

Survey of 1500 businesses in Lomé August – September 2015

Confidential

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1. SECTION 1 : INITIAL CONTACT

To complete before the interview

1.1 Business name : _____

1.2 Business identification number : _____

1.3 Last name of the person to be surveyed : _____

1.4 Given name of the person to be surveyed : _____

1.5 Industry : _____

1.6 Status of the last survey : / _ /

1 = Surveyed the last time in **September 2014**, still had a business

2 = Surveyed the last time in **September 2014** but didn't have a business anymore

3 = Not surveyed in **September 2014** (last survey = baseline survey, October 2013)

4 = Surveyed in **January 2015**, still had a business

5 = Surveyed in **January 2015** but didn't have a business anymore

1.7 Participation in PADSP training : / _ /

1 = Yes

2 = No

a. Entrepreneur's group : / _ /

1 = Group 1

2 = Group 2

3 = Group 3

1.8 Interviewer number : / _ / _ /

1.9 Supervision area number : / _ /

To complete before the interview (Interviewer)

1.10 Date of the initial contact (dd/mm/yyyy) : / _ / _ / / _ _ / _ _ /

1.11 Time of the initial contact: / _ _ / / _ _ /

Interviewer : Hello, my name is _____. Are you **Mr./Ms./Miss** [say the full name of the person on your list and confirm that you are talking with the right person.]

I am here on behalf of Innovations for Poverty Action (IPA), for a study that we are conducting with 1,500 entrepreneurs in Togo. One of our collaborators visited you **[in January 2015 if surveyed, if not between October 2013 et September 2014]**.

Ddi, nkonyee nye _____. Wɔe nye afeto / aFeno [Migblo fome nko kple nko evelia siwo le agbaleŋa dzi eye miade dzesii be miele nu fom kple ame si dze]. Meva le dɔwɔfe si wɔa monu yeyewo nɔdo hena aɔahoho fe ahedada nu, miele numekuku wom tso 1500 dɔwɔfe sue siwo le Togo. [Le fe`2015 fe yleti gbato me, woku nu me kple mi alo tso fe`2013 fe kele (yleti ewolia) kple fe`2014 fee anyonyo (yleti asiekelia) me] hadɔwɔla ade va ku nu me kple mi.

1.12 Could you please confirm whether you were surveyed by me or by one of my colleagues? / de miade nu kaɔe dzi nam be nye alo nye hadɔwɔlawo dometo ade ku nu me kple mia?... /__/

1 = Yes (**SKIP QUESTION 1.13 AND GO ON TO THE REST OF THE INTRODUCTION.**)

2 = No

1.13 Was one of your associates interviewed by me or by one of my colleagues? / de nye alo nye hadɔwɔlawo dometo ade ku nu me kple miafe do kpedenutowo dometo adea?... /__/

1 = Yes (**Ask to speak with the one who was surveyed.**)

2 = No (**DO NOT CONTINUE ; CALL YOUR SUPERVISOR.**)

Our survey today will last about two hours, and we would like to come back to see you one more time next year. **Your participation in this survey will not have any influence on your participation in other World Bank programs.** All the responses you provide will remain strictly confidential, and your identity will not be shared with anyone. In order to thank you for your time and your participation in this survey, you will be entered in a raffle where you can win key chains, calculators, T-shirts, pencil cases, notebooks, colored pencils, and ballpoint pens. If you participate in all four surveys, you will be entered in a raffle to win a motorcycle. Miafe numekukua axo gafofo eve kloe. Eye le fe`si gbona me la miedzro be miawo tsadiqi ava mia gbo zi deka. Miafe gomekpokpo le numekuku sia me makpo nusẽ de xexeme duko fofowo fe gadzradofe ga fe dodo bubu siwo me miakpo gome le o. De dzesii ha be miafe nudodowo kata woawo wonu do le yayla blibo me eye miafe nyenye madze le afi afeke o. Hena akpedada na mi fe yeyi si miegu kple miafe gomekpokpo le numekuku sia me la, miakpo gome le toɔbola fe wɔna ade si me miade nu anu portes-clés, akontabumoviwo, t-shirts, sukukpteviwo, agbalẽwo, amadede nutanuwo kple nunlotiwo. Ne miekpo gome le numekuku eneawo kata me la, miakpo gome le dzokeke duɖu fe toɔbola wɔna ade me.

[The goal of this survey is to understand the situation and the characteristics of the micro and small enterprises, in order to identify the most appropriate programs to support these businesses and to improve existing programs. Tafodzinu si le numekuku sia si lae nye dɔwɔfe suewo fe nonome kple wofe fofowo gomesese be woade dze si fofo vevi siwo dze hena asitotro le esiwo li xoxo la duɔ.

Innovations for Poverty Action (IPA) is a nonprofit research institution that aims to find innovative solutions to face the challenges to development around the world. Monu yeyewo nɔdo hena aɔahoho fe ahedada nu : numekuku dɔwɔfe ade si wɔa do ga fe tafodzinu afeke manme hena nudodo yeyewo kpokpo na kuxi siwo le mo xem na duko gefewo fe dɔdɔdede kpokpo]

Business identification number : _____

- 1.14 Do you agree to participate in this survey? \de nelo~ be yeano numekuku do sia
mea? .../___/
1 = Yes **(SKIP TO QUESTION 1.19)**
2 = No

1.15 Why do you not wish to participate in the survey? / Nu ka ɲuti miele didim be miakpo gome le numekuku sia me o ? / _ /

(Do not read out the answers.)

1 = I don't have the time

2 = I distrust surveys **(END OF THE INTERVIEW ; CALL YOUR SUPERVISOR.)**

3 = I don't see the point in doing surveys **(END OF THE INTERVIEW ; CALL YOUR SUPERVISOR.)**

4 = I would need my spouse's permission

5 = I am upset with the PADSP because I wasn't selected

6 = I am upset with the PADSP for another reason **(Explain the reason in 1.16a.)**

7 = Other or no reason

a. **Explain the reason :**

1.16 If I were to come back at a date and time of your convenience, would you agree to participate in the survey? / Ne metro va le azã kple ɣeyiɣi si dze mia ɲu la, miava xo de dzi awo numekuku sia ? / _ /

1 = Yes

2 = No **(END OF SURVEY)**

1.17 **Date of the appointment set (dd/mm/yyyy) :** / _ / _ / _ / _ / _ / _ /

1.18 **Time of the appointment set:** / _ / _ / _ / _ /

END OF SURVEY

1.19 **To confirm : Interview location** / _ /

1 = Business premises

2 = Residence

3 = Other

a. **If other, explain :**

1.20 Can you remind me of your surname? / Nyaɲuɖola fe fome ɲko :
.....

1.21 Can you remind me of your given names? / Nyaɲuɖola fe ɲko(wo) :
.....

VERIFY THAT THE SURNAME AND GIVEN NAME ARE THE SAME AS ON YOUR SHEET.

1.22 Can you give me your telephone numbers? / Nyaɲuɖola fe kafomo xexlẽme :

a. Respondent's telephone number 1 : / _ / _ / _ / _ / _ /

b. Respondent's telephone number 2 : / _ / _ / _ / _ / _ /

c. Respondent's telephone number 3 : / _ / _ / _ / _ / _ /

1.23 Have you changed residences since [_] **(VERIFY THE STATUS ON THE FIRST PAGE, Q1.6) ?**
/ de metro nofe le fe` 2014 fe ɣleti asieke (anyonyo) lia mea ?
..... / _ /

1 = Yes

2 = No **(SKIP TO QUESTION 1.25)**

Business identification number : _____

1.24 Now I am going to ask you about your current place of residence. \ Mabia nya wò tso (ku de) wò nɔ fe nɔ ti

a. Neighborhood \ Kɔ me (Write down exactly what the person says.)

b. **Neighborhood code** :...../___/___/

1 = Agbalépédogan

2 = Agoé Assi yéyé

3 = AgoéAtchanvé

4 = AgoéKossigan

5 = Avénou

6 = Adidogomé – Awatamé

7 = Attiégu

8 = Amoutiévé / Doulassamé

9 = Baguida

10 = Bè

11 = Bé Kpota / DzifaKpota

12 = Dzagblé

13 = Didjolé

14 = Gbadago

15 = Gbossimé /Adewui/Dogbéavou

16 = Hédzranawoé

17 = KagniKopé

18 = Klikamé

19 = Kégué

20 = Kodjoviakopé

21 = Nyekonakpoè

22 = Nukafu / Forever

23 = Togo 2000

24 = Totsi / Adjidoadin / Avedji

25 = TokoinHopital /Séminaire

26 = Tokoin Lycée

27 = Wonyomé

28 = Wuiti / Novissi

30 = Grand marché / Dekon

31 = Akodessewa / Port / Zoro Bar

32 = Adakpamé / Kagomé

33 = Ablogamé

29 = Other

c. Street number \ Afeme fe xexlême : /___/___/___/

(If the person does not know it, look to see whether you can verify it. If not, write (-6) and go on to the next question.)

d. Number or name of the street \ Mɔa fe nko alo xexlême :...../___/___/___/

(If the person does not know it, look to see whether you can verify it. If not, write (-6) and go on to the next question.)

e. The home is not far from \ Afea medidi tso:

VERIFY WHETHER THIS IS A WELL-KNOWN LOCATION.

f. Directions to the home \ Mɔfiafia ne woade dzesi afea me ayi:

(Draw a map if necessary.)

g. Are you the owner of the house ? \ **dee nenye afea toa?** / ☐ / ☐

1 = Yes (**SKIP TO QUESTION 1.25**)

2 = No

h. Name of the owner \ **Afea to fe nko** : _____

1.25 In case we try to contact you for more details in the future and we do not manage to reach you, could you provide us with contact information for two people (personal or professional contacts) who could assist us in reaching you ? \ **Ne miele didim be miafo nu kple wo hena nyamedede bubuwo eye mimete nu le kekem de nutiwò o de, de ate nu ana ame eve bubu fe xexlẽme si akpe de mia nu be miake de nu wòà ? Esia ate nu anye wò kafomò alo dɔwɔfea to.**

a. Surname of Contact 1 \ **Ame 1 si woakpo fe fome nko** : _____

b. Given name of Contact 1 \ **Ame 1 si woakpo fe nko** : _____

c. Contact 1's relationship with the respondent \ **Kadede si le ame 1 si woakpo kple nyanuɖela dome:** / ☐ / ☐

(Only one answer)

1 = Spouse

2 = Mother/Father

3 = Child

4 = Brother/Sister

5 = Other family member

6 = Neighbor

7 = Friend

8 = Employee

9 = Supplier

10 = Distributor

11 = Other personal relationship

12 = Other professional relationship

d. Telephone number 1 for Contact 1 \ **Ame 1 si woakpo fe kafomò** :

/ ☐ ☐ ☐ ☐ / ☐ ☐ ☐ ☐

e. Telephone number 2 for Contact 1 \ **Ame 1 si woakpo fe kafomò** :

/ ☐ ☐ ☐ ☐ / ☐ ☐ ☐ ☐

f. Surname of Contact 2 \ **Ame 2 si woakpo fe fome nko** : _____

g. Given name of contact 2 \ **Ame 2 si woakpo fe nko** : _____

h. Contact 2's relationship with the respondent \ **Kadede si le ame 2 si woakpo kple nyanuɖela dome:** / ☐ / ☐

(Only one answer)

1 = Spouse

2 = Mother/Father

3 = Child

4 = Brother/Sister

5 = Other family member

6 = Neighbor

7 = Friend

8 = Employee

9 = Supplier

10 = Distributor

11 = Other personal relationship

12 = Other professional relationship

i. Telephone number 1 for Contact 2 \ **Ame 2 si woakpo fe kafomò** :

/ ☐ ☐ ☐ ☐ / ☐ ☐ ☐ ☐

j. Telephone number 2 for Contact 2 \ **Ame 2 si woakpo fe kafomò** :

/ ☐ ☐ ☐ ☐ / ☐ ☐ ☐ ☐

2. SECTION 2 : THE COMPANY'S EXISTENCE

2.1 Please note ; see **Question 1.6** : Status of the last survey completed /___/

- 1 = Last surveyed in September 2014, still had a business
- 2 = Last surveyed in September 2014 but didn't have a business anymore (**SKIP TO QUESTION 2.10**)
- 3 = Not surveyed in September (last survey = baseline survey, October 2013)
- 4 = Surveyed in January 2015, still had a business
- 5 = Surveyed in January 2015 but didn't have a business anymore (**SKIP TO QUESTION 2.10**)

2.2 The last time we did a survey with you, we spoke with you about your company, which was called [say the name of the company on your list] and which operated in [say the industry indicated on your list]. Do you still work for this company ? Zi mamloe si wowo numekuku kple mi, woku nu me kple mi tso miafe dowofe si nko nye [Migblo dowofea fe nko abe alesi wogloe fi le agbalēa dzi ene] eye dowowoa nye [Migblo dowona si le agbalēa dzi] Miega le do wom na dowofe maa ?
..... /___/

- 1 = Yes
- 2 = No, because the company was closed down (**SKIP TO QUESTION 2.4**)
- 3 = No, for another reason (**SKIP TO QUESTION 2.7**)

2.3 Our interview will be about this company, even if you have other businesses now. / Míafe numekukua aku de dowofe sia nu, nenye be miedo bubuwo fifia hã.
(**SKIP TO SECTION 3, QUESTION 1**)

2.4 What was the main reason that the company was closed down ? / Taɔodzi vevie ka nɔti dowofea tu efe vɔtrua ?
/___/

(Do not read out the answers!!)

- 1 = Problems with regulation or tax payments
- 2 = Lack of clients
- 3 = Too much competition
- 4 = Lack of technical skills
- 5 = Problems with financial management
- 6 = The business owner was sick
- 7 = Family obligations (child, sick relative, death in the family, etc.)
- 8 = Interest in opening another business
- 9 = Opportunity to have a salaried job
- 10 = The business owner retired
- 11 = The business owner traveled
- 12 = Other

a. If other, explain : _____

2.5 When was the company shut down ? / yeyiyi ka mee wo tui ?

- a. Month : /___/
- b. Year : /___/___/

2.6 In the next 12 months, do you intend to relaunch this company again ? /Le yleti wui eve siwo gbona me, de miesusu be miagbugbo vu dɔwɔfe sia ?/___/

1 = Yes (**SKIP TO QUESTION 2.10**)

2 = No (**SKIP TO QUESTION 2.10**)

(-9) = Doesn't know (**SKIP TO QUESTION 2.10**)

2.7 What is the main reason why you no longer work for this company ? /Nu kae nye taɔdɔdzinu vevie si ta miegale dɔ wom le dɔwɔfe sia me o ?/___/

(Do not read out the answers !!)

1 = I wanted to invest in a new company instead

2 = I found a salaried job opportunity

3 = I had family obligations (child, sick relative, death in the family, etc.)

4 = I moved

5 = I retired

6 = I sold the company

7 = I passed the company on to a family member

8 = I was sick

9 = I traveled

10 = Other

a. **If other, explain :** _____

2.8 When did you stop working for this company ? /yeɣiyi ka mee miegbe dɔ le dɔwɔfe sia ?

a. Month : /___/

b. Year : /___/___/

2.9 In the next 12 months, do you intend to start working for this company again? /Le yleti wui eve si wogbona me, miewo susu agbugbo dze dɔwɔwɔ gome na dɔwɔfe sia ?/___/

1 = Yes

2 = No

(-9) = Doesn't know

2.10 What are you doing at the present ? /Nu ka wom miele le fifi me ?/___/

Do not read out the answers !!! If the person has several occupations, you should ask which one brings in the most income.

