Palestinian National Authority
Palestinian Central Bureau of Statistics
P.O. Box 1647 Tel: 970-2-240 6340 Fax: 970-2-240 634**3**
Economic Statistics Surveys Series
Industrial Survey 2005

Serial No. ☐☐☐☐☐

Establishment number: ☐☐☐☐☐☐   **Enterprise number**   ☐☐☐☐☐☐☐

Identification Data:

Q1.Establishment commercial name: _____
Q2.Owner or general manager: _____**Sex:** 1. Male   2. Female   ☐
Q3.Main economic activity (in details): _____   ☐☐☐☐☐
Q4.Address
Governorate: _____ **Locality:** _____   ☐☐☐☐☐☐
Street: _____ Building name/ owner: _____ No of enumeration area.   ☐☐☐
P.O. Box: _____ Tel: _____ **Fax**: _____ Building No.   ☐☐☐
Q5.Tenure: 1. Private national   2. Private foreign   3. Government corporation   4. Foreign government corp.   ☐
Q6.Legal Status: _____   ☐☐
Q7.Organizational Structure   1. Sole Proprietorship   2. Main Center With Branches   3. Branch   ☐
Q8.Class :   ☐☐☐☐☐☐
Q9.Institutional Sector :   ☐☐

Remarks for Questionnaire Completion
- A separate questionnaire is completed for each establishment included in the sample regardless of weather 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. However, if the branches keep separate records and practice activities similar or different from those practiced in the main center, then its questionnaire undergoes completion in coordination with the main center.

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

orkers: They are of two categories:
- Unpaid enterprise owners or family members.
- Paid workers weather they are permanent, temporary or working for establishment.

Excluded are trainees, those in unpaid vacations and members of board of directors.

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

Compensations of employees: All wages given to employees during the survey 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. Government corp.
4. Foreign government corp.

ID0. Interview result:		
1. Completed		☐☐
Not Completed (Specify):	2.1 Completely closed 2.2 Worked in 2005, and data not collected 3. Temporarily closed 4. Could not reach the address 5. Did not practice any activity in 2005 6. Of different economic activity *	
	7. Refusal	
	8. Repeated	
	9. Central government	
	10. Agricultural Appropriation	
	11. Branch Keep No Records	
	12. The Balance isn't ready	
	13. Isn't an Establishment as Recognized	
	14. Israeli Ownership	
	15. Of Different Ownership	
	16.Branch Keeps Records & the Center Out of the Sample	
	17. Converted from other surveys and not completed	
	18.Other (specify)	

First: General Data:

ID1. Number of actual work months during the survey year _____

ID2. Fiscal Years for the establishment:

From ___ /___ / 20__

To   ___ /___ / 20__

ID3. Data Sources

1. Financial books and records   2. Estimates   3. Both   ☐

ID4. Currency used in questionnaire completion

1. Jordanian Dinnar (JD)   2. US Dollar ($)   3. New Israeli Shekel (NIS)   ☐

For Institutions Only (for sole proprietorship or main centers with branches):

ID6. Establishing Year: ☐☐☐☐

ID7. Declared Capital ☐☐☐☐☐☐☐☐

ID8. Paid Capital of the year 2005 ☐☐☐☐☐☐☐☐

ID9.The enterprise prepares profits/losses account and balance sheet? 1.Yes 2.No   ☐

_____☐☐☐☐☐

• If the economic activity changed , describe the new as of possible ;

No.2: Employment and Employees Remuneration:

Engaged persons' categories		Average number of persons engaged during the reference year ❶		Average number of weekly work hours per employee	Compensations of employeesduring the reference year ❷	
		Male	Female		Male	Female
LS		LM	LF	LH	CM	CF
Unpaid employees	Proprietors					
	Family members					
	Productive Trainees					
Paid employees	Administrators					
	Operatives					
	Other					
Total						
Payments in kind ❸						
Social benefits❹						
Total remuneration						

Notes:

❶ Average number of employees during the reference year = Total number of employees at the end of each month
$$\frac{}{12}$$

❷ Compensations of employees during the reference year include: Basic salary or wage, allowances, premium and overtime in addition to the thirteenth and fourteenth months salaries (if found).

