

STATISTICAL SERVICE



GHANA LIVING STANDARDS SURVEY 6 (WITH LABOUR FORCE MODULE)

2012/2013

NON-FARM ENTERPRISE QUESTIONNAIRE PART B (SECTION 10)

REGION:

DISTRICT:

E.A. NUMBER:

HOUSEHOLD:

MEMBER ID

SURVEY INFORMATION

REGION: DISTRICT:

E.A: URBAN/RURAL:

ECOLOGICAL ZONE:..... HOUSEHOLD:.....

ROSTER: /

GPS COORDINATES

HEAD OF HOUSEHOLD:

NAME OF RESPONDENT: RESPONDENT ID

ADDRESS (OR DESCRIPTION)

HHOLD CONTACT(s)1..... 2..... 3.....

SECTION 10: NON-FARM ENTERPRISES

PART A: BASIC CHARACTERISTICS OF NON-FARM ENTERPRISES

1. (WRITE TOTAL NO. OF NON-FARM ENTERPRISES FROM SECTION 6 Q.10)

Now I would like to ask you about the enterprises (NAME OF NON-FARM ENTERPRISES FROM SECTION 6 Q.10)

For which you are responsible. These are REFER TO PRE-FILLED COLIMNS 1-3.

E N T E R P R I S E N U M B E R	2	3		4	5		6		7		8	9	10
	NAME OF ENTERPRISE (FROM SECTION 6)	PERSON OWN/ RESPONSIBLE		Person Interviewed ID	What is the principal activity of this enterprise?		What is the main secondary activity of the enterprise?		How long has this enterprise been actively operating?		How many months during the past 12 months did the enterprise operate? (IF LESS THAN A MONTH, RECORD 00)	Does the income of this enterprise belong entirely to you? Yes.....1 (>> 11) No.....2	What percentage of the income of this enterprise comes to you? USE COCE FOR SECTION Q.10
		NAME	ID	ID	NAME OF ACTIVITY	ISIC CODE	NAME OF ACTIVITY	ISIC CODE	YRS	MTH	MONTHS		
01													
02													

CODES FOR Q.10

75.....	3/4	1
66.....	2/3	2
50.....	1/2	3
33.....	1/3	4
25.....	1/4	5
20.....	1/5	6
10.....	1/10	7
5.....	1/20	8

E N T E R P R I S E N U M B E R	11	12	13	14	15	16	17	18		
	Is this enterprise registered with any government agency? Yes, Registrar- General's Dept.....A Yes Dept. of Cooperatives.....B Yes District Assembly.....C Other (specify).....D No.....E	What was the most serious difficulty in establishing this enterprise? No difficulty.....1 Capital/Credit.....2 Technical know how.....3 Gov't regulation.....4 Other (specify).....5	What was the main source of capital in setting up this enterprise? Household savings.....01 Bank.....02 Remittances from abroad.....03 Proceeds from family farm.....04 Proceeds from family non-farm enterprise.....05 Income from family property.....06 NGO support.....07 District Assembly.....08 Town Dev't support.....09 Church assistance.....10 Money lenders.....11 Relatives/friends.....12 Other Partners.....13 Cooperatives.....14 Other (specify).....96	What is the nature of this capital? Loan.....1 Gift.....2 Self- financed.....3	During the past 12 months, has this enterprise tried to get credit from banks and other financial agencies? Yes, successfully....1 Yes, unsuccessfully.....2 No.....3	During the past 12 months, what has been the main source of credit used by this enterprise? No credit used.....01 (>> PART B) Bank.....02 Other financial Agency.....03 Cooperative.....04 Money lender.....05 Family/friend.....06 Proceeds from other Enterprise.....07 Gov't agencies.....08 NGOs.....09 Other (specify).....10	During the past 12 months, how much altogether has this enterprise borrowed? (NEW LOANS)	During the past 12 months, how much of the total loans has this enterprise repaid? INCLUDE THE VALUE OF ANY IN- KIND PAYMENTS		
							AMOUNT		AMOUNT	
							GH¢	GHp	GH¢	GHp
01										
02										

PART B: EMPLOYMENT

Now I would like to ask you about persons engaged in the enterprise for which you are responsible.

