

STATISTICS ACT
(Cap. 17: 01)

STATISTICS (INFORMAL SECTOR SURVEY) REGULATIONS, 1999
(Published on 23rd 1999)

ARRANGEMENT OF REGULATIONS

REGULATION

1. Citation
2. Authorisation to conduct a survey
3. Conduct of survey
4. Penalties

SCHEDULE

IN EXERCISE of the powers conferred on the Minister of Finance and Development Planning by section 15 of the Statistics Act, the following Regulations are hereby made —

- | | |
|---|-----------------------------------|
| 1. These Regulations may be cited as the Statistics (Informal Sector Survey) Regulations, 1999. | Citation |
| 2. The Government Statistician may direct any authorised officer to conduct a survey on the conditions of Botswana's informal sector in order to collect data that can provide information on the —
(a) contribution of informal sector to the economy's total output;
(b) types of major activities in the informal sector;
(c) proportion of workforce employed in the informal sector';
(d) proportion of household income generated by the informal sector; and
(e) size of capital investment in informal sector. | Authorisation to conduct a survey |
| 3. The authorised officer may, for the purposes of the survey, ask any person interviewed, such questions as necessary to obtain, of that person, the information required in the questionnaires set out in Form - ISSH, Form - FSS and Form - ISSI of the Schedule. | Conduct of survey |
| 4. Any person who fails or refuses to answer any question put to him for purposes of these Regulations shall be guilty of an offence and shall be liable to a fine of P100 and in the case of a continuing offence, to a fine of P5 for every day during which the offence continues. | Penalties |



FORM-ISSH

REPUBLIC OF BOTSWANA

CENTRAL STATISTICS OFFICE
THE HOUSEHOLD SURVEY PROGRAMME
INFORMAL SECTOR SURVEY - 1999
HOUSEHOLD QUESTIONNAIRE

STRATUM NUMBER:						
DISTRICT NAME/CODE:						
VILLAGE NAME.....LOCALITY NAME.....						
EA NUMBER						
PSU/BLOCK NUMBER						
DWELLING NUMBER						
HOUSEHOLD NUMBER						
NAME AND PERSON NUMBER OF HOUSEHOLD HEAD						

INTERVIEWER'S VISIT RECORD				INTERVIEW STATUS AT FINAL VISIT	
	1	2	3		
INTERVIEWER'S NAME				INTERVIEWER'S CODE	
DATE				FINAL RESULT CODE	
RESULT CODE				TOTAL PERSONS IN HH	
NEXT VISIT	DATE			TOTAL ELIGIBLE PERSONS	
	TIME			NUMBER OF QUESTIONNAIRES COMPLETED FOR THIS HH	

RESULT CODES 1. Completed 2. No one at home 3. Postponed 4. Refused 5. Partly Completed 6. Dwelling Vacant 7. Dwelling out of Scope	1. Response by Head of Household 2. Response by Other Member of Household If found lost please send to: Government Statistician Private Bag 0024, Gaborone OR Nearest District Commissioner's Office
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	FIELD SUPERVISOR	FIELD EDITED	OFFICE CODED	KEYED IN	VERIFIED
NAME					
DATE					

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REPUBLIC OF BOTSWANA

FORM - ISS1

THE HOUSEHOLD SURVEY PROGRAMME
CENTRAL STATISTICS OFFICE
INFORMAL SECTOR SURVEY — 1999
INDIVIDUAL QUESTIONNAIRE

STRATUM	NUMBER.....																	
DISTRICT	NAME/CODE.....	<table border="1" style="width: 40px; height: 20px; float: right;"><tr><td></td><td></td></tr><tr><td></td><td></td></tr></table>																
VILLAGE	NAME/CODE.....																	
LOCALITY	NAME/CODE.....																	
EA	NUMBER.....																	
PSU/BLOCK	NUMBER.....	<table border="1" style="width: 60px; height: 40px; float: right;"><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr></table>																
DWELLING	NUMBER.....																	
HOUSEHOLD	NUMBER.....																	
NAME AND LINE NUMBER OF RESPONDENT																		

