

Intervention Group:	1.Control	2. Rs. 10,000 Cash	3. Rs.10,000 Equipment	4. 20,000 Cash	5. Rs. 20,000 Equipment
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SHENO:

**SRI LANKA MICROENTERPRISE SURVEY
ROUND 12 / JUNE 2010**

BL	: Location of Business	1. In House / Land	2. In GN Division	3. In Reference Town	4. Out of Ref Town
BN	: Business Name				
NB	: Nature of Business				
		1. Production	2. Services	3. Retail/Sales	
ON	: Owner's Name (With initials)				
OG	: Ownership	1. Male	2. Husband and wife	3. Female	
AD1	: Business Address				
AD2	: Business Address				
AD3	: Business Address				
HAD1	: Home Address				
HAD2	: Home Address				
HAD3	: Home Address				
TN	: Telephone Number	TN1 Land		TN2 Mobile	
CN	: By what name are you commonly known in this area?				
LN	: Language	1. Sinhala	2. Tamil	3. English (mark the language used in the survey)	

USE CODES AND NAMES

PR Province		DS Div. Secretariat	
DI District		GN GN Division	
TO Town		GN GN Division No.	

INTERVIEWER'S RECORDS

Interviewer 's name :	Number : FI	Sex : 1. Male 2. Female GI
Date and Time of the Interview. (Use 24 hour system for time)		
First Interview :	Date :	Time : From. To
Second Interview :	Date :	Time : From. To
I certify that all the information contained in this document was obtained as accurately as possible from the respondent to the questions asked according to given instructions.		
Interviewer Signature		

SUPERVISOR'S RECORDS

Method	Accompanied by Supervisor	Recheck	Check Only the Questionnaire	Supervisor's Name and Number
Date : year/month/date	2010/...../.....	2010/...../.....	2009/...../.....	
Time (24 Hr)	From To	From To	From To	Sign:

RECORD OF PROCESS

	Yes	Name	Signature	Date : YYYY / MM / DD
Field Scrutinization	1			-----/-----/-----
Qnr Checking	1			-----/-----/-----
Coding	1			-----/-----/-----
Data entry	1			-----/-----/-----
Cleaning	1			-----/-----/-----

THE LOCATION OF HOUSEHOLD / BUSINESS PREMISES

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SECTION 1: CHANGES IN THE BUSINESS ACTIVITIES AND THE LOCATION

Interviewer: Mention that you are inquiring about changes in business activity and business location. Note down the nature of the business indicated on the cover of the base line survey (in April 2005).

.....

1.1a. In the baseline survey your business is mentioned as (**Interviewer:** mention what it says on the cover). Were you engaged in this line of business in April 2005, **that is** four months after the tsunami?

1. Yes **Go to 1.1c**
2. No **Go to 1.1b**

1.1b. If not, what business were you doing in April 2005, **that is** four months after the tsunami?

1. Description
2. Code of the Industry (ISIC)
3. Sector: 1.Production 2.Services 3.Retail/Sales

1.1c. Are you working in the same line of business (*mention the actual nature of business done in April 2005*) and in the same location as you were working in when we interviewed you in April 2005, **that is four months after tsunami**? (SA)

Interviewer: A change in line of business means there is a substantial difference in what the business now does. For example, selling clothes instead of food is a change in business line, whereas selling shirts instead of skirts is not.

- | | |
|--|--------------------------|
| 1. Yes (i.e. no changes in either) | Skip to section 5 |
| 2. Only line of business has changed (including closing the business) | Skip to 1.6 |
| 3. Only business location has changed | Ask 1.2 to 1.5 |
| 4. Both line of business and location have changed | Ask 1.2 onwards |
| 5. Started a new line of business while doing the old one in the same location. | Skip to 1.6 |
| 6. Started a new line of business while doing the old one but in a separate location | Ask 1.2 onwards |

1.2. **Could you tell me if your new business and your home are located at the same place or in two different places?**

1. At home
2. Outside of the home but in a separate building on residence land
3. Outside of the home and residence land, but in the same GN division
4. Outside of GN division but within the same DS division
5. Outside DS division but within the same district
6. District outside the residential district
7. Other (specify)

1.3a. **Is the new location where your business operates a fixed one or a mobile one?**

1. Fixed location **Go to 1.3b**
2. Mobile business **If answer to 1.1c is 3, go to Section 5. If answer is 4 or 6, go to 1.6**

1.3b. If fixed location, which of the following best describes that fixed location?

