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THE WORLD BANK GROUP- Informal Questionnaire 2016

GPS Coordinates	
Degrees (Latitude)	lat
Degrees (Longitude)	Lon

A. CONTROL INFORMATION

A.5 Interviewer code

a5

A.6 Supervisor code

a6

Sc.4 Time face-to-face interview begins:

Day (dd)	Month (mm)	Year (yyyy)	Hour (00 to 23)	Minutes (00 to 59)
sc4d	sc4m	sc4y	sc4h	sc4min

BEFORE MAKING ANY CONTACT WITH THE BUSINESS. THE INTERVIEWER ANSWERS THE FOLLOWING QUESTIONS

sc5 WHAT IS THE MAIN OBSERVED BUSINESS ACTIVITY?

sc51

Production of	1	sc5x
Re-selling of goods	2	
Provide services of	3	

IF THERE IS MORE THAN ONE BUSINESS OR ACTIVITY WITHIN EITHER MAKING GOODS OR SELLING GOODS, THEN SELECT THE BUSINESS OR ACTIVITY WITH THE HIGHEST VALUE OF SALES

		Main business
Making goods (Manufacturing) sc51==1	Manufacturing of clothes or shoes	1
	Manufacturing of baked food (Baker)	2
	Manufacturing of coffee, sugar, oil, dry fruits and other processed foods(exclude restaurants, street food-sellers,)	3
	Manufacturing of handcrafts	4
	Manufacturing of furniture	5
	Manufacturing of metal products	6
	Manufacturing of household items	7
	Manufacturing of tools and instruments	8
	Other manufacturing (not included above)	14
Re-selling goods (Services) sc51==2	Selling food or Groceries (street food sellers, restaurants)	15
	Selling of clothes or household items	16
	Selling of business/computer/phone services	17
	Selling of other goods	18
Provision of services sc51==3	Transport Services	19
	Cleaning and washing services	20
	Hairdressers and barber shops	21
	Professional Services (including internet services)	22
	Repair of motor vehicles and motorcycles	231
	Repair of machinery and equipment	232
	Repair of computers and personal and household goods	233
	Construction	24
	Other services (not included above)	30
		sc5a

scc2 **WHAT KIND OF LOCATION DOES THIS BUSINESS HAVE?**

1	Fixed premises with permanent structure	GO TO A0
2	Fixed premises with temporary structure	
3	No fixed premises	
-9	DON'T KNOW (SPONTANEOUS)	
		scc2

sc2 **DOES THE BUSINESS HAVE ANY VISIBLE SIGNAGE, INCLUDING DISPLAYED PERMITS?**

Yes	1	sc2
No	2	

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING.
The goal of this survey is to gather information and opinions from businesses such as yours. The information will help to develop policies that benefit businesses like yours in Zimbabwe.

A0 Is the respondent willing to participate in the survey?

Long-Form Questionnaire	1	GO TO A15
Short-Form Questionnaire	2	
Refusal	3	
		a0

Sc.C.2a Does the owner produce and/or sell in another location with fixed premises as well at some other time of the day or week?

Yes	1	scc2a
No	2	
REFUSAL (SPONTANEOUS)	-8	
DON'T KNOW (SPONTANEOUS)	-9	

SC.L.1 In [insert last completed month], how many people who work in this business or activity were:
INTERVIEWER: INCLUDE FAMILY MEMBERS, OWNER AND RESPONDENT IF APPLICABLE.

	Number	DON'T KNOW (SPONTANEOUS)
Paid	scl1a	-9
Unpaid	scl1b	-9

(INTERVIEWER: CHECK THAT THE SUM IS AT LEAST ONE)

Sc.1 Is this business or activity currently registered with the Registrar of Companies?

Yes	1	sc1
No	2	
REFUSAL (SPONTANEOUS)	-8	
DON'T KNOW (SPONTANEOUS)	-9	

INTERVIEWER: HAS THE RESPONDENT PREVIOUSLY ANSWERED THE SURVEY?

