

Card Number

00

1-2

Serial Number of Enterprise

3-5

Business Register Number

6-11

Activity Code NACE 2

12-16

INDUSTRIAL PRODUCTION SURVEY 2014

FOR OFFICIAL USE						
Weight		Employment Code	Economic Category	Geographical Code	Legal Status of Enterprise	Institutional Sector
NACE 1.1	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)
Postal Code Town/Village District
- Office Address
(Number and street)
Postal Code Town/Village District
Post Office Box Postal Code of P. O. Box
Telephone Fax
- Legal Status of Enterprise.....
- Kind of Activity (describe fully)

General Instructions

- This survey covers enterprises in the industrial sector. Its scope is to collect data relevant to the employment, production, expenses, stocks and equipment of the enterprises. These data are considered necessary for the monitoring of the evolution of the sector and for the better planning of the economic development of Cyprus.
- The Survey is carried out in accordance with the Statistics 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 **1st January to 31st December 2014.**

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.

George Chr. Georgiou
Director
Statistical Service

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B. EMPLOYMENT AND LABOUR COSTS

1. Employment for 2014 (average of quarterly number of persons engaged).

TOTAL	January-March	April-June	July-September	October-December
23-28	29-34	35-40	41-46	47-52
.....				

2. Number of persons employed and their remuneration during 2014.

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		59-64	65-74	75-84	
						
Engaged family members without salary	85-90		91-96	97-106		
						
Full-time 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		183-188	189-198	199-208	
						
OF WHICH FEMALES			209-214			
						

4. Number of working days of the enterprise during 2014 (number of days the enterprise was open for the employees).

.....	215-220
.....	221-226

5. Total number of working days lost during 2014 (including vacation and sick leave, public holidays, strikes etc.) per employee.

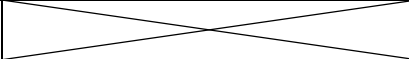
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C. TURNOVER

A. Sales B. Commissions..... C. Fares and Export Expenditures..... D. Discounts.....		
	Value (€)	Columns
(1) Total value of sales and services for 2014{ A-B-C-D }		17-28
a. Turnover from main industrial activity		29-40
b. Turnover from other industrial activities		41-52
c. Turnover from trading activities		53-64
d. Turnover from services activities		65-76
e. Turnover from construction activities		77-88
(2) Value of fixed assets produced by the enterprise for own use.....		89-100
(3) Change (+/-) in stocks of the goods produced by the enterprise (Find from question 1 of part E “STOCKS”).....		101-112
(4) Change (+/-) in stocks of the goods purchased for re-sale by the enterprise in the same condition as purchased. (Find from question 3 of part E “STOCKS”).....		113-124
(5) Change (+/-) in stocks of semi-finished goods (Find from question 2 of part E “STOCKS”)		125-136
Other Revenue:		
(6) Rent		137-148
(7) Commissions		149-160
(8) Subsidies (for production or export of goods)		161-172
(9) Other revenue (specify)		173-184
(10) TOTAL {(1) to (9) except (1)a, (1)b, (1)c and (1)d}		185-196
(11) Purchases of goods for re-sale in the same condition as purchased		197-208
GROSS OUTPUT OF THE ENTERPRISE {10-11}		209-220
(12) Interest earned.....		221-232
(13) Subsidies (for investments done)		233-244
(14) Dividends, Exchange Difference, Shares, etc.....		245-256
(15) Profit/loss (+/-) from sales of fixed assets		257-268

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C. a. BREAKDOWN OF THE SALES OF ITEMS PRODUCED BY THE ENTERPRISE

Serial Number	Sales of goods produced by kind (in order of importance)	Code of Product	Unit		Sales	
			Type	Code	Quantity	Value (€)
17-18		19-26		27-28	29-38	39-50
01						
02						
03						
04						
05						
06						
07						
08						
09						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
99	TOTAL	99999999				*****

Columns	1-2
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Common Data Columns 3-16	

D. PURCHASES FOR 2014

	Value (€)	Columns
TOTAL VALUE OF PURCHASES		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 2014

Category of stocks	1.1.2014 Value (€)	31.12.2014 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 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
TOTAL VALUE OF STOCKS		

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

F. PRODUCTION EXPENSES OF THE ENTERPRISE FOR 2014

Direct Cost	Value (€)	Columns
(1) Value 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.....Licences.....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 of materials		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 construction of fixed assets by the enterprise for its own use		161-172
(12) Fees (waste collection, sewerage etc.)		173-184
(13) Uniforms, clothing and replacements		185-196
(14) Other production expenses (specify):		197-208
TOTAL VALUE OF PRODUCTION EXPENSES		209-220

Columns	1-2
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Common Data Columns 3-16	

G. ADMINISTRATIVE AND OTHER RELATED EXPENSES FOR 2014

Type of expenses	Value (€)	Columns
(1) Telephone, postage, courier 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) Payments to employment agencies and similar organizations for the provision of personnel		209-220
(15) Other administrative expenses (specify)		233-244
TOTAL ADMINISTRATIVE EXPENSES		245-256

Columns	1-2
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Common Data Columns 3-16	

H. RENT, INTEREST, DEPRECIATION AND INDIRECT TAXES FOR 2014

Rent, interest, depreciation and indirect taxes	Value (€)	Columns
(1) Rent on buildings, parking spaces and land:		
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 for loans incurred by the enterprise		41-48
(4) Depreciation for buildings, machinery, motor-vehicles and other fixed assets of the enterprise		49-56
(5) Indirect taxes:		
a. Motor vehicle licences		57-64
b. Municipal/Community taxes (other than waste collection and sewerage)		65-72
c. Property fee		73-80
d. Stamp duties		81-88
e. Other indirect taxes		97-104
(6) Excise duties (included in sales value)		105-112
TOTAL OF RENT, INTEREST, DEPRECIATION AND INDIRECT TAXES		113-120

Columns	1-2
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Common Data Columns 3-16	

I. CAPITAL INVESTMENTS FOR 2014

Type of equipment	Purchases Value (€)	Sales Value (€)
	17-28	29-40
(1) Land and plots for own use		
(2) Old buildings constructed before 2014, which were used:	41-52	53-64
a. as residences		
b. in economic activity	65-76	77-88
		
(3) New structures (purchase, construction, large-scale repairs, and renovations including air conditioning appliances and electrical installations).....	89-100	101-112
		
(4) Transport equipment	113-124	125-136
		
(5) Furniture and fixtures	137-148	149-160
		
(6) Computers and hardware	161-172	173-184
		
(7) Software	185-196	197-208
		
(8) Machinery and other equipment	209-220	221-232
		
TOTAL OF PURCHASES/SALES	233-244	245-256
		

Columns	1-2
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**J. EXPECTED EMPLOYMENT, OUTPUT AND EXPENDITURE
ON FIXED ASSETS FOR 2015**

Employment and Output:

(1) Number of persons employed (including part-time employees)		17-28
(2) Wages and salaries (€).....		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
TOTAL OF CAPITAL INVESTMENTS		113-124

Auditing Office Information:

Name of Auditor/Accountant:

Name of auditing firm:

Address:

Telephone:

Name of the person from the enterprise that provided the information: Position:

..... Telephone:

REMARKS

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FOR OFFICIAL USE

Interviewer Date

Checked by Date

Coded by Date