1. Located in a main marketplace (e.g. large shopping complex)
2. Located in a secondary marketplace (e.g. small shopping complex)
3. Located on a busy street with lots of other businesses around
4. Located on a not so busy street with a few other businesses around
5. Located in a residential area

1.4. Is this site your own (or your family's) property/ rented/ borrowed?

1. Own property
2. Rented / Leased
3. Borrowed
4. Other (specify)

1.5. What is the **new address of your business**?

AD1

AD2

AD3

Interviewer: *If only the location has changed and the line of business has not (if “1.1c=3”), then go to Section 5.*

- 1.6.** When did you stop or change this business activity (including the opening of the new business)?
1.6m Month : 1.6y Year :
- 1.7.** Is the business now being operated by another member of your household? (except sale to a household member)
1. Yes
2. No
3. Not relevant
- 1.8.** Did you sell your business to someone else?
1. Yes **Go to 1.9**
2. No **Go to 1.10**
- 1.9.** For how much did you sell your business? Rs.
- 1.10.** Did you sell any of the equipment or other business asset when you closed the business or changed the business to a new line of activity?
1. Yes **Go to 1.11**
2. No **Go to 1.12**
- 1.11.** How much did you sell the equipment and business assets for? Rs.
- 1.12.** Do you plan on reopening this old business within the next 6 months?
1. Yes
2. No
3. Not relevant
- 1.13.** After closing, selling or changing the business, what activity are you engaged in? (To make it easier, I will list some possible activities) (SA)
1. Working for wage **Ask 2.1 - 2.11 in Section 2**
2. Searching for work **Ask 2.12 - 2.15 in Section 2**
3. Operating a different business **Go to Section 3**
4. Housework or looking after children **Ask 2.12 - 2.15 in Section 2**
5. Operating a new business along with the old one **Go to section 3**

SECTION 2: NO LONGER SELF EMPLOYED(NOT ENGAGED IN BUSINESS ACTIVITY)

Interviewer: *Questions in this section are asked only from those who have stopped their business activity. Ask 2.1- 2.11 from those who work as wage workers (if the answer for 1.13 is 1). Ask 2.12-2.15 from those who are looking for work or those who are engaged in housework or looking after children (if the answer to 1.13 is 2 or 4).*

If currently working as a wage worker (i.e. for those answered 1 for question 1.13):

- 2.1.** What is the kind of the enterprise that you work in? (SA)
1. Private sector firm
2. Government sector
3. An NGO or aid/relief agency
4. Other (specify):
- 2.2.** In what sector are you employed as a wage worker?
a. Description:
b. Industry Code (ISIC):
Interviewer: *Get description of job and sector and indicate industry code.*
- 2.3.** How many people work in the enterprise where you are employed? (Including the business owner and yourself and both paid and unpaid workers)
- 2.4.** How many hours did you work last week as a wage worker? (Consider a 7 day period)

2.5. How much did you earn from this work last week? (Consider a 7 day period. Include entire salary and all types of additional bonuses, overtime payments, in-kind payments) Rs:

2.6. In your new job, do you supervise any other employees?

1. Yes **Go to 2.7**
2. No **Go to 2.8**

2.7. How many employees work under your control?

2.8. Do any other members of your family work for the same enterprise that you are currently working in?

1. Yes
2. No

2.9. Please tell me two main reasons as to why you left your business activity for wage work. (MA)

1. Higher salary
2. More stable working environment
3. Less stress
4. Lower sales or business was making losses
5. Better working hours
6. Prospects for future wage growth
7. Marriage
8. Easier to take care of family matters with job
9. Other (Specify)

2.10. Do you intend to reenter self-employment or business activity within the next year?

1. Yes **Go to 2.11**
2. No **Go to Section 8**

2.11. Do you intend to start a business in the same or a different industry? (SA)

1. Same industry **Go to Section 8**
2. Different industry **Go to Section 8**

If currently unemployed, ask following questions (i.e. answered 2 or 4 for question 1.13):

2.12. What was the main reason for closing your business? (SA)

1. The business was making a loss or lower sales
2. Sickness or health reasons
3. I wanted to look for a better paying wage employment
4. To take care of family matters
5. I wanted to look for a better business opportunity
6. I intend to go abroad
7. I got married
8. Other (Specify)

2.13. Could you tell me if you are looking for a wage job, or another self employment opportunity? (SA)

1. Wage work **Go to 2.14**
2. Self employment **Go to 2.14**
3. Not looking for employment **Go to Section 8**

2.14. How much time do you expect it to take for you to find employment or to start self employment?

1. A week or less
2. More than a week, less than a month
3. More than one month, less than 3 months
4. More than 3 months

2.15. In which sector do you expect to look for work or for self employment? (SA)

- a. Description:
- b. Industry Code (ISIC):

Go to Section 8

SECTION 3: NEW BUSINESS

Interviewer: **Explain** that in this section you are asking about any new businesses started by the entrepreneur (i.e. answered 3 or 5 for question 1.13). For those who have opened a new business along with the old one (i.e. answered 5 or 6 to 1.1c), ask this section only regarding the new business.

- 3.1.** Could you tell me the nature of your new business or what your activity consists of?
(Describe and use code ISIC-R3)

a. Respondent's answer:
b. Description of ISIC:

- 3.2.** How many firms operate in the same line of new business in your GN division?

999. Don't know / cannot say

- 3.3.** What percentage of your sales of new business is purchased by the following?

	% of purchases
1. Small firms	
2. Medium and large firms	
3. Individual consumers	
4. Government and government agencies	
5. Foreign firms / institutes	
6. Other (specify)	
7. Total	

- 3.4.** What are the three main products or services you sell in the new business, and the price per unit you sell / of service offered?

