



UGANDA BUREAU OF STATISTICS



UGANDA NATIONAL HOUSEHOLD SURVEY 2009/2010

INFORMAL SECTOR SURVEY QUESTIONNAIRE
MANUFACTURING, MINING & QUARRYING, CONSTRUCTION

SECTION 1A: IDENTIFICATION PARTICULARS

1. STRATUM:			
2. DISTRICT:			
3. SUB-STRATUM: (Urban = 1, Other Urban= 2, Rural = 3)			
4. COUNTY:			
5. SUB-COUNTY:			
6. PARISH:			
7. EA:			
8. HOUSEHOLD/ESTABLISHMENT SER. NO.:			
9. SAMPLE NO.:			
10. NAME OF HEAD:			
11. TYPE OF BUSINESS ENTERPRISE			
<i>Household based</i>	1		
<i>Non-household based</i>	2		

THIS SURVEY IS BEING CONDUCTED BY THE UGANDA BUREAU OF STATISTICS UNDER THE AUTHORITY OF THE UGANDA BUREAU OF STATISTICS ACT, 1998.

THE UGANDA BUREAU OF STATISTICS
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STRICTLY CONFIDENTIAL

SECTION 1B: STAFF DETAILS AND SURVEY TIME

1. NAME OF INTERVIEWER _____

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2. DATE OF INTERVIEW

DD	MM	YYYY					

3. NAME OF SUPERVISOR _____

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4. DATE OF CHECKING

DD	MM	YYYY					

5. NAME OF EDITOR _____

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6. DATE OF INSPECTION

DD	MM	YYYY					

7. STARTING TIME

HRS			

8. RESPONSE CODE

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Codes for Item 8:
Completed.....1

Partially Done.....2 *(Reasons for partial response should be explained in the remarks)*

9. REMARKS BY INTERVIEWER:

10. REMARKS BY SUPERVISOR:

SECTION 2A: ACTIVITIES AND PRODUCTS OF THE BUSINESS ESTABLISHMENT

Household Members ID

(copied from column 4 Section 14 of the main questionnaire)

ISIC CODE

1. What is the main Activity **(describe in detail)**

.....

.....

.....

2. Please list your main products and/or services in order of importance: (up to 4 if so many)

(CPC Code)

1					
2					
3					
4					

SECTION 2B: GENERAL INFORMATION

In which year and month did the business start operating	In which Type of Premises do you conduct your Business activity	What is the ownership type of this business?
	At home with no special working space 01	Sole Proprietorship... 01
	At home with space inside/attached to the home..... 02	Partnership..... 02
	Business Premises with a fixed location independent from home..... 03	Religious..... 03
	Home or workplace of Client..... 04	NGO..... 04
	Market/Trade fair..... 05	Others Specify..... 05
	Street/pavement with a fixed post (Kiosk)..... 06	
	Hawking..... 07	
	Transport Vehicle..... 08	
	Others specify..... 09	
(1)	(2)	(3)
Year Month		
<input type="text"/>	<input type="text"/>	<input type="text"/>

