

**ENTERPRISE-ENTREPRENEUR QUESTIONNAIRE**

**To be administered to the entrepreneur (principal owner/manager)  
at the economic unit**

*Unless otherwise explicitly specified,  
information refers to usual activity during the week preceding the interview*

*Information gathered is strictly confidential*

**1- Sample area:**

.....

C11

**2- Serial number:**

.....

C12

**3- Household identification:** .....

C13

C14

**Record of operations**

Task	Name	Signature	Date
Interview			
Field checking			
Office checking			
Coding			
Entry			

*(Circle the numerical code of appropriate response(s) or write in responses in full)*

## Part I: Identification of enterprise and entrepreneur

Name of enterprise: .....

Address of enterprise (in detail): .....

4- Main activity of enterprise in terms of contribution to turnover (in detail):

.....

C15

5- Permanency of activity of enterprise: (1) permanent  
(2) seasonal  
(3) temporary

C16

The three most important (in terms of revenues) products:

1- .....

2- .....

3- .....

6- Does enterprise engage in other (secondary) activities?

0 {8} 1

C17

7- [1] Specify: .....

C18

8- Is this the only location in which the enterprise operates?

0 1 {11}

C19

9- [0] How many other locations? ..... subsidiary

C20

10- The three most important subsidiaries other than the present location:

	Address	(a) Number of workers	(b) Activity	(c) Link with enterprise <sup>(*)</sup>			
1	.....	.....	.....	.....	C21	C22	C23
2	.....	.....	.....	.....	C24	C25	C26
3	.....	.....	.....	.....	C27	C28	C29

(\*) Link with Enterprise: (1) branch  
(2) headquarters  
(3) sales outlet  
(4) storage area  
(5) production of intermediate goods  
(6) purchasing  
(7) other (specify)

Normal work time for the enterprise:

- 11- Per day: ..... hours C30
- 12- Per week: ..... days C31
- 13- Per month: ..... weeks C32
- 14- Per year: ..... months C33
- 15- Sector of ownership: (1) co-operative  
(2) private domestic  
(3) private foreign  
(4) private domestic-foreign partnership C34

Name of *principal* owner/manager: .....  
(*who takes main decisions in the affairs of the enterprise*)

- 16- Sex of *principal* owner/manager: (1) male (2) female C35

**Part II: Characteristics of the entrepreneur and enterprise**

II-a: Characteristics of the entrepreneur

- 17- Owner or Manager? (1) owner (2) manager C36
- 18- Is this your sole economic activity? 0 1 {20} C37
- 19- [0] What other economic activity do you engage in?  
(*specify the most important in terms of income*):  
..... C38
- 20- Age: ..... years C39
- 21- Age at starting first job: ..... years C40
- 22- Where born? (1) same governorate  
(2) different governorate  
(3) outside the country {24} C41
- 23- [in the country] (1) urban  
(2) rural C42
- 24- Nationality: (1) non national  
(2) national C43
- 25- Marital status: (1) never married {27}  
(2) married  
(3) widowed  
(4) divorced C44
- 26- [ever-married] Number of children (*less than 18 years of age*): ..... C45
- 27- Educational attainment (number of grades completed in all types of formal  
education): ..... (*no formal education = 0*) C46
- 28- Had formal technical or vocational education (related to present activity)?  
0 {30} 1 C47
- 29- [1] For how long: ..... years C48

30- Training-apprenticeship experience (related to present activity)?

0 {33} 1

C49

31- [1] For how long: ..... months

C50

32- In what type of enterprise was the training provided?

- (1) family enterprise
- (2) domestic NGO
- (3) foreign NGO
- (4) co-operative
- (5) private firm
- (6) public firm
- (7) training centre
- (8) other

C51

Employment characteristics *prior* to present position (last job)

33- Labour force participation:

- (1) employed
- (2) unemployed {41}
- (3) out of labour force- full time student {41}
- (4) out of labour force- housewife {41}
- (5) out of labour force- did not desire to work {41}
- (6) out of labour force- disabled {41}
- (7) out of labour force- military service {41}

C52

34- [1] Status in employment:

- (1) employee
- (2) employer
- (3) own-account
- (4) member of co-operative
- (5) family worker
- (6) other

C53

35- Occupation (in detail): .....

C54

36- Sector of ownership:

- (1) government
- (2) public
- (3) domestic NGO
- (4) foreign NGO
- (5) co-operative
- (6) private domestic
- (7) private foreign

C55

37- In establishment?