Main product / selling item / service offered	(a) Name	(b) Type of unit	(c) Price per unit
1. Most important item			
2. Second most important item			
3. Third most important item			

- 3.5.** What was the main reason for changing the business activity which your were previously engaged in? (SA)

1. The previous business was making a loss or lower sales
2. A better business opportunity came along
3. I acquired training or other information about business activity
4. Better working hours
5. Other (Specify)
6. Not relevant

- 3.6.** We would now like to understand why you chose your new sector of activity, rather than remaining in your previous self-employment or switching to a different self-employment. That is, I am interested in why you work in [Give name of current industry e.g. retail trade or tailoring] instead of the previous self-employment sector or other sector [give examples for other sectors and previous self employment e.g. as repair services, transport, tailoring, retail trade, food preparation]. Select from the following the reasons why you selected this sector of self-employment rather than remaining in the previous self-employment or self employment in another sector.

Important: If answered 5 or 6 to 1.1c, ask whether any of the following were factors in deciding to start the new line of business rather than another line of business.

1. This was a reason 2. Was not a reason

Reason	1	2
1. A family member had worked in the same self-employment sector	1	2
2. Friends were working in the same industry before I started my business	1	2
3. The cost of equipment and materials to begin a business in this sector was low	1	2
4. I had worked as a wage worker in the same industry before	1	2
5. Working in this sector allows me more flexibility to look after children or other family members than other sectors	1	2
6. I received training as an apprentice in this business	1	2
7. I believe this sector brings in more income than other sectors	1	2
8. I didn't have enough money to open a business in another sector I wanted to work in	1	2
9. I receive a safe, reliable stream of income from this sector, whereas other sectors are more risky	1	2

10. This industry receives less government inspection than other industries	1	2
11. This is an industry where it is socially acceptable for females/males to work in	1	2
12. Not having any knowledge of other industries	1	2
13. This business activity is one of my hobbies	1	2
14. Demand for this good because of the unavailability of business of this kind in the area	1	2
15. Other (specify)	1	2

- 3.7. Could you tell me the two most important reasons from the reasons mentioned above, for deciding to work in the industry you currently work in rather than in another industry? Please mention if there is a more significant reason which was not mentioned above.

Interviewer: If reasons from 1-14 of above 3.6 affected, write down their numbers. Mark 15 for other and state reason in above table.

- (a) The most important reason :
- (b) Second most important reason:

SECTION 5: ASSETS, FINANCE AND EMPLOYEE INFORMATION

Interviewer: Section numbers are skipped in order to match with the base line survey

Interviewer: This section is relevant to all those who operate businesses. For those who have opened a new business along with the old one, (i.e. answered 5 or 6 to 1.1c), ask this section for both businesses.

- 5.1. Now I am going to ask you about the characteristics of any utensils, tools, machinery and equipment, vehicles and other assets currently being used in your new business or activity. Think of the value as to how much it would cost you to purchase any utensil, machine or vehicle of similar condition.

Item	(a). Value if owned (Rs)	(b). Monthly rent if rented (Rs)
1. Tools and utensils (example: tools and containers)		
2. Machinery and Equipment (example: gas cooker, oven, refrigerator)		
3. Furniture		
4. Vehicles used in the business		
5. Business site (including land and buildings)		
6. Other physical assets (excluding inventories/stock)		
7. Total value of assets in business		

- 5.2. Do you have a bank account (e.g. saving, current, fixed deposit) which you use for your business activities?
- Yes
 - No
- Go to Section 5.4**

- 5.3. Is this bank account in the business name or in your personal name?
- Under the business name
 - Under personal Name
 - Under another family member's personal name
 - Joint account
 - Other (specify)

- 5.4. How many hours per week do you personally spend in the business?

a. Hours spent last week (days*hours)	
b. Hours spent in a normal week	

- 5.5. How do you maintain the accounts of incomes, expenses, and assets of the business?
- Through formal book keeping (by internal persons who have accounting knowledge)
 - Through formal book keeping (by external persons who have accounting knowledge)
 - By maintaining personal diary or some other records
 - No accounting or book keeping is done
 - Other (specify)

- 5.6. Could I know some details about the others who work in the business apart from yourself and the number of hours they worked during the last week?

Relationship	a) Work in the business? 1. Yes 2.No 3. No such relation (if answered 2 or 3 skip to next line)	b) If yes, how many?	c) Male/female 1.Male 2.Female	d) Hours worked in business last week	e) Mode of payment 1. share of profits 2. wages/rent 3. in kind 4.commission 5. Unpaid 6. other
1. Husband/wife	1 2 3		1 2		1 2 3 4 5 6
2. Children	1 2 3		1 2		1 2 3 4 5 6
3. Siblings	1 2 3		1 2		1 2 3 4 5 6
4. Parents	1 2 3		1 2		1 2 3 4 5 6
5. Parents-in-law	1 2 3		1 2		1 2 3 4 5 6
6. Other relatives	1 2 3		1 2		1 2 3 4 5 6
7. Non-relative	1 2 3		1 2		1 2 3 4 5 6

Interviewer: If more than one child, sibling, parent, other relative or non-relative work in the business, report the gender and mode of payment of the person who works most in the business, but report total hours for all workers in this category

SECTION 7 : INCOME, EXPENSES, PROFIT AND BUSINESS INFORMATION

Interviewer: This section is relevant to all who are engaged in a business. For those who have started a new business along with the previous one, (i.e. answered 5 or 6 for 1.1c), ask the following regarding both businesses.

