

QUESTIONNAIRE NUMBER **id**  
 RECORD NUMBER **recnumber**  
 PREFERENCE NUMBER **preference**

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☐ ROTATION  
**rotation**

**THE WORLD BANK**  
 Enterprise Survey  
 Manufacturing Module (DRC 2013)

GPS Coordinates	
Degrees North (Latitude)	<b>let</b>
Degrees East (Longitude)	<b>lon</b>

**A. CONTROL INFORMATION [TO BE COMPLETED BEFORE INTERVIEW]**

A.0 Questionnaire <b>a0</b>	Module
Manufacturing	1

A.3c Is this city the main business city? <b>a3c</b>	
Yes	1
No	2

A.1 Country

<b>a1</b>
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A.1a Language

<b>a1a</b>
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A.3 Size of locality **a3**

City with population over 1 million	2
Over 250.000 to 1 million	3
50.000 to 250.000	4
Less than 50.000	5

A.2

	Sampling Region <b>a2</b>
RDC de l'ouest: Boma, Kinshasa, Kikwit, Matadi	1
RDC de l'est: Kisangani, Butembo, Goma, Bukavu	2
RDC du centre: Kananga, Mbuji-Mayi	3
RDC du sud : Lubumbashi, Linkasi	4

A.4 Industry

		Sampling sector <b>a4a</b>	Screener sector <b>a4b</b>
Manufacturing :Section D	Food	15	15
	Tobacco	16	16
	Textiles	17	17
	Garments	18	18
	Leather	19	19
	Wood	20	20
	Paper	21	21
	Publishing, printing, and Recorded media	22	22
	Refined petroleum product	23	23
	Chemicals	24	24
	Plastics & rubber	25	25
	Non metallic mineral products	26	26
	Basic metals	27	27
	Fabricated metal products	28	28
	Machinery and equipment (29 & 30)	29	29
	Electronics (31 & 32)	31	31
	Precision instruments	33	33
Retail	Transport machines (34&35)	34	34
	Furniture	36	36
	Recycling	37	37
	Retail	52	52
	Wholesale	51	51
	IT	72	72
	Hotel and restaurants: section H	55	55
Other Services	Services of motor vehicles	50	50
	Construction Section F:	45	45
	Transport Section I: (60-64)	60	60

A.3a

	Screener Region (coded ex post) <b>a3a</b>
RDC de l'ouest: Boma, Kinshasa, Kikwit, Matadi	1
RDC de l'est: Kisangani, Butembo, Goma, Bukavu	2
RDC du centre: Kananga, Mbuji-Mayi	3
RDC du sud : Lubumbashi, Linkasi	4

A.3x Name of city/town/village

<b>a3x</b>
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A.3b Is this city the official capital city? **a3b**

Yes	1
No	2

Manufacturing module

**A.5 Sector match between screener information and sample frame** a5

Yes, screener and sample frame info match	1
No, screener and sample frame do not match but establishment still does activities that match sample frame	2
No, does not match	3

**A.12 Interviewer code** a12

**A.13 Supervisor code** a13

**A.6 Size**

	<b>Sampling size</b> <span style="color: red;">a6a</span>	<b>Screener Size</b> <span style="color: red;">a6b</span>
Micro <5	0	0
Small >=5 and <=19	1	1
Medium >=20 and <=99	2	2
Large >=100	3	3

**A.7 Establishment is part of a larger firm** a7

Yes	1
No, a firm on its own	2

**A.7a**

Number of establishments that form the firm	<span style="color: red;">a7a</span>
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**A.8 Type of establishment** a8

HQ without production and/or sales in this location	1
HQ with production and/or sales in this location	2
Establishment physically separated from both HQ and other establishments of the same firm	3
Establishment physically separated from HQ but located with other establishments of the same firm	4
<b>DOES NOT APPLY</b>	<span style="color: blue;">-7</span>

**A.9 Are establishment's financial statements prepared separately from HQ's statements?** a9

Yes	1
No	2
<b>DOES NOT APPLY</b>	<span style="color: blue;">-7</span>

**A.10 Are establishment's financial statements prepared separately from other establishments of the same firm?** a10

Yes	1
No	2
<b>DOES NOT APPLY</b>	<span style="color: blue;">-7</span>

**A.11 If HQ, are financial statements independent from the rest of establishments?** a11

Yes	1
No	2
<b>DOES NOT APPLY</b>	<span style="color: blue;">-7</span>

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## A.14 Time face-to-face interview begins:

Day (dd)	Month (mm)	Year (yyyy)	Hour (00 to 23)	Minutes (00 to 59)
a14d	a14m	a14y	a14h	a14min

### READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING.

The goal of this survey is to gather information and opinions about the business environment in the **Democratic Republic of Congo**. The information gathered here will help the World Bank to develop new policies and programs that enhance employment and economic growth.

The information obtained here will be held in the strictest confidentiality. Neither your name nor the name of your business will be used in any document based on this survey.

## B. GENERAL INFORMATION

### READ OUT THE FOLLOWING INTRODUCTORY SENTENCE ONLY IF A7 = 1 (yes):

The first few questions apply to the firm which your establishment is part of.

**B.1** What is this firm's current legal status? **SHOW CARD 1**

Shareholding company with shares trade in the stock market	1
Shareholding company with non-traded shares or shares traded privately	2
Sole proprietorship	3
Partnership	4
Limited partnership	5
<b>OTHER (SPONTANEOUS-SPECIFY) <u>b1x</u></b>	6
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**SKIP TO B.2**

**b1**

**INTERVIEWER: PLEASE NOTE WHEN b1 IS 3 (SOLE PROPRIETORSHIP), WRITE 100% FOR QUESTION b3.**

**B.3** What percentage of this firm does the largest owner or owners own?

	Percent
Percentage held by largest owner or owners	<b>b3</b> %
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

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**B.2** What percentage of this firm is owned by each of the following: **SHOW CARD 2**

	Percent	DON'T KNOW (SPONTANEOUS)
Private domestic individuals, companies or organizations	<b>b2a</b> %	<b>-9</b>
Private foreign individuals, companies or organizations	<b>b2b</b> %	<b>-9</b>
Government or State	<b>b2c</b> %	<b>-9</b>
Other	<b>b2d</b> %	<b>-9</b>
	<b>100%</b>	

**IF 100% END  
INTERVIEW**

**INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%  
(UNLESS RESPONDENT DOES NOT KNOW)**

**B.4** Amongst the owners of the firm, are there any females?

Yes	1	
No	2	<b>SKIP TO B.5</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	<b>SKIP TO B.5</b>

**b4**

**B.4a** What percentage of the firm is owned by females?

	Percentage
Percentage of female ownership	<b>b4a%</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**READ ONLY IF A7=1 (yes)**

**I want to proceed by asking you about this establishment only.**

**B.5** In what year did this establishment begin operations?

	Year
Year establishment began operations	<b>b5</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**INTERVIEWER: PROVIDE FOUR DIGITS FOR YEAR**

**B.6** How many full-time employees did this establishment employ when it started operations? Please include all employees and managers (**INTERVIEWER: INCLUDE RESPONDENT WHEN APPLICABLE**)

	Number
Full-time employees at start-up	<b>b6</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

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**B.6a** Was this establishment formally registered when it began operations?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**b6a**

**B.6b** In what year was this establishment formally registered?

	Year
Year establishment formally registered	<b>b6b</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>
<b>NEVER REGISTERED (SPONTANEOUS)</b>	<b>-7</b>

**GO TO QUESTION B.7**

**GO TO QUESTION B.7**

**INTERVIEWER: PROVIDE FOUR DIGITS FOR YEAR.**

**DRCB.1** When this establishment was formally registered was permission from the spouse of any married female owner requested for the business to be registered by the **Ministère de l'économie nationale** ?

