

Enterprise no.

Round no.

Addis Ababa Industrial Survey

Sector:

SECTOR

Location:

Date of the Interview

Day

Month

Name of the firm:

Address:

Telephones:

Owner of the firm:

If informal, home address:

Respondent:

Person to contact:

Interviewer:

Date and time proposed for the visit

Day

Month

Time

USE

NA for Not Applicable
DK for I don't know.

1. Entrepreneurship questionnaire

Part A: General business: startup and history

NA/EPE 4 onwards

1. When was this business founded?

Year

R1A1

Write a short history of the firm from startup to present day. Questions to be asked might include, but are not limited to, the following:

- Who started the firm;
- Ethnic origin of the original owners;
- Previous experience of the owners;
- Major changes in investment (years);
- Capital at startup.

2. What is the legal status of this firm?

Private

- Sole proprietorship 1
- Partnership 2
- Limited liability enterprise 3
- Subsidiary of Ethiopian private firms 4
- Subsidiary of multinational 5

Public

- Public enterprise 6
- Subsidiary of public corporation 7
- Co-operative 8

R1A2

3. What is the ownership structure?

Private owners only,

Ethiopian owners 1

Private owners only,

foreign owners 2

Private owners,

Ethiopian and foreign joint 3

State and private joint,

Ethiopian private owners 4

State and private joint,

foreign private owners 5

State and private joint,

Ethiopian and foreign private owners 6

State 7

(→ general firm questionnaire)

R1A3

4. What is the ethnic origin of the owners?

Ethiopian 1

Asian 2

European 3

Middle Eastern 4

Other 5

(specify:)

R1A4

5. What is the percentage of foreign ownership?

(%)

R1A5

1. Entrepreneurship questionnaire

PART B: Business history

6.	When the firm started, what was... the total number of full-time paid employees?*	R1B6	9.	And in ^{1983 Ethiopian Fiscal Year} 1991 , what was the... total number of full-time paid employees?*	R1B9
	What were your annual sales? birr	R1B6A		What were your annual sales? birr	R1B9A
7.	And in ^{1975 Ethiopian Fiscal Year} 1983 , what was the... total number of full-time paid employees?*	R1B7		value of major investments in that year? birr	R1B9B
	What were your annual sales? birr	R1B7A	10.	How was the startup financed?	
	Value of major investments in that year? birr	R1B7B		Own savings (%)	R1B10
				Borrowing from friends or relatives (%)	R1B10A
8.	And in ^{1981 Ethiopian Fiscal Year} 1989 , what was the... total number of full-time paid employees?*	R1B8		Loan from a foreign bank or donor agency (%)	R1B10B
	What were your annual sales? birr	R1B8A		Loan from an Ethiopian bank (%)	R1B10C
	Value of major investments in that year? birr	R1B8B		Loan from a money lender (%)	R1B10D
				Loan from supplier (%)	R1B10E
				Other (specify _____) (%)	R1B10F

*Note: This should not include peak season employment

Note: Ethiopian calendar different from Roman/Western system (years are 7 or 8 behind western system).

ie 1993 is either 1985 or 1986 in Ethiopian system depending upon time of year. Ethiopian New Year is in September.

1. Entrepreneurship questionnaire

PART C: History of the owner

NA/ IPE

These questions are to be answered by the owner of the firm. In the case of a co-operative, these questions should be asked of the chairman of the co-operative. If you cannot see the owner/chairman, or if the firm is a foreign owned or public enterprise, skip these questions.

1. Gender

Male	1	
Female	2	Ric1
2. How old are you?

years		Ric2
-------	--	------
3. Were you born in this town?

Yes	1	
No	2	Ric3
4. How long have you lived here?

years		Ric4
-------	--	------

Areas as per the 1984 census classification	4A Did you ever work in for more than a year? Yes 1 No 2	4B What was your status while working in I owned a business 1 I was gov't employee 2 I was employed in private business 3 Other 4	4C How long ago did you move from (number of years)
Addis Ababa 01	Ric4A1	Ric4B1	Ric4C1
Arsi 02	Ric4A2	Ric4B2	Ric4C2
Bale 03	Ric4A3	Ric4B3	Ric4C3
Gamo Gofa 04	Ric4A4	Ric4B4	Ric4C4
Gondar 05	Ric4A5	Ric4B5	Ric4C5
Gojjam 06	Ric4A6	Ric4B6	Ric4C6
Hararghe 07	Ric4A7	Ric4B7	Ric4C7
Illubabor 08	Ric4A8	Ric4B8	Ric4C8
Keffa 09	Ric4A9	Ric4B9	Ric4C9
Sidamo 10	Ric4A10	Ric4B10	Ric4C10
Shewa 11	Ric4A11	Ric4B11	Ric4C11
Tigray 12	Ric4A12	Ric4B12	Ric4C12
Wollega 13	Ric4A13	Ric4B13	Ric4C13
Wello 14	Ric4A14	Ric4B14	Ric4C14
Eritrea 15	Ric4A15	Ric4B15	Ric4C15
Other, outside Ethiopia 16	Ric4A16	Ric4B16	Ric4C16

1. Entrepreneurship questionnaire

PART C: History of the owner

NA/IFE

- 5 What was the main occupation of your father?
(multiple answers allowed)

Own business, handicraftsman	1
Own business, modern manufacturing	2
Own business, traditional small farmer	3
Own business, traditional large land owner	4
Own business, commercial farmer	5
Own business, trading	6
Employee, private sector enterprise	7
Employee, public sector enterprise	8
Employee, government civil administration	9
Employee, military personnel	10
Teacher	11
Priest	12
Muslim religious leader	13
Other	14
(specify _____)	

R1C5

- 6 What was the main occupation of your mother?
(multiple answers allowed)

Own business, handicraftsman	1
Own business, modern manufacturing	2
Own business, traditional small farmer	3
Own business, traditional large land owner	4
Own business, commercial farmer	5
Own business, trading	6
Employee, private sector enterprise	7
Employee, public sector enterprise	8
Employee, government civil administration	9
Employee, military personnel	10
Teacher	11
Housewife	12
Other	13
(specify _____)	

R1C6

7. What is the highest level of formal education you reached?

None	1 (→ 11)
Primary (1-6)	2
Secondary (7-12)	3
University (includes colleges)	4 (→ 10)

R1C7

8. What was the highest form/grade you completed?
(refers to 7 above)

R1C8

9. What year did you leave school?

R1C9

10. Did you have any full-time vocational (e.g. secretarial, computer processing) or technical training?

Yes	1
No	2

R1C10

11. Were you an apprentice?

Yes	1
No	2 (→ 13)

R1C11

12. Were you an apprentice in your firm's field

Yes	1
No	2

R1C12

* on the job - training (paid or unpaid)

1. Entrepreneurship questionnaire

PART C : History of the owner

NAIPE

For each of the following institutions, ask questions 13. <i>NAIPE</i>	13. Have you ever received a training course (after school) from.....? Yes 1 No 2	14. Name of the course?	15. When did you have this training? year (multiple answers allowed)	16. How long did this training last? months (multiple answers allowed)	17. What did this training comprise? Management 1 Technical 2 Accounting 3 Other 4 (specify) (multiple answers allowed)	18. Was this training local or overseas? Local 1 Overseas 2
1. Government	<i>RIC3-1</i>	<i>RIC4-1</i>	<i>RIC5-1</i>	<i>RIC6-1</i>	<i>RIC7-1</i>	<i>RIC8-1</i>
2. Donor	<i>RIC3-2</i>	<i>RIC4-2</i>	<i>RIC5-2</i>	<i>RIC6-2</i>	<i>RIC7-2</i>	<i>RIC8-2</i>
3. Foreign firm	<i>RIC3-3</i>	<i>RIC4-3</i>	<i>RIC5-3</i>	<i>RIC6-3</i>	<i>RIC7-3</i>	<i>RIC8-3</i>
4. Ethiopian firm	<i>RIC3-4</i>	<i>RIC4-4</i>	<i>RIC5-4</i>	<i>RIC6-4</i>	<i>RIC7-4</i>	<i>RIC8-4</i>
5. NGO	<i>RIC3-5</i>	<i>RIC4-5</i>	<i>RIC5-5</i>	<i>RIC6-5</i>	<i>RIC7-5</i>	<i>RIC8-5</i>
6. Military training	<i>RIC3-6</i>	<i>RIC4-6</i>	<i>RIC5-6</i>	<i>RIC6-6</i>	<i>RIC7-6</i>	<i>RIC8-6</i>
7. Other	<i>RIC3-7</i>	<i>RIC4-7</i>	<i>RIC5-7</i>	<i>RIC6-7</i>	<i>RIC7-7</i>	<i>RIC8-7</i>

19. Do you, or any member of your household, own any of the following?

Yes
No

1
2

19A. Have you or your spouse ever inherited or received as gift any of the following ?

Yes
No

1
2

(NA if gift)

Date of inheritance (year)

a) A house?

RIC9-1

Estimated amount
value (birr)

RIC9-1A

b) A motor vehicle?

RIC9-2

RIC9-1B

c) A farm?

RIC9-3

RIC9-1C

d) Livestock?

RIC9-4

RIC9-1D

e) A video

RIC9-5

RIC9-1E

f) Other real estate?

RIC9-6

RIC9-1F

a) A house?

RIC9A-1

RIC9B-1

b) A motor vehicle?

RIC9A-2

RIC9B-2

c) Other real estate?

RIC9A-3

RIC9B-3

d) Livestock?

RIC9A-4

RIC9B-4

e) Jewellery?

RIC9A-5

RIC9B-5

f) Money

RIC9A-6

RIC9B-6

Values to be asked only for house, motor vehicle, farm. Ask what these items would be worth if sold today. If the respondent does not wish to give values, do not press.

1. Entrepreneurship questionnaire

PART C: History of the owner

NH/ IPE

20. Did you establish this business?

Yes
No

1 (→ 22)
2 (→ 22)

RIC20

21. How did you acquire this business?

Bought it
Inherited it
Formed it as a co-operative of artisans
Formed ourselves into a co-operative when
our former employer was expropriated
Other
(specify)

1
2
3
4
5

RIC21

22. Did you have previous experience in this industry?

Yes
No

1
2 (→ 24)
5

RIC22

23. What form did this experience take?
(multiple answers allowed)

Yes
No

1
2

RIC23A

a) Did you work for this firm?

RIC23B

b) Did you work for another domestic firm, privately owned?

RIC23C

c) Did you work for another domestic firm,
a public enterprise?

RIC23D

d) Did you work for another domestic firm,
a producers' co-operative?

RIC23E

e) Did you work for another firm, abroad?

RIC23F

f) Were your parents in this business?

RIC23G

g) Did you work and learn at home?

RIC23H

h) Were you self-employed?

RIC23I

i) Did you own a similar business in the past, which, later, you
sold, or was nationalized or was taken over by your employees?

24. How many years of experience did you have
in this industry, prior to acquiring this
business?

(years)

RIC24

25. What were you doing immediately
prior to acquiring this business?

Unemployed
Working for another firm in the industry
Working in a firm in another industry
Self-employed/business ownership
Apprenticeship/schooling
Civil servant/government work/
public service
Military service
Other
(specify:)

1 (→ 27)
2
3
4 (→ 27)
5 (→ 27)
6 (→ 26A)
7 (→ 27)
8 (→ 27)

RIC25

26. Was this other firm foreign owned or foreign managed?

Yes
No

1
2

RIC26

26A. How much did you earn per month in this previous activity?

birr per month

RIC26A

27. Excluding this firm, have you or any other member of your
household owned, or do you or any other member of your
household now own, any other business?

Yes
No

1
2

RIC27

(→ next questionnaire)

1. Entrepreneurship questionnaire

PART C : History of the owner

NA / IP. =

28. Sector of activity	29. When did you acquire that business?	30. Do you still own it, and if not, when did you cease to own it?	31. If no longer owned, why not?	32. How large was the firm (or was it when you ceased to own it)?		33. Have you made any investments in the business in 1992 or 1993,? If so, how much in total? (birr)
			Closed it 1 Sold it 2 Went bankrupt 3 Was nationalised 4 Was taken over by a co-operative of my employees 5 Other 6 (specify:)	No. of employees	Sales (birr)	
1 - Trade & services		NA if YES Year if NO				
2 - Manufacturing						
3 - Construction						
4 - Farming						
5 - Other						
RIC28A	RIC29A	RIC30A	RIC31A	RIC32AA	RIC32BA	RIC33A
RIC28B	RIC29B	RIC30B	RIC31B	RIC32AB	RIC32BB	RIC33B
RIC28C	RIC29C	RIC30C	RIC31C	RIC32AC	RIC32BC	RIC33C
RIC28D	RIC29D	RIC30D	RIC31D	RIC32AD	RIC32BD	RIC33D
RIC28E	RIC29E	RIC30E	RIC31E	RIC32AE	RIC32BE	RIC33E

2. General firm questionnaire

PART A: GENERAL

1. Does your firm keep accounts on an annual basis?

Yes

1

No

2

R2A1

2. What is the easiest time period for you to use in discussing the inputs and outputs related to your production process?