1 = Paid employee in the same industry

2 = Paid employee in another industry

3 = Head of a company in the same industry

4 = Head of a company in another industry

5 = Unpaid worker in a family business

6 = Unpaid worker on a family farm

7 = Unpaid worker in another company

8 = Not working, searching for a salaried position

9 = Not working, not looking for work

10 = Temporary or seasonal worker

11 = Student, apprentice

12 = Retired

13 = Other

a. **If other, explain :** _____

Business identification number : _____

2.11 How long have you been in your current situation? / Tso yeyiyi ka me miele nonome sia me?

a. Month: /__/_/

b. Year: /__/_/___/

2.12 Are you currently the owner or the manager of a company? / de mienye dotefedola alo dɔdzikpola le dɔwɔfe aɔe fifia?...../ __/

1 = Yes

2 = No (**SKIP TO SECTION 5, Question 3**)

3. SECTION 3 : LOCATION OF THE BUSINESS

3.1 Could you please confirm for me the name of the company ? / **Dowofe fe nko:**

- a. **To verify : Is the name really : /__/**
1 = The name of the business strictly speaking
2 = The business uses the name it is commonly called

VERIFY WHETHER THE NAME IS THE SAME AS THE NAME OF THE COMPANY ON YOUR SHEET. CLARIFY THAT YOU WISH TO SPEAK WITH THE INTERVIEWEE ABOUT THE COMPANY ON YOUR SHEET. IF YOU ARE NOT SURE, CALL YOUR SUPERVISOR.

3.2 **To verify : The interview is about a new business. (Q2.2=2 ou 3)...../__/**

- 1= Yes **(SKIP TO QUESTION 3.3)**
2= No

- a. Has your business changed locations since **[January 2015 if surveyed in January 2015, September 2014 if surveyed in September 2014, if not Octobre 2013 – VERIFY THE STATUS IN Q1.6] ? / Miafe dowfea, de wòtro nɔfe tso [fe` 2014 fe yleti asieke (anyɔnyɔ) lia mea ne enye wowo numekuku kple mi alo fẽ 2013 fe yleti ewolia (kele) mea] ?/__/**
1 = Yes
2 = No **(SKIP TO SECTION 4, QUESTION 1)**

3.3 Are you the owner, renter, or user of the space in which the business is located ? /

- dɛɛ tɛfɛ si nɛlɛ la nye towɔa, de nehayaea alo nele eme koa? //__/**
1 = Owner
2 = Renter
3 = User (does not pay rent)

3.4 Who owns the lot where the business is located? / **Ame ka tɔɛ nye tɛfɛ (anyigba) si dowofea le ?**

(Multiple answers are possible. Read out all of the responses. Write “1” if the person chooses the form, otherwise write “2.”)

- 1 = The business \Dowofea...../__/
2 = Myself \Nye nuto...../__/
3 = A member of the family/family land \Ame deka tso fomea me / fome 'nyigba/__/
4 = A friend \Xolɔ~deka...../__/
5 = A third party \Ame bubu ade...../__/
6 = The government (public space) \Dzidudu (fiaha tefewo)...../__/

Business identification number : _____

3.5 To verify : Type of location

If it is a building or room, ask :

Among the following options (in your home ; in another residence ; in a room, a store, a building, or a private space dedicated to the business), in what kind of locale is your business situated ? \ Le tiatia siawo me la: le gbɔwɔ; le nɔfe bubu me; le xɔngoe deka me, le nudzraɔfe alo xɔ si wotsɔ na dɔwɔfea: tefe kae miafe dɔwɔfe la le? / _ /

(Read out all the pertinent options.)

- 1 = Specific public space \ fiaha tefe toxe
- 2 = In a market \ le asime
- 3 = Car, truck, cart, or other mobile vehicle \ vu vi, vu gã, kekevi alo vu bubu fomevi
- 4 = On site with clients \ le nuflelawo gbo (SKIP TO SECTION 4, QUESTION 1)
- 5 = In your home \ le gbɔwɔ (SKIP TO SECTION 4, QUESTION 1)
- 6 = In another personal residence \ le nɔfe bubu me
- 7 = In a room, a store, a building, or a private space dedicated to the business \ le xɔngoe deka me, le nudzraɔfe alo xɔ si wotsɔ na dɔwɔfea
- 8 = No fixed location (street vendor, transportation of passengers or goods, etc.) \ tefe gobii manɔamesi (SKIP TO SECTION 4, QUESTION 1)
- 9 = Other type of location

a. **If another type of location, explain:** _____

3.6 Business location \ Dɔwɔfea fe dedefia

a. Neighborhood \ Kɔ me: **(Write down exactly what the person says.)**

b. **Neighborhood code :** / _ / _ /

- | | |
|--------------------------------|-----------------------------------|
| 1 = Agbalépédogan | 17 = KagniKopé |
| 2 = Agoé Assi yéyé | 18 = Klikamé |
| 3 = AgoéAtchanvé | 19 = Kégué |
| 4 = AgoéKossigan | 20 = Kodjoviakopé |
| 5 = Avénou | 21 = Nyekonakpoè |
| 6 = Adidogomé – Awatamé | 22 = Nukafu / Forever |
| 7 = Attiégon | 23 = Togo 2000 |
| 8 = Amoutiévé / Doulassamé | 24 = Totsi / Adjidoadin / Avedji |
| 9 = Baguida | 25 = TokoinHopital / Séminaire |
| 10 = Bè | 26 = Tokoin Lycée |
| 11 = Bé Kpota / DzifaKpota | 27 = Wonyomé |
| 12 = Dzagblé | 28 = Wuiti / Novissi |
| 13 = Didjolé | 30 = Grand marché / Dekon |
| 14 = Gbadago | 31 = Akodessewa / Port / Zoro Bar |
| 15 = Gbossimé/Adewui/Dogbéavou | 32 = Adakpamé / Kagomé |
| 16 = Hédzranawoé | 33 = Ablogamé |
| | 29 = Other |

- c. Street number or location in the market \ Xɔa fe xexlême (numéro) alo tefea fe nobale asia me :...../___/___/___/

(If the person does not know it, look to see whether you can verify it. If not, go on to the next question.)

- d. Number or name of the street \ Mɔfe ŋkɔ alo efe xexlême:...../___/___/___/

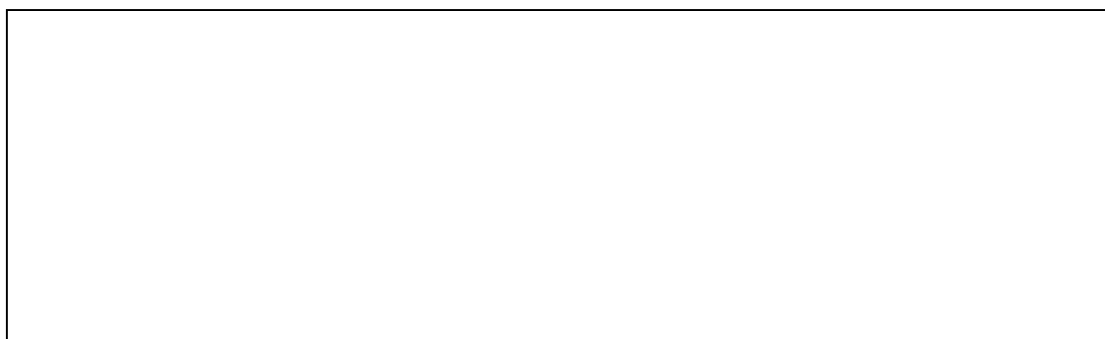
(If the person does not know it, look to see whether you can verify it. If not, go on to the next question.)

- e. The business is not far from \ Dɔwɔfea medidi tso afisia gbɔ o:

Verify that this is a well-known place.

- f. Directions to the business \ Mɔfiafia ne woade dzeɛi dɔwɔfea me ayi

(Draw a map if necessary.)



4. SECTION 4 : INFORMATION ON THE BUSINESS

4.1 What is the main industry that your company is engaged in ? By main industry, I mean the business sector that brings in the most revenue. \ Dowona toxɛ kae le dowofea si ? Wowona de sia de fe toxɛnyenye, miagblo be nudzadzra si hea gakpokpo gede vanae.

- a. **Write down exactly what the person says** _____
- b. **Enter the industry code using the options in the supporting materials.....**/__/__/

4.2 Does your company conduct business in another industry ? \ de wò dowofea gawoa do bubua ? /__/

- 1 = Yes
- 2 = No (**SKIP TO QUESTION 4.4**)

4.3 What is the second most important business sector for the company? \ Ekae nye dowona evelia si le vevie wu le dowofea?

- a. **Write down exactly what the person says** _____
- b. **Enter the industry code using the options in the supporting materials**/__/__/

4.4 How many people work for your company, not including yourself ? Include family members who work for the company, unpaid workers, temporary workers, apprentices, managers, and owners who work for the company. \ Ame nenie woa do le dowofea, wò nuto manomee ? Natsɔ wò fometo siwo le do wom le dowofe ade me, dowola siwo mexoa fetu o, yeyiyi me dowola, dosrolawo, dodzikpolawo kple do 'feto siwo woa do le dowofea, wò nuto manomee. Na ame siwo woa do le dowofea la fe nkowo nam /__/__/

IF 4.4 = 0, SKIP TO QUESTION 4.5

- a. How many are paid for their work, how many only receive allowances for transportation or subsistence, and how many do not receive any remuneration? / Nenie xoa fetu, nenie xoa vuɔga alo nuɔga eye nenie mexoa ga adeke o ?
 - i. How many are paid for their work ? / Nenie xoa fetu ? /__/__/
 - ii. How many only receive a transportation or subsistence allowance ? / Nenie xoa vuɔga alo nuɔga ? /__/__/
 - iii. How many receive no remuneration ? / Nenie me xoa ga adeke o ? ... /__/__/

Verify that the total from 4.4ai to 4.4aiii is equal to 4.4.

- b. Of these, how many have a written contract with you, whether for work, for an internship, or for an apprenticeship ? / Le ame siawo dome, nenie wo fofose alo tutuɔoxoxo le nusɔsɔ~vɔ megbe fe agbalɛ kple mi ? /__/__/

Verify that 4.4b is less than or equal to 4.4.

- c. Out of all the people who work at your company, how many are women [If the interviewee is a woman, not including yourself] ? \ Le ame siawo dome, nyɔnu nenie ? /__/__/

Verify that 4.4c is less than or equal to 4.4.

- d. Out of all the people who work at your company, how many work as apprentices ? \ Le ame siawo dome, ame nenie le dɔwɔfea fe dɔfe sia dɔsrɔ̃vi ?/___/___/ **Verify that 4.4d is less than or equal to 4.4.**
- e. In the past six months, have you sent your employees for training, not counting your apprentices or interns? / Le yleti ade siwo va yi me, miedo miafe dɔwɔlawo de tutuɔɔxɔfe aɔe, esiwo me miafe dɔsrɔ̃viwo mele oa ?/___/
 1 = Yes
 2 = No
- f. In the past six months, have you yourself given training to your employees, not counting your apprentices or interns? / Le yleti ade siwo va yi me, de mia nuto miena tutuɔ aɔewo miafe dɔwɔlawo, esiwo me miafe dɔsrɔ̃viwo mele oa ?/___/
 1 = Yes
 2 = No
- g. In the past six months, how often have you evaluated your employees' performance ? / Le yleti ade siwo va yi me, zi nenie miedoa miafe dɔwɔlawo fe nunyawɔwo gomee ? **(Give the sheet to the persons who know how to read. Read out all the answers!!)**/___/
 1 = Never
 2 = About once a month
 3 = About once a week
 4 = Daily
- h. In the past six months, how often have you given feedback to your employees about their work ? / Le yleti ade siwo va yi me, zi nenie miedea nu me kple miafe dɔwɔlawo ku de wofe dɔ nu ? **(Give the sheet to the persons who know how to read. Read out all the answers !!)**/___/
 1 = Never
 2 = About once a month
 3 = About once a week
 4 = Daily

4.5 Now I am going to ask you several questions about a typical week for you. By typical week, I mean a week of ordinary activity, where things go as usual. How many days a week is your business open? / Azõmabia nya aɔewo mi heku de dɔwɔ kwasida deka nu : le dɔwɔ kwasida me, medi be magblo be alesi dɔa yinae kokoko le kwasida de sia de me ene ? nkeke neni dzie dɔwɔfea uua vɔ alo wɔa dɔ le kwasida me ?/___/

4.6 How many hours a day is your business open ? \ Gafofo nenie dɔwɔfea wɔa dɔ alo uua vɔ le dɔwɔfea ?/___/

Business identification number : _____

4.7 In a typical week, about how many hours do you personally work for your company ? Also include the time you spend purchasing merchandise or materials, doing production, serving or waiting for customers, or other activities of the company. / Le dɔwɔ kwasida ade me, ale si dɔa yinae kokoko, gafofo nenie mia nuto miewɔa dɔ le dɔwɔfea me ? Mitsɔ yeyi yi si me miflea nudzadzrawo, alo dɔwɔnuwo, awɔ dɔ, axɔ nuflelawo alo akpɔ mɔ na wo alo wɔa dɔ bubuwo le dɔwɔfea hã de eme /___/___/

Now I am going to ask you questions about the past six months. / Azɔ~mawɔ biabia na mi heku de yleti ade siwo va yi nu.

4.8 Did your business roll out new products or services in the past six months ? \ Wɔ adzɔa, dee wogahe nudzadzra alo dɔ bubu va yleti ade (6) siwo va yi la mea ?
..... /___/

1 = Yes
2 = No (**SKIP TO QUESTION 4.13**)
(-9) = Doesn't know (**SKIP TO QUESTION 4.13**)

4.9 How many new products or services did you introduce over the past six months ? / Nudzadzra alo dɔwɔna yeye nenie miehe va dɔwɔfea me le yleti ade siwo va yi la me?
..... /___/___/

4.10 Which is the main new product or service that you introduced in the past six months ? By main, I mean the one product or service among your new ones that contributed the most to your revenue. \ Nudzadzra yeye kae nede adzɔa (dɔwɔfea) me le yleti ade (6) siwo va yi la me ? Nudzadzra kae hea gakpokpɔ gede vae?

4.11 Was this new product or service \ Nu yeye sia siva, dee : /___/

a. (Read out all the answers !! Only one answer possible.)

- 1 = Invented by the company based on its own ideas \ Dɔwɔfea nutoe de de go kple efe susua
2 = Invented by the company but inspired by ideas seen elsewhere \ Dɔwɔfea nutoe de de go, vɔ la exɔ susu tso ame bubu gbɔ
3 = Purchased from a supplier \ Dɔwɔfea flee le nudzrɔla si
4 = Other

If other, explain: _____

4.12 Among the new products or services introduced in the past six months, are there any that were new to the neighborhood at the time you introduced them ? \ Le nudzadzra siwo nutido nẽwɔ le yleti ade (6) siwo va yi me la, de nu yeye mawo nye nu yeye na kɔa me, esi netsowo vae ? /___/

- 1 = Yes
2 = No

4.13 In the past six months, how many business ideas have you had, even if you didn't implement them? By business ideas, I mean ideas for new product or service lines, new companies, or meaningful improvements to your company. / Le yleti ade siwo va yi me, adzo fe susu vovovo nenie miede, nenybe womekpo eme vava o ha? To adzo fe susu vovovowo me, medi be magblo nudzadzra alo downa yeyewo fe susude, alo downfe yeyewo, alo asitotro vevie le downfea me...../ / / / /

IF 4.13=0, SKIP TO QUESTION 4.15.

a. Could you please describe to me in detail the most innovative idea that you had? / de miate nu ade nu me nam tsitotsito tso adzo susu yeye si miede la gutia?

b. What really differentiates this idea from what is usually done on the market? / Nu kae de vovototo adzo susu sia kple esi wom wole fifia la dome?

