

File No. 5.27.06.13  
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STATISTICAL SERVICE  
1444 NICOSIA

|                             |    |       |
|-----------------------------|----|-------|
| Card Number                 | 00 | 1-2   |
| Serial Number of Enterprise |    | 3-6   |
| Industrial Code NACE 1.1    |    | 7-11  |
| Industrial Code NACE 2      |    | 12-16 |

**INDUSTRIAL PRODUCTION SURVEY 2005**

| FOR OFFICIAL USE |        |                 |                   |             |                            |                      |
|------------------|--------|-----------------|-------------------|-------------|----------------------------|----------------------|
| Weight           |        | Employment Code | Economic Category | Region Code | Legal Entity of Enterprise | Institutional Sector |
| NACE1.1          | NACE 2 |                 |                   |             |                            |                      |
| 17-20            | 21-24  | 25              | 26-27             | 28-31       | 32                         | 33                   |
|                  |        |                 |                   |             |                            |                      |

**A. CHARACTERISTICS OF THE ENTERPRISE**

- Name of Enterprise or Proprietor .....
- Factory/Workshop Address .....  
(Number and street)  
Town/Village ..... District .....
- Office Address .....  
Postal Code ..... Post Office Box .....  
Telephone ..... Fax .....
- Legal Entity of Enterprise .....
- Kind of Activity  
(Describe fully) .....  
.....

**General Instructions**

- This survey covers all the sectors of the economy. Its scope is to collect data relevant to the employment, production, expenses, stocks and equipment of various enterprises. These data are considered necessary for the surveillance of the evolution of the various sectors and for the better planning of the economic development of Cyprus.
- The Survey is carried out in accordance with the Statistical Law, No. 15(I)/2000. 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 this Law.
- All questions should be answered with the highest possible accuracy. If you cannot give precise figures you may give the nearest possible estimates.
- All data should refer to the period from **1<sup>st</sup> January to 31<sup>st</sup> December 2005.**

**5. ALL DATA COLLECTED WILL BE TREATED AS STRICTLY CONFIDENTIAL**

The Statistical Service is obliged under the Statistics 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.

P. Philippides  
Director  
Statistical Service

|                          |     |
|--------------------------|-----|
| Columns                  | 1-2 |
| Card Number              | 10  |
| Common Data Columns 3-16 |     |

**B. EMPLOYMENT AND LABOR COSTS**

1. Total number of persons employed at the enterprise during 2005.  
(irrespective of the duration of employment as appears in IR7 form)

|  |       |
|--|-------|
|  | 17-22 |
|--|-------|

2. Average employment for 2005.

| <b>TOTAL<br/>AVERAGE</b> | January-March | April-June | July-September | October-December |
|--------------------------|---------------|------------|----------------|------------------|
| 23-28                    | 29-34         | 35-40      | 41-46          | 47-52            |
| .....                    | .....         | .....      | .....          | .....            |

3. Number of persons engaged and their remuneration during 2005.

| Occupational category of employees    | Number of persons employed | Total number of weekly working hours for part-time employees | Average number of persons engaged (full time equivalent) | Wages and salaries (£) | Employer's contributions to various funds (£) |  |
|---------------------------------------|----------------------------|--------------------------------------------------------------|----------------------------------------------------------|------------------------|-----------------------------------------------|--|
| Working proprietors and partners      | 53-58                      | <div></div>                                                  | 59-64                                                    | 65-74                  | 75-84                                         |  |
|                                       | .....                      |                                                              | .....                                                    | .....                  |                                               |  |
| Engaged family members without salary | 85-90                      |                                                              | 91-96                                                    | 97-106                 | <div></div>                                   |  |
|                                       | .....                      |                                                              | .....                                                    | .....                  |                                               |  |
| Permanent and casual employees        | 107-112                    |                                                              | 113-118                                                  | 119-128                | 129-138                                       |  |
|                                       | .....                      |                                                              | .....                                                    | .....                  | .....                                         |  |
| Part-time casual employees            | 139-144                    | 145-150                                                      | 151-156                                                  | 157-166                | 167-176                                       |  |
|                                       | .....                      | .....                                                        | .....                                                    | .....                  | .....                                         |  |
| TOTAL NUMBER OF EMPLOYEES             | 177-182                    | <div></div>                                                  | 183-188                                                  | 189-198                | 199-208                                       |  |
|                                       | .....                      |                                                              | .....                                                    | .....                  | .....                                         |  |
| TOTAL NUMBER OF FEMALES               | <div></div>                |                                                              | 209-214                                                  | <div></div>            |                                               |  |
|                                       | .....                      |                                                              | .....                                                    |                        |                                               |  |

