

**CONFIDENTIAL**

Government of India  
 Ministry of Statistics and Programme Implementation  
 Return under rules 3 and 4 of the Collection of Statistics (Central Rules), 1959  
 Annual survey of industries 2002-2003 (Part –I)  
*(Please read the instructions before filling the return)*

**BLOCK A. FOR OFFICIAL USE**

1. Schedule Despatch No.	
2. PSL No.	
3. Scheme Code (Census-1, Sample-2)	
4. Industry Code as per Frame (4-digit level of NIC-98)	
5. Industry Code as per Return (5-digit level of NIC-98)	
6. Description of Industry	
7. State Code	
8. District Code	
9. Sector (Rural-1, Urban-2)	
10. RO /SRO code	
11. No. of Units	
12. Status of Unit (code)	

**BLOCK B. TO BE FILLED BY OWNER OF THE FACTORY**

1. Name and address of the individual undertaking	Vill/Town:  District: State: Pin code:
2. Type of Organisation (code)	
3. Type of ownership (code)	
4. If the type of Organisation codes are 4 & 5 and type of ownership code is 6, how many total number of units the company has	
5. How many units located in the same state	
6. Year of initial production	
7. Accounting year (.... To ...)	
8. Number of months of operation	
9. Does your unit have any computers? (Yes-1, No-2)	
10. Can your unit supply ASI data in Computer Floppy if software provided? (Yes-1, No-2)	
11. Name & Designation of Contact person:	Tele (with STD code):  FAX no: E-mail:

**DECLARATION**

I hereby declare that information furnished in this return is correct and complete to the best of my knowledge and belief.

Date :

Place :

(Signature of owner with stamp)

**BLOCK C: FIXED ASSETS****DSL No./PSL No.....**

Sl. No.	Types of Assets	Gross Value (Rs.)					Depreciation (Rs.)				Net Value (Rs.)	
		Opening as on ----	Addition during the year		Deduction & Adjustment during the year	Closing as on ---- (3+4+5-6)	Up to year beginning	Provided during the year	Adjustment for sold/ discarded during the year	Up to year end (8+9-10)	Opening as on ----- (3-8)	Closing as on ----- (7-11)
			Due to revaluation	Actual Addition								
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
1.	Land											
2.	Building											
3.	Plant & Machinery											
4.	Transport equipment											
5.	Computer equipment including software											
6.	Pollution Control Equipment											
7.	Others											
8.	<b>Sub-total (2 to 7)</b>											
9.	Capital work in progress											
10.	<b>Total (1+8+9)</b>											

**BLOCK D: WORKING CAPITAL & LOANS****DSL No./PSL No.....**

Sl.No.	Items	Opening (Rs.)	Closing (Rs.)
(1)	(2)	(3)	(4)
1.	Raw Materials & Components and Packing materials		
2.	Fuels & Lubricants		
3.	Spares, Stores & Others		
<b>4.</b>	<b>Sub-total (1 to 3)</b>		
5.	Semi-finished goods/work in progress		
6.	Finished goods		
<b>7.</b>	<b>Total inventory ( 4 to 6)</b>		
8.	Cash in Hand in Hand & at Bank		
9.	Sundry Debtors		
10.	Other current assets		
<b>11.</b>	<b>Total current assets (7 to 10)</b>		
12.	Sundry Creditors		
13.	Over draft, cash credit, other short Terms loan from Banks & other financial Institutions.		
14.	Other current liabilities.		
<b>15.</b>	<b>Total current liabilities (12 to 14)</b>		
<b>16.</b>	<b>Working capital (11 minus 15)*</b>		
17.	Outstanding loans (excluding Interest but including deposits)**		

\*Give reasons in the footnote for negative values and abnormal verification in opening and closing values.

\*\* If outstanding loans include interest, a footnote may be given

**BLOCK E : EMPLOYMENT AND LABOUR COST**
**DSL No./PSL No.....**

Sl No	Category of staff	Man-days worked			Average Number of Persons worked	No. of Mandays paid for	Wages/ salaries (in Rs.)	Bonus (in Rs.)	Contribution to Provident & Other funds (in Rs.)	Workman & staff welfare expenses (in Rs.)
		Manufacturing	Non Manufacturing	Total						
1	2	3	4	5	6	7	8	9	10	11
1	Male Workers employed directly									
2	Female Workers employed directly									
3	Child Workers employed directly									
4	<b>Sub-total (1+2+3)</b>									
5	Workers employed through contractors									
6	<b>Total Workers (4+5)</b>									
7	Supervisory & managerial staff									
8	Other employees									
9	Unpaid family members/proprietor/Coop. members	X	X	X		X	X	X	X	X
10	<b>Total employees (6+7+8+9)</b>									
11	Number of working days	(i) Manufacturing days								
		(ii) Non-Manufacturing days								
		(iii) Total								
12	Total Cost of Production (in Rs.) Item 10. Col.8,9,10 & 11 of Bl. E (+) item 7.8.9 & 10 Col 3 of Bl. F (+) item 17 of Col 6 of Bl. H (+) item 7, Col 6 Bl.I									