1 year

1

6 months

2

1 month

3

2 weeks

4

1 week

5

Other

6

(specify _____)

R2A2

3. Can the last period of activity be considered an average period?

Yes

1

No

2

(specify why not _____)

R2A3

Only If the firm does not have annual accounts, ask 4-6.

For the last period of activity, list the 5 most important products. For firms without annual accounts, then ask questions 4 to 6 about each product.	4. What was the quantity sold of [product] in the last period?		5. What was the value of that product sold last period? birr	6. What was the cost of the raw material used to produce that product last period? birr
	Quantity	Unit used (kgs, dozens, etc)		
R2A3A1	R2A4A1	R2A4B1	R2A5A	R2A6A
R2A3A2	R2A4A2	R2A4B2	R2A5B	R2A6B
R2A3A3	R2A4A3	R2A4B3	R2A5C	R2A6C
R2A3A4	R2A4A4	R2A4B4	R2A5D	R2A6D
R2A3A5	R2A4A5	R2A4B5	R2A5E	R2A6E

2. General firm questionnaire

PART A: GENERAL

7. What was the value of the inventories of your product at the beginning of the last period? (at current market prices) birt

R2A7

8. What was the value of the inventories of your product at the end of the last period? birt

R2A8

9. What was the value of sales last period? birt

R2A9

10. What was the value of output last period? (at current market prices) birt

R2A10

11. What was the total cost of raw materials used last period? birt

R2A11

12. What proportion of your raw materials was imported? (%)

R2A12

13. What proportion of your raw materials was sourced from businesses you own? (%)

R2A13

14. What was your total wage bill last period? birt

R2A14

15. What was the value of the inventories of your raw materials at the end of the last period? birt

R2A15

16. What is the total horsepower installed? (For electrical machinery, what is the total number of amps installed?)

Horsepower:

R2A16A

Amps:

R2A16B

17. Values of the following assets	17 Book value	18 Value if sold now	19 Cost of replacement with new
Land	R2A17A	R2A18A	R2A19A
Buildings	R2A17B	R2A18B	R2A19B
Equipment	R2A17C	R2A18C	R2A19C

includes office equipment and furniture, machinery, tools, vehicles

20. What are the indirect costs of your business, for example, rent and utilities, in the last period?

- a) Rent for land and buildings (not land tax or user fees) birt

R2A20A

- b) Electricity birt

R2A20B

- c) Water birt

R2A20C

- d) Telephone (includes fax, telex) birt

R2A20D

- e) Liquid fuel (excluding electricity) birt

R2A20E

- f) Solid fuel and gas (coal, wood, etc) birt

R2A20F

21. What were your profits last period? (after depreciation; before tax) birt

R2A21

22. What did you spend on promotion and advertising last period? birt

R2A22

23. What did you spend on investment in plant and equipment in ~~1997~~ last period? (excluding maintenance) birt

R2A23

2. General firm questionnaire

PART A: GENERAL

24. What did you spend on investment in plant and equipment ~~in 1993~~ *Since last period* but

R2A24

25. Have you any investment plans approved by the Investments Authority but not yet implemented?
If yes, value *NA for No* but

R2A25

26. What is your usual mode of operation? *(excludes peak seasons)*
- | | |
|-----------------|---|
| One-shift | 1 |
| Two-shift | 2 |
| Three-shift | 3 |
| Other | 4 |
| (specify _____) | |

R2A26

27. ~~In this mode~~, How much more compared to now could you produce with existing equipment? (%)

R2A27

28. What percent of your production is exported? (%)

R2A28

29. If the firm does not currently export, did the firm export in the past?

Yes	1
No	2

R2A29A

If the firm were to export now, would it be profitable?

Yes	1
No	2
Don't know	3

R2A29B

If yes:

Where is the market?
(country/region)

Africa	1
Middle East	2
Europe	3
Asia	4
Other	5
Don't know	6

R2A29C

If no:

How much lower would your costs need to be before you think you could export profitably? (%)
Don't know

R2A29D

30. What proportion/fraction of your exports are sold through the following marketing channels?

Yes	1
No	2

a) Direct to foreign buyer (%)

R2A30AA

b) Through government trading agency (%)

R2A30AB

c) Through private trading agency (%)

R2A30AC

d) Other (%)

R2A30AD

(specify: _____)

- 30* What proportion/fraction of your exports were sold in 1990 through the following channels?

Yes	1
No	2

a) Direct to foreign buyer (%)

R2A30BA

b) Through government trading agency (%)

R2A30BB

c) Through private trading agency (%)

R2A30BC

d) Other (%)

R2A30BD

(specify: _____)

2. General firm questionnaire

PART A : GENERAL

31. What proportion/fraction of your product do you sell domestically through the following marketing channels?

a) End user, private	(%)	R2A31A
b) End user, public	(%)	R2A31B
c) Retailer, private	(%)	R2A31C
d) Retailer, public	(%)	R2A31D
e) Wholesaler, private	(%)	R2A31E
f) Wholesaler, public	(%)	R2A31F
g) Other	(%)	R2A31G
(specify: _____)		

32. What is your main source of competition in the markets where you sell?

None	1	R2A32
Domestic firms	2	
Foreign competitor in export markets	3	
Imports	4	

33. How do you set prices for your products? Give the two most important factors. (NOTE: do not read the responses. If the response is 2, then ask about constraining factors to markup, i.e. how the markup is determined, and note in the margin.)

Nontradables:	I take the market price as given	1	R2A33
	I set my price as a markup over costs	2	
Tradables:	I adjust my price to keep it in line with the price of imports	3	
	I charge different prices for the same product in different markets	4	
	I keep my price high to signal high quality	5	
	I tend to follow the lead of one or two of my largest competitors	6	
	The government sets my price	7	
	I negotiate my price with the buyer	8 R2A33	
	The association sets the price	9	
	Other		
	(specify: _____)		

33A How much did the ^{birr} price of your main imported input change last year (as percentage of earlier price)? %

R2A33A

33B How much did the birr price of your main non-imported input change last year (as percentage of earlier price)? %

R2A33B

34. How many times did your price change last year?

no of times

R2A34

34A. How much did your output price change last year (as percentage of earlier price)? %

R2A34A

34B. Do you have access to officially allocated foreign exchange?

Yes 1
No 2

R2A34B

34C. Has it become easier to get officially allocated foreign exchange during the past year?

Yes 1
No 2

R2A34C

2. General firm questionnaire

PART A : GENERAL

34D. Have you used the foreign exchange auction to get foreign exchange?

Yes
No

1
2 (→ 34F)

R2A34D

34E. If so, what was the latest exchange rate?

R2A34E

(Space for informal discussion of other sources of foreign exchange, if these are discussed.)

34F. If your output price did not increase in response to input price increases, why not?

Price controls
Increased competition
Reduced demand
Other
(specify:)

1 NA for no input
2
3 prices increase
4

R2A34F

34G. Have you experienced increased competition in the domestic market in the past year?

Yes
No

1
2

R2A34G

34H. Do you expect increased competition in the domestic market during the next year?

Yes
no

1
2

R2A34H

34I. If demand for the main products produced in this enterprise fell by 10%, what would you do ?

Continue operation in the same way and cut prices

Reduce level of production *with the same price*
Stop producing these products altogether

1 (→ 34K)

2
3

R2A34I

34J. Which of the following strategies would you adopt?

Use factory, machinery, and labour force to produce other product(s)

Use factory and labour force but acquire new machinery to produce other product(s)

Use factory but acquire new labour force and new machinery to produce other product(s)

Transfer existing labour force (or some of them) to other enterprises you already own

Transfer machinery and labour force to other enterprises you already own

Sell factory and machinery, and start in new business with current labour force

Sell factory and machinery and start new business with new labour force

Other
(specify:)

1

2

3

4

5

6

7

8

R2A34J

34K. If demand for the main products produced in this enterprise fell by 50% what would you do ?

Continue operation in the same way and cut prices

Reduce level of production

Stop producing these products altogether

1 (→ 35)

2

3

R2A34K

2. General firm questionnaire

PART A = GENERAL

34L. Which of the following strategies would you adopt?

R2A34L

- | | |
|--|---|
| Use factory, machinery, and labour force to produce other product(s) | 1 |
| Use factory and labour force but acquire new machinery to produce other product(s) | 2 |
| Use factory but acquire new labour force and new machinery to produce other product(s) | 3 |
| Transfer existing labour force (or some of them) to other enterprises you already own | 4 |
| Transfer machinery and labour force to other enterprises you already own | 5 |
| Sell factory and machinery, and start in new business with current labour force | 6 |
| Sell factory and machinery and start new business with new labour force | 7 |
| Other | 8 |
| (specify: _____) | |

How did you acquire your premises?

35. Why did you choose your current premises? Give the two most important factors. Use N/A if the owner did not choose the site.

R2A35

- | | |
|--------------------------------|---|
| Availability of land | 1 |
| Availability of infrastructure | 2 |
| Access to workers | 3 |
| Access to raw materials | 4 |
| Close to clients | 5 |
| Close to family | 6 |
| Government regulations | 7 |
| Location of competitors | 8 |
| Other | 9 |
| (specify: _____) | |

35A. Do you own your business premises?

- Yes
No

1
2

(→ 35C)

R2A35A

35B. How did you come to own your business premises?

- (buildings not land)
- | | |
|---|---|
| Inherited them | 1 |
| Bought them before 1975 | 2 |
| Built on inherited land | 3 |
| Built on land bought before 1975 | 4 |
| Bought them after 1975 | 5 |
| Built them on land bought after 1975 | 6 |
| Built them on land granted by the government after 1975 | 7 |
| Other | 8 |
| (specify: _____) | |

R2A35B

35C. Do you pay rent to any of the following for your business premises? (buildings not land)

- | | |
|-----|---|
| Yes | 1 |
| No | 2 |

R2A35C

a) Private property owner

R2A35CA

b) The Urban Dwellers' Association

R2A35CB

c) The government

R2A35CC

36. Does this firm have more than one manufacturing location?

- | | |
|-----|---|
| Yes | 1 |
| No | 2 |

R2A36

37. Does this firm have sales, distribution or administrative offices located separately from plants?

- | | |
|-----|---|
| Yes | 1 |
| No | 2 |

R2A37

38. What legal rights does this firm have to the business site?

- | | |
|------------------|---|
| Title deed | 1 |
| Lease | 2 |
| Other | 3 |
| (specify: _____) | |

R2A38

2. General firm questionnaire

PART B : Organisational structure

39. How would you describe your major method of production?

R2B39

- | | |
|--|---|
| Craft (workers each make complete unit) | 1 |
| Team (workers co-operate to produce output) | 2 |
| Batch (workers make components assembled by other workers) | 3 |
| Assembly line (each worker performs a task in an assembly line series) | 4 |
| Continuous process (each worker is responsible for overseeing an area of automated technology) | 5 |
| Other (specify) | 6 |

40. To what extent are each of the following used in your business?

- | | |
|----------------------|--------------|
| Not at all. | 1 |
| Sometimes | 2 |
| Mostly <i>Always</i> | 3 |
| Solely | 4 |

a) Hand tools (e.g. hammer)

R2B40A

b) Machine tools (e.g. non-powered sewing machine)

R2B40B

c) Powered machines and tools

R B40C

d) Automatic machines

R2B40D

e) Self-measuring/self-adjusting machinery

R2B40E

f) Computer-controlled machinery

R2B40F

41. How reliable is your machinery?

R2B41

- | | |
|--|---|
| Works for long periods with few problems | 1 |
| There are occasional breakdowns | 2 |
| Requires regular attention | 3 |

No problem 1

Moderate problem 2

Severe problem 3

42. Have you ever had any management training?

R2B42

- | | |
|-------------------|---|
| None | 1 |
| Less than a week | 2 |
| Less than a year | 3 |
| Diploma | 4 |
| University degree | 5 |

43. How many levels are there between owner/general manager and bottom-level worker?

R2B43

- | | |
|----------------|---|
| None | 1 |
| One | 2 |
| Two | 3 |
| Three | 4 |
| Four | 5 |
| More than four | 6 |

2. General firm questionnaire

PART B: Organisational structure

44. Who is responsible for the following management functions?

- | | |
|-------------------------|----|
| Owner | 1 |
| General manager | 2 |
| Production manager | 3 |
| Other employee (no 1) | 4 |
| Other employee (no 2) | 5 |
| Other employee (no 3) | 6 |
| (continue as necessary) | |
| No one | 20 |

a) Production planning

R2B44A

b) Production control

R2B44B

c) Quality control

R2B44C

d) Maintenance

R2B44D

e) Warehousing

R2B44E

f) Distribution

R2B44F

g) Purchasing

R2B44G

h) Stock control

R2B44H

i) Finance

R2B44I

j) Engineering/technical support

R2B44J

k) Domestic sales

R2B44K

l) Export sales

R2B44L

m) Customer service

R2B44M

n) Marketing

R2B44N

o) Research and development

R2B44O

p) Personnel

R2B44P

q) Training

R2B44Q

r) ~~Information technology~~ Computer & data processing

R2B44R

45. Do you rely on any of these to ensure that your employees work hard enough?

Yes

1

No.