4.14 I'd like to verify with you that I wrote your answers down correctly. **For questions 4.13a to 4.13b, read back the answers EXACTLY and verify that they are coherent, complete, and readable, and that they properly convey the idea of the interviewee.** / Medi vevie be mawo numetoto kple mi ade dzeii nyuie be menlo miafe nudodowo nyuie.

Business identification number : _____

4.15 In the past six months, what changes have you made within your company ? By change, I mean all modifications, even small ones, that you have made to improve your business. \ Le yleti ade siwo va yi me, totro kawoe miewo le miafe dowofea ? Medi be magblo, totro vovovo siwo katã miehe va dowofea, alekeke wole sue hã hena miafe dowofea fe nyonyo.

List all the changes that the entrepreneur mentions, one change per number. If the person stops talking or says he or she didn't make any, ask :

« Think one more time. In the past six months have you introduced a[nother] change, even a minor one, to improve your business ? »

If the person repeats that there weren't any changes, or any more changes, go on to the next question.

1	_____

2	_____

3	_____

4	_____

5	_____

6	_____

7	_____

8	_____

9

10

a. **Confirm : The person made at least one change** / ☐ /

1 = Yes

2 = No **(SKIP TO QUESTION 4.16)**

b. For what change did you assume the most active role ? By active, I mean the change that you were the most involved with or that you put in the most effort into personally. / Totro ka me mie bi le wú ? Medi be magblo totro si me mia nuto miewo do le wú ? (nutilā kple susuḍedewo me)

The questions that follow are going to be about this change that you just mentioned. / Bibia siwo gbona aku de totro si dzi mieto asii la.

It is important to have as detailed a description as possible for the following questions.

c. What did you do exactly and how did you arrive at implementing this change ? Please explain every detail and every step to me. / Nu ka tututu miewo eye aleke miedo totro sia anyii ? Miwo numedede nam ku de de sia de kple efe dofewo nu.

Business identification number : _____

d. Did someone tell you to do it, or was it your own idea? / **de ame aḍe wo susu sia alo mia ḡuto fe susu wonyea ?**

If someone told you to do it, who was it ? / Ne ame aḍe ḡblo be miawɔɛ, ame kae?

If it was your own idea, how did you come up with the idea ? / Nenye be mia ḡuto fe susue, aleke miewo susu siae ?

e. Have your competitors also introduced this change ? / **de nudzrala bubuwo hã wo totro ...**
/ ____/

1 = Yes

2 = No (**SKIP TO QUESTION 4.15j**)

(-9) = Doesn't know (**SKIP TO QUESTION 4.15j**)

f. Did your competitors introduce this change before you did ? / **nudzrala bubuwo he totro sia va do ḡḡo na mia ?**..... / ____/

1 = Yes

2 = No (**SKIP TO QUESTION 4.15h**)

(-9) = Doesn't know

g. What was the difference between the change that you introduced and what your competitor(s) did ?
/ **Nu kae nye vovototo le totro si mie he va miafe dɔwɔfea kple nudzrala bubu to dome ?**

SKIP TO QUESTION 4.15i

h. What did you do when your competitor copied your idea? / **Nu kae miewo esime nudzrala bubu wo miafe susu ḡu do ?**

i. I'd like to verify with you that I wrote down your answers correctly. ***For questions 15 to 15h, read back the answers EXACTLY and verify that they are coherent, complete, and readable, and that they properly convey the idea of the interviewee.*** / **Medi vevie be mawo numetoto kple mi ade dzesii nyuie be meḡlo miafe ḡudodowo nyuie.**

4.16 Now I am going to ask you questions about how often you do certain things for your business. /
 Azo~mawo biabia na mi ku de zi alesi miewo nanewo le miafe dowofea me nu.
 (Give the sheet to the respondents who know how to read.)

Please tell me whether you do each of these activities 1 : Never, 2 : About once a month, 3 : About once a week, 4 : Daily. You could also respond by giving just the number that corresponds to your answer. /
 Mido nya nu ne miewo nu sia dometo ade ale : deka : gbede o, eve : abe zi deka ene le yleti me, eto~ : abe zi deka ene le kwasida me, ene : gbesiagbe

REPEAT « IN THE PAST SIX MONTHS, HOW OFTEN » BEFORE READING EACH LINE.

N°	In the past six months, how often : Le yleti ade siwo va yi me dee, alekee nudzadzra nœ :	Never \ Gbede o	About once a month \ Abe zi deka ene le yleti me	About once a week \ Abe zi deka ene le kwasida me	Daily \ Gbe sia gbe
A	have you visited one of your competitors in order to become familiar with their products ? \ Tsadiqi (nkutsatsa) le nudzrala bubuwo gbo ne nake de nu siwo dzram wolea nu ?	1	2	3	4
AA	have you visited one of your competitors to learn the competitor's prices ? \ Tsadiqi (nkutsatsa) le nudzrala bubuwo gbo ne nake de ho nenie wole edzram nu ?	1	2	3	4
B	have you asked your customers whether there are products or services that they wish you would offer ? \ Dee nebina nugome wo nuflelawo ku de nu siwo wodina le nudzadzrawo kple downawo nu le dowofea nutia	1	2	3	4
C	have you assessed whether there's a need or a demand for your product or service on the market ? \ Dee nedoa nugome ku de hiãhiã le nudzadzra nuti le dowofea nu alo le asia me nua?	1	2	3	4
D	have you sought out new markets ? \ Dee nedia asitsafe monu bubua	1	2	3	4
E	have you offered promotions to attract customers ? \ Dee neqidiina nudzadzrawo fe asi dzi hena asiyooya?	1	2	3	4
F	have you identified new potential customers, suppliers, or competitors ? \ Dee nêdea dzesi nuflela yeye bubuwo, ame siwo si neflea nu le kple nudzrala bubu siwo ate nu ava emea?	1	2	3	4
G	have you negotiated with suppliers to get a better price ? \ Dee nêvliã nuflega kple ame si gbo neflea nu le hena asitotro le nuflega nua	1	2	3	4
H	have you compared your suppliers' prices or product quality with those of other suppliers ? \ Dee nêsoã wo nudzadzrawo fe asi alo wofe nyonyo le nuflelawo gbo kple ame bubwo toa ?	1	2	3	4
I	have you run out of stock or inputs ? \ Dee nêqoa kuxi le nufledadi alo nunoamesiwo fe mademade nutia ?	1	2	3	4
J	have you made an inventory of your stock ? \ Dee nêwoã akonta le wo nufledadiwo nutia ?	1	2	3	4

Instructions for the interviewer appear in bold italics.

Business identification number : _____

N°	In the past six months, how often : Le yleti ade siwo va yi me dee, alekee nudzadzra noe :	Never \ Gbede o	About once a month \ Abe zi deka ene le yleti me	About once a week \ Abe zi deka ene le kwasida me	Daily \ Gbe sia gbe
K	have you analyzed whether the sales of your major products or services have increased, decreased, or stayed the same ? \ Dee nèkua nu me ku fe wò nudzadzrawo veviwo n̄uti n̄enye ga yi dzi, alo eqidi alo asitotro meva enu oa ?	1	2	3	4
L	have you analyzed your company's performance in order to identify ways to improve performance ? \ Dee n̄lea n̄ku de totro si vaa eme le downawo me le downfeawo nu ne nade dze ale si natro asi le enutia ?	1	2	3	4
M	have you discussed your business ideas with friends, family, consultants, or other entrepreneurs ? \ dee n̄dzroa nu me kple xolowòwo, fometo, doanutinubulawo alo doanutinunyalawo ku de susu si le asiwò na doa fe nyonyo n̄tia ?	1	2	3	4
N	have you sought additional capital for your company ? \ dee n̄dia ga monu bubu hena downfeawo ?	1	2	3	4
O	have you consulted the internet, magazines, newspapers, or books in order to learn about new developments in your industry ? \ dee n̄yia internet dzi, alo kpoo nyadzodzo 'gbal̄ewo alo agbal̄e bubuwo me hena keke de nu yeyewo nu hena downfeawo ?	1	2	3	4
P	have you talked with other entrepreneurs in your industry about production techniques, suppliers, or new developments in your market ? \ dee n̄doawo dze (foa nu) kple doanutinunyalawo bubuwo ku de downfeawo nu le adanu yeyewo n̄uti na asimetowo kple ame siwo si n̄flea nu lea ?	1	2	3	4
Q	have you actively sought new techniques for production, marketing, or administration ? \ dee didi vevi le asiwò ku fe nu yeyewo d̄uti, marketing alo downfeawo fe kpokplo n̄tia	1	2	3	4
R	have you changed the way your products and services are presented to make them more attractive ? \ Mie troa asi le miafe nudzadzrawo alo downowowo nu be woanyakpoo alebe nuflelawo nagatede mianu tso wua ?	1	2	3	4
S	have you asked your customers whether they are satisfied with your products or services ? \ Mie woa biabia ade dzeii be miafe nudzadzrawo alo downowowo dzea dzi na nuflelawo ?	1	2	3	4

We have finished the questions about the frequency of certain activities. **(Take back the sheet.)**

4.17 In the past six months, have you calculated your production costs or the cost for service delivery?
 /Le yleti ade siwo va yi me, miewo akonta ku de miafe nu siwo katã miezã alo do siwo katã miewo la nua ?/___/

(Production cost : What you spent to manufacture your product, not counting the machinery, equipment, or work tools. Cost for service delivery : What you spent to be able to provide this service.

/gasiwozã na dɔfewo le dɔwofeame)

1 = Yes

2 = No

4.18 In the past six months, have you calculated your earnings or your losses ? /Le yleti ade siwo va yi me, miewo miafe nukpodedziwo alo fequduwo fe akontawoa ?/___/

1 = Yes

2 = No

4.19 What product or service contributes the most to your earnings ? /Nudzadzra alo dowona kae he miafe videwo de ngo wu ?

a. **Confirm : The person knew after less than one minute the product or service that contributed the most to that person's earnings :/___/**

1 = Yes

2 = No

4.20 Do you set sales goals for your company ? \ dee taɔɔdzinu le asiwo le nudzadzra me na dɔwofea ?/___/

1 = Yes

2 = No **(SKIP TO QUESTION 4.22)**

4.21 How frequently do you compare your actual sales to the goals set ? \ dodo kamee nẽwɔa numekuku tso nudzadzrawo kple taɔɔdzinu si le asiwo fifi le dɔa wɔwɔ me nu?...../___/

(Read out all the answers!! Give the respondent the sheet.)

1 = Never

2 = About once a month

3 = About once a week

4 = Daily

4.22 In the past six months, have you asked clients who don't come into your business anymore why they stopped coming ? /Le yleti ade siwo va yi me, de miebia nuflela siwo megale vavam o la nu si ta womegale miafe dɔwofea me vam oa ?/___/

1 = Yes

2 = No

3 = There aren't any customers who no longer come into the business.

Business identification number : _____

4.23 In the past six months, have you asked a supplier which products sell well in your business sector ?/ Le yleti ade siwo va yi me, de miewo biabia na nudzralawo tso nudzadzra si flem wole nyuie le miafe downa me nua ? /___/

1 = Yes

2 = No

(-6) = The supplier doesn't have any knowledge about my sector.

4.24 In the past six months, have you already used the following forms of advertising ? \ Le yleti ade siwo va yi me la, dee newo donutigbefade siawo ndoa ?

(Read each line!!)

N°	Form of advertising	Answer 1 = Yes // 2 = No
A	Written press \ Nyadzodzo 'gbalē	/___/
B	Radio ou television \ Didifenukpomo kple didifenusemo	/___/
C	Classified ads through a professional, economic, or religious organization \ Gbefade sue to downahabobo, gadimonuhabobo, subosubos habobo me	/___/
D	Fair \ Asifia nudzadzra	/___/
E	Posters, flyers, or business cards \ Gbefadetaflowo, dzesidedowofearu gbalēviwo, dzeside amedokui 'gbalēvi	/___/
F	Word of mouth \ Nufofo tso dowofea nu na ame ade si ha agbloa na ame bubu	/___/

a. In the past six months, have you used another type of advertising ? / Le yleti ade siwo va yi me, dee miewo boblododo bubu monu ade nu doa?...../___/

1 = Yes

2 = No

4.25 Do you keep a document in which you record accounting transactions such as inflows and outflows of money, inventory, or elements that allow you to compile the balance sheet for the company ? \ dee gakonta 'gbalēvi hena nkulēle kple dzesidede gazazāwo, akontametoto kple bubuawo, si akpe de downa nu le asiwoa ?/___/

1 = Yes

2 = No **(SKIP TO QUESTION 4.26)**

N°	Do you have a document exclusively for recording transactions for:	Answer 1 = Yes // 2 = No (a)
1	Purchase of goods or inputs Nu siwo li /alo nu siwo woagbugbo dzra fefle	/___/
2	Sales of products or services Downawo dzadzra	/___/
3	Funds (inflow and outflow of money) Afemegadaka (ga si va eme - gazazā)	/___/
4	Inventory \ akontametoto	/___/

- a. Could you please show me these documents ? \ Meḡe kuku, nate ɲu atso agbalē siawo fiam mahā ?

Was the respondent able to show them to you ?...../___/

1 = Yes

2 = No

- 4.26 Does your company have a written budget ? \ deē wò dɔwɔfea ɲlo gakaka ɲuti dɔḡo da dia ?

(Written budget : by this we mean a written document in which one projects the expenses and proceeds of the company, and the inflow and outflow of money.) /agbale~si me ga siwɔavaza~alo ga si awa dɔwɔfea me la le)

1 = Yes

2 = No **(SKIP TO QUESTION 4.27)**

(-9) = Doesn't know **(SKIP TO QUESTION 4.27)**

- a. Could you please show it to me ? \ Meḡe kuku, deē nate ɲu atsɔe afiam mahā?

Was the respondent able to show it to you ?...../___/

1 = Yes

2 = No

- b. Does your budget include the sum that you will need to spend each month for rent, electricity, maintenance for equipment, transportation, advertising, and other indirect costs for the company ? / deē miafe dɔwɔfea fe gakaka de dzesi ɣleti sia ɣleti fe dziḡeḡbenɲɛkadife, xɔfe, dɔwɔnuwo lele de te, vuḡḡo, boblododo kple zaza~bubuwo oa?...../___/

1 = Yes

2 = No

- c. Do you have a budget that indicates the costs that your company will face in the course of this year ? / deē miafe dɔwɔfea wɔ gakaka daḡi dɔḡo aḡe hena fe`blibo sia fe zazawo oa ? .../___/

1 = Yes

2 = No

- 4.27 Do you combine the money from your business with your own money or savings ? \ de nefoafu wò ga kple dɔwɔfea toa ?

1 = Yes

2 = No

- 4.28 Do you give receipts to your customers ? \ deē ne nana nuflegbalēvi nuflelawoa/___/

(Read out all the answers !!)

1 = Yes, systematically \ E, le dɔḡonu

2 = Yes, but not systematically \ E, menye le dɔḡonu

3 = Yes, for big purchases \ E, le nufefle le agbɔsɔsɔ me vɔ teti megbe

4 = Yes, if the customer asks for one \ E, menye be nuflela bia agbalēvia

5 = No \ 0

Business identification number : _____

4.29 Do you keep the receipts from the purchases you make from suppliers? \ **dee netsona wò agblēvi de nufefle dzi gbelena de (dana de) nudzrala gboa ?** /___/

1 = Yes

2 = No **(SKIP TO QUESTION 4.30)**

(-6) = The suppliers don't offer any receipts. **(SKIP TO QUESTION 4.30)**

a. Could you please show them to me? \ **Mede kuku, dee nate nu atsɔe afiam mahã?**

Was the respondent able to show them to you ? /___/

1 = Yes

2 = No

4.30 Do you record all the purchases and sales for the company? / **dee mienloa dɔwɔfea fe nu siwo kata~mieflena kple nu siwo kata~miedzrana de agbale~ade mea?** /___/

1 = Yes

2 = No

4.31 **[If 4.25=2 AND 4.26=2 AND 4.30=2, skip to question 4.33]** Are you able to use your account books to know how much money your company has at any given time? / **dee miate nu awɔ miafe gakɔntagbalewò nudo alebe mianya yeawo kata~yi ga home si le dɔwɔfea sia?** /___/

1 = Yes

2 = No

4.32 If you wished to request a loan from a bank and the bank was asking for written proof that you would have enough money each month after having paid the company's expenses to make the loan payment, would your account books let you prove that to the bank? / **Ne miedi be miabia gadodo tso gadzraɔfe ade si, eye wodi be yeakpo kakadedzigbale~be yleti de sia de la, ga ate nu ano dɔwɔfea si nenye be exe enu fewo kata~vo, dee miafe gakɔntagbalewò ate nu na kakadedzi nenem gadzraɔfe hena ga si wodo la xexea?** /___/

1 = Yes

2 = No

(-9) = Doesn't know

4.33 In the ***past full month [name the month that applies]***, how much did you incur in expenses (in CFA francs) for the company in the following categories ? \ Le yleti susue me sia me la, ga home kae nezã le FCFA me, le dowofea me le nu siwo gbona ale la me ?

Write down « 0 » if the company did not incur any expenses in a category.

	Type of expense	Calculation <i>Optional</i>	Total in CFA francs
a	Purchase of inputs and/or goods for resale : \ Nudzadra alo nu siwo wɔatro wɔ gbugbo dzra :		
b	Payments for electricity, gas, water, coal : \ Latriki, gaz, tsi, aka fefle :		
c	Salaries or allowances paid to employees : \ Fetu kple adzo xexe na dɔwɔlawo:		
d	Loan payments : \ Gadodowo xexe :		
e	Payments for telephone service and internet usage : \ Kafotafe (Credit) kple internet		
f	Maintenance or upkeep for equipment or the building : \ Mɔɔɔɔwɔ alo dɔwɔfea fe xɔa dzadzraɔ :		
g	Transportation and travel : \ Mɔɔɔɔwɔ kple vuɔɔɔwɔ :		
h	Payments for rental equipment, machines, and tools : \ Mɔɔɔɔ vovovowo dada na fexexe :		
i	Rent for real estate, building, and land : \ Xɔ, anyigba dada		
j	Payment for market site(s) : <i>[If the business is not in a market, you could put « 0 » and go on to the next line.]</i> \ Tefe xɔxɔ le asime		
k	Taxes or duties : \ Amlɔkɔe alo tiketwo :		
L	Payments for incidentals or gifts to facilitate transactions : \ Tamea kple ga nana ɔe nanewo ta		
m	Other expenses (explain) : \ Gazazã bubuwo, neli la woade dzesii : _____ _____		

a. Fill in the following answer yourself. Do not ask the question. Were these totals provided with the help of written materials or from memory?/_/_/

- 1 = Written materials
- 2 = Memory

Business identification number : _____

4.34 What [was your revenue/were your profits] in [time period] ? \ Nu kawoe nye wò/miafe [nudzadzra /nukpodedziwo] le [yeyiyi me] ?

(Fill in line by line. If the person says that his/her profits were negative, write down the loss in parentheses with the symbol « - ».)

Read out the definitions of revenue and profits for line A !! Sales on credit are included in the sales.

Replace « the last full month » by the months that apply.

N°	Period \ yeyiyi me	Revenue in CFA francs (sales) \ Nudzadzra le ga FCFA me (1)			Profits in CFA francs (company revenue after having paid all current expenses and employee salaries, but before paying your own salary) \ Vide le FCFA me (Dowofea fe nukpodedzi, ne dowofea xe fe de sia de, dowlawo fe fetuwo, hafi woaxe wohã towò) (2)		
		Estimated minimum \ Asixoxo sueto (optional) (i)	Best estimate \ Asixoxo nyuito (ii)	Estimated maximum \ Asixoxo kokoto (optional) (iii)	Estimated minimum \ Asixoxo sueto (optional) (i)	Best estimate \ Asixoxo nyuito (ii)	Estimated maximum \ Asixoxo kokoto (optional) (iii)
A	Last week \ Kwasida si va yi						
B	The last full month \ yleti susoea le blibo me						
C	Two months ago \ yleti evee nye esi						

Check the total sales and the total profits. If the profits (column 2) are greater than the sales (column 1), verify the totals with the respondent.

a. Fill in the following answer yourself. Do not ask. Were these totals provided with the help of written materials or from memory ?/___/

1 = Written materials

2 = Memory

Instructions for the interviewer appear in bold italics.

- 4.35 What is your objective for monthly sales one year from now ? By objective, I mean a goal to achieve that you have set for yourself, not what you dream of having. / Ho nenie mieka na miafe nudzadzrawo yleti sia yleti le dowofea me le fe`deka megbe ? Taqodzinua enye be, nu si mietso susu tso be woava eme, menye esi miafe susu le dzodzrom o.

Please note down (-6) if the person doesn't know or doesn't have a goal.

	XOF
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- 4.36 What is your objective for monthly profits one year from now ? / Ho nenie nye vide siwo mieka be miakpo yleti sia yleti le dowofea me le fe`deka megbe ?

Please note down (-6) if the person doesn't know or doesn't have a goal.

	XOF
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- 4.37 What is your objective for monthly sales two years from now ? By objective, I mean a goal to achieve that you have set for yourself, not what you dream of having. / Ho nenie mieka na miafe nudzadzrawo yleti sia yleti le dowofea me le fe`eve megbe ? Taqodzinua enye be, nu si mietso susu tso be woava eme, menye esi miafe susu le dzodzrom o.

Please note down (-6) if the person doesn't know or doesn't have a goal.

	XOF
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- 4.38 What is your objective for monthly profits two years from now ? / Ho nenie nye vide siwo mieka be miakpo yleti sia yleti le dowofea me le fe`eve megbe ?

Please note down (-6) if the person doesn't know or doesn't have a goal.

	XOF
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- 4.39 What is your objective in terms of increasing or decreasing the number of employees you have one year from now ? By objective, I mean a goal to achieve that you have set for yourself, not what you would dream of having. / Taqodzinu kae le mia si na dowolawo fe dziqedzi alo dedekpoto le dowofea me tso fifia heyi fe`deka ? Taqodzinua enye be, nu si mietso susu tso be woava eme, menye esi miafe susu le dzodzrom o. / _/_/_/_/

Please note down (-6) if the person doesn't know or doesn't have a goal.

- 4.40 What is your objective in terms of increasing or decreasing your number of employees two years from now ? Taqodzinu kae le mia si na dowolawo fe dziqedzi alo dedekpoto le dowofea me tso fifia heyi fe`eve. / _/_/_/_/

Please note down (-6) if the person doesn't know or doesn't have a goal.

Business identification number : _____

4.41 Now I am going to talk to you about the tools, machines, lots of land, buildings, vehicles, and other assets of the company. This concerns the assets belonging to the company and not your personal assets. Fɪfɪa mabɪa mɪ nɪa kɪ dɛ mɔ dʒuwo mowo, anyɪgbawo, xɔwo, uwo kple nunaɲesi bubu siwo le dɔwɔfɛ nɪti. Dɔwɔfɛa fɛ nunaɲesiwoe eye menyɛ mia nɪto tɔwo o.

You can think of the amount that you will pay to replace these assets with others that are in a similar condition. \ Mɪatɛ nɪ abu ga homɛ sɪ mɪaxɛ lɛ nunaɲesi siawo fɛ lɪdɔdɔ ta kplɛ esiwo lɪ dɪ emawo.

(Fill in line by line.)

Assets \ Nunaɲesiwo	Number of [assets] that the company owns \ Dɔwɔfɛa fɛ nunaɲesiwo Put « 0 » if the company doesn't have any and skip to column 3. (1)	Approximate value in CFA francs in their current state \ Ga homɛ sɪ woaka naɛ lɛ yeyɪyɪ sɪa mɛ lɛ FCFA mɛ (2)	In the past 12 months, how much did your purchases of [asset] cost in CFA francs ? \ Le yɛletɪ wuɪɛvɛ siwo va yɪ mɛ la, ga homɛ nɛnɛ mɛzã lɛ nufɛflɛwo mɛ : (3)
A. Machines or equipment \ Mɔ alo nunaɲesiwo			
B. Other work tools \ Dɔwɔnu bubuwo			
Vehicles (car, motorcycle, bicycle, rickshaw, cart, etc.) C. \ Mɔ siwo taya lɛ gɔmɛ na (uu, dzoɲɛɲɛ, gasɔ, kɛkɛvɪ...)			
D. Furniture \ Xɔmɛnuwo			
Land, buildings, kiosks, or other facilities E. \ Anyɪgba, xɔtutuwo, fɪasɛwo alo nu bubuwo			
F. Other assets (not including stock): \ Nunaɲesi bubuwo (nufɛflɛ aɲɛwo gale nudzraɲɔfɛ mɛlɛ emɛ o) (explain)			

4.42 Do you have stock, such as goods to sell, manufacturing inputs, goods in course of production, and spare parts, that is currently kept at the business ? \ dɛɛ nufɛflɛ aɲɛwo gale nudzraɲɔfɛ abɛ nudzadzra, agblɛmɛnuɲuwo, nu siwo woava flɛ, mɔ, kɛkɛ alo uu nɪtinuwo siwo gale dɔwɔfɛa sɪa ?...../___/

1 = Yes **(SKIP TO QUESTION 4.43)**

2 = No **(If the company is in retail, continue ; otherwise, SKIP TO QUESTION 4.44.)**

a. You stated that you don't have any stock, but you are in the retail business. I am asking about the items that you could sell right now. Are you sure that you don't have any stock ? \ Mɪɛdɛɛ dzɛsɪ bɛ nufɛflɛ siwo lɛ nudzraɲɔfɛa dɛkɛ mɛlɪ o. Mabɪa bɛ nudzadzra siwo mɪadzra lɛ yeyɪyɪ sɪa mɛ dɛ ? dɛɛ mɪɛka dɛ edzɪ bɛ nanɛkɛ mɛlɛ nudzraɲɔfɛa oa ?

..... /___/ **(Do not read out the answers!!)**

1 = I'm sure of it. I don't have any stock. **(SKIP TO QUESTION 4.44)**

2 = I was mistaken. I do have stock.

4.43 What is the total value of all the stock that you have at the business in terms of sales price ?

\ Nu siwo le nudzradrofe la fe homee nye ka?

	XOF
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4.44 Do you pay yourself a regular fixed salary ? \ dee miexɔa fetu deka nkume yleti

sia yletia ?.../_/_/

1 = Yes

2 = No

4.45 I am now going to talk to you about the loans that were applied for and received for the company in the past 12 months. This is just about the loans related to the company's activity and not the loans requested for personal reasons.

Mabia wò be nađo nya siwo le tafloa me n̄uti ku de gadodo si nebia hexo na Dowofea. Menye gadodo na wò n̄uto wò zazã o.

(Fill in line by line.)

N°	Type of lender Gadodo fomevi si wònye	In the past 12 months, how many times did you request credit from [<i>type of lender</i>]? Le yleti wui eve siwo va yi me zi nenie nebia gadodo tso[]? (1)	In the past 12 months, how many times did you receive a loan from [<i>type of lender</i>]? Le yleti wui eve siwo va yi me zi nenie n̄exo gadodo tso[]? (2) (If a box is 0, skip to the next line.)	Of these loans, how many times did you receive one in 2015 ? Le gadodo siawo me, nenie miexo le fe`akpe eve kple wui ato lia me (2015)? (2i)	Amount of the last loan received Gadodo susoe si nexo fe home (3)	Balance remaining for the loans from [<i>type of lender</i>] Ho neni si suso tso gadodo siwo n̄exo n̄uti tso[] (Write « 0 » if nothing is left to pay) (4)
A	An individual lender / moneylender / gadziga Ame n̄uto fe gadodo / Gadzigadola (Gadziga)					
B	A microfinance institution Gadzradofesue fe nuđoanyi					
C	Your partner (husband, wife, domestic partner) Wò kpeden̄uto (n̄utsu alo nyonu)					
D	A family member or friend, not counting your domestic partner Fometo alo xolo to vovo na wò kpeden̄uto					
E	A commercial bank Adzododo Gadzradofe					
F	A tontine (not including microfinance institutions) \ So dzodzo (Le gadzradofesue fe nuđoanyi godo)					
G	National Fund for Inclusive Finance (FNFI)					

4.46 Do you have an account at a bank or a microfinance institution ? \ de gagbalēvi le asiwo le Gadzraḍofe alo Gadzraḍofesue Nuḍoanyia de mea ?...../___/

1 = Yes

2 = No **(SKIP TO QUESTION 4.47)**

a. Is the account in the company's name or your name, or do you have two accounts, one in the company's name and one in your personal name ? \ Agbalēvi sia de, de wòle dṵwṵfeā ṅko me alo le wò ṅuto wò ṅko me loo alo gagbalēvia evee li : deka na dṵwṵfeā eye evelia na ḍokuwḍa ?...../___/

1 = I have an account in the company's name

2 = I have an account in my personal name

3 = I have both an account in the company's name and one in my own name

4.47 If your company were facing an unexpected situation and you needed to borrow 50,000 CFA francs for your company within two weeks, would you be able to find a way to borrow that amount? \ Ne wò dṵwṵfeā ge de kuxi makpṵmṵna aḍe me eye nēhiā gadodo frā akpe blaato~(50.000) FCFA le kwasida eve me na dṵwṵfeā de, dee monukpṵkṵ le asiwò be nākpṵe adoa ?

...../___/

1 = Yes

2 = No **(SKIP TO QUESTION 4.49)**

4.48 If your company were facing an unexpected situation and you needed to borrow 150,000 CFA francs for your company within two weeks, would you be able to find a way to borrow that amount? \ Ne wò dṵwṵfeā ge de kuxi makpṵmṵna aḍe me eye nēhiā gadodo frā akpe alafa deka kple blaato~« alafa deka kple afā » (150.000) FCFA le kwasida eve me na dṵwṵfeā de, dee monukpṵkṵ le asiwò be nākpṵe adoa ?

...../___/

1 = Yes

2 = No

4.49 If your company were facing an unexpected situation and you needed to borrow money for your company within two weeks, what would be the maximum amount that you would be able to borrow? \ Ne wò dṵwṵfeā ge de kuxi makpṵmṵna aḍe me eye nēhiā gadodo na dṵwṵfeā le kwasida eve me de, ho nenie nate ṅu ado ?

	XOF
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Verify that the answer is consistent with 4.47 and 4.48.