Yes	1	TERMINATE
No	2	
REFUSAL (SPONTANEOUS)	-8	
		Duplicate

Lf. LONG-FORM QUESTIONNAIRE (ONLY FOR A0 = 1)

B. GENERAL INFORMATION

B.1 How many owners does this business or activity have?

Number of owners in this business	b1
DON'T KNOW (SPONTANEOUS)	-9

IF '1' GO TO QUESTION B.3

B.2a How many owners are female?

Number of female owners	b2a
DON'T KNOW (SPONTANEOUS)	-9

IF '0', GO TO QUESTION B.4

THE TOTAL NUMBER OF FEMALE OWNERS SHOULD BE LESS THAN OR EQUAL TO B.1

B.3 Is the largest owner female?

INTERVIEWER: IF THERE ARE MULTIPLE LARGE OWNERS WITH EQUAL PARTICIPATION IN OWNERSHIP, PLEASE ANSWER WITH RESPECT TO THE PERSON MOST ACTIVE IN THE OPERATION OF THE BUSINESS OR ACTIVITY

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

b3

B.4 How did the largest owner acquire ownership of this business or activity?

INTERVIEWER: READ OPTIONS

Started the business on his/her own or with partners	1
Purchased an existing business	2
Joined an existing family business	3
Joined an existing non-family business	4
OTHER (SPONTANEOUS)	5
DON'T KNOW (SPONTANEOUS)	-9

b4

B.5 Please indicate if any of the following were reasons why the largest owner started this business or activity:

INTERVIEWER: READ OPTIONS

	Yes	No	DON'T KNOW (SPONTANEOUS)
Convenience of location and/or hours b5a	1	2	-9
The opportunity to start and develop a profitable business b5b	1	2	-9
To add to income earned elsewhere or to make up for lost income b5c	1	2	-9
Unable able to find another source of income b5d	1	2	-9

B.7 How many businesses or activities have been started by the largest owner, other than this business or activity?

Number of businesses	
No OTHER business was started	0
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION B.9

GO TO QUESTION B.9

b7

B.8 How many of these businesses or activities are still owned or managed by the largest owner?

Number of businesses	
DON'T KNOW (SPONTANEOUS)	-9

b8

B.9 Is the largest owner also the main decision maker of this business or activity?

Yes	1	GO TO QUESTION B.12
No	2	
DON'T KNOW (SPONTANEOUS)	-9	

b9

B.10 Is the main decision maker female?

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

b10

B.12 In which year did this business or activity originally start?

	Year
Year business started	b12
DON'T KNOW (SPONTANEOUS)	-9

INTERVIEWER: PROVIDE FOUR DIGITS FOR YEAR

B.13 How many people worked in this business or activity paid or unpaid at start up?
(**INTERVIEWER: INCLUDE FAMILY MEMBERS, OWNER AND RESPONDENT IF APPLICABLE, INCLUDING BOTH PAID AND UNPAID**)

	Number
Employees at start-up	b13
DON'T KNOW (SPONTANEOUS)	-9

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:

Now, we would like to learn more about the business owner

B.15 What is the age of the largest owner?

	Years
Age of largest owner	b15
DON'T KNOW (SPONTANEOUS)	-9

B.15b How many years of experience working in this industry or activity does the largest owner have?

	Number of years
Largest owner years of experience	b15b
DON'T KNOW (SPONTANEOUS)	-9

B.16 What is the marital status of the largest owner?

Single	1
Currently married or partnered	2
Divorced or widowed	3
DON'T KNOW (SPONTANEOUS)	-9

b16

B.17a Does the largest owner live in this city

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

b17a

GO TO QUESTION B.19

B.17 For how many years has the largest owner lived in this city?

	Number of Years
Number of years	b17
ENTIRE LIFE	-5
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION B.19

B.18 Where did the largest owner live before moving to this city?
(INTERVIEWER - READ OUT)

Smaller city in the same country	1
Bigger or same size of city in the same country	2
Different country	3
DON'T KNOW (SPONTANEOUS)	-9

b18

B.19 How many people live within the largest owner's household premises?