0 1

C56

38- Economic activity: .....

C57

39- Geographic location:

- (1) same as present
- (2) different inside the country
- (3) different outside the country

C58

- 40- Main reason for changing last job?
- (1) laid-off
  - (2) low earnings
  - (3) bad work conditions
  - (4) family reasons
  - (5) had to move out of previous location
  - (6) other

C59

Present activity

- 41- Status in employment:
- (1) employee
  - (2) employer
  - (3) own-account
  - (4) family worker
- 42- Main reason for choosing present job?
- (1) suits qualifications
  - (2) has experience in business
  - (3) capital requirements reasonable
  - (4) family business
  - (5) desire to set up new enterprise
  - (6) to improve living conditions
  - (7) only option available
  - (8) other

C60

C61

- 43- How long have been in present job? ..... years

C62

Place of work

- 44- Works at home?
- (1) no
  - (2) own home {46}
  - (3) another home

C63

- 45- [1 or 3] Distance from home (travel time)? ..... minutes

C64

- 46- Description of the place of work:
- (1) workshop/factory
  - (2) shop
  - (3) office
  - (4) room
  - (5) apartment
  - (6) separate building
  - (7) vehicle
  - (8) open space
  - (9) kiosk
  - (10) other

C65

47- Ownership of the place of work:

- (1) owned
- (2) shared ownership
- (3) rented
- (4) shared rent
- (5) squatter
- (6) free
- (7) other

C66

48- Does owner have partners? 0 {51} 1 Y (do not know) {51}

C67

49- [1] How many: .....

C68

50- Who are they? (*more than one response possible*)

- (1) family and relatives
- (2) birth place friends
- (3) other friends
- (4) neighbours
- (5) business colleagues
- (6) domestic firms
- (7) foreign firms
- (8) other

C69

C70

C71

C72

C73

C74

C75

C76

51- Belongs to a business association? (*more than one response possible*)

- (0) none {55}
- (1) chamber of commerce
- (2) specialised federation of industries
- (3) geographical federation
- (4) other

C77

C78

C79

C80

C81

52- [if more than one association]

Which is the most important to your business?

- (1) chamber of commerce
- (2) specialised federation of industries
- (3) geographical federation
- (5) other

C82

53-

In which of the following areas is the most benefit derived from this association? (*more than one response possible*)

- (1) setting-up enterprise
- (2) communication services
- (3) information (know-how, technology)
- (4) financial
- (5) management
- (6) training of workers
- (7) production
- (8) promoting inter-firm linkages
- (9) domestic marketing
- (10) importing
- (11) exporting
- (12) dispute settlement
- (13) other

C83
C84
C85
C86
C87
C88
C89
C90
C91
C92
C93
C94
C95

54-

In which area do you most need support from the association?

- (0) none
- (1) setting-up enterprise
- (2) communication services
- (3) information (know-how, technology)
- (4) financial
- (5) management
- (6) training of workers
- (7) production
- (8) promoting inter-firm linkages
- (9) domestic marketing
- (10) importing
- (11) exporting
- (12) dispute settlement
- (13) other

C96
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55- How do you normally settle business disputes?

- (0) no disputes
- (1) direct settlement (personal communication)
- (2) court system
- (3) business association arbitration
- (4) senior business colleague- craft leader
- (5) community leader
- (6) other

C97
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II-b: Characteristics of the enterprise

- Legal form:
- (1) sole proprietorship
  - (2) simple partnership
  - (3) limited liability
  - (4) limited liability by shares
  - (5) joint stock
  - (6) other
- 57- Are there neighbouring enterprises engaged in activities related to your enterprise?  
0 {63} 1
- 58- [1] Name of cluster or estate: .....
- 59- Type:
- (1) cluster
  - (2) industrial estate
- 60- Do you find the presence in this cluster, estate, useful to business?  
0 {63} 1
- 61- [1] In which of the following areas is the most important benefit derived from this cluster, estate? (*more than one response possible*)
- (1) setting-up enterprise
  - (2) communication services
  - (3) information (know-how, technology)
  - (4) financial
  - (5) management
  - (6) training of workers
  - (7) production
  - (8) promoting inter-firm linkages
  - (9) domestic marketing
  - (10) importing
  - (11) exporting
  - (12) dispute settlement
  - (13) other
- 62- In which area do you most need support from the cluster, estate?
- (0) none
  - (1) setting-up enterprise
  - (2) communication services
  - (3) information (know-how, technology)
  - (4) financial
  - (5) management
  - (6) training of workers
  - (7) production
  - (8) promoting inter-firm linkages
  - (9) domestic marketing
  - (10) importing
  - (11) exporting
  - (12) dispute settlement
  - (13) other
- 63- When was enterprise set-up- in current location and same activity (year)?