E N T E R P R I S E N U M B E R	1		2		3		4		5		6		7		8		9		10	
	During the past 12 months, how many people have usually worked in this enterprise? “INCLUDE HOUSEHOLD MEMBERS, APPRENTICES & HIRED LABOUR BUT EXCLUDE PERSON RESPONSIBLE FOR THE ENTERPRISE (OWNER)”		How many people are currently engaged by this enterprise? INCLUDE OWNER		How many of those engaged are working proprietors (owner)?		How many of the persons engaged are members of this household?		REPORT ID OF TWO (2) MAIN HOUSEHOLD PERSONS WORKING IN THE ENTERPRISE. DO NOT INCLUDE PERSONS RESPONSIBLE FOR ENTERPRISE IF NO, CODE N/A		How many persons currently engaged are full-time?		How many are casual?		How many are apprentice?		How many are contributing family workers?		How many are Ghanaians?	
	Male	Female	Male	Female	Male	Female	Male	Female	ID	ID	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
01																				
02																				

E N T E R P R I S E N U M B E R	11		12		13		14		15		16		17	
	How many are non-Ghanaians?		How many are skilled?		How many are unskilled?		Are formal wage contracts issued to employees? Yes written.....1 Yes Oral/verbal...2 No.....3 N/A.....4		Does any of the workers receive paid/ sick leave? Yes paid leave.....1 Yes sick leave.....2 Yes both.....3 No.....4		Do the workers receive any on-the-job training? Yes, within.....1 Yes, outside.....2 No.....3		On average, how many hours per day does an employee of this enterprise work? ENTER 00 IF SELF-EMPLOYED	
	Male	Female	Male	Female	Male	Female							HOURS	
01														
02														

SECTION 10: NON-FARM ENTERPRISE
PART C1: WAGE EARNINGS

Now I would like to ask you about wage earnings of the employees of the enterprise for which you are responsible.

FIRST ENTERPRISE

Yes.....1 (Col. A)

1. Has the enterprise been operating in the last two weeks?

No.....2 (Col. B)

7

A	FIRST ENTERPRISE	OPERATING IN THE LAST TWO WEEKS			
		How much was paid in wages/salaries to the following categories of employees of this enterprise during the last			
		1 Month?		3 Months?	
		AMOUNT		AMOUNT	
		GH¢	GH¢	GH¢	GH¢
		Male	Female	Male	Female
2.	Working proprietors				
3.	Household employees				
4.	Total Ghanaian employees				
5.	Non-Ghanaian employees				
6.	Full-time employees				
7.	Casual employees				
8.	Apprentices				
9.	Skilled				
10.	Unskilled				
		>> PART C2			

B	FIRST ENTERPRISE	NOT OPERATING IN THE LAST TWO WEEKS			
		How much is usually paid in wages/salaries to the following categories of employees of this enterprise during the last			
		1 Month?		3 Months?	
		AMOUNT		AMOUNT	
		GH¢	GH¢	GH¢	GH¢
		Male	Female	Male	Female
2.	Working proprietors				
3.	Household employees				
4.	Total Ghanaian employees				
5.	Non-Ghanaian employees				
6.	Full-time employees				
7.	Casual employees				
8.	Apprentices				
9.	Skilled				
10.	Unskilled				

SECTION 10: NON-FARM ENTERPRISE

PART C2: WAGE EARNINGS

Now I would like to ask you about wage earnings of the employees of the enterprise for which you are responsible.