SECTION 3: CREDIT AND MARKET INFORMATION

What was the Main reason you chose this Business Activity?	What were the Three most important problems in setting up the business? (Rank in order of importance & Select from the codes below)	What are the Three main problems in running/expanding this enterprise? (Rank the problems in order of magnitude)	How did you Mainly Finance the Start-up and Running of this Business Activity? (<i>Select from the codes below</i>)																						
Existing capital (e.g. land, Cash, Buildings, equipment)..... 1	Obtaining start-up capital ... 01	Insecurity/theft..... 01	Own savings/ retained profits 01																						
Family Tradition/culture..... 2	Obtaining technical know-how and skills..... 02	Supply of Inputs/raw materials 02	Loan from friends/relatives/ neighbour ... 02																						
Low Start-up Costs.... 3	Accessing raw materials 03	Demand for Output/market.... 03	Loan from Money Lender 03																						
Demand 4	Finding Clients/Market 04	Economic factors (profitability)..... 04	Micro Finance 04																						
It is the profession/ skill I know 5	Government rules/regulations..... 05	Technical (machine breakdown)..... 05	Commercial Bank 05																						
Conditioned by the money lender/Benefactor..... 6	Obtaining: <table border="1" style="width: 100%;"> <tr><td>Water</td><td>06</td></tr> <tr><td>Electricity</td><td>07</td></tr> <tr><td>Space/Premises</td><td>08</td></tr> <tr><td>Transport</td><td>09</td></tr> <tr><td>Other</td><td>10</td></tr> <tr><td>Insecurity/theft.....</td><td>11</td></tr> <tr><td>Others specify)...</td><td>12</td></tr> <tr><td>No problem</td><td>13</td></tr> <tr><td>Finance</td><td>14</td></tr> <tr><td>Late Payment</td><td>15</td></tr> <tr><td>Other Specify</td><td>16</td></tr> </table>	Water	06	Electricity	07	Space/Premises	08	Transport	09	Other	10	Insecurity/theft.....	11	Others specify)...	12	No problem	13	Finance	14	Late Payment	15	Other Specify	16	Labour related..... 06	SACCOS. 06
Water		06																							
Electricity		07																							
Space/Premises		08																							
Transport		09																							
Other		10																							
Insecurity/theft.....		11																							
Others specify)...		12																							
No problem		13																							
Finance		14																							
Late Payment	15																								
Other Specify	16																								
Others (Specify)..... 7		Government Regulations..... 07	NGO... 07																						
		Competition 08	Circles (cash round)..... 08																						
		Obtaining Water 09	Borrowing from the supplier.... 09																						
		Electricity 10	Other (specify)... 10																						
		Space/Premises 11																							
		Transport 12																							
		Other 13																							
		Finance 14																							
		Late Payment 15																							
		Other Specify 16																							
(1)	(2a)	(2b)	(2c)	(3a) Running	(3b) Expanding	(4a) Start-up	(4b) Running																		
[]	[][]	[][]	[][]	<table border="1" style="width: 100%;"> <tr><td>1</td><td>2</td><td>3</td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </table>	1	2	3							<table border="1" style="width: 100%;"> <tr><td>1</td><td>2</td><td>3</td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </table>	1	2	3							[][]	[][]
1	2	3																							
1	2	3																							

SECTION 3: CREDIT AND MARKET INFORMATION CONTINUED

5. If a Loan was acquired in Qn 4 above what was the total amount received?

Loan for:	5a Start-up	5b Running
Amount in Shillings		

If a Loan was received what was the security required?		What is the Repayment Arrangement / period and rate?				Do you have Concrete plans to expand the Business?		If YES, please state the main Plan	
Business Itself.....	1	Monthly	1	Yes.....	1	Acquire a Loan	1		
Land.....	2	Quarterly... ..	2	No.....	2 >> Sec.4	Buy land/Asset	2		
Cattle.....	3	Weekly.....	3			Employ more people	3		
House.....	4	Annual.....	4			Market.....	4		
Other Properties.....	5	Unspecified.....	5			Relocation from Household	5		
.....									
Salary	6	Other (specify).....	6			Make it Formal.....	6		
None.....	7					Other Specify.....	7		
Others (Specify).....	8								
(6a)	(6b)	Start-up		Running		(8)	(9)		
Start-up	Running	(7a) Repayment period	(7b) rate in Shillings	(7c) Repayment period	(7d) rate in Shillings				
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		

SECTION 4: CAPITAL EXPENDITURE AND EMPLOYMENT

1 Which Assets have you used in the last 12 months mainly for your business activity?

Sr. No	Type of asset		In Uganda Shillings			Ownership of Asset						How is the asset used?			
			What is the Current value of the Asset?	What is Value of Additions if any?	Value of Disposals if any	1 Personal Property	2 Share Property	3 Lease	4 Rent	5 Borrowed	6 Don't know	1. Exclusively for business	2. Shared with Household	3. Shared with another business	4. Other (Specify)
(1)			(2)	(3)	(4)	(5)						(6)			
1	Land and Buildings	Land				1	2	3	4	5	6	1	2	3	4
2		Buildings				1	2	3	4	5	6	1	2	3	4
3		Other Structures (Kiosks, Kitchen house, pen, etc)					1	2	3	4	5	6	1	2	3
4	Other Machinery, Equipment & Small Tools					1	2	3	4	5	6	1	2	3	4
5	Transport Equipment	Bicycle				1	2	3	4	5	6	1	2	3	4
6		Motorcycle				1	2	3	4	5	6	1	2	3	4
7		Motor vehicle				1	2	3	4	5	6	1	2	3	4
8		Other Transport				1	2	3	4	5	6	1	2	3	4
9	All Other (Furniture and Office Equipment etc)					1	2	3	4	5	6	1	2	3	4

SECTION 5: EMPLOYMENT

Who are the persons engaged in this Business during the last 30 days/month?

