

File No. 5.27.06.13
Tel.: 22602181, 24821832
25871218, 26818591
Fax: 22661313

STATISTICAL SERVICE
1444 NICOSIA

STRICTLY CONFIDENTIAL

INDUSTRIAL PRODUCTION SURVEY, 2004

Card Number	FOR OFFICIAL USE								
	Serial Number of Enterprise	Weight	Industrial Code	Size of Enterprise			Category of Industry by Economic Destination	Town or Village	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. Factory/Workshop Address:
(Number and street)
Town/Village: District:
Postal Code: Post Office Box:
Telephone: Fax:
3. Office Address:
4. Legal Entity of Enterprise:
5. Kind of Activity:
(Describe fully)

General Instructions

1. The Industrial Production Survey covers the sectors of Manufacturing and Quarrying, Mining, Electricity, Gas and Water and is carried out in accordance with the Statistics Law, 15(I)/2000. The Statistical Service is obliged under this Law to treat all the information collected as strictly 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.
2. Refusal or negligence to provide the relevant information and the provision of inaccurate or incomplete information will render the respondent liable to the consequences of the Statistics Law 15(I) 2000.
3. All questions should be answered with the highest possible accuracy. If you cannot give precise figures you may give the nearest possible estimates.
4. All data should refer to the period from 1st January to 31st December 2004.

P. Philippides
Director
Statistical Service

July, 2005

B. EMPLOYMENT AND EARNINGS

1. Number of persons engaged and their remuneration during 2004.

Occupational category of employees	Average number of persons engaged	Wages and salaries paid (£)	Employer's contributions to various funds (£)
	25-28	29-36	37-42
(a) Working proprietors and partners			
	43-46	47-54	55-61
(b) Operatives			
	62-65	66-73	74-80
(c) Other employees			
	81-84	85-92	93-100
TOTAL NUMBER OF EMPLOYEES			
	127-129	X	X
TOTAL NUMBER OF FEMALES			

2. Employment for 2004 (quarterly average).

TOTAL	January-March	April-June	July-September	October-December
101-104	105-108	109-112	113-116	117-120
.....				

3. Number of working days of the enterprise during 2004.

4. Total number of working days lost by operatives during 2004 (including vacation and sick leave, public holidays, strikes etc.)

121-123
.....
124-126
.....

Columns	1
Card No.	2

[illegible]

	25-32	33-41	1
(2) Value of repairs rendered to others			3
	42-49	50-58	
(3) Value of work or services rendered to others on materials supplied by them.....			
		59-67	
(4) Value of fixed assets produced by the enterprise for own use			
		68-76	
(5) Change in stocks of semi-finished goods (+/-)			
	77-84		
(6) Gross profit from goods re-sold in the same condition as purchased			
	85-92		
(7) Advertisements			
	93-100		
(8) Other revenue: a) rents b) commissions			
c) other			
	101-108	109-117	
Total value of sales and production			
		118-128	
GROSS OUTPUT OF ENTERPRISE			

D. PRODUCTION EXPENSES SUSTAINED DURING 2004

Columns	1
Card No.	4

Production expenses	Value (£)	Columns
(1) Raw materials		25-32
(2) Packing materials		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 to others for work done or services rendered on materials supplied by the enterprise		97-104
(10) Amount paid to others for the transportation of goods from the factory to traders in Cyprus, repairs and maintenance paid to others for all vehicles (incl. spare parts) and cost of benzine, gas-oil and lubricants		105-112
(11) Fees for the collection of waste		113-120
TOTAL PRODUCTION EXPENSES		121 - 128

