

CONFIDENTIAL

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SERIAL NUMBER

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REPUBLIC OF MAURITIUS

CENTRAL STATISTICS OFFICE

Ministry of Economic Development, Financial Services and Corporate Affairs

2002 COLLECTION OF STATISTICS OF ECONOMIC ACTIVITIES

SMALL AND ITINERANT UNITS

MANUFACTURING, TRADE AND SERVICES SECTOR

REFERENCE MONTH ..... [ ][ ]

GEOGRAPHICAL DISTRICT ..... [ ][ ]

MUNICIPAL/VILLAGE COUNCIL AREA ..... [ ][ ]

URBAN/RURAL ..... [ ]

NSIC CODE ..... [ ][ ][ ][ ][ ]

NAME OF INTERVIEWER: ..... DATE SUBMITTED: .....
NAME OF SUPERVISOR: ..... DATE SUBMITTED: .....

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CHECKED BY: ..... VERIFIED BY: .....

PLEASE DO NOT WRITE IN BOXES

**1. CHARACTERISTICS OF ESTABLISHMENT**

- 1.1 Name of establishment .....
- 1.2 License holder name .....
- 1.3 Address .....
- .....
- .....
- 1.4 Activities of establishment
1. Main activity .....
2. Secondary activity .....
- 1.5 Location of work place (*circle appropriate code*)
- Within building:
- wholly residential ..... 1
- other ..... 2
- In the yard ..... 3
- Other (*specify*) ..... 4 } *skip*  
to 1.7
- 1.6 Floor area of premises ..... 

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- 1.7 Type of Ownership of establishment (*circle appropriate code*)
- Individual proprietor ..... 1
- Private partnership ..... 2
- Company ..... 3
- Cooperative ..... 4
- Non profit institution (e.g. NGO etc.) ..... 5
- Other (*specify*) ..... 6
- 1.8 Scheme under which establishment operates (*circle appropriate code*)
- Export Enterprise Certificate (EPZ) ..... 1
- Export Service Certificate (ESZ) ..... 2
- Small and Medium Enterprise Certificate (SME) ..... 3
- Strategic Local Enterprise Certificate ..... 4
- Pioneer Status Certificate ..... 5
- Management Services Certificate ..... 6
- Other scheme (*specify*) ..... 7
- None ..... 8

**2. EMPLOYMENT, HOURS OF WORK AND LABOUR COST  
FOR THE REPORTING MONTH**

**2.1 Employment and hours of work (including expatriates)**

Employment status	Number of persons engaged on last thursday of the month				Total hours worked during the month
	Full time		Part time <sup>1</sup>		
	M	F	M	F	
1. Employer					
2. Own account worker					
3. Employee including apprentice					
4. Unpaid family worker					
5. Other ( <i>specify</i> )					
<b>Total</b>					
<i>of whom expatriates</i>					

**2.2 Outworker (i.e. persons working for the establishment in own home with materials provided by the establishment)**

1. Number of outworkers ..... 

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2. Payments to outworkers .....Rs 

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**2.3 Wages, salaries and other benefits paid for the reporting month (excluding outworkers)**

	Rupees											
	Male				Female				Total			
1. Wages and salaries <sup>2</sup>												
2. Refund of travelling												
3. Payment in kind												
4. Employer's contribution to:												
(1) IVTB												
(2) NPF												
(3) other (e.g. NSF etc.)												
5. Training expenses:												
(1) overseas												
(2) local												
6. Other ( <i>specify</i> )												
<b>Total</b>												

<sup>1</sup> Persons working less than half of usual working hours

<sup>2</sup> Including overtime, bonus, etc.

**3. CONSUMPTION OF MATERIALS, FUEL AND SERVICES  
DURING THE REPORTING MONTH**

**3.1 Electricity and water consumed during reporting month at purchaser's price<sup>1</sup>**

Description	(Rupees)
1. Electricity	
2. Water	

**3.2 Fuel consumed during reporting month at purchaser's price<sup>1</sup> (Rupees)**

	Diesel	Gasoline	Other	Total
1. Fuel for plant and machinery				
2. Fuel for vehicles				
3. Fuel for other purposes				
Total				

**3.3 Materials consumed during reporting month at purchaser's price<sup>1</sup>  
(excluding electricity, water and fuel)**

Description of main materials	(Rupees)
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
Total	

<sup>1</sup> Purchaser's price includes customs duties, excise duties on imported goods but excludes deductible VAT

**3.4 Expenses on services at purchaser's price<sup>1</sup> (excluding IT related services)**

	(Rupees)					
1. Rental of premises						
2. Rental of machinery and equipment						
3. Postage, telephone, telex, fax, etc.						
4. Printing and stationery						
5. Hire of transport						
6. Repairs and maintenance						
7. Consultancy and management services						
8. Business services (accounting, advertising etc.)						
9. Warehousing and storage						
10. Security services						
11. Environment (waste disposal, pollution control, embellishment etc.)						
12. Research and development						
13. Payment for works subcontracted						
14. Other ( <i>specify</i> ) .....						