Yes	1
No	2
<b>DOESN'T APPLY (NOT MARRIED FEMALE OWNERS)</b>	<b>-7</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**DRCb1**

**B.7** How many years of experience working in this sector does the Top Manager have?

	Years
Manager's experience in sector	<b>b7</b>
<b>LESS THAN ONE YEAR</b>	<b>1</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**DRCB.2** What is the main reason why the Top Manager decided to work in this sector? **SHOW CARD 3**

Followed the path of a relative or a friend	1
Expectation of high profitability	2
Personal aspirations	3
Flexible working schedule	4
It was not possible or too difficult to work in another sector	5
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**DRCb2**

**B.7a** Is the Top Manager female?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**b7a**

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**DRCB.3** Is the Top Manager also the owner or one of the owners of the firm?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**DRCb3**

**DRCB.4** Is the Top Manager married?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**DRCb4**

**B.8** Does this establishment have an internationally-recognized quality certification?  
(**INTERVIEWER: SOME EXAMPLES ARE ISO 9000 or 14000, or HACCP**)

Yes	1
No	2
<b>STILL IN PROCESS</b>	<b>-6</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**b8**

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## C. INFRASTRUCTURE AND SERVICES

**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING.**

Now, we turn to the establishment's operations

**C.3** Over the last two years, did this establishment submit an application to obtain an electrical connection?

Yes	1	<i>GO TO QUESTION C.6</i> <i>GO TO QUESTION C.6</i>
No	2	
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	
		<b>c3</b>

**C.4** In reference to that application for an electrical connection, approximately how many days did it take to obtain it from the day of the application to the day the service was received?

	Days
Wait for electrical connection	<b>c4</b>
<b>LESS THAN ONE DAY</b>	<b>1</b>
<b>STILL IN PROCESS</b>	<b>-6</b>
<b>APPLICATION DENIED</b>	<b>-5</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**C.5** In reference to that application for an electrical connection, was an informal gift or payment expected or requested?

Yes	1	
No	2	
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	
<b>REFUSAL (SPONTANEOUS)</b>	<b>-8</b>	
		<b>c5</b>

**C.6** Over fiscal year **2012**, did this establishment experience power outages?

Yes	1	<i>GO TO QUESTION C.10</i> <i>GO TO QUESTION C.10</i>
No	2	
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	
		<b>c6</b>

**C.7** In a typical month, over fiscal year **2012**, how many power outages did this establishment experience?

	Number	
Number of power outages in a typical month	<b>c7</b>	<i>IF 0, GO TO QUESTION C.9</i>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	<i>GO TO QUESTION C.9</i>

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**C.8** How long did these power outages last on average?

	Hours
Average duration of power outages in hours	<b>c8</b>
<b>LESS THAN ONE HOUR</b>	<b>1</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**C.9** Please estimate the losses that resulted from power outages either as a percentage of total annual sales or as total annual losses.

	Percent
Loss as percentage of total annual sales due to power outages	<b>c9a %</b>
<b>NONE</b>	<b>0</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**PROVIDE EITHER ONE OR THE OTHER, NOT BOTH**

	LCUs
Annual losses due to power outages	<b>c9b</b>
<b>NONE</b>	<b>0</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**C.10** Over the course of fiscal year **2012**, did this establishment own or share a generator?

Yes	1	
No	2	<b>GO TO QUESTION C.12</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	<b>GO TO QUESTION C.12</b>

**c10**

**C.11** In fiscal year **2012**, what percentage of this establishment's electricity came from a generator or generators that the establishment owned or shared?

	Percent
Percentage electricity from generators	<b>c11 %</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**C.12** Over the last two years, did this establishment submit an application to obtain a water connection?

Yes	1	
No	2	<b>GO TO QUESTION C.15</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	<b>GO TO QUESTION C.15</b>

**c12**



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**C.13** In reference to that application for a water connection, approximately how many days did it take to obtain it from the day of the application to the day the service was received?

	Days
Wait for water connection	<b>c13</b>
<b>LESS THAN ONE DAY</b>	<b>1</b>
<b>STILL IN PROCESS</b>	<b>-6</b>
<b>APPLICATION DENIED</b>	<b>-5</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**C.14** In reference to that application for a water connection, was an informal gift or payment expected or requested?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>
<b>REFUSAL (SPONTANENOUS)</b>	<b>-8</b>
	<b>c14</b>

**C.15** Over fiscal year **2012**, did this establishment experience insufficient water supply for production?

Yes	1	
No	2	
The establishment does not use water for production	<b>-7</b>	<b>GO TO QUESTION C.22a</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	<b>GO TO QUESTION C.22a</b>
		<b>c15</b>

**C.16** In a typical month, over fiscal year **2012**, how many incidents of insufficient water supply did this establishment experience?

	Number	
Number of incidents of water insufficiency in a typical month	<b>c16</b>	<b>IF 0, GO TO QUESTION C.22a</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	<b>GO TO QUESTION C.22a</b>

**C.17** How long did these incidents of insufficient water supply last on average?

	Hours
Average duration of insufficient water supply	<b>c17</b>
<b>LESS THAN ONE HOUR</b>	<b>1</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

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**C.22a** At the present time, does this establishment use e-mail to communicate with clients or suppliers?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**c22a**

**C.22b** At the present time, does this establishment have its own website?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**c22b**

**C.28** Does this establishment currently use cell phones for the operations of the establishment?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**c28**

**C.30**

Using the response options on the card; To what degree is **Electricity** an obstacle to the current operations of this establishment? **SHOW CARD 4**

Using the response options on the card; To what degree is **Telecommunications** an obstacle to the current operations of this establishment? **SHOW CARD 4**

							<b>(SPONTANEOUS)</b>	
		No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	<b>DON'T KNOW</b>	<b>DOES NOT APPLY</b>
Electricity	<b>c30a</b>	0	1	2	3	4	<b>-9</b>	<b>-7</b>
Telecommunications	<b>c30b</b>	0	1	2	3	4	<b>-9</b>	<b>-7</b>

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**D. SALES AND SUPPLIES**

**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:**

The next topic to be covered is how and where this establishment makes its sales.

**D.1a1** In fiscal year **2012**, what was this establishment's main activity and product, that is, the activity and product that represented the largest proportion of annual sales?  
**ENUMERATOR: PLEASE SPECIFY THE ACTIVITY AND PRODUCT IN DETAIL, FOR EX., "LEATHER SHOE MANUFACTURING" NOT JUST SHOES' MANUFACTURING**

Description

**d1a1x**

**INTERVIEWER: THE FOLLOWING QUESTION IS NOT PART OF THE INTERVIEW. IT WILL BE FILLED OUT IN THE OFFICE**

**D.1a2** PLEASE CHOOSE THE 4 DIGIT ISIC REV. 3.1 CODE THAT BEST APPLIES TO THE ESTABLISHMENT'S MAIN ACTIVITY AND PRODUCT.

	Code
<b>CODE OF THE MAIN PRODUCT AND ACTIVITY</b>	<b>d1a2</b>

**D.1a3** What percentage of total sales does the main activity or product represent?

	Percent
Percentage of sales represented by main product or activity	<b>d1a3</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

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**INTERVIEWER: PLEASE NOTE THAT THE NEXT QUESTION REFERS TO THE TOTAL SALES OF ALL PRODUCTS AND SERVICES**

**D.2** In fiscal year **2012**, what were this establishment's total annual sales for **ALL** products and services?

	LCUs
Last complete fiscal year's total sales	<b>d2</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>
<b>PLEASE ALSO WRITE OUT THE NUMBER (i.e. 50,000 as Fifty Thousand)</b>	
	<b>d2x</b>

**N.3** In fiscal year **2010**, three fiscal years ago, what were total annual sales for this establishment?

	LCUs
Total annual sales three years ago	<b>n3</b>
<b>IF ESTABLISHMENT WAS NOT IN BUSINESS THREE YEARS AGO</b>	<b>-7</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**D.3** In fiscal year **2012**, what percentage of this establishment's sales were:  
**(INTERVIEWER: SKIP PATTERNS MUST BE FOLLOWED IN THE ORDER THEY APPEAR IN THE TABLE)**  
**SHOW CARD 5**

	Percent	DON'T KNOW (SPONTANEOUS)
National sales	<b>d3a</b> %	<b>-9</b>
Indirect exports (sold domestically to third party that exports products)	<b>d3b</b> %	<b>-9</b>
Direct exports	<b>d3c</b> %	<b>-9</b>
	<b>100%</b>	

**IF 100, GO TO QUESTION D.10**

**IF 100, GO TO QUESTION D.8**

**IF 0, GO TO QUESTION D.8**

**INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%  
(UNLESS RESPONDENT DOES NOT KNOW)**

**D.4** In fiscal year **2012**, when this establishment exported goods directly, how many days did it take on average from the time this establishment's goods arrived at their main point of exit (e.g., port, airport) until the time these goods cleared customs?