	Number
People who live in the same household premises of largest owner	b19
DON'T KNOW (SPONTANEOUS)	-9

B.19a	How many of the people who live within the largest owner's household premises are less than 6 years old?
--------------	--

	Number
People who live in the same household premises of largest owner who are less than 6 years old	b19a
DON'T KNOW (SPONTANEOUS)	-9

B.19b	Is the largest owner the primary income earner of the household?
--------------	--

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9
EQUAL INCOME EARNER	-5

b19b

B.20	How many people within the largest owner's household premises have employment under a contract, including the largest owner?
-------------	--

	Number
People in household who work under contract	b20
DON'T KNOW (SPONTANEOUS)	-9

B.21	What is the highest level of education of the largest owner, completed or not? (INTERVIEWER - READ OUT)
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No Education	1
Primary School	2
Secondary School	3
Vocational Training	4
University	5
DON'T KNOW (SPONTANEOUS)	-9

b21

B.24	Did either of the largest owner's parents own a business or do they currently own a business?
-------------	---

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

b24

B.26	Does the largest owner currently have a job with a regular wage? INTERVIEWER: INCLUDE EMPLOYMENT IN EITHER THE PRIVATE OR PUBLIC SECTOR
-------------	---

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

GO TO QUESTION C.1

b26

B.26a	Has the largest owner ever had a job with a regular wage?
--------------	---

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

GO TO QUESTION B.27

GO TO QUESTION B.27

b26a

B.26b	In which year did the largest owner leave his or her last job with a regular wage?
--------------	--

	Year
Year largest owner leave his or her last job with a regular wage	b26b
DON'T KNOW (SPONTANEOUS)	-9

B.27	In the past two years, did the largest owner try to get a job with a regular wage?
-------------	--

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

GO TO QUESTION C.1

GO TO QUESTION C.1

b27

B.28	Did the largest owner get the job?
-------------	------------------------------------

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

b28

C. LOCATION AND INFRASTRUCTURE

READ THE FOLLOWING TO THE INTERVIEWEE BEFORE PROCEEDING:

We now turn to another topic

C.1 Where is this business or activity located? **(INTERVIEWER - READ OUT)**

Within household premises	1
Outside household premises	2

GO TO QUESTION C.2

c1

C.1a What is the main reason the business or activity is located within household premises?
(INTERVIEWER - READ OUT)

It costs less to run a business from home	1	GO TO QUESTION C.2A
It makes it easier to manage family responsibilities along with work	2	GO TO QUESTION C.2A
There is no benefit working outside the household premises	3	GO TO QUESTION C.2A
Other (SPONTANEOUS) SPECIFY c1ax	4	GO TO QUESTION C.2A
DON'T KNOW (SPONTANEOUS)	-9	GO TO QUESTION C.2A

c1a

INTERVIEWER: PLEASE ANSWER THIS QUESTION YOURSELF BY USING YOUR OWN JUDGEMENT

C.2 What kind of location does this business or activity have?

With fixed premises and with permanent structure	1
With fixed premises and with temporary structure	2
Without fixed premises (street vendors or services without fixed location)	3
DON'T KNOW (SPONTANEOUS)	-9
	c2

C.2a Does the owner produce and/or sell in another location with fixed premises as well at some other time of the day or week?

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

c2a

C.4 Does the owner or owners own the location or space occupied by the business or activity?

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

GO TO QUESTION C.7

c4

C.5 Does this business or activity pay any rent for the location or space it occupies?

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

c5

C.30 Is limited access to land a major or very severe obstacle to the current operation of this business or activity?

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

c30

C.31 Does your business or activity use electricity?

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

GO TO QUESTION C.38

c31

C.31a Is the business or activity connected to the electricity grid?