<sup>1</sup> Purchaser's price includes customs duties, excise duties on imported goods but excludes deductible VAT



## 5. INFORMATION TECHNOLOGY RELATED SERVICES

5.1 Number of computers in establishment .....

5.2 Number of persons working in the establishment having access to computer .....

(circle appropriate code)

5.3 Does establishment have: (1) email facilities Yes 1 No 2

(2) website Yes 1 No 2

5.4 Expenses for the reporting month on:

**Rupees**

(1) internet/email account .....

(2) maintenance/repairs of IT equipment .....

(3) training in IT .....

(4) consultancy services in IT .....

(5) leased/dedicated line .....

(6) other current expenses (*specify*) .....        
(*e.g. toner, cartridges etc.*)

5.5 Expenses for the **last twelve Months:**

**Rupees (000)**

(1) purchase of software .....        
(*including upgrades*)

(2) purchase of hardware .....        
(*including upgrades*)

(3) software development .....

(4) Other (*specify*) .....

## 6. OUTPUT

### 6.1 Value of goods produced at basic price<sup>1</sup>

Description	Unit	Quantity	(Rupees)
1. <input type="text"/> <input type="text"/> <input type="text"/>			<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
2. <input type="text"/> <input type="text"/> <input type="text"/>			<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
3. <input type="text"/> <input type="text"/> <input type="text"/>			<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Total			<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

<sup>1</sup> Basic price excludes VAT but includes subsidies

**6.2 Receipts from services<sup>1</sup> provided at basic price**

Description of services provided		(Rupees)
1.		
2.		
3.		
Total		

**6.3 Contract work ( Work done for others on their own materials)****Rupees**

1. Total receipts	
-------------------	--

**6.4 Trading activity(Gross margin)****Rupees**

1. Total purchases during the month	
2. Total sales during the month	
3. Cost of goods sold <i>(Imputed from information in diaries )</i>	
4. Gross margin (2) - (3)	

**7. OTHER RECEIPTS****7.1 Other receipts****Rupees**

1. Interests (on deposits, advances etc.)	
2. Insurance claims	
3. Dividends	
4. Refund from IVTB	
5. Receipts from abroad	
6. Other <i>(specify)</i>	
Total	

<sup>1</sup> Includes financial, professional, educational, amusement, repair and all other personal services.

## 8. GROSS FIXED CAPITAL FORMATION

### 8.1 Value of additions to and sales of, fixed assets during last twelve months (excluding IT and related products)

Description	Sales	Rs(000)	
		Total value	of which NEW <sup>1</sup>
1. Building			
2. Machinery and transport equipment			
(i) Transport equipment			
(ii) Other machinery and equipment			
3. Furniture and fittings			
4. Other ( <i>specify</i> )			
Total			

<sup>1</sup> include second hand imported (for items 2-4)

## 9. MISCELLANEOUS

9.1 Outstanding debt ..... Rs(000)  
  

9.2 Monthly debt repayment ..... Rupees  
  

Contact person(Mr/Miss/Mrs) .....

Telephone No .....

Status in business .....

## INTERVIEWER'S COMMENTS

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.....

## SUMMARY DATA

		Rs(000)
<b>A. GROSS OUTPUT</b>		<input type="text"/>
6.1	Value of goods produced	.....
6.2	Receipts from services provided	.....
6.3	Contract work	.....
6.4.4	Gross margin	.....
<b>B. INTERMEDIATE CONSUMPTION</b>		<input type="text"/>
2.2.2	Payment to outworkers	.....
2.3.5	Training expenses	.....
3.1	Electricity and Water consumed	.....
3.2	Fuel consumed	.....
3.3	Materials consumed	.....
3.4	Expenditure on services excluding IT related services	.....
5.4	Expenditure on IT services	.....
<b>C. VALUE ADDED (A-B)</b>		<input type="text"/>
<b>D. COMPENSATION OF EMPLOYEES (2.3 - 2.3.5)</b>		<input type="text"/>
<b>E. GROSS OPERATING SURPLUS (C - D)</b>		<input type="text"/>
<b>F. TOTAL VALUE OF ADDITIONS (5.5 + 8.1)</b>		<input type="text"/>
<i>of which new</i>		<input type="text"/>