2

a) Personal supervision

R2B45A

b) Supervision through foreman or other

R2B45B

c) Payment system – piece-rate

R2B45C

d) Payment system – other
(specify)

R2B45D

e) Trust/loyalty

R2B45E

f) Obligation

R2B45F

g) Assembly-line discipline

R2B45G

h) Threat of dismissal

R2B45H

i) Other

(specify)

R2B45I

2. General firm questionnaire

PART B = GENERAL

/ PART C = Public Enterprises ...

46. Do you have any of the following problems with your labour force?

Yes 1
No 2

- a) Absenteeism
b) High turnover
c) Bad time-keeping
d) Lack of effort on job
e) Poor quality work
f) Industrial action
g) Sabotage
h) Theft

i) Other (specify _____)

47. Do you have a problem recruiting managerial staff to whom you can delegate decision-making and responsibility?

Yes 1
No 2

R2B46A

R2B46B

R2B46C

R2B46D

R2B46E

R2B46F

R2B46G

R2B46H

R2B46I

R2B47

PART C: Public enterprises: objectives, incentives and autonomy.

Note: Questions 48 to 57 are only to be asked of public sector firms.
If the firm is private sector, go to question 1 of the section on business confidence.

48. Does the remuneration of managers in the firm depend on any of the following?:

Yes 1
No 2

	Yes/No	Maximum bonus as percentage of average pay
Firm's profits	R2C48AA	R2C48BA
Firm's output	R2C48AB	R2C48BB
Firm's reduction in costs	R2C48AC	R2C48BC
Employment	R2C48AD	R2C48BD
Other (specify)	R2C48AE	R2C48BE

49. Does the remuneration of workers in the firm depend on any of the following?:

Yes 1
No 2

	Yes/No	Maximum bonus as percentage of average pay
Firm's profits	R2C49AA	R2C49BA
Firm's output	R2C49AB	R2C49BB
Firm's reduction in costs	R2C49AC	R2C49BC
Employment	R2C49AD	R2C49BD
Other (specify)	R2C49AE	R2C49BE

2. General firm questionnaire

PART C: Public enterprises: objectives, incentives and autonomy.

NA / PR

50. What are your major objectives in running the firm? (List up to three in order of importance)

Profits 1
Fulfilling planners' targets 2
Increasing firm's revenue 3
Increasing output 4
Generating employment 5
Other 6
(specify)

R2C50A

R2C50B

R2C50C

51. Does the government instruct you to pursue any of the following objectives? (List up to three in order of importance)

Profits 1
Fulfilling planners' targets 2
Increasing firm's revenue 3
Increasing output 4
Generating employment 5
Other 6
(specify)

R2C51A

R2C51B

R2C51C

52. How are investment decisions of the firm taken ?

Taken by managers 1
Referred to board of directors 2
Referred to a government ministry 3
Other 4
(specify)

R2C52

53. How are employment decisions of the firm taken ?

Taken by managers 1
Referred to board of directors 2
Referred to a government ministry 3
Other 4
(specify)

R2C53

54. How are product-choice decisions of the firm taken ?

Taken by managers 1
Referred to board of directors 2
Referred to a government ministry 3
Other 4
(specify)

R2C54

55. How are pricing decisions of the firm taken ?

Taken by managers 1
Referred to board of directors 2
Referred to a government ministry 3
Other 4
(specify)

R2C55

56. Do you expect the government to sell your firm in the next two years ?

Yes 1
No 2

R2C56

57. Do you expect the management of the firm to change in the next two years ?

Yes 1
No 2

R2C57

2. General firm questionnaire

PART D = Business confidence

1. What is the most likely quantity of output you will sell compared with now?

1 year from now

3 years from now

Lower
(by how much? %)

R2D1AA

R2D1AB

Same as now

R2D1BA

R2D1BB

Higher
(by how much? %)

R2D1CA

R2D1CB

2. What is the most likely official exchange rate?

birr per \$

R2D2AA

R2D2AB

What is the most likely parallel exchange rate?
birr per \$

R2D2BA

R2D2BB

3. What is the most likely interest rate compared with now

Lower 1
Same as now 2
Higher 3

R2D3A

R2D3B

4. What is the most likely profits tax compared with now

Lower 1
Same as now 2
Higher 3

R2D4A

R2D4B

5. Do you expect further changes in the labour code?

Yes 1
No 2

R2D5A

R2D5B

6. Do you expect further changes in the investment code?

Yes 1
No 2

R2D6A

R2D6B

1 year from now

3 years from now

7. Do you expect changes in the rights of ownership of urban land?

Yes 1
No 2

R2D7A

R2D7B

8. Do you expect changes in the rights of ownership of urban buildings?

Yes 1
No 2

R2D8A

R2D8B

- ~~9. Do you expect changes in the government?~~

~~Yes 1
No 2~~

~~R2D9A~~

~~R2D9B~~

10. Where changes are expected, how do these expectations affect your current investment and hiring decisions?

Do less than if no change expected 1

Do more than if no change expected 2

Do same as if no change expected 3

investment

labour hiring

R2D10A

R2D10B

3. Technology questionnaire

Part A: technology acquisition

1. Do you presently hold any foreign licences?

Yes

1

No

2 (→ 3)

R3A1

2. How much did you spend on royalties and fees for foreign licences last year?

birr

1

US\$

2

German mark

3

French franc

4

Japanese yen

5

British pound

6

CFA franc

7

Swiss franc

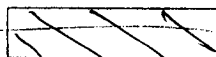
8

Other

9

(specify)

Currency



amount

Birr

R3A2

3. Do you have a foreign technical assistance contact at present?

Yes

1

No

2

R3A3

4. How much did you spend on foreign technical assistance last year?

birr

1

US\$

2

German/mark

3

French franc

4

Japanese yen

5

British pound

6

CFA franc

7

Swiss franc

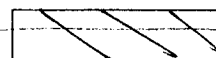
8

Other

9

(specify)

Currency



amount

Birr

R3A4

5. How many expatriates did you have in your employment last year?

No of expatriates (if 0, → 7)

R3A5

6. In what capacity?

Managerial

1

Technical

2

Administrative

3

Operative

4

Other

5

(specify)

R3A6

Multiple answers are allowed

NA if owner manager.

For the general manager and the production or plant manager, ask questions 7 to 9	7 How many years in the present business? Years	8 Highest completed level of education? None 1 Primary 2 Secondary 3 University non-technical 4 University/technical 5 Postgraduate domestic 6 Postgraduate abroad 7	9 Nationality? Ethiopian 1 Other 2
General manager	R3A7A.	R3A8A.	R3A9A
Production or plant manager	R3A7B.	R3A8B.	R3A9B

3. Technology questionnaire

Part B: initial investment in plant, equipment and machinery

1. What was the ^{Cost of} initial plant investment ~~and how much did it cost?~~ ^{or nationalised}
(If acquired, then value at the time inherited or purchased)

☐ birr
☐ US\$
☐ German mark
☐ French franc
☐ Japanese yen
☐ British pound
☐ CFA franc
☐ Swiss franc
☐ Other
 (specify)

Year Amount ^{Girr} Currency

2. Was it new or used equipment?

New 1
 Used 2
 Mixed 3

3. Was your original plant equipment imported or locally produced?

Foreign (100%) 1
 Mostly foreign/some local 2
 Local (100%) 3
 Mostly local/some foreign 4

4. Has your firm made any major additions to production capacity since the initial investment?

Yes 1
 No 2 (→ Part D)

Next section

3. Technology questionnaire

Part C: most recent addition or change in plant and equipment

Refers to latest major additions

1. When did the investment take place? year

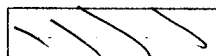
R3C1

2. How much did it cost?

- birr 1
- US\$ 2
- German mark 3
- French franc 4
- Japanese yen 5
- British pound 6
- CFA franc 7
- Swiss franc 8
- Other 9

(specify)

Currency



amount

Birr

R3C2

3. Was the equipment new or used?

- New 1
- Used 2
- Mixed 3

R3C3

4. Was the equipment imported or locally produced?

- Foreign (100%) 1
- Mostly foreign/some local 2
- Local (100%) 3
- Mostly local/some foreign 4

R3C4

5. What was the purpose of the investment in equipment?

- Produce same product, improve process 1
- Produce same product, add to capacity 2
- Introduce new products 3
- Produce different variety of similar product 4
- Replace old equipment with similar one 5
- Other 6
- (specify)

R3C5

6. How has the cost of production (per unit of output) changed with the new equipment?

- It is higher than before 1
- It is about the same as before 2
- It is lower than before 3

R3C6

7. How has the quality of the product changed with the new equipment?

- It is higher than before 1
- It is about the same as before 2
- It is lower than before 3

R3C7

8. Did you carry out any technical adaption to the equipment?

- Yes 1
- No 2

(→ Part D)

R3C8

9. What was the purpose of the adaption?

- Respond yes to all that apply
- Yes 1
- No 2

Next Volume

a) To adapt to local materials

R3C9A

b) To adapt to smaller size

R3C9B

c) To adapt to lower speed

R3C9C

d) To reduce maintenance needs

R3C9D

e) To adapt to local climate

R3C9E

f) To reduce need for skilled operators

R3C9F

g) To adapt to energy source

R3C9G

h) Other

R3C9H

(specify)

3. Technology questionnaire

PART C = Most recent addition or change in plant or equipment

10. Who carried out the adaption?

23C10

In-house	1
University of technology institution	2
Consulting engineer	3
Equipment supplier	4
Parent company	5
Other	6
(specify _____)	

4. Labour market questionnaire

1. How many workers does this firm currently employ?

Temporary permanent r2.

Are any of these workers peak season related?
If so, how many?

Number

R4PA2

Full-time (excluding casuals)

Total

R4PA1A1 R4PA1A2

Part-time/casual/temporary

Total

R4PA1B1 R4PA1B2

This table should be used only for normal season workers.
Be sure to ask explicitly about sales persons.

For each type of worker ask questions 3 - 8		3 Of your total labour force how many of the following types of workers are employed? (If none, write zero and go to next type). No of workers		4 How are the workers paid? Time rate 1 (→ 6) Piece rate 2 (→ 6) % of firm's sales 3		5 When are the workers paid? Daily 1 Weekly 2 Fortnightly 3 Monthly 4		6 How many hours per week do these workers work on average? Hours		7 What was the average base wage (per pay period) in this category (before tax) excl. any in-kind payment or allowances? birr		8 What is the average level of education of workers of this type? None 1 Primary 2 Secondary 3 Vocational 4 Technical 5 Polytechnic 6 University 6	
		Men	Women									1236	
Management	1	R4PA3AA	R4PA3BA	R4PA4A		R4PA5A		R4PA6A		R4PA7A		R4PA8AA	R4PA8BA
Admin/clerical	2	3AB	3BB	R4PA4B		R4PA5B		R4PA6B		R4PA7B		8AB	8BB
Commercial/sales	3	3AC	3BC	R4PA4C		R4PA5C		R4PA6C		R4PA7C		8AC	8BC
Supervisors/foreman	4	3AD	3BD	R4PA4D		R4PA5D		R4PA6D		R4PA7D		8AD	8BD
Technicians	5	3AE	3BE	R4PA4E		R4PA5E		R4PA6E		R4PA7E		8AE	8BE
Equipment maintenance	6	3AF	3BF	R4PA4F		R4PA5F		R4PA6F		R4PA7F		8AF	8BF
Skilled production workers	7	3AG	3BG	R4PA4G		R4PA5G		R4PA6G		R4PA7G		8AG	8BG
Other production workers	8	3AH	3BH	R4PA4H		R4PA5H		R4PA6H		R4PA7H		8AH	8BH
Apprentices and formal trainees	9	3AI	3BI	R4PA4I		R4PA5I		R4PA6I		R4PA7I		8AI	8BI
Support staff	10	3AJ	3BJ	R4PA4J		R4PA5J		R4PA6J		R4PA7J		8AJ	8BJ
Total		3AK	3BK	R4PA4K		R4PA5K		R4PA6K		R4PA7K		8K	8BK

4. Labour market questionnaire

This table should be used only for normal season workers.

