

File No.: 5.27.06.25
 Questionnaire 1
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**STATISTICAL SERVICE
 1444 NICOSIA**

CONSTRUCTION SURVEY, 2003

Card Number	FOR OFFICIAL USE								
	Serial Number of Enterprise	Weighting Factor	Activity Code NACE Rev. 1.1.	Size of Enterprise			Economic Category of Construction	Geographical Code	Legal Entity of Enterprise
				Employment	Gross Output	Value Added			
1	2-5	6-9	10-14	15	16	17	18-19	20-23	24
1									

A. CHARACTERISTICS OF THE ENTERPRISE

1. Name of Enterprise or Name of Proprietor:
2. Office Address:
 (Street and Number)
 Town/Village: District:
 Post Office Box: Postal Code:
 Telephone: Telefax:
3. Project Site/Workshop Address:
4. Legal Entity of Enterprise:
5. Kind of Activity:
 (describe fully)

GENERAL INSTRUCTIONS

1. The Construction Survey covers production, capital investment, employment, wages and salaries, stocks, expenditure on construction materials and other general information on enterprises active in the construction sector.
2. The Survey is carried out in accordance with the Statistics Law, No. 15(I) of 2000. Refusal or negligence to provide the relevant information and the provision of inaccurate or incomplete information renders the respondent liable to the consequences of the Law.
3. All questions should be answered with the highest possible degree of accuracy. If you cannot give precise figures, you may give the nearest possible estimates.
4. All data should refer to the period 1st January 2003 to 31st December 2003.
5. **ALL DATA COLLECTED WILL BE TREATED AS CONFIDENTIAL**
 The Statistical Service is obliged under the Statistics Law to treat all the information collected as confidential and to use it solely for statistical purposes. No data for any individual enterprise may be published or disclosed to either public bodies or private individuals.

P. Philippides
 Director
 Statistical Service

September, 2004.

B. EMPLOYMENT AND EARNINGS

1. Number of persons engaged and their remuneration during 2003.

Occupational category of employees	Average number of persons engaged	Wages and salaries paid (£)	Employer's contributions to various funds (£)
(a) Working proprietors and partners	25-28	29-36	37-42

(b) Site operatives	43-46	47-54	55-61

(c) Office personnel	62-65	66-73	74-80

TOTAL NUMBER OF EMPLOYEES	81-84	85-92	93-100

OF WHICH: FEMALES	101-104		
		

2. Employment for 2003 (quarterly average).

Total	January-March	April-June	July-September	October-December
105-108	109-112	113-116	117-120	121-123
.....
3. Number of working days of the enterprise during 2003 4. Total number of working days (including vacation and sick leave, strikes etc.) lost per operative during 2003				124-126
			
				127-129
			

C. VALUE OF PRODUCTION AND SERVICES

1. Value of production and other earnings in 2003

Columns	1
Card No.	2

Projects constructed and services rendered	Code of project	Value of Production (£)
	25-31	58-65
(1) Full contracts:		
(a) Main projects
.....
.....
.....
.....
(b) Other (value)	9999998
(2) Full subcontracts:		
(a) Main
.....
.....
.....
.....
(b) Other (value)	9999999

Columns	1
Card No.	3

(3) Value of repairs rendered to others	38-46
(4) Value of subcontracts rendered to others on materials supplied by them	47-55
(5) Value of fixed assets produced by the enterprise for own use	56-64
(6) Value of technical and other services rendered to others by the enterprise.....	65-73
(7) Gross profit from goods re-sold in the same condition as purchased	74-82
(8) Value of industrial goods produced for sale to others	83-91
(9) Other revenue: a) rents b) commissions c) other	92-100
TOTAL REVENUE	101-110

D. PRODUCTION EXPENSES

Columns	1
Card No.	4

Production expenses for 2003	Value (£)	Columns
(1) Raw materials		25-32
(2) Fees and licenses		33-40
(3) Fuels for power and heating		41-48
(4) Value of other materials (hand-tools, lamps, stationery etc.)		49-56
(5) Water purchased		57-64
(6) Electricity		65-72
(7) Amount paid for repairs and maintenance of machinery and equipment (including spare parts and lubricants):		
(a) To other enterprises		73-80
(b) By own enterprise (excluding labour costs)		81-88
(8) Amount paid to others for repairs and maintenance of the buildings of the enterprise		89-96
(9) Amount paid for subcontracts		97-104
(10) Amount paid to others for subcontracting services rendered on materials supplied by the enterprise		105-112
(11) Amount paid to others for transport (fuels and lubricants, repair and maintenance of motor vehicles and the amount paid to third parties for the transport of construction materials)		113-120
(12) Cost of materials used for the construction of fixed assets by the enterprise for its own use		121-128
TOTAL PRODUCTION EXPENSES		129-136

E. RENTS, INTEREST, DEPRECIATION AND INDIRECT TAXES

Rents, interest, depreciation and indirect taxes for 2003	Value (£)	Columns
(1) Rent on buildings:		
(a) Actual paid		137-142
(b) Imputed for self-owned buildings		143-148
(2) Rent for the hire of machinery and equipment		149-154
(3) Interest paid for loans incurred by the enterprise		155-161
(4) Depreciation for buildings, machinery, motor-vehicles and other fixed assets of the enterprise		162-168
(5) Indirect taxes (such as motor-vehicle licenses, municipal taxes, stamp duties and business licenses, excluding income tax).....		169-174
TOTAL RENT, INTEREST, DEPRECIATION AND INDIRECT TAXES	175-180