	Days
Average number of days to clear customs	<b>d4</b>
<b>LESS THAN ONE DAY</b>	<b>1</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>
<b>DOES NOT APPLY</b>	<b>-7</b>

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**D.6** In fiscal year **2012**, what percentage of the value of the products exported directly was lost while in transit because of theft?

	Percent
Losses due to theft as percentage of the value of the products	<b>d6</b> %
<b>NO LOSSES</b>	<b>0</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>
<b>DOES NOT APPLY</b>	<b>-7</b>

**D.7** In fiscal year **2012**, what percentage of the value of the products exported directly was lost while in transit because of breakage or spoilage?

	Percent
Losses due to breakage or spoilage as percentage of the value of the products	<b>d7</b> %
<b>NO LOSSES</b>	<b>0</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>
<b>DOES NOT APPLY</b>	<b>-7</b>

**D.8** In which year did this establishment first export directly or indirectly?

	Year
Began exporting directly or indirectly	<b>d8</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**INTERVIEWER: WRITE YEAR USING 4 DIGITS**

**D.10** In fiscal year **2012**, what percentage of the value of products this establishment shipped to supply domestic markets was lost while in transit because of theft?

	Percent
Losses due to theft as percentage of the value of the products	<b>d10</b> %
<b>NO LOSSES</b>	<b>0</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>
<b>NO INTERNAL SHIPMENTS MADE</b>	<b>-7</b>

**GO TO QUESTION D.12**

**D.11** In fiscal year **2012**, what percentage of value of products this establishment shipped to supply domestic markets was lost while in transit because of breakage or spoilage?

	Percent
Losses due to breakage or spoilage as percentage of the value of the products	<b>d11</b> %
<b>NO LOSSES</b>	<b>0</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>
<b>NO INTERNAL SHIPMENTS MADE(DOESN'T APPLY)</b>	<b>-7</b>

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<b>D.12</b>	In fiscal year <b>2012</b> , as a proportion of all material inputs or supplies purchased that year, what percentage of this establishment's material inputs or supplies were: <b>SHOW CARD 6</b>
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	Percent	DON'T KNOW (SPONTANEOUS)
Material inputs or supplies of domestic origin	<b>d12a</b> %	<b>-9</b>
Material inputs or supplies of foreign origin	<b>d12b</b> %	<b>-9</b>
	<b>100%</b>	

**IF 0, GO TO QUESTION D.16**

**INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%  
(UNLESS RESPONDENT DOES NOT KNOW)**

<b>D.13</b>	Were any of the material inputs or supplies purchased in fiscal year <b>2012</b> , imported directly?
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Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**GO TO QUESTION D.16**  
**GO TO QUESTION D.16**

**d13**

<b>D.14</b>	In fiscal year <b>2012</b> , when this establishment imported material inputs or supplies, how many days did it take on average from the time these goods arrived to their point of entry (e.g. port, airport) until the time these goods could be claimed from customs?
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	Days
Average number of days to clear customs	<b>d14</b>
<b>LESS THAN ONE DAY</b>	<b>1</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

<b>D.16</b>	At the present time, when this establishment receives delivery of its most important input, on average, how many days of inventory, measured in days of production, does this establishment keep? <b>(INTERVIEWER: IF RESPONDENT REQUIRES CLARIFICATION, DEFINE AS STOCK ON HAND)</b>
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	Days
Days of inventory of most important input	<b>d16</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

<b>DRCD.2</b>	During last fiscal year, when this establishment signed any type of contract, was a co-signature from the spouse of any married female owners or top manager required when these contracts were signed?
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Yes	1
No	2
<b>THERE ARE NOT FEMALE OWNERS OR TOP MANAGER</b>	<b>-7</b>
<b>NO CONTRACTS WERE SIGNED</b>	<b>-8</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**GO TO QUESTION D.30**  
**GO TO QUESTION D.30**  
**GO TO QUESTION D.30**  
**GO TO QUESTION D.30**

**DRCd2**

# QUESTIONNAIRE NUMBER

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<b>DRCD.3</b>	How long did it take, on average, to obtain the required co-signature?
---------------	--

	Days
Average number of days to get written permission or consent	<b>DRCd3</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

<b>D.30</b>	<p>Using the response options on the card; To what degree is <b>Transport</b> an obstacle to the current operations of this establishment? <b>SHOW CARD 7</b></p> <p>Using the response options on the card; To what degree is <b>Customs and Trade Regulation</b> an obstacle to the current operations of this establishment? <b>SHOW CARD 7</b></p>
-------------	--

						(SPONTANEOUS)	
						<b>DON'T KNOW</b>	<b>DOES NOT APPLY</b>
	No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle		
Transport <b>d30a</b>	0	1	2	3	4	<b>-9</b>	<b>-7</b>
Customs and trade regulations <b>d30b</b>	0	1	2	3	4	<b>-9</b>	<b>-7</b>

QUESTIONNAIRE NUMBER

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**INTERVIEWER: THE FOLLOWING QUESTIONS ARE ASKED ONLY IF a4b=15  
OTHERWISE GO TO QUESTION E.1**

<b>DRCD.4</b>	What are the two main agricultural products processed by this establishment? <b>SHOW CARD 8</b>
---------------	---

1- Palm oil
2- Cassava
3- Rice
4- Coffee
5- Groundnuts
6- Soy
7- Maize
8- Cocoa
9- Banana
10. Other (specify)_ <b>DRCd4x</b> _____
11. None

		<b>DON'T KNOW (SPONT.)</b>
Main agricultural product	<b>DRCd4a</b>	<b>-9</b>
Second main agricultural product	<b>DRCd4a</b>	<b>-9</b>

<b>DRCD.5</b>	In fiscal year <b>2012</b> , what percentage of the main agricultural product processed by this establishment was bought from each of the following suppliers? <b>SHOW CARD 9</b>
---------------	---

	<b>Percent</b>	<b>DON'T KNOW (SPONT.)</b>
Cooperatives or farmers associations	<b>DRCd5a</b> %	<b>-9</b>
Individual farmers	<b>DRCd5b</b> %	<b>-9</b>
Traders and middlemen	<b>DRCd5c</b> %	<b>-9</b>
Production of own raw materials	<b>DRCd5d</b> %	<b>-9</b>
Other	<b>DRCd5e</b> %	<b>-9</b>
	<b>100%</b>	

**INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%**

<b>DRCD.6</b>	Does this establishment belong to one or more associations which link together producers and processors within your <i>filière</i> ?
---------------	--

Yes, one association	1	
Yes, more than one association	2	
No	3	
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	<b>GO TO QUESTION DRCD.12 GO TO QUESTION DRCD.12</b>
		<b>DRCd6</b>



# QUESTIONNAIRE NUMBER

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**DRCD.7** In what year did this establishment join this association (or the association considered as the most relevant for this establishment's business)?

	Year
Year establishment join association	<b>DRCd7</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**DRCD.8** In fiscal year **2012** how much did this establishment pay in annual membership fees (if any) to the association?

