

Remarks for Questionnaire Completion:

- A separate questionnaire is completed for each establishment included in the sample regardless of whether it keeps records or not.
- A separate questionnaire is completed for each economic activity within the establishment, provided its inputs, workers, wages, new fixed assets are separable, i.e. constitutes a branch.
- A single questionnaire is completed for the establishment if the branches keep no records.

Enterprise (Project): Economic entity capable of possessing assets and liabilities, Practicing economic activities and conducting transaction with other parties and can provide complete accounts of profits and losses, preparing balance sheet at the end of the year regarding the main and secondary activities practiced.

workers: Paid workers whether they are permanent, temporary or working for enterprise excluded categories: trainees, those in unpaid vacations and members of the board of directors

Establishment: An enterprise or a branch producing a single group of goods (with the possibility of having secondary production activities), providing that enough data are available for calculating operation surplus.

Wages and Salaries in Cash: All wages given to employees during the survey's reference year in addition to allowances, rewards, overtime, the thirteenth and fourteenth month salaries before applying any deductions, e.g. insurance, tax...etc.

Ownership: It is determined when the majority of capital (51% and more) is:

1. Private national
2. Private foreign
3. NGO,s
4. Government corporation
5. Foreign government corporation.

No.2: Employment and Compensations of Employees

Categories of employed persons	Auxiliary code	Average number of males employees	Average number of females employees	Compensations of employees during the reference year	Payments in kind	Contribution of enterprise in social security	Contribution of enterprise in pension fund	Contribution of enterprise in health insurance	Other benefits	Total Compensations
LS	LS1	LS2	LS3	LS4	LS5	LS6	LS7	LS8	LS9	LS10
Unpaid employees	1									
Paid employees	2									
Total	88									

No. 3: Production Inputs of Goods (A)

Item	Auxiliary code	Value of beginning Inventory	Purchases during the year	Production inputs sold as purchased (purchased price)	Losses and written offs	Value of ending inventory	Consumed Value during the year*
RM	RM1	RM2	RM3	RM4	RM5	RM6	RM7
Raw Materials	10						
Other Production Inputs	11						
Electricity	12						
water	13						
Total	88						

*Consumed Value during the year =(value of beginning inventory + Purchases – Production inputs sold as purchased –losses and written offs – value of ending Inventory)

No.3: Production Inputs of Goods (B)

Item	Auxiliary code	Value of beginning Inventory	Purchases during the year	Production inputs sold as purchased (purchased price)	Losses and written offs	Value of ending inventory	Consumed value during the year*	Consumed value to produce electricity	Consumed value for transportation
OL	OL1	OL2	OL3	OL4	OL5	OL6	OL7	OL8	OL9
1. Gasoline	10								
2. Kerosene	11								
3. Diesel	12								
4. Gas	13								
5. Oils and lubrications	14								
6. fire wood	15								
7 .coal	16								
8. Other fuel(...)	17								
Total	88								

*Consumed Value during the year =(value of beginning inventory + Purchases – Production inputs sold as purchased –losses and written offs – value of ending Inventory)

No.4: Other Production Expenditures (Services Offered by Others)

Type of expenditure	Auxiliary code	Expenditure value				Type of expenditure	Auxiliary code	Expenditure value			
		Internal	External		Total			Internal	External		Total
			Value	Israel %					Value	Israel %	
PE	PE 1	PE 2	PE3	PE 4	PE 5	PE	PE 1	PE 2	PE 3	PE4	PE 5
Rent of buildings	10					government services purchases (stamps fees and courts fees)	17				
Rent of machines and equipments	11					Post, telegraph, telephone and fax	18				
Computer consulting services	12					Transportation of passengers and goods	19				
Maintenance and repairs of machines and equipments	13					Unions and syndicates fees	20				
Maintenance and repair of buildings and constructions	14					Non Governmental fines exclude loans	21				
Advertising	15					Insurance premiums (excluding employees)	22				
Auditing	16					Vehicles licensing fees	23				
						Cleaning services	24				
						Others(.....)	25				
						Total	88				

No.5: Fees and Taxes on Production

Fees and Taxes	Auxiliary code	Value of payments		
		Internal	External	Total
TF	TF1	TF2	TF3	TF4
Custom duties	10			
Value added tax (net tax)	11			
Enterprise licensing fees	12			
Buying and excise tax (taxes on products)	13			
Other Fees and Taxes on Production	14			
Subsidies on production and products	15			
Total	88			

No.6: Cumulative Accounts

Type Possession	Auxiliary code	Loss	Profit
BO	BO1	BO2	BO3
Sell of production input	10		
Sell of fixed assets	11		
Total	88		

No. 7: Various transfers

Types of Various transfers	Auxiliary Code	From Enterprise			To Enterprise		
		Internal	External		Internal	External	
			Value	%Israel		Value	%Israel
ST	ST1	ST2	ST3	ST34	ST5	ST6	ST7
Tax on income and profits of the enterprise	10						
Insurance premiums on accidents (exclude employees)	11						
Governmental fines	12						
Pension Salaries and social security	13						
Grants and donations	kind	14					
	cash	15					
Other transfers (.....)	16						
Total	88						

No. 8: Revenues of Services Rendered to Others

Type of revenue	Auxiliary code	Other Revenues Value			
		Internal	External		Total
			Value	Israel %	
	SI1	SI2	SI3	SI4	SI5
Rentals of Building	11				
Other (.....)	12				
Total	88				