SECOND ENTERPRISE

Yes.....1 (Col. A)

No.....2 (Col. B)

☐

11. Has the enterprise been operating in the last two weeks?

	SECOND ENTERPRISE A	OPERATING IN THE LAST TWO WEEKS			
		How much was paid in wages/salaries to the following categories of employees of this enterprise during the last?			
		1 Month?		3 Months?	
		AMOUNT		AMOUNT	
		GH¢	GH¢	GH¢	GH¢
		Male	Female	Male	Female
	12. Working proprietors				
	13. Household employees				
	14. Ghanaian employees				
	15. Non-Ghanaian employees				
	16. Full-time employees				
	17. Casual employees				
	18. Apprentices				
	19. Skilled				
	20. Unskilled				
		>> PART D			

	SECOND ENTERPRISE B	NOT OPERATING IN THE LAST TWO WEEKS			
		How much is <u>usually</u> paid in wages/salaries to the following categories of employees of this enterprise during the last?			
		1 Month?		3 Months?	
		AMOUNT		AMOUNT	
		GH¢	GH¢	GH¢	GH¢
		Male	Female	Male	Female
	12. Working proprietors				
	13. Household employees				
	14. Ghanaian employees				
	15. Non-Ghanaian employees				
	16. Full-time employees				
	17. Casual employees				
	18. Apprentices				
	19. Skilled				
	20. Unskilled				

PART D1(i): QUANTITY AND COST OF MATERIALS PURCHASED

Complete a separate line for each material purchased.

INCLUDE: All raw materials, fabricated parts, materials and components used or, fuels that enter the product directly or are used to generate electricity, etc.

Now I would like to ask about the cost of materials purchased for your enterprise.

What operating period can you comfortably give information on your operations?

NO.	DESCRIPTION OF MATERIAL PURCHASED	PRODUCT CODE	UNIT CODE	MATERIALS PURCHASED DURING THE PERIOD				
				TOTAL QUANTITY	AVERAGE PRICE		TOTAL DELIVERED COST	
					GHC	Gp	GHC	Gp
	All other materials purchased	//////////	//////////	//////////	//////////	//////////		
	not listed individually above	//////////	//////////	//////////	//////////	//////////		
	TOTAL	//////////	//////////	//////////	//////////	//////////		

PART D1(ii): VALUE OF PRODUCTION AND SALE OF PRODUCTS OF THIS ENTERPRISE

FIRST ENTERPRISE

Now I would like to ask about the value of production and sale of products.

NO.	DESCRIPTION OF PRODUCTS	PRODUCT CODE	UNIT CODE	TOTAL PRODUCED DURING THE PERIOD					VALUE OF SALES DURING THE PERIOD		
				QTY	AVERAGE PRICE		TOTAL VALUE		QTY	TOTAL VALUE	
					GHC	Gp	GHC	GHp		GHC	GHp
	All other products not listed above	//////////	//////////	////////	//////////	//////					
	TOTAL	//////////	//////////	////////	//////////	//////					

SECOND ENTERPRISE

Now I would like to ask about the value of production and sale of products.

NO.	DESCRIPTION OF PRODUCTS	PRODUCT CODE	UNIT CODE	QTY	TOTAL PRODUCED DURING THE PERIOD				VALUE OF SALES		
									DURING THE PERIOD		
					AVERAGE PRICE		TOTAL VALUE		QTY	TOTAL VALUE	
					GHC	GHp	GHC	GHp		GHC	GHp
	All other products not listed above	/	/	/	/	/					
	TOTAL	/	/	/	/	/					

10.9

SECTION 10: NON-FARM ENTERPRISES
PART D3: REVENUE OF ENTERPRISE ENGAGED IN WHOLESALE/RETAIL TRADE

	FIRST ENTERPRISE MAIN ITEM SOLD	Product Code	1 LAST PURCHASED			2 SALES DURING THE LAST TWO WEEKS			
			Unit Code	Quantity Purchased	Unit Cost	Unit Code	Quantity Sold	Unit Price	Total Amount (GH¢)
a.									
b.									
c.									
d.									
e.									
f.									
g.									
h.	All Others	////////////////	////////	////////	////////	////////	////////	////////	
i.	TOTAL	////////////////	////////	////////	////////	////////	////////	////////	