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

c31a

C.31b How does this business or activity pay for electricity? **(INTERVIEWER - READ OUT)**

Cash	1
Check or Bank transfer	2
Another form of payment (by internet, etc.)	3
No payment for electricity	4
DON'T KNOW (SPONTANEOUS)	-9

c31b

C.32 In **[insert last completed month]**, did this business or activity experience power outages?

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

GO TO QUESTION C.36

GO TO QUESTION C.36

c32

C.33 In **[insert last completed month]**, how many power outages did this business or activity experience?

Number of power outages per month	c33
DON'T KNOW (SPONTANEOUS)	-9

IF '0', GO TO QUESTION C.36

C.34 How long did these power outages last on average?

	Hours	Minutes
Average duration of power outage	c34h	c34min
DON'T KNOW (SPONTANEOUS)	-9	-9

C.36 Do you own or share a generator for business activities?

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

GO TO QUESTION C.38

GO TO QUESTION C.38

c36

C.37	In [insert last completed month] , what percent of this business' or activity's electricity came from a generator or generators that the business owned or shared?
-------------	---

	Percent
Percentage of electricity from generators	c37
DON'T KNOW (SPONTANEOUS)	-9

C.38	Does this business or activity use water for its activity aside from typical consumption and hygiene?
-------------	---

Yes	1	GO TO QUESTION C.50
No	2	
DON'T KNOW (SPONTANEOUS)	-9	
		c38

C.38a	Does the water this business or activity uses for its operations come from public or private sources?
--------------	---

Public	1	GO TO QUESTION C.50
Private	2	
Both public and private	3	
DON'T KNOW (SPONTANEOUS)	-9	
		c38a

C.39	In [insert last completed month] , did this business or activity experience insufficient water supply?
-------------	---

Yes	1	GO TO QUESTION C.50
No	2	
DON'T KNOW (SPONTANEOUS)	-9	
		c39

C.40	In [insert last completed month] , how many incidents of insufficient water supply did this business or activity experience?
-------------	---

	Number
Number of incidents of water insufficiency	c40
DON'T KNOW (SPONTANEOUS)	-9
GO TO QUESTION C.50	

C.41	How long did these incidents of insufficient water supply last on average?
-------------	--

	Hours	Minutes
Average duration of power outage	c41h	c41min
DON'T KNOW (SPONTANEOUS)	-9	-9

C.50	Are problems with the electricity supply a major or very severe obstacle to the current operation of this business or activity?
-------------	--

Yes	1	c50
No	2	
DON'T KNOW (SPONTANEOUS)	-9	

C.60	Are problems with the water supply a major or very severe obstacle to the current operation of this business or activity?
-------------	--

Yes	1	c60
No	2	
DON'T KNOW (SPONTANEOUS)	-9	

I. CRIME

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:

We now turn to another topic.

I.1 In **[insert last completed month]**, did this business or activity pay for security, for example equipment, personnel, security services, or protection payments?

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

GO TO QUESTION I.3

GO TO QUESTION I.3

i1

I.2 Please estimate the total cost of security in **[insert last completed month]**

	LCU
Total cost of security	i2
DON'T KNOW (SPONTANEOUS)	-9

I.3 In **[insert last completed month]**, did this business or activity experience losses as a result of crime?

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

GO TO QUESTION I.30

GO TO QUESTION I.30

i3

I.4 Please estimate the value of losses, including sales lost, due to crime that occurred to this business or activity in **[insert last completed month]**.

	LCU
Total value of losses	i4
DON'T KNOW (SPONTANEOUS)	-9

I.4a In **[insert last completed month]**, how many incidents of crime did this business or activity experience?

	Number
Number of crime incidents	I4a
DON'T KNOW (SPONTANEOUS)	-9

I.30 Is crime a major or very severe obstacle to the current operation of this business or activity?

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

i30

I.5	Do you think that unregistered businesses or activities similar to yours give informal payments, gifts, bribes or protection payments in order to stay in business?
------------	---

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

i5

I.6	In [insert last completed month] , did this business or activity experience harassment by government officials or police?
------------	--

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

i6

I.31	Is corruption a major or very severe obstacle to the current operation of this business or activity?
-------------	--

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

i31

D. SALES AND SUPPLIES

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:

The next topic to be covered is about your sales and purchases.

