



Palestinian Central Bureau of Statistics
P.O. Box 1647 Tel: 970-2-240 6340 Fax: 970-2-240 6343
Economic Statistics Surveys Series
Transport, Storage & Communication Survey 2003

Serial No.

Establishment number:

Enterprise number

Identification:

1. Establishment commercial name: _____

2. Owner or general manager: _____ Sex: 1. Male 2. Female

3. Main economic activity (in details): _____

4. Address

Governorate: _____ Locality: _____

Street: _____ Building name/ owner: _____ No of enumeration area.

P.O. Box: _____ Tel: _____ Fax: _____ Building No.

5. Tenure: 1. Private national 2. Private foreign 3. Government corporation 4. Foreign government corp.

6. Legal Status: _____

7. Organizational Structure 1. Sole Proprietorship 2. Main Center With Branches 3. Branch

8. Class :

9. Institutional Sector :

| |
|---|
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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. 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.

Wages and Salaries in Cash: 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.

10. Interview result:

1. Completed

- | | |
|-------------------------|---|
| Not | 2.1 Completely closed |
| | 2.2 Worked in 2003, and data not collected |
| Completed (Specify): | 3. Temporarily closed |
| | 4. Could not reach the address |
| | 5. Did not practice any activity in 2003 |
| | 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:

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

2. Fiscal Years for the establishment:

From ___ / ___ / 20__

To ___ / ___ / 20__

3. Data Sources

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

4. 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):

1. Establishing Year:

2. Declared Capital

3. Paid Capital of the year 2003

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

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

No2: Number of Vehicles Owned and Registered:

| Vehicles categories | | Number | | | | Vehicles categories | | Number | | | |
|---------------------|---------|--------------|-------------|--------------|-------------|---------------------|---------|--------------|-------------|--------------|-------------|
| | | Owned | | Registered | | | | Owned | | Registered. | |
| | | Year Binning | Year Ending | Year Binning | Year Ending | | | Year Binning | Year Ending | Year Binning | Year Ending |
| 1 | | 2 | 3 | 4 | 5 | 8 | | 9 | 10 | 11 | 12 |
| 1. | Taxi | | | | | 5. | Trucks | | | | |
| 2. | Minibus | | | | | 6. | Trailer | | | | |
| 3. | Bus | | | | | 7. | Tanker | | | | |
| 4. | Pick-up | | | | | 8. | Other | | | | |

No.3: 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 | Salaries and wages in cash during the reference year ❷ | |
|-----------------------------|----------------|---|--------|--|--|--------|
| | | Male | Female | | Male | Female |
| 1 | | 2 | 3 | 4 | 5 | 6 |
| Unpaid employees | Proprietors | | | | | |
| | Family members | | | | | |
| Paid employees | Administrators | | | | | |
| | Operatives | | | | | |
| | Other | | | | | |
| Total | | | | | | |
| Payments in kind ❸ | | | | | | |
| Other benefits ❹ | | | | | | |
| Total remuneration | | | | | | |

Notes:

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

12

❷ Salaries and wages in cash 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.

❹ Other payments include social and health insurance installments and end of service appropriation.

No.4 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 | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| Row and Primary Materials | | | | | | | | | | |
| 1. | | | | | | | | | | |
| 2. | | | | | | | | | | |
| 3. | | | | | | | | | | |
| Packing and wrapping materials: | | | | | | | | | | |
| Plastic and nylon | 41 | 2520 | | | | | | | | |
| Carton boxes | 41 | 2102 | | | | | | | | |
| Other wrapping materials, specify | 41 | | | | | | | | | |
| Tyres(new) | 42 | 2511 | | | | | | | | |
| Spare parts for vehicles(new) | 42 | 3430 | | | | | | | | |
| Spare parts for vehicles and tyres (second hand) | 49 | 3430 | | | | | | | | |
| Spare parts for machines & equipment | 42 | | | | | | | | | |
| Disposable tools | 43 | 2893 | | | | | | | | |
| Stationery | 44 | 2109 | | | | | | | | |
| Publications | 45 | 2221 | | | | | | | | |
| Work uniform | 46 | 1810 | | | | | | | | |
| Cleaning material | 47 | 2424 | | | | | | | | |
| Other inputs, specify | | | | | | | | | | |
| | 48 | | | | | | | | | |
| | 48 | | | | | | | | | |

| | | | | | | | | | | | |
|--------------|--|--|--|--|--|--|--|--|--|--|--|
| Total | | | | | | | | | | | |
|--------------|--|--|--|--|--|--|--|--|--|--|--|