- 7.1. Do you have any inventories in stock, products for sale, raw materials, products in progress, spare parts and other such materials currently held at your business?
- Yes
 - No
- Go to 7.3**

- 7.2. At market prices, what is the value you calculate of those inventories? Rs:

- 7.3. How much cash do you keep in hand for business purposes? Rs:

- 7.4. May I know the amount you have spent on business expenses during May 2010? I will mention several types of expenses to make it easier for you to answer.

Show the card

Interviewer: Include only business and not household expenses. Do not include wages the owner pays him/herself as an expense.

Item	Cost (Rs.)
a. Purchase of raw materials and items for resale	
b. For electricity, gas, fuel, and water	
c. Interest paid on loans	
d. Wages and salaries for employees	
e. Rent for machinery and equipment	
f. Rent for land or buildings	
g. Telephone (mobile, fixed)	
h. Taxes	
i. Maintenance and general repairs	
j. Traveling	
k. Other expenses	
l. Total expenses in May	

- 7.5a. During May, were any business goods and materials listed above used for home consumption?

- Yes **Go to 7.5b**
- No **Go to 7.5c**

- 7.5b. If yes, what is the value of business goods and materials mentioned above used for home consumption during May? Rs:

- 7.5c.** Are there any inputs used by the enterprise in the month of May, which were paid for by someone other than the owner?
1. Yes **Go to 7.5d**
 2. No **Go to 7.6**
- 7.5d.** If yes, what is the approximate value of those inputs used by the enterprise in May? Rs.
- 7.5e.** In your list of expenses above (7.4), was the value of these inputs which were used by the enterprise included?
1. Yes
 2. No
- 7.6.** Can you tell me the total monthly income of your business in May 2010 from all sources, including manufacturing, trade and services?
- Rs :
- 7.7.** Consider the most important item which you (1) **manufacture** or (2) **trade** or (3) **service** that you provide.
Interviewer: Ask the suitable question with reference to the nature of the business. Compare with the front cover.
 If answered 5 or 6 to 1.1c, ask in relevance to the main business.
- a. If you buy Rs. 1000 worth of raw materials how much of revenue will you receive from the sale of the products that you **manufacture** from these materials? Rs :
 - b. If you buy Rs. 1000 worth of products, how much of revenue will you receive from the sale of the products that you **trade**? Rs :
 - c. If you spend Rs. 1000 and buy products to provide this service how much of revenue will you receive from the sale of this **service**? Rs :
- 7.8.** What percentage of your total revenue comes from the sale of this main manufacturing/trading/service item? %
- 7.9.** What was the total income the business earned during May 2010 after paying all expenses including wages of employees, but not including any salary you paid yourself. That is, what were the profits of your business during May? (If you paid yourself a salary, add that back in to your profits.)
- Rs.
- 7.10.** Do you pay yourself a salary for running the business?
1. Yes **Go to 7.10a**
 2. No **Go to 7.11**
- 7.10a.** If yes, when estimating the profits for the business for May, did you include this salary as a part of the business expenses and deduct it from business income?
1. Yes
 2. No
- 7.10b.** How much was this salary you paid yourself during May? Rs.
- 7.11.** Are revenues/money from the business used to pay for expenditures in the household?
1. Yes **Go to 7.11a**
 2. No **Go to 7.12**
- 7.11a.** If yes, when estimating the profits for the business in May, are you deducting revenue to account for these household expenses?
1. Yes
 2. No
- 7.11b.** How much were these household expenditure payments which were made using the business income in May? Rs.
- 7.12.** What was the total income of your household for May, including income from all sources? (Income earned from the business would be only the profits)
- Rs.

Interviewer: Question numbers are skipped in order to match with the base line survey

- 7.15.** Think about the profits you have earned from your business in the past year. Please tell us what percent of those profits you have used for the following items.

Item	Value %
a. Used for household expenditure	
b. Re-invested in this business	
c. Invested in another business	
d. Invested in some other assets (e.g. land, jewelry, etc.)	
e. Saved in cash or bank accounts	
f. Any other use (mention)	
g. Total (Should sum to 100)	

- 7.16.** During the past 2 years, have you hired any paid workers for this business?

1. Yes **Go to 7.16a**
2. No **Go to 7.17**

- 7.16a.** In how many months did you use those paid employees, during the past two year period?

..... Months

- 7.17.** During the past 2 years, have you made any significant new investments in your business?

1. Yes **Go to 7.17a**
2. No **Go to 7.18**

- 7.17a.** If yes, please tell us how much you have invested in each of the following items.