4. Number of working days of the enterprise during 2005  
(number of days the enterprise was open for the employees)

|       |         |
|-------|---------|
| ..... | 215-220 |
|-------|---------|

5. Total number of working days lost during 2005 (including vacation and sick leave, public holidays, strikes etc.) per employee

|       |         |
|-------|---------|
| ..... | 221-226 |
|-------|---------|

|                          |     |
|--------------------------|-----|
| Columns                  | 1-2 |
| Card Number              | 20  |
| Common Data Columns 3-16 |     |

**C. TURNOVER**

**Note: All the data for this section should be given in Cyprus Pounds (£)**

| A. Sales ..... B. Commissions..... C. Fares and Export Expenditures..... D. Discounts.....                                                                               |           |                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------------|
|                                                                                                                                                                          | Value (£) | Columns        |
| (1) Total value of sales and services for 2005{ A-B-C-D } .....                                                                                                          | .....     | <b>17-28</b>   |
| a. Main Activity .....                                                                                                                                                   | .....     | 29-40          |
| b. Product sales produced by the enterprise .....                                                                                                                        | .....     | 41-52          |
| c. Sales of goods purchased for re-sale by the enterprise<br>in the same condition as purchased .....                                                                    | .....     | 53-64          |
| d. Sales of services                                                                                                                                                     |           |                |
| i. Value of repairs rendered to others .....                                                                                                                             | .....     | 65-76          |
| ii. Other services (specify).....                                                                                                                                        | .....     | 77-88          |
| (2) Value of equipment produced by the enterprise for own use.....                                                                                                       | .....     | <b>89-100</b>  |
| (3) Change (+/-) in stocks of the goods produced by the enterprise<br>(Find from question 1 of part E “STOCKS”).....                                                     | .....     | <b>101-112</b> |
| (4) Change (+/-) in stocks of the goods purchased for re-sale<br>by the enterprise in the same condition as purchased.<br>(Find from question 3 of part E “STOCKS”)..... | .....     | <b>113-124</b> |
| (5) Change (+/-) in stocks of semi-finished goods<br>(Find from question 2 of part E “STOCKS”) .....                                                                     | .....     | <b>125-136</b> |
| Other Revenue:                                                                                                                                                           |           |                |
| (6) Rent .....                                                                                                                                                           | .....     | <b>137-148</b> |
| (7) Commissions .....                                                                                                                                                    | .....     | <b>149-160</b> |
| (8) Subsidies (for production or export of goods) .....                                                                                                                  | .....     | <b>161-172</b> |
| (9) Other revenue (specify) .....                                                                                                                                        | .....     | <b>173-184</b> |
| (10) <b>TOTAL {(1) to (9) except (1)a, (1)b, (1)c and (1)d}</b> .....                                                                                                    | .....     | <b>185-196</b> |
| (11) Purchases of goods for re-sale in the same condition as purchased .....                                                                                             | .....     | <b>197-208</b> |
| <b>GROSS OUTPUT OF THE ENTERPRISE {10-11}</b> .....                                                                                                                      | .....     | <b>209-220</b> |
| (12) Interest .....                                                                                                                                                      | .....     | 221-232        |
| (13) Subsidies (for investments done) .....                                                                                                                              | .....     | 233-244        |
| (14) Dividends .....                                                                                                                                                     | .....     | 245-256        |
| (15) Profit/loss (+/-) from sales of fixed assets .....                                                                                                                  | .....     | 257-268        |

|                          |     |
|--------------------------|-----|
| Columns                  | 1-2 |
| Card Number              | 30  |
| Common Data Columns 3-16 |     |

**D. PURCHASES FOR 2005**

|                                                                            | Value (£) | Columns |
|----------------------------------------------------------------------------|-----------|---------|
| <b>TOTAL VALUE OF PURCHASES</b>                                            | .....     | 17-28   |
| a. Purchases of goods for re-sale in the same condition as purchased ..... | .....     | 29-40   |
| b. Purchases of raw materials, packing materials etc.....                  | .....     | 41-52   |
| c. Purchases of spare parts and fuel .....                                 | .....     | 53-64   |