J. ADDITIONAL DATA

Columns	1
Card No.	0

- | | | | |
|----|---|----------------------|---------|
| 1. | Unpaid family workers | <input type="text"/> | 25-26 |
| 2. | Number of apprentices | <input type="text"/> | 27-28 |
| 3. | Part-time employees for 2004 | | |
| | (a) Total number of part-time employees | <input type="text"/> | 29-30 |
| | (b) Total number of hours worked of part-time employees | <input type="text"/> | 31-32 |
| | (c) Average number of part-time employees (in full-time equivalent units) | <input type="text"/> | 33-34 |
| 4. | Gross investment in existing buildings, (constructed before 2004) | <input type="text"/> | 59-65 |
| 5. | Purchases of energy by product | | |
| | (a) Purchases of coal | <input type="text"/> | 66-73 |
| | (b) Purchases of special fuel | <input type="text"/> | 74-81 |
| | (c) Purchases of gasoil | <input type="text"/> | 82-89 |
| | (d) Purchase of light and heavy fuel oil | <input type="text"/> | 90-97 |
| | (e) Other purchases of other petroleum products | <input type="text"/> | 98-105 |
| | (f) Purchases of liquid petroleum gas | <input type="text"/> | 106-113 |

E. RENT, INTEREST, DEPRECIATION AND INDIRECT TAXES FOR 2004

Rent, interest, depreciation and indirect taxes	Value (£)	Columns
(1) Rent on Buildings:		
(a) Actual paid		129-134
(b) Imputed for self-owned buildings		135-140
(2) Rent for the hire of machinery and equipment		141-146
(3) Interest paid for loans incurred by the enterprise		147-153
(4) Depreciation for buildings, machinery, motor-vehicles and other fixed assets		154-160
(5) Indirect taxes (such as motor-vehicle licenses, municipal and professional taxes, stamp duties and business licenses, excluding income tax and fees for the collection of waste)		161-166
TOTAL RENT, INTEREST, DEPRECIATION AND INDIRECT TAXES		167-173

F. EXPENDITURE ON FIXED ASSETS FOR 2004

Columns	1
Card No.	5

Columns	Type of fixed assets	Purchases (£)	Sales (£)	Net value of fixed assets (£)
25		26-35	36-45	46-55
1	Land			
2	Buildings and other construction work			
3	Machinery and equipment			
4	Transport equipment			
5	Furniture and fixtures			
6	Microcomputers			
7	Software			
8	Other software and hardware			
9	Other Equipment			
0	TOTAL			

G. VALUE OF STOCKS

Columns	1
Card No.	6

1. Value of stocks and work in progress at the beginning and end of 2004

Category of stocks	1.1.2004 (£)	31.12.2004 (£)
	25-32	33-40
(1) Finished goods produced by the enterprise		
	41-48	49-56
(2) Semi-finished goods		
	57-64	65-72
(3) Goods and raw-materials purchased for re-sale in the same condition as purchased		
	121-128	129-136
(4) Other stocks		
	137-144	145-152
TOTAL VALUE OF STOCKS		

Columns	1
Card No.	A

(1) Total value of sales for 2004	£	25-34
a. Product sales produced by the enterprise	£	35-44
b. Sales of goods purchased for re-sale by the enterprise in the same condition as purchased	£	45-54
(2) Other income (Total)	£	55-64
a. Rent	£	65-74
b. Interest received	£	75-84
c. Dividends	£	85-94
d. Commissions	£	95-104
e. Other (specify)	£	105-114
(3) Excise Duties (included as the total value of sales)	£	115-124
(4) Total value of purchases for 2004	£	125-134
a. Goods purchased for re-sale	£	135-144
b. Purchases of raw and packing materials	£	145-154

H. ADMINISTRATIVE AND OTHER RELATED EXPENSES FOR 2004

Columns	1
Card No.	7

Type of expenses	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) Patent and Royalties		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)		102-108
TOTAL ADMINISTRATIVE AND OTHER RELATED EXPENSES		109-117

Columns	1
Card No.	9

1. Average number of persons engaged

--

25-28

- ## 2. Gross Output

£.....

37-47

3. Total expenditure on fixed assets (4+5+6+7)

£.....

61-66

- #### 4. Buildings and other construction work

£.....

79-86

- ## 5. Machinery and equipment

£.....

103-109

- ## 6. Transport equipment

£.....

124-129

- ## 7. Furniture and fixtures

£.....

142-147

Date _____

Name of respondent

Date

Interviewed by: Date

Examined by: Date

Coded by: Date

Final checking of the questionnaire by: Date