D.3 In **[insert last completed month]**, please estimate sales of the **main product or service**?

	LCU
Total sales of main product or service	d3
DON'T KNOW (SPONTANEOUS)	-9

D.4 In **[insert last completed month]**, what were the **total** sales of this business or activity?

	LCU
Last complete month's total sales	d4
DON'T KNOW (SPONTANEOUS)	-9

INTERVIEWER: IF ONLY ONE PRODUCT OR SERVICE d3=d4

D.5 The total sales in **[insert last completed month]** represented: **(READ OUT)**

Higher than usual	1
Lower than usual	2
The usual	3
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION D.7

d5

D.6 Could you please estimate the total sales for this business or activity in a **regular month**, that is, a month that is neither the busiest nor the slowest of the year?

	LCU
Regular month's total sales	d6
DON'T KNOW (SPONTANEOUS)	-9

D.7 Could you please estimate total sales for this business or activity in the **slowest month** of the year?

	LCU
Slowest month's total sales	d7
DON'T KNOW (SPONTANEOUS)	-9

D.8 Could you please estimate total sales of this business or activity in the **busiest month** of the year?

	LCU
Busiest month's total sales	d8
DON'T KNOW (SPONTANEOUS)	-9

D.10	Does this business or activity produce or sell under contract for another business or person?
-------------	---

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

d10

D.11	For how many years has this business or activity worked with this business' primary supplier of its main input or sales item?
-------------	---

	Number of years
Years of relations with primary supplier	d11
LESS THAN ONE YEAR	1
DON'T KNOW (SPONTANEOUS)	-9

D.12	How many hours per week does this business or activity normally operate?
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	Hours
Hours of normal operation	d12
DON'T KNOW (SPONTANEOUS)	-9

D.13	At the present time, does this business or activity use cell phone(s) for its operations?
-------------	---

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

d13

D.14	At the present time, does this business or activity use internet for its operations?
-------------	--

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

d14

D.15	At the present time, does this business or activity use mobile money for its operations?
-------------	--

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

d15

K. FINANCE**READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:**

I would like to ask you a few questions about how this business or activity finances its operations.

K.3 Are the accounts of the business or activity kept separately from the household expenses?

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

k3

K.4 In the last year, did you finance the day-to-day operations of this business or activity by using:
(INTERVIEWER: READ ONE BY ONE)

		Yes	No	DON'T KNOW (SPONTANEOUS)
Own funds	k4a	1	2	-9
Moneylenders	k4c	1	2	-9
Microfinance institutions	k4d	1	2	-9
Banks	k4e	1	2	-9
Friends or relatives	k4f	1	2	-9
Other sources	k4g	1	2	-9

K.4b In the last year, did you buy inputs, goods or supplies on credit or receive advances from customers?

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

K4b

K.6 In the last 3years, did you buy any new or used machinery, vehicles or other means of transport, equipment, land or buildings for your business or activity?

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

GO TO QUESTION K.10

GO TO QUESTION K.10

k6

K.7	In the last 3 years, how much did this business or activity spend on purchases of: (INTERVIEWER: READ OUT)
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	LCU	DOESN'T APPLY	DON'T KNOW
Machinery new or used	k7an	-7	-9
Equipment and tools new or used	k7bn	-7	-9
Vehicles and other means of transport, new or used	k7cn	-7	-9
Land	k7dn	-7	-9
Buildings (purchased or constructed by yourself)	k7en	-7	-9

K.8	In the last 3 years, have you financed the purchases of machinery, vehicles or other means of transport, equipment, land or buildings of this business or activity by using: INTERVIEWER: READ ONE BY ONE
------------	---

	Yes	No	DON'T KNOW (SPONTANEOUS)
Own funds k8an	1	2	-9
Moneylenders k8cn	1	2	-9
Microfinance institutions k8dn	1	2	-9
Banks k8en	1	2	-9
Friends or relatives k8fn	1	2	-9
Other sources k8gn	1	2	-9