	LCUs
Annual membership fees	<b>DRCd8</b>
<b>NONE</b>	<b>0</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**DRCD.9** In fiscal year **2012** how many times did this association meet? **SHOW CARD 10**

Monthly	1
Bimonthly	2
Quarterly	3
Annually	4
Not predetermined schedule	5
Other	6
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**DRCd8**

**DRCD.10** What is the main benefits for this establishment from being part of this association? **SHOW CARD 11**

1- Predictability and stability in access to raw materials
2- Predictability and stability in prices
3- Technical support from other association members
4- Credit from other association members
5- Technical support from non-association members
6- Credit from non-association members
7- Greater bargaining power
8- No benefits
10. Other

Main benefits	<b>DRCd10</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

# QUESTIONNAIRE NUMBER

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**DRCD.11** Using the response options on the card; To what degree is the Participation in this association beneficial to the current operations of this establishment? **SHOW CARD 12**

	No benefit	Minor benefit	Moderate benefit	Major benefit	Very relevant benefit	(SPONTANEOUS) DON'T KNOW	DOES NOT APPLY
Participation in business association <b>DCRd11</b>	0	1	2	3	4	-9	-7

**DRCD.12** What is the average distance in kilometers from this establishment to farms or cooperatives from which inputs are bought?

	KM	
Average distance in kilometers	<b>DCRd12</b>	
<b>DOESN'T APPLY (ESTABLISHMENT ONLY USES ITS ONW PRODUCTS AS INPUT)</b>	-7	<b>GO TO QUESTION DRCD.14</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	-9	<b>GO TO QUESTION DRCD.14</b>

**DRCD.13** How long would it take, on average, to travel this distance by road?

	Minutes
Time to travel distance by road	<b>DCRd13</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	-9

**DRCD.14** Consider this establishment's sales. Please provide the percentage breakdown for the means of transportation used. What percentage were transported to the customer via **SHOW CARD 13**

	Percent	DON'T KNOW (SPONTANEOUS)
Road	<b>DCRd14a%</b>	-9
Rail	<b>DCRd14b%</b>	-9
River	<b>DCRd14c%</b>	-9
Air	<b>DCRd14d%</b>	-9
Sea	<b>DCRd14e%</b>	-9
	100%	

**INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%**

# QUESTIONNAIRE NUMBER

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**DRCD.15** In fiscal year **2012** did this establishment sell its product to an intermediary?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**DRCd15**

**DRCD.16** Consider the unit price (for example per kg or per ton) that this establishment's main product is finally sold for, what percentage of that price would you estimate is spent on transport from this establishment to the costumer?

	Percent
Estimated percentage spent on transport	<b>DRCd16%</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**DRCD.17** As per your knowledge, is there any warehouse close to this establishment's location which can be used to store raw materials or finished products before or after processing

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**GO TO QUESTION E.1**  
**GO TO QUESTION E.1**

**DCRd17**

**DRCD.18** In fiscal year **2012** did this establishment utilize any of these warehouses?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**DCRd18**

**DRCD.19** Referring to the warehouse most recently used by this establishment to store raw materials or finished products, who is the owner of the warehouse? **SHOW CARD 14**

This establishment	1
Cooperative or farmer association	2
Another firm	3
A group of firms	4
Local government	5
Other	6
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**DCRd19**

# QUESTIONNAIRE NUMBER

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## E. DEGREE OF COMPETITION

<b>E.1</b>	In fiscal year <b>2012</b> , which of the following was the main market in which this establishment sold its main product? <b>SHOW CARD 15</b>
------------	---

Local – main product sold mostly in same municipality where establishment is located	1
National – main product sold mostly across the country where establishment is located	2
International	3
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**GO TO QUESTION E.6**  
**GO TO QUESTION E.6**

**e1**

<b>E.2</b>	In fiscal year <b>2012</b> , for the main market in which this establishment sold its main product, how many competitors did this establishment's main product face?
------------	--

Number of competitors	<b>e2b</b>
<b>TOO MANY TO COUNT</b>	<b>-4</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

<b>E.6</b>	Does this establishment at present use technology licensed from a foreign-owned company, excluding office software?
------------	---

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**e6**

<b>E.11</b>	Does this establishment compete against unregistered or informal firms?
-------------	---

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**e11**

<b>E.30</b>	Using the response options on the card; To what degree are <b>Practices of Competitors in the Informal Sector</b> an obstacle to the current operations of this establishment? <b>SHOW CARD 16</b>
-------------	--

	No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	(SPONTANEOUS) <b>DON'T KNOW</b>	<b>DOES NOT APPLY</b>
Practices of competitors in the informal sector <b>e30</b>	0	1	2	3	4	<b>-9</b>	<b>-7</b>

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**H. INNOVATION**

**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING**

And now we switch to a different topic. In this section “new” means new to the establishment but not necessarily new to the market.

**INTERVIEWER: SHOW CARDS IN THIS SECTION CONTAIN EXAMPLES OF INNOVATIONS. THEY ARE MEANT AS EXAMPLES ONLY - THEY DO NOT CONTAIN ALL POSSIBLE INNOVATIONS.**

**H.1** During the last three years, has this establishment introduced **new** or **significantly improved** products or services?  
**SHOW CARD 17**

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**GO TO QUESTION H.3**  
**GO TO QUESTION H.3**

**h1**

**H.2** Were any of the **new** or **significantly improved** products or services also new for the establishment's main market?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**h2**

**H.3** During the last three years, has this establishment introduced any **new** or **significantly improved** methods of manufacturing products or offering services? **SHOW CARD 18**

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**h3**

**H.4a** During the last three years, has this establishment introduced any **new** or **significantly improved** logistics, delivery, or distribution methods for inputs, products, or services?  
**SHOW CARD 19**

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**h4a**

# QUESTIONNAIRE NUMBER

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<b>H.4b</b>	During the last three years, has this establishment introduced any <b>new</b> or <b>significantly improved</b> supporting activities for your processes, such as maintenance systems or operations for purchasing, accounting, or computing? <b>SHOW CARD 20</b>
-------------	---

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**h4b**

<b>H.5</b>	During the last three years, has this establishment introduced any <b>new</b> or <b>significantly improved</b> organizational structures or management practices? <b>SHOW CARD 21</b>
------------	---

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**h5**

<b>H.6</b>	During the last three years, has this establishment introduced <b>new</b> or <b>significantly improved</b> marketing methods? <b>SHOW CARD 22</b>
------------	---

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**h6**

<b>H.7</b>	During the last three years, did this establishment spend on formal research and development activities, either in-house or contracted with other companies? <b>SHOW CARD 23</b>
------------	---

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**h7**

<b>H.8</b>	During the last three years, did this establishment give employees some time to develop or try out a new approach or new idea about products or services, business process, firm management, or marketing?
------------	--

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**h8**

QUESTIONNAIRE NUMBER

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**F. CAPACITY**

<b>F.1</b>	In fiscal year <b>2012</b> , what was this establishment's output produced as a proportion of the maximum output possible if using all the resources available (capacity utilization)?
------------	--

	Percent
Capacity utilization	<b>f1</b> %
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

<b>F.2</b>	In fiscal year <b>2012</b> , how many hours per week did this establishment normally operate? <b>(INTERVIEWER: RESPONSE CANNOT BE GREATER THAN 168 HOURS)</b>
------------	--

	Hours
Typical hours of operation in a week	<b>f2</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

QUESTIONNAIRE NUMBER

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**G. LAND AND PERMITS**

<b>G.6</b>	Of the buildings occupied by this establishment, what percentage is owned and what percentage is rented or leased? <b>SHOW CARD 24</b>
------------	--

	Percent	DON'T KNOW (SPONTANEOUS)
Owned by this establishment	<b>g6a</b> %	<b>-9</b>
Rented or leased by this establishment	<b>g6b</b> %	<b>-9</b>
Other	<b>g6c</b> %	<b>-9</b>
	<b>100%</b>	

**INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%  
UNLESS RESPONDENT DOES NOT KNOW**

<b>G.1</b>	Of the land occupied by this establishment, what percent is: <b>SHOW CARD 24</b>
------------	--

