 did the total cost increase, decrease, or stay the same?
---------------	--

Increase	1
Decrease	2
Stay the same	3
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION EGY.n5

GO TO QUESTION EGY.n5

EGYn3

EGY.n4	What was the total change in the cost of cost for this establishment for fiscal year 2015 , relative to fiscal year 2013 did the total cost increase, decrease, or stay the same? Please provide the answer in either percentage change or
---------------	--

Percentage change	EGYn4a
DON'T KNOW (SPONTANEOUS)	-9

INTERVIEWER: PROVIDE ONE, BUT NOT BOTH

Change in EGP	EGYn4b
DON'T KNOW (SPONTANEOUS)	-9

EGY.n5	Referring to the total annual cost of electricity for this establishment for fiscal year 2015 , relative to fiscal year 2013 did the total cost increase, decrease, or stay the same?
---------------	--

Increase	1
Decrease	2
Stay the same	3
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION EGY.n7**GO TO QUESTION EGY.n7****EGYn5**

EGY.n6	What was the total change in the cost of electricity for this establishment for fiscal year 2015 , relative to fiscal year 2013 did the total cost increase, decrease, or stay the same? Please provide the answer in either percentage change or
---------------	---

Percentage change	EGYn6a
DON'T KNOW (SPONTANEOUS)	-9

INTERVIEWER: PROVIDE ONE, BUT NOT BOTH

Change in EGP	EGYn6b
DON'T KNOW (SPONTANEOUS)	-9

EGY.n7	Referring to the total annual cost of natural gas for this establishment for fiscal year 2015 , relative to fiscal year 2013 did the total cost increase, decrease, or stay the same?
---------------	--

Increase	1
Decrease	2
Stay the same	3
DON'T KNOW (SPONTANEOUS)	-9
DOES NOT APPLY	-7

GO TO QUESTION EGY.n9**GO TO QUESTION EGY.n9****GO TO QUESTION EGY.n9****EGYn7**

EGY.n8	What was the total change in the cost of natural gas for this establishment for fiscal year 2015 , relative to fiscal year 2013 did the total cost increase, decrease, or stay the same? Please provide the answer in either percentage change or
---------------	---

Percentage change	EGYn8a
DON'T KNOW (SPONTANEOUS)	-9

INTERVIEWER: PROVIDE ONE, BUT NOT BOTH

Change in EGP	EGYn8b
DON'T KNOW (SPONTANEOUS)	-9

EGY.n9	Referring to the total annual cost of fuel for this establishment for fiscal year 2015 , relative to fiscal year 2013 did the total cost increase, decrease, or stay the same?
---------------	---

Increase	1
Decrease	2
Stay the same	3
DON'T KNOW (SPONTANEOUS)	-9
DOES NOT APPLY	-7

GO TO QUESTION N.6**GO TO QUESTION N.6****GO TO QUESTION N.6****EGYn9**

EGY.n10	What was the total change in the cost of fuel for this establishment for fiscal year 2015 , relative to fiscal year 2013 did the total cost increase, decrease, or stay the same? Please provide the answer in either percentage change or
----------------	--

Percentage change	EGYn10a
DON'T KNOW (SPONTANEOUS)	-9

INTERVIEWER: PROVIDE ONE, BUT NOT BOTH

Change in EGP	EGYn10b
DON'T KNOW (SPONTANEOUS)	-9

N.6	From this establishment's Balance Sheet for fiscal year 2015 , what was the net book value, that is the value of assets after depreciation, of the following:
------------	--

	EGPs	DON'T KNOW (SPONTANEOUS)
Machinery, vehicles, and equipment	n6a	-9

MNAN.8	What was the value of the following at the end of the fiscal year 2015 :
---------------	---

	EGPs	DON'T KNOW (SPONTANEOUS)
Value of your total assets	MNAn8a	-9

N.7	Hypothetically, if this establishment were to purchase the assets it uses now , in their current condition and regardless of whether the establishment owns them or not, how much would they cost, independently of whether they are owned, rented or leased?
------------	--

	EGPs	DON'T KNOW (SPONTANEOUS)
Machinery, vehicles, and equipment	n7a	-9

A.15a Please complete the following information about the interviewee(s)

QUESTIONNAIRE NUMBER **id**

0								
---	--	--	--	--	--	--	--	--

	Position in the firm	Years with the firm	Gender
Main respondent	a15a1ax	a15a2a	a15a3
Second respondent	a15a1bx	a15a2b	a15b3
Third respondent	a15a1cx	a15a2c	a15c3

ENTER 1 WHEN YEARS WITH THE FIRM IS LESS THAN ONE. FOR GENDER 1: MALE, 2: FEMALE

THE SURVEY ENDS HERE

THANK YOU VERY MUCH FOR YOUR COOPERATION.

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

Day (dd)	Month (mm)	Year (yyyy)	Hour (00 to 23)	Minutes (00 to 59)
a15d	a15m	a15y	a15h	a15min

INTERVIEWERS PLEASE ANSWER AT END OF THE INTERVIEW:

A.16	It is my perception that the responses to the questions regarding opinions and perceptions:
-------------	---

Truthful	1
Somewhat truthful	2
Not truthful	3

a16

A.17	The responses to the questions regarding figures (productivity and employment numbers):
-------------	---

Are taken directly from establishment records	1
Are estimates computed with some precision	2
Are arbitrary and unreliable numbers	3
Are in some case taken from books in some case estimates	4

a17

INTERVIEWER COMMENTS:

<p style="text-align: right;">a17x</p>
--

(Problems occurred/extraordinary circumstances which could influence results)

QUESTIONNAIRE NUMBER **id**

0									
---	--	--	--	--	--	--	--	--	--

SUPERVISORS PLEASE ANSWER:

A.18	This questionnaire was completed in:
-------------	--------------------------------------

One visit in face-to-face interview with one person	1
One visit in face-to-face interview with different managers/staff	2
Several visits	3

STOP HERE

a18

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

Hour	Minutes

a19h

a19m