

## Starting a Business – Economy

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Dear Contributor,

We would like to thank you for your cooperation with the *Doing Business* project. Your contribution and expertise are essential to the success of the *Doing Business* report, an annual publication of the World Bank and the IFC that benchmarks business regulation in 183 economies worldwide.

*Doing Business 2010: Reforming through Difficult Times* was launched on September 9, 2009. This year's report received a record number of 2,517 media citations within one month of publication, including coverage from all major global, regional and local media outlets including TV, print, broadcast and web.

The positive feedback from governments around the world who are using the *Doing Business* reports as an input for policy debate about regulatory reform is only possible thanks to the generous contribution of over 8,000 experts like you, in 183 economies.

Since its inception in 2004, *Doing Business* has informed 270 reforms around the world, making it easier for small and medium sized entrepreneurs to do business. In 2008/09, sixty-one economies made it easier to start a business.

For further information about the report, please visit our website on [www.doingbusiness.org](http://www.doingbusiness.org). We also invite you to read our quarterly newsletter for updates on the growing global network of *Doing Business* contributors around the world.

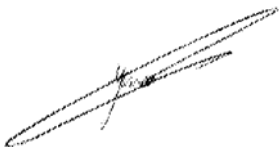
For *Doing Business 2011*, we are honored to be able to count on your expertise:

- Before completing the survey, please review the assumptions of the case study. We ask that you update last year's information, included in the survey.
- Please describe in detail any reform that affects the process of starting a business since June 2009.

We would appreciate if you could return the completed survey by **February 9, 2010** to Sender's email. Please make sure to complete your name and address, so we can mail you a complimentary copy of the report.

If you have any questions, do not hesitate to contact us. Thank you again for your invaluable contribution to the World Bank's work.

Sincerely,



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## The World Bank Group

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## Primary Contributor Information

All information will be published. Please **check** the information you **do not** want us to **publish**. We do not publish mobile phone numbers.

Do not publish	<b>Name</b>		
	Title (Mr., Ms., Mrs., etc.)	[ ]	[ ]
<input type="checkbox"/>	First Name	[ ]	[ ]
	Last Name	[ ]	[ ]
<i>Not published</i>	Position (e.g. manager, associate, partner)	[ ]	[ ]
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☐ Do not publish **Firm Address**

Street	[ ]	P.O. Box	[ ]
City	[ ]	State/Province	[ ]
Zip/Postal code	[ ]	Country	[ ]

## Additional Contributors' Information

Name	Occupation	Email	Phone	Address, if different than above
[title] [first name] [last name]	[firm] [position] [profession]	[ ]	[phone] [mobile]	[street] [state/province] [city/country]
[title] [first name] [last name]	[firm] [position] [profession]	[ ]	[phone] [mobile]	[street] [state/province] [city/country]
[title] [first name] [last name]	[firm] [position] [profession]	[ ]	[phone] [mobile]	[street] [state/province] [city/country]

## Case Study Assumptions

The *Starting a Business* survey records all procedures that are officially required for a domestic entrepreneur to start up and formally operate an industrial or commercial business. These include obtaining all necessary licenses and permits and completing any required notifications, verifications or inscriptions for the company and employees with relevant authorities.

Type of limited liability company:	<b>Type of Company</b> which has 5 owners and is <b>100% domestically owned</b>
Located in:	<b>&lt;City&gt; *</b>
Company Size:	Start-up capital: <b>LCU Start-up Capital</b> (equivalent to USD amount) **  Annual sales (turnover): <b>LCU Annual Sales</b> (equivalent to USD <amount> )***  Number of employees: <b>10 to 50 employees</b> (within 1 month of commencement of operations). All are nationals
Activities:	<b>General industrial or commercial activities</b> , such as the production or sale of products or services to the public.  Does not qualify for investment incentives or any special benefits.  <u>Note:</u> The business does not perform activities of foreign trade and does not handle products subject to a special tax regime, for example, liquor or tobacco. It is not using heavily polluting production processes.
Assets:	Does not own real estate. It <b>leases the commercial plant and offices</b>
Company deed:	10 pages long
* country's largest business city ** equal to 10 times income per capita *** equal to 100 times income per capita	

## Reform Update

**1. Has there been any reform (in practice or in the laws and regulations) related to the process of starting a business since June 1, 2009?** Please describe. If there has been a legal reform, please indicate the name and date of the law. If possible, please provide a copy of the law or a link to the text of the law.

☐ Yes ☐ No

Please indicate the name and date of the law: [            ]

Has this reform simplified or complicated the process of starting a business? Please explain :  
[            ]

**2. Are you aware of any reform (in practice or in the laws and regulations) related to the process of starting a business that is expected to be adopted prior to June 1, 2010?** Please describe.