	SECOND ENTERPRISE MAIN ITEM SOLD	Product Code	3 LAST PURCHASED			4 SALES DURING THE LAST TWO WEEKS			
			Unit Code	Quantity Purchased	Unit Cost	Unit Code	Quantity Sold	Unit Price	Total Amount (GH¢)
a.									
b.									
c.									
d.									
e.									
f.									
g.									
h.	All Others	////////////////	////////	////////	////////	////////	////////	////////	
i.	TOTAL	////////////////	////////	////////	////////	////////	////////	////////	

FOR PRODUCT AND UNIT CODES, REFER TO CODE BOOK

SECTION 10: NON-FARM ENTERPRISES

PART D4: REVENUE OF ENTERPRISE WHICH PROVIDE SERVICES OTHER THAN WHOLESALE/RETAIL (e.g. Running Transport, Hairdressing, Barbering, Repairing, Exchanging of foreign currency, Estate agents, etc.)

	FIRST ENTERPRISE SERVICE RENDERED	AMOUNT RECEIVED IN TWO WEEKS	
a.	Sales of passenger transport (e.g. taxi, trotro, passenger buses, etc.)		01
b.	Sales of freight transport (e.g. haulage trucks, vehicles for conveying sand, refuse, etc.)		02
c.	Agency fees, commissions receivable (e.g. estate agents, lotto receivers, insurance agents, sales agents, etc.)		03
d.	Professional fees receivable (e.g. mechanics, hairdressers, barbers, lawyers, masons, painters, etc.)		04
e.	Gross profit on foreign exchange business.		05
f.	Rents receivable (e.g. renting of machinery, equipment, etc.)		06
g.	Other receipts for services rendered (e.g. porters, kayayo, etc.)		07
h.	Other services not elsewhere classified		08
i.	TOTAL		09

	SECOND ENTERPRISE SERVICE RENDERED	AMOUNT RECEIVED IN TWO WEEKS	
a.	Sales of passenger transport (e.g. taxi, trotro, passenger buses, etc.)		31
b.	Sales of freight transport (e.g. haulage trucks, vehicles for conveying sand, refuse, etc.)		32
c.	Agency fees, commissions receivable (e.g. estate agents, lotto receivers, insurance agents, sales agents, etc.)		33
d.	Professional fees receivable (e.g. mechanics, hairdressers, barbers, lawyers, masons, painters, etc.)		34
e.	Gross profit on foreign exchange business.		35
f.	Rents receivable (e.g. renting of machinery, equipment, etc.)		36
g.	Other receipts for services rendered (e.g. porters, kayayo, etc.)		37
h.	Other services not elsewhere classified		38
i.	TOTAL		39

SECTION 10: NON-FARM ENTERPRISES

PART D5: PREPARATION AND SALE OF MEALS

1. Have you been operating in the last 7 days?

Yes.....1

No.....2 (> 8)

**OPERATING IN THE LAST 7 DAYS**

OPERATING IN THE LAST 7 DAYS				
2		3	4	
How much do you earn from the sale of meals in a day?			TOTAL SALES OF MEALS FOR THE LAST 7 DAYS	
A M O U N T			A M O U N T	
GH¢	GHp		GH¢	GHp

UNIT CODE

None.....00
 All.....01
 American tin.....02
 Balls.....03
 Bar.....04
 Barrel.....05
 Basket.....06
 Beer bottle.....07
 Bowl.....08
 Box.....09
 Bucket.....10
 Bunch.....11
 Bundle.....12
 Crate.....13
 Carton.....14
 Dozen.....15
 Fanta bottle.....16
 Fingers.....17
 Fruit.....18
 Gallon.....19
 Kilogram.....20
 Litre.....21
 Loaf.....22
 Log.....23
 Margarine tin.....24
 Maxi bag.....25
 Metre.....26
 Mini bag.....27
 Nut.....28
 Packet.....29
 Pair.....30
 Pieces.....31
 Pot.....32
 Pounds.....33
 Sachet.....34
 Set.....35
 Sheet.....36
 Single.....37
 Stick.....38
 Tonne.....39
 Tree.....40
 Tubers.....41
 Yards.....42