For each type of worker ask questions 9 - 12	9 In addition to their wages, did these workers receive any in-kind payment? Yes 1 No 2	10 In addition to their wages did these workers receive any cash allowances? Yes 1 No 2	11 What was the average cash value of these in-kind payments and cash allowances, per pay period, per employee for each of the following items? If nothing, write zero.						12 How many workers are members of owners's fan Number
			Food Birr	Housing Birr	Clothing Birr	Transport Birr	Bonuses Birr	Other Birr	
Management 1	R4PB9A	R4PB10A	R4PB11AA	R4PB11BA	R4PB11CA	R4PB11DA	R4PB11EA	R4PB11FA	R4PB12A
Admin/clerical 2	R4PB9B	R4PB10B	R4PB11AB	R4PB11BB	R4PB11CB	R4PB11DB	R4PB11EB	R4PB11FB	R4PB12B
Commercial/sales 3	R4PB9C	R4PB10C	R4PB11AC	R4PB11BC	R4PB11CC	R4PB11DC	R4PB11EC	R4PB11FC	R4PB12C
Supervisors/foreman 4	R4PB9D	R4PB10D	R4PB11AD	R4PB11BD	R4PB11CD	R4PB11DD	R4PB11ED	R4PB11FD	R4PB12D
Technicians 5	R4PB9E	R4PB10E	R4PB11AE	R4PB11BE	R4PB11CE	R4PB11DE	R4PB11EE	R4PB11FE	R4PB12E
Equipment maintenance 6	R4PB9F	R4PB10F	R4PB11AF	R4PB11BF	R4PB11CF	R4PB11DF	R4PB11EF	R4PB11FF	R4PB12F
Skilled production workers 7	R4PB9G	R4PB10G	R4PB11AG	R4PB11BG	R4PB11CG	R4PB11DG	R4PB11EG	R4PB11FG	R4PB12G
Other production workers 8	R4PB9H	R4PB10H	R4PB11AH	R4PB11BH	R4PB11CH	R4PB11DH	R4PB11EH	R4PB11FH	R4PB12H
Apprentices and formal trainees 9	R4PB9I	R4PB10I	R4PB11AI	R4PB11BI	R4PB11CI	R4PB11DI	R4PB11EI	R4PB11FI	R4PB12I
Support staff 10	R4PB9J	R4PB10J	R4PB11AJ	R4PB11BJ	R4PB11CJ	R4PB11DJ	R4PB11EJ	R4PB11FJ	R4PB12J
Total	R4PB9K	R4PB10K	R4PB11AK	R4PB11BK	R4PB11CK	R4PB11DK	R4PB11EK	R4PB11FK	R4PB12K

4. Labour market questionnaire

13. Are any of your employees members of a labour union?

Yes
No

1
2 (→15)

R4PC13

14. What fraction?

(%)

R4PC14

Ask questions 15 to 17 about each benefit listed (work through this by rom)	15 Do you provide the employee with this benefit? Yes 1 No 2	17 Approximately how much does this benefit cost you per year in total? birr
1. Health care	R4PC15A	R4PC17A.
2. Health care for workers' families	R4PC15B	R4PC17B.
3. Education for workers of family (incl school fees)	R4PC15C	R4PC17C
4. Overtime pay	R4PC15D	R4PC17D
Maternity leave 5. Paid leave	R4PC15E	R4PC17E
6. Sick leave	R4PC15F	R4PC17F.
Other paid leave (excl. maternity) 7. Public holidays annual	R4PC15G	R4PC17G
8. Pension funds	R4PC15H	R4PC17H
9. Gratuities	R4PC15I	R4PC17I
10. Other (specify)	R4PC15J	R4PC17J.

18. How many weeks' pay do you give a worker
when you lay him/her off?

No.

Look back at question 1. If the firm employs any ~~part-time~~
~~casual~~ or temporary workers, then ask questions 19-22.
If the firm employs no ~~part-time~~, ~~casual~~ or temporary workers,
then skip to question 23.

19. Do these workers earn lower wages than permanent workers?

Yes 1
No 2

R4PC19

20. Do these workers receive allowances?

Yes 1
No 2

R4PC20

21. Do these workers receive benefits (health care, overtime pay,
paid leave, etc).?

Yes 1
No 2

R4PC21

22. Can these workers be more easily fired?

Yes 1
No 2

R4PC22

23. What is the common way of finding workers?

Relative or friend of owner 1
Relative or friend of current employee 2
Suggestion from supplier or
business associate 3
Word of mouth 4
Formal advertising 5
Labor Office 6
Trade or technical schools 7
Other 8
(specify)

R4PC23

4. Labour market questionnaire

- | | | |
|--|----|---------------------|
| 1. How many paid employees did you hire last year? | No | <div>Ru PC 24</div> |
| 2. How many workers did you fire or lay off last year? | No | <div>Ru PC 25</div> |
| 3. How many workers quit? | No | <div>Ru PC 26</div> |
| 4. How many workers absconded last year? | No | <div>Ru PC 27</div> |
| 5. How many workers retired last year? | No | <div>Ru PC 28</div> |

5. Financial markets and contractual relations questionnaire

Provide the following information for the most recent major acquisition (in the last 5 years) of capital stock (investments) in each of the two categories:

	Buildings		Equipment	
1. What is the date of this most recent acquisition?	R5A1A		R5A1B.	
2. What was the amount of the investment?	R5A2A.		R5A2B.	
3. What was the form of this acquisition? Purchase 1 Lease 2 (If 2, skip question 4)	R5A3A.		R5A3B.	
4. What were the sources of funds, and what proportion came from each of the following categories? (Make sure the total of categories A-G in each column adds to 100).	Did you use this source? Yes 1 No 2	Percent of total funds spent (%)	Did you use this source? Yes 1 No 2	Percent of total funds spent? (%)
Company retained earnings	R5A4AA1	R5A4AB1	R5A4BA1	R5A4BB1
Personal savings	R5A4AA2.	R5A4AB2	R5A4BA2	R5A4BB2
Borrowed from friends or relatives	R5A4AA3	R5A4AB3	R5A4BA3	R5A4BB3
Bank loan	R5A4AA4	R5A4AB4	R5A4BA4	R5A4BB4
Supplier credit	R5A4AA5	R5A4AB5	R5A4BA5	R5A4BB5
Borrowed from money lender	R5A4AA6	R5A4AB6	R5A4BA6	R5A4BB6
Ikub	R5A4AA7	R5A4AB7	R5A4BA7	R5A4BB7
Other informal savings association or groups	R5A4AA8	R5A4AB8	R5A4BA8	R5A4BB8
Other (specify)	R5A4AA9	R5A4AB9	R5A4BA9	R5A4BB9
TOTAL	R5A4AA10	R5A4AB10	R5A4BA10	R5A4BB10.

5. Financial markets and contractual relations questionnaire

PART B = INVESTMENT IN LAND RIGHTS

Provide information for the most recent major acquisition (in the last 5 years)
of land for business premises in the four categories.

NA/IPE NA/IPE

	Purchase from private owner	Lease of private property	Lease of public property	Land grant from the government	Inheritance of private property					
1* Did you acquire land for business premises over the last 5 years? Yes 1 No 2 (→ Part N)	RSB1A	RSB1B	RSB1C	RSB1D	RSB1E					
2* What was the date of this most recent acquisition?	RSB2A	RSB2B	RSB2C	RSB2D	RSB2E					
3* What was the amount of investment involved?	RSB3A	RSB3B	RSB3C	RSB3D	RSB3E					
4* What were the sources of funds, and what proportion came from each of the following categories? (Make sure the total of categories A-G in each column adds to 100).	Did you use this source? Yes 1 No 2	% of total funds spent (%)	Did you use this source? Yes 1 No 2	% of total funds spent (%)	Did you use this source? Yes 1 No 2	% of total funds spent (%)	Did you use this source? Yes 1 No 2	% of total funds spent (%)	Did you use this source? Yes 1 No 2	% of total funds spent (%)
Company retained earning	RSB4AA1	RSB4AB1	RSB4BA1	RSB4BB1	RSB4CA1	RSB4CB1	RSB4DA1	RSB4DB1	RSB4EA1	RSB4EB1
Personal savings	AA2	AB2	BA2	BB2	CA2	CB2	DA2	DB2	EA2	EB2
Borrowed from friends or relatives	AA3	AB3	BA3	BB3	CA3	CB3	DA3	DB3	EA3	EB3
Bank loan	AA4	AB4	BA4	BB4	CA4	CB4	DA4	DB4	EA4	EB4
Supplier credit	AA5	AB5	BA5	BB5	CA5	CB5	DA5	DB5	EA5	EB5
Borrowed from money lender	AA6	AB6	BA6	BB6	CA6	CB6	DA6	DB6	EA6	EB6
Ikub	AA7	AB7	BA7	BB7	CA7	CB7	DA7	DB7	EA7	EB7
Other informal savings association or groups	AA8	AB8	BA8	BB8	CA8	CB8	DA8	DB8	EA8	EB8
Other (specify)	AA9	AB9	BA9	BB9	CA9	CB9	DA9	DB9	EA9	EB9
TOTAL	AA10	AB10	BA10	BB10	CA10	CB10	DA10	DB10	EA10	EB10
5* How much was the land worth at the time of acquisition?	RSB5A		RSB5B		RSB5C		RSB5D		RSB5E	
6* How much would the land be worth if you were to sell it now?	RSB6A		RSB6B		RSB6C		RSB6D		RSB6E	

5. Financial markets and contractual relations questionnaire

PART C: TRADE CREDIT — Borrowing

1. Write the three most important raw materials, intermediates or inputs and then ask questions 2 to 9 for each item listed.	2. What is the proportion of materials, intermediates or inputs supplied by the primary supplier in each category?	3. What type of company is this primary supplier?	4. How long have you had a relationship with this supplier?	5. What form of payment is required by this supplier?	6. What is the frequency of these purchases?	7. What is your relationship with the person you normally deal with?	8. Is the person you deal with a member of the same ethnic group?
Raw materials, intermediates or inputs	(%)	Public enterprise Domestic 1 Public enterprise Foreign 2 Private domestic 3 Private foreign 4 Other 5	Years	(multiple answers permitted) Credit 1 Cash 2 Advance payment 3 Running account 4	Daily 0 Weekly 1 Monthly 2 Quarterly 3 Yearly 4 Half-yearly 5 Fortnightly 6 Occasionally 7 Depending on orders from clients 8	Family 1 Friend 2 Business only 3	Yes 1 No 2
1. R5C1A	R5C2A	R5C3A	R5C4A	R5C5A	R5C6A	R5C7A	R5C8A
2. R5C1B	R5C2B	R5C3B	R5C4B	R5C5B	R5C6B	R5C7B	R5C8B
3. R5C1C	R5C2C	R5C3C	R5C4C	R5C5C	R5C6C	R5C7C	R5C8C

9 Is this the only supplier available for this raw material or input?	10 Can this relationship be characterized as subcontracting?	11 How much trade discount does this supplier give?
Yes 1 No 2	Yes 1 No 2	(%)
1. R5C9A	R5C10A	R5C11A
2. R5C9B	R5C10B	R5C11B
3. R5C9C	R5C10C	R5C11C

12. What is your current outstanding balance owed to all suppliers (accounts payable), including suppliers of capital equipment?

birr

R5C12

5. Financial markets and contractual relations questionnaire

PART C: TRADE CREDIT - Borrowing

13. What is your current amount due to you from all suppliers (prepayments made for goods or services to be delivered later)?

birr

RSC13

- a) Most recent major purchase on credit or running account from one of the three suppliers listed in question 1.

Look back at question 5. If there is at least one purchase on credit, ask questions 13 to 23 ⁴ about the most recent purchase on credit. If not, go to question 24. If this credit transaction includes an advance payment, record it here, not in the advance payment section. Another transaction will be selected under these circumstances for the advance payment section. (This refers only to completed transactions).

Which of the suppliers is this (see Q1) coding 1,2,3

RSC13A

14. What was the total value of this credit purchase

birr

RSC14

16. What was the payment on order?

birr

RSC16

17. What was the payment on delivery?

birr

RSC17

20. What ~~are~~ ^{were} the interest charges (if any)?

birr

RSC20

22. What was the time elapsed (in days) between taking delivery of the raw material and full repayment?

RSC22

23. If you had made the same purchase on a cash basis, how much would you have paid?

birr

RSC23

24. Which of the following forms of guarantee was provided to the supplier?

RSC24

None	1
Physical collateral	2
Third-party guarantor	3
Witnesses	4
Post-dated checks	5
Signed invoices	6
Group guarantees	7
Other	8
(specify _____)	

- b) Most recent major cash purchase from one of the three suppliers listed in question 1.

Look back at question 5. If there is at least one cash purchase, ask questions 25 ~~and~~ ^{and 26} about the most recent cash purchase. If not, go to question 26. (This refers only to completed transactions). ²⁷

Which of the suppliers is this? (see Q1, code 1,2,3).