❸ Payments in kind include: food, accommodation, transportation, and recreational and social services provided by the establishment to its employees.

❹Social benefits include social and health insurance installments and end of service appropriation.

4

No.3 Goods Production Inputs:

A. Row and Primary Materials	Auxiliary code	ISIC Code	Measurement Unit		Value of beginning Inventory		Purchases during the year					
							Internally produced purchases		Externally produced purchases		Total	
			Unit	Code	Quantity	value	Quantity	value	Quantity	value	Quantity	value
RI	RI2	RI3	RI4	RI5	RI6	RI7	RI8	RI9	RI10	RI11	RI12	RI13
1.	10											
2.	10											
3.	10											
4.	10											
5.	10											
6.	10											
7.	10											
8.	10											
9.	10											
10.	10											
11.	10											
12.	10											
13.	10											
14.	10											
Total	**88**	**8888888**										

Continued : Goods Production Inputs ❶

Production inputs sold as purchased (purchased price)		Lost and written off		Value of ending inventory		Value of consumed amount during the year	
Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value
RI14	RI15	RI16	RI17	RI18	RI19	RI20	RI21

❶ Includes inputs used in main & auxiliary activities and assets produced for own account.

Continued: Others Goods Production Inputs:

B. Other Inputs	Auxiliary code	ISIC Code	Value of beginning inventory	Purchases during the year			Production inputs sold as purchased (purchase price)	Lost and written off	Value of ending inventory	Value of consumed amounts during the year
				Internally produced purchases	Externally produced purchases	Total				
RO	RO1	RO2	RO3	RO4	RO5	RO6	RO7	RO8	RO9	RO10
Packing and wrapping materials:										
Plastic and nylon	41	2520								
Carton boxes	41	2102								
Other wrapping materials, specify	41	2610								
Spare parts:										
Spare parts for vehicles	42	3430								
Spare parts for machines & equipment	42									
Disposable tools	43									
Stationery	44	2109								
Publications	45	2221								
Work uniform	46	1810								
Cleaning material	47	2424								
Other inputs, specify										
	48									
	48									
	48									
	48									
	48									
	48									
Total	**88**	**8888**								

Continued: Production Inputs (Fuel and oil)

C. Fuel and oil	Auxiliary code	ISIC Code	Value of beginning inventory	Purchases during the year			Production inputs sold as purchased (purchase price)	Lost and written off	Value of ending inventory	Value of consumed amounts during the year	The value used in electricity generation	The value used to transportation vehicles
				Internally produced purchases	Externally produced purchases	Total						
RI	RI1	RI2	RI3	RI4	RI5	RI6	RI7	RI8	RI9	RI10	RI11	RI12
1. Gasoline	21	2320										
2. Kerosene	22	2320										
3. Diesel	23	2320										
4. Gas	24	2320										
5. Oils and lubrications	25	2320										
6. Other fuel (coal, fire wood)	26											
Total	88	8888										

C. Electricity and water	ISIC code	Measurement unit		Purchased during the year		Sales during the year		Value of consumed amount during the year	
		UNIT	code	QUANTITY	VALUE	QUANTITY	VALUE	QUANTITY	VALUE
EW	EW1	EW2	EW3	EW4	EW5	EW6	EW7	EW8	EW9
Electricity	4010								
Water	4100								
Total	8888								