	Percent	DON'T KNOW (SPONT.)	FLOOR IN A BUILDING (SPONT.)
Owned by this establishment	<b>g1a</b> %	<b>-9</b>	<b>-7</b>
Rented or leased by this establishment	<b>g1b</b> %	<b>-9</b>	<b>-7</b>
Other	<b>g1c</b> %	<b>-9</b>	<b>-7</b>
	<b>100%</b>		

**INTERVIEWER: CHECK THAT TOTAL SUMS TO 100% UNLESS RESPONDENT DOES NOT KNOW OR ESTABLISHMENT IS A FLOOR IN A BUILDING**

<b>G.2</b>	Over the last two years, did this establishment submit an application to obtain a construction-related permit?
------------	--

Yes	1	
No	2	<b>GO TO QUESTION G.30</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	<b>GO TO QUESTION G.30</b>
	<b>g2</b>	

<b>G.3</b>	In reference to that application for a construction-related permit, approximately how many days did it take to obtain it from the day of the application to the day the permit was granted?
------------	---

	Days
Wait for a construction-related permit	<b>g3</b>
<b>LESS THAN ONE DAY</b>	<b>1</b>
<b>STILL IN PROCESS</b>	<b>-6</b>
<b>APPLICATION DENIED</b>	<b>-5</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>



[illegible]

<b>G.4</b>	In reference to that application for a construction-related permit, was an informal gift or payment expected or requested?
------------	--

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>
<b>REFUAL (SPONTANEOUS)</b>	<b>-8</b>

g4

<b>G.30</b>	Using the response options on the card; To what degree is <b>Access to Land</b> an obstacle to the current operations of this establishment? <b>SHOW CARD 25</b>
-------------	--

						(SPONTANEOUS)		
		No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	DON'T KNOW	DOES NOT APPLY
Access to land	<b>g30a</b>	0	1	2	3	4	<b>-9</b>	<b>-7</b>

QUESTIONNAIRE NUMBER

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**I. CRIME**

**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:**

**We now turn to another topic.**

**I.1** In fiscal year **2012**, did this establishment pay for security, for example equipment, personnel, or professional security services?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**GO TO QUESTION I.3**

**GO TO QUESTION I.3**

**i1**

**I.2** In fiscal year **2012**, what percentage of this establishment's total annual sales was paid for security, or what was the total annual cost of security?

	Percent
Percentage of total annual sales for security	<b>i2a</b> %
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**PROVIDE EITHER ONE OR THE OTHER, NOT BOTH**

	LCUs
Total annual cost of security	<b>i2b</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**I.3** In fiscal year **2012**, did this establishment experience losses as a result of theft, robbery, vandalism or arson on this establishment's premises?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**GO TO QUESTION I.30**

**GO TO QUESTION I.30**

**i3**

**I.4** In fiscal year **2012**, what were the estimated losses as a result of theft, robbery, vandalism or arson that occurred on this establishment's premises either as a percentage of total annual sales or as total annual losses?

	Percent
Losses as percentage of total annual sales	<b>i4a</b> %
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**PROVIDE EITHER ONE OR THE OTHER, NOT BOTH**

	LCUs
Total annual value of losses	<b>i4b</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

[illegible]

<b>I.30</b>	Using the response options on the card; To what degree is <b>Crime, Theft and Disorder</b> an obstacle to the current operations of this establishment? <b>SHOW CARD 25</b>
-------------	---

						(SPONTANEOUS)						
						No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	DON'T KNOW	DOES NOT APPLY
Crime, theft and disorder <b>i30</b>						0	1	2	3	4	-9	-7

# QUESTIONNAIRE NUMBER

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## K. FINANCE

### READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:

I would like to ask you a few questions about how you finance the operations of this establishment.

**K.1** In fiscal year **2012**, what percentage, as a proportion of the value of total annual purchases of material inputs or services was purchased on credit?

	Percent	DON'T KNOW (SPONTANEOUS)
Purchased on credit	<b>k1c</b> %	<b>-9</b>

**K.2** In fiscal year **2012**, what percentage of this establishment's total annual sales of its goods or services was sold on credit?

	Percent	DON'T KNOW (SPONTANEOUS)
Sold on credit	<b>k2c</b> %	<b>-9</b>

**K.3** Over fiscal year **2012**, please estimate the proportion of this establishment's working capital, that is its day-to-day operations, that was financed from each of the following sources? **SHOW CARD 26**

	Percent	DON'T KNOW (SPONTANEOUS)
Internal funds or retained earnings	<b>k3a</b> %	<b>-9</b>
Borrowed from banks: private and state-owned	<b>k3bc</b> %	<b>-9</b>
Borrowed from non-bank financial institutions which include microfinance institutions, credit cooperatives, credit unions, or finance companies	<b>k3e</b> %	<b>-9</b>
Purchases on credit from suppliers and advances from customers	<b>k3f</b> %	<b>-9</b>
Other, moneylenders, friends, relatives, etc.	<b>k3hd</b> %	<b>-9</b>
	<b>100%</b>	

**INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%  
(UNLESS RESPONDENT DOES NOT KNOW)**

**K.4** In fiscal year **2012**, did this establishment purchase any fixed assets, such as machinery, vehicles, equipment, land or buildings (new or used)?

Yes	1	<b>GO TO QUESTION K.6 GO TO QUESTION K.6</b>
No	2	
DON'T KNOW (SPONTANEOUS)	<b>-9</b>	
	<b>k4</b>	

QUESTIONNAIRE NUMBER

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**N.5** In fiscal year **2012**, how much did this establishment spend on purchases of **[READ OUT]**:

	LCUs	DON'T KNOW (SPONTANEOUS)
Machinery, vehicles, and equipment (new or used)	<b>n5a</b>	<b>-9</b>
Land and buildings	<b>n5b</b>	<b>-9</b>

**K.5** Over fiscal year **2012**, please estimate the proportion of this establishment's total purchase of fixed assets that was financed from each of the following sources:  
**SHOW CARD 27**

	Percent	DON'T KNOW (SPONTANEOUS)
Internal funds or retained earnings	<b>k5a</b> %	<b>-9</b>
Owners' contribution or issued new equity shares	<b>k5i</b> %	<b>-9</b>
Borrowed from banks: private and state-owned	<b>k5bc</b> %	<b>-9</b>
Borrowed from non-bank financial institutions	<b>k5e</b> %	<b>-9</b>
Purchases on credit from suppliers and advances from customers	<b>k5f</b> %	<b>-9</b>
Other, moneylenders, friends, relatives, bonds, etc	<b>k5hdj</b> %	<b>-9</b>
	<b>100%</b>	

**INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%  
(UNLESS RESPONDENT DOES NOT KNOW)**

**K.6** Now let's talk about the establishment's current situation. At this time, does this establishment have a checking/current or savings account?

Yes	1	
No	2	<b>GO TO QUESTION K.7</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	<b>GO TO QUESTION K.7</b>
		<b>k6</b>

**DRCK.1** Was the checking/current or saving account opened by a married female owner or top manager?

Yes	1	
No	2	<b>GO TO QUESTION K.7</b>
<b>THERE ARE NOT FEMALE OWNERS OR TOP MANAGER</b>	<b>-7</b>	<b>GO TO QUESTION K.7</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	<b>GO TO QUESTION K.7</b>
		<b>DRCK1</b>

**DRCK.2** Was permission from the spouse of any married female owner or top manager required to be able to open the checking/current or saving account?

Yes	1	
No	2	
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	
		<b>DRCK2</b>

# QUESTIONNAIRE NUMBER

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**K.7** At this time, does this establishment have an overdraft facility?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**k7**

**K.8** At this time, does this establishment have a line of credit or a loan from a financial institution?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**GO TO QUESTION K.15d**

**GO TO QUESTION K.15d**

**k8**

**DRCK.3** Referring to the most recent line of credit or loan, was the line of credit or loan requested by any married female owner or top manager?