RSC13B

25. What was the total value of this cash purchase?

birr

RSC25

26. How much was the discount for cash payment?

(%)

RSC26

5. Financial markets and contractual relations questionnaire

PART C: TRADE CREDIT - Borrowing

c). Most recent major purchase using advance payment (advances before taking delivery) from one of the three primary suppliers listed in question 1.

Look back at question 5. If there is at least one purchase with advance payment, ask questions 27 to 33 about the most recent purchase with advance payment. If not, go to section III. (This refers only to completed transactions). p. 31-

Which of the suppliers is this? (see Q1, code 1,2,3).

R5C0

27. What was the total value of this purchase with advance payment?

birr

R5C27

28. What was the payment when placing the order (if not full payment)?

birr

R5C28

29. What was the payment on delivery?

birr

R5C29

30. What are the interest charges (if any)?

birr

R5C30

31. What was the time elapsed (in days) between first payment and delivery?

R5C31

32. If you had made the same purchase on a cash basis, how much would you have paid?

birr

R5C32

33. Which of the following forms of guarantee were received from the supplier?

None	1
Physical collateral	2
Third-party guarantor	3
Witnesses	4
Post-dated checks	5
Signed invoices	6
Group guarantees	7
Receipt	8
Other	9
(specify)	

R5C33

5. Financial markets and contractual relations questionnaire

PART C: TRADE CREDIT — Lending

Identify and characterize the relationships with the principal clients of the enterprise in the last year, by the four main types specified below:

1 Type of client	2 What was the primary form of sales? (Multiple answers allowed) Credit 1 Consignment 2 Cash 3 Advance payment 4	3 Do you ever make written agreements with clients (excluding receipts for cash transactions)? Yes 1 No 2
End user, private 01	R5CL2A.	R5CL3A.
End user, public 02	R5CL2B	R5CL3B
Retailer, private 03	R5CL2C	R5CL3C
Retailer, public 04	R5CL2D	R5CL3D
Wholesaler, private 05	R5CL2E	R5CL3E
Wholesaler, public 06	R5CL2F	R5CL3F
Foreign 07	R5CL2G	R5CL3G
Other 08	R5CL2H.	R5CL3H

4. What is the current outstanding balance due to you from all clients (accounts receivable)?

birr

R5CL4

5. What is the current amount owed to all clients (prepayments for good or services to be delivered)?

birr

R5CL5

5. Financial markets and contractual relations questionnaire

PART C: TRADE CREDIT - Lending

a) Most recent major sale on credit to at least one client.

Look back at question 2. If there is at least one sale on credit, ask questions 6 to 16 about the most recent sale on credit. If not, go to question 21. (This refers only to completed transactions).

17

6. What is the type of client (coded from question 1)?

- | | |
|---------------------|----|
| End user, private | 01 |
| End user, public | 02 |
| Retailer, private | 03 |
| Retailer, public | 04 |
| Wholesaler, private | 05 |
| Wholesaler, public | 06 |
| Foreign | 07 |
| Other | 08 |

R5CL6

7. What is your relationship with the person you are dealing with?

- | | |
|---------------|---|
| Family | 1 |
| Friend | 2 |
| Business only | 3 |

R5CL7

8. Is the person you are dealing with a member of the same ethnic group?

- | | |
|-----|---|
| Yes | 1 |
| No | 2 |

R5CL8

9. How long have you known or been doing business with the client?

months

R5CL9

10. What was the total value of this credit sale?

birr

R5CL10

11. What was the payment on order?

birr

R5CL11

12. What was the payment on delivery?

birr

R5CL12

13. What were the interest charges, if any?

birr

R5CL13

14. What was the time elapsed (in days) between delivery and full repayment?

R5CL14

15. If you had made the same sale on a cash basis, how much would you have charged?

birr

R5CL15

16. Which of the following forms of guarantee were received from the client?

- | | |
|------------------------------------|---|
| None | 1 |
| Physical collateral | 2 |
| Third-party guarantor | 3 |
| Witnesses | 4 |
| Post-dated checks | 5 |
| Signed invoices | 6 |
| Group guarantees (natural persons) | 7 |
| Other | 8 |
| (specify) | |

R5CL16

5. Financial markets and contractual relations questionnaire

PART C: TRADE CREDIT - Lending

b) Most recent major sale on consignment to at least one client.

Look back at question 3. If there is at least one sale on consignment, ask questions 21 to 28 about the most recent sale on consignment. If not, go to c), questions 29 to 41. Consignment is a practice in which ownership of the commodity, and the marketing (no-sale) risk remains with the producer (i.e., the enterprise being interviewed). In other words, the producer gives the product to the customer and the customer pays for it when it is sold.

(This refers only to completed transactions).

17. Type of client (see question 1)

- | | |
|---------------------|----|
| End user, private | 01 |
| End user, public | 02 |
| Retailer, private | 03 |
| Retailer, public | 04 |
| Wholesaler, private | 05 |
| Wholesaler, public | 06 |
| Foreign | 07 |
| Other | 08 |

R5CL17

18. What is the relationship with the person you are dealing with?

- | | |
|---------------|---|
| Family | 1 |
| Friend | 2 |
| Business only | 3 |

R5CL18

19. Is the person you are dealing with a member of the same ethnic group?

- | | |
|-----|---|
| Yes | 1 |
| No | 2 |

R5CL19

20. How long have you known or been doing business with the client?

months

R5CL20

21. What was the product sold on consignment?

R5CL21

22. What was the total value of the consignment sale?

birr

R5CL22

23. What was the payment on order?

birr

R5CL23

24. What was the payment on delivery?

birr

R5CL24

25. What was the payment at closing (return of unsold/unused merchandise)?

birr

R5CL25

26. What was the time elapsed (in days) between delivery and closing?

R5CL26

27. Which of the following forms of guarantee were received from the client?

- | | |
|-----------------------|---|
| None | 1 |
| Physical collateral | 2 |
| Third-party guarantee | 3 |
| Witnesses | 4 |
| Post-dated checks | 5 |
| Signed invoices | 6 |
| Group guarantees | 7 |
| Other | 8 |
| (specify) | |

R5CL27

28. If you had made this same sale on a cash basis, what would you have been paid?

birr

R5CL28

5. Financial markets and contractual relations questionnaire

PART C: TRADE CREDIT / *ending*

c) Most recent major cash sale to at least on client

Look back at question 3. If there is at least one cash sale ask questions 29 to 32 about the most recent cash sale. If not go to question 33 (This refers only to completed transaction).

29. What is the type of client (from question 1)?

- | | |
|---------------------|----|
| End user, private | 01 |
| End user, public | 02 |
| Retailer, private | 03 |
| Retailer, public | 04 |
| Wholesaler, private | 05 |
| Wholesaler, public | 06 |
| Foreign | 07 |
| Other | 08 |

RSCL29

30. What was the product sold?

RSCL30

31. What was the total value of this cash sale?

birr

RSCL31

32. How much was the discount for cash?

(%)

RSCL32

d) Most recent major sale with advance payment to at least one client.

2
Look back at question 3. If there is at least one sale with advance payment, ask questions 33 to 41 about the most recent sale with advance payment. if not, go to ~~section III~~.
(This refers only to completed transaction).

PART D

33. What is the type of client (coded as per question 1)?

- | | |
|---------------------|----|
| End user, private | 01 |
| End user, public | 02 |
| Retailer, private | 03 |
| Retailer, public | 04 |
| Wholesaler, private | 05 |
| Wholesaler, public | 06 |
| Foreign | 07 |
| Other | 08 |

RSCL33

34. What is your relationship with the person you are dealing with?

- | | |
|---------------|---|
| Family | 1 |
| Friend | 2 |
| Business only | 3 |

RSCL34

35. Is the person you are dealing with a member of the same ethnic group?

- | | |
|-----|---|
| Yes | 1 |
| No | 2 |

RSCL35

36. How long have you known or been doing business with the clients?

months

RSCL36

37. What was the total value of sales paid in advance?

birr

RSCL37

38. What are the interest charges (if any)?

birr

RSCL38

39. What was the time elapsed (in days) between first payment and delivery?

RSCL39

40. If you had made this sale on a cash-on-delivery basis, how much would you have been paid?

birr

RSCL40

5. Financial markets and contractual relations questionnaire

PART C: TRADE CREDIT — Lending.

41. Which of the following forms of guarantee were provided to the client?

RSCL41

- | | |
|-----------------------|---|
| None | 1 |
| Physical collateral | 2 |
| Third-party guarantor | 3 |
| Witnesses | 4 |
| Post-dated checks | 5 |
| Signed invoices | 6 |
| Group guarantees | 7 |
| Receipt | 8 |
| Other | 9 |
| (specify _____) | |

5. Financial markets and contractual relations questionnaire

PART D - INFORMAL LENDING

Summary of loans granted by the enterprise in the last three years, excluding transaction for the purchase or sale (i.e. trade credit), by loan recipient.

For each type of recipient listed, ask questions 1 and 2.		1 How many loans have you given [recipient]?	2 Current balances due by [recipient]
		No of loans	birr
Relatives/friends*	01	RSD1A	RSD2A
Money lender	02	RSD1B	RSD2B
Suppliers	03	RSD1C	RSD2C
Clients	04	RSD1D	RSD2D
Informal group, Ikub	05	RSD1E	RSD2E
Informal group, other (describe)	06	RSD1F	RSD2F
Other (describe)	07	RSD1G	RSD2G
*Relatives, friend, who are not also suppliers, clients, employees or other enterprises.			

If loans to employees exist in questions 1 and 2 on this page, then ask question 3. Otherwise, skip to question 4.

3. Are the employee loans short-term advances on salary?

Yes
No

1
2

(Not less than one month)

RSD3

Terms and conditions of most recent loan granted for one recipient (only for loans other than those to employees). This refers to completed transactions only (i.e. loan repayment has been made).

4. What is the type of recipient of loan?

Relatives/friends* 01
Money lender 02
Suppliers 03
Clients 04
Informal group, Ikub 05
Informal group, other (describe) 06
Other (describe) 07

*Relatives, friend, who are not also suppliers, clients, employees or other enterprises.

RSD4

5. Date of the most recent major loan transaction

year/month

RSD5

6. What was the amount lent in cash?

birr

RSD6

7. What was the value of the amount lent in-kind?

birr

RSD7

8. What was the maturity, in days?

RSD8

9. How much did ~~will~~ you receive in cash as repayment?

birr

RSD9

10. What is the value of what you did ~~will~~ receive in-kind or repayment?

birr

RSD10

5. Financial markets and contractual relations questionnaire

PART D: Informal lending

11. Was collateral required?

Yes 1
No 2

RSD.11

12. What was the collateral?

Land/buildings 1
Equipment 2
Livestock 3
Other 4
(specify)

RSD.12

13. What is the value of the collateral?

birr

RSD.13

15. Was this the first loan granted to the recipient?

Yes 1
No 2

RSD.15

16. How long have you known this recipient?

Years/months

RSD.16

17. What is your relationship with the recipient?

Family 1
Friend 2
Business only 3

RSD.17

18. Was the recipient a member of the same ethnic group?

Yes 1
No 2

RSD.18

5. Financial markets and contractual relations questionnaire

PART E: Borrowing from formal and semi-formal institutions

Ask the following questions, making a clear distinction between overdraft facilities and loans from formal financial institutions:

1. Did the enterprise receive any overdraft facilities last year?
 Yes 1
 No 2 (→ 4) R5E1
2. If yes, in how many banks do you have any overdraft facilities?
 No. R5E2
3. What is the current balance owed in all overdrafts?
 birr R5E3
4. Has the enterprise ever received a loan from an institution (bank, credit union government project, etc)?
 Yes 1
 No 2 (→ 19) R5E4

Institution type	5 How many loans in the last year?	6 How many loans in the last 5 years?	7 What is the total current outstanding balance of loans due? birr
Banks 01	R5E5A	R5E6A	R5E7A.
Non-bank financial institutions (e.g. credit unions, etc.) 02	R5E5B	R5E6B	R5E7B
Government programmes and similar facilities 03	R5E5C	R5E6C	R5E7C
Other 04 (specify)	R5E5D	R5E6D	R5E7D

Ask questions 8 to 18 about the most recent loan (refers to completed transactions only.)
 i.e. loan repayment has been made.)