AT START-UP TIME OF ENTERPRISE



64- Was enterprise registered (industrial or commercial)?

0 1 {66} 2 (not required) {66}

C118

65- [0] Why not?

- (1) too expensive
- (2) tedious (time censuring/complicated)
- (3) useless (no perceived benefit)
- (4) other

C11  
9

66- Had you acquired an official business license?

0 1 {68} 2 (not required) {68}

C120

67- [0] Why not?

- (1) too expensive
- (2) tedious (time censuring/complicated)
- (3) useless (no perceived benefit)
- (4) other

C121

68- Had registered with tax department (acquired a tax card or a card number)?

0 1 {70} 2 (not required) {70}

C122

69- [0] Why not?

- (1) too expensive
- (2) tedious (time censuring/complicated)
- (3) useless (no perceived benefit)
- (4) other

C123

70- Had joined social insurance scheme?

0 1 {72} 2 (not required) {73}

C124

71- [0] Why not?

- (1) too expensive {73}
- (2) tedious (time censuring/complicated) {73}
- (3) useless (no perceived benefit) {73}
- (4) other {73}

C125

72- [1] Who was covered?

- (1) entrepreneur
- (2) entrepreneur + some workers
- (3) entrepreneur + all workers

C126

73- Number of persons engaged (including entrepreneur): .....

C127

74- Space: area of economic unit, m<sup>2</sup>: .....

C128

# AT START-UP TIME OF ENTERPRISE

75- Main source of initial capital:

- (1) inheritance {84}
- (2) own savings {84}
- (3) liquidation of assets {84}
- (4) formal loan
- (5) informal loan {79}
- (6) own remittances {84}
- (7) others remittances {84}
- (8) other {84}

C129

76- [4] Source of formal loan:

- (1) bank
- (2) development fund
- (3) credit firm
- (4) other domestic firm
- (5) foreign firm
- (6) domestic NGOs
- (7) foreign NGOs
- (8) other government agency- central
- (9) other government agency- local
- (10) other

C130

77- Interest rate (including charges): ..... %

C131

per time period: ..... month

C132

currency: (1) national currency (TL)  
(2) US\$  
(3) other

C133

78- Collateral required? 0 {82} 1 {82}

C134

79- [5] Source of informal loan:

- (1) money lender
- (2) family and relatives
- (3) friends
- (4) neighbours
- (5) informal saving arrangements
- (6) business associates
- (7) business contractors
- (8) other

C135

80- Interest rate (including charges): ..... %

C136

per time period: ..... month

C137

currency: (1) national  
(2) US\$  
(3) other

C138

81- Collateral required? 0 1

C139

# AT START-UP TIME OF ENTERPRISE

82- Business support service provided with loan?

0 {84} 1

C140

83- [1] Specify the most important:

- (1) setting-up enterprise
- (2) communication services
- (3) information (know-how, technology)
- (4) financial
- (5) management
- (6) training of workers
- (7) production
- (8) promoting inter-firm linkages
- (9) domestic marketing
- (10) importing
- (11) exporting
- (12) dispute settlement
- (13) other

C141

# AT PRESENT

84- Enterprise registered (industrial or commercial)?

0 {87} 1 2 (not required) {87}

C142

85- [1 and not registered at start up time]

When registered (year)? .....

C143

86- Why?

- (1) became mandatory
- (2) procedures simplified
- (3) cost declined
- (4) became advantageous
- (5) other

C144

87- Acquired an official business license?

0 {90} 1 2 (not required) {90}

C145

88- [1 and not licensed at start up time]

When got licensed (year)? .....

C146

89- Why?

- (1) became mandatory
- (2) procedures simplified
- (3) cost declined
- (4) became advantageous
- (5) other

C147

90- Registered with tax department (acquired a tax card or a card number)

0 {93} 1 2 (not required) {93}

C148

91- [1 and not registered at start up time]

When registered (year)? .....

C149

92- Why?

- (1) became mandatory
- (2) procedures simplified
- (3) cost declined
- (4) became advantageous
- (5) other

C150

93- Joined social insurance scheme?