Yes	1
No	2
<b>THERE ARE NOT FEMALE OWNERS OR TOP MANAGER</b>	<b>-7</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**GO TO QUESTION K.9**

**GO TO QUESTION K.9**

**GO TO QUESTION K.9**

**DRCK3**

**DRCK.4** Was permission required from the spouse of any married female owner or top manager to be able to request or sign the most recent line of credit or loan?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**DRCK4**

**K.9** Referring to the most recent line of credit or loan, what type of financial institution granted this loan? **SHOW CARD 28**

Private commercial banks	1
State-owned banks or government agency	2
Non-bank financial institutions	3
Other	4
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**k9**

**K.10** Referring only to this most recent line of credit or loan, in what year was the most recent line of credit or loan approved?

	Year
Year most recent loan or line of credit approved	<b>k10</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**INTERVIEWER: PROVIDE FOUR DIGITS FOR YEAR**

# QUESTIONNAIRE NUMBER

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**K.11** Referring only to this most recent loan or line of credit, what was its value at the time of approval?

	LCUs
Size of most recent loan or line of credit approved	<b>k11</b>
<b>REFUSAL (SPONTANEOUS)</b>	<b>-8</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**K.13** Referring only to this most recent loan or line of credit, did the financing require collateral?

Yes	1	<b>GO TO QUESTION K.15b</b> <b>GO TO QUESTION K.15b</b>
No	2	
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	
		<b>k13</b>

**K.14** Referring only to this most recent loan or line of credit, what type of collateral was required?  
**INTERVIEWER: READ OUT**

Collateral	Yes	No	<b>DON'T KNOW (SPONT.)</b>
Land, buildings under ownership of the establishment <b>k14a</b>	1	2	<b>-9</b>
Machinery and equipment including movables <b>k14b</b>	1	2	<b>-9</b>
Accounts receivable and inventories <b>k14c</b>	1	2	<b>-9</b>
Personal assets of owner (house, etc.) <b>k14d</b>	1	2	<b>-9</b>
Other forms of collateral not included in the categories above <b>k14e</b>	1	2	<b>-9</b>

**K.15** Referring only to this most recent line of credit or loan, what was the approximate value of the collateral required?

	LCUs
Value of collateral	<b>k15a</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**DRCK.5** Referring only to this most recent line of credit or loan, was permission required for any married female owners or top manager to be able to use any property as collateral?

Yes	1	<b>DRCK5</b>
No	2	
<b>DOESN'T APPLY (THERE ARE NOT FEMALE OWNERS OR TOP MANAGER)</b>	<b>-7</b>	
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	

# QUESTIONNAIRE NUMBER

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**K.15b** What is the total number of outstanding loans or open lines of credit held by this establishment?

	Number	
Total number of outstanding loans or open lines of credit	<b>k15b</b>	<i>IF 1, GO TO QUESTION K.15d</i>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	<i>GO TO QUESTION K.15d</i>

**K.15c** What is the total value of outstanding loans or lines of credit held by this establishment?

	LCUs
Total value of loans outstanding	<b>k15c</b>
<b>REFUSAL (SPONTANEOUS)</b>	<b>-8</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**K.15d** At this time, does the owner or owners of this establishment have any outstanding personal loans that are used to finance this establishment's business activities?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**k15d**

**K.16** Referring again to the last fiscal year **2012**, did this establishment apply for any loans or lines of credit?

Yes	1	<i>GO TO QUESTION K.20</i>
No	2	<i>GO TO QUESTION K.21</i>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	<i>GO TO QUESTION K.21</i>

**k16**

**K.17** What was the **main** reason why this establishment did not apply for any line of credit or loan?  
**SHOW CARD 29**

No need for a loan - establishment had sufficient capital	1	<i>GO TO QUESTION K.21</i>
Application procedures were complex	2	<i>GO TO QUESTION K.21</i>
Interest rates were not favorable	3	<i>GO TO QUESTION K.21</i>
Collateral requirements were too high	4	<i>GO TO QUESTION K.21</i>
Size of loan and maturity were insufficient	5	<i>GO TO QUESTION K.21</i>
Did not think it would be approved	6	<i>GO TO QUESTION K.21</i>
Permission from family member was required and not given	7	<i>GO TO QUESTION K.21</i>
Other	8	<i>GO TO QUESTION K.21</i>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	<i>GO TO QUESTION K.21</i>

**k17**



# QUESTIONNAIRE NUMBER

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<b>K.20</b>	Referring only to this most recent application for a line of credit or loan, what was the outcome of that application?
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Application was approved	1
Application was rejected	2
<b>APPLICATION STILL IN PROCESS</b>	<b>-6</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**k20a**

<b>K.21</b>	In fiscal year <b>2012</b> , did this establishment have its annual financial statements checked and certified by an external auditor?
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Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**k21**

<b>K.30</b>	Using the response options on the card; To what degree is <b>Access to Finance</b> an obstacle to the current operations of this establishment? <b>SHOW CARD 30</b>
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							(SPONTANEOUS)	
		No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	DON'T KNOW	DOES NOT APPLY
Access to finance	k30	0	1	2	3	4	-9	-7

QUESTIONNAIRE NUMBER

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**J. BUSINESS-GOVERNMENT RELATIONS**

**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:**

The following questions assess how establishments, such as this one, deal with government officials and their agencies.

**J.1** I am going to read one statement describing the courts system and how it could affect business. Please tell me if you Strongly disagree, Tend to disagree, Tend to agree, or Strongly agree. **SHOW CARD 31**

**(SPONTANEOUS)**

	Strongly disagree	Tend to disagree	Tend to agree	Strongly agree	<b>DON'T KNOW</b>	<b>DOES NOT APPLY</b>
"The court system is fair, impartial and uncorrupted." <b>h7a</b>	1	2	3	4	<b>-9</b>	<b>-7</b>

**J.2** In a typical week over the last year, what percentage of total senior management's time was spent on dealing with requirements imposed by government regulations?  
(By senior management I mean managers, directors, and officers above direct supervisors of production or sales workers. Some examples of government regulations are taxes, customs, labor regulations, licensing and registration, including dealings with officials and completing forms)

	Percent
Senior management's time spent on dealing with regulations	<b>j2</b> %
<b>NO TIME WAS SPENT</b>	<b>0</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**J.3** Over the last year, was this establishment visited or inspected by tax officials?

Yes	1	
No	2	<b>GO TO QUESTION J.6a</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	<b>GO TO QUESTION J.6a</b>
		<b>j3</b>

**J.4** Over the last year, how many times was this establishment either inspected by tax officials or required to meet with them?

	Number
Times inspected or met with tax officials	<b>j4</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

# QUESTIONNAIRE NUMBER

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**J.5** In any of these inspections or meetings was a gift or informal payment expected or requested?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>
<b>REFUSAL (SPONTANEOUS)</b>	<b>-8</b>

**j5**

**J.6a** Over the last year, has this establishment secured or attempted to secure a government contract?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**GO TO QUESTION J.7**  
**GO TO QUESTION J.7**

**j6a**

**J.6** When establishments like this one do business with the government, what percent of the contract value would be typically paid in informal payments or gifts to secure the contract?

	Percent
Percent of the contract value paid as informal payments or gifts	<b>j6</b> %
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>
<b>REFUSAL (SPONTANEOUS)</b>	<b>-8</b>
<b>NO PAYMENTS</b>	<b>0</b>

**J.7** It is said that establishments are sometimes required to make gifts or informal payments to public officials to "get things done" with regard to customs, taxes, licenses, regulations, services etc. On average, what percentage of total annual sales, or estimated total annual value, do establishments like this one pay in informal payments or gifts to public officials for this purpose?

	Percent
Percentage of total annual sales paid as informal payment	<b>j7a</b> %
<b>NO PAYMENTS OR GIFTS ARE PAID</b>	<b>0</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>
<b>REFUSAL (SPONTANEOUS)</b>	<b>-8</b>

**PROVIDE EITHER ONE OR THE OTHER, NOT BOTH**

	LCUs
Total annual informal payment	<b>j7b</b>
<b>NO PAYMENTS OR GIFTS ARE PAID</b>	<b>0</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>
<b>REFUSAL (SPONTANEOUS)</b>	<b>-8</b>

# QUESTIONNAIRE NUMBER

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**J.10** Over the last two years, did this establishment submit an application to obtain an import license?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**GO TO QUESTION J.13**

**GO TO QUESTION J.13**

**j10**

**J.11** Approximately how many days did it take to obtain this import license from the day of the application to the day it was granted?