☐ Yes ☐ No

Comment: [            ]

**3. Are you aware of any reform (in practice or in the laws and regulations) related to the process of starting a business that is ongoing and is expected to be adopted after June 1, 2010?** Please describe.

☐ Yes ☐ No

Comment:[            ]

## Data Update

For your convenience, last year's answers are included in this survey. They represent a unified answer, based on the answers we received from various contributors. Please see below the aggregate averages.

Summary	Country – DB City
Number of procedures	number
Time (calendar days)	Time
Cost (% of income per capita)	cost
Paid-in minimum capital (% of income per capita)	Mincap

Please update the data, taking into account the assumptions of the case study. Please describe in detail any change to the data and indicate since when the change took effect. We ask you to specify if the data were erroneous (“**correction**”), or if the change resulted from a modification in practice or by law which occurred after June 1, 2009 (“**reform**”).

### Definitions

**Procedure:** any interaction of the company founder with external parties; for example, government agencies, lawyers, auditors, or notaries. Interactions between company founders or company officers and employees are not considered separate procedures. Both pre- and post-incorporation procedures that are officially required for an entrepreneur to legally operate a business are recorded.

**Costs:** only include **official fees and taxes**. Bribes are excluded. If possible, the relevant fee schedule or calculation formula should be indicated (for example, as a percentage of the company's capital). Professional fees (notaries, lawyers or accountants) are only included if the company is required to use such services.

**Time:** recorded in **calendar days** and captures the median duration of each procedure. The time span for each procedure starts with the first filing of the application or demand, and ends once the company has received the final document, such as the company registration certificate or tax number (for example : it would include the time to make an appointment with the notary or any waiting time once the documents are filed). It is assumed that the entrepreneur has had no prior contact with any of the officials. The minimum time for a procedure is 1 day.

		If the information is incorrect or has changed, please provide us with updated information:
Most common type of domestic limited liability company	Type of Company	[      ]
Minimum capital requirement	LCU Amount	[      ]
Paid-in minimum capital requirement (minimum amount to be	LCU Amount	[      ] Please indicate whether it is a correction or reform

paid prior to or within 3 months of company registration) ☐ Correction or ☐ Reform

Please provide an explanation: [ ]

If your country has a minimum capital requirement, please provide us with the legal basis (ex: article in law) [ ]

When can the paid-in capital be withdrawn? (ex. immediately after incorporation or registration, 1 year after registration, after dissolution of business) [ ]

Kindly revise the procedures to start a business:

<b>Procedure</b>	
<b>Time</b>	<b>Time update</b>
<b>Cost</b>	<b>Cost update</b>
<b>Agency</b>	<b>Agency update</b>
<b>Details</b>	
Additional details [ field ]	
If you made changes to last year's information, please indicate whether this is a correction or a reform fieldCorrection Correction or fieldReform Reform	
Please explain the changes and provide the legal basis when applicable:	

## Additional procedures to start a business

Please specify any new or existing procedures that have not been included in the above list.

<b>Procedure 1</b>	[      ]
<b>Time</b>	[      ]
<b>Cost</b>	[      ]
<b>Agency</b>	[      ]
<b>Comment</b>	[      ]
Is this additional procedure a <input type="checkbox"/> Correction or a <input type="checkbox"/> Reform?	
Since when has this procedure been in place? Please cite the legal basis and wherever possible provide us with a copy of the legal text [      ]	
Please indicate the sequence of this new procedure (ex: between procedures 2 and 3) or describe when it takes place [      ]	
Can this procedure take place simultaneously with another procedure? If so, which one(s)? [      ]	

## Research

The following questions are part of the research *Doing Business* conducts. Please disregard the case study assumptions to complete this section of the survey. The answers to the research questions will not be included in the *Doing Business* indicators or rankings.

- 1) Does your country provide online (electronic) services for the following? If so, please provide detailed comments.

	YES	NO	Describe
Name verification or reservation	<input type="checkbox"/>	<input type="checkbox"/>	[      ]
Company registration	<input type="checkbox"/>	<input type="checkbox"/>	[      ]
Tax / VAT registration	<input type="checkbox"/>	<input type="checkbox"/>	[      ]
Social Security registration	<input type="checkbox"/>	<input type="checkbox"/>	[      ]
Employer / Employee registration (ex: Ministry of Labor)	<input type="checkbox"/>	<input type="checkbox"/>	[      ]
Online Payment of government fees	<input type="checkbox"/>	<input type="checkbox"/>	[      ]

- 2) In your country, who is legally liable for the information contained in the company registry (ex: Company representatives, Registry itself, company board of directors) [      ]

### Thank you for completing the survey!

We appreciate your contribution to the Doing Business project.  
The results will appear in *Doing Business 2011* and on our website:  
<http://www.doingbusiness.org>.  
Your work will be gratefully acknowledged in both.