8. Type of institution?
 Banks 01 R5E8
 Non-bank financial
 institutions
 (e.g. credit
 unions, etc.) 02
 Government
 programmes
 and similar facilities 03
 Other 04
 (specify)
9. For the latest of these loan transactions,
 what was the date of application?
 year/month R5E9
10. How long did the loan approval take?
 months R5E10
11. What was the amount received in cash?
 birr R5E11
12. What was the maturity, in ^{months} ~~years~~? R5E12
13. What was the interest rate?
 % per year R5E13
14. Was there collateral?
 Yes 1
 No 2 R5E14

5. Financial markets and contractual relations questionnaire

PART 5: Borrowing from formal and semi-formal institutions

15. What was this collateral? (multiple answers permitted)

- | | |
|----------------|---|
| Land/buildings | 1 |
| Equipment | 2 |
| Livestock | 3 |
| Other | 4 |
| (specify) | |

R5E15

16. What is the value of the collateral?

birr

R5E16

17. Duration of the commercial relationship with the institution?
months

R5E17

18. How many other possible loan sources of the same type
did you contact before securing this one?

No

R5E18

19. Did the enterprise apply to an institution for a loan last year?

- | | |
|-----|----------|
| Yes | 1 |
| No | 2 (→ 22) |

R5E19

20. Was the application approved?

- | | |
|-----|---|
| Yes | 1 |
| No | 2 |

R5E20

21. If no, why was the application rejected?

a) Institution R5E21 A1

Rejection reason R5E21 A2

b) Institution R5E21 B1

Rejection reason R5E21 B2

c) Institution R5E21 C1

Rejection reason R5E21 C2

22. Why did the firm not apply for a loan last year?

- | | |
|--------------------------|---|
| Inadequate collateral | 1 |
| Don't want to incur debt | 2 |
| Process too difficult | 3 |
| Didn't need one | 4 |
| Didn't think I'd get one | 5 |
| Interest rate too high | 6 |
| Already heavily indebted | 7 |
| Other | 8 |
| (specify) | |

R5E22

23. Has the firm ever applied for a loan?

- | | |
|-----|----------|
| Yes | 1 (→ 25) |
| No | 2 |

R5E23

5. Financial markets and contractual relations questionnaire

PART E : Borrowing from formal and semi-formal institutions

24. Why has the firm never applied for a loan?

- | | |
|--------------------------|---|
| Inadequate collateral | 1 |
| Don't want to incur debt | 2 |
| Process too difficult | 3 |
| Didn't need one | 4 |
| Didn't think I'd get one | 5 |
| Interest rate too high | 6 |
| Already heavily indebted | 7 |
| Other | 8 |
| (specify _____) | |

R5E24

25. Has the firm ever leased any building or equipment?

- | | |
|-----|---|
| Yes | 1 |
| No | 2 |

R5E25

5. Financial markets and contractual relations questionnaire

PART F: Informal borrowing

NA / IPE

Summary of loans or advances in the last three years from non-institutional sources (i.e. friends, relatives, money lenders, informal groups and firms), excluding transactions for purchase or sale (i.e. trade credit).

1. Did you borrow from friends, relatives, moneylenders, informal groups and firms (excluding trade credit) in the last three years?

Yes 1
No 2 (→ 17)

R5F1

2. Why did you choose to borrow from this informal source?

More favourable interest rate 1
Easier formalities 2
No collateral required 3
Flexible payback 4
Other
(specify)

R5F2

Sources	3 How many loans in the last 3 years? No of loans	4. What are the current balances due on loans from [source]? birr
Relatives/friends 01	R5F3A .	R5F4A .
Moneylender 02	R5F3B .	R5F4B .
Suppliers 03	R5F3C .	R5F4C .
Clients 04	R5F3D .	R5F4D .
Informal group, Ikub 05	R5F3E .	R5F4E .
Informal group, other 06 (describe)	R5F3F .	R5F4F .
Other (describe) 07	R5F3G .	R5F4G .

Ask questions 5 to 17 about the most recent major loan

This refers to completed transactions only (i.e. loan repayment has been made.)

5. What is the type of source?

Relatives/friends 01
Moneylender 02
Suppliers 03
Clients 04
Informal group, Ikub 05
Informal group, other 06
(describe)
Other 07
(describe)

R5F5

6. For the latest of these informal loan transactions, what was the date of application?

year/month

R5F6

7. What was the amount received in cash?

birr

R5F7

8. What was the value of the amount received in-kind?

birr

R5F8

9. What was the maturity in days?

R5F9

10. How much did/~~will~~ you repay in cash?

birr

R5F10

11. What is the value of what you did/~~will~~ repay in-kind?

birr

R5F11

5. Financial markets and contractual relations questionnaire

PART F: Informal borrowing

NA / EPE

12. Was there collateral?

Yes

1

No

2

RSF12

13. What was this collateral? (multiple answers permitted)

Land/buildings

1

Equipment

2

Livestock

3

Other

4

(specify _____)

RSF13

14. What is the value of the collateral?

birr

RSF14

15. How long have you known the lender?

years/months

RSF15

16. How many other possible loan sources of the same type
did you contact before securing this one?

RSF16

No

17. Did the enterprise apply to an institution for a loan last year?

Yes

1

No

2 (→ 22)

5. Financial markets and contractual relations questionnaire

PART 6 = Deposits in institutions

- * 1. Does the enterprise or the entrepreneur hold accounts at financial institutions?

Yes
No

1
2

R5G1

2. How many current (checking) accounts does the enterprise or entrepreneur hold?

number

R5G2

3. For how long have you held ^{the oldest of} these accounts?

years

R5G3

4. How many savings accounts (or time deposits) does the enterprise or the entrepreneur hold?

number

R5G4

5. For how long have you held ^{the oldest of} these accounts?

year

R5G5

6. Do you hold a foreign bank account?

Yes
No

1
2

R5G6

7. Do you hold any other financial assets such as:

Yes
No

1
2

a) Shares in other enterprises?

R5G7A

b) Deposit accounts in foreign institutions?

R5G7B

c) Treasury bills?

R5G7C

d) Bonds?

R5G7D

e) Other?

(specify)

R5G7E

8. How much currency does the firm hold?

value (birr)

R5G8

* Ask if the accounts of the enterprise and the person are separate and if yes continue with the enterprise's accounts for Q2-6, or otherwise proceed with the joint account

5. Financial markets and contractual relations questionnaire

PART H : Deposits and contributions in informal groups or with individual intermediaries

NA/2PE

1. Does the enterprise or the entrepreneur make deposits or contributions to informal groups?

Yes
No

1
2 (→ 8)

R5H1

2. Does the enterprise or the entrepreneur make deposits or contributions to Ikubs?

Yes
No

1
2 (→ 9)

R5H2

3. Name the Ikubs in which the entrepreneur participates.	4. For how long have you participated in this Ikub? Months	5. How many members are in the Ikub? Number	6A. What is the frequency of the contribution? *	7. What is the amount of the contribution per share? birr	8. Does the Ikub operate all through the year? Yes 1 No 2	6B. How many shares do you hold?
1 R5H3A	R5H4A	R5H5A	R5H6AA	R5H7A	R5H8A	R5H6BA
2 R5H3B	R5H4B	R5H5B	R5H6AB	R5H7B	R5H8B	R5H6BB
3 R5H3C	R5H4C	R5H5C	R5H6AC	R5H7C	R5H8C	R5H6BC
4 R5H3D	R5H4D	R5H5D	R5H6AD	R5H7D	R5H8D	R5H6BD

*
Daily 1
Weekly 2
Fortnightly 3
Monthly 4
Other 5

5. Financial markets and contractual relations questionnaire

PART H: Deposits and contributions in informal groups or with individual intermediaries

N/A / ZPC

9. Does the enterprise or entrepreneur make deposits or contributions to informal groups of types other than the Ikub?

Yes
No

1
2 (→ 16)

RSH 9

10. What is the local name of the type of informal group?	11. In how many of this type of group do you participate at the moment? Number	12. How many members are in the group? Number	13. How much do you contribute to these groups per month? birr	14. How is the collective fund allocated? In rotating order 1 Bidding 2 Rotation and bidding 3 On member demand 4 Other 5 (specify)	15. How many of these groups operate all the year? Number
a. RSH 10A	RSH 11A	RSH 12A	RSH 13A	RSH 14A	RSH 15A
b. RSH 10B	RSH 11B	RSH 12B	RSH 13B	RSH 14B	RSH 15B
c. RSH 10C	RSH 11C	RSH 12C	RSH 13C	RSH 14C	RSH 15C

16. Does the enterprise of the entrepreneur use safekeeping/deposit services of individual intermediaries (money keepers, collectors)?

Yes
No

1
2 (→

next section)

RSH 16

19. How much do you usually deposit?

birr

RSH 19

20. How often do you withdraw?

times per month

RSH 20

17. For how long have you used these services?

months

RSH 17

21. What is the cost of these services?

birr per month

RSH 21

18. What is the frequency of deposits?

times per month

RSH 18

6. Resolution of problems with clients, suppliers, workers and competitors

Late payment/non-payment

1. During the past year, have you had any problems with late payment by a client?

Yes
No

1
2

R6A1

2. How many times in the past year have you had problems with late payment by a client?

No of times

99 = many times

R6A2

3. During the past year, have you had any problem with non-payment by a client?

Yes
No

1
2

R6A3

Late/non-delivery or deficient quality of inputs/services

4. During the past year, have you had any problem with late/non-delivery of inputs/services?

Yes
No

1
2

R6A4

5. How many times in the past year have you had problems with late/non-delivery of inputs/services?

No of times

R6A5

6. During the past year, have you had any problem with deficient quality of inputs/services?

Yes
No

1
2

A6A6

Disputes with competitors

74. During the past year, have you had any disputes with your competitors?

Yes
No

1
2

R6B1

85. How many times in the past year have you had disputes with your competitors?

No of times

R6B2

99 = many times

7. Infrastructure questionnaire

1. How serious a problem for your firm is the provision of:

No problem
Big problem 3
(On a scale of 1 to 3)

1
3

a) Electricity?

R7A1A

b) Water?

R7A1B

c) Freight transport (railroads, barges, trucks)?

R7A1C

d) Transport for workers?

R7A1D

e) Roads?

R7A1E

f) Telephones? (Interruptions, No line)

R7A1F

g) Air and sea ports? (Cleaning)

R7A1G

h) Waste disposal?

R7A1H

i) Security?

R7A1I

j) Other?

(specify _____)

R7A1J

2. Does the firm provide its own:

Yes
No

1
2

a) Generators?

R7A2A

b) Wells/cisterns?

R7A2B

c) CB/walkie-talkie/radio?

R7A2C

d) Roads?

R7A2D

e) Transportation for workers?

R7A2E

f) Waste disposal?

R7A2F

g) Loading/unloading labour for the ports?

R7A2G

h) Freight transport?

R7A2H

i) Security

R7A2I

j) Other

(specify _____)

R7A2J

8. Regulation questionnaire

Ownership

1. Has the ownership structure of your firm been affected by government regulations concerning ownership?

Yes
No

1
2 (→ 4)

R8PA1

2. Specify which law or regulation:

R8PA2

3. The law or regulations required you to:

Reduce foreign ownership
Increase state ownership
Reduce state ownership
Increase Ethiopian ownership

1
2
3
4

R8PA3

Taxes

4. How much company tax did you pay last year?

Central government

amount

R8PA4

5. How much sales ~~or value added~~ tax (outgoing) ~~are you~~ ^{tax on inputs did you} pay last ~~subject to~~ year? (1984 or 1985 EFY)

Central government

amount

R8PA5

6. How much did you pay in other taxes last year? (1984 or 1985 EFY)

a) Interest tax

amount

R8PA6A

b) Branch profit tax

amount

R8PA6B

c) Tax on fees

amount

R8PA6C

d) Tax on royalties

amount

R8PA6D

e) Remittance tax

amount

R8PA6E

f) Capital gains tax

amount

R8PA6F

7. What amount is paid per year in Local Authority service charges?

Local Authority

birr

R8PA7

(Land user fees plus property tax and other municipal taxes)

8. What was the total import duty paid last year on:

a) Imported capital equipment

R8PA8A

b) Imported inputs

R8PA8B

9. Are you benefiting from any tax exemption?

Yes
No

1
2

R8PA9

8. Regulation questionnaire

Taxes

10. Type of tax duty exemption	11. Have you ever applied for tax exemption? Yes 1 No 2	12. Have you ever benefited from tax exemption in the last 5 years? Yes 1 No 2	13. How long have you benefited from tax exemption? months years	14. How long did it take you to get tax exemption? months	15. How much would the tax you would you have paid if you did not have this exemption? amount	
Income tax holiday	R8PA11A	R8PA12A	R8PA13A	R8PA14A	R8PA15A	R8PA15AA
Duty drawback	R8PA11B	R8PA12B	R8PA13B	R8PA14B	R8PA15B	R8PA15AB
Other tax rebates	R8PA11C	R8PA12C	R8PA13C	R8PA14C	R8PA15C	R8PA15AC
Duty remission	R8PA11D	R8PA12D	R8PA13D	R8PA14D	R8PA15D	R8PA15AD

last year of exemption
Latest year of exemption

16. Has the entrepreneur or firm ever applied to the Office of Investment of Ethiopia (OIE) or a Regional/National Office of Investment (ROI) for an investment certificate (IC)?

