

**CONFIDENTIAL**

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**REPUBLIC OF MAURITIUS**

**CENTRAL STATISTICS OFFICE**

**Ministry of Finance and Economic Development**

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**2007 Collection of Statistics of Economic Activities**

**WHOLESALE AND RETAIL TRADE**

*The Central Statistics Office is conducting a Census of Economic Activities for the year 2007. Data supplied should relate to calendar year 2007 or the accounting year covering most of the year 2007. If precise figures are not available, please give the best estimates.*

*The Census is being conducted under the provision of the Statistics Act 2000 which guarantees the confidentiality of information collected as provided for in the Act.*

*Before completing the questionnaire, please read carefully the explanatory notes enclosed. If you need further clarification or assistance, feel free to contact the CEA Unit of this office.*

**1. IDENTIFICATION OF ESTABLISHMENT**

**1.1 Name of establishment** : .....

**1.2 Business address** : .....

*(Head Office)* : .....

: ..... 

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**1.3 Business licence holder's name** : .....

*(if different from 1.1)*

**1.4 Tel No.** ..... **Fax No.** ..... **E-mail** .....

**FOR OFFICE USE ONLY**

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Checked by : ..... Verified by : .....



### 3. EMPLOYMENT AND HOURS OF WORK

#### 3.1 Employment trend

	Mar 2007	Jun 2007	Sep 2007	Dec 2007
1. Total number of persons engaged				

#### 3.2 Persons engaged as at September 2007

Employment status	Mauritian		Expatriate		Total	
	Male	Female	Male	Female	Male	Female
1. Employer / Working proprietor						
2. Contributing family worker						
3. Employee <sup>1</sup>						
(i) Administrative staff						
(ii) Operatives						
(iii) Other						
<b>TOTAL</b>						

<sup>1</sup> Refer to instructions for definition of categories of employees

#### 3.3 Working days and hours of work (excluding overtime)

1. Number of normal working <b>days</b> per week	
2. Number of normal working <b>hours</b> per week	

### 4. LABOUR COST EXCLUDING OUTWORKERS

Rs 000

Description	Male	Female	Total
1. Wages and salaries ( <i>including productivity, end of year bonus, etc.</i> )			
2. Overtime payments			
3. Travelling Allowance			
4. Payment in kind ( <i>food, accommodation, car facilities and other fringe benefits</i> )			
5. Severance / termination allowance and retirement pension			
6. Work permits			
7. Employer's contribution to			
(i) HRDC (previously IVTB)			
(ii) N.P.F & N.S.F			
(iii) Other private pension funds / insurance schemes			
8. Employer's contribution to welfare funds			
9. Training expenses excluding ICT related training			
(i) Overseas			
(ii) Local			
10. Other ( <i>specify</i> ) .....			
<b>TOTAL</b>			

## 5. EXPENDITURE ON GOODS AND SERVICES

5.1 Electricity & water consumed, and waste water charges at purchaser's price<sup>1</sup>

Rs 000

Description	Unit	Quantity	Amount
1. Electricity			
2. Water			
3. Waste water charges			

5.2 Fuel consumed at purchaser's price<sup>1</sup>

Rs 000

	Diesel	Gasoline	LPG (Gas)	Other (specify)	Total
1. Fuel for plant and machinery					
2. Fuel for vehicles					
3. Fuel for other purposes					
<b>Total</b>					

5.3 Materials and supplies purchased at purchaser's price<sup>1</sup> excluding goods purchased for resale

Rs 000

Description	For office use					Amount
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9. Other (specify main items) .....						
.....						
<b>TOTAL</b>						

<sup>1</sup> Excluding deductible VAT

**5.4 Expenditure on services at purchaser's price<sup>1</sup> (excluding ICT related services)**
**Rs 000**

Description of Services	Amount
1. Printing	
2. Postage	
3. Bank charges	
4. Warehousing, storage and handling charges	
5. Clearing and forwarding charges	
6. Hire of transport	
7. Security services	
8. Consultancy and management services	
9. Expenses on air tickets	
10. Rental of machinery and equipment	
11. Expenditure i.c.w environment protection services:	
(i) Solid waste (private collection)	
(ii) Liquid waste (private collection & monitoring)	
(iii) Hazardous waste	
(iv) Air emission monitoring	
(v) Embellishment	
12. Research and development	
13. Payment for works subcontracted	
14. Rental of premises	
15. Minor repairs and maintenance:	
(i) Machinery and equipment	
(ii) Vehicles	
(iii) Building	
(iv) Other ( <i>specify</i> ) .....	
16. Business services:	
(i) Accounting, legal, auditing, etc	
(ii) Advertising and promotion	
(iii) Sponsorship and sport activities	
(iv) Other ( <i>specify</i> ) .....	
17. Other services ( <i>specify</i> ):	Office use
	(i) ..... 
	(ii) ..... 
<b>TOTAL</b>	