Continued: Production Inputs

| 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 | | | | | | |
| 1 | 2 | 3 | 4 | | 5 | | 6 | 7 | 8 | 9 | | 10 |
| 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 | | | | | | | | | | | | |

| D. Electricity and water | ISIC code | Purchased during the year | Sales during the year | Value of consumed amount during the year |
|--------------------------|-----------|---------------------------|-----------------------|--|
| Electricity | 4010 | | | |
| Water | 4100 | | | |
| Total | | | | |

No.5: 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 |
| 1 | 2 | 3 | 4 | 5 | 6 | 1 | 2 | 3 | 4 | 5 | 6 |
| Renting of Transport Equip. | | | | | | | | | | | |
| A. land transport | 41 | 7111 | | | | Auditing | 18 | 7412 | | | |
| B. Water transport | 42 | 7112 | | | | Bank commissions/ other than interests | 19 | 6519 | | | |
| C. Air transport | 43 | 7113 | | | | Legal charges | 20 | 7411 | | | |
| Transport Services Expenditures | | | | | | Court fees | 21 | 7523 | | | |
| A. land transport | | | | | | Computer consulting services | 22 | 7220 | | | |
| 1. Passenger transport | 45 | 6022 | | | | Engineering and consultation | 23 | 7421 | | | |
| 2. Freight transport | 46 | 6023 | | | | Costs of official travels | 24 | 6022 | | | |
| 3. Mail transport | 47 | 6412 | | | | Transport of goods and land i | 25 | 6023 | | | |
| 4. Other | | | | | | Transportation of passengers | 26 | 6021 | | | |
| B. Air transport | 37 | 6210 | | | | Storing services | 27 | 6302 | | | |
| C. Water transport | 38 | 6110 | | | | Medical expenditure for work accidents | 28 | 8512 | | | |
| Rent of buildings | 10 | 7010 | | | | Commissions paid to others in return of purchased goods | 29 | 5110 | | | |
| Rent of machines | 11 | 7122 | | | | Losses of selling production | 30 | | | | |
| Post, telegraph, telephone | 12 | 6420 | | | | Bids and tenders fees | 31 | 7499 | | | |
| Maintenance and repair of machines and equipment | 13 | | | | | Cleaning expenditures | 32 | 7493 | | | |
| Maintenance and repair of building and construction | 14 | | | | | Employee training & educated services | 33 | 8090 | | | |
| Operational Services Expenditure | 15 | | | | | Unions and syndicates fees | 34 | 9120 | | | |
| Advertisement | 16 | | | | | Chambers of industry & commerce fees | 35 | 9111 | | | |
| Cleaning Services | 17 | | | | | Incident insurance premium, other than employees | 36 | 6603 | | | |
| | | | | | | Other, specify | | | | | |
| | | | | | | | 37 | | | | |
| | | | | | | | 37 | | | | |
| | | | | | | | 37 | | | | |
| | | | | | | Total | | | | | |

No.6: Indirect Fees and Taxes

| Fees and Taxes | ISIC code | Value of payments | | |
|-------------------------------|-----------|-------------------|----------|-------|
| | | Internal | *Foreign | Total |
| 1 | 2 | 3 | 4 | 5 |
| 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 | | | | |

* For Jerusalem establishments

Note: Income taxes are not required.