4.50 In the past 12 months, have you received donations or gifts for your business, without preconditions, from your family, your friends, or other professional acquaintances ? \ dee miexo nunanawo se aḍeke manṵ ṅui do ṅḡo tso miafe fome, xolṵwò alo tso miafe dṵwṵwṵkadeḍe fe ame aḍewo ḡbo na miafe dṵwṵfeā ?/___/

1 = Yes

2 = No **(SKIP TO QUESTION 4.51)**

a. How much was the total amount of the donations or gifts received for your company in the past 12 month, in CFA francs ? / Nenie nye nunana siwo miexo fe home na miafe dṵwṵfeā le yleti wui eve siwo va yi la me ?

	XOF
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Business identification number : _____

4.51 Now I am going to ask you some questions about **the future** of your business. This concerns planning for the activities that you intend to undertake in the future and not what you do right now. For each of the following activities, whether you are already doing it or not, please tell me if you don't have plans, if you have started to plan, or if you have detailed plans. .

Mabia nyawo wò ku ò wò dɔwɔfɛa fɛ tsɔmɛ nɔti. Eku ò dɔwɔna siwo dɔwɔfɛa ava wò nɔ, eye menye le esiwo wɔm wòle fifia nɔti o. Le dɔwɔna siwo gɔna ale megbe la, nàgblo esiwo nɔ dɔdɔ mele o, esiwo nɔ nedze dɔdɔ wɔwɔ le alo dɔdɔ le desiadɛ nɔti vɔ xoxo. dɔdɔwɔ le asiwɔda ?

Read all of the possible answers. Give the sheet to the respondent.

N°	Do you have plans to: Dɔwɔna dɔdɔ le asiwɔ ku ò :	Possible answers		
		I have no plans. dɔdɔwɔ meli o	I have started planning. Medze dɔdɔw o wɔwɔ gɔmɛ	I have detailed plans. dɔdɔ si nɔti kɔ le asinye
A	Acquire additional capital for your company ? \ Adi gakpotsofe bubu na dɔwɔfɛa	1	2	3
B	Improve your company's marketing efforts, for example, with a promotion or advertising ? \ Boblododo le dɔwɔfɛa fɛ nudzadzra nɔti (marketing) le kpɔdɛnɔ me, asiyɔyɔ alo gbefãdɛdɛ nudzadzra la	1	2	3
C	Visit one of your competitors to become familiar with the products offered ? \ Tsadidi (ɲkutsatsa) le nudzrɛla bubuwo gɔ nɛ nàke ò nɔ siwo dzram wole nɔti	1	2	3

4.52 Out of ten companies in your industry the same size as yours, would yours be among the five most successful? \ Ku ò adzɔdɔwɔfɛ ewo siwo le abe wò dɔwɔfɛ ene la, nede dzesii be yetɔa le ɲɔdɛdɛ kpɔm le atɔ gbãtɔwɔ domea ? / _ /

1 = Yes

2 = No **(SKIP TO QUESTION 4.55)**

4.53 Out of ten companies in your industry the same size as yours, would yours be one of the top two most successful ones? \ Ku ò adzɔdɔwɔfɛ ewo siwo le abe wò dɔwɔfɛ ene la, nede dzesii be yetɔa le ɲɔdɛdɛ kpɔm le eve gbãtɔwɔ domea? / _ /

1 = Yes

2 = No **(SKIP TO QUESTION 4.55)**

4.54 Out of ten companies in your industry the same size as yours, would yours be the most successful company? \ Ku ò adzɔdɔwɔfɛ ewo siwo le abe wò dɔwɔfɛ ene la, nede dzesii be yetɔa le ɲɔdɛdɛ kpɔm wua ? / _ /

1 = Yes

2 = No

4.55 Do you meet with a group of entrepreneurs? / **dee miedoa go kple dotefedolawo le fufofo ade mea ?**/___/

1 = Yes

2 = No **(SKIP TO QUESTION 4.63)**

For the table, first fill out the first column. Then, fill it in line by line.

N	Group name/ fufofoa fe nko (a)	When did you start meeting with this group? ye ka yi miedze gododo sia gome kple fufofo sia ?		In the past 12 months, how often did you meet with this group? Zi nenie miewoa gododowo kple hatsotso sia ?		How many entrepreneurs come to these meetings normally, not including you? Dotefedola nenie vana gododo siawo me le dodoowo nu tovovo na miawo guto ? (f)	If the person started meeting with the group before January 2013, go on to the following line. Was the group founded by the participants in PADSP's training program? / Ame siwo kpo gome le PADSP fe tutufoa mee do fufofo sia anyia ? 1 = Yes 2 = No (g)
		Month Write (-9) if the person can't remember the month. (b)	Year (c)	Number of times (d)	Unit 1 = Week 2 = Month 3 = Year (e)		
1							
2							
3							
4							
5							

Instructions for the interviewer appear in bold italics.

Business identification number : _____

4.56 In the past 12 months, have you received money in the form of loans or gifts for your business or for a business project from one of these groups or from one of the members of the groups that you belong to? / Le yleti wui eve siwo va yi me, dee miexo gadodo alo ganana ade le miafe dowafoa fe nko me alo le dowafoa ade dodo anyi me to fufofo siwo me miele dometo ade alo tso ame ade si le fufofo siwo me mielea ? /__/

1 = Yes

2 = No

4.57 In the past 12 months, have you found new suppliers through one of these groups or through one of the members of the groups that you belong to? / Le yleti wui eve siwo va yi me, dee miekpo nudzrala yeyewo to fufofo siwo me miele la dometo ade alo to ame ade le fufofo siwo me miele la dometo ade dzia ? /__/

1 = Yes

2 = No

4.58 In the past 12 months, have you found new clients through one of these groups or through one of the members of the groups that you belong to? / Le yleti wui eve siwo va yi me, dee miekpo nuflela yeyewo to fufofo siwo me miele la dometo ade dzia ? /__/

1 = Yes

2 = No

4.59 In the past 12 months, have you shared inputs, tools, equipment, or employees with one of these groups or with one of the members of the groups that you belong to? / Le yleti wui eve siwo va yi me, dee miema nu siwo gudo miewona le dowafoa, downuwo, moqaruwo alo dowlawo kple fufofowo dometo ade alo ame ade le fufofo siwo me miele la? /__/

1 = Yes

2 = No

4.60 In the past 12 months, have you purchased inputs or stock in bulk together with one of these groups or with one of the members of the groups that you belong to? / Le yleti wui eve siwo va yi me, dee miefle nu siwo gudo miewona le dowafoa alo nufefle siwo le nudzrafoa le agbo soso me kple fufofowo dometo ade alo ame ade le fufofo siwo me miele la? /__/

1 = Yes

2 = No

4.61 In the past 12 months, have you made changes to your business following ideas or support given to you by one of these groups or by one of the members of the groups that you belong to? / Le yleti wui eve siwo va yi me, dee miewo totrowo le miafe dowafoa to fufofo siwo me miele fe susudedewo alo kpekpedejuwo me alo to ame ade dzi le nenem fufofowo mea ? ... /__/

1 = Yes

2 = No **(SKIP TO QUESTION 4.63)**

4.62 What type(s) of changes have you made following the ideas or support given by the groups that you belong to? / Totro ka fomevi (wo) miewo to fufofo siwo me miele fe susudedewo alo fe kpekpedejuwo me ? **(Do not read out the answers! Multiple answers possible. Write « 1 » if « Yes » and « 2 » if « No »)**

a. Introduction of a new product or service /__/

b. Change in production process /__/

- c. Change in customer service or reception /___/
- d. Modification in the company's management or administration ... /___/
- e. New marketing strategy /___/
- f. Change in facilities /___/
- g. Other..... /___/ ***If other, explain :*** _____

4.63 Check **QUESTION 1.7a** : Entrepreneur's group /___/

1 = Group 1

2 = Group 2 (**SKIP TO QUESTION 4.73**)

3 = Group 3 (**SKIP TO SECTION 5 QUESTION 1**)

4.64 What is the biggest obstacle to your company's performance that you face in terms of the business environment, that is to say, the external constraints outside of your company ? \ **Le plus grand obstacle : moxenu gaŋo** ; Performance: ngodede ; Environnement des affaires: Nu vovovo siwo le adzoge na dwofoea eye woatenju kpo nuse~de dwofoea fe ngodede nu. /___/

Read out all the answers !!

1 = Infrastructure (electricity, water, telephone service, internet, transportation) \ **Dukoa fe nuzazawo (latrɪki, tsi, kafofo, internet, transport: vu alo tsi dzi alo yamevu mozozo)** (**SKIP TO QUESTION 4.65**)

2 = Government regulations \ **Dzɪduqua fe sededewo** (**SKIP TO QUESTION 4.67**)

3 = Financing conditions \ **dodo siwo dea mo na gadodo nyawo** (**SKIP TO QUESTION 4.70**)

4 = Labor market \ **Dwowa fe dodo** (**SKIP TO QUESTION 4.71**)

5 = Other constraints outside of your company \ **Adzoge moxenu bubu siwo me dea mo na dwofoea fe ngodede o** (**SKIP TO QUESTION 4.72**)

6 = (**Do not read out !!**) Spontaneous response

a. ***Provide the spontaneous response, if the person gives one (verify that the answer is very accurate) :***

(**SKIP TO SECTION 5, QUESTION 1**)

4.65 What aspect of infrastructure is the biggest obstacle to your company's performance ? \ **Quel aspect : Akpa kae** ; Infrastructure: **Dukoa fe nuzazawo** ; Le plus grand obstacle : **moxenu gaŋo** ; Performance: ngodede /___/

If the person doesn't answer spontaneously, read all the answers !!

1 = Electricity \ **latrɪki**

2 = Water \ **tsi**

3 = Telephone service \ **kafofo**

4 = Internet service

5 = Transportation \ **transport: vu alo tsi dzi alo yamevu mozozo**

6 = Other \ **Bubu siwo dzi woato asi gbɔa?**

a. ***If other, explain :*** _____

Business identification number : _____

4.66 In regard to **[choice made in 4.65]**, is it mainly an issue of : \ Par rapport à : Tso kude
(.....) nu dee wonye kuxe vevie tso; Principalement: Gobii; vevieto /___/

Read out all the answers !!

- 1 = Cost \ Ga nyawo (SKIP TO SECTION 5, QUESTION 1)
- 2 = Quality \ Nyonyo (SKIP TO SECTION 5, QUESTION 1)
- 3 = Access \ Monukpokpo alo gomekpokpo (SKIP TO SECTION 5, QUESTION 1)
- 4 = Other \ Bubu siwo dzi woato asi gbca?

a. **If other, explain :** _____
(SKIP TO SECTION 5, QUESTION 1)

4.67 What aspect of governmental regulation is the biggest obstacle to your company's performance ? \ Quel aspect : Akpa kae; Régulations gouvernementales : Dziɖuɖua fe sededewo; Le plus grand obstacle : mɔxenu gaɖo; Performance: ngɔdede /___/

Read out all the answers !!

- 1 = Access to land \ Gomekpokpo le anyigba nyawo me (SKIP TO SECTION 5, QUESTION 1)
- 2 = Taxes and duties paid to the Togolese Office of Revenue (OTR) \ Amlɔkɔe kple tanututu
- 3 = Other levies/duties \ Tanututu bubu
- 4 = Customs \ Deɖudzɔdzɔ fe sededewo
- 5 = Justice system \ Kodzɔdɔdɔ fe se kple dɔdowo
- 6 = Corruption \ Zañuɖuɖu (tamea) (SKIP TO QUESTION 4.69)
- 7 = Trade regulations outside of Togo \ Se kple dɔdɔ siwo kude ɖuta fe adzɔdɔdɔ nyawo nu (SKIP TO SECTION 5, QUESTION 1)
- 8 = Regulations concerning permits or licenses \ Dziɖuɖua fe se kple dɔdɔ siwo dea mɔ na adzo aɖewo alo dɔwɔwɔ aɖewo (SKIP TO SECTION 5, QUESTION 1)
- 9 = Other regulation \ Se dede bubu siwo dzi woato asi (vevie)

a. **If other, explain :** _____
(SKIP TO SECTION 5, QUESTION 1)

4.68 In regard to **[choice made in 4.67]**, is it mainly an issue of : Par rapport à : Tso kude
(.....) nu dee wonye kuxe vevie tso; Principalement: Gobii; vevieto /___/

Read out all the answers !!

- 1 = Cost \ Ga home (SKIP TO SECTION 5 QUESTION 1)
- 2 = Procedures \ Afɔdɔdɔ vovovowo (SKIP TO SECTION 5 QUESTION 1)
- 3 = The time it takes \ Game kaka na nane fe wɔwɔ (SKIP TO SECTION 5 QUESTION 1)
- 4 = Other \ Bubu siwo dzi woato asi gbca?

a. **If other, explain :** _____
(SKIP TO SECTION 5 QUESTION 1)

4.69 Is it mainly a problem of corruption with : \ Principalement: Gobii; vevieto ... /___/

Read out all the answers !!

- 1 = Taxes \ Amlɔkɔe (SKIP TO SECTION 5, QUESTION 1)
- 2 = Customs \ Deɖudzɔdzɔ fe sededewo (SKIP TO SECTION 5, QUESTION 1)
- 3 = The judicial system \ Kodzɔdɔdɔ fe se kple dɔdowo (SKIP TO SECTION 5, QUESTION 1)
- 4 = Police / Police station \ Kpovito / Gbadagbawo (SKIP TO SECTION 5, QUESTION 1)
- 5 = Other systems \ Dɔwɔfe bubuwo, siwo dzi woato asi

a. **If other, explain :** _____
(SKIP TO SECTION 5, QUESTION 1)

4.70 What aspect of financing conditions is the biggest obstacle to your company's performance ? \ **Quel aspect : Akpa kae ; Conditions de financement : dodo siwo dea mo na gadodo nyawo ; Le plus grand obstacle : moxenu gaṭo ; Performance: ngodede /__**

Read out all the answers !!

1 = Cost of financing \ **Ga home si woatsɔ wo nane (SKIP TO SECTION 5, QUESTION 1)**

2 = Conditions one has to fulfill to get access to financing \ **dodo vovovo siwo dea mo na gadodo nyawo**

(SKIP TO SECTION 5, QUESTION 1)

3 = Other conditions \ **Bubu siwo dzi woato asi gboɔ**

a. **If other, explain :** _____

(SKIP TO SECTION 5, QUESTION 1)

4.71 What aspect of the labor market is the biggest obstacle to your company's performance ? \ **Quel aspect : Akpa kae ; Marché du travail : Dowowo fe dɔdowo ; Le plus grand obstacle : moxenu gaṭo ; Performance: ngodede /__**

Read out all the answers !!

1 = Qualifications of the workers \ **Dowola siwo le dowofea alo siwo ava fe nutete kple nunyawowo (SKIP TO SECTION 5, QUESTION 1)**

2 = Workers' health problems \ **Kuxe siwo kuɖe dowolawo fe lameɖe nyawo nu (SKIP TO SECTION 5, QUESTION 1)**

3 = Labor regulations \ **dodo siwo dziɖuɖua do anyi na dowofewo alo dowolawo (SKIP TO SECTION 5, QUESTION 1)**

4 = Other aspect related to the labor market \ **Bubu siwo dzi woato asi gboɔ**

a. **If other, explain :** _____

(SKIP TO SECTION 5, QUESTION 1)

4.72 What aspect of these other outside constraints is the biggest obstacle to your company's performance ? \ **Quel aspect : Akpa kae ; Autres contraintes externes : Adzoge moxenu bubu siwo me dea mo na dowofea fe ngodede o ; Le plus grand obstacle : moxenu gaṭo ; Performance: ngodede /__**

Read out all the answers !!