0 {97}

1

2 (not required) {97}

C151

94- [1 and had not joined at start up time]

When joined (year)? .....

C152

95- Why?

- (1) became mandatory
- (2) procedures simplified
- (3) cost declined
- (4) became advantageous
- (5) other

C153

96- Who was covered?(1) entrepreneur

- (2) entrepreneur + some workers
- (3) entrepreneur + all workers

C154

## AT PRESENT

### Management

97- Enterprise organised in departments- with responsible managers?

0 1

C155

98- Enterprise keeps regular accounts?

0 1

C156

### Dominant technology in machinery/equipment used in the production process goods and services

99- Use of mechanical equipment: (1) never  
(2) often  
(3) all the time

C157

100- Use of electric equipment: (1) never  
(2) often  
(3) all the time

C158

101- Use of electronic equipment: (1) never  
(2) often  
(3) all the time

C159

102- How do you characterise the technology used in the production process of the enterprise?

(1) traditional  
(2) modern  
(3) up-to-date

C160

103- Do you use the latest technology in your business sector?

0 1 {105}

C161

104- [0] why not?

(1) too expensive  
(2) difficult to obtain locally  
(3) no good service for it  
(4) workers not qualified for it  
(5) other

C162

### Present value of enterprise assets

Item	Calculations	Value	Unit
105- Land	.....	.....	.....
106- Buildings	.....	.....	.....
107- Tools	.....	.....	.....
108- Other equipment	.....	.....	.....
109- Inventory	.....	.....	.....
110- Cash	.....	.....	.....
111- Total	.....	.....	.....

C163

C164

C165

C166

C167

C168

C169

**DURING LAST 12 MONTHS**

Main customers

*(Identify main customer first, specify share of revenues, then account for the rest)*

	<b>(a)</b>		<b>(b)</b>		
	<b>No/Yes</b>		<b>[yes] %</b>		
112- Households	0	1	.....	C170	C182
113- Government	0	1	.....	C171	C183
114- Public enterprise	0	1	.....	C172	C184
115- Domestic NGO	0	1	.....	C173	C185
116- Foreign NGO	0	1	.....	C174	C186
117- Co-operative	0	1	.....	C175	C187
118- Home-based workers	0	1	.....	C176	C188
119- Micro (<10 persons) private sector enterprises	0	1	.....	C177	C189
120- Small (<50 persons) private sector enterprises	0	1	.....	C178	C190
121- Large (50+ persons) private sector enterprises	0	1	.....	C179	C191
122- Foreign firms	0	1	.....	C180	C192
123- Other (specify): .....	0	1	.....	C181	C193

Scope of market

	<b>(a)</b>		<b>(b)</b>		
	<b>No/Yes</b>		<b>[yes] %</b>		
124- Local	0	1	.....	C194	C198
125- Regional	0	1	.....	C195	C199
126- National	0	1	.....	C196	C200
127- International	0	1	.....	C197	C201

DURING LAST 12 MONTHS

Enterprise had access to financial services?

128- Credit?	0 {131}	1	C202
129- [1] Source:	(1) bank (2) development fund (3) credit firm (4) other domestic firm (5) foreign firm (6) domestic NGO (7) foreign NGO (8) government agency (9) family and relatives (10) friends (11) neighbours (12) business associates (13) business contractors (14) money lender (15) other		C203
130- Satisfied?	0	1	C204
131- Savings?	0 {134}	1	C205
132- [1] Means:	(1) bank (2) development fund (3) post office (4) other domestic firm (5) foreign firm (6) domestic NGO (7) foreign NGO (8) government agency (9) family and relatives (10) friends (11) neighbours (12) business associates (13) business contractors (14) at home (15) informal saving arrangements (16) other		C206
133- Satisfied?	0	1	C207

DURING LAST 12 MONTHS

134- Leasing?	0 {137}	1	C208
135- [1] Source:	(1) bank (2) development fund (3) domestic firm (4) foreign firm (5) domestic NGO (6) foreign NGO (7) government agency (8) business associates (9) business contractors (10) other		C209
136- Satisfied?	0	1	C210
137- Venture capital?	0 {140}	1	C211
138- [1] Source:	(1) bank (2) development fund (3) domestic firm (4) foreign firm (5) domestic NGO (6) foreign NGO (7) government agency (8) business associates (9) business contractors (10) other		C212
139- Satisfied?	0	1	C213
<u>Enterprise had access to other business support services ?</u>			
140- Information (know-how, technology)?	0 {143}	1	C214
141- [1] Source:	(1) bank (2) development fund (3) domestic firm (4) foreign firm (5) domestic NGO (6) foreign NGO (7) government agency (8) business associates (9) other		C215
142- Satisfied?	0	1	C216