Yes
No

1
2 (-) 22)

R8PA16

17. Has the entrepreneur or firm obtained an IC?

Yes
No

1
2 (-) 22)

R8PA17

18. How long did it take to obtain the IC?

years/months

R8PA18

19. Has the firm applied for any benefits under the Investment Code of May 1992?

Yes
No

1
2

R8PA19

* 20. Have you received any benefits under the Investment Code of May 1992?

Yes
No

(see below for coding)

1
2

21. How long did your application for benefits under the Investment Code take to process?

on the average
years/months

R8PA21

- a) Tax holiday
- b) Duty drawback
- c) Other tax rebates
- d) Duty remission
- e) Easier access to land
- f) Other

R8PA20A
20B
20C
20D
20E
20F

8. Regulation questionnaire

22. How severe are the problems created by foreign exchange controls? Rank using the following scale:

No problem

Very severe problem

1
53

Moderate problem 2

a) Delays in obtaining foreign exchange

R8PA22A

b) Availability of foreign exchange

R8PA22B

c) Paperwork required

R8PA22C

d) Other

(specify _____)

R8PA22D

23. ^{Do} How important are the following regulations for the operation of your firm? Rank using the following scale:

Not important

Very important

1

Moderate problem 2

a) Restrictions on the activities in which you can participate

R8PA23A

b) Capital requirements

R8PA23B

c) Joint venture restrictions

R8PA23C

d) Restrictions on access to domestic ^{bank} finance

R8PA23D

e) Restrictions on repatriation of profits

R8PA23E

f) Restrictions on foreign exchange for business travel

R8PA23F

g) Approval of foreign loans

R8PA23G

h) Restrictions on payment of fees to non-residents

R8PA23H

i) Restrictions on payment of technology licences and royalties

R8PA23I

j) Other

(specify _____)

R8PA23J

Labour regulations

24. If a minimum wage of birr 105 per month was to be introduced, how would this change your hiring decisions?

No change

Would hire slightly fewer workers

Would hire many fewer workers

1

2

3

R8PA24

25. Do you believe that there are any provisions of the Labour Code or some other law that restricts the number of permanent workers you would like to employ?

Yes

No

1

2 (-329)

R8PA25

26. As a result of the changes in the restrictions on layoffs in the new Labour Code, which of the following will you do:

Increase the number of permanent workers

Decrease the number of permanent workers

Maintain the same number of permanent workers

1

2

3

R8PA26

27. Which ^{other} provision(s) of the Labour code or other law do you think restricts the number of permanent workers you would like to employ?

R8PA27

8. Regulation questionnaire

Labour regulations

28. If the restrictions in question 27 were removed, which of the following would you do?

Increase the number of permanent workers	1
Decrease the number of permanent workers	2
Maintain the same number of permanent workers	3

R8PA28

29. Do you believe that there are any provisions of the Labour Code or some other law that restricts the number of temporary workers you would like to employ?

Yes	1
No	2

R8PA29

30. Which provision(s) of the Labour code or other law do you think restricts the number of temporary workers you would like to employ?

R8PA30

31. As a result of the changes in the restrictions on layoffs in the new Labour Code, which of the following will you do?

Increase the number of temporary workers	1
Decrease the number of temporary workers	2
Maintain the same number of temporary workers	3

R8PA31

32. If you wanted to temporarily reduce your production, please rank the following obstacles in order from 1 to 3, with 1 being no obstacle and 3 being a very severe obstacle:

a) ~~Trade union~~ ^{Collective agreement} rules regarding layoffs

b) Government rules regarding layoffs

c) High financial costs for layoffs

d) Other _____
(specify _____)

2 = moderate

R8PA32A

R8PA32B

R8PA32C

R8PA32D

33. Based on your past experience or other knowledge, which of the following factors would be most burdensome in closing down a business. Rank in order from 1 to 3, with 1 being no obstacle and 3 being a very severe obstacle.

a) Government restrictions on selling the enterprise or transferring assets

b) The legal process of bankruptcy or liquidation

c) Government restrictions against firing workers

d) ~~Trade union~~ ^{Collective agreement} restrictions against firing workers

e) The cost of firing workers

f) Capital gains taxes

2 = moderate

R8PA33A

R8PA33B

R8PA33C

R8PA33D

R8PA33E

R8PA33F

8. Regulation questionnaire

Current licence(s)/registration(s)

Ask question 34 to 39 about each licence listed:	34 What licences or registrations have you obtained? Yes 1 No 2	35 How much does the government charge for this licence or registration? <i>Initial fees</i> birr <i>Renewal fees per period</i>	36 How long did it take to acquire? <i>In weeks</i> <i>renew the last time</i> <i>Weeks</i> <i>Days</i>	37 How often do you have to renew? Every 2 years 1 Yearly 2 Every 6 months 3 Never 4 Other 5 (specify)	38 Do you have to pay for the assistance of an agent or anyone to help you with the licence? Yes 1 No 2	39 How much in-total did you pay for the licences or registrations if you include fees for assistance, agent's fees and any extraordinary payments? birr <i>Agent</i> <i>Extraordinary payments</i>			
Central government:									
General import licence	R8 PB 34 A	R8 PB 35 A A	R8 PB 35 B A	R8 PB 36 A A	R8 PB 36 B A	R8 PB 37 A	R8 PB 38 A	R8 PB 39 A A	R8 PB 39 B A
Specific import licence	R8 PB 34 B	AB	BB	AB	BB	R8 PB 37 B	R8 PB 38 B	AB	BB
Export licence	R8 PB 34 C	AC	BC	AC	BC	R8 PB 37 C	R8 PB 38 C	AC	BC
Ministry of Industry licence	R8 PB 34 D	AD	BD	AD	BD	R8 PB 37 D	R8 PB 38 D	AD	BD
Investment certificate	R8 PB 34 E	AE	BE	AE	BE	R8 PB 37 E	R8 PB 38 E	AE	BE
Other central govt licence									
1. Ministry of Trade licence	R8 PB 34 F	AF	BF	AF	BF	R8 PB 37 F	R8 PB 38 F	AF	BF
2	R8 PB 34 G	AG	BG	AG	BG	R8 PB 37 G	R8 PB 38 G	AG	BG
3	R8 PB 34 H	AH	BH	AH	BH	R8 PB 37 H	R8 PB 38 H	AH	BH
Regional/local government:									
Investment certificate	R8 PB 34 I	AI	BI	AI	BI	R8 PB 37 I	R8 PB 38 I	AI	BI
Regional Office of Industry licence	R8 PB 34 J	AJ	BJ	AJ	BJ	R8 PB 37 J	R8 PB 38 J	AJ	BJ
Municipality licence	R8 PB 34 K	AK	BK	AK	BK	R8 PB 37 K	R8 PB 38 K	AK	BK
Licence of other regional office									
1	R8 PB 34 L	AL	BL	AL	BL	R8 PB 37 L	R8 PB 38 L	AL	BL
2	R8 PB 34 M	AM	BM	AM	BM	R8 PB 37 M	R8 PB 38 M	AM	BM
3	R8 PB 34 N	AN	BN	AN	BN	R8 PB 37 N	R8 PB 38 N	AN	BN

8. Regulation questionnaire

Price controls

40.. Is your business affected by any of the following?

Yes 1
No 2

(If no on both then go to question 44, otherwise continue)

a) price controls on inputs

R8PC40A

b) price controls on outputs

R8PC40B

41. How often are your output prices reviewed?

R8PC41

42. How long does approval take?

R8PC42

43. In the last 2 years, what proportion of your requests for price increases were approved?

(%)

R8PC43

Firm expansion

44. How severe is each of the following problems as an obstacle to expansion of your firm? (On a scale of 1 to 3)

Not at all 1

Moderate obstacle 2

Severe obstacle 3

a) Ownership regulations

R8PC44A

b) ~~Too~~ Business tax rates increasing with size

R8PC44B

c) Gaining investment benefits

R8PC44C

d) Government restrictions on activities

R8PC44D

e) Labour regulations

R8PC44E

f) Difficulty in obtaining licences

R8PC44F

g) Price controls

R8PC44G

h) Foreign exchange controls

R8PC44H

i) Lack of business support services

R8PC44I

j) Lack of infrastructure

R8PC44J

k) Utility prices

R8PC44K

l) Lack of credit

R8PC44L

m) ~~No~~ demand

R8PC44M

n) ~~Location~~ regulations
 expanding on the present site

R8PC44N

o) Competition from imports

R8PC44O

p) Difficulty in ~~getting access to loans~~

R8PC44P

8. Regulation questionnaire

Firm expansion

q) Building regulations

R8PC44Q

r) Shortage of construction materials

R8PC44R

s) Problems of risk of security of shipment in
marketing and procuring raw materials

R8PC44S

t) Uncertainty about government economic policy in the future

R8PC44T

u) Uncertainty about political stability in the country

R8PC44U

v) Other

(specify _____)

R8PC44V

45. What are your three biggest problems?

Ownership regulations

1

Taxes

2

Government restrictions on
activities

3

Gaining investment benefits

4

Labour regulations

5

Difficulty in obtaining licenses

6

Price controls

7

Lack of business support services

8

Lack of infrastructure

9

Utility prices

10

Credit

11

No demand

12

Foreign exchange

13

Competition from imports

14

Competition from local firms

15

Uncertainty about govt ^{economic} industry policies

16

Lack of skilled labour

17

Corruption

18

Security

19

Lack or shortage of space for premises

20

Building regulations

21

Supply of construction material

22

Uncertainty about political stability

23

Other

24

(specify _____)

R8PC45A

R8PC45B

R8PC45C

9. Business support services questionnaire

1. Have you ever received assistance such as training, financial assistance (other than loans), management assistance, or assistance in project preparation or arbitration from.....?

- Yes, training 1
- Yes, assistance in project preparation 2
- Yes, assistance with dispute settlement 3
- Yes, information 4
- Yes, other services (e.g. advice) 5
- Member of this organisation but no assistance received 6
- Heard of, but no membership or assistance 7
- Never heard of 8

(multiple choices are allowed)

a) Ministry of Industry

R9A1

If yes, specify type of assistance:--

a*) Regional/national Office of Industry

R9A2

If yes, specify type of assistance:--

b) The Office of Investment of Ethiopia

R9A3

If yes, specify type of assistance:--

b*) Regional/National Office of Investment

R9A4

If yes, specify type of assistance:--

c) The Ethiopian Chamber of Commerce

R9A5

If yes, specify type of assistance:--

c*) The Addis Ababa Chamber of Commerce

R9A6

If yes, specify type of assistance:--

c**) Other Chamber of Commerce

R9A7

If yes, specify type of assistance:--

d) Local Associate of Manufacturers

R9A8

If yes, specify which one and type of assistance:--

e) Ministry of Trade

R9A9

If yes, specify type of assistance:--

f) Regional/National Office of Trade

R9A10

If yes, specify type of assistance:--

g) Trade Fairs

R9A11

If yes, specify type of assistance:--

9. Business support services questionnaire

h) Local Federation of Employers

If yes, specify type of assistance:

R9A12

i) Regional/National Development Association

If yes, specify type of assistance:

R9A13

j) National Productivity ^{factory improvement} Centre

If yes, specify type of assistance:

R9A14

k) The Ethiopian Institute of Management

If yes, specify type of assistance:

R9A15

l) Local Institute of Certified Accountants

If yes, specify type of assistance:

R9A16

m) The Science and Technology Commission

If yes, specify type of assistance:

R9A17

n) Africa Project Development

If yes, specify type of assistance:

R9A18

o) Africa Enterprise Fund

If yes, specify type of assistance:

R9A19

p) The Ethiopia Industrial Project Services (IPS)

If yes, specify type of assistance:

R9A20

q) The Addis Ababa University - Ministry of Industry

Co-operation Programme

If yes, specify type of assistance:

R9A21

r) Other

Specify other and type of assistance:

R9A22

10. Entrepreneurial strategies and networks questionnaire

NA / IPE

(This module should only be asked of respondents who are owners of the business)

1. Where is your business located? *RA = Refused to answer*

~~N.A.~~ 1
Yes 21
No 22

- a) Surrounded by businesses making the same product
b) Near some businesses making the same product
c) No businesses near making the same product

R10A1A

R10A1B

R10A1C

2. Do you co-operate with other businesses?

~~N.A.~~ 1
Yes 21
No 22

- a) Sharing/lending/borrowing equipment
b) Sharing orders from customers
c) Joint buying of supplies
d) Other (specify: _____)

R10A2A

R10A2B

R10A2C

R10A2D

3. Do you have any patron-client relationships with other businessmen

(A patron or sponsor may provide money in the form of gifts or loans, regular orders for business, regular supplies of inputs or assistance in difficult times (e.g. not requiring repayment of loans). In return the client may be called on to provide services, not necessarily of an economic kind. Describe this relationship and ask respondent to specify whether they are sponsors/patrons or clients and what is exchanged in the relationship.)