5					6		7		
What is the total cost of ingredients purchased in a day?					TOTAL COST OF INGREDIENTS DURING THE LAST 7 DAYS		What is the cost of the following inputs during the last 7 days?		
ITEM	INGREDIENT CODE (SEE PART 9B)	UNIT CODE	AMOUNT		AMOUNT		INPUT	AMOUNT	
			GH¢	GHp	GH¢	GHp		GH¢	GHp
							1. Firewood/charcoal		
							2. Gas		
							3. Water		
							4. Soap		
							5.		
							6.		
All Others	////////	////////							
TOTAL	////////	////////							

SECTION 10: NON-FARM ENTERPRISES

PART D6: PREPARATION AND SALE OF MEALS

NOT OPERATING IN THE LAST 7 DAYS							<u>UNIT CODE</u>		
8		9			10				
How much do you usually earn from the sale of meals in a day?					TOTAL SALES OF MEALS USUALLY MADE IN THE LAST 7 DAYS				
AMOUNT					AMOUNT				
GH¢	GHp				GH¢	GHp			

11				12		13			
What is the total cost of ingredients usually purchased in a day?				TOTAL COST OF INGREDIENTS USUALLY USED IN 7 DAYS		What is the cost of the following inputs usually used in 7 days?			
ITEM	INGREDIENT CODE (SEE PART 9B)	UNIT CODE	AMOUNT		AMOUNT		INPUT	AMOUNT	
			GH¢	GHp	GH¢	GHp		GH¢	GHp
							1. Firewood/charcoal		
							2. Gas		
							3. Water		
							4. Soap		
							5.		
							6.		
All Others	//////////	//////////							
TOTAL	//////////	//////////							

None.....	00
All.....	01
American tin.....	02
Balls.....	03
Bar.....	04
Barrel.....	05
Basket.....	06
Beer bottle.....	07
Bowl.....	08
Box.....	09
Bucket.....	10
Bunch.....	11
Bundle.....	12
Crate.....	13
Carton.....	14
Dozen.....	15
Fanta bottle.....	16
Fingers.....	17
Fruit.....	18
Gallon.....	19
Kilogram.....	20
Litre.....	21
Loaf.....	22
Log.....	23
Margarine tin.....	24
Maxi bag.....	25
Metre.....	26
Mini bag.....	27
Nut.....	28
Packet.....	29
Pair.....	30
Pieces.....	31
Pot.....	32
Pounds.....	33
Sachet.....	34
Set.....	35
Sheet.....	36
Single.....	37
Stick.....	38
Tonne.....	39
Tree.....	40
Tubers.....	41
Yards.....	42

SECTION 10: NON-FARM HOUSEHOLD ENTERPRISE

PART E: OTHER REVENUE

IF RESPONDENT ANSWERED 'YES' TO PART 10C Q.1 BEGIN AT Q.1

IF 'NO' TO PART 10C Q.1, START AT Q.6. CARE MUST BE TAKEN TO ENSURE THAT THE RESPONSES REFER TO GROSS RECEIPTS.

E N T R P R I S E	OPERATING IN THE LAST 2 WEEKS								NOT OPERATING IN THE LAST 2 WEEKS						11 How do the gross receipts of this enterprise over the past 12 months compare with the gross receipts for the preceding year? THIS YEAR'S IS: Higher.....1 Lower.....2 No difference....3 N/A.....4							
	1		2		3		4		5		6		7			8		9		10		
	During the last 2 weeks how much revenue has been received from the sale of goods and services by this enterprise?		During the last 2 weeks, has this enterprise received payments in the form of goods and services?		What was the estimated value?		During the last 2 weeks, has any of the goods and services produced by this enterprise been consumed by the household members instead of being sold?		What was the value of the products consumed by the household since the last 2 weeks? (>> 11)		How much revenue is usually received from the sale of goods and services by this enterprise during a 2 week period?		Does the enterprise usually receive payments in the form of goods and services?			What is the usual value of the payments in the form of goods and services during any 2 week period?		Are some of the goods and services produced by this enterprise usually consumed by the household instead of being sold?		What is the value of the products usually consumed by the household instead of being sold over a 2 week period?		
	AMOUNT				VALUE				AMOUNT							AMOUNT				AMOUNT		
	GH¢	GHp			GH¢	GHp			GH¢	GHp			GH¢	GHp			GH¢	GHp			GH¢	GHp
1																						
2																						