Sr. No	ID No For hh members (For only hh based businesses).	Employment Status Working Proprietor=1 Paid regular employee=2 Paid Casual worker=3 Unpaid helpers/Family Workers =4	Sex Male=1 Female=2	Age bracket Adult (18+)=1 Child (<18)=2	Value of Payments (For Working Proprietor, Paid Regular & Paid Casual employees)		Periodicity of Payment Daily=1 Weekly=2 Monthly=3 Other (specify) =4	How many days did the employee work
					Wages & Salaries	Payments in Kind (value)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
		1 2 3 4	1 2	1 2			1 2 3 4	
		1 2 3 4	1 2	1 2			1 2 3 4	
		1 2 3 4	1 2	1 2			1 2 3 4	
		1 2 3 4	1 2	1 2			1 2 3 4	
		1 2 3 4	1 2	1 2			1 2 3 4	
		1 2 3 4	1 2	1 2			1 2 3 4	
		1 2 3 4	1 2	1 2			1 2 3 4	
		1 2 3 4	1 2	1 2			1 2 3 4	
		1 2 3 4	1 2	1 2			1 2 3 4	

10. How many employees did you have a month ago? (Indicate the number of..)

Category of Employees	Working proprietors	Paid Regular	Paid Casual	Unpaid family workers/helpers
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Number				
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SECTION 6: EXPENDITURE AND INCOME

1. What Was The Expenditure On Other Inputs Other Than Labour During The Last 30 Days?

Item No	Description of Items	Value of Purchases/Expenses in Shillings
	(1)	(2)
1	Electricity	
2	Bank charges (not interest)	
3	Motor vehicle running costs	
4	Fuel and Lubricants	
5	Other Transport costs (i)	Bicycle
6	(ii)	motorcycle
7	(iii)	Vehicle
8	(iv)	Other, specify
9	Postage and Telecommunications	
10	Rent for Land Buildings	
11	Rent for Equipment Hire	
12	Travel allowances paid to employee	
13	Water & Sewerage Charges	
14	Repair & Maintenance of Equipment (Spare parts etc)	
15	Security	
16	Tools and equipment	
17	Packaging materials (bags, containers etc)	
18	Brokerage, Commissions	
19	Legal Expenses	
20	Taxes including Trading fees & Licenses etc	
21	Interest paid on a loan	
22	Bad debts, donations, less recoveries	
23	Advertising e.g. Cost of dry cells	
24	Cost of raw materials ¹	
25	Cost of Good bought for resale	
26	Others Expenses, Specify	
27	Total Expenses (1-27)	

2 Specify the major raw materials purchased corresponding to Item 24 in question above

Ser No	Major raw materials	CPC Code	Value shillings
1			
2			
3			
4			
5	Other		
6	Total raw materials =(24) above		

3. What was the total income received by the business during the last 30 days from the following,

Item no.	Item (Specify)	Unit of Qty	Sales		Value in shillings
			Quantity	Unit cost	
	(1)	(2)	(3)	(4)	(5)
1	Sale of Products mined/manufactured				
2	Sale of Goods purchased from others for resale				
3	Construction work done				
4	Receipts for Services Rendered, Commissions received				
5	Rent from Land				
6	Rent from Buildings				
7	Hire out of Equipments /tools				
8	Interest Receivable (e.g. from village circles)				
9	Dividends Receivable				
10	Income received as a gift, donation, gain in the sale of assets, remittances etc				
11	Other Income				
12	Total Income				

3. Does your business have a Trading License? Yes=1 No=2		4. Do You Pay any Taxes (circle as appropriate)? VAT=A Pay As You Earn =B Income Tax =C Other =D None =Z				5. Do you keep records of Business Transactions? Yes =1 No =2		
1	2	A	B	C	D	Z	1	2

FINISHING TIME

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THANK YOU FOR YOUR COOPERATION