INTERVIEWER'S VISITS RECORD				INTERVIEW STATUS AT FINAL VISIT			
	1	2	3	INTERVIEWER'S CODE	<table border="1" style="width: 40px; height: 20px; float: right;"><tr><td></td><td></td></tr></table>		
DATE				RESULT CODE	<table border="1" style="width: 40px; height: 20px; float: right;"><tr><td></td></tr></table>		
NAME				TOTAL VISITS	<table border="1" style="width: 40px; height: 20px; float: right;"><tr><td></td></tr></table>		
RESULTS				1. Response by self ☐ 2. Response by proxy ☐			
NEXT VISITS: DATE							
TIME							

RESULTS CODES: 1. Completed 2. Not at home/Not available for interview 3. Postponed 4. Refused 5. Partly completed Other (specify) _____	Interviewer's Comments: If found lost please send to: <i>Central Statistics Office</i> <i>Private Bag 0024</i> <i>Gaborone</i> <i>Or the nearest District Commissioner's Office</i>
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	FIELD SUPERVISOR	FIELD EDITED	OFFICE CODED	KEYED IN	VERIFIED
NAME					
DATE					

LIST OF COMMON ECONOMIC ACTIVITIES

14 Manufacturing

- 01 Making & selling clothing
- 02 Weaving & selling woollen products
- 03 Making & selling wooden products
- 04 Making & selling baskets
- 05 Making & selling steel & its products
- 06 Making & selling clay products
- 07 Making & selling leather products
- 08 Making & selling traditional beer
- 09 Making /cooking & selling food

14 Services

- 01 Vehicle repair/panel beating
- 02 Watch repairs
- 05 Radio/ television, other electronics repairs
- 04 Shoe repair
- 05 Haircutting/ hairdressing

13 Construction

- 01 Building of houses, screen walls
- 02 Construction of steel frames/ tanks
- 03 Building installation, plumbing, electrical
- 04 Building completion, painting, tiles carpets
- 12 Transport
- 01 Taxi
- 02 Combi/Mini bus
- 03 Trucking/contract vehicle

14 Retail Trade

- 01 Selling cattle/ goats/ sheep
- 02 Selling milk/ eggs
- 03 Selling maize/ millet/sorghum
- 04 Selling vegetables/ fruits
- 05 Selling clothing
- 06 Hawker
- 07 Street vendor (retailing)
- 08 General dealer

14 Agriculture

- 01 Selling milk
- 02 Gathering & selling phane
- 03 Catching & selling fish
- 04 Bee-keeping & selling honey
- 05 Rearing /selling poultry & its products
- 06 Hunting & selling wild game
- 07 Gathering & selling wild berries

PART 1 MAIN AND SECONDARY ACTIVITY

Section 10: The Enterprise /Activity

1. What kind of goods or services are produced or provided by the enterprise?

Main activity.....

Secondary activity

1a. Has this business been operational during the past 30 days?

- 1 Yes
- 2 No

GO TO Q1b
STOP THE INTERVIEW

Main Activity	Secondary Activity:

1b. **Interviewer:** Look at Q1 (Main Activity)

If Main Activity is Transport..... Enter 12

If Main Activity is Construction..... Enter 13

If Main Activity is Agriculture, Manufacturing, Trade or other Services... Enter 14

1c. **Interviewer:** Look at Q1 (Secondary Activity)

If Secondary Activity is Transport Enter 22

If secondary Activity is Construction Enter 23

If Secondary Activity is Agric, Manuf. Trade or Other Services..... Enter 24

If no Secondary Activity..... Enter 25

- Other (specify) _____

         	         
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Main Activity		Secondary Activity	
Column 1	Column 2	Column 1	Column 2
Q3 = 7	Q3 < 7	Q3 = 7	Q3 < 7
Q4 = 1	Q4 = 2	Q4 = 1	Q4 = 2
Q5 = 1	Q5 = 2	Q5 = 1	Q5 = 2
Q6 > 5	Q6 < 6	Q6 > 5	Q6 < 6

INTERVIEWER: If at least one of the boxes in Column 2 has an entry then GO TO Q10, otherwise END INTERVIEW.

