

Ministry of Industrial Development

Questionnaire to calculate value addition of industries

1. Name of Industrial Establishment:

1.1 Description of Product :

1.2 H.S Code Number :

1.3 Address (Head Office) :

1.4 Telephone Number of contact person

1.5 Type of Organization:

(a) Individual Ownership/Partnership

(b) Public/Private Limited Liability

(c) Other

1.6 Twelve month period covered by data:

1.7 Data relating to all products manufactured by your industrial establishment: -

	H.S Code No.	Description of Product	Year of Commencement of Commercial Production
i.			
ii.			
iii.			
iv.			

Add annex if required.

2. **Production Accounts:** In Box 1 we would like information for the values and quantities of the goods the firm produces. If information is available, we would appreciate separate data for the amounts sold and actually produced during the most recent year for which complete information is available.

Box 1: Outputs	Year of Data:				
	Product Description	Value (Rs. 000)		Quantities	
		Sold	Produced	Units*	Sold
1.					
2.					
3.					
4.					
5.					
Others					
Totals					

*Units = Internationally used measures, such as kgs, tons, etc.

3. **Prices and Markets:** In box 2 we would like information on the prices of the goods you produce. The domestic ex-factory price is typically that charged to wholesalers. If there are imports that are of comparable quality, the CIF import price is price paid before any duties or taxes. The FOB export price applies to goods you export, if any. The distribution of markets, between domestic and international (exports) should be in gross amounts, or failing that, in percentage terms (please indicate which)

Box 2: Prices					
Product Description (as in Box 1)	Domestic Ex-Factory Price	Import Price (CIF)	Export Price (FOB)	Markets	
				Domestic	Exports
1.					
2.					
3.					
4.					
Others					
Totals					

4. **Taxes and tariffs applicable to types of goods produced:** To the extent possible please indicate the taxes and tariffs that are now in effect for the types of goods that you produce in Box 3, as percentages or amounts.

Box 3: Tariffs & Taxes					
Product Description (As in Box 1)	H.S. Code	Import Duty	GST	NSL	Export Cess
1.					
2.					
3.					
4.					
Others					
Totals					

5. **Raw Material Costs:** In box 4 please indicate the values and quantities of the main raw materials and intermediate goods used in the production of goods identified in Box 1. If possible, please provide separate data for amounts of materials purchased and actually used in production.

Box 4: Raw Materials					
Description	Value (Rs. 000)		Units	Quantities	
	Purchased	Used		Purchased	Used
1.					
2.					
3.					
4.					
Others					
Totals					

*Units= Internationally used measures, such as kgs, tons, etc.

6. **Prices and Markets:** In Box 5 we would like information on the prices of the materials you use in production. The domestic factory gate price is the price you pay for locally supplied inputs, delivered to your plant. For imported materials, the CIF price is without duties while the factory gate price reflects duties, taxes and the costs of transportation to your plant.

Box 5: Prices Raw Materials					
Description (as in Box 4)	H.S. Code	Domestically Sourced FG Price	Imported Raw Materials		
			CIF Price	Import Duties	Other Taxes
1.					
2.					
3.					
4.					
5.					
6.					
Others					
Totals					

7. **Employment and labour compensation costs:** We would like to get a breakdown of the structure of employment and compensation by general function and skill level. Numbers of employees are meant to reflect the average during the year. (See note on part time equivalents, below.) Compensation should include wages, social insurance payments, any other cash payments as well as estimates of the value of any non-monetary compensation. (Working proprietors should be included under managerial)

Box 6: Labour				
Type of Employee	Numbers		Compensation (Rs, 000)	
	Full Time	Part Time	Full Time	Part Time
Managerial				
Administrative				
Highly Skilled				
Semi Skilled				
Unskilled				
Totals				

In terms of full time equivalents (e.g. If full time employees average 240 man days per year, then FTE is equal to the total man days of part time employment during the year divided by 240).

8. **Other Costs:** Information for the other non-labour costs of production should be reported in Box 7. In principle, these expenses, together with labour costs should equal the total costs of production for the products indicated in Box 1.

Box 7: Other Costs of Production	
Type	Annual Costs (Rs, 000)
Electricity	
Water	
Fuel	
Transport	
Marketing	
Research & Development	
Advertising	
Insurance	
Communication	
Rent, Land & Buildings	
Leases (other)	
Licenses & royalties	
Depreciation	
Other amortization	
Taxes - National Govt.	
Taxes – Other	
Interest	
Other	
Other	
Total	

1. Excluding transport costs reflected in material costs above.
2. Depreciation charges for buildings, machinery and equipment used in production.
3. Including, among others, intangible assets such as capitalized valued of goodwill, patents, trademarks, etc.

I certify that the above statements are true and correct to the best of my knowledge. The figures shown have been based on audited/unaudited accounts.

Name :

Designation :

Date :

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Signature and
Designation