Item	Value Rs.
1. Machinery and equipment	
2. Land and buildings	
3. Raw materials, inventories or other working capital	
4. Total	

- 7.17b.** Could you tell me how you financed the additional investments out of the sources mentioned below?

Sources	Percentage (%)
1. Profits from business	
2. Own savings from other sources	
3. Contributions from family members or relatives	
4. Loans from family members or friends	
5. Loans from banks or other formal lenders	
6. Other (Specify)	
7. Total of all the above (Should sum to 100%)	

- 7.18.** During the past 2 years, have you been forced to sell any of your business assets because of need for cash in the household?

1. Yes **Go to 7.18a**
2. No **Go to 7.19**

- 7.18a.** If yes, how much did you sell the assets for?

Rs.

- 7.18b.** Have you purchased any other assets in lieu of the asset you sold?

1. Yes **Go to 7.18c**
2. No **Go to 7.19**

- 7.18c.** How much did it cost you to purchase other assets in lieu of the asset you sold? Rs.

- 7.19.** Has your firm introduced new products, services or buying and selling items during the last year?

1. Yes **Go to 7.20**
2. No **Go to 7.24**

7.20. Which of the following characterize your new products or services? (MA)

1. They are new for my firm
2. They are new for my market
3. They are new for Sri Lanka
4. They are new for international markets
5. Others (specify)

7.21. Which of the following best describes the new product or service?

1. It is a new design or a slight variation of a previously existing product or service
2. I is a new product / service line

Show the card

7.24. Has your firm done any of following in the last year? *Switch the statements and ask.*

	Yes	No
a. Implemented new design or packaging to give a product a new or significantly changed look, or significantly changed the way you display merchandise.	1	2
b. Introduced a new channel for selling goods and services (such as licensing to others, selling in a new type of place, etc.)	1	2
c. Introduced a new method of pricing goods or services (such as a new type of special offer, or a new way of varying the price according to demand.)	1	2
d. Introduced a new way of advertising or promoting your products or services.	1	2
e. Changed or introduced new business processes (such as putting a new database into operation, use of a new monitoring system, introduction of supply chain management or other new business strategies.)	1	2
f. Changed the way work is organized in your firm (by changing the number of levels in your hierarchy, or the way workers work together, or giving more control over certain processes to other workers in your firm.)	1	2
g. Introduced new quality control standards for suppliers or subcontractors.	1	2

7.25. During the last 2 years, have you applied for any loans for the business?

1. Yes **Go to 7.26**
2. No **Go to 7.27**

7.26. Could you tell me about any such loans that you have applied for or received from any of the following lenders?

Type of loan	(a). In the last 2 years, have you applied for a loan of this type? 1. Yes 2. No Go to next row	(b). What was the outcome of this application? 1. Received loan 2. Still waiting for a decision 3. Rejected 4. Other (specify) (If answer 2,3, or 4, go to next row)	(c). Do you still owe part of this loan? 1. Yes 2. No Go to next row	(d). What is that amount still owing? (Rs)	(e). What is the monthly or annual interest rate on this loan?	
					Monthly (%)	Annual (%)
1. Private Banks (e.g. Sampath, Seylan)	1 2	1 2 3 4	1 2			
2. Govt Banks (eg. Peoples, BOC)	1 2	1 2 3 4	1 2			
3. Microfinance organization(eg.SEEDS)	1 2	1 2 3 4	1 2			
4. Development Banks (eg. RDB)	1 2	1 2 3 4	1 2			
5. Samurdhi Bank	1 2	1 2 3 4	1 2			
6. Sanasa Bank	1 2	1 2 3 4	1 2			
7. Development project loans such as IDRP/ REAP /ABG	1 2	1 2 3 4	1 2			
8. Tsunami relief programmes	1 2	1 2 3 4	1 2			
9. Money lenders	1 2	1 2 3 4	1 2			
10. Family and friends	1 2	1 2 3 4	1 2			
11. Other (specify)	1 2	1 2 3 4	1 2			

7.27. Is your business registered with or licensed with or a member of any of the following agencies?

Agency	(a) 1. Yes 2. No (If no, go to next row)	(b) If yes, 1. Registered 2. Licensed 3. Membership	(c) If yes, what is the year registered/obtained license/obtained membership?
1. Division Secretariat office			
2. Urban Council / Municipal Council			
3. Pradeshya Saba			
4. Provincial council			
5. Central Govt.			
6. Business Chamber in your Sector			
7. Other business groups			
8. Other (Specify)			

SECTION 8 : PERSONALITY

Interviewer: Ask the questions in this part from all.

Show the Card

I am going to ask you some questions to get an idea about the type of person you are. I will read the following statements. Please listen to each of them and tell me to what degree you agree or disagree with those statements which describe to you. There are no right or wrong answers to the questions, so please answer with what you really think.