No.7: Various payments and transfers:

| Payments and Remittances | Classification ISIC | Value of Payments | | |
|--|------------------------|-------------------|---------|-------|
| | | Internal | Foreign | Total |
| 1 | 2 | 3 | 4 | 5 |
| 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 | | | |
| Key money | 1022 | | | |
| Grants, donations, and gifts | 1023 | | | |
| Employee's allowances | 1024 | | | |
| Other, specify | | | | |
| | 1025 | | | |
| | 1025 | | | |
| Total | | | | |

No.8: Output of Principal Activity:

| Revenues Type | | ISIC | Revenues Value | | |
|---------------|---|------|----------------|------------|-------|
| | | | Internally | Externally | Total |
| 1 | | 2 | 3 | 4 | 5 |
| 1. | Land transport | | | | |
| | Other scheduled passenger land transport | 6021 | | | |
| | Other non-scheduled passenger | 6022 | | | |
| | Freight transport by road | 6023 | | | |
| 2. | Supporting & auxiliary transport | | | | |
| | Cargo handling | 6301 | | | |
| | Storage & warehousing | 6302 | | | |
| | Other supporting transport activities | 6303 | | | |
| | Activities of travel agencies | 6304 | | | |
| | Activities of other transport agencies | 6305 | | | |
| 3. | Post & telecommunications | | | | |
| | Courier activities | 6412 | | | |
| | Telecommunications | 6420 | | | |

No.9 : Commodity Products (Industry Activity)

| Line no. | Type of product | Auxiliary code | ISIC code | Measurement unit | | Beginning inventory | | Sales | | Reused in production | | Ending inventory | | Products produced during the year | |
|------------|--|----------------|-----------|------------------|----------|---------------------|----------|-----------|-----------|----------------------|-----------|------------------|-----------|-----------------------------------|-----------|
| | | | | Unit | Code | Quantity | Value | Quantity | Value | Quantity | Value | Quantity | Value | Quantity | Value |
| | 1 | 2 | 3 | 4 | 5 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 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 | | | | | | | | | | | | | | |

No. 10: 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 |
|---|------------------|-------------------------------------|----------------------------------|-------------------------------|----------------------------------|--------------|---------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 12 |
| 1. | | | | | | | |
| 2. | | | | | | | |
| 3. | | | | | | | |
| 4. | | | | | | | |
| 5. | | | | | | | |
| 6. | | | | | | | |
| 7. | | | | | | | |
| 8. | | | | | | | |
| 9. | | | | | | | |
| 10. | | | | | | | |
| 11. | | | | | | | |
| 12. | | | | | | | |
| 13. | | | | | | | |
| 14. | | | | | | | |
| Total | | | | | | | |

No. 11 : Revenues of Services Rendered to Others (Services Activity)

| Type of revenue | Auxiliary code | ISIC Code | Revenues Value | | |
|--|----------------|-----------|----------------|---------|-------|
| | | | Local | Foreign | Total |
| 1 | 2 | 3 | 4 | 5 | 6 |
| 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 | | | | | |

No.12: Various transfers and revenues

| Types of revenue | ISIC Code | Revenue value | | |
|--|-----------|---------------|---------|-------|
| | | Local | Foreign | Total |
| 1 | 2 | 3 | 4 | 5 |
| 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 | | | | |

No. 13 : 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 | | | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 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 | | | | | | | | | | | | |

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. | | <input type="checkbox"/> | | | |
| 2. | | <input type="checkbox"/> | | | |
| 3. | | <input type="checkbox"/> | | | |
| 4. | | <input type="checkbox"/> | | | |
| 5. | | <input type="checkbox"/> | | | |
| 6. | | <input type="checkbox"/> | | | |

*** Respondent**

| | |
|------------------|----------------------|
| Name: | Official Seal |
| Title: | |
| Date: | |
| Signature | |

*** For PCBS use**

| Name | Code | Signature | Date | Interviewer Notes |
|--------------------------|---|-----------|--------------------|-------------------|
| * Interviewer _____ | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | _____ | ____ / ____ / 2004 | |
| * Supervisor _____ | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | _____ | ____ / ____ / 2004 | |
| * Editor _____ | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | _____ | ____ / ____ / 2004 | |
| * Coder _____ | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | _____ | ____ / ____ / 2004 | |
| * Data entry operator | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | _____ | ____ / ____ / 2004 | |
| * Post data entry editor | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | _____ | ____ / ____ / 2004 | |