SECTION 10: NON-FARM ENTERPRISES

PART E1: OTHER REVENUE

FIRST ENTERPRISE

(TICK THE APPROPRIATE BOX)

OPERATING

☐

NOT OPERATING

☐

Yes >>A

No >>B

	FIRST ENTERPRISE A	OPERATING IN THE LAST TWO WEEKS					FIRST ENTERPRISE B	NOT OPERATING IN THE LAST TWO WEEKS			
		How much was earned through the provision of the following services during the last						How much is <u>usually</u> earned through the provision of the following services in the last			
		1 Month?		3 Months?		1 Month?		3 Months?			
		AMOUNT		AMOUNT		AMOUNT		AMOUNT			
		(GH¢)	GHp	(GH¢)	GHp	(GH¢)	GHp	(GH¢)	GHp		
	a Delivery of goods sold						a Delivery of goods sold				
	b Provision of other services						b Provision of other services				
	c Rental of buildings						c Rental of buildings				
	d Rental of machinery and transport equipment						d Rental of machinery and transport equipment				
	e Commissions						e Commissions				
	f Royalties, copyright, etc. belonging to the enterprise						f Royalties, copyright, etc. belonging to the enterprise				
	g Storage and handling fees						g Storage and handling fees				
	h Inspection and valuation fees						h Inspection and valuation fees				
	i Sale of scrap						i Sale of scrap				
	j Profit on sale of fixed assets						j Profit on sale of fixed assets				
	k. Other (specify)						k. Other (specify)				

SECTION 10: NON-FARM ENTERPRISES

PART E2: OTHER REVENUE

SECOND ENTERPRISE

(TICK THE APPROPRIATE BOX)

OPERATING

☐

NOT OPERATING

☐

Yes >>A

No >>B

	SECOND ENTERPRISE A	OPERATING IN THE LAST TWO WEEKS					SECOND ENTERPRISE B	NOT OPERATING IN THE LAST TWO WEEKS					
		How much was earned through the provision of the following services during the last						How much is <u>usually</u> earned through the provision of the following services in the last					
		1 Month?		3 Months?				1 Month?		3 Months?			
		AMOUNT		AMOUNT				AMOUNT		AMOUNT			
		(GH¢)	GHp	(GH¢)	GHp			(GH¢)	GHp	(GH¢)	GHp		
	a Delivery of goods sold						a Delivery of goods sold						
	b Provision of other services						b Provision of other services						
	c Rental of buildings						c Rental of buildings						
	d Rental of machinery and transport equipment						d Rental of machinery and transport equipment						
	e Commissions						e Commissions						
	f Royalties, copyright, etc. belonging to the enterprise						f Royalties, copyright, etc. belonging to the enterprise						
	g Storage and handling fees						g Storage and handling fees						
	h Inspection and valuation fees						h Inspection and valuation fees						
	i Sale of scrap						i Sale of scrap						
	j Profit on sale of fixed assets						j Profit on sale of fixed assets						
	k Other (specify)						k Other (specify)						

SECTION 10: NON-FARM ENTERPRISES

PART F1: OTHER EXPENDITURE

FIRST ENTERPRISE

MONTH

YEAR

Now I would like to ask about the expenses of your (THE FIRST ENTERPRISE). Please do not include expenses for the household or for any other enterprise.