1 = Lack of security (theft, piracy, banditry) \ **Dediemanomano (adzodadanu wowo de dowofewo nu) (SKIP TO SECTION 5, QUESTION 1)**

2 = Political instability \ **Dunyagbogblo fe titotitowo (SKIP TO SECTION 5, QUESTION 1)**

3 = Practices of the most dominant competitors on the market \ **Adzodola alodowofe siwo kpo nuse wu le asisasa alo dowowo nyawo me (SKIP TO SECTION 5, QUESTION 1)**

4 = Other external constraint \ **Bubu siwo dzi woato asi gboɔ**

a. **If other, explain :** _____

(SKIP TO SECTION 5, QUESTION 1)

4.73 Is your company registered with the Chamber of Commerce and Industry of Togo (CCIT) or the Business Formalities Center (CFE) ? \ **de wode dzesi (wonlo) wo dowofea de Adzodolawodowofe «Chambre de Commerce et de l'Industrie du Togo "CCIT"» 'gbalẽ me loo alo dzeside adzodolawo dowofe (Centre de Formalités des Entreprises "CFE") gboɔ ? /__**

1 = Yes **(SKIP TO SECTION 5 QUESTION 1)**

2 = No

Business identification number : _____

4.74 What is the main reason why your company is not registered with the CCIT or the CFE ?

..... / ☐ ☐ ☐ ☐

Do not read out the answers !! Only one answer.

1 = Never thought of it

2 = I don't know how to register

3 = I don't see any advantage in doing so

4 = I don't think it's necessary

5 = Fear of taxes

6 = Cost for processing

7 = Time it takes to process

8 = The complexity of the procedures

9 = Doesn't have the requisite items

10 = Other

a. ***If other, explain :*** _____

5 SECTION 5 : INFORMATION ABOUT YOU AND YOUR IDEAS

This brings us to the part of our survey that concerns you and your ideas. / Esiae akplo mi' yi numekuku sia fe dofe si ku de mi kple miafe susudedewo nu.

5.1 How many companies do you currently own or manage, not including this one? / Dowofe nenie mienye dotefedola alo dodzikpola na le fifi me esia manome ?/_/_/

(This only concerns enterprises that still exist. Co-owning and co-management are included.)

IF Q5.1=0, SKIP TO QUESTION 5.3.

5.2 In the last full month, what was the total of the profits for the companies that you currently own or manage, not including this one ? By profit, I mean the company's revenue, after having paid all the current expenses for the business and the employees' salaries, but before having paid you a salary. / yleti susoea le blibo me, nenie nye dowofe siwo mienye dotefedola alo dodzikpola na le fifi me esia manome fe nukpodedziwo ? Nukpodedzi siawo nye ga si suso le esime mie xe dowlawo fe fetuwo, eye miewo gazaza bubuwo hafi dotefedola ahe fe na edokui.

N ^o	Period yeyi me	Estimated minimum Asixoxo sueto (optional) (i)	Best estimate Asixoxo nyuito (ii)	Estimated maximum Asixoxo kokoto (optional) (iii)
A	The last full month yleti susoea le blibo me			

5.3 Apart from the business(es) that you own or manage, do you have other sources of revenue ? By other sources of revenue, I mean the money received for a paid job, farming, retirement pensions, and/or money received from an investment. / To vovo na dowofe si nenie dotefedola alo dodzikpola na, de gakpomonu bubuwo gale asi woaa ? To gakpomonu bubuwo dzi, medi magblo, dowlawofetu, agbledede alo gbodemefetu xoxo kpakple ga si do tso woaa dowlawo ade me..../_/_/

1 = Yes

2 = No **(SKIP TO QUESTION 5.4)**

N ^o	Period yeyi me	How much was your combined revenue from the paid job, farming, retirement pensions, and/or money received from an investment in [the last full month] ? / Ho nenie nye miafe dowlawofetu, agbledede alo gbodemefetu xoxo kpakple ga si do tso woaa dowlawo ade me.		
		Estimated minimum Asixoxo sueto (optional) (i)	Best estimate Asixoxo nyuito (ii)	Estimated maximum Asixoxo kokoto (optional) (iii)
A	The last full month yleti susoea le blibo me			

Business identification number : _____

5.4 Have you taken a modular course or a seminar in business administration, entrepreneurship, or continuing education in the past 12 months? \ dee nesro~nu tso gakɔntaqububu alo kpo gome le nusroʔakpekpe si fonu tso dɔwɔfedzikipokpo alo ame nuto fe dɔwɔfedoɔo alo asitotro le dɔ nuti kpoa ?

..... /_/_/

1 = Yes

2 = No **(SKIP TO QUESTION 5.8)**

5.5 When did you last take this kind of course or seminar ? \ yekayie nɛkpo gome le eme zi mamlɛa ?

a. Month \ yleti /_/_/

b. Year \ fɛ /_/_/_/_/

5.6 What are the main modules or skills that were elaborated on in the training courses or seminars in business administration, entrepreneurship, or continuing education ? \ Le wɔ nusro~me, nusroʔakpekpewo ku dɛ dɔwɔfedzikipokpo, ame nuto fe dɔwɔfe dɔɔo, asitotro le dɔ nuti fe dɔfe kawo dzie wotegbe dɔ wu ?

(Don't read out !! Multiple answers possible. Write « 1 » if the respondent mentions the topic and « 2 » if not.)

a. Accounting or financial management/_/_/

b. Marketing or customer relations/_/_/

c. Administration, purchasing, or logistics...../_/_/

d. Negotiation...../_/_/

e. Initiative or personal motivation/_/_/

f. Strategy or identifying business opportunities/_/_/

g. Drafting a business plan / searching for financing/_/_/

h. Succeeding in a market or in your industry/_/_/

i. Production techniques/_/_/

j. Other...../_/_/

If other, explain : _____

5.7 How much time in total did you spend taking these courses or seminars in management, entrepreneurship, or continuing education in the last 12 months ? \ yeyiyi nenie nɛwɔ le nusro~kple nusroʔakpekpe ku dɛ dɔwɔfedzikipokpo, ame nuto fe dɔwɔfe dɔɔo kple asitotro le dɔwɔfe nuti le yleti wui eve siwo va yi la me ?

a. Number:/_/_/

b. Unit : /_/_/

1 = hours

2 = days

3 = weeks

4 = months

5 = years

5.8 Check **Question 1.7:** The person participated in a PADSP training program...../_/_/

1 = Yes

2 = No **(SKIP TO QUESTION 5.10)**

5.9 Now I am going to ask you a question about your impressions of the classroom training offered by the PADSP. Please tell me if you : 1 : Strongly disagree, 2 : Disagree somewhat, 3 : Neither agree nor disagree, 4 : Agree somewhat or 5 : Strongly agree. / Azõmawõ biabia na mi ðe alesi miekpõ tutuðo si PADSP wõ le tutuðo xõme la nu: ðeka : Nyeme da asi ðe edzi kura o, eve : Nyeme lo~ðe edzi o, etõ: Nyemegbe hã o eye nyemelo~hã o, ene : Melo ðe edzi, ato~: Melo~ðe edzi vevie.

Nº	Statement	Strongly disagree	Disagree somewhat	Neither agree nor disagree	Agree somewhat	Strongly agree
A	I can put the training content to good use. Mate ñu wõ tutuðo sia fe nufiafia ñudo nyuie.	1	2	3	4	5

5.10 In your opinion, is it appropriate for a woman to work in one of the following trades ? \ Le wõ nukpokpõ nu ðe, ðee wõanyo be nyõnu nawõ ðo le ðowõfe siawõ mea ?
(Read out each line!!)

Nº	Trade	Acceptable for a woman 1 = Yes // 2 = No (1)
A	Mason \ Xõtula (Bikla)	/__/
B	Market vendor \ Asime nudzrala	/__/
C	Hairdresser \ ðafofo	/__/
D	Mechanic \ Gbededõ	/__/
E	Roadside food vendor \ Nuðuðudzrala le moto	/__/
F	Carpenter \ Nukpala (Kapita)	/__/

a. In your opinion, is it appropriate for a man to work in one of the following trades? \ Le wõ nukpokpõ nu ðe, ðee wõanyo be ñutsu nawõ ðo le ðowõfe siawõ mea ?
(Read out each line!!)

Nº	Trade	Acceptable for a man 1 = Yes // 2 = No (1)
A	Mason \ Xõtula (Bikla)	/__/
B	Market vendor \ Asime nudzrala	/__/
C	Hairdresser \ ðafofo	/__/
D	Mechanic \ Gbededõ	/__/
E	Roadside food vendor \ Nuðuðudzrala le moto	/__/
F	Carpenter \ Nukpala (Kapita)	/__/

5.11 Suppose that you have to open a new company and you have the choice between eight types of business. **Give the card with the table to the respondent.**

For each business, profit can vary according to whether the business has a good month or a bad month. The probability of each situation is 50%. The profit for each business in good and bad months is shown in the table below (meaning the amount you have left over after having paid all expenses and the salaries of employees, not including yours). If you had to invest in one of these business, which one would you choose ? \ Míatsõe be nele ðowõfe yeye nu um eye ðowõfe enyi

Instructions for the interviewer appear in bold italics.

Business identification number : _____

(8) vovovowoe wonye. Le dowofe de sia de me la, nukpokpowo to vovo tso wonbewo gbo nenybe be wodzra nu nyuie le yletia me alo womedzrae nyuie le yletia me o (yletime nudzadzra mede wo dzi o). Le ewowome (le gosia me) la woakpo bla ato~de alafa dzi (50%). Dowofe de sia de fe nukpokpo le yleti nyui alo yleti vo~me la le taflo (dzesidegbalē) si gbona ale la me. Egome enye be ga si suso le fetuwo xexe na dowolawo kple gazazāwo me le esime wò fetu mele eme o. Ne ava me be ana kpekpedeju la, kae nàtsɔ ?..... /

Company	Code	Profit in a bad month	Profit in a good month
Company 1	1	15,000 XOF	15,000 XOF
Company 2	2	13,500 XOF	28,500 XOF
Company 3	3	12,000 XOF	36,000 XOF
Company 4	4	10,500 XOF	37,500 XOF
Company 5	5	9,000 XOF	45,000 XOF
Company 6	6	6,000 XOF	48,000 XOF
Company 7	7	3,000 XOF	57,000 XOF
Company 8	8	0 XOF	60,000 XOF

5.12 Now I am going to present you with several statements that describe people's behavior in general in diverse situations. Please indicate how well each statement describes your behavior, by telling me for each of the following statements whether you 1: Strongly disagree, 2: Disagree somewhat, 3: Neither agree nor disagree, 4: Agree somewhat, or 5: Strongly agree. Your answers concern your character as you are most often and not as you wish to be in the future. You can answer by using the numbers. Fifia matsɔ nyagbɔgblo vovovo siwo dɛna amewo fe nonome fiana le nudzɔdzɔ gedewo me afia wò. Gblo nu si tututu dee fia le agbalēa dzi la, de nonome de sia de gome eye nàgblo nya ku de nyafokpe siawo ɲu nam ale, deka mèda asi de edzi kura o, alo eve meda asi de edzi o, etc~ neda asi de edzi alo ene meda asi de edzi o alo ato~ neda asi de edzi ɲuto. Miafe ɲudodo siawo ku de nu siwo mienye fifia eye menye nu si miedi be yewoava zu o.

(Give the card in French to the respondents who know how to read. Otherwise, give them the card with the images.)

N°	Statement	Strongly disagree \ Nyeme da asi de edzi kura o	Disagree somewhat \ Nyemelo~ de edzi o	Neither agree nor disagree \ Nyemegbe hã o eye nyemelo~hã o	Agree somewhat \ Melo~ de edzi	Strongly agree \ Melo de edzi vevie
A	It's exciting to find new solutions to people's needs. \ Enye dzidzɔdonu nam be madi ɲudodo yeyewo na amewo fe hiahiãwo.	1	2	3	4	5
B	I am motivated to find means to improve existing products or services on the market. \ Enyo le menye be madi monuwo na asitotro le nudzadzra alo dowona siwo li fifia ɲuti.	1	2	3	4	5

Instructions for the interviewer appear in bold italics.

N ^o	Statement	Strongly disagree \ Nyeme da asi de edzi kura o	Disagree somewhat \ Nyemelo de edzi o	Neither agree nor disagree \ Nyemegbe ha o eye nyemelo ha o	Agree somewhat \ Melo de edzi	Strongly agree \ Melo de edzi vevie
C	I like to look for new ideas for products or services to offer to customers. \ Madi eye madi adanu yeyewo ku de doa fe nyonyo nuti na nuflelawo doa dzidzo nam.	1	2	3	4	5
D	I'm excited about finding the right staff for my company. \ Mafofu dowola siwo dze na nye dowofea nye nu si doa dzidzo nam.	1	2	3	4	5
E	I'm excited about finding new opportunities in my area. \ Di monukpokpo yeyewo tso nye dzotsofe doa dzidzo nam.	1	2	3	4	5
F	I am really pleased when we hit or exceed sales targets. \ Mekpoa dzidzo nuto nenye be miafe tadodzinua zu wowo alo miekpo deme de nudzadzra fe tadodzinua dzi wu.	1	2	3	4	5
G	I'm excited about expanding my business by offering new products or services. \ Nye downa (dowodua) takeke ku de nu yeyewo dede dowofea me naa vivisesem (doa dzidzo nam).	1	2	3	4	5
H	It's stimulating to take a small business and make it grow. \ Awo Dowofe sue wozu Dowofe xo nko (Dowofe ga) nye nu si uaa ame.	1	2	3	4	5
I	It's exciting to grow the number and type of products and services that the company offers. \ Ana Dowofea nadzi de dzi kple nudzadzra yeyewo doa dzidzo nam.	1	2	3	4	5

Business identification number : _____

5.13 Now here's a little game. Please list all the possible uses for a tire. In other words, what could you do with a tire ? Think about uses that aren't typical or conventional as well. \n ȝlo nu siwo katã wotsona taya wonae. Le go bubu me nu kae wotsona taya wonae ? ȝe susu (bu tame) ku ȝe nu siwo wometsona taya wona edziedzi o kple esiwo mele ȝoȝome o ȝuti

(Allow the respondent to give you answers for three minutes. If the person finishes before the three minutes are up, encourage the person twice in a row to think of other ideas before going on to the next question. Don't ask the person to explain !

Write down one idea per line. Do not go over onto the next line ; the idea should fit on one line.)

- a. Idea 1 : _____
- b. Idea 2 : _____
- c. Idea 3 : _____
- d. Idea 4 : _____
- e. Idea 5 : _____
- f. Idea 6 : _____
- g. Idea 7 : _____
- h. Idea 8 : _____
- i. Idea 9 : _____
- j. Idea 10 : _____
- k. Idea 11 : _____
- l. Idea 12 : _____
- m. Idea 13 : _____
- n. Idea 14 : _____
- o. Idea 15 : _____

5.14 Now I am going to present you with several statements that describe people's behavior in general in a variety of situations. Please indicate how well each statement describes your behavior over the **past six months**, by telling me for each of the following statements whether you: 1 : Strongly disagree, 2 : Disagree somewhat, 3 : Neither agree nor disagree, 4 : Agree somewhat or 5 : Strongly agree. Your answers concern your character as you are most often and not as you wish to be in the future.

(Show the words to the respondents who know how to read and the images to the respondents who don't know how to read.)