10. When did this business start?

1. Less than a year ago
2. 1 but < 3 years ago
3. 3 but < 5 years ago
4. 5 but < 10 years ago
5. 10 or more years ago

11. What was the source of your capital (write the actual amount in Pula)

- 01 Own cash savings
- 02 Sale of livestock/crops
- 03 Sales of other assets
- 04 FAP grants
- 05 Loans from commercial banks
- 06 Loans from friends/relatives
- 07 Loans from credit societies, e.g. Women Finance
- 08 Loans from moneylenders, e.g. Cash Corp
- 09 One or more co-investors
- 10 Inheritance

Other (specify) _____

Section 1:1 General Information

12. Where do you obtain most of your raw materials or supplies?

1. From local areas this district
2. From other districts
3. From South Africa
4. From other countries, e.g. Zimbabwe

5 No raw materials/ supplies..... **GO TO Q14**

13. From whom do you obtain most of your raw materials or supplies?

1. Individuals
2. Private small enterprises
3. Private large enterprises

Other (specify) _____

14. Where do you sell most of the products /services of your business (show percentages)

1. Local area (this district)
2. Other districts
3. Outside Botswana

15. To whom do you sell your products/ services? (Show percentage)

1. Private individuals
2. Large enterprises
3. Small enterprises
4. General Government

Other (specify) _____

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

16. What are three main difficulties affecting the operation of this enterprise (in order of importance)?

- 01 Non-payments of debts
- 02 Unavailability of credit facilities
- 03 Lack of management skills
- 04 Lack of capital equipment
- 05 Lack of skilled personnel
- 06 Difficulties with existing regulations, laws etc
- 07 Heavy taxes & licence fees
- 08 Lack of raw materials /irregular supply
- 09 Transport problems
- 10 Lack of space
- 11 Lack of spare parts
- 12 No difficulties

Other (specify) _____

_____	_____
_____	_____
_____	_____

17. What are the three most useful forms of assistance you need for your business(in order of importance)?

1. Provision of a permanent site
2. Better access to loans
3. Assistance with marketing
4. Better access to raw materials
5. Easing in govt regulations
6. Access to modern technology
7. No need for assistance

GO TO Q19

8. Training for both workers and self

GO TO Q18

Other (specify) _____

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

18. If training is indicated in Q1 7, ask - What type of training is required (in order of importance)?

1. Technical skills - formal training
2. Technical skills - On the job
3. Commercial, book-keeping/financial
4. Managerial/Marketing
5. Literacy programme

19. How many workers of any type (excluding yourself do you have in your business now?

20. How many workers were there at this time last year (include paid, unpaid, casual, temporary, family or non- family workers)?

Section 1.2: Persons Engaged and Labour Costs

21. How many workers did you have during the last calendar month? (include all workers in all the businesses)?

Employment Status			Citizens				Non-citizens			
		Total	Full time		Part time		Full time		Part time	
			M	F	M	F	M	F	M	F
Working proprietors										
Unpaid family worker										
Apprentice										
Paid employees:	Permanent									
	Casual									
TOTAL										

22. What was the total wages, salaries and other benefits paid to all your employees during the last calendar month?

	Main Activity	Secondary Activity
Wages and salaries (including overtime, bonus etc.)	p	p
Payment in-kind (food, clothing, drinks etc)		
Refund of travelling		
Other (specify)		
TOTAL	p	p

Section 13: Consumption of Fuels, Materials and Services

23. What is the average monthly value of the raw materials purchased?

Description of goods					Main Activity		Secondary Activity	
					Domestically produced	Imported	Domestically produced	Imported
					p	p	p	
TOTAL					p	p	p	

24. What is the average monthly value of other expenses incurred?

					Main Activity	Secondary Activity
Description					Value	Value
Electricity	6	9	1	1	p	p
Water	8	6	2	3		
Fuel and lubricants	6	2	3	9		
Spare parts	8	6	0	0		
Rental of premises	7	2	1	1		
Rental of machinery and equipment	7	3	2	9		
Postage, telephone, printing & stationery	8	4	1	1		
Transport of raw materials	6	4	2	3		
Repairs and maintenance	8	7	1	4		
Business services (acc, legal advert etc)	8	5	9	9		
licences	8	5	9	9		
Interest on loans	8	5	9	9		
Repayment of loans	8	5	9	9		
Insurance premiums	7	1	6	1		
Income tax	9	1	1	1		
Other (specify)						
TOTAL					p	P

Section 1.4: Fixed Capital Formation

25. What is the total value of fixed assets and gross additions recorded during the past 12 months?

Description					Total value of Physical assets	Total value of additions	of which New only	Total value of assets sold
Buildings	5	4	1	2				
Transport equipment	8	6	0	0				
Machinery & equipment	8	5	0	0				
Furniture & fittings	4	4	0	0				
Other (specify)								
TOTAL								

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Please note that only one of the "Yes" boxes should have an entry.