DURING LAST 12 MONTHS

143- Management?	0 {146}	1	C217
144- [1] Source:	(1) bank (2) development fund (3) domestic firm (4) foreign firm (5) domestic NGO (6) foreign NGO (7) government agency (8) business associates (9) other		C218
145- Satisfied?	0	1	C219
146- Training of workers?	0 {149}	1	C220
147- [1] Source:	(1) bank (2) development fund (3) domestic firm (4) foreign firm (5) domestic NGO (6) foreign NGO (7) government agency (8) business associates (9) other		C221
148- Satisfied?	0	1	C222
149- Production?	0 {152}	1	C223
150- [1] Source:	(1) bank (2) development fund (3) domestic firm (4) foreign firm (5) domestic NGO (6) foreign NGO (7) government agency (8) business associates (9) other		C224
151- Satisfied?	0	1	C225

**DURING LAST 12 MONTHS**

152-	Promoting inter-firm linkages?	0 {155}	1	C226
153-	[1] Source:	(1) bank (2) development fund (3) domestic firm (4) foreign firm (5) domestic NGO (6) foreign NGO (7) government agency (8) business associates (9) other		C227
154-	Satisfied?	0	1	C228
155-	Domestic marketing?	0 {158}	1	C229
156-	[1] Source:	(1) bank (2) development fund (3) domestic firm (4) foreign firm (5) domestic NGO (6) foreign NGO (7) government agency (8) business associates (9) other		C230
157-	Satisfied?	0	1	C231
158-	Exporting?	0 {161}	1	C232
159-	[1] Source:	(1) bank (2) development fund (3) domestic firm (4) foreign firm (5) domestic NGO (6) foreign NGO (7) government agency (8) business associates (9) other		C233
160-	Satisfied?	0	1	C234

Source of working capital during last three months

	Value	Unit	
161- Own savings (excluding remittances)	.....	.....	C235
162- Liquidation of assets	.....	.....	C236
163- Suppliers	.....	.....	C237
164- Contractors	.....	.....	C238
165- Formal loan*	.....	.....	C239
166- Informal loan**	.....	.....	C240
Remittances			
167-       Own	.....	.....	C241
168-       Others	.....	.....	C242
169- Customers	.....	.....	C243
170- Other (specify): .....	.....	.....	C244
171- Total	.....	.....	C245
172-       *[Formal loan] Source:			
	(1) bank		
	(2) development fund		
	(3) credit firm		
	(4) other domestic firm		
	(5) foreign firm		
	(6) domestic NGOs		
	(7) foreign NGOs		
	(8) other government agency- central		
	(9) other government agency- local		
	(10) other		C246
173-       Interest rate (including charges): .....	%		C247
per time period: .....	month		C248
currency: (1) national			
(2) US\$			
(3) other (specify): .....			C249
174-       Collateral required?	0	1	C250

175-	**[Informal loan] Source: <ul style="list-style-type: none"> <li>(1) money lender</li> <li>(2) family and relatives</li> <li>(3) friends</li> <li>(4) neighbours</li> <li>(5) informal saving arrangements</li> <li>(6) business associates</li> <li>(7) business contractors</li> <li>(8) other (specify): .....</li> </ul>		C251
176-	Interest rate (including charges): ..... % per time period: ..... month currency: <ul style="list-style-type: none"> <li>(1) national</li> <li>(2) US\$</li> <li>(3) other (specify): .....</li> </ul>		C252 C253 C254
177-	Collateral required?	0                      1	C255
178-	Business support service provided with loan? 0 {180}                      1		C256
179-	[1] Specify the most important: <ul style="list-style-type: none"> <li>(1) setting-up enterprise</li> <li>(2) communication services</li> <li>(3) information (know-how, technology)</li> <li>(4) financial</li> <li>(5) management</li> <li>(6) training of workers</li> <li>(7) production</li> <li>(8) promoting inter-firm linkages</li> <li>(9) domestic marketing</li> <li>(10) importing</li> <li>(11) exporting</li> <li>(12) dispute settlement</li> <li>(13) other</li> </ul>		C257