	Days
Wait for import license	<b>j11</b>
<b>LESS THAN ONE DAY</b>	<b>1</b>
<b>STILL IN PROCESS</b>	<b>-6</b>
<b>APPLICATION DENIED</b>	<b>-5</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**J.12** In reference to that application for an import license, was an informal gift or payment expected or requested?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>
<b>REFUSAL (SPONTANEOUS)</b>	<b>-8</b>

**j12**

**J.13** Over the last two years, did this establishment submit an application to obtain an operating license?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**GO TO QUESTION J.30**

**GO TO QUESTION J.30**

**j13**

**J.14** Approximately how many days did it take to obtain this operating license from the day of the application to the day it was granted?

	Days
Wait for operating license	<b>j14</b>
<b>LESS THAN ONE DAY</b>	<b>1</b>
<b>STILL IN PROCESS</b>	<b>-6</b>
<b>APPLICATION DENIED</b>	<b>-5</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

# QUESTIONNAIRE NUMBER

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**J.15** In reference to that application for an operating license, was an informal gift or payment expected or requested?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>
<b>REFUSAL (SPONTANEOUS)</b>	<b>-8</b>

**j15**

**J.30** Using the response options on the card; To what degree is/are **[INSERT OPTION]** an obstacle to the current operations of this establishment?  
**SHOW CARD 32**

ROTATE OPTIONS						(SPONTANEOUS)		
						No obstacle	Minor obstacle	Moderate obstacle
Tax rates	j30a	0	1	2	3	4	-9	-7
Tax administration	j30b	0	1	2	3	4	-9	-7
Business licensing and permits	j30c	0	1	2	3	4	-9	-7
Political instability	j30e	0	1	2	3	4	-9	-7
Corruption	j30f	0	1	2	3	4	-9	-7
Courts	h30	0	1	2	3	4	-9	-7

QUESTIONNAIRE NUMBER

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**L. LABOR**

**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:**

Now I would like to ask you a few questions about this establishment's labor force.

- L.1** At the end of fiscal year **2012**, how many permanent, full-time individuals worked in this establishment? Please include all employees and managers  
(Permanent, full-time employees are defined as all paid employees that are contracted for a term of one or more fiscal years and/or have a guaranteed renewal of their employment contract and that work a full shift)  
**(INTERVIEWER: INCLUDE INTERVIEWEE IF APPLICABLE).**

	Number
Permanent, full-time workers end of last fiscal year	<b>11</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

- L.2** Three fiscal years ago, at the end of fiscal year **2010**, how many permanent, full-time individuals work in this establishment? Please include all employees and managers **(INTERVIEWER: INCLUDE INTERVIEWEE IF APPLICABLE).**

	Number
Permanent, full-time workers three fiscal years ago	<b>12</b>
<b>IF ESTABLISHMENT WAS NOT IN BUSINESS THREE YEARS AGO</b>	<b>-7</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

- L.3** At the end of fiscal year **2012**, how many permanent, full-time individuals in this establishment were: **(INTERVIEWER: READ EACH CATEGORY)**

	Number	<b>DON'T KNOW (SPONTANEOUS)</b>
Production workers	<b>13a</b>	<b>-9</b>
Non-production workers [e.g., managers, administration, sales]	<b>13b</b>	<b>-9</b>

- L.4** At the end of fiscal year **2012**, how many permanent, full-time individuals working in this establishment were: **INTERVIEWER: READ EACH CATEGORY**

	Number	<b>DON'T KNOW (SPONTANEOUS)</b>
Skilled production workers	<b>14a</b>	<b>-9</b>
Unskilled production workers	<b>14b</b>	<b>-9</b>

# QUESTIONNAIRE NUMBER

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**L.5** At the end of fiscal year **2012**, how many permanent full-time individuals working in this establishment in the following categories were female?

	Number	DON'T KNOW (SPONT.)
Female permanent full-time production workers	<b>15a</b>	<b>-9</b>
Female permanent full-time non-production workers	<b>15b</b>	<b>-9</b>

**INTERVIEWER IF BOTH ANSWERS ARE ZERO, THEN GO TO QUESTION L.6**

**DRCL.1** Are female permanent full-time employees working in this establishment entitled to take maternity leave?

Yes	1	<b>GO TO QUESTION DRCL.4</b> <b>GO TO QUESTION DRCL.4</b> <b>DRCL1</b>
No	2	
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	

**DRCL.2** Over the last two years, how many female full-time permanent employees were eligible for maternity leave?

	Number	
Total number female employees eligible for maternity leave	<b>DRCL2</b>	<b>IF 0 GO TO QUESTION DRCL.4</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	<b>GO TO QUESTION DRCL.4</b>

**DRCL.3** Out of those eligible how many female full-time permanent employees made use of the maternity leave?

	Number
Total number female employees that used maternity leave	<b>DRCL3</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**DRCL.4** Is there any work-related activity in this establishment that female employees are forbidden to perform?

Yes	1	<b>DRCL4</b>
No	2	
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>	

# QUESTIONNAIRE NUMBER

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<b>L.6</b>	How many full-time temporary employees did this establishment employ throughout <b>2012</b> ? (Full-time, temporary workers are all paid short-term (i.e. for less than a year) employees with no guarantee of renewal of contract employment and work full-time)
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	Number
Full-time seasonal or temporary workers employed last fiscal year	<b>16</b>
<b>NO FULL-TIME SEASONAL OR TEMPORARY WORKERS</b>	<b>0</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

*GO TO QUESTION L.9a*

*GO TO QUESTION L.9a*

<b>L.6a</b>	How many full-time temporary employees employed throughout <b>2012</b> were female?
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	Number
Full-time female seasonal or temporary workers employed last fiscal year	<b>16a</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

<b>L.8</b>	What was the average length of employment of all full-time temporary employees in fiscal year <b>2012</b> ?
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	Months
Average length full-time seasonal or temporary employment last fiscal year, in months	<b>18</b>
<b>LESS THAN ONE MONTH</b>	<b>1</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

<b>L.9a</b>	What is the average number of years of education of a typical permanent full-time production worker employed in this establishment?
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	Number
Average number of years of education of typical production worker	<b>19a</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

<b>L.9a2</b>	What is the average number of years of education of a typical female permanent full-time production worker employed in this establishment?
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	Number
Average number of years of education of typical female production worker	<b>19a2</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>
<b>NO FEMALE PRODUCTION WORKERS</b>	<b>-7</b>



# QUESTIONNAIRE NUMBER

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**L.9b** What is the percentage of full-time permanent workers who completed secondary school?

	Percent
Percentage of full time permanent workers who completed secondary school	<b>19b</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**L.10** Over fiscal year **2012**, did this establishment have formal training programs for its permanent, full-time employees?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**GO TO QUESTION DRCL.5**

**GO TO QUESTION DRCL.5**

**110**

**L.11** Referring to the training programs run over fiscal year **2012**, what percentage of permanent, full-time employees of the following categories received formal training?