**BLOCK F : OTHER EXPENSES**

Sl. No.	Items	Expenditure (in Rs.)
(1)	(2)	(3)
1.	Work done by others on materials supplied by the industrial undertaking	
2.	Repair & maintenance of	
	(i) Building	
	(ii) Plant & machinery	
	(iii) Pollution control equipment	
	(iv) Other fixed assets	
3.	Operating expenses	
4.	Non-operating expenses (excluding insurance Charges)	
5.	Insurance Charges	
6.	Rent paid for plant & machinery and Other Fixed Assets	
7.	Total expenses (1 to 6)	
8.	Rent paid for buildings	
9.	Rent paid for land on lease or royalties on mines, quarries and similar assets	
10.	Interest paid	
11.	Purchase value of goods sold in the same condition as purchased	

**BLOCK G : OTHER INCOMES**

Sl.No.	Items	Receipts in Rs.
(1)	(2)	(3)
1.	Income from services (industrial/non industrial including work done for others on materials supplied by them and sale value of waste left by the party)	
2.	Variation in stock of semi-finished goods (Col.(4)minus Col(3) against item 5 in Block D	
3.	Value of electricity generated and sold	
4.	Value of own construction	
5.	Net balance of goods sold in the same condition as purchased. (Item 11 of Bl.G minus item 11 of Bl.F)	
6.	Rent received for Plant & machinery and Other Fixed Assets	
7.	<b>Total receipts (1 to 6)</b>	
8.	Rent received for buildings	
9.	Rent received for land on lease or royalties on mines, quarries and similar assets	
10.	Interest received	
11.	Sale value of goods sold in the same condition as purchased	

**BLOCK H: INPUT ITEMS (indigenous items consumed)****DSL No./PSL No.....**

Sl.No.	Item Description	Item Code (ASICC)	Unit of Quantity	Quantity consumed	Purchase Value (in Rs.)	Rate per unit (in Rs.)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
	Major Five Basic Items (Indigenous)	X	X	X	X	X
1.						
2.						
3.						
4.						
5.						
6.	Other basic items (indigenous)	99201	X	X		X
<b>7.</b>	<b>Total Basic items (1 to 6)</b>	<b>99901</b>	<b>X</b>	<b>X</b>		<b>X</b>
8.	Non-basic Chemicals – All kinds	99203	X	X		X
9.	Packing items	99908	X	X		X
10.	Electricity own generated	99904	KWH		X	X
11.	Electricity purchased & consumed	99905	KWH			
12.	Petrol, Diesel, Oil, Lubricants Consumed	99906	X	X		X
13.	Coal Consumed	99907				X
14.	Other Fuel Consumed	99204	X	X		X
15.	Consumable store	99220	X	X		X
16.	Total non-basic items (8 to 15)	99920	X	X		X
<b>17</b>	<b>Total inputs (7 + 16)</b>	<b>99930</b>	<b>X</b>	<b>X</b>		<b>X</b>
18.	Any additional requirement of electricity (unmet demand)		KWH		X	X

**BLOCK I: INPUT ITEMS – directly imported items only (consumed)**

DSL No./PSL No.....

Sl. No.	Item Description (Major five imported items)	Item Code (ASICC)	Unit of Quantity	Quantity consumed	Purchase Value (in Rs.)	Rate per Unit (In Rs.)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.						
2.						
3.						
4.						
5.						
6.	<b>Other items imported</b>	<b>99221</b>	<b>X</b>	<b>X</b>		<b>X</b>
7.	<b>Total imports (consumed) (1 to 6)</b>	<b>99940</b>	<b>X</b>	<b>X</b>		<b>X</b>

**BLOCK J: PRODUCTS AND BY-PRODUCTS (manufactured by the unit)**

DSL No./PSL No.....

Sl. No.	Products /By-Products Description (Ten Major Items as per value - No Brand Name)	Item Code (ASICC)	Unit of Qty.	Qty manufactur	Qty sold	Gross Sale Value (Rs) (including subsidy received)	Distributive Expenses (Rs.)				Per Unit net sale value (Rs. 0.00) (7-11)/6	Ex-factory value of Output (Rs.) (12x5)
							Excise duty	Sales Tax	Others	Total		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
1.												
2.												
3.												
4.												
5.												
6.												
7.												
8.												
9.												
10.												
11.	Other Products/ By-Products	99211	X	X	X						X	
12.	Total (1 to 11)	99950	X	X	X						X	

Note: GSV of all products /by-products produced by the company for all the units (Rs Thousand)=.....

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K. Particulars of field operations :

1	Name of Asst. Supdt.		5	Date of receipt from factory.	
2	Signature of Asst. Supdt		6	Date of verification/compilation	
3	Name of Supdt.		7	Date(s) of scrutiny	
4	Signature of Supdt.		8	Date of despatch	

L. **Comments of Asst. Supdt./Supdt.** (Reasons for negative working capital and for any abnormal values or entries (high or low) in respect to important characteristics (Such as GVA, working capital, wage rate, number of workers, distributive expenses, depreciation etc.) should be given invariably. For instance the reasons for high GVA could be increased demand/production, profit, govt. subsidy; or for low GVA, the reasons could be decreased demand/production, capacity under-utilization, high input cost etc. similarly reasons for any abnormal values of certain important ratios eg. Ratio of output to input, ratio of depreciation/distributive expenses to output etc should be given. **Please refer to detailed instruction also for further guidance.**