<sup>1</sup> Excluding deductible VAT

## 6. OTHER DISBURSEMENTS

Rs 000

Description	Amount
1. Rates and licenses:	
(i) Trade License	
(ii) Tenant's tax	
(iii) Road Tax	
(iv) Other (specify) .....	
2. Value added tax (net amount paid to government)	
3. Interest paid to	
(i) Residents	
(ii) Non-residents	
4. Dividend paid to	
(i) Residents	
(ii) Non-residents	
5. General insurance premiums paid (building, vehicle, etc)	
6. Income tax / corporate tax	
7. Purchase of shares	
8. Environment protection fees	
9. Bad debts written off	
10. Loss on foreign exchange	
11. Land lease	
12. Depreciation	
13. Current transfer to abroad (donations, gifts)	
14. Other (specify) .....	
<b>TOTAL</b>	

## 7. INFORMATION &amp; COMMUNICATION TECHNOLOGY (ICT) RELATED SERVICES

7.1 Number of computers in establishment .....   7.2 Number of persons using a computer .....   **Connection to internet, local area network (LAN) and the like***(circle appropriate code)*7.3 Does your establishment use the internet? Yes **1** No **2** (If "No" skip to 7.9)7.4 Number of persons using the internet for business purposes .....



## 8. RECEIPTS

## 8.1 Gross output excluding VAT

Rs 000

Description	Amount
1. Stock at beginning of period	
2. Stock at end of period	
3. Changes in stock (2 - 1)	
4. Total purchases	
5. Cost of goods sold (4 - 3)	
6. Value of sales	
7. Gross margin (6 - 5)	

## 8.2 Receipts from services rendered

Rs 000

Description	Amount
1. Rental income	
2. Commission	
3. Other (specify) .....	
<b>TOTAL</b>	

## 8.3 Other receipts

Rs 000

Description	Amount
1. Interest received from	
(i) Residents	
(ii) Non-residents	
2. Dividend received from	
(i) Residents	
(ii) Non-residents	
3. Insurance claims received	
4. Refund from HRDC ( previously IVTB)	
5. Gain on foreign exchange	
6. Current transfers from abroad (donations, gifts)	
7. Sale of wastes	
8. Other (specify) .....	
<b>TOTAL</b>	



## 9. FIXED ASSETS

### 9.1 Fixed assets at purchaser's price for reporting period ( excluding ICT related items reported at 7.10)

**Rs 000**

Type of fixed asset	Net book value at beginning of period	Additions *		Sales of fixed assets -	Depre- ciation -	Reval- uation of fixed assets + \ -	Net book value at end of period
		New assets +	Used assets +				
1. Buildings & structure							
2. Land acquisition							
3. Land improvement							
4. Machinery and transport equipment:							
(i) Production equipment							
(ii) Transport equipment							
(iii) Other (specify) .....							
5. Furniture and fittings							
6. Other ( <i>specify</i> ) .....							
<b>TOTAL</b>							

\* including alterations, major repairs and also work done by own establishment

**9.2 No. of vehicles owned**

( i ) Car	<input type="text"/>	( iv ) Lorry	<input type="text"/>
( ii ) Van	<input type="text"/>	( v ) Motorcycle	<input type="text"/>
( iii ) Bus	<input type="text"/>	( vi ) Other, specify .....	<input type="text"/>

## 10. MISCELLANEOUS

**Rs 000**

**10.1 Debt repayment** .....

**10.2 Outstanding debt at end of reporting period** .....

**10.3 Does establishment employ a health and safety officer?**      Yes      **1**      No      **2**  
*(circle appropriate code)*

If "yes", state whether:      full-time ..... **1**      part-time ... **2**

**Person to be contacted for queries or further information about this questionnaire**

**Name** : .....

**Status in business** : .....

**Telephone No** : .....

**E-mail** : .....

**Website Address** : .....

**Date** : .....