K.10	Do you have a bank account to run this business or activity?
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Yes	1	GO TO QUESTION K.12 GO TO QUESTION K.12 k10
No	2	
DON'T KNOW (SPONTANEOUS)	-9	

K.11	Do you use a separate bank account for your household?
-------------	--

Yes	1	k11
No	2	
DON'T KNOW (SPONTANEOUS)	-9	

K.12	At this time, does this business or activity have a loan or does the owner have a loan for the business or activity?
-------------	--

Yes	1	GO TO QUESTION K.17 GO TO QUESTION K.17 k12
No	2	
DON'T KNOW (SPONTANEOUS)	-9	

K.13	Referring to the most recently obtained loan, where did you get the loan from? INTERVIEWER: READ OUT
-------------	--

Bank	1
Moneylenders	2
Micro-credit institutions	3
Input supplier or customer	4
Other (specify k13x)	5
DON'T KNOW (SPONTANEOUS)	-9
k13	

K.16	Referring only to the most recent loan, did the financing require a guarantee?
-------------	--

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9
k16	

K.17	In the last year, did you apply for any loans for this business or activity?
-------------	--

Yes	1	GO TO QUESTION K.30
No	2	
DON'T KNOW (SPONTANEOUS)	-9	
k17		

K.18	What was the main reason why you did not apply for any loan for this business or activity? INTERVIEWER: SHOW CARD
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No need for a loan	1
Application procedures are complex	2
Interest rates are too high	3
Did not have required guarantees	4
Did not think it would be obtained because I am not registered	5
Other (SPONTANEOUS)	6
k18	

K.30	Is limited access to finance or loans a major or very severe obstacle to the current operation of this business or activity?
-------------	--

Yes	1
No	2
DON'T KNOW (SPONTANEOUS)	-9
k30	

L. LABOR

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:

Now I would like to ask you a few questions about the individuals who work in this business or activity

L.1	In [insert last completed month], how many people who work in this business or activity were: INTERVIEWER: INCLUDE FAMILY MEMBERS, OWNER AND RESPONDENT IF APPLICABLE.
------------	--

	Number	DON'T KNOW (SPONTANEOUS)
Paid	11a	-9
Unpaid	11b	-9

(INTERVIEWER: CHECK THAT THE SUM IS AT LEAST ONE)

L.2	Would you say that in [insert last completed month] the number of people working in the business was: INTERVIEWER: READ OUT
------------	---

Higher than usual	1
Lower than usual	2
The usual	3
DON'T KNOW (SPONTANEOUS)	-9

GO TO QUESTION L.4

12

L.3	Considering a regular month in the last year, could you please estimate how many people worked in this business or activity, including paid and unpaid workers: INTERVIEWER: INCLUDE FAMILY MEMBERS, OWNER AND RESPONDENT IF APPLICABLE.
------------	--

	Number	DON'T KNOW (SPONTANEOUS)
Paid and unpaid	13	-9

(INTERVIEWER: CHECK THAT THE SUM IS AT LEAST ONE)

L.4	In the month with the highest number of people working over the last year, how many people worked in this business, including paid and unpaid workers? INTERVIEWER: INCLUDE FAMILY MEMBERS, OWNER AND RESPONDENT IF APPLICABLE.
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	Number	DON'T KNOW (SPONTANEOUS)
Paid and unpaid	14	-9

(INTERVIEWER: CHECK THAT THE SUM IS AT LEAST ONE)

L.5	In the month with the lowest number of people working over the last year, how many people worked in this business, including paid and unpaid workers? INTERVIEWER: INCLUDE FAMILY MEMBERS, OWNER AND RESPONDENT IF APPLICABLE.
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	Number	DON'T KNOW (SPONTANEOUS)
Paid and unpaid	15	-9

(INTERVIEWER: CHECK THAT THE SUM IS AT LEAST ONE)

L.6	In [insert last completed month] , how many females worked in this business, including paid and unpaid workers? INTERVIEWER: INCLUDE FAMILY MEMBERS, OWNER AND RESPONDENT IF APPLICABLE.
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	Number	DON'T KNOW (SPONTANEOUS)
Paid and unpaid	16	-9

L.7	In [insert last completed month] , how many family members of the owner(s) of this business or activity were working in this business or activity?
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	Number
Family members last month	17
DON'T KNOW (SPONTANEOUS)	-9

R. REGISTRATION

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:

We now turn to another topic.