No.9: Returns on property income (received and paid)

Types Item	Auxiliary Code	Paid returns on property income				Types Item	Auxiliary Code	Received returns on property income			
		Internal	External		Total			Internal	External		Total
			Value	Israel %					Value	Israel %	
QP	QP1	QP2	QP3	QP4	QP5	QI	QI1	QI2	QI3	QI4	QI5
Rent of land	10					Rent of land	10				
Interests on loans and bonds (include fines on loans)	11					Interests on loans and bonds (include fines on loans)	11				
Dividends	12					Dividends	12				
Withdrawals of proprietors	13					Withdrawals of proprietors	13				
Investment income paid to pension funds	14					Investment income received from pension funds	14				
Distributed Rations	15					Distributed Rations	15				
Total	88						88				

No.10: Output from main activity for Holding companies *

Activity	ISIC Code	Fees imposed on subsidiaries	Output*
FIN	FIN1	FIN2	FIN 3
Holding Companies	6420		
Total	8888		

* filled by Palestinian Central Bureau of Statistics

No.11 Portfolio Investment

Type of Portfolio Investment	Auxiliary Code	Value of investment		
		Internal	External	Total
INV	INV1	INV2	INV3	INV4
A. Financial assets				
1. Certificates of deposits	1000			
2. Government bonds	1001			
3. Treasury bills	1002			
4. Other Financial bonds	1003			
5. shares	1004			
B. Real assets				
1. Buildings	1005			
2. Lands	1006			
3. Expensive Mineral	1007			
C. Other investments(.....)				
	1008			
	1009			
	1010			
TOTAL	8888			

No. 12 : Fixed Assets

Types of fixed assets		Auxiliary code	The average number of years of	Market value at the beginning of the reference period	Purchased assets during the reference year	Capital improvements and additions during the reference year	Assets produced at the enterprise during the reference year	Assets sold during the reference year	Written-off and losses	Depreciation during the year	Market value at the end of the reference period
FA		FA1	FA2	FA3	FA4	FA5	FA6	FA7	FA8	FA9	FA10
Land		10									
Buildings and Construction	Residential buildings	11									
	Non Residential buildings	12									
Machines, equipment & devices	Transportation equipment	13									
	Devices	14									
	Other tools and Machines	15									
Furniture		16									
Passengers vehicles		17									
Goods vehicles		18									
Computer programs		19									
Databases		20									
Studies and Research		21									
Total		88									

Name and addresses of branches (for multi branch enterprise)

No.	Name of Branch	Branches sequence no.	Address	Data included in the main center questionnaire 1.Yes 2.No
1		<input type="checkbox"/>		
2		<input type="checkbox"/>		
3		<input type="checkbox"/>		
4		<input type="checkbox"/>		
5		<input type="checkbox"/>		
6		<input type="checkbox"/>		
7		<input type="checkbox"/>		
8		<input type="checkbox"/>		
9		<input type="checkbox"/>		
10		<input type="checkbox"/>		
11		<input type="checkbox"/>		
12		<input type="checkbox"/>		
13		<input type="checkbox"/>		
14		<input type="checkbox"/>		
15		<input type="checkbox"/>		
16		<input type="checkbox"/>		
17		<input type="checkbox"/>		
18		<input type="checkbox"/>		
19		<input type="checkbox"/>		
20		<input type="checkbox"/>		

Time of Interview

ID14:	beginning of the interview	<input type="checkbox"/> <input type="checkbox"/> : <input type="checkbox"/> <input type="checkbox"/>	System 24 hours	ID15:	End of the interview	<input type="checkbox"/> <input type="checkbox"/> : <input type="checkbox"/> <input type="checkbox"/>	System 24 hours	First visit
ID16:	beginning of the interview	<input type="checkbox"/> <input type="checkbox"/> : <input type="checkbox"/> <input type="checkbox"/>	System 24 hours	ID17:	End of the interview	<input type="checkbox"/> <input type="checkbox"/> : <input type="checkbox"/> <input type="checkbox"/>	System 24 hours	Second visit
ID18:	beginning of the interview	<input type="checkbox"/> <input type="checkbox"/> : <input type="checkbox"/> <input type="checkbox"/>	System 24 hours	ID19:	End of the interview	<input type="checkbox"/> <input type="checkbox"/> : <input type="checkbox"/> <input type="checkbox"/>	System 24 hours	Third visit
ID20:	beginning of the interview	<input type="checkbox"/> <input type="checkbox"/> : <input type="checkbox"/> <input type="checkbox"/>	System 24 hours	ID21:	End of the interview	<input type="checkbox"/> <input type="checkbox"/> : <input type="checkbox"/> <input type="checkbox"/>	System 24 hours	Fourth visit

Respondent

Name:	Official Seal
Jobs:	
Date:	
Signature	

For PCBS use

Name	Code	Signature	Date	Interviewer Notes
* Interviewer	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____	____ / ____ / 2019	
* Supervisor	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____	____ / ____ / 2019	
* Coordinator	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____	____ / ____ / 2019	
* Editor	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____	____ / ____ / 2019	
* Coder	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____	____ / ____ / 2019	
* Data entry operator	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____	____ / ____ / 2019	
* Post data entry editor	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____	____ / ____ / 2019	