Linkages with other enterprises

180-	Had links with other enterprises?	0 {194}	1	<div>C258</div>
181-	[1] With how many approximately? .....			<div>C259</div>
182-	Type of linkages: ( <i>more than one response possible</i> )			
	(1) subcontracting <b>to</b> other enterprises {183}			<div>C260</div>
	(2) subcontracting <b>by</b> other enterprises {188}			<div>C261</div>
	(3) collaboration in bidding for contracts			<div>C262</div>
	(4) collaboration in utilising equipment			<div>C263</div>
	(5) collaboration in utilising advanced equipment			<div>C264</div>
	(6) domestic marketing			<div>C265</div>
	(7) exporting			<div>C266</div>
	(8) other			<div>C267</div>
183-	[Subcontracting <b>to</b> other enterprises]			
	Percentage of purchases? ..... %			<div>C268</div>
184-	Type of most important linked enterprises:			
	(1) domestic NGOs			
	(2) foreign NGOs			
	(3) cut-off-operative			
	(4) out workers			
	(5) self-employed persons			
	(6) micro (10 persons) private sector enterprises			
	(7) small (30 persons) private sector enterprises			
	(8) large (50+ persons) private sector enterprises			
	(9) foreign trading firms			
	(10) foreign production firms			
	(11) other			<div>C269</div>
185-	Subject to a contract?	0	1	<div>C270</div>
186-	Typical activity of most important linked enterprises (in detail):			
	.....			
	.....			<div>C271</div>
187-	Is this enterprise in same cluster-estate?	0	1	<div>C272</div>
	Most important linked enterprise:			
	Name:	.....		
	Address:	.....		
188-	[Subcontracting <b>by</b> other enterprises]			
	Percentage of turnover (sales)? ..... %			<div>C273</div>

- 189- Type of most important linked enterprises:
- (1) government
  - (2) public enterprise
  - (3) domestic NGO
  - (4) foreign NGO
  - (5) co-operative
  - (6) out workers
  - (7) self-employed persons
  - (8) micro (<10 persons) private sector enterprises
  - (9) small (<50 persons) private sector enterprises
  - (10) large (50+ persons) private sector enterprises
  - (11) foreign trading firms
  - (12) foreign production firms
  - (13) other
- 190- Subject to a contract?                      0                      1
- 191- Percentage of subcontracted goods exported? ..... %
- 192- Typical activity of most important linked enterprises (in detail):  
.....  
.....
- 193- Is this enterprise in same cluster-estate?      0                      1
- Most important linked enterprise:  
Name: .....  
Address: .....

C274

C275

C276

C277

C278

Constraints to business activity (Codes (0,1,2) express severity)

Infrastructure

	(a)		(b)				
	Access		[1] Adequacy				
194- Water	0	1	0	1	2	C279	C286
195- Electricity	0	1	0	1	2	C280	C287
196- Telephone	0	1	0	1	2	C281	C288
197- Sewage	0	1	0	1	2	C282	C289
198- Roads	0	1	0	1	2	C283	C290
199- Transportation for workers	0	1	0	1	2	C284	C291
200- Transportation for goods	0	1	0	1	2	C285	C292

Social facilities

	(a) Access	(b) [1] Adequacy		
201- Day care centres	0 1	0 1 2	C293	C294

Constraint

		Severity	
202- Securing initial capital	0 1 2		C295
203- Licensing and registration procedures	0 1 2		C296
204- Labour law	0 1 2		C297
205- Labour inspection	0 1 2		C298
206- Labour cost	0 1 2		C299
207- Meeting environmental requirements	0 1 2		C300
208- Finding qualified workers	0 1 2		C301
209- Retaining qualified workers	0 1 2		C302

		Severity	
210- Raw materials availability	0 1 2		C303
211- Raw materials cost	0 1 2		C304
212- Unutilised capacity (average during last 12 months): ..... %	0 1 2	C318	C305
213- Low demand for output	0 1 2		C306
214- Strong domestic competition from micro enterprises (<10)	0 1 2		C307
215- Strong domestic competition from small enterprises (<50)	0 1 2		C308
216- Strong domestic competition from large enterprises (50+)	0 1 2		C309
217- Strong competition from imports	0 1 2		C310
218- Financial services	0 1 2		C311
219- Other business support services	0 1 2		C312
220- Profitability	0 1 2		C313
221- Tax rates	0 1 2		C314
222- Custom duties	0 1 2		C315
223- Tax administration	0 1 2		C316
224- Other (specify): .....	0 1 2		C317

- 225- Financial service most needed:
- (1) credit
  - (2) savings
  - (3) leasing
  - (4) venture capital
  - (5) other

C31  
9

226-

Other business support service most needed:

- (1) communication services
- (2) information (know-how, technology)
- (3) training of workers
- (4) production
- (5) promoting inter-firm linkages
- (6) domestic marketing
- (7) importing
- (8) exporting
- (9) other

C320

227-

Three most important suggestions to improve business:

1. ....
2. ....
3. ....