1. Has the enterprise been operating during the last two weeks?

Yes.....1

No.....2 (>> G1)

OPERATING IN THE LAST WEEKS

	1 FIRST ENTERPRISE	2 During the past 12 months, has the enterprise spent anything on? Yes.....1 No.....2 (>> 8)	3 Do you pay for at least once a week? Yes.....1 No.....2	4 How many times was paid for during the past 12 months?	5 How much did you spend on during the past 12 months?		6 How much did you spend on during the past 3 months?		7 How much did you spend on during the last 2 weeks?		8 During the past 12 months, was available when you needed/wished to purchase it? Always.....1 Often.....2 Not often.....3 Not need4 No.....5				
	EXPENDITURE ITEMS				AMOUNT		AMOUNT		AMOUNT						
					GH¢	GHp	GH¢	GHp	GH¢	GHp					
01	Taxes on product										////////////////////				
02	Articles for resale														
03	Rents on assets/land and buildings										////////////////////				
04	Raw materials														
05	Travelling and Transport (T&T)														
06	Fuel and lubricants														
07	Electricity														
08	Water														
09	Telephone														
10	Printing/stationery/postage/packaging														
11	Spare parts														
12	Repairs/maintenance of fixed assets														
13	Lease of machinery or transport equipment														
14	Advertising/computer service														
15	Bank charges (excl. Bank interest charges)										////////////////////				
16	Training														
17	Treatment/disposal of waste products														
18	Uniform and clothing														
19	Accident claims										////////////////////				
20	Other (specify).....										////////////////////				

SECTION 10: NON-FARM ENTERPRISES
PART F2: OTHER EXPENDITURE

SECOND ENTERPRISE

MONTH

YEAR

Now I would like to ask about the expenses of your (THE SECOND ENTERPRISE). Please do not include expenses for the household or for any other enterprise.

9. Has the enterprise been operating during the last two weeks? Yes.....1
No.....2 (>> G1)

OPERATING IN THE LAST 2 WEEKS

	FIRST ENTERPRISE	10 During the past 12 months, has the enterprise spent anything on? Yes.....1 No.....2 (>> 16)	11 Do you pay for at least once a week? Yes.....1 No.....2	12 How many times was paid for during the past 12 months?	13 How much did you spend on during the past 12 months?		14 How much did you spend on during the past 3 months?		15 How much did you spend on during the last 2 weeks?		16 During the past 12 months, was available when you needed/wished to purchase it? Always.....1 Often.....2 Not often.....3 Not need4 No.....5
	EXPENDITURE ITEMS				AMOUNT		AMOUNT		AMOUNT		
					GH¢	GHp	GH¢	GHp	GH¢	GHp	
01	Taxes on product										////////////////////////////////////
02	Articles for resale										
03	Rents on assets/land and buildings										////////////////////////////////////
04	Raw materials										
05	Travelling and Transport (T&T)										
06	Fuel and lubricants										
07	Electricity										
08	Water										
09	Telephone										
10	Printing/stationery/postage/packaging										
11	Spare parts										
12	Repairs/maintenance of fixed assets										
13	Lease of machinery or transport equipment										
14	Advertising/computer service										
15	Bank charges (excl. Bank interest charges)										////////////////////////////////////
16	Training										
17	Treatment/disposal of waste products										
18	Uniform and clothing										
19	Accident claims										////////////////////////////////////
20	Other (specify).....										////////////////////////////////////

SECTION 10: NON-FARM ENTERPRISES

PART G1: ASSETS OF THE ENTERPRISE

FIRST ENTERPRISE

MONTH

--	--

YEAR

2	0	1	
---	---	---	--

Now I would like to ask about the assets of your (THE FIRST ENTERPRISE). Please do not include expenses for the household or for any other enterprise.

	ITEM	1			2			3			4	5		6		7	
		Does the enterprise own/ undertake?			How long ago did you obtain this.....?			What was the value of at the time of purchase?				What is the value of purchased in the past 12 months?		For how much can be sold today?		What is the value of for the enterprise and retained for future use?	
		Yes.....1 No.....2 (>> NEXT ITEM)			(NO. OF YEARS)							(IF GIFT PUT 0)					
		1st	2 nd	3 rd	YEARS			VALUE				Yes.....1 No.....2 (>> 6)	AMOUNT		AMOUNT		VALUE
			1 st	2 nd	3 rd	GH¢	GH¢	GH¢	GH¢	GH¢	GH¢		GH¢	GH¢			
01	Land																
02	Land Improvement																
03	Residential Buildings																
04	Office building/factory																
05	Other Buildings																
06	Other Construction																
07	Passenger vehicle																
08	Goods/distribution vehicle																
09	Motor hearse																
10	Ambulance																
11	Other vehicle																
12	Motor bikes																
13	Carts																
14	Boats																
15	Other Transport Equipment																
16	Bicycles																
17	Machinery/Equipment/Tools																
18	Tri cycle																
19	Other (specify).....																
a.																	
b.																	
c.																	

SECTION 10: NON-FARM ENTERPRISES
PART G2: ASSETS OF THE ENTERPRISE

SECOND ENTERPRISE

MONTH

--	--

YEAR

2	0	1	
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Now I would like to ask about the assets of your (THE SECOND ENTERPRISE). Please do not include expenses for the household or for any other enterprise.

	I T E M	1			2			3			4	5	6	7		
		Does the enterprise own/ undertake?			How long ago did you obtain this.....?			What was the value of at the time of purchase?			Did the enterprise obtain any during the past 12 months?	What is the value of purchased in the past 12 months? (IF GIFT PUT 0)	For how much can be sold today?	What is the value of for the enterprise and retained for future use?		
		Yes.....1 No.....2 (>> NEXT ITEM)			(NO. OF YEARS)						Yes.....1 No.....2 (>> 6)					
		1st	2 nd	3 rd	YEARS			VALUE				AMOUNT	AMOUNT	VALUE		
							1 st	2 nd	3 rd	GH¢	GH¢	GH¢		GH¢	GH¢	GH¢
01	Land															
02	Land Improvement															
03	Residential Buildings															
04	Office building/factory															
05	Other Buildings															
06	Other Construction															
07	Passenger vehicle															
08	Goods/distribution vehicle															
09	Motor hearse															
10	Ambulance															
11	Other vehicle															
12	Motor bikes															
13	Carts															
14	Boats															
15	Other Transport Equipment															
16	Bicycles															
17	Machinery/Equipment/Tools															
18	Tri cycle															
19	Other (specify).....															
a.																
b.																
c.																

SECTION 10: NON-FARM ENTERPRISES

PART H: CONSUMPTION, PAYMENTS AND SAVINGS OF ENPTERPRISE

E N T E R P R I S E N U M B E R	1	2						3		4			
	Since the last two weeks, has any of the goods and services produced by this enterprise been consumed by the household members instead of being sold?	What was the value of the products consumed by the household since the last 2 weeks?						How much money from this enterprise usually goes to the household?		How much money from this enterprise usually goes to you personally (owner)			
	Yes.....1 No.....2 (>> 3)	CODE	QUANTITY	UNIT PRICE		AMOUNT		AMOUNT		TIME UNIT	AMOUNT		TIME UNIT
	GH¢			GHp	GH¢	GHp	GH¢	GHp	GH¢		GHp		
1													
2													

TIME UNIT

Daily.....1
 Weekly.....2
 Fortnightly.....3
 Monthly.....4
 Quarterly.....5
 Yearly.....6

E N T E R P R I S E N U M B E R	After deducting the business expenditure, do you usually use the income from the enterprise.....											
	5	6			7	8			9	10		
	For payments to other households?	What is the amount?			For savings for the enterprise?	What is the amount?			For any other purpose?	What is the amount?		
	Yes.....1 No.....2 (>> 7)				Yes.....1 No.....2 (>> 9)				Yes.....1 No.....2 (>> Next Item)			
	AMOUNT		TIME UNIT		AMOUNT		TIME UNIT		AMOUNT		TIME UNIT	
	GH¢	GHp			GH¢	GHp			GH¢	GHp		
1												
2												