**E. STOCKS AT THE BEGINNING AND END OF 2005**

| Category of stocks                                                          | 1.1.2005<br>Value (£) | 31.12.2005<br>Value (£) |
|-----------------------------------------------------------------------------|-----------------------|-------------------------|
|                                                                             | 65-74                 | 75-84                   |
| (1) Finished goods produced by the enterprise .....                         | .....                 | .....                   |
|                                                                             | 85-94                 | 95-104                  |
| (2) Semi-finished goods .....                                               | .....                 | .....                   |
|                                                                             | 105-114               | 115-124                 |
| (3) Goods purchased for re-sale in the same condition<br>as purchased ..... | .....                 | .....                   |
|                                                                             | 125-134               | 135-144                 |
| (4) Raw materials and packing materials .....                               | .....                 | .....                   |
|                                                                             | 145-154               | 155-164                 |
| (5) Other stocks (fuel and spare parts) .....                               | .....                 | .....                   |
|                                                                             | 165-174               | 175-184                 |
| <b>TOTAL VALUE OF STOCKS</b>                                                | .....                 | .....                   |

|                          |     |
|--------------------------|-----|
| Columns                  | 1-2 |
| Card Number              | 40  |
| Common Data Columns 3-16 |     |

**F. PRODUCTION EXPENSES OF THE ENTERPRISE FOR 2005**

| Direct Cost                                                                                    | Value (£) | Columns |
|------------------------------------------------------------------------------------------------|-----------|---------|
| (1) Cost of raw materials used for the production of goods and services .....                  | .....     | 17-28   |
| (2) Packing materials .....                                                                    | .....     | 29-40   |
| (3) Fuel for power and heating (oil, charcoal, gas etc.) .....                                 | .....     | 41-52   |
| (4) Electricity .....                                                                          | .....     | 53-64   |
| (5) Water .....                                                                                | .....     | 65-76   |
| (6) Expenses on vehicles.....Licenses.....Insurance.....                                       |           |         |
| a. Fuel and lubricants for vehicles .....                                                      | .....     | 77-88   |
| b. Repairs and other expenses of vehicles .....                                                | .....     | 89-100  |
| c. Amount paid to others for transport .....                                                   | .....     | 101-112 |
| (7) Amount paid to others for work done or services rendered to the enterprise .....           | .....     | 113-124 |
| (8) Amount paid for spare parts and repairs of machinery and equipment .....                   | .....     | 125-136 |
| (9) Amount paid to others for repairs and maintenance of the buildings of the enterprise ..... | .....     | 137-148 |
| (10) Printing materials and stationery .....                                                   | .....     | 149-160 |
| (11) Cost of materials used for the production of own account capital goods .....              | .....     | 161-172 |
| (12) Rates (waste collection, sewerage etc.) .....                                             | .....     | 173-184 |
| (13) Uniforms, clothing and replacements .....                                                 | .....     | 185-196 |
| (14) Other production expenses (specify):<br>.....                                             | .....     | 197-208 |
| <b>TOTAL VALUE OF DIRECT COST</b>                                                              | .....     | 209-220 |

|                          |     |
|--------------------------|-----|
| Columns                  | 1-2 |
| Card Number              | 50  |
| Common Data Columns 3-16 |     |

**G. ADMINISTRATIVE AND OTHER RELATED EXPENSES**

| Type of expenses                                                 | Value (£) | Columns |
|------------------------------------------------------------------|-----------|---------|
| (1) Telephone, telegram, postage and other related charges ..... | .....     | 17-28   |
| (2) Advertising .....                                            | .....     | 29-40   |
| (3) Legal services .....                                         | .....     | 41-52   |
| (4) Accounting and auditing .....                                | .....     | 53-64   |
| (5) Technical consultations .....                                | .....     | 65-76   |
| (6) Insurance: (.....)                                           |           |         |
| a. Buildings and machinery .....                                 | .....     | 77-88   |
| b. Motor vehicles .....                                          | .....     | 89-100  |
| c. Commodities .....                                             | .....     | 101-112 |
| d. Others (specify) .....                                        | .....     | 113-124 |
| (7) Warehouse and storage .....                                  | .....     | 125-136 |
| (8) Entertainment allowances .....                               | .....     | 137-148 |
| (9) Traveling expenses (inside the country and abroad) .....     | .....     | 149-160 |
| (10) Personnel training (seminars etc.) .....                    | .....     | 161-172 |
| (11) Bank charges .....                                          | .....     | 173-184 |
| (12) Subscriptions (other than donations) .....                  | .....     | 185-196 |
| (13) Patents and royalties .....                                 | .....     | 197-208 |
| (14) Other administrative expenses (specify)<br>.....            | .....     | 209-220 |
| <b>TOTAL ADMINISTRATIVE EXPENSES</b>                             | .....     | 221-232 |

|                          |     |
|--------------------------|-----|
| Columns                  | 1-2 |
| Card Number              | 60  |
| Common Data Columns 3-16 |     |