Fifia matsɔ nyagbɔgblo vovovo siwo dena amewo fe nonome fiana le nudzɔdzɔ gedewo me afia wɔ. Gblo nu si tututu dee fia le agbalɛa dzi la, de nonome de sia fe gome le eye nɔgblo nya ku de nyafokpe siawo nu nam nenye be mieno nonome siawo dometo ade me yleti ade siwo va yi ale, deka mɛda asi de edzi kura o, alo eve meda asi de edzi o, eto~ neda asi de edzi alo ene meda asi de edzi o alo ato~ neda asi de edzi guto. Miafe nudodo siawo ku de nu siwo mienye fifia eye menye nu si miedi be yewoava zu o.

N°	In the past six months : / Le yleti ade siwo va yi me de ne :	Strongly disagree Nyeme da asi de edzi kura o	Disagree somewhat Nyemelo~ de	Neither agree nor disagree Nyemegbe hã o eye	Agree somewhat Melo~ de edzi	Strongly agree Melo~ de edzi vevie
A	As soon as a problem arises, I look for an immediate solution. \ Ne kuxi ade va la, media nudodo enumake.	1	2	3	4	5
B	I normally go beyond what is expected of me. \ Mewo do wu esiwo wobla tso asinye.	1	2	3	4	5
C	When I make a mistake, I get several ideas right away to correct it. \ Ne mewo vodada la, enumake susuwo vana nam ne edodo do.	1	2	3	4	5
D	Whenever I have the chance to be actively involved in something, I take it. \ Nenybe monukpokpo li be makpo gome blibo le dɔwona ade me la, meloña	1	2	3	4	5
E	If it's possible to correct a mistake, I normally know how to do it. \ Ne woate nu adzra vodada ade do la, menyae ale si tututu woawoe	1	2	3	4	5
F	I take the initiative immediately even when others don't. \ Mewo ngo na nuwɔnawo nenye be ame bubuwo mele ewom o.	1	2	3	4	5
G	I don't lose sight of my goal, even if I make mistakes. \ Nyemebuna nye taɔɔdzinu nenye be mewo vodada go hã o	1	2	3	4	5
H	I quickly use opportunities in order to reach my goals. \ Mewo monukpokpowo nuti do hena nye taɔɔdzinuwo kpokpo.	1	2	3	4	5
I	When I make a mistake at work, I correct it right away. \ Ne mewo vodada le dɔwofea la, medonae do enumake.	1	2	3	4	5
J	I actively tackle problems. \ Mewo kuxiwo nuti do wewie.	1	2	3	4	5

Instructions for the interviewer appear in bold italics.

Business identification number : _____

N°	In the past six months : / Le yleti ade siwo va yi me de ne :	Strongly disagree Nyeme da asi de edzi	Disagree somewhat Nyemelo de	Neither agree nor disagree Nyemegbe ha eye	Agree somewhat Melo de edzi	Strongly agree Melo de edzi vevie
K	If I can't avoid making mistakes, my strong point would be dealing with the error in a short time. \Ne nye mate nu gbe vodadawo wowo o la, nye nusēkpokpo fe edzie nye be maḍoedō kaba.	1	2	3	4	5
L	I have a gift for implementing ideas. \nutete le asinye le susudedewo me.	1	2	3	4	5

5.15 Picture for a moment the best possible life you could have. \De nugble yeyi yi vi aḍe le agbe nyuie si nana la nu. **(PAUSE)**

Now, picture for a moment the worst possible life you could have. \Fifia de nugble yeyi yi vi aḍe le agbe vlo si nate nu ana la nu, yi nugbledede dzi ku de agbe manyomanyo si nate nu ana nu. **(PAUSE)**

Show the card with the image of the ladders. Let's suppose that the bottom of the ladder represents the worst possible life that you can imagine, while the top of the ladder is the best possible life you can imagine. Ne mīetsōe be atsrōkpui la gome nye agbe vlo kekeake eye atsrōkpui la tame nye agbe nyui to wu.

For each question, move your finger quickly from bottom to top and back down on the image.

- Where on the ladder represents your current situation ? \Atsrōkpui fe dōfe kae nye wò nonome fifi to?/___/
- Where on the ladder represents your current financial situation ? \Atsrōkpui fe dōfe kae nye wò ganyawo gome nonome fifi to?/___/
- Where on the ladder represents your current professional situation ? \Atsrōkpui fe dōfe kae nye wò dōwōwōkadedewo gome nonome fifi to?/___/
- Where on the ladder represents your current family situation ? \Atsrōkpui fe dōfe kae nye wò fomenyawo gome fifia nonome fifi to?/___/
- Where on the ladder represents the situation where you would hope to be in a year? \Atsrōkpui fe dōfe kae de wò nonome si nedi be yeana le fè deka si gbana me ?/___/
- Where on the ladder represents the situation where you would hope to be in 10 years ? \Atsrōkpui fe dōfe kae de wò nonome si nedi be yeana le fè ewo si gbana me ?/___/

5.16 On a scale going from 1 to 5 with 1 = not confident at all, 2 = not really confident, 3 = neither confident nor lacking confidence, 4 = rather confident, 5 = very confident, what is your level of confidence in your ability to :

Le dɔfe sia tso 1 va se dɛ 5 esi me 1 = Nyemeka dɛ edzi kura o, 2 = nyemeka dɛ edzi tututu o, 3 = nyemenya ne meka dɛ edzi loo alo nyemeka dɛ edzi o, 4 = meka dɛ edzi, et 5 = meka dɛ edzi tututu, dɔfe kae le asiwò le kaka dɛ dɛ wò nɔtete nɔ :

(Read out all the answers !! Give the sheet to the respondent.)

N°	<i>What is your confidence level in your ability to :</i>	Not confident at all	Not really confident	Neither confident nor lacking in confidence	Rather confident	Very Confident
A	Found a company ? \ Dowofe dodo anyi ?	1	2	3	4	5
B	Spot business opportunities well ? \ nkuléle nyui dɛ dɔa fe monukpokpowo nɔ le dɔa me?	1	2	3	4	5
C	Ensure the business is marketed well ? \ nkuléle dɛ dowofe fe marketing nɔtia?	1	2	3	4	5
D	Set the prices of products or services well ? \ Asikaka nyui na nudzadzrawo dɛ dowofea fe nudzraga nɔ nyuie?	1	2	3	4	5
E	Negotiate well with other businessmen ? \ Fofose wowo kple adzodola bubuwoa?	1	2	3	4	5
F	Manage a team of personnel well ? \ Dowola siwo le dowofea kpokplo nyuiea ?	1	2	3	4	5
G	Manage a company well ? \ Dowofea kpokplo nyuiea ?	1	2	3	4	5
H	Write a good business plan ? \ Dowododo nyui nɔnlo hena efe ngodedea ?	1	2	3	4	5
I	Find capital financing when a business launches ? \ Gakpekpedenu kpokpo na dowofe gome dodo anyia ?	1	2	3	4	5

Business identification number : _____

5.17 For each statement, please tell me whether you : 1 : Strongly disagree, 2 : Disagree somewhat, 3 : Neither agree nor disagree, 4 : Agree somewhat, or 5 : Strongly agree. / **Deka mèda asi dè edzi kura o, alo eve meda asi dè edzi o, eto~ neda asi dè edzi alo ene meda asi dè edzi o alo ato~ neda asi dè edzi nuto.** (**Show the words to the respondents who know how to read ; otherwise, show the images.**)

Please tell me if you :	Strongly disagree	Disagree somewhat	Neither agree nor disagree	Agree somewhat	Strongly agree
A. I can decide the success of my company to a large extent. / Mate nu wo tiatia adodui le dɔwɔfea fe dzidzedze nyui nuti.	1	2	3	4	5
B. As an entrepreneur, I can decide how to do my work for myself. / Abe dɔtefedola ene la, mate nu wo tiatia le dokuinye si ku dè ale si mawɔ dɔae.	1	2	3	4	5
C. As an entrepreneur, I can plan my own work. / Abe dɔtefedola ene la, mate nu wo dɔdɔ na nye nuto nye dɔ.	1	2	3	4	5
D. As an entrepreneur, I can decide on the number of hours I work. / Abe dɔtefedola ene la, mate nu wo tiatia ku dè gafofo neni si mawɔ dɔ nuti.	1	2	3	4	5
E. I can decide what happens in my environment to a large extent. / Mate nu wo tiatia ku dè nu si le eme vam alo le dzɔdzɔm gobii le nye fli me nuti.	1	2	3	4	5
F. I can control my production quality or the quality of the services that I offer in my business. / Mate nu kpɔ nye nuwɔwɔ alo nye dɔwɔnawo fe nyonyo gbɔ nyuie le nye dɔwɔfea me.	1	2	3	4	5
G. I would prefer being told what to do to manage my business. I would make fewer errors. / Anyo wu be wɔagblo ale si makplo nye dɔwɔfea la nam. Ekem nye mava wo vodada sɔgbɔ o.	1	2	3	4	5
H. I can change my community with my business. / Mate nu tro nye fomea , nye afelikawo , nye dɔwɔwɔkadede me towo , nye habɔbɔ menɔlawo kple nye dɔwɔfea.	1	2	3	4	5
I. When others launch their own business, they take me as a model. / Ne ame bubuwo dɔ wofe dɔwɔfe anyi la, wotsɔam abe kpɔdeɲu ene.	1	2	3	4	5
J. I can choose the methods to use for managing my company. / Mate nu wo tiatia na monu siwo dzi wɔato akplo nye dɔwɔfea.	1	2	3	4	5
K. I can have my way of doing my work for the company vary. / Mate nu tro asi vovovo tso ale si mewɔa dɔ le nye dɔwɔfea me nuti.	1	2	3	4	5
L. I would like for a consultant to tell me how to do everything well for my company. / Madzro be aɖaɲununyala aɖe nagblo ale si mawɔ nuwo kata~nyuie le nye dɔwɔfea me la nam.	1	2	3	4	5

M. I need to think of too many things when I have to make a decision. /Mehia [~] be mawo susu le nu geḡe ḡuti nenyē be mawo tiatia aḡe.	1	2	3	4	5
N. It would be good if there were a consultant who could tell me exactly what to do. Then it would be the consultant's fault if something went wrong. Anyo ḡuto ne aḡaḡununyala aḡe nō anyi si ate ḡu gblo nu si tututu mawo la nam. Ekem vodada atso eya ma gbō ne nane meva le zo ḡem nyuie o.	1	2	3	4	5

5.18 Now listen to the following adjectives. For each of these adjectives, please tell me to what degree it describes how you felt in the given time period : 1 : Very little or not at all ; 2 : A little ; 3 : Moderately often ; 4 : A lot ; 5 : A great deal. / Azo mise nonomefianya / ḡkoḡonya siwo gbona. Le nonomefianya / ḡkoḡonya ḡe sia ḡe nu migblo ale si woḡe miafe seselelaḡe fia le ḡeyiḡi si magblo la nu : vi tukui aḡe alo ḡeke o ; vi aḡe ; eve dome nonome ; sogbo ; sogbo ḡuto.

(Read out all the answers !! Give the sheet to the respondent.)

These last two weeks , you would say you felt [ADJECTIVE] : Kwasida eve siwo va yi la me :	Very little or not at all vi tukui aḡe alo	A little vi aḡe	Moderately often eve dome nonome	A lot sogbo	A great deal sogbo ḡuto
A. Enthusiastic / ekpo dzidzo	1	2	3	4	5
B. Ashamed / ḡukpe lee	1	2	3	4	5
C. Nervous / edo dziku	1	2	3	4	5
D. Determined / eku kutri	1	2	3	4	5
E. Angry / ebi dzi sogbo	1	2	3	4	5
F. Strong / eseḡu	1	2	3	4	5

5.19

These last 12 months , you would say you felt [ADJECTIVE] : ḡleti wui eve siwo va yi la me.	Very little or not at all vi tukui aḡe alo	A little vi aḡe	Moderately often eve dome nonome	A lot sogbo	A great deal sogbo ḡuto
A. Enthusiastic / ekpo dzidzo	1	2	3	4	5
B. Ashamed / ḡukpe lee	1	2	3	4	5
C. Nervous / edo dziku	1	2	3	4	5
D. Determined / eku kutri	1	2	3	4	5
E. Angry / ebi dzi sogbo	1	2	3	4	5
F. Strong / eseḡu	1	2	3	4	5

Take back the sheet.

Instructions for the interviewer appear in bold italics.

Business identification number : _____

5.20 Now I am going to present you with several statements that may or may not apply to you. For example, do you see yourself as someone who does this or that ? For each statement, please tell me if you : 1 : Strongly disagree, 2 : Disagree somewhat, 3 : Neither agree nor disagree, 4 : Agree somewhat or 5 : Strongly agree. You can answer me by telling me the number. / **Azo matsɔ nyafɔkpe adewo fia mi siwo ate ɲu aso kple mi loo alo maso kple mi o. Le kpɔdeɲu me, deɛ miekpɔa mia dɔkui abe ame ade si woa esi alo ekemɛa?** (*Show the card with the words to the respondents who know how to read. Show the card with the images to the respondents who do not know how to read.*)

N°	I see myself as someone who... /Mekpɔa dɔkuinye abe ame ade si	Strongly disagree	Disagree somewhat	Neither agree nor disagree	Agree somewhat	Strongly agree
A	works thoroughly. /Woa dɔ kple dzitsinya nyuie	1	2	3	4	5
B	tends to criticize others. /dina be yeafo nu tso ame bubuwo fe nuwɔwɔ ɲu godoo	1	2	3	4	5
C	is depressed, has low morale. leá blanui, ame ade si dziɖelefo na	1	2	3	4	5
D	is creative, has lots of original ideas. /ɖea susu woa nu yeyewo, ɖea susu yeyewo de go esiwo ɲudo ame adeke mewo kpo o	1	2	3	4	5
E	is reserved. /medea efe susuwo de go o	1	2	3	4	5
F	is reliable in his/her work. /dzi woɖo kakadɛdzi dɔ le efe dɔwɔwɔ me	1	2	3	4	5
G	can be anxious. /ate ɲu xa nu	1	2	3	4	5
H	is ingenious. /woa adanɔ hena asitotro le nuwo ɲu	1	2	3	4	5
I	frets a lot. /tsakana sogbo	1	2	3	4	5
J	has a big imagination. /si monu gede le le susudede me	1	2	3	4	5
K	tends to be quiet. /noa abe ame si mefoa nu sogbo o ene	1	2	3	4	5
L	is sometimes disdainful, disparaging. /doa vlo ame/ de alome le ame ɲu	1	2	3	4	5
M	perseveres until a task is completed. /kua kutri va se de esime efe dɔwɔwɔ awu nu	1	2	3	4	5
N	is sometimes timid, inhibited. /mehayana le edokui me ye adewo yi de ame ɲu o	1	2	3	4	5
O	is an efficient worker. /woa dɔ nyuie	1	2	3	4	5
P	is sometimes impolite to others. /mebua ame ye adewo yi o	1	2	3	4	5
Q	makes plans and follows through. /woa dɔdɔwo, eye woléa ɲku de wo ɲu wokpɔa eme vava	1	2	3	4	5
R	worries easily. /tsia dzimaɖi kaba	1	2	3	4	5
S	loves to think and play around with ideas. /loã nu ɲu bubu eye woɖana susuwo kpo	1	2	3	4	5

N°	I see myself as someone who... /Mekpɔa ɔokuinye abe ame aɔe si	Strongly disagree	Disagree somewhat	Neither agree nor disagree	Agree somewhat	Strongly agree
T	seeks out others' stories. /dia nya na amewo	1	2	3	4	5

SECTION 6 : INFORMATION ON THE ENTREPRENEUR'S HOUSEHOLD

This brings us to the last part of our survey, which deals with your household. Esia kplo mi'va miáfe numekuku sia fe ɔofe mloeto si ku ɔe miafe fome nu.