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

Types of expenditure	Auxiliary code	ISIC Code	Expenditure value			Type of expenditure	Auxiliary code	ISIC code	Expenditure value		
			Internal	Foreign	Total				Internal	Foreign	Total
Pe	**Pe1**	**Pe2**	**Pe3**	**Pe4**	**Pe5**	**Pe**	**Pe1**	**Pe2**	**Pe3**	**Pe4**	**Pe5**
Rent of buildings	10	7010				Commissions paid to others in return of purchased goods	29	5110			
Rent of machines & equipments	11	7122				Losses of selling production	30				
Post ,telegraph ,telephone	12	6420				Bids and tenders fees	31	7499			
Maintenance and repair of machines and equipments	13					Cleaning expenditures	32	7493			
Maintenance and repair of building and construction	14	4540				Employee training & educated services	33	8090			
Operational Services Expenditure	15					Unions and syndicates fees	34	9120			
Advertisement	16	7430				Chambers of industry & commerce fees	35	9111			
hostess	17	5520									
Auditing	18	7412									
Bank commissions/ other than interests	19	6519									
Legal charges	20	7411									
Court fees	21	7411									
Computer consulting services	22	7220									
Engineering and consultation	23	7421									
Costs of official travels	24	6022									
Transport of goods and land	25	6023									
Transportation of passengers	26	6021									
Storing services	27	6302									
Medical expenditure for work accidents	28	8512									
						Other, specify					
							36				
							36				
							36				
						Total	**88**	**8888**			

No.5: Fees and Taxes   on Production

Fees and Taxes	Code	Value of payments		
		Internal	*Foreign	Total
TF	**TF1**	**TF2**	**TF3**	**TF4**
Customs duties	1001			
Value added tax (net tax)	1002			
Constructions licensing fees	1003			
Vehicles licensing fees	1004			
Official stamps fees	1005			
Building taxes	1006			
Other indirect taxes, specify				
	1007			
	1007			
	1007			
Total fees and taxes	**8888**			

* For Jerusalem establishments
Note: Income taxes are not required.

No.6: Various payments and transfers:

Payments and Remittances	Code	Value of Payments		
		Internal	Foreign	Total
PD	**PD1**	**PD2**	**PD3**	**PD4**
Rent of land	1012			
Interests on loans	1013			
Interests on other liabilities	1014			
Royalties	1015			
Dividends distributed to :				
1. shareholders own less than 10% of the institution	1016			
2. shareholders own 10% or more of the institution	1017			
Bonuses to the board of directors	1018			
Withdrawals of proprietors (cash)	1019			
Withdrawals of proprietors (in kind)	1020			
Governmental fines	1021			
Non Governmental fines	1022			
Key money	1023			
Grants, donations, and gifts	1024			
Employee's allowances :				
1. (from special box)	1025			
2. without box	1026			
Other, specify				
	1027			
	1027			
Total	**8888**			

No7 : Commodity Products

Line no.	Type of product	Auxiliary code	ISIC code	Measurement unit		Beginning inventory	
				Unit	Code	Quantity	Value
	PM	PM1	PM2	PM3	PM4	PM5	PM6
1.	**Finished products**						
2.	1.	10					
3.	2.	10					
4.	3.	10					
5.	4.	10					
6.	5.	10					
7.	6.	10					
8.	7.	10					
9.	8.	10					
10.	9.	10					
11.	10. other (value)	10					
12.	**Work in progress**						
13.	1.	20					
14.	2.	20					
15.	**Fixed assets produced for own accounts (work in progress)**						
16.	1.	25					
17.	2.	25					
18.	**Wastes (value)**	30					
19.	**Total commodity products**	**88**	**8888888**				

Line no.	Sales (External)						Reused in production		Ending inventory		Products produced during the year	
	Local		External		Total							
	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value
	PM7	PM8	PM9	PM10	PM11	PM12	PM13	PM14	PM15	PM16	PM17	PM18
1.												
2.												
3.												
4.												
5.												
6.												
7.												
8.												
9.												
10.												
11.												
12.												
13.												
14.												
15.												
16.												
17.												
18.												
19.												

No. 8: Goods Purchased for Resale (Trade Activity)

Items purchased for sale without manufacturing	ISIC Code	Value of beginning inventory	Purchases during the year	Lost & written off	Value of ending inventory	Sales	* Trade margin
GS	GS1	GS2	GS3	GS4	GS5	GS6	GS7
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
Total	**88888**						

* Trade margin = Sales + Ending inventory – Purchases during the year – Beginning inventory – Lost and written off.