26b. Interviewer: Look at Q1c (Secondary Activity) and tick the appropriate box below

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Please note that only one of the "Yes" boxes should have an entry.

PART 2: TRANSPORT ACTIVITIES

Section 2.0: Combis/Mini-buses, Taxis and Contract Vehicles/Trucking

27. What type of road transport permit was issued to you?

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| |

28. Give the following particulars of your vehicle(s)

- [illegible]

29. What type of fuel do you use?

- | | |
|--|--|
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INTERVIEWER: Q30 is for Mini-buses and Taxis only

30. What is the seating capacity (excl. driver) of your vehicle(s)?

INTERVIEWER: Please note that Q31 to 37 is only applicable to the Mini-buses and Taxis, and
Q38 to Q40 relate to Contract/hire vehicles.

	veh. 1	veh. 2	veh. 3	veh. 4	veh. 5	veh. 6
FOR MINI-BUSES AND TAXIS ONLY						
31. How many days do you operate in a week?						
32. How many trips do you make in a day?						
33. How many Kilometres do you cover in a day?						
34. How many passengers do you carry per trip during peak hours?						
35. How many passengers do you carry per trip during normal hours?						
36. How much money do you make in a normal day?	p					
37. How much money do you make per day at month end?	p					

FOR: CONTRACT/HIRE VEHICLES ONLY	
38. What type of goods do you normally carry?	
1. Sand and gravel	
2. Construction materials	
3. Grocery	
Other (specify) _____	
39. On average, how many kilometres do you cover in a month?.....	Km
40. On average, how much money do you make in a month?	P _____

PART 3: CONSTRUCTION ACTIVITIES

Section 3: Construction

41. Please give details of construction activities and their values during the past twelve months

Person, firm or institution for whom the work was done	District	Type of construction**	Area (M ²)	Contract value (Pula)	Value of work done during the last twelve months

** Type: eg. residential commercial, industrial, etc

42. What is the average price charged (Pula per square metre) for the following?

	Labour only	Labour & materials
Residential buildings	p	p
Non-residential buildings	p	p
Other (specify)	p	p

PART 4: AGRICULTURE, MANUFACTURING AND SERVICES**Section 4: Agriculture, Manufacturing, Retail Trade and Other Services**

43. What is the total value of goods produced per month?

<i>Description</i>	<i>Unit Value</i>	<i>Quantity</i>	<i>Total Value</i>
			P
			P
TOTAL			P

44. What is the total value of services provided per month (including professional, repair, educational amusement and other personal services).

Description of services provided	Value			
				P
TOTAL				P

45. What is the average monthly amount of receipts from goods sold in same condition as purchased?

		Main Activity	Secondary Activity
Total purchases	(1)	P	P
Total sales	(2)		
Cost of goods sold	(3)		
Gross margin	(2) - (3)	P	P

PART 5: OWNER'S PARTICULARS

Section 5: Owner of the Enterprise

46a. Age last birthday

46b. Sex

1. Male
2. Female

47. How did you learn the skills you use in your current business activity (most important)?

1. None
2. Self taught
3. Apprenticeship
4. Other on the job training
5. At Technical /vocational school
6. Other formal training institutions

48. What sort of work do you do in your major enterprise? (please use at least two words to describe the job).....

49. How many hours a week do you usually work on your business(es)?

50. What is your regular average monthly earnings from the business(es)? P.....

51. What other economic activity besides the primary and secondary activities do you regularly engage in?

1. None
2. Wage job - Government
3. Wage job - Parastatal
4. Wage job - Private
5. Agriculture

51a. Interviewer: Look at Q51 (Tick correct entry)

Column 1

Column 2

Q51 = 2

Q51 = 1

Q51 = 3

Q51 = 5

Q51 = 4

Interviewer: If one of the boxes in Column 1 has an entry, then GO TO Q52, otherwise SKIP TO Q53

52. What is your monthly earnings from your wage job (include all allowances and in-kind payment)? P.....

53. Why did you start the business(es)?

1. Inherited
2. Unemployed
3. Inadequate income from the other source
- Other (specify) _____

54. What are the major plans for your business in the future?

1. Maintain production at the same level and composition
2. Switch to a new product
3. Expand production and capacity
4. Reduce production
- Other (specify) _____

55. What is the total monthly income of this household?

- 01 Less than P100
- 02 P100 but less than P300
- 03 P300 but less than P500
- 04 P500 but less than P1000
- 05 P 1000 but less than P3000
- 06 P3000 but less than P5000
- 07 P5000 but less than P10 000
- 08 P10 000 but less than P15 000
- 09 P 15 000 but less than P20 000
- 10 P20 000 or more

Main Activity	Secondary activity

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MADE this 9th day of July, 1999.