**H. RENT, INTEREST, DEPRECIATION AND INDIRECT TAXES FOR 2005**

| Rent, interest, depreciation and indirect taxes                                                             | Value (£) | Columns |
|-------------------------------------------------------------------------------------------------------------|-----------|---------|
| (1) Rent on buildings and parking spaces:                                                                   |           |         |
| a. Actual paid .....                                                                                        | .....     | 17-24   |
| b. Imputed for self-owned buildings .....                                                                   | .....     | 25-32   |
| (2) Rent for machinery and motor-vehicles .....                                                             | .....     | 33-40   |
| (3) Interest paid on loans incurred by the enterprise .....                                                 | .....     | 41-48   |
| (4) Depreciation for buildings, machinery, motor-vehicles<br>and other fixed assets of the enterprise ..... | .....     | 49-56   |
| (5) Indirect taxes:                                                                                         |           |         |
| a. Motor-vehicle licenses .....                                                                             | .....     | 57-64   |
| b. Municipal taxes (other than waste collection and sewerage) .....                                         | .....     | 65-72   |
| c. Municipal/community property rate .....                                                                  | .....     | 73-80   |
| d. Stamp duties .....                                                                                       | .....     | 81-88   |
| e. Residence rate .....                                                                                     | .....     | 89-96   |
| f. Other indirect taxes (CTO, CFA, show business, bet tax etc.) .....                                       | .....     | 97-104  |
| (6) Consumption tax (included in sales value) .....                                                         | .....     | 105-112 |
| <b>TOTAL OF RENT, INTEREST, DEPRECIATION AND INDIRECT TAXES</b>                                             | .....     | 113-120 |

|                          |     |
|--------------------------|-----|
| Columns                  | 1-2 |
| Card Number              | 70  |
| Common Data Columns 3-16 |     |

**I. CAPITAL INVESTMENTS FOR 2005**

| Type of equipment                                                                                                                                                   | Purchases<br>Value (£) | Sales<br>Value (£) |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|--------------------|
|                                                                                                                                                                     | 17-28                  | 29-40              |
| (1) Land and plots .....                                                                                                                                            | .....                  | .....              |
| (2) Old buildings constructed before 2005 and were used:                                                                                                            | 41-52                  | 53-64              |
| a. as residences .....                                                                                                                                              | .....                  | .....              |
|                                                                                                                                                                     | 65-76                  | 77-88              |
| b. in economic activity .....                                                                                                                                       | .....                  | .....              |
| (3) New structures (purchase, construction, large-scale repairs,<br>and transformations including air conditioning appliances<br>and electrical installations)..... | 89-100                 | 101-112            |
|                                                                                                                                                                     | 113-124                | 125-136            |
| (4) Transport equipment .....                                                                                                                                       | .....                  | .....              |
|                                                                                                                                                                     | 137-148                | 149-160            |
| (5) Furniture and fixtures .....                                                                                                                                    | .....                  | .....              |
|                                                                                                                                                                     | 161-172                | 173-184            |
| (6) Computers and software .....                                                                                                                                    | .....                  | .....              |
|                                                                                                                                                                     | 185-196                | 197-208            |
| (7) Machinery and other equipment .....                                                                                                                             | .....                  | .....              |
|                                                                                                                                                                     | 209-220                | 221-232            |
| <b>TOTAL OF PURCHASES/SALES</b>                                                                                                                                     | .....                  | .....              |

|                          |     |
|--------------------------|-----|
| Columns                  | 1-2 |
| Card Number              | 80  |
| Common Data Columns 3-16 |     |

**I. EXPECTED EMPLOYMENT, OUTPUT AND EXPENDITURE  
ON FIXED ASSETS FOR 2006**

**Employment and Output:**

|                                                                     |       |       |
|---------------------------------------------------------------------|-------|-------|
| (1) Number of persons employed .....                                | ..... | 17-28 |
| (2) Average number of persons employed (full time equivalent) ..... | ..... | 29-40 |
| (3) Gross output (£) of the enterprise .....                        | ..... | 41-52 |

**Capital Investments:**

|                                                 | Value (£) |         |
|-------------------------------------------------|-----------|---------|
| (4) Land and plots .....                        | .....     | 53-64   |
| (5) Buildings and other construction work ..... | .....     | 65-76   |
| (6) Machinery and other equipment .....         | .....     | 77-88   |
| (7) Transport equipment .....                   | .....     | 89-100  |
| (8) Furniture, fixtures and others .....        | .....     | 101-112 |
| <b>TOTAL OF CAPITAL INVESTMENTS</b>             | .....     | 113-124 |

Auditing Office Information:

Name: .....

Address: .....

Telephone: .....

Person's name that provided the information:

..... (telephone: .....)

**REMARKS**

.....  
 .....  
 .....  
 .....

**FOR OFFICIAL USE**

Interviewer ..... Date .....

Checked from ..... Date .....

Coded from ..... Date .....

Final check from .....  
 ..... Date .....