Please use the following scale:

1 Disagree Strongly	2 Disagree moderately	3 Disagree slightly	4 Agree slightly	5 Agree moderately	6 Agree strongly
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1. I am someone who is talkative.	1	2	3	4	5	6
2. I am someone who tends to find fault with others.	1	2	3	4	5	6
3. I am someone who does a thorough job.	1	2	3	4	5	6
4. I am someone who is depressed, blue.	1	2	3	4	5	6
5. I am someone who is original, comes up with new ideas.	1	2	3	4	5	6
6. I am someone who is reserved.	1	2	3	4	5	6
7. I am someone who is helpful and unselfish with others.	1	2	3	4	5	6
8. I am someone who can be somewhat careless.	1	2	3	4	5	6
9. I am someone who is relaxed, handles stress well.	1	2	3	4	5	6
10. I am someone who is curious about many different things.	1	2	3	4	5	6
11. I am someone who is full of energy and motivation.	1	2	3	4	5	6
12. I am someone who starts quarrels with others.	1	2	3	4	5	6
13. I am someone who is a reliable worker.	1	2	3	4	5	6
14. I am someone who is tense in difficult situations	1	2	3	4	5	6
15. I am someone who is ingenious, a deep thinker.	1	2	3	4	5	6
16. I am someone who generates a lot of enthusiasm.	1	2	3	4	5	6
17. I am someone who has a forgiving nature.	1	2	3	4	5	6
18. I am someone who tends to be disorganized.	1	2	3	4	5	6
19. I am someone who worries a lot.	1	2	3	4	5	6
20. I am someone who has an active imagination.	1	2	3	4	5	6
21. I am someone who tends to be quiet.	1	2	3	4	5	6
22. I am someone who generally trusts others.	1	2	3	4	5	6
23. I am someone who tends to be lazy.	1	2	3	4	5	6
24. I am someone who is emotionally stable, not easily upset.	1	2	3	4	5	6
25. I am someone who is inventive.	1	2	3	4	5	6
26. I am someone who has an assertive personality.	1	2	3	4	5	6
27. I am someone who is cold and aloof.	1	2	3	4	5	6
28. I am someone who perseveres until the task is finished.	1	2	3	4	5	6
29. I am someone who can be moody.	1	2	3	4	5	6
30. I am someone who values artistic, aesthetic experiences.	1	2	3	4	5	6

31. I am someone who is sometimes shy, inhibited.	1	2	3	4	5	6
32. I am someone who is considerate and kind to almost everyone.	1	2	3	4	5	6
33. I am someone who does things efficiently.	1	2	3	4	5	6
34. I am someone who remains calm in tense situations.	1	2	3	4	5	6
35. I am someone who prefers work that is routine.	1	2	3	4	5	6
36. I am someone who is outgoing, sociable.	1	2	3	4	5	6
37. I am someone who is sometimes rude to others.	1	2	3	4	5	6
38. I am someone who makes plans and follows through with them.	1	2	3	4	5	6
39. I am someone who gets nervous easily.	1	2	3	4	5	6
40. I am someone who likes to reflect, play with ideas.	1	2	3	4	5	6
41. I am someone who has few artistic interests.	1	2	3	4	5	6
42. I am someone who likes to cooperate with others.	1	2	3	4	5	6
43. I am someone who is easily distracted.	1	2	3	4	5	6
44. I am someone who is sophisticated in art, music, or literature.	1	2	3	4	5	6

SECTION 9 : BUSINESS SKILLS AND PRACTICES

Interviewer: Section numbers are skipped for the purpose of compatibility with the baseline questionnaire. Ask this set of questions from those who are engaged in a business activity.

Buying and Stock Control

- 9.1.** In the last three months have you attempted to negotiate with a supplier for a lower price on raw materials or goods purchased?
1. Yes
 2. No
- 9.2.** In the last three months, have you compared the prices or quality offered by alternate suppliers/sources of raw materials or purchased goods to your current supplier/source?
1. Yes
 2. No

Interviewer: Go to 9.5 if the business does not hold stocks

- 9.3.** How frequently do your inventories or raw materials run out of stock?
1. Never, I always have enough on hand
 2. Not very frequently, once every 6 months or so
 3. Once every three months
 4. Once a month or more frequently
- 9.4.** How long does it take to obtain goods for which you have run out of stock?
1. A day or less
 2. More than a day, less than a week
 3. A week
 4. More than a week, less than a month
 5. A month or more

Costing and Record-Keeping

- 9.5.** Do you keep written business records? (Example: sales reports, expenditure reports)
1. Yes
 2. No
- Go to 9.9**
- 9.6.** Do you record every purchase and sale made by the business?
1. Yes
 2. No

- 9.7. Are you able to use your records to see how much cash your business has on hand at any point in time?
1. Yes
 2. No
- 9.8. Do you regularly use your records to know whether sales of a particular product are increasing or decreasing from one month to another?
1. Yes
 2. No
- 9.9. Have you worked out **your** cost of each main product you sell?
1. Yes
 2. No
- 9.10. **Do you know from which good you make the most profit per selling item?**
1. Yes
 2. No
- 9.11. Do you maintain a written budget which tells you how much you have to pay **in a future** month for rent, electricity, equipment maintenance, transport, advertising, and other indirect costs of the business?
1. Yes
 2. No
- 9.12. If you wanted to apply for a bank loan, and were asked to provide records to show that you have enough money **left after** paying business expenses to repay a loan, would your records allow you to document this to the bank?
1. Yes
 2. No