P.H.K. KEDIKILWE,
*Minister of Finance and
 Development Planning.*

L2/7/150 IV



Form FSS

REPUBLIC OF BOTSWANA

**THE HOUSEHOLD SURVEY PROGRAMME
CENTRAL STATISTICS OFFICE
FORMAL SECTOR SURVEY (SMALL ESTABLISHMENTS) — 1999
STATISTICS ACT: 1967 — CAP 17:01**

STRATUM	NUMBER.....	<table border="1" style="width:100px; height:100px; border-collapse: collapse;"> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> </table>							
DISTRICT	NAME/CODE.....								
VILLAGE/TOWN	NAME/CODE.....								
Name and Address of business									
Name of respondent..... Tel:..... Fax									
INTERVIEWER'S VISITS RECORD			INTERVIEW STATUS AT FINAL VISIT						
	1	2	3						
DATE									
NAME									
RESULTS									
NEXT VISITS: DATE									
TIME									
			INTERVIEW'S CODE <table border="1" style="width:40px; height:20px; display: inline-table;"></table>						
			RESULT CODE <table border="1" style="width:40px; height:20px; display: inline-table;"></table>						
			TOTAL VISITS <table border="1" style="width:40px; height:20px; display: inline-table;"></table>						
			1. Response by self <table border="1" style="width:40px; height:20px; display: inline-table;"></table>						
			2. Response by proxy <table border="1" style="width:40px; height:20px; display: inline-table;"></table>						
RESULTS CODES: 1. Completed 2. Not at home/Not available for interview 3. Postponed 4. Refused 5. Partly completed Other (specified).....			Interviewer's Comments: if found lost please send to: Central Statistics Office Private Bag 0024 Gaborone						
Or the nearest District Commissioner's Office									
	FIELD SUPERVISOR	FELD EDITED	OFFICE CODED						
NAME									
DATE									

LIST OF COMMON ECONOMIC ACTIVITIES

14 Manufacturing	13 Construction	14 Retail Trade
01 Making and selling clothing	01 Building of houses, screen walls	01 Selling cattle/goats/sheep
02 Weaving and selling woollen products	02 Construction of steel frames/tanks	02 Selling milk/eggs
03 Making and selling wooden products	03 Building installation, plumbing, electrical	03 Selling maize/millet/sorghum
04 Making and selling baskets	04 Building completion, painting, tiles carpets	04 Selling vegetables/fruits
05 Making and selling steel and its products		05 Selling clothing
06 Making and selling clay products		06 Hawker
07 Making and selling leather products		07 Street vendor (retailing)
08 Making and selling traditional beer	12 Transport	08 General dealer
09 Making and selling food	01 Taxi	
	02 Combi/Mini bus	
	03 Trucking/contract vehicle	
14 Services	06 Consultancy/secretarial/ photocopying etc	14 Agriculture
01 Vehicle repair/panel beating	07 Property rentals, e.g. houses, machinery	01 Gathering and selling phane
02 Watch repairs	08 Traditional doctor/faith healer	02 Catching and selling fish
03 Radio/television, other electronics repairs	09 Banking/insurance services	03 Bee-keeping and selling honey
04 Shoe repair	10 Health services	04 Rearing/selling poultry and its products
05 Haircutting/hairdressing		05 Hunting and selling wild game
		06 Gathering and selling wild berries

PART 1: MAIN ECONOMIC ACTIVITY

Section 1.0: General Information

1. What kind of goods or services are produced or provided by the enterprise?

Economic activity.....

--	--	--	--

- 1a. Interviewer: Look at Q1 (Economic Activity)

If Economic Activity is Transport..... Enter 12

If Economic Activity is Construction..... Enter 13

If Economic Activity is Agriculture, Manufacturing, Trade or other Services..... Enter 14

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2. What is the ownership of this business?

1. Wholly owned by Citizens

2. Partly Citizens/Non-citizens

3. Wholly owned by Non-citizens

4. Other (specify).....

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3. What type of business organisation is this?