N.A. ~~999~~

- a) Who own a larger business No.
b) Who own a smaller business No.
c) With a similar size business No.
d) Other (specify: _____) No.

R10A3A

R10A3B

R10A3C

R10A3D

We would like to ask you a few questions about some of your activities outside the business. If there are any questions you don't wish to answer, please let us know. All the answers will be confidential and will be used only for study purposes.

4. Do you have any other sources of income, apart from businesses owned?

~~N.A.~~ 1
Yes 21
No 32

- a) Urban property
b) Agricultural activities
c) Employment (specify: _____)
d) Investments overseas
e) Other (specify: _____)

R10A4A

R10A4B

R10A4C

R10A4D

R10A4E

10. Entrepreneurial strategies and networks questionnaire

NA / IPE

5. How large is your household?

N.A

~~999~~

a) Number of wives

R10B5A

b) Number of children in education

R10B5B

c) Number of children not in education

R10B5C

d) Number of other relatives in education

R10B5D

e) Number of other relatives not in education

R10B5E

f) Number of foster children in education

R10B5F

g) Number of foster children not in education

R10B5G

h) Other

(specify: _____)

R10B5H

6. How many other dependents (excluding household members) do you support (partially or fully)?

N.A

~~999~~

R10B6

7. Do other members of your household have independent sources of income?

Wife/wives

~~N.A~~

Yes

No

1

2

3

a) Other manufacturing business

R10B7A

b) Trading business

R10B7B

c) Service business

R10B7C

d) Other business

(specify: _____)

R10B7D

e) Urban property

R10B7E

f) Agricultural activities

R10B7F

g) Employment

(specify: _____)

R10B7G

h) Investments overseas

R10B7H

i) Other

(specify: _____)

R10B7I

10. Entrepreneurial strategies and networks questionnaire

NA / ZPE

Others

☒ N.A. 1
☐ Yes 2
☐ No 3

a) Other manufacturing business

R10C7AA

b) Trading business

R10C7AB

c) Service business

R10C7AC

d) Other business

(specify: _____)

R10C7AD

e) Urban property

R10C7AE

f) Agricultural activities

R10C7AF

g) Employment

(specify: _____)

R10C7AG

h) Investments overseas

R10C7AH

i) Other

(specify: _____)

R10C7AI

8. Which language did you first speak as a child?

N.A. 1
 Amhara 2
 Gurage 3
 Aderi. 4
 Tigra' 5
 Oromo 6
 Somali 7
 Other 8
 (specify: _____)

R10C8

9. Do you use any of the following sources to obtain business information (on, e.g., prices, suppliers, customers, new techniques)?

☒ N.A. 1
☐ Yes 2
☐ No 3

a) Relatives

R10C9A

b) Friends

R10C9B

c) Neighbours

R10C9C

d) Fellow members of Ikub

R10C9D

e) Fellow members of Iddir

R10C9E

f) Fellow members of other associations

(specify: _____)

R10C9F

☒ g) Other businessmen (in same business)

R10C9G

☒ h) Other businessmen (suppliers)

R10C9H

i) Other businessmen (clients)

R10C9I

j) Local business association

R10C9J

k) National business association

R10C9K

l) Newspaper/magazine

R10C9L

m) Other

(specify: _____)

R10C9M

10. Entrepreneurial strategies and networks questionnaire

NA / IPE

10. Which of these is most important?

- | | |
|--------------------------------------|--------------|
| N.A. | 1 |
| Relatives | 2 |
| Friends | 3 |
| Neighbours | 4 |
| Fellow members of Ikub | 5 |
| Fellow members of Iddir | 6 |
| Fellow members of other associations | 7 |
| Other businessmen (in same business) | 8 |
| Other businessmen (suppliers) | 9 |
| Other businessmen (clients) | 10 |
| Local business association. | 11 |
| National business association | 12 |
| Newspaper/magazine | 13 |
| Other | 14 |

R10C10

11. Do you belong to, or participate in, any of the following?

- | | |
|-----------------|--------------|
| N.A. | 1 |
| Yes | 2 |
| No | 3 |

11A Home-town association
(specify: _____)

R10C11A

11B Ethnic or language association
(specify: _____)

R10C11B

11C Religious group

- a) Ethiopian Orthodox Church
- b) Roman Catholic Church
- c) Other Christian
(specify: _____)
- d) Moslem
traditional
- e) Other
(specify: _____)

R10C11CA

R10C11CB

R10C11CC

R10C11CD

R10C11CE

11D Leisure group (e.g sport, reading)
(specify: _____)

R10C11D

11E Political organisation
a) political party

R10C11EA

b) traditional political structure

R10C11EB

11F Credit association

a) ikub

R10C11FA

b) iddir

R10C11FB

11G Freemasons Lodge

R10C11G

11H Other

(specify: _____)

R10C11H

12. Do you hold an office in any association?

- | | |
|-----------------|--------------|
| N.A. | 1 |
| Yes | 2 |
| No | 3 |

R10C12

Specify (a): _____

b): _____

c): _____

d): _____

e): _____

f): _____

10. Entrepreneurial strategies and networks questionnaire

NA / IPC

13. Would you advise someone working in this industry to spend profits on any of the following?

N.A
Yes
No

1
2 1
3 2

a) Expanding their current business

R10D13A

b) Buying or starting another business in this industry

R10D13B

c) Buying or starting another business in another industry/trade (specify: _____)

R10D13C

d) Buying urban land or housing

R10D13D

e) Investing overseas

R10D13E

f) Educating children

R10D13F

g) Helping kin and dependents

R10D13G

h) Helping home area

R10D13H

i) Buying "Western" goods for self and household

R10D13I

j) Providing large traditional gatherings for festivals, births, weddings and funerals among kin and dependents

R10D13J

k) Financing personal entry into politics

R10D13K

l) Financing political activity

R10D13L

m) Other

(specify: _____)

R10D13M

14. Which would you rank as the most important three?

(a) - (m)

First

R10D14A

Second

R10D14B

Third

R10D14C

Appendices to labour market questionnaire:

Surveys for sub-sample of workers

INSTRUCTIONS FOR INTERVIEWERS

You will be interviewing 10 workers from each firm. The sample selection should work as follows:

1. Based on the information from question 2 of section A in the labour market questionnaire previously, calculate the share of each of the following groups of workers in the firm's total labour force:
 - A. Production, maintenance, supervisors, instructors
 - B. Clerical, administration/management, sales
 - C. Apprentices and formal trainees

Use these calculated shares to allocate the 10 workers to be sampled across groups, with one worker for each 10% of the firm's labour force. For example if you got:

- A. 60%
- B. 20%
- C. 20%

then you would interview 6 workers from group A, 2 from group B, and 2 from group C. Of the six in group A, one should come from each of the sub-groups, if all are present.

2. Get a list of the employees from the employer. Select every tenth worker from each category until you get a sample of ten.
3. This sub-sample should only be done for local employees.

~~4. If the firm employs casual workers, ask to interview at least one casual worker.~~

4. Exclude the owner and the general manager

Appendices to labour market questionnaire:

Survey for a sub-sample of workers

Worker Number	1 Sex Male 1 Female 2	2 What is your age?	3 When did you leave school?	4 What is the highest level of education you completed?		5 What is the highest standard or form you reached?	6 How long have you been working for this firm?		7 Are you a permanent employee?	8 What was your job when you started in this firm?	9 What is your job now?	10 How were you paid when you started here?
		Years	Year	1, 2, 3, 4, 5, 6, 7 1, 2, 3, 4, 5, 6, 7	1, 2, 3, 4, 5, 6, 7 4, 5	Level Grades	Years	Months	Yes 1 No 2	Management 1 Administ/clerical 2 Commercial/sales 3 Supervisor/ foreman 4 Technician 5 Equip maintenance 6 Skilled production 7 Other production 8 Apprentice/formal trainee 9 Support staff 10	Management 1 Administ/clerical 2 Commercial/sales 3 Supervisor/ foreman 4 Technician 5 Equip maintenance 6 Skilled production 7 Other production 8 Apprentice/formal trainee 9 Support staff 10	Time rate 1 Piece rate 2 Percentage of firm's sales 3
	R11W1	R11W2	R11W3	R11W4A	R11W4B	R11W5	R11W6A	R11W6B	R11W7	R11W8	R11W9	R11W10
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												

Appendices to labour market questionnaire: Survey for a sub-sample of workers

Worker Number	11. How are you currently paid? Time rate 1 (→13)→ Piece rate 2 (→13)→ Percent of firm's sales 3	12. What is your total current or usual wage/salary?		13. What was your wage/salary when you started?		14. How many hours per week do you currently work for this firm? Hours	15. Are you currently receiving any formal training on the job? Yes 1 No 2	16. Are you currently receiving any formal training outside this firm? Yes 1 No 2	17. Were you an apprentice in this industry or this firm? In this firm 1 In another firm 2 No 3	18. How long did the apprenticeship last?	
		TIME UNIT		TIME UNIT						Years	Months
		Hour 1 Day 2 Week 3 Month 4 Year 5		Hour 1 Day 2 Week 3 Month 4 Year 5							
		birr	Time unit	birr	Time unit						
1	R11W11	R11W12A	R11W12B	R11W13A	R11W13B	R11W14	R11W15	R11W16	R11W17	R11W18A	R11W18B
2											
3											
4											
5											
6											
7											
8											
9											
10											

Appendices to labour market questionnaire: Survey for a sub-sample of workers

Worker Number	19 How did you know about this job? Relative/friend of owner 1 Relative/friend of current employee 2 Suggestion from supplier or business associate 3 Word of mouth 4 I went door to door 5 Formal advertising 6 Labour Office 7 Trade or technical school 8 Other 9 (specify)	20. Have you ever been laid off? Yes 1 No 2 (→ 24) 23	21. When was this most recent layoff?		22 How long did the layoff last?		23 Have you ever worked for another firm in this industry? Yes 1 No 2	24. Are you married? Yes 1 No 2	25. Are you a member of a labour union? Yes 1 No 2
			Year	Month	Years	Month			
1	R11W19	R11W20	R11W21	R11W22A	R11W22B	R11W23	R11W24	R11W25	
2									
3									
4									
5									
6									
7									
8									
9									
10									

Appendices to labour market questionnaire:
Survey for a sub-sample of workers

Worker Number	26. Are you a relative of the firm owner or manager? Yes 1 No 2	27. Have you ever received any loans from this company? <i>(With a repayment period of more than a month)</i> Yes 1 No 2	28. <i>the latest</i> What did you use this loan for? Own consumption 1 Business (e.g. trading) 2 Farm 3 House 4 Car 5 School fees/uniforms 6 Medical expenses 7 Funeral expenses 8 Marriage expenses 9 Other 10 (specify) <i>Multiple answers possible</i>
1	R11 W26	R11 W27	R11 W28
2			
3			
4			
5			
6			
7			
8			
9			
10			

Appendices to labour market questionnaire:

Survey for a sub-sample of workers

Worker Number	<p>29. Have you ever been self employed?</p> <p>Yes 1 (→ 30) No 2 (→ 31) 33</p>	<p>30. How did you acquire this business?</p> <p>Bought it 1 Inherited it 2 Formed it as a co-operative of artisans 3 Formed ourselves into a co-operative when our former employer was expropriated 4 Other Started it myself 5 Other → 6 If 2 go to 32, else 31</p>	<p>31. How did you obtain the capital to start up or acquire your business?</p> <p>From own savings 1 From relatives/friends 2 Loan from bank 3 Ikub or similar organisation 4</p>	<p>32. Why did you leave self employment?</p> <p>Closed it 1 Sold it 2 Went bankrupt 3 Was nationalised 4 Was taken over by a co-operative of my employees 5 Was offered better employment elsewhere 6 Other 7 (specify) Go to 35</p>
1				
2	R11 W29	R11 W30	R11 W31	R11 W32
3				
4				
5				
6				
7				
8				
9				
10				

Appendices to labour market questionnaire:

Survey for a sub-sample of workers

Worker Number	33. ^{try} Did you ever consider becoming self-employed before you took up this job?	34. ^r What was the reason you did not become self-employed? <i>plan failed?</i>	35. ^{35*} Note to the enumerator: stress the confidentiality of data on this question		
	Yes (→ 34) No (→ 35)	Lack of capital 1 Lack of skills 2 Other 2 (specify)	Do you, or any member of your household, own any of the following?	Have you or your spouse ever inherited or received as a gift any of the following?	
			A house 1 A motor vehicle 2 A farm 3 Livestock 4 A video 5 Other real estate 6	A house 1 A motor vehicle 2 Other real estate 3 Livestock 4 Jewellery 5 Money 6	Year of inheritance
1					
2	R11 W33	R11 W34	R11 W35A	R11 W35B	R11 W35BA
3					
4					
5					
6					
7					
8					
9					
10					