	Percent	IF NO EMPLOYEES IN A CATEGORY WERE TRAINED	DON'T KNOW (SPONT.)
Production full-time permanent employees trained	<b>111a</b> %	<b>0</b>	<b>-9</b>
Non-production full-time permanent employees trained	<b>111b</b> %	<b>0</b>	<b>-9</b>

**DRCL.5** Over the last two years, did this establishment hire any employee?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**GO TO QUESTION DRC L.9**

**GO TO QUESTION DRCL.9**

**DRC15**

**DRCL.6** Was any of the employees hired over the last two years a married woman?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**GO TO QUESTION DRC L.8**

**GO TO QUESTION DRCL.9**

**DRC16**

**DRCL.7** Was permission from the spouse required for this establishment to be able to hire any of these married women?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**GO TO QUESTION DRCL.9**

**GO TO QUESTION DRCL.9**

**GO TO QUESTION DRCL.9**

**DRC17**

# QUESTIONNAIRE NUMBER

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<b>DRCL.8</b>	Was any of the following a reason for not hiring married women?
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Reason		Yes	No	DON'T KNOW (SPONT.)
Married women's family commitments <b>DRCI8a</b>		1	2	-9
Need of obtaining written permission by the spouse <b>DRCI8b</b>		1	2	-9
Governments regulations such as working hours or maternity leave <b>DRCI8c</b>		1	2	-9
Lack of skills <b>DRCI8d</b>		1	2	-9

<b>DRCL.9</b>	Over the last two years, did this establishment fire any employee?
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Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**GO TO QUESTION DRCL.12**  
**GO TO QUESTION DRCL.12**

**DRCI9**

<b>DRCL.10</b>	Was any of the employees fired over the last two years a married woman?
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Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**GO TO QUESTION DRCL.12**  
**GO TO QUESTION DRCL.12**

**DRCI10**

<b>DRCL.11</b>	Was any of the following a reason for firing any married woman over the last two years?
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Reason		Yes	No	DON'T KNOW (SPONT.)
Reduction in the amount of business <b>DRCI11a</b>		1	2	-9
Spousal request to fire the employee <b>DRCI11b</b>		1	2	-9
Lack of skills of the employee <b>DRCI11c</b>		1	2	-9

<b>DRCL.12</b>	Does this establishment have night shifts?
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Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**GO TO QUESTION DRCL.14**  
**GO TO QUESTION DRCL.14**

**DRCI12**

<b>DRCL.13</b>	Are female employees allowed to work on these night shifts?
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Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**DRCI13**

# QUESTIONNAIRE NUMBER

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**DRCL.14** Over the last two years, did any of this establishment's male permanent full-time employees retire?

Yes	1
No	2
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

*GO TO QUESTION DRCL.16*

*GO TO QUESTION DRCL.16*

**DRCI14**

**DRCL.15** What was the average age of the male permanent full-time employees which retired from this establishment over the last two years?

	Age
Average age of male employees that retired	<b>DRCI15</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

**DRCL.16** Over the last two years, did any of this establishment's female permanent full-time employees retire?

Yes	1
No	2
<b>DOESN'T HAVE PERMANENT FULL TIME FEMALE EMPLOYEES</b>	<b>-7</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

*GO TO QUESTION L.30*

*GO TO QUESTION L.30*

*GO TO QUESTION L.30*

**DRCI16**

**DRCL.17** What was the average age of the female permanent full-time employees which retired from this establishment over the last two years?

	Age
Average age of female employees that retired	<b>DRCI17</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

# QUESTIONNAIRE NUMBER

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<b>L.30</b>	Using the response options on the card; To what degree are <b>Labor Regulations</b> an obstacle to the current operations of this establishment? <b>SHOW CARD 32</b>
	Using the response options on the card; To what degree is <b>an Inadequately Educated Workforce</b> an obstacle to the current operations of this establishment? <b>SHOW CARD 32</b>

						(SPONTANEOUS)		
						DON'T KNOW	DOES NOT APPLY	
Labor regulations	130a	0	1	2	3	4	-9	-7
Inadequately educated workforce	130b	0	1	2	3	4	-9	-7

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**M. BUSINESS ENVIRONMENT**

**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:**

**M.1** By looking at card **33** can you tell me which of the elements of the business environment included in the list, if any, currently represents the biggest obstacle faced by this establishment **SHOW CARD 33**  
**INTERVIEWER: DO NOT READ OUT**

1-Access to finance
2-Access to land
3-Business licensing and permits
4-Corruption
5-Courts
6-Crime, theft and disorder
7-Customs and trade regulations
8-Electricity
9-Inadequately educated workforce
10-Labor regulations
11-Political instability
12-Practices of competitors in the informal sector
13-Tax administration
14-Tax rates
15-Transport

Biggest obstacle	<b>m1a</b>
<b>DON'T KNOW (SPONTANEOUS)</b>	<b>-9</b>

Rotation (option 1, 2 or 3)	<b>m1d</b>
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**N. PERFORMANCE**


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**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:**

Now, we would like to ask you a few questions about the financial results of this establishment. It is important that this information be as accurate as possible. The individual data are treated as confidential – the identity of your establishment will not be revealed at any point. Please provide the following information from the financial statements of this establishment.

<b>N.2</b>	From this establishment's Income Statement for fiscal year <b>2012</b> , please provide the following information: <b>SHOW CARD 34</b>
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	LCUs	DON'T KNOW (SPONTANEOUS)
Total annual cost of labor including wages, salaries, bonuses, social security payments	<b>n2a</b>	<b>-9</b>
Total annual cost of raw materials and intermediate goods used in production	<b>n2e</b>	<b>-9</b>
Total annual costs of fuel	<b>n2f</b>	<b>-9</b>
Total annual costs of electricity	<b>n2b</b>	<b>-9</b>
Total rental cost of machinery, vehicles and equipment	<b>n2ra</b>	<b>-9</b>
Total rental cost of land and buildings	<b>n2rb</b>	<b>-9</b>
Other cost of production not included above	<b>n2j</b>	<b>-9</b>

<b>N.6</b>	From this establishment's Balance Sheet for fiscal year <b>2012</b> , what was the net book value, that is the value of assets after depreciation, of the following:
------------	--

	LCUs	DON'T KNOW (SPONTANEOUS)
Machinery, vehicles, and equipment	<b>n6a</b>	<b>-9</b>
Land and buildings	<b>n6b</b>	<b>-9</b>

<b>N.7</b>	Hypothetically, if this establishment were to purchase the assets it <b>uses now</b> , in their current condition and regardless of whether the establishment owns them or not, how much would they cost, independently of whether they are owned, rented or leased?
------------	--

	LCUs	DON'T KNOW (SPONTANEOUS)
Machinery, vehicles, and equipment	<b>n7a</b>	<b>-9</b>
Land and buildings	<b>n7b</b>	<b>-9</b>

# QUESTIONNAIRE NUMBER

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**A.15a Please complete the following information about the interviewee(s)**

	Position in the firm	Years with the firm	Gender
Main respondent	a15a1ax	a15a2a	a15a3
Second respondent	a15a1bx	a15a2b	a15b3
Third respondent	a15a1cx	a15a2c	a15c3

ENTER 1 WHEN YEARS WITH THE FIRM IS LESS THAN ONE. FOR GENDER 1: MALE, 2: FEMALE

THE SURVEY ENDS HERE  
THANK YOU VERY MUCH FOR YOUR COOPERATION.

**A.15 Time face-to-face interview ends:**

Day (dd)	Month (mm)	Year (yyyy)	Hour (00 to 23)	Minutes (00 to 59)
a15d	a15m	a15y	a15h	a15min

**INTERVIEWERS PLEASE ANSWER AT END OF THE INTERVIEW:**

<b>A.16</b>	It is my perception that the responses to the questions regarding opinions and perceptions:
-------------	---

Truthful	1
Somewhat truthful	2
Not truthful	3

a16

<b>A.17</b>	The responses to the questions regarding figures (productivity and employment numbers):
-------------	---

Are taken directly from establishment records	1
Are estimates computed with some precision	2
Are arbitrary and unreliable numbers	3
Are in some cases taken from the books and in some cases estimated	4

a17

**INTERVIEWER COMMENTS:**

<div style="text-align: right; color: red;">a17x</div>
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## QUESTIONNAIRE NUMBER

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(Problems occurred/extraordinary circumstances which could influence results)

### SUPERVISORS PLEASE ANSWER:

<b>A.18</b>	This questionnaire was completed in:
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One visit in face-to-face interview with one person	1
One visit in face-to-face interview with different managers/staff	2
Several visits	3

**STOP HERE**

**a18**

<b>A.19</b>	If option 2 or 3 in <b>A.18</b> , estimate duration of the whole interview
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Hour	Minutes

**a19h**

**a19m**