1. Private company

2. Partnership

3. Individual proprietor

4. Other (specify).....

--

4. How many paid employees do you have now?.....

--	--

Interviewer: Look at Q4; If Q4 > 5, STOP THE INTERVIEW, OTHERWISE CONTINUE

Section 1.1: Persons engaged and Labour Costs

5. How many workers did you have during the last calendar month? (include all workers in all the businesses)?

Employment Status		Citizens				Non-citizens			
	Total	Full time		Part time		Full time		Part time	
		M	F	M	F	M	F	M	F
Working proprietors									
Unpaid family worker									
Apprentice									
Paid employees: <u>Permanent</u>									
Casual									
TOTAL									

6. What was the total wages, salaries and other benefits paid to all your employees during the last calendar month?

	Citizens	Non-citizens
Wages and salaries (including overtime, bonus etc.)	p	p
Payment in-kind (food, clothing drinks etc)		
Refund of travelling		
Other (specify)		
TOTAL	p	p

Section 1.2: Consumption of Fuels, Materials and Services

7. What is the average monthly value of the materials purchased?

Description of goods	Office Use Only				Domestically produced	Imported	Total
					p	p	p

8. What is the average monthly value of other expenses incurred?

Description					Value
Electricity	6	9	1	1	P
Water	8	6	2	3	
Fuel and lubricants	6	2	3	9	
Spare parts	8	6	0	0	
Rental of premises	7	2	1	1	
Rental of machinery and equipment	7	3	2	9	
Postage, telephone, printing & stationery	8	4	1	1	
Transport of raw materials	6	4	2	3	
Repairs and maintenance	8	7	1	4	
Business services (acc, legal advert etc)	8	5	9	9	

Description					Value
Licences	8	5	9	9	
Interest on loans	8	5	9	9	
Repayment of loans	8	5	9	9	
Insurance premiums	7	1	6	1	
Income tax	9	1	1	1	
Other (specify)					
TOTAL					P

Section 1.3: Fixed Capital Formation

9. What is the total value of fixed assets and gross additions recorded during the past 12 months?

Description					Total value of Physical assets	Total value of additions	of which New only	Total value of assets sold
Buildings	5	4	1	2				
Transport equipment	8	6	0	0				
Machinery & equipment	8	5	0	0				
Furniture & fittings	4	4	0	0				
Other (specify)								
TOTAL								

10. Interviewer: Look at Q1a (Economic Activity) and tick the appropriate box below

Is Q1 a= 12?	Yes	☐	Goto Q11	No	☐
Q1a = 13?	Yes	☐	Go to Q25	No	☐
Q1a = 14?	Yes	☐	Go to Q27	No	☐

Please note that only one of the "Yes" boxes should have an entry.

PART 2: TRANSPORT ACTIVITIES

Section 2.0: Combis/Mini-buses, Taxis and Contract Vehicles/Trucking

11. What type of road transport permit was issued to you?

- 1 Mini- bus operation
- 2 Taxi (Cab - 24 hours service)
- 3 Taxi -other
- 4 Other e.g. contract vehicle (motor vehicle hire)

PART 3: CONSTRUCTION ACTIVITIES

Section 3: Construction

25. Please give details of construction activities and their values during the past twelve months

Person, firm or institution for whom the work was done	District	Type of construction**	Area (M ²)	Contract value (Pula)	Value of work done during the last twelve months

** Type: eg. residential, commercial, industrial etc

26. What is the average price charged (Pula per square metre) for the following?

	Labour only	Labour & materials
Residential buildings	p	p
Non-residential buildings	p	p
Other (specify)	p	p

PART 4: AGRICULTURE, MANUFACTURING AND SERVICES**Section 4: Agriculture, Manufacturing, Retail Trade and Other Services**

27. What is the total value of goods produced per month?

Description						Unit value	Quantity	Value
								P
								P
TOTAL								P

28. What is the total value of services provided per month (including professional repair, educational, amusement and other personal services).

Description of services provided							Value
							P
TOTAL							P

29. What is the average monthly amount of receipts from goods sold in same condition as purchased?

Total purchases	(1)	P
Total sales	(2)	
Cost of goods sold	(3)	
Gross margin	(2)-(3)	P

PART 3: CONSTRUCTION ACTIVITIES

Section 3: Construction

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