Financial planning

- 9.13. How frequently do you review the financial strength/performance of your business and analyze/identify areas for improvement?
1. Never
 2. Once a year or less **frequently**
 3. Two or three times a year
 4. Monthly or more often
- 9.14. Do you have a target set for sales over the next year?
1. Yes **Go to 9.15**
 2. No **Go to 9.16**
- 9.15. How frequently do you compare **your** actual performance to your target?
1. Never / do not compare
 2. Once a year or less **frequently**
 3. Two or three times a year
 4. Monthly or more often
- 9.16. **Do you have a budget of the costs your business is likely to face, over the next year?**
1. Yes
 2. No
- 9.17. **Do you or your accountant prepare (read from the following) at least annually? (MA)**
1. Profit and loss statement
 2. Statement of cash flow
 3. Balance sheet
 4. Income and expenditure statement
 5. Other
 - Or** 6. Do not prepare any financial statements

Marketing

- 9.18.** Have you done any one of following during the last three months period?
- 9.18a.** Have you visited one of your competitor's businesses to see what prices s/he is charging?
1. Yes
 2. No 999. No competitors/not relevant
- 9.18b.** Have you visited one of your competitor's businesses to see what products s/he has available for sale?
1. Yes
 2. No 999. No competitors/not relevant
- 9.18c.** Have you asked your existing customers whether there are any other products they would like you to sell or produce?
1. Yes
 2. No
- 9.18d.** Have you talked with a former customer to find out why they have stopped buying from your business?
1. Yes
 2. No 999. No former customer
- 9.18e.** Have you asked a supplier about which products are selling well in your industry?
1. Yes
 2. No
 999. Supplier has no knowledge of my industry (e.g. provides general inputs)
- 9.19.** Have you priced any of your goods or services at prices slightly less than a round number (eg. pricing at 995 LKR instead of 1000 LKR, or 99 LKR instead of 100 LKR)?
1. Yes
 2. No
- 9.20.** In the last three months have you used any special offer to attract customers?
1. Yes
 2. No
- 9.21.** In the last six months, have you done any form of advertising?
1. Yes
 2. No
- 9.22.** Do you normally make any kind of explanations on additional items that customers might want to buy?
1. Yes
 2. No

SECTION 10: HOUSEHOLD AND PERSONAL INFORMATION

Interviewer: Ask questions of this part from all.

- 10.1.** May I know what your marital status is?
1. Never married
 2. Married
 3. Widow
 4. Divorced
 5. Separated

Time Utilization

- 10.2.** Can you tell me about how you spent your time during the last week? Please state how you utilized your time for the following activities during last week.

Activity	Number of hours
1. Looking after children	
2. Picking and dropping children at school	
3. Looking after own parents or other elderly persons	
4. Preparing food or cooking	
5. Consumption of meals	
6. Tidying and cleaning the house	
7. Washing clothes	
8. Other household and gardening chores	
9. Household Shopping or Marketing	
10. Working for a family member's business as an unpaid worker	
11. Working for a non-family member's business as an unpaid worker	
12. Working for a family member's business as a paid worker	
13. Working for a non-family member's business as a paid worker	
14. Total number of hours	

Show the Card

- 10.3.** Please tell the degree to which you agree/disagree with each of the following statements.

1. Strongly disagree 2. Disagree 3. Agree 4. Strongly agree

(a) I feel I am living in a "normal" everyday life	1	2	3	4
(b) I have come to feel that everyday life consists of repetitive routines	1	2	3	4
(c) I no longer talk about the tsunami these days	1	2	3	4
(d) I have changed my outlook on life as a result of the tsunami	1	2	3	4

I would like to know some details about your family members.

- 10.4.** What is your relationship to the head of household? (Use following codes)

1. Head 2. Wife/Husband 3. Son/Daughter 4. Son-in-law/Daughter-in-law
5. Grandchild/Great Grandchild 6. Parent of head or spouse 7. Other relatives
8. Domestic servants 9. Non-relative

Name all persons who usually live in this household, including individuals temporarily living elsewhere or temporarily working in another location. Do not include the respondent's details. Also include those in armed forces or overseas employment. Include the household members according to the relationship. (E.g. First Head of household, second wife/husband etc.)

10.4.1	10.4.2 Name	10.4.3 Sex 1. M 2. F	10.4.4 Relatio nship to househ old head (Use Codes of 10.4)	10.4.5 Age	10.4.6 Marital Status 1. Never Married 2. Married 3. Widowed 4. Divorced 5. Separated	10.4.7 What activities is he/she involved in at the present (See codes below)	10.4.8 If employed, how many hours does he/she work in a normal week?	10.4.9 If employed, how much does he/she earn in a normal month?	10.4.10 What is the highest level of education he/she has obtained (see codes below)
		Code	Code	Yr		Code	Hours	Rupees	Code
1		1 2			1 2 3 4 5				
2		1 2			1 2 3 4 5				
3		1 2			1 2 3 4 5				
4		1 2			1 2 3 4 5				

5		1 2			1 2 3 4 5				
6		1 2			1 2 3 4 5				
7		1 2			1 2 3 4 5				
8		1 2			1 2 3 4 5				
9		1 2			1 2 3 4 5				
10		1 2			1 2 3 4 5				
11		1 2			1 2 3 4 5				
12		1 2			1 2 3 4 5				

Codes for activities involved in the section 10.4.7.