No. 9 : Revenues of Services Rendered to Others (Services Activity)

Type of revenue	Auxiliary code	ISIC Code	Revenues Value		
			Local	Foreign	Total
SI	**SI1**	**SI2**	**SI3**	**SI4**	**SI5**
Industrial services on materials from others	20				
Maintenance and repairs services	21				
Buildings rent	22	7010			
Rent of machines and equipment	23	7122			
Transport of goods	24	6023			
Transport of passengers	25	6021			
Profits from inputs sales	26				
Other services provided to others, specify					
	27				
	27				
	27				
	27				
Total	**88**	**8888**			

 * Specify the industrial service**:**_____

 ** Specify the maintenance and repairs services:_____

 *** Specify the profits from inputs sales:_____

No.10: Various transfers and revenues

Types of revenue	Code	Revenue value		
		Local	**Foreign**	**Total**
DI	**DI1**	**DI2**	**DI3**	**DI4**
Rent of buildings	1020			
Royalties	1021			
Shares profits	1022			
Income from other institutions' properties(				
1. More than 10%, from the institution	1023			
2. Less than 10%, from the institution	1024			
Compensations from insurance against incidents	1025			
Grants and donations	1026			
Fines imposed on others	1027			
Profits transfers from external branches	1028			
Governmental productive aid (support)	1029			
Received interests				
1. From government				
A. Loans and deposits	1030			
B. Others (bonds & treasury notes)	1031			
2. From other parts				
A. Loans and deposits	1032			
B. Others (bills…etc.)	1033			
Other transformational revenues (specify)				
	1034			
	1034			
Total	**8888**			

No. 11 : Fixed Assets

Types of fixed assets	Auxiliary code	ISIC code	Book value at the beginning of the year	Value of purchased assets during the year			Fixed assets produced at the establishment	Capital additions and improvements	Written-off and losses	Assets sold during the year	Depreciation during the year	Book value at the end of year
				Imported	Local							
					New	Second-hand						
FA	**FA1**	**FA2**	**FA3**	**FA4**	**FA5**	**FA6**	**FA7**	**FA8**	**FA9**	**FA10**	**FA11**	**FA12**
Land	10	1028										
Residential buildings	11	4520										
Non residential buildings	12	4520										
Machines, equipment & devices	13											
Goods vehicles	14	3410										
Passengers vehicles	15	3410										
Furniture and furnishings	16	3610										
Livestock (goats & cows)	17	0121										
Computer programs	18	7220										
Goodwill	19	7411										
Property & invention	20	7411										
Others, specify												
	21											
	21											
Total fixed assets	**88**	**8888**										

Number of goods vehicles owned by the establishment: _____

Name and addresses of branches (for multi branch enterprise):

No.		Branches sequence no.	Address	Data included in the main center questionnaire **1. Yes** **2. No**
1.		☐☐☐☐☐☐☐		
2.		☐☐☐☐☐☐☐		
3.		☐☐☐☐☐☐☐		
4.		☐☐☐☐☐☐☐		
5.		☐☐☐☐☐☐☐		
6.		☐☐☐☐☐☐☐		

* Respondent

Name:	Official Seal
Title:	
Date:	
Signature	

* For PCBS use

Name	Code	Signature	Date	Interviewer Notes
* Interviewer _____	☐☐☐☐	_____	_____ / _____ / 2006	
* Supervisor _____	☐☐☐☐	_____	_____ / _____ / 2006	
* Coordinator_____	☐☐☐☐	_____	_____ / _____ / 2006	
* Editor _____	☐☐☐☐	_____	_____ / _____ / 2006	
* Coder _____	☐☐☐☐	_____	_____ / _____ / 2006	
* Data entry operator	☐☐☐☐	_____	_____ / _____ / 2006	
* Post data entry editor	☐☐☐☐	_____	_____ / _____ / 2006	