C321

C322

C323



Problems specific to women entrepreneurs

*(Asked of both men and women entrepreneurs)*

228-	Do you know of any woman entrepreneur in this type of activity?	0 {249- for men entrepreneurs}	1	C324
229-	[1] Do women entrepreneur have certain advantages in this type of activity?	0 {231}	1	C325
230-	[1] What is the most important advantage?			C326
231-	Do women entrepreneurs face special problems in this type of activity?	0 {242}	1	C327
	[1] In what areas?			
232-	Problems in setting up enterprise?	0	1	C328
233-	Problems in hiring workers?	0	1	C329
234-	Problems in managing business?	0	1	C330
235-	Problems in marketing?	0	1	C331
236-	Problems in benefiting from financial services?	0	1	C332
237-	Problems in benefiting from other business services?	0	1	C333
238-	Problems in securing contracts?	0	1	C334
239-	Problems in joining business associations?	0	1	C335
240-	Personal Harassment?	0	1	C336
241-	Other	0	1	C337

*(Women entrepreneurs only {249- for men entrepreneurs})*

242-	Needs permission to be in business from household?	0 {244}	1	C338
243-	[1] From whom?	(1) husband (2) father (3) brother (4) father in law (5) mother (6) mother in law (7) other		C339
244-	Needs permission to be in business from community?	0 {246}	1	C340
245-	[1] From whom?	(1) men (2) women (3) both		C341
246-	Where does the worst constraints on business activity come from?	(1) household (2) community		C342
247-	Suffers from conflicts between home and work duties?	0	1	C343
248-	Feels empowered by earnings?	0	1	C344

### **Performance**

At present and one year ago (if enterprise was set-up more than one year ago)

*(Use the reference period most appropriate for the enterprise to arrive at monthly quantities and specify the unit used)*

<b><u>Criterion</u></b>	<b><u>(a) At interview time</u></b>	<b><u>(b) One year ago</u></b>		
249- Number of persons engaged:				
<i>Copy from above-confirm:</i>	.....	.....	C345	C358
250- Space: area of economic unit (m <sup>2</sup> ):				
	.....	.....	C346	C359
251- Value of assets (land and buildings, plant and equipment, inventory, cash):				
<i>Copy from above-confirm:</i>	.....	.....	C347	C360
252- Output (quantity/value), per month:				
	.....	.....	C348	C361
253- Wage bill (including social security and fringe benefits-per month):				
	.....	.....	C349	C362
254- Raw materials and purchase of goods (per month)*:				
	.....	.....	C350	C363

255- Energy consumption (per month)\*:

.....	.....	C351	C364
-------	-------	------	------

Other expenditures (per month)\*:

256- Rent ..... C352 C365

257- Value added taxes ..... C353 C366

258- Cost of financial services ..... C354 C367

259- Others ..... C355 C368

260- Total other expenditures ..... C356 C369

261- Total expenditures (per month):  
..... C357 C370

(\* Break down into main components then add-up if needed to help respondent answer accurately)

<u>Criterion</u>	<u>(a)</u> <u>At interview</u> <u>time</u>	<u>(b)</u> <u>One year</u> <u>ago</u>		
262- Total sales-revenues (per month):_	.....	.....	C371	C375
263- Of which, exports (per month):	.....	.....	C372	C376
264- Added new products preceding year?	.... 0 ..... 1 ....	.... 0 ..... 1 ....	C373	C377
265- Value of new assets acquired during preceding year:	.....	.....	C374	C378

II-c: Future prospects

266- Intends to stay in present activity?                      0                      1                      Y (do not know)                      C379

Expectations for the future (during next year)