R.1 Would you like for your business or activity to be registered with the [insert name of the registration office where businesses are required to register]?

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

r1

R.2 Please indicate if any of the following is a reason why this business or activity is not registered with [insert name of the registration office where businesses are required to register]

	Yes	No	DON'T KNOW (SPONTANEOUS)
Because of time, fees, and paper work required to complete registration r2a	1	2	-9
Because of the taxes that need to be paid if registered r2b	1	2	-9
Because of the inspections and meetings with government officials that would take place if registered r2c	1	2	-9
Because of the bribes registered businesses need to pay r2d	1	2	-9
Because there is no benefit for my business or activity from being registered r2e	1	2	-9

R.5 Does this business or activity have to give gifts, informal payments or bribes to remain unregistered?

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

r5

R.6	As I read several options please indicate if each one represents a benefit for your business or activity that could be obtained from being registered with the [insert name of the registration office where businesses are required to register] . (INTERVIEWER: READ OUT ONE BY ONE)
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	Yes	No	DON'T KNOW (SPONTANEOUS)	Not applicable
Better access to financing or loans r6a	1	2	-9	-7
Better access to raw materials, infrastructure services, and government services r6b	1	2	-9	-7
Less bribes to pay r6c	1	2	-9	-7
Being able to issue receipts to attract customers r6d	1	2	-9	-7

M. BUSINESS ENVIRONMENT

READ THE FOLLOWING TO THE RESPONDENT BEFORE PROCEEDING:

The next question is designed to get a general picture of your opinion about the business environment that affects the operations of this business or activity

M.1	Which of the following elements of the business environment, if any, currently represents the biggest obstacle faced by this business or activity.
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INTERVIEWER: PLEASE ROTATE THE ORDER IN WHICH THE OPTIONS ARE READ

1-Limited access to finance or loans
2-Limited access to land
3-Corruption
4-Crime
5-Problems with the electricity supply
6-Problems with the water supply
7. Limited access to technology
8. Inadequately educated workforce (including the owner)

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

N. ASSETS

N.1 For **[insert last completed month]** last complete month, please provide the following information about this business or activity:

	LCU	DON'T KNOW (SPONTANEOUS)
a. Total cost of workers including salaries and any other form of payment	n1a	-9
c. Total costs of electricity	n1c	-9
d. Total costs of transportation	n1d	-9
b. Total cost of raw materials (if manufacturing)	n1b	-9

N.2 In its current operations, does this business or activity use any machinery or equipment (excluding tools)?

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

n2

N.4 In its current operations does this business use its own vehicles or other means of transport?

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

END

END

n4

A.15a Please complete the following information about the interviewee (or best estimate if a0 = 3)

Position of main respondent

Largest owner	1
Employee related to largest owner	2
Employee NOT related to largest owner	3
Other	4

a15a1a

	Years with the business	Gender
Main respondent	a15a2a	a15a3a

Rf. INFORMATION ON REFUSALS

INFORMATION CODED BY ENUMERATOR IN THE CASE OF REFUSAL (A0 = 3)

INTERVIEWER: HOW MANY PEOPLE ARE OBSERVED WORKING IN THE BUSINESS ACTIVITY?

INCLUDE ALL PEOPLE OBSERVED CURRENTLY WORKING (INCLUDING RESPONDENT)

	Number
Number of people observed working in the business	rf4

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

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

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

INTERVIEWER COMMENTS:

a17x

(Problems occurred/extraordinary circumstances which could influence results)