6.1 How many people are in your household, including you ? \ Ame nenie le afewò me, kpe ɔe ɔokuwò nu ?/___/

If 6.1 =1, SKIP TO QUESTION 6.3.

(Household: a group of people who normally live and eat together. The household is an ensemble of people, related or not, sharing the same meals, recognizing the authority of one same individual called the "head of household," and in general having common resources and expenses. They most often live under the same roof, in the same courtyard, or the same lot of land.)

6.2 Now I am going to talk to you about the number of people in your household in different age and gender categories, including you. \ Màbia nya wò ku ɔe fometowo fe xexlême nɔti le fèxoxo, nɔtsu alo nyonu, wò nɔto hã nèle eme. **(Write « 0 » in the space if there aren't any. Fill in the table line by line.)**

N°	How many [males/females] are in your household... ?/ Ame xexlême nenie [nɔtsuwo/Nyonuwo] sie [fè] le fomea me ?	Males (1)	Females (2)
A	between 0 and 5 years old		
B	between 6 and 17 years old		
C	between 18 and 40 years old		
D	between 41 and 60 years old		
E	61 years old or older		

(Verify whether the sum of all the cells equals the total number of people in the household.)

6.3 Are you currently married in the sense of a traditional, civil, and/or religious marriage ? \ Nedesro le togbuikonu gomesese nu, le fiahawo to nua alo subosuboa ɔe to nua?/___/

1 = Yes

2 = No **(SKIP TO QUESTION 6.4)**

Business identification number : _____

a. How long have you been married ? / Tso ye ka yi miede sro~?

i. Month : /__/_/

ii. Year : /__/_/__/_/ **(SKIP TO QUESTION 6.6)**

(If the person has been married for more than five years (since before 2010) and doesn't remember the month, then you can put down (-9) : Doesn't know. If the person has been married for less than five years, we want to know the month.).

6.4 Are you divorced or widowed ? \ Mi gbe mia nono woyea alo esro~mu gbale o? ... /__/_/

1 = Divorced (If **6.1 =1**, **SKIP TO QUESTION 6.6.**)

2 = Widowed (If **6.1 =1**, **SKIP TO QUESTION 6.6.**)

3 = Neither divorced nor widowed (If **6.1 =1**, **SKIP TO QUESTION 6.6.**)

6.5 Are you currently in a domestic partnership ? By a domestic partnership, I mean a situation where you share a life as a couple based solely on the consent of the partners and in a long-term arrangement. \ **de nèle ahiävime fifia ? Magblo be sroḡbenono le miasi eye miewo fofose be yewoano anyi didia ?**...../___/

1 = Yes

2 = No **(SKIP TO QUESTION 6.6)**

a. How long have you been in this current relationship ? / **Tso ye ka yi miele kakade si me miele fifi la me ?**

i. Month : /___/

ii. Year : /___/___/

(If the person has been in the relationship for more than five years and doesn't remember the month, you can put down (-9). If not, we want to know the month.)

6.6 Now I am going to ask you questions about the durable goods that your household owns. You should not include the assets of your company. \ **Mabia nyawo wò ku de nuncamesi siwo doña siwo le miasi le fomea me. Megaxlê wò dowofea to de eme o.** **(Read out « + » between the assets !!)**

N°	ASSET	How many [assets] does your household own ? \ Nuncamesi siawo fomevi menie le fomea si?	N°	ASSET	How many [assets] does your household own ? \ Nuncamesi siawo fomevi menie le fomea si?
A	Car for personal use (not commercial) \ Wò nuto wò vu (menye atso tsa asi o)	/___/	H	Fan \ Yagbonu	/___/
B	Motorcycle or motorbike for personal use (not commercial) \ Mo alo dzokeke si nye wò nuto to (menye atso tsa asi o)	/___/	I	Satellite dish receiver	/___/
C	Refrigerator or freezer for personal use (not commercial) \ Nufamo (Réfrigérateur ou congélateur) si nye wò nuto to (menye atso tsa asi o)	/___/	J	Computer + printer + scanner \ Adaṇudemo kple edutinuwo	/___/
D	Oven or stove	/___/	K	Armchairs + couches \ Xome anyinɔzikpui	/___/
E	Coal iron \ Awuliga akato	/___/	L	Chair + tables \ Xomezikpui (Blengo) + Kplo	/___/
F	Electric iron \ Awuliga latrikito	/___/	M	Armoire + chest of drawers + dressing tables + sideboards \ Avodro + Nyonu fe dzadzrado nutinuwo	/___/
G	Television + Video Player (VCD or DVD) \ Didifenukpomo + Nuxlēmowo (Lecteur Vidéo+ VCD ou DVD)	/___/	N	Bed \ Abati	/___/

Business identification number : _____

6.7 Do you take care of children or dependent seniors ? \ **dee nèkpona deviwo alo ame tsitsiwo gboā ?**/___/

1 = Yes

2 = No **(SKIP TO QUESTION 6.8)**

a. How many hours a week do you spend on average taking care of children or dependent seniors ? \ **yeyi yi nenie nèwona le kwasida deka me kpōa viwòwo alo ametsitsiwo gbo ?** /___/___/ hours **VERIFY THAT 6.7a <= 168 hours.**

b. Of this time, how many hours do you spend taking care of children or dependent seniors at the same time that you are working at your business ? \ **Le yeyi yi sia me, gafofo nenie nèwona le viwòwo alo ametsitsi fe beléle nu le esime negale dōwom le wò guto wò dōwofe ?** /___/___/ hours **VERIFY THAT QUESTION 6.7b <= QUESTION 6.7a.**

6.8 Now I am going to ask you questions about decision-making in your household. Please tell me the main person responsible for making the following decisions. \ **Fifia mabia wò nya ku de miafe nyametsotso wōwō le miafe fome me. Yō ame si wā nyametsotso si siwo gbona ale. Amekae wā nyametsotso alo fofosewo ku de :**

For each line, read out : « Who makes the decisions related to » :

N°	Who makes the decisions related to : Mekae wā nyametsotso ku de :	The main person responsible for making decisions \ Ame gbāto si nye afeto le nyametsotso me (Do not read out the answers!!) 1 = Myself 2 = Spouse 3 = Me and my spouse 4 = My father 5 = My mother 6 = My spouse's father 7 = My spouse's mother 8 = My son 9 = My daughter 10 = My brother 11 = My sister 12 = Other, explain
A	The daily household expenses Fomea fe gazazā le nkeke deka me	/___/___/ If other, explain : _____
B	How to use your revenue Alekee nazā wò gākōkpō	/___/___/ If other, explain : _____
C	What to do in case of illness Alekee nāwō le dōléléyi	/___/___/ If other, explain : _____
D	CHECK IF THERE IS A CHILD IN THE HOUSEHOLD = q6.2 line B>Q : if yes, ask the questions ; otherwise, skip to E. Whether the children attend school or not Ne deviwo yina suku alo womeyina o	/___/___/ If other, explain : _____
E	If you work at your company or not Ne ewōa dō le wò dōwōFea alo mewōa dō o	/___/___/ If other, explain : _____

F	<p>CHECK q6.3=1 OR 6.5=1 : if yes, ask the question ; otherwise, skip to Question 6.9</p> <p>If you and your partner use any forms of contraception or not \Ne wò kple wò kpedeɖuto miezãna atike na moxexe na vi (modede de vi me)</p>	<p>/ _ / _ /</p> <p>If other, explain : _____</p>
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Business identification number : _____

6.9 [Even if you are not married], in your opinion, who should have the most influence over the following decisions in a couple – the husband, the wife, or both equally ? \ Le wò nukpokpo nu de, le sroḡḡefe me, amekae akpo nṣe de nyametsotso siwo gbona ale dzi ? sroḡutsu, sroḡyonu alo wo kple eve?

1 = The husband / sroḡutsu

2 = The wife / sroḡyonu

3 = Both should have the same influence / wo kple eve

(Read out all the answers !! Give the sheet to the respondent.)

a. Household purchases greater than 10,000 CFA francs \ Nufeflewo le fomeame wu frā akpe ewo (10.000 F) FCFA	/ <input type="checkbox"/> /
b. Daily household purchases \ Gbe sia gbe nufeflewo le fomea me	/ <input type="checkbox"/> /
c. The personal purchases of the wife \ Nyɔnua nuto fe nufeflewo	/ <input type="checkbox"/> /
d. Lending money \ Gadodowo na amewo	/ <input type="checkbox"/> /
e. Borrowing money \ Gadodowo	/ <input type="checkbox"/> /
f. The wife's choice of profession \ Nyɔnua fe tiatiawowo le efe dɔwona me	/ <input type="checkbox"/> /
g. Whether the wife works at home or outside the home \ Ne nyɔnua le dɔ wɔm le afea me alo le egodo	/ <input type="checkbox"/> /
h. The wife's work hours \ Nyɔnua fe dɔwɔyeyiwo	/ <input type="checkbox"/> /
i. The wife's participation in associations \ Nyɔnua fe vivili le habɔɔwo me	/ <input type="checkbox"/> /
j. Family planning (having children) dɔdɔwɔwo le vidzidzi nɔti (wɔadzi vi)	/ <input type="checkbox"/> /

6.10 **Confirm : The interviewee is a woman.....** / ☐ /

1 = Yes

2 = No (**SKIP TO QUESTION 6.13**)

6.11 On what condition can you do the following activities ? \ Nonome ka mee miano awo dɔ siwo gbona ale ?

(Read out all the answers !! Give the sheet to the respondent.)

1 = I can go alone without asking my husband or a male relative \ Nye nuto (nye deka) mate nɔ ayi gbemabia sroḡnye alo nɔtsu adeke si teḡe nɔnye (fometo) o

2 = I can go alone, but I need to have permission from my husband or a male relative \ Nye nuto (nye deka) mate nɔ ayi vɔ la maxo gbemabia tso sroḡnye alo nɔtsu fometo ade gbo

3 = I must be accompanied to go \ Ame ade akplɔm de asi hafi mayi

On what condition can you :	
a. Go to the market to make purchases / Ayi asime	/ <input type="checkbox"/> /
b. Go to the clinic for medical needs Ayi dɔyɔfe (koḡdzi) le dɔlɛnyawo me	/ <input type="checkbox"/> /
c. Visit relatives or friends in the neighborhood Aditsa yi fometo alo xɔlɔ~gbo le kɔa me	/ <input type="checkbox"/> /
d. Visit relatives or friends in another neighborhood in Lomé Aditsa yi fometo alo xɔlɔ~gbo le Lome fe kɔ bubu me	/ <input type="checkbox"/> /
e. Visit relatives or friends in another city Aditsa yi fometo alo xɔlɔ~gbo le du bubu me	/ <input type="checkbox"/> /

- 6.12 **Confirm : The woman is married or in a domestic partnership. /_/_/**
 1 = Answers to Questions 6.3 or 6.5 = « Yes » **(SKIP TO QUESTION 6.15)**
 2 = Answers to Questions 6.3 and 6.5 = « No » **(SKIP TO QUESTION 6.16)**
 3

- 6.13 **Confirm : The man is married or in a domestic partnership. /_/_/**
 1 = Answers to Questions 6.3 or 6.5 = « Yes »
 2 = Answers to Questions 6.3 and 6.5 = « No » **(SKIP TO QUESTION 6.16)**

6.14 On what condition can your wife/partner do the following activities ? \ Nonome ka mee srowõ nyonu ano awo do siwo gbona ale ?

(Read out all the answers !! Give the sheet to the respondent.)

- 1 = She can go alone without consulting me \ Eya deka ate nu ayi gbemabiae
 2 = She can go alone, but she must have my permission first \ Eya edeka ate nu ayi, vo la axo gbebiabia tso gbonye
 3 = She must be accompanied to go \ Ame ade akpløe do hafi wdayi

On what condition can your wife/partner:	
a. Go to the market to make purchases / Ayi asime	/_/_/
b. Go to the clinic for health needs Ayi doyofo (koñdzi) le dolényawo me	/_/_/
c. Visit relatives or friends in the neighborhood Aditsa yi fometo alo xolo~ gbo le kɔa me	/_/_/
d. Visit relatives or friends in another neighborhood in Lomé Aditsa yi fometo alo xolo~gbo le Lome Fe ko bubu me	/_/_/
e. Visit relatives or friends in another city Aditsa yi fometo alo xolo~gbo le du bubu me	/_/_/

6.15 What is your partner's main occupation ? / Le srowõnɔtsua de dɔwɔna vevieto enye ka ?...../_/_/_/

Do not read out the answers ! [Reminder : The main occupation is the activity which brings in the most revenue.]

- 1 = Paid employee
 2 = Head of a company / self-employed
 3 = Unpaid worker in a family business
 4 = Unpaid worker on a family farm
 5 = Unpaid worker in a different company
 6 = No occupation, looking for a salaried position **(SKIP TO QUESTION 6.16)**
 7 = No occupation, not looking for work **(SKIP TO QUESTION 6.16)**
 8 = Temporary or seasonal worker
 9 = Student, apprentice **(SKIP TO QUESTION 6.16)**
 10 = Retired **(SKIP TO QUESTION 6.16)**
 11 = Other ; explain : _____
- a. Approximatively how much was your partner's income for this occupation last month ? / Ho nenie do tso dɔwɔna sia me na le srowõnɔtsua ne woatsɔ nku tsoe ayo yleti si va yi la me ?

	XOF
--	-----

Write down (-9) if the person doesn't know. Write down (-8) if the person refuses to answer.
Instructions for the interviewer appear in bold italics.

7.1 This brings us to the end of our interview. Just to be sure that I wrote down your contact information correctly, could you please confirm your telephone numbers ? \ Míafe numekukuwo ase de afi sia. Ne maka de dzi be meɲlo miafe kafomo xexleme nyie la, mi gbugbo donu wo nam.

- Respondent's telephone number 1 /___/___/___/___/
- Respondent's telephone number 2 /___/___/___/___/
- Respondent's telephone number 3 /___/___/___/___/

VERIFY THAT THE NUMBERS ARE THE SAME AS IN SECTION 1, QUESTION 22.

Thank you very much for all the time you've given me !!! I hope you have a wonderful day ! / Akpe de yeɲiyi si miegble de mia ɲu ta !!! Mebia ɲkekea fe dzi dzedze nyuie na mi !

7.2 **Time the interview ended :** /___/___/___/___/

7.3 Prize won in the raffle/___/ (Write down « 8 » if it wasn't a winning ticket.)

- = T-Shirt
- = Pencil case
- = Key chain
- = Calculator
- = Pack of 12 color pencils
- = Pack of three notebooks
- = Pack of two ballpoint pens

7.4 Language used in the interview /___/

- = French
- = Ewe
- = Mix of Ewe and French
- = Other

a. **If other, explain :** _____

7.5 Interview conditions

		Not at all	For part of the interview	During several parts	For the entire interview
A	There was a lot of noise during the interview.	1	2	3	4
B	I think that the interviewee answered truthfully.	1	2	3	4
C	The interviewee did other things during the interview.	1	2	3	4
D	The interview took place under good conditions.	1	2	3	4
E	There were other people around the interviewee who listened in on the interview.	1	2	3	4

7.6 Comments on the interview conditions :

Instructions for the interviewer appear in bold italics.

Business identification number : _____

FOR THE SUPERVISOR		
Control date	Visa	Observations