1. Salaried/wage employee 2. Self economic activity 3. Employer 4. Unpaid family worker
5. Expecting a job (unemployed) 6. Student 7. Housekeeping 8. Retired (pension)
9. Economically inactive 10. Non-schooling kid 11. Other non-economic activities 12. Overseas worker

(Interviewer: The questions 10.4.8 and 10.4.9 are asked only if the answers for 10.4.7 are 1,2,3,4 or 12. Otherwise, leave them empty. If the answer for 10.4.7 is 4, ask only 10.4.8 and keep 10.4.9 empty.)

10.4.10 Codes for Education

1= Year one passed, 2=Year2/Grade 1 passed, 3=Year 3/Grade2 passed, 4= Year/Grade 3 passed, 5= Year 5/Grade 4 passed, 6=Year 6/Grade 5 passed, 7=Year 7/Grade6 passed, 8= Year 8/Grade 7 passed, 9=Year 9/Grade 8 passed, 10= Year 10/Grade 9 passed, 11= Ordinary level (O/L) /N.C.G.E/ Year 11 passed, 12= Year 12/Grade 11 passed, 13= Year 13/Advanced Level (A/L)/ H.N.C.E passed, 14= Few years in a university, 15= University graduate, 16= University post graduate, 17, Technical school (TEC), 18=No schooling/Year 1 entrance

10.5. Are you living in the same dwelling that you lived in when we interviewed you in 2005 April?

1. Yes
2. No.

10.6. Who owns your dwelling?

1. Owned by household/ member of the family
2. Owned by employer
3. Owned by relative (kin or in-laws)
4. Owned by government
5. Owned by other person
6. Squatting / encroaching
7. Other (Specify)

10.7. Does your household have a land line (including Wireless/CDMA) telephone?

1. Yes
2. No

10.8. Do you or anyone living in your household have a cellular phone?

1. Yes
2. No

10.9. Do the members of this household own any of the following items? (MA)

1. Iron and heaters
2. Refrigerator or freezer
3. Fans
4. Sewing machines
5. Radio, cassette players, CD players and record players
6. Television sets, VCR, VCD/ DVD players
7. Motorcycles, scooters, three-wheelers
8. Motor cars, vans, lorries etc.
9. Oven
10. Gas or electric cookers

10.10. Please tell me if your household has experienced any of the following, during the last 2 years.

	1. Yes	2. No
1. Migration of a member of the household to another country	1	2
2. Loss of employment by a member of the household	1	2
3. A serious illness or injury of any household member	1	2
4. The death of a member of the household	1	2
5. Damage to the housing structure or its contents (from floods/ fires /other calamities)	1	2
6. A breakdown of a major household asset (such as a vehicle, refrigerator) which required replacement or a substantial cost to repair	1	2

SECTION 16: INTERVIEWER OBSERVATIONS

Interviewer: The section numbers have been skipped to match with the baseline questionnaire.

Interviewer: Observe the enterprise and answer the following questions without addressing any of these questions to the enterprise owner. If the business has been terminated, skip this section.

Signage

15.1. Is there a sign displayed in front of the business place, which is clearly and easily visible to indicate the type of business?

1. Yes

Go to 15.2

2. No

Go to 15.3

15.2. Is this sign old / faded or bright / colorful?

1. Bright /colorful

2. Old / faded

15.3. Is the production and selling area separated from the living area of the household?

1. Yes, separated from living area (in a separate building / room/ premises)

2. No, production/selling occurs in the midst of the living area.

SECTION 16: INTERVIEWER IMPRESSIONS

Interviewer: Please answer the following questions after completing the interview without consulting the respondent.

16.1. Who else other than the owner of the enterprise was present during the interview? (MA) (note down everybody)

1. Nobody

2. The spouse

3. Other adult household member

4. Other adults from outside the household

5. A child 5 years of age or younger

6. A child older than 5 years of age

7. An employee

8. Other (specify)

	Excellent	Good	Not so good	Very bad
16.2. What is your impression of how well the respondent understood the questions being asked?	1	2	3	4
16.3. What is your impression of the seriousness with which the respondent answered questions?	1	2	3	4
16.4. What is your overall impression of the preciseness with which questions were answered?	1	2	3	4

16.5. Which questions were most difficult or troubling for the respondent? (Mark section or question number).

.....

- 16.6.** Which questions were most difficult or troubling for you? (Mark section or question number).
.....
- 16.7.** Which questions interested the respondents the most? (Mark section or question number).
.....
- 16.8.** Survey was carried out at the
1. Home of worker 2. Business site 3. Other (Specify)

Thank the Respondent and Terminate the Interview

Additional remarks: