

QUESTIONNAIRE NUMBER **id**
 RECORD NUMBER **recnumber**
 PREFERENCE NUMBER **preference**

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						0	0		

THE WORLD BANK
 SWEDEN Enterprise Survey
 Services Module (2014)

A. CONTROL INFORMATION [TO BE COMPLETED BEFORE INTERVIEW]

A.0 Questionnaire a0	Module
If firm is Retail firm	2
If firm is a Services (non-Retail) firm	3

A.1 Country

a1

A.1a Language

a1a

A.2	Sampling Region a2
Stockholm-Solna	1
Borås, Göteborg, Jönköping, Trollhättan-Vänersborg	2
Malmö-Lund	3
Linköping, Örebro, Karlstad, Västerås	4

A.3a	Screener Region (coded ex post) a3a
Stockholm-Solna	1
Borås, Göteborg, Jönköping, Trollhättan-Vänersborg	2
Malmö-Lund	3
Linköping, Örebro, Karlstad, Västerås	4

A.3x Name of city/town/village

a3x

A.3b Is this city the official capital city? **a3b**

Yes	1
No	2

A.3c Is this city the main business city? **a3c**

Yes	1
No	2

A.3 Size of locality **a3**

City with population over 1 million	2
Over 250.000 to 1 million	3
50.000 to 250.000	4
Less than 50.000	5

A4a Industry

A4a Industry	Sampling sector a4a
Fabricated metals	1
Machinery and equipment	2
Other manufacturing	3
Automotive services	4
Other services	5
Retail	6

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A.4 Industry

		Screener sector a4b
Manufacturing :Section D	Food	15
	Tobacco	16
	Textiles	17
	Garments	18
	Leather	19
	Wood	20
	Paper	21
	Publishing, printing, and Recorded media	22
	Refined petroleum product	23
	Chemicals	24
	Plastics & rubber	25
	Non metallic mineral products	26
	Basic metals	27
	Fabricated metal products	28
	Machinery and equipment (29 & 30)	29
	Electronics (31 & 32)	31
	Precision instruments	33
	Transport machines (34&35)	34
Furniture	36	
Recycling	37	
Retail	Retail	52
Other Services	Wholesale	51
	IT	72
	Hotel and restaurants: section H	55
	Services of motor vehicles	50
	Construction Section F:	45
	Transport Section I: (60-64)	60

A.8a Type of establishment

a8a

HQ with production and/or sales in this location	1
Establishment other than HQ	2
DOES NOT APPLY	-7

A.9 Are establishment's financial statements prepared separately from HQ's statements?

a9

Yes	1
No	2
DOES NOT APPLY	-7

A.10 Are establishment's financial statements prepared separately from other establishments of the same firm?

a10

Yes	1
No	2

A.11 If HQ, are financial statements independent from the rest of establishments?

a11

Yes	1
No	2
DOES NOT APPLY	-7

A.11a How many establishments are included in the financial statements, including headquarters?

a11a

Number of establishments in the financial statements	a11a
--	-------------

A.6 Size

	Sampling size a6a	Screener Size a6b
Small ≥ 5 and ≤ 19	1	1
Medium ≥ 20 and ≤ 99	2	2
Large ≥ 100	3	3

A.7 Establishment is part of a larger firm

a7

Yes	1
No, a firm on its own	2

A.7a

Number of establishments that form the firm	a7a
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GPS Coordinates	
Degrees North (Latitude)	lat
Degrees East (Longitude)	lon

A.12 Interviewer code **a12**

A.13 Supervisor code **a13**

A.14 Time face-to-face interview begins:

Day (dd)	Month (mm)	Year (yyyy)	Hour (00 to 23)	Minutes (00 to 59)
a14d	a14m	a14y	a14h	a14min

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING.

The goal of this survey is to gather information and opinions about the business environment in Sweden. The information gathered here will help to develop new policies and programs that promote private sector development. As this survey is conducted globally, some questions that may sound out of context in Sweden are necessary for global comparability.

The information obtained here will be held in the strictest confidentiality. Neither your name nor the name of your business will be used in any document based on this survey.

B. GENERAL INFORMATION

READ OUT THE FOLLOWING INTRODUCTORY SENTENCE ONLY IF A7 = 1 (yes):

The first few questions apply to the firm which your establishment is part of.

B.1 What is this firm's current legal status? **SHOW CARD 1**

Shareholding company with shares trade in the stock market	1
Shareholding company with non-traded shares or shares traded privately	2
Sole proprietorship	3
Partnership	4
Limited partnership	5
OTHER (SPONTANEOUS-SPECIFY) <u> b1x </u>	6
DON'T KNOW (SPONTANEOUS)	-9

SKIP TO B.2

b1

INTERVIEWER: PLEASE NOTE WHEN b1 IS 3 (SOLE PROPRIETORSHIP), WRITE 100% FOR QUESTION b3.

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B.3 | What percentage of this firm does the largest owner own?

	Percent
Percentage held by largest owner	b3 %
DON'T KNOW (SPONTANEOUS)	-9

IF =>50% GO TO B2

SB.3 | Do four or less owners together own 50 percent or more of the share of this firms?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

sb3

B.2 | What percentage of this firm is owned by each of the following: **SHOW CARD 2**

	Percent	DON'T KNOW (SPONTANEOUS)
Private domestic individuals, companies or organizations	b2a %	-9
Private foreign individuals, companies or organizations	b2b %	-9
Government or State	b2c %	-9
Other	b2d %	-9
	100%	

IF 100% END INTERVIEW

INTERVIEWER: CHECK THAT TOTAL SUMS TO 100% (UNLESS RESPONDENT DOES NOT KNOW)

B.4 | Amongst the owners of the firm, are there any females?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

SKIP TO B.5
SKIP TO B.5

b4

B.4a | What percentage of the firm is owned by females?

	Percent
Percentage of female ownership	b4a
DON'T KNOW (SPONTANEOUS)	-9

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READ ONLY IF A7=1 (yes) I want to proceed by asking you about this establishment only.

B.5 In what year did this establishment begin operations?

	Year
Year establishment began operations	b5
DON'T KNOW (SPONTANEOUS)	-9

INTERVIEWER: PROVIDE FOUR DIGITS FOR YEAR

B.6 How many full-time employees did this establishment employ when it started operations? Please include all employees and managers (**INTERVIEWER: INCLUDE RESPONDENT WHEN APPLICABLE**)

	Number
Full-time employees at start-up	b6
DON'T KNOW (SPONTANEOUS)	-9

SB.9 Was any of the following factors a reason for this establishment's decision to locate in the current location?

Reasons	Yes	No	DON'T KNOW (SPONT.)
Availability of workforce sb9a	1	2	-9
Local constructions permits and regulations sb9b	1	2	-9
Access to markets for products, inputs and customers sb9c	1	2	-9
Transportation costs sb9d	1	2	-9

B.7 How many years of experience working in this sector does the Top Manager have?

	Years
Manager's experience in sector	b7
LESS THAN ONE YEAR	1
DON'T KNOW (SPONTANEOUS)	-9

B.7a Is the Top Manager female?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

b7a

SB.7b How many managers are currently employed in this establishment, including the Top Manager?

	Number
Number of managers in the establishment	sb7b
DON'T KNOW	-9

IF I GO TO B.8

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SB.7c What is the percentage of women managers out of all managers employed by this establishment?

	Percent
Percentage of women managers	sb7c %
DON'T KNOW (SPONTANEOUS)	-9

B.8 Does this establishment have an internationally-recognized quality certification?
(INTERVIEWER: SOME EXAMPLES ARE ISO 9000 or 14000, or HACCP)

Yes	1	SKIP TO C.3
No	2	
STILL IN PROCESS	-6	SKIP TO C.3
DON'T KNOW (SPONTANEOUS)	-9	

b8

B.8x Please specify the internationally-recognized quality certifications

Specify Certifications	b8x
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C. INFRASTRUCTURE AND SERVICES

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING.

Now, we turn to the establishment's operations

C.3 Over the last two years, did this establishment submit an application to obtain an electrical connection?

Yes	1	<i>GO TO QUESTION C.12</i> <i>GO TO QUESTION C.12</i>
No	2	
DON'T KNOW (SPONTANEOUS)	-9	

c3

C.4 In reference to that application for an electrical connection, approximately how many days did it take to obtain it from the day of the application to the day the service was received?

	Days
Wait for electrical connection	c4
LESS THAN ONE DAY	1
STILL IN PROCESS	-6
APPLICATION DENIED	-5
DON'T KNOW (SPONTANEOUS)	-9

C.5 In reference to that application for an electrical connection, was an informal gift or payment expected or requested?

Yes	1	
No	2	
DON'T KNOW (SPONTANEOUS)	-9	
REFUSAL (SPONTANEOUS)	-8	

c5

C.12 Over the last two years, did this establishment submit an application to obtain a water connection?

Yes	1	<i>GO TO QUESTION C.22b</i> <i>GO TO QUESTION C.22b</i>
No	2	
DON'T KNOW (SPONTANEOUS)	-9	

c12

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C.13	In reference to that application for a water connection, approximately how many days did it take to obtain it from the day of the application to the day the service was received?
-------------	--

	Days
Wait for water connection	c13
LESS THAN ONE DAY	1
STILL IN PROCESS	-6
APPLICATION DENIED	-5
DON'T KNOW (SPONTANEOUS)	-9

C.14	In reference to that application for a water connection, was an informal gift or payment expected or requested?
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Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9
REFUSAL (SPONTANEOUS)	-8

c14

C.22b	At the present time, does this establishment have its own website?
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Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

c22b

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D. SALES AND SUPPLIES

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:
The next topic to be covered is how and where this establishment makes its sales.

A.20 What is the period of the **last complete fiscal year** for this firm?
SHOW CARD A20

January 1, 2013 - December 31, 2013	1	<i>GO TO D1a1</i>
July 1, 2012 - June 30, 2013	2	<i>GO TO D1a1</i>
September 1, 2012 - August 31, 2013	3	<i>GO TO D1a1</i>
May 1, 2012 – April 30 2013	4	<i>GO TO D1a1</i>
Other (please fill in box below)	5	<i>GO TO A20.a</i>
		a20

A.20a What is the period of the **last complete fiscal year** for this firm?

Fiscal Year Begins

Day (dd)	Month (mm)	Year (yyyy)

a20dstart a20mstart a20ystart

Fiscal Year Ends

Day (dd)	Month (mm)	Year (yyyy)

a20dend a20mend a20yend

D.1a1 During last complete fiscal year, what was this establishment’s main activity, product or service, that is, the activity, product or service that represented the largest proportion of annual sales
ENUMERATOR: PLEASE SPECIFY THE ACTIVITY AND PRODUCT IN DETAIL, FOR EX., “DATA CONSULTING IT SERVICES” NOT JUST IT SERVICES

Description

	d1a1x
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INTERVIEWER: THE FOLLOWING QUESTION IS NOT PART OF THE INTERVIEW. IT WILL BE FILLED OUT IN THE OFFICE

D.1a2 **PLEASE CHOOSE THE 4-DIGIT ISIC REV. 3.1 CODE THAT BEST APPLIES TO THE ESTABLISHMENT’S MAIN ACTIVITY AND PRODUCT.**

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	Code
CODE OF THE MAIN PRODUCT AND ACTIVITY	d1a2

D.1a3 What percentage of total sales does the main product or activity o represent?

	Percent
Percentage of sales represented by main activity or product	d1a3
DON'T KNOW (SPONTANEOUS)	-9

INTERVIEWER: PLEASE NOTE THAT THE NEXT QUESTION REFERS TO THE TOTAL SALES OF ALL PRODUCTS AND SERVICES

D.2 During last complete fiscal year, what were this establishment's total annual sales for all products and services?

	SEKs
Last complete fiscal year's total sales	d2
DON'T KNOW (SPONTANEOUS)	-9
PLEASE ALSO WRITE OUT THE NUMBER (i.e. 50,000 as Fifty Thousand)	
	d2x

N.3 Looking back at the end of three fiscal years ago, three fiscal years ago, what were total annual sales for this establishment?

	SEKs
Total annual sales three years ago	n3
IF ESTABLISHMENT WAS NOT IN BUSINESS THREE YEARS AGO	-7
DON'T KNOW (SPONTANEOUS)	-9
PLEASE ALSO WRITE OUT THE NUMBER (i.e. 50,000 as Fifty Thousand)	
	n3x

D.3 Coming back to last complete fiscal year , what percentage of this establishment's sales were:
SHOW CARD 4

	Percent	DON'T KNOW (SPONTANEOUS)
National sales	d3a %	-9
Indirect exports (sold domestically to third party that exports products)	d3b %	-9
Direct exports	d3c %	-9
	100%	

IF 100% GO TO QUESTION D.10

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**INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%
(UNLESS RESPONDENT DOES NOT KNOW)**

D.8 In which year did this establishment first export directly or indirectly?

	Year
Began exporting directly or indirectly	d8
DON'T KNOW (SPONTANEOUS)	-9

INTERVIEWER: WRITE YEAR USING 4 DIGITS

D.10 During last complete fiscal year, what percentage of the value of products this establishment shipped to supply domestic markets was lost while in transit because of theft?

	Percent
Losses due to theft as percentage of the value of the products	d10 %
NO LOSSES	0
DON'T KNOW (SPONTANEOUS)	-9
NO INTERNAL SHIPMENTS MADE (DOES NOT APPLY)	-7

GO TO QUESTION D.17

D.11 During last complete fiscal year, what percentage of value of products this establishment shipped to supply domestic markets was lost while in transit because of breakage or spoilage?

	Percent
Losses due to breakage or spoilage as percentage of the value of the products	d11 %
NO LOSSES	0
DON'T KNOW (SPONTANEOUS)	-9
NO INTERNAL SHIPMENTS MADE (DOES NOT APPLY)	-7

**ENUMERATOR: ASK THE FOLLOWING QUESTION ONLY FOR RETAIL FIRMS. OTHERWISE
SKIP TO D.30**

D.17 At the present time, when this establishment receives its **main sales item**, on average, how many days of inventory measured in days of sales, does this establishment keep?
(INTERVIEWER: IF RESPONDENT REQUIRES CLARIFICATION, DEFINE AS STOCK ON HAND)

	Days
Days of inventory of main sales item	d17
DON'T KNOW (SPONTANEOUS)	-9

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D.30	Using the response options on the card; To what degree is Transport an obstacle to the current operations of this establishment? SHOW CARD 5
	Using the response options on the card; To what degree is Customs and Trade Regulation an obstacle to the current operations of this establishment? SHOW CARD 5

						(SPONTANEOUS)		
		No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	DON'T KNOW	DOES NOT APPLY
Transport	d30a	0	1	2	3	4	-9	-7
Customs and trade regulations	d30b	0	1	2	3	4	-9	-7

QUESTIONNAIRE NUMBER

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E. DEGREE OF COMPETITION

E.11 Does this establishment compete against unregistered or informal firms?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

e11

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

H. INNOVATION

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING

And now we switch to a different topic. In this section “new” means new to the establishment but not necessarily new to the market.

INTERVIEWER: SHOW CARDS IN THIS SECTION CONTAIN EXAMPLES OF INNOVATIONS. THEY ARE MEANT AS EXAMPLES ONLY - THEY DO NOT CONTAIN ALL POSSIBLE INNOVATIONS.

H.1 During the last three years, has this establishment introduced new or significantly improved products or services?
SHOW CARD 6

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION H.3
GO TO QUESTION H.3

h1

H.2 Were any of the new or significantly improved products or services also new for the establishment's main market?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

h2

H.3 During the last three years, has this establishment introduced any new or significantly improved methods of manufacturing products or offering services? **SHOW CARD 7**

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

h3

H.4a During the last three years, has this establishment introduced any new or significantly improved logistics, delivery, or distribution methods for inputs, products, or services?
SHOW CARD 8

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

H4a

QUESTIONNAIRE NUMBER

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H.4b During the last three years, has this establishment introduced any new or significantly improved supporting activities for your processes, such as maintenance systems or operations for purchasing, accounting, or computing?
SHOW CARD 9

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

h4b

H.5 During the last three years, has this establishment introduced any new or significantly improved organizational structures or management practices? **SHOW CARD 10**

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

h5

H.6 During the last three years, has this establishment introduced new or significantly improved marketing methods? **SHOW CARD 11**

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

h6

H.7 During the last three years, did this establishment spend on formal research and development activities, either in-house or contracted with other companies, excluding market research surveys?
SHOW CARD 12

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

h7

H.8 During last fiscal year, how much did this establishment spend on formal research and development activities, either in-house or contracted with other companies?

	SEK
Cost of formal research and development activities	h8
NONE (SPONTANEOUS)	0
DON'T KNOW (SPONTANEOUS)	-9

QUESTIONNAIRE NUMBER

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G. LAND AND PERMITS

G.6 Of the buildings occupied by this establishment, what percentage is owned and what percentage is rented or leased? **SHOW CARD 13**

	Percent	DON'T KNOW (SPONTANEOUS)
Owned by this establishment	g6a %	-9
Rented or leased by this establishment	g6b %	-9
Other	g6c %	-9
	100%	

INTERVIEWER: CHECK THAT TOTAL SUMS TO 100% (UNLESS RESPONDENT DOES NOT KNOW)

G.1 Of the land occupied by this establishment, what percent is: **SHOW CARD 13**

	Percent	DON'T KNOW (SPONTANEOUS)	DOES NOT APPLY IS A FLOOR IN A BUILDING (SPONTANEOUS)
Owned by this establishment	g1a %	-9	-7
Rented or leased by this establishment	g1b %	-9	-7
Other	g1c %	-9	-7
	100%		

INTERVIEWER: CHECK THAT TOTAL SUMS TO 100% UNLESS RESPONDENT DOES NOT KNOW OR IF ESTABLISHMENT OCCUPIES A FLOOR IN A BUILDING

G.2 Over the last two years, did this establishment submit an application to obtain a construction-related permit?

Yes	1	GO TO QUESTION G.30
No	2	
DON'T KNOW (SPONTANEOUS)	-9	
	g2	

G.3 In reference to that application for a construction-related permit, approximately how many days did it take to obtain it from the day of the application to the day the permit was granted?

	Days
Wait for a construction-related permit	g3
LESS THAN ONE DAY	1
STILL IN PROCESS	-6
APPLICATION DENIED	-5
DON'T KNOW (SPONTANEOUS)	-9

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

G.4 In reference to that application for a construction-related permit, was an informal gift or payment expected or requested?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9
REFUSAL (SPONTANEOUS)	-8

g4

SG.5 In reference to that application for a construction-related permit what was the total time, in days, spent by this establishment's employees to comply with the required procedures and regulations?

	Days
Total number of days spent in dealing with construction permits and regulations	sg5
NO TIME WAS SPENT	0
DON'T KNOW (SPONTANEOUS)	-9

SG.6 Did this establishment use the services of external consultants or experts to deal with procedures and regulations required to apply for a construction related permit

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION G.30
GO TO QUESTION G.30

sg6

SG.7 What was the total cost of these external consultants or experts?

	SEK
Total cost of external consultants or experts	sg7
NONE (SPONTANEOUS)	0
DON'T KNOW (SPONTANEOUS)	-9

ENUMERATOR: ASK THE FOLLOWING QUESTION ONLY FOR RETAIL FIRMS. OTHERWISE SKIP TO G.30

G.5 What is the total selling area of this establishment?

Area	
DON'T KNOW (SPONTANEOUS)	-9

g5a

SPECIFY UNITS

Square Feet	1
Square Yards	2
Square Meters	3
OTHER (SPECIFY) <u>g5bx</u>	4

g5b

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G.30	Using the response options on the card; To what degree is Access to Land an obstacle to the current operations of this establishment? SHOW CARD 14
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								(SPONTANEOUS)	
		No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	DON'T KNOW	DOES NOT APPLY	
Access to land	g30a	0	1	2	3	4	-9	-7	

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I. CRIME

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:

We now turn to another topic.

I.1 During last complete fiscal year, did this establishment pay for security, for example equipment, personnel, or professional security services?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION I.3

GO TO QUESTION I.3

i1

I.2 During last complete fiscal year, what percentage of this establishment's total annual sales was paid for security, or what was the total annual cost of security?

	Percent
Percentage of total annual sales for security	i2a %
DON'T KNOW (SPONTANEOUS)	-9

PROVIDE EITHER ONE OR THE OTHER, NOT BOTH

	SEKs
Total annual cost of security	i2b
DON'T KNOW (SPONTANEOUS)	-9

I.3 During last complete fiscal year, did this establishment experience losses as a result of theft, robbery, vandalism or arson on this establishment's premises?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION I.30

GO TO QUESTION I.30

i3

I.4 During last complete fiscal year, what were the estimated losses as a result of theft, robbery, vandalism or arson that occurred on this establishment's premises either as a percentage of total annual sales or as total annual losses?

	Percent
Losses as percentage of total annual sales	i4a %
DON'T KNOW (SPONTANEOUS)	-9

PROVIDE EITHER ONE OR THE OTHER, NOT BOTH

	SEKs
Total annual value of losses	i4b
DON'T KNOW (SPONTANEOUS)	-9

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I.30	Using the response options on the card; To what degree is Crime, Theft and Disorder an obstacle to the current operations of this establishment? SHOW CARD 14
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						(SPONTANEOUS)		
		No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	DON'T KNOW	DOES NOT APPLY
Crime, theft and disorder	i30	0	1	2	3	4	-9	-7

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K. FINANCE

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:
I would like to ask you a few questions about how you finance the operations of this establishment.

K.3 Over last complete fiscal year, please estimate the proportion of this establishment’s working capital that is the funds available for day-to-day operations, that was financed from each of the following sources?
SHOW CARD 15

	Percent	DON'T KNOW (SPONTANEOUS)
Internal funds or retained earnings	k3a %	-9
Borrowed from banks: private and state-owned	k3bc %	-9
Borrowed from non-bank financial institutions which include, credit cooperatives, credit unions, finance companies, or finance institutions	k3e %	-9
Issued bonds	k3g %	-9
Purchases on credit from suppliers and advances from customers	k3f %	-9
Other, moneylenders, friends, relatives, etc.	k3hd %	-9
	100%	

**INTERVIEWER: CHECK THAT TOTAL SUMS TO 100%
(UNLESS RESPONDENT DOES NOT KNOW)**

K.4 During last complete fiscal year, did this establishment purchase any new or used fixed assets, such as machinery, vehicles, equipment, land or buildings?

Yes	1	GO TO QUESTION K.6 GO TO QUESTION K.6
No	2	
DON'T KNOW (SPONTANEOUS)	-9	

k4

K.5 During last complete fiscal year , how much did this establishment spend on purchases of:
INTERVIEWER: READ OUT

	SEKs	DON'T KNOW (SPONTANEOUS)
New or used machinery, vehicles, and equipment	n5a	-9
Land and buildings	n5b	-9

K.5 Over last complete fiscal year , please estimate the proportion of this establishment’s total purchase of fixed assets that was financed from each of the following sources:
SHOW CARD 15

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QUESTIONNAIRE NUMBER

	Percent	DON'T KNOW (SPONTANEOUS)
Internal funds or retained earnings	k5a %	-9
Owners' contribution or issued new equity shares	k5i %	-9
Borrowed from banks: private and state-owned	k5bc %	-9
Borrowed from non-bank financial institutions	k5e %	-9
Issued bonds	k5g %	-9
Purchases on credit from suppliers and advances from customers	k5f %	-9
Other, moneylenders, friends, relatives, bonds, etc.	k5hdj %	-9
	100%	

INTERVIEWER: CHECK THAT TOTAL SUMS TO 100% (UNLESS RESPONDENT DOES NOT KNOW)

K.7 Now let's talk about the establishment's present situation. At this time, does this establishment have an overdraft facility?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

k7

K.8 At this time, does this establishment have a line of credit or a loan from a financial institution?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION K.15d
GO TO QUESTION K.15d

k8

K.9 Referring to the most recent line of credit or loan, what type of financial institution granted this loan? **SHOW CARD 16**

Private commercial banks	1
State-owned banks or government agency	2
Non-bank financial institutions	3
Other	4
DON'T KNOW (SPONTANEOUS)	-9

k9

K.10 Referring only to this most recent line of credit or loan, in what year was the most recent line of credit or loan approved?

	Year
Year most recent line of credit or loan approved	k10
DON'T KNOW (SPONTANEOUS)	-9

INTERVIEWER: PROVIDE FOUR DIGITS FOR YEAR

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

K.11 Referring only to this most recent line of credits or loan, what was its value at the time of approval?

	SEKs
Size of most recent line of credit or loan approved	k11
REFUSAL (SPONTANEOUS)	-8
DON'T KNOW (SPONTANEOUS)	-9

K.13 Referring only to this most recent line of credit or loan, did the financing require collateral?

Yes	1	GO TO QUESTION K.15b GO TO QUESTION K.15b
No	2	
DON'T KNOW (SPONTANEOUS)	-9	

k13

K.14 Referring only to this most recent line of credit or loan, what type of collateral was required?
INTERVIEWER: READ OUT

Collateral		Yes	No	DON'T KNOW (SPONTANEOUS)
Land, buildings under ownership of the establishment	k14a	1	2	-9
Machinery and equipment including movables	k14b	1	2	-9
Accounts receivable and inventories	k14c	1	2	-9
Personal assets of owner (house, etc.)	k14d	1	2	-9
Other forms of collateral not included in the categories above	k14e	1	2	-9

K.15 Referring only to this most recent line of credit or loan, what was the approximate value of the collateral required?

	SEKs
Value of collateral	k15 a
DON'T KNOW (SPONTANEOUS)	-9

K.15b What is the total number of open lines of credit or outstanding loans held by this establishment?

	Number	
Total number of open lines of credit or outstanding loans	k15b	IF 1, GO TO QUESTION K.15d
DON'T KNOW (SPONTANEOUS)	-9	GO TO QUESTION K.15d

K.15c What is the total value of open lines of credit or loans held by this establishment?

	SEKs
Total value of open lines of credit or outstanding	k15c
REFUSAL (SPONTANEOUS)	-8
DON'T KNOW (SPONTANEOUS)	-9

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

K.15d At this time, does the owner or owners of this establishment have any outstanding personal loans that are used to finance this establishment's business activities?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

k15d

K.16 Referring again to the last complete fiscal year, did this establishment apply for any lines of credit or loans?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION K.20a1

GO TO QUESTION K.21

k16

K.17 What was the **main** reason why this establishment did not apply for any line of credit or loan?
SHOW CARD 17

No need for a loan - establishment had sufficient capital	1
Application procedures were complex	2
Interest rates were not favorable	3
Collateral requirements were too high	4
Size of loan and maturity were insufficient	5
Did not think it would be approved	6
Other	7
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION K.21

k17

K.20a1 Referring only to this most recent application for a line of credit or loan, what was the outcome of that application? **SHOW CARD 18**

Application was approved in full	1
Application was approved only in part	2
Application was rejected	3
Application was withdrawn	4
APPLICATION STILL IN PROCESS	-6
DON'T KNOW (SPONTANEOUS)	-9

k20a1

K.21 During last complete fiscal year, did this establishment have its annual financial statements checked and certified by an external auditor?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

k21

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

K.30	Using the response options on the card; To what degree is Access to Finance an obstacle to the current operations of this establishment? SHOW CARD 19
-------------	---

						(SPONTANEOUS)		
		No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	DON'T KNOW	DOES NOT APPLY
Access to finance	k30	0	1	2	3	4	-9	-7

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

J. BUSINESS-GOVERNMENT RELATIONS

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:

The following questions assess how establishments, such as this one, deal with government officials and their agencies.

J.2 In a typical week over the last year, what percentage of total senior management's time was spent on dealing with requirements imposed by government regulations?
 (By senior management I mean managers, directors, and officers above direct supervisors of production/sales workers. Some examples of government regulations are taxes, customs, labor regulations, licensing and registration, including dealings with officials and completing forms)

	Percent
Senior management's time spent on dealing with regulations	j2 %
NO TIME WAS SPENT	0
DON'T KNOW (SPONTANEOUS)	-9

J.3 Over the last year, was this establishment visited or inspected by tax officials?

Yes	1	<i>GO TO QUESTION J.6a</i> <i>GO TO QUESTION J.6a</i>
No	2	
DON'T KNOW (SPONTANEOUS)	-9	

j3

J.4 Over the last year, how many times was this establishment either inspected by tax officials or required to meet with them?

	Number
Times inspected or met with tax officials	j4
DON'T KNOW (SPONTANEOUS)	-9

J.5 In any of these inspections or meetings was a gift or informal payment expected or requested?

Yes	1	j5
No	2	
DON'T KNOW (SPONTANEOUS)	-9	
REFUSAL (SPONTANEOUS)	-8	

J.6a Over the last year, has this establishment secured or attempted to secure a government contract?

Yes	1	<i>GO TO QUESTION J.10</i> <i>GO TO QUESTION J.10</i>
No	2	
DON'T KNOW (SPONTANEOUS)	-9	

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

j6a

J.6 When establishments like this one do business with the government, what percent of the contract value would be typically paid in informal payments or gifts to secure the contract?

	Percent
Percent of the contract value paid as informal payments or gifts	j6 %
DON'T KNOW (SPONTANEOUS)	-9
REFUSAL (SPONTANEOUS)	-8
NO PAYMENTS	0

J.10 Over the last two years, did this establishment submit an application to obtain an import license?

Yes	1	GO TO QUESTION J.13 GO TO QUESTION J.13
No	2	
DON'T KNOW (SPONTANEOUS)	-9	

j10

J.11 Approximately how many days did it take to obtain this import license from the day of the application to the day it was granted?

	Days
Wait for import license	j11
LESS THAN ONE DAY	1
STILL IN PROCESS	-6
APPLICATION DENIED	-5
DON'T KNOW (SPONTANEOUS)	-9

J.12 In reference to that application for an import license, was an informal gift or payment expected or requested?

Yes	1	j12
No	2	
DON'T KNOW (SPONTANEOUS)	-9	
REFUSAL (SPONTANEOUS)	-8	

J.13 Over the last two years, did this establishment submit an application to obtain an operating license?

Yes	1	GO TO QUESTION J.30 GO TO QUESTION J.30
No	2	
DON'T KNOW (SPONTANEOUS)	-9	

j13

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

J.14 Approximately how many days did it take to obtain this operating license from the day of the application to the day it was granted?

	Days
Wait for operating license	j14
LESS THAN ONE DAY	1
STILL IN PROCESS	-6
APPLICATION DENIED	-5
DON'T KNOW (SPONTANEOUS)	-9

J.15 In reference to that application for an operating license, was an informal gift or payment expected or requested?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9
REFUSAL (SPONTANEOUS)	-8

j15

J.30 Using the response options on the card; To what degree is/are **[INSERT OPTION]** an obstacle to the current operations of this establishment?
SHOW CARD 19

ROTATE OPTIONS	No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	(SPONTANEOUS)	
						DON'T KNOW	DOES NOT APPLY
Tax rates j30a	0	1	2	3	4	-9	-7
Complexity of corporate tax rules sj30g	0	1	2	3	4	-9	-7
Frequency of changes in corporate tax rules sj30h	0	1	2	3	4	-9	-7
Business licensing and permits j30c	0	1	2	3	4	-9	-7
Political instability j30e	0	1	2	3	4	-9	-7
Corruption j30f	0	1	2	3	4	-9	-7
Courts h30	0	1	2	3	4	-9	-7

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

L. LABOR

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:
Now I would like to ask you a few questions about this establishment's labor force.

L.1 At the end of last complete fiscal year, how many individuals worked in this establishment with full-time open-ended contracts and how many with full-time fixed-term contracts of at least one year? Please include all employees and managers
 (Full-time employees with open-ended contracts are defined as paid employees that are contracted with no terms or periods defined in the contract itself and that work a full shift
 Full-time employees with fixed-term contracts also work for a full shift but are contracted with a term of one year or more)
(INTERVIEWER: INCLUDE INTERVIEWEE IF APPLICABLE).

	Number	DON'T KNOW (SPONT.)
Open-ended, full-time workers at the end of last complete fiscal year	l1a	-9
Fixed-term, full-time workers at the end of last complete fiscal year	s11b	-9

L.2 Looking back, at the end of fiscal year, at the end of three fiscal years ago, how many individuals worked in this establishment with full-time open-ended contract and how many with full-time fixed-term contract of at least one year? Please include all employees and managers **(INTERVIEWER: INCLUDE INTERVIEWEE IF APPLICABLE).**

	Number	DON'T KNOW (SPONT.)	ESTAB. WAS NOT IN BUSINESS THREE FISCAL YEARS AGO
Open ended, full-time workers at the end of three fiscal years ago	l2a	-9	-7
Fixed-term, full-time workers at the end of three fiscal years ago	s12b	-9	-7

SL.3 Between last fiscal year and three fiscal years ago how many fixed-term full-time contracts had a total duration of two years?

	Percent
Percentage of fixed-term contracts with total duration of two years	s13
DON'T KNOW (SPONTANEOUS)	-9

IF =0 GO TO SL.6

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

SL.4 Between last fiscal year and three fiscal years ago, what percentage of fixed-term contracts that reached the duration of two years was converted into open-ended contracts?

	Percent
Percentage of fixed-term contracts converted into open-ended contract	sl4
DON'T KNOW (SPONTANEOUS)	-9

IF =100 GO TO QUESTION SL.6

SL.5 If regulation had permitted it, would this establishment have renewed or extended any of the fixed-term contracts beyond the allowed two-year period?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

sl5

SL.6 For which of the following age categories, if any, does this establishment use fixed-term contracts more often?
SHOW CARD 20

	Age
Less than 26 years	1
26-65	2
66+	3
NONE OF THEM	5
DON'T KNOW (SPONTANEOUS)	-9

sl6

SL.4a At the end of last complete fiscal year, how many full-time individuals working in this establishment with either open ended or fixed-term contracts were: **INTERVIEWER: READ EACH CATEGORY**

	Number	DON'T KNOW (SPONTANEOUS)
Skilled workers [e.g., managers, administration, sales]	sl4a1	-9
Unskilled workers	sl4a2	-9

L.5 Coming back to last complete fiscal year, how many full-time individuals that worked in this establishment with either open ended or fixed-term contracts were female?

	Number
Female open ended or fixed-term full-time workers	15
DON'T KNOW (SPONTANEOUS)	-9

IF 0 GO TO L.6

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

SL.8a At the end of last complete fiscal year, how many female permanent full-time individuals working in this establishment with either open ended or fixed-term contracts were?

	Number	DON'T KNOW (SPONT.)
Female skilled workers	s18a1	-9
Female unskilled workers	s18a2	

L.6 How many full-time seasonal or temporary employees did this establishment employ during last complete fiscal year?
(Full-time, temporary workers are all paid short-term (i.e. for less than a year) employees with no guarantee of renewal of contract employment and work full-time)

	Number
Full-time seasonal or temporary workers employed last fiscal year	16
NO FULL-TIME SEASONAL OR TEMPORARY WORKERS	0
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION L.9b

GO TO QUESTION L.9b

L.6a How many full-time seasonal or temporary employees employed during last complete fiscal year were female?

	Number
Full-time female seasonal or temporary workers employed last fiscal year	16a
DON'T KNOW (SPONTANEOUS)	-9

L.8 What was the average length of employment of all full-time temporary employees During last complete fiscal year?

	Months
Average length full-time seasonal or temporary employment last fiscal year, in months	18
LESS THAN ONE MONTH	1
DON'T KNOW (SPONTANEOUS)	-9

INTERVIEWER READ THE FOLLOWING

The next questions will refer to individuals with either open-ended or fixed-term contract as permanent employees

L.9b What is the percentage of permanent (open-ended or fixed-term) full-time workers who completed secondary school?

	Percent
Percentage of full time permanent workers who	19b

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

completed secondary school	
DON'T KNOW (SPONTANEOUS)	-9

SL.9 What is the percentage of permanent (open-ended or fixed-term) full time workers who has at least a bachelor degree?

	Percent
Full time permanent workers with a bachelor degree or more	s19%
DON'T KNOW (SPONTANEOUS)	-9

L.10 Over last complete fiscal year, did this establishment have formal training programs for its permanent (open-ended or fixed-term), full-time employees?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

110

SL.10 At the end of last complete fiscal year, how many individuals worked in this establishment with part-time contracts either open-ended or fixed-term? Please include all employees and managers (Part-time employees are defined as paid employees that work less than a full shift) **(INTERVIEWER: INCLUDE INTERVIEWEE IF APPLICABLE).**

	Number	
Part-time workers end of last fiscal year	s110	IF 0 GO TO QUESTION SL.12
DON'T KNOW (SPONTANEOUS)	-9	GO TO QUESTION SL.12

SL.11 How many part-time employees with either open-ended or fixed-term contract employed at the end of last complete fiscal year were female?

	Number
Female part-time workers with open-ended or fixed-term contract employed last fiscal year	s111
DON'T KNOW (SPONTANEOUS)	-9

LABOR MARKET FLOW

SL.12 Over the last two years, did any of these factors prevent this establishment from expanding the workforce? Please consider both open-ended and fixed-term workers. **READ OUT**

Factors	Yes	No	DON'T KNOW (SPONT.)
Taxes and contribution rates s112a	1	2	-9
Labor regulations about hiring and firing s112b	1	2	-9

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

Market demand	s112c	1	2	-9
---------------	--------------	---	---	-----------

SL.13 Over the last two years, how many full-time workers did this establishment hire either with open-ended or fixed-term contract?

	Number	
Permanent, full-time workers hired	s113	IF 0 GO TO SL.16
DON'T KNOW (SPONTANEOUS)	-9	GO TO SL.16

SL.14 Over the last two years, how many of the newly hired were in each of the following age categories?

	Number	DON'T KNOW (SPONT.)
Less than 26	s114a	-9
26-65	s114b	-9
66+	s114c	-9
76 and over	s114d	-9

SL.15 Over the last two years, how many of these were re-hired after being terminated for redundancy?

	Number
Permanent, full-time workers re-hired after being terminated for redundancy	s115
DON'T KNOW (SPONTANEOUS)	-9

SL.16 Over the last two years, how many permanent full-time workers were terminated or left this establishment, regardless of the reason?

	Number	
Number of permanent full-time workers terminated or left	s116	IF 0 GO TO SL.19a
DON'T KNOW (SPONTANEOUS)	-9	GO TO SL.19a

SL.17 Over the last two years, were any of the permanent full-time workers of this establishment terminated or left due to lack of demand?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

s117

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

SL.18 Over the last two years, were any of the permanent full-time workers of this establishment terminated or left due to lack of the required skills?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

s118

SL.18a Over the last two years, were any of the permanent full-time workers of this establishment terminated or left due to poor performance?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

s118a

SL.19 Over the last two years, did this establishment make use of the exemptions from priority rules for redundancy granted by the law to firms with up to 10 employees?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9
DOESN'T APPLY	-7

s119

SL.19a Over the last two years, did this establishment negotiate, either successfully or unsuccessfully, exemptions from priority rules for redundancy with labor unions?

Yes, negotiated successfully	1
Yes, negotiated but unsuccessfully	2
No	3
DON'T KNOW (SPONTANEOUS)	-9
DOESN'T APPLY	-7

s119a

SL.20 Over the last two years, did this establishment reassign or provide retraining to employees that the establishment wanted to make redundant?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION SL.22
GO TO QUESTION SL.22

s120

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

SL.21 Over the last two years, how much did this establishment spend on retraining and/or reassigning employees that the establishment wanted to make redundant?

	SEK
Amount spent on retraining/reassigning workers	sl21
DON'T KNOW (SPONTANEOUS)	-9

SL.22 Over the last two years, if regulations had permitted it, would this establishment have terminated or left employees due to lack of necessary skill?

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9

sl22

SL.22a Over the last two years, how many employees were in this establishment payroll without working?

	Number
Number of employees in the establishment payroll without working	sl22a
DON'T KNOW (SPONTANEOUS)	-9

FRICTIONS IN LABOR MARKETS

SL.23 Over the last two years, did this establishment have any vacancies?

Yes	1	GO TO QUESTION L.30 GO TO QUESTION L.30
No	2	
DON'T KNOW (SPONTANEOUS)	-9	

sl23

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

	SL.24 How many of these vacancies were in the [insert category]?	SL.25 How many of these vacancies were filled?	SL.26 What was the average number of weeks required to fill these vacancies?
	Number	Number	Number
Skilled workers	sl24b	sl25b	sl26b
DON'T KNOW (SPONT.)	-9	-9	-9
DOESN'T APPLY		-7	-7
Unskilled workers	sl24c	sl25c	sl26c
DON'T KNOW (SPONT.)	-9	-9	-9
DOESN'T APPLY		-7	-7

INTERVIEWER: IF ANY OF THE CATEGORIES IN SL24 =0 OR DON'T KNOW, THEN RECORD -7 IN CORRESPONDING VARIABLE IN SL25 AND SL26

SL.27 Over the last two years, using this card, please indicate the degree of difficulty in finding employees that have the following skills: **SHOW CARD 21**

Skill	Very easy	Easy	Difficult	Very difficult	DON'T KNOW (SPONT.)	DOESN'T APPLY (SPONT.)
Interpersonal and communication skills sl27a	1	2	3	4	-9	-7
Writing skills sl27b	1	2	3	4	-9	-7
Work ethic and commitment sl27c	1	2	3	4	-9	-7
Fluency in Swedish sl27d	1	2	3	4	-9	-7
Foreign language skills sl27e	1	2	3	4	-9	-7
Computer skills or general IT skills sl27f	1	2	3	4	-9	-7
Technical skills, other than computers, vocational, or job-specific skills sl27g	1	2	3	4	-9	-7

SL.28 How many unfilled vacancies does this establishment currently have?

	Number
Establishment current unfilled vacancies sl28	sl28
DON'T KNOW (SPONTANEOUS)	-9

**IF 0 GO TO L.30
GO TO L.30**

SL.29 Have any of these unfilled vacancies being vacant for more than four months?

Yes	1
No	2
DON'T KNOW (SPONT.)	-9

sl29

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

SL.30 What is the main reason for currently unfilled vacancies? **[READ OUT]**

Lack of applicants	1
Applicants do not have required qualifications	2
Other	3
DON'T KNOW (SPONTANEOUS)	-9

s130

L.30 Using the response options on the card; To what degree is/are **[INSERT OPTION]** an obstacle to the current operations of this establishment? **SHOW CARD 23**

	No obstacle	Minor obstacle	Moderate obstacle	Major obstacle	Very Severe Obstacle	(SPONTANEOUS)	
						DON'T KNOW	DOES NOT APPLY
Duration limit of fixed-term contracts s130a	0	1	2	3	4	-9	-7
Rules and regulations on redundant workers s130c	0	1	2	3	4	-9	-7
Access to places to live s130h	0	1	2	3	4	-9	-7
Inadequately educated workforce l30b	0	1	2	3	4	-9	-7

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

M. BUSINESS ENVIRONMENT

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:

M.1	By looking at card [insert card number] can you tell me which of elements of the business environment included in the list, if any, currently represents the biggest obstacle faced by this establishment SHOW CARD 24 INTERVIEWER: DO NOT READ OUT
------------	--

- | |
|---|
| 1-Access to finance |
| 2-Access to land |
| 3-Business licensing and permits |
| 4-Corruption |
| 5-Courts |
| 6-Crime, theft and disorder |
| 7-Customs and trade regulations |
| 8-Electricity |
| 9-Inadequately educated workforce |
| 10-Labor regulations |
| 11-Political instability |
| 12-Practices of competitors in the informal sector |
| 13-Tax administration |
| 14-Tax rates |
| 15-Transport |

Biggest obstacle	m1a
DON'T KNOW (SPONTANEOUS)	-9
DOES NOT APPLY (SPONTANEOUS)	-7

Rotation (option 1, 2 or 3)	m1d
-----------------------------	------------

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

N. PERFORMANCE

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:

Now, we would like to ask you a few questions about the financial results of this establishment. It is important that this information be as accurate as possible. The individual data are treated as confidential – the identity of your establishment will not be revealed at any point. Please provide the following information from the financial statements of this establishment.

N.2 From this establishment’s Income Statement for last complete fiscal year , please provide the following information:

READ OUT	SEKs	DON'T KNOW (SPONTANEOUS)
Total annual cost of labor including wages, salaries, bonuses, social payments	n2a	-9
Total annual costs of electricity	n2b	-9
ENUMERATOR: ASK THE FOLLOWING QUESTION ONLY FOR RETAIL FIRMS.		
Total annual cost of finished goods and materials purchased to resell	n2i	-9

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

A.15a Please complete the following information about the interviewee(s)

	Position in the firm	Years with the firm	Gender
Main respondent	a15a1a	a15a2a	a15a3
Second respondent	a15a1b	a15a2b	a15b3
Third respondent	a15a1cx	a15a2c	a15c3

ENTER 1 WHEN YEARS WITH THE FIRM IS LESS THAN ONE. FOR GENDER 1: MALE, 2: FEMALE

THE SURVEY ENDS HERE
THANK YOU VERY MUCH FOR YOUR COOPERATION.

A.15 Time face-to-face interview ends:

Day (dd)	Month (mm)	Year (yyyy)	Hour (00 to 23)	Minutes (00 to 59)
a15d	a15m	a15y	a15h	a15min

INTERVIEWERS PLEASE ANSWER AT END OF THE INTERVIEW:

A.16 It is my perception that the responses to the questions regarding opinions and perceptions:

Truthful	1
Somewhat truthful	2
Not truthful	3

a16

A.17 The responses to the questions regarding figures (productivity and employment numbers):

Are taken directly from establishment records	1
Are estimates computed with some precision	2
Are arbitrary and unreliable numbers	3
Are in some case taken from books in some case estimates	4

a17

INTERVIEWER COMMENTS:

a17x

(Problems occurred/extraordinary circumstances which could influence results)

QUESTIONNAIRE NUMBER

QUESTIONNAIRE NUMBER

SUPERVISORS PLEASE ANSWER:

A.18 This questionnaire was completed in:

One visit in face-to-face interview with one person	1
One visit in face-to-face interview with different managers/staff	2
Several visits	3

GO TO A.18a

a18

A.19 If option 2 or 3 in **A.18**, estimate duration of the whole interview

Hour	Minutes

a19h

a19m

A.18a Was web-link application used to complete the interview?

No	1
Yes for section L only	2
Yes for section N only	3
Yes for both section L and section N	4

a18a