	<b>Contraction</b>	<b>Stable</b>	<b>Growth</b>	<b>Do not know</b>	
267- Employment	0	1	2	Y	C380
268- Area of economic unit (m <sup>2</sup> )	0	1	2	Y	C381
269- Output	0	1	2	Y	C382
270- Assets (land, buildings, equipment)	0	1	2	Y	C383
271- Acquisition of modern technology	0	1	2	Y	C384
272- Revenues	0	1	2	Y	C385
273- Domestic sales	0	1	2	Y	C386
274- Exports	0	1	2	Y	C387
275- Adding new products	0	1	2	Y	C388

### Part III: Section on workers

#### Work force (*all persons engaged in all locations including entrepreneur*)

##### Age-sex structure of employment

	Age group	(a) Females	(b) Males		
276-	<15	.....	.....	C389	C394
277-	15-24	.....	.....	C390	C395
278-	25-59	.....	.....	C391	C396
279-	60+	.....	.....	C392	C397
280-	Total	.....	.....	C393	C398

##### Permanency of employment

		(a) Females	(b) Males		
281-	Permanent	.....	.....	C399	C402
282-	Temporary	.....	.....	C400	C403
283-	Casual	.....	.....	C401	C404
	Total	.....	.....		

##### Nationality composition of employment

		(a) Females	(b) Males		
284-	National	.....	.....	C405	C407
285-	Non-national	.....	.....	C406	C408
	Total	.....	.....		

Skill structure and wage rate (**female** workers)

	<b>Skill level</b>	<b>(a) Number</b>	<b>(b) Wage rate</b>	<b>(c) Time period</b>			
286-	Skilled	.....	.....	.....	C409	C414	C419
287-	Semi-skilled	.....	.....	.....	C410	C415	C420
288-	Unskilled	.....	.....	.....	C411	C416	C421
289-	Apprentices	.....	.....	.....	C412	C417	C422
290-	Total	.....	.....	.....	C413	C418	C423

Skill structure and wage rate (**male** workers)

	<b>Skill level</b>	<b>(a) Number</b>	<b>(b) Wage rate</b>	<b>(c) Time period</b>			
291-	Skilled	.....	.....	.....	C424	C429	C434
292-	Semi-skilled	.....	.....	.....	C425	C430	C435
293-	Unskilled	.....	.....	.....	C426	C431	C436
294-	Apprentices	.....	.....	.....	C427	C432	C437
295-	Total	.....	.....	.....	C428	C433	C438

Most important recruitment criterion

296-	<b>(a)</b>	<b>(b)</b>
	<b>Skilled workers</b>	<b>Unskilled workers</b>
	(1) age	(1) age
	(2) sex	(2) sex
	(3) skill	(3) character-ethical qualities
	(4) character-ethical qualities	(4) family
	(5) family	(5) other relatives
	(6) other relatives	(6) neighbours
	(7) neighbours	(7) birth place friends
	(8) birth place friends	(8) apprenticeship colleagues
	(9) apprenticeship colleagues	(9) other
	(10) other	

C439 C440

Workers related to entrepreneur?

		Number	
297-	Yes	.....	C441
298-	No	.....	C442
299-	Total	.....	C443

Workers had training-apprenticeship experience (related to present activity)?

		Number	
300-	Yes	.....	C444
301-	No	.....	C445
	Total	.....	

Workers have written contract?

		Number	
302-	Yes	.....	C446
303-	No	.....	C447
	Total	.....	

Availability of social security provisions for workers

		Number	
304-	Yes	.....	C448
305-	No	.....	C449
	Total	.....	

Availability of health care provisions for workers

		Number	
306-	Yes	.....	C450
307-	No	.....	C451
	Total	.....	

Workers have paid vacations?

		Number	
308-	Yes	.....	C452
309-	No	.....	C453
	Total	.....	

Fringe benefit available to workers

Benefit	(a)		(b)			
	Available?		Total cost during last month			
310- Food	0	1	.....	C454	C461	
311- Lodging	0	1	.....	C455	C462	
312- Transport	0	1	.....	C456	C463	
313- Clothes	0	1	.....	C457	C464	
314- Allowance for children's education	0	1	.....	C458	C465	
315- Cash payments on special occasions	0	1	.....	C459	C466	
316- Other (specify): .....	0	1	.....	C460	C467	

Work environment for workers

317- Safe?	0	1		C468
318- Comfortable?	0	1		C469
319- Accidents likely to happen?	0	1 {321}		C470
320- [1] How often accidents happen?	(1) Daily			
	(2) One a week			
	(3) Less often			C471
321- Accidents lead to injury?	0	1		C472
322- First aid arrangements adequate?	0	1		C473