F. EXPENDITURE ON FIXED ASSETS

Columns	1
Card No.	5

Columns	Type of expenditure on fixed assets	Expenditure on fixed assets during 2003			Net value of Fixed Assets (£)
		Purchases (£)		Sales (£)	
		New	Second hand		
25		26-35	36-45	46-55	56-65
1	Land	<div></div>	<div></div>
2	Buildings and other construction work
3	Machinery and equipment
4	Transport equipment
5	Furniture and fixtures
6	Other equipment (specify)

0	TOTAL EXPENDITURE ON FIXED ASSETS

G. VALUE OF STOCKS

Columns	1
Card No.	6

Category of stocks	1.1.2003 (£)	31.12.2003 (£)
	25-32	33-40
(1) Construction materials for use by the enterprise
	41-48	49-56
(2) Fuels and lubricants
	57-64	65-72
(3) Goods and raw materials purchased for re-sale in the same condition as purchased
	73-80	81-88
(4) Other stocks (spare parts etc)
	137-144	145-152
TOTAL VALUE OF STOCKS

H. ADMINISTRATIVE AND OTHER RELATED EXPENSES

Columns	1
Card No.	7

Administrative and other related expenses in 2003	Value (£)	Columns
(1) Telephone, telegram, telexes and postage charges	25-31
(2) Advertising	32-38
(3) Legal services	39-45
(4) Accounting and auditing	46-52
(5) Technical consultations	53-59
(6) Insurance (for buildings, motor vehicles, etc.)	60-66
(7) Bank charges	67-73
(8) Warehousing and storage	74-80
(9) Entertainment allowances	81-87
(10) Travelling expenses	88-94
(11) Contributions and subscriptions	95-101
(12) Other administrative expenses (specify):		
a) Cleaning expenses		
b) Uniforms.....		
c) Other	102-108
TOTAL ADMINISTRATIVE EXPENSES	109-117

I. EXPECTED EMPLOYMENT, OUTPUT AND EXPENDITURE ON FIXED ASSETS FOR 2004

Columns	1
Card No.	9

Employment, output and expenditure on fixed assets for 2004	
	25-28
(1) Average number of persons engaged
	37-44
(2) Value of production and services	£
	45-52
(3) Wages and salaries	£
	61-66
(4) Investments on fixed assets	
(a) Land	£
	79-86
(b) Buildings and other construction work	£
	103-109
(c) Machinery and equipment	£
	124-129
(d) Transport equipment	£
	142-147
(e) Furniture and fixtures	£
	160-165
TOTAL EXPENDITURE ON FIXED ASSETS	£

J. ADDITIONAL DATA FOR 2003

Columns	1
Card No.	0

1.	Unpaid family workers		25-26
2.	Number of apprentices		27-28
3.	Part-time employees		
(a)	Total number of part-time employees		29-30
(b)	Total number of hours worked by part-time employees		31-32
(c)	Total number of part-time employees (in full-time equivalent terms)		33-34
4.	Expenditure for the purchase of computers and related equipment	£	35-40
(a)	Microcomputers	£	41-46
(b)	Software	£	47-52
(c)	Other	£	53-58
5.	Expenditure for the purchase of buildings	£	59-65
3.	Indirect taxes		
(a)	Stamp duties	£	66-73
(b)	Rent tax (to Community Boards)	£	74-81
7.	Personal insurance (accident)	£	82-89
8.	Investment in equipment and plant for pollution control and environmental protection	£	90-97
9.	Donations, allowances and contributions		
a)	Donations, allowances and contributions given to others	£	98-105
b)	Donations, allowances and contributions received	£	106-113
c)	Government subsidies	£	114-121

J. ADDITIONAL DATA FOR 2003

10.	Number of employees (in head count)	<input type="text"/>	122-125
11.	If the enterprise has been subject to change, specify the reason behind this change:		
	(a) Merger, restructuring, break-up, take-over	<input type="text"/>	126
	(b) Change of activity outside construction	<input type="text"/>	127
	(c) Retirement (for individuals), bankruptcy	<input type="text"/>	128
	(d) Other reason	<input type="text"/>	129
12.	Goods and services purchased for resale in the same condition as received		
	(a) Purchases	£ <input type="text"/>	130-136
	(b) Sales	£ <input type="text"/>	137-143
13.	Payments for leasing	£ <input type="text"/>	144-150
	(a) Payments for long-term rental	£ <input type="text"/>	151-157
	(b) Payments for operational leasing of goods	£ <input type="text"/>	158-164
14.	Value of tangible goods acquired through financial leasing	£ <input type="text"/>	165-171
15.	Payments to employment agencies and similar organisations for the provision of personnel	£ <input type="text"/>	172-178
16.	Motor fuel	£ <input type="text"/>	179-185

J. ADDITIONAL DATA FOR 2003

17. Purchases of energy products (in value):

(a) Purchases of solid fuels (coal, tar, etc.)

£

186-192

(b) Purchases of petroleum products (motor gasoline, diesel, heating and other gas oil, fuel oil, liquefied petroleum gas, etc.)

£

193-199

(c) Purchases of natural and derived gas

£

200-206

(d) Purchases of renewable energy sources (biomass, biomass waste, etc.)

£

207-213

[illegible]

Name of Enterprise:

Address:

Telephone:

Name of person completing
the questionnaire

Post:

Telephone:

Date:

Interviewed by: Date:

Examined by: Date:

Coded by: Date: