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REPUBLIC OF MAURITIUS

STATISTICS MAURITIUS

Ministry of Finance and Economic Development

2018 CENSUS OF ECONOMIC ACTIVITIES

SMALL ESTABLISHMENTS

**CONSTRUCTION**

NAME OF ESTABLISHMENT .....

ADDRESS OF ESTABLISHMENT .....

..... 

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REFERENCE MONTH .....

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FRAME NUMBER .....

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NAME OF INTERVIEWER: ..... DATE SUBMITTED: .....

NAME OF SUPERVISOR: ..... DATE SUBMITTED: .....

**FOR OFFICE USE**

EDITED AND CODED BY ..... INPUT BY: .....

CHECKED BY: ..... VERIFIED BY: .....

## 1. CHARACTERISTICS OF ESTABLISHMENT

(Circle appropriate code)

1.1 Is the establishment registered with the Registrar of Businesses?

Yes 1 No 2

If Yes, enter Business Registration Number (BRN) .....

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1.2 Activities of establishment

1. Main activity .....

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2. Secondary activities (if any)

(i) .....

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(ii) .....

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1.3 Date of start of operation: Month ..... Year .....

1.4 Turnover in year 2017 (circle appropriate code)

(i) Less than or equal to Rs 2 million 1 (iv) More than Rs 10 million but less than or equal to Rs 50 million 4

(ii) More than Rs 2 million but less than or equal to Rs 5 million 2

(iii) More than Rs 5 million but less than or equal to Rs 10 million 3 (v) More than Rs 50 million 5

1.5 Type of ownership of establishment (circle appropriate code)

- |  |   |                            |   |   |                |
|--|---|----------------------------|---|---|----------------|
| (i) Individual proprietor .....                          | 1 | (iv) Company .....         | 4 | } | skip<br>to 1.9 |
| (ii) Household members .....                             | 2 | (v) Cooperative .....      | 5 |   |                |
| (iii) Partnership with members of other households ..... | 3 | (vi) Other (specify) ..... | 6 |   |                |

(Circle appropriate code)

1.6 Are the establishment's assets separate from those of the owner's household? Yes 1 No 2

1.7 Is the establishment's expenditure separate from that of the owner's household? Yes 1 No 2

1.8 Do you keep any record of accounts (Receipts & Expenditure) for your establishment? Yes 1 No 2

1.9 Are you aware of support schemes for small businesses? Yes 1 No 2

1.10 If yes at 1.9, have you had recourse to any support scheme? Yes 1 No 2

1.11 (i) If yes at 1.10, specify scheme(s).....

1.11 (ii) If no, give reason(s).....

## 2. EMPLOYMENT, HOURS OF WORK AND LABOUR COST FOR THE REPORTING MONTH

### 2.1 Employment (including expatriates) and hours of work

Employment status	Number of persons engaged on last Thursday of the month				Total hours worked during the month			
	Full time		Part time <sup>1</sup>		Full time workers		Part time workers <sup>1</sup>	
	Male	Female	Male	Female	Male	Female	Male	Female
1. Employer								
2. Own account worker								
3. Employee including apprentice								
4. Contributing family worker								
5. Other (specify)								
<b>Total</b>								
<i>of whom expatriates</i>								

<sup>1</sup> Persons working less than half of usual working hours of the establishment

## 2.2 Wages, salaries and other benefits paid for the reporting month

	Rupees		
	Male	Female	Total
1. Wages and salaries			
2. Overtime payments			
3. Travelling allowance			
4. Payment in kind			
5. Employer's contribution to:			
(i) HRDC			
(ii) NPF			
(iii) Other (e.g. National Savings Fund, etc)			
6. Training expenses			
7. Other ( <i>specify</i> ) .....			
<b>Total</b>			

## 2.3 Average earnings per day (employees only)

Occupation		No of persons employed	Basic Wages	Other Payments	Total
1.					
2.					
3.					
4.					
5.					

## 3. CONSUMPTION OF MATERIALS, FUEL AND SERVICES DURING THE REPORTING MONTH

### 3.1 Electricity & water consumed, and waste water charges for reporting month at purchaser's price<sup>1</sup>

Description	(Rupees)
1. Electricity	
2. Water	
3. Waste water charges	

<sup>1</sup> Excluding deductible VAT

3.2 Fuel consumed during reporting month at purchaser's price<sup>1</sup>

(Rupees)

Fuel type	Fuel used for			Total
	Plant and machinery	Vehicles	Other purposes	
1. Diesel				
2. Gasoline				
3. LPG (Gas)				
4. Other, specify .....				
<b>Total</b>				

3.3 Materials used during the reporting month at purchaser's price<sup>1</sup>

(excluding electricity, water and fuel ) and including materials supplied by clients

Description of main materials	(Rupees)
1. Cement	
2. Sand/rocksand	
3. Aggregates (macadam)	
4. Blocks	
5. Steel/iron bars and sheets	
6. Electrical fittings	
7. Plumbing (water fittings)	
8. Tiles and sanitary wares	
9. Timber (carpentry and joinery)	
10. Paint	
11. Openings:	
(i) Metal	
(ii) Aluminium	
(iii) PVC	
(iv) Other (specify) .....	
12. Other (specify) : (i) .....	
(ii) .....	
(iii) .....	
<b>Total</b>	

<sup>1</sup> Excluding deductible VAT

**3.4 Expenses on services at purchaser's price<sup>1</sup>**

Description of services	(Rupees)
1. Printing services (including posters, bags with labels, business cards, etc)	
2. Courier services	
3. Telephone	
4. Internet services	
5. Warehousing and storage	
6. Hire of land transport ( lorry , van, etc)	
7. Freight transport services (air/sea)	
8. Security services	
9. Cleaning services	
10. Consultancy and management services	
11. Rental of machinery and equipment	
12. Environment protection services (e.g. waste disposal, pollution control, embellishment, etc.)	
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. Accounting/ Auditing services	
17 Advertising	
18. Vehicle examination fee	
19. Other services ( <i>specify</i> ):	
(i) .....	□ □ □ □ □ □ □ □
(ii) .....	□ □ □ □ □ □ □ □
(iii).....	□ □ □ □ □ □ □ □
Total	

<sup>1</sup> Excluding deductible VAT

#### 4. OTHER EXPENDITURE

##### 4.1 Other payments

Description	Imputed monthly amount (Rupees)
1. Rates and licenses:	
(i) Trade fee	
(ii) Road tax	
(iii) Other ( <i>specify</i> ) .....	
2. Value added tax ( <i>net amount paid</i> )	
3. Interest ( <i>on loan, overdraft etc.</i> )	
4. Insurance premium	
5.1. Contribution under CSR <sup>1</sup> to Mauritius Revenue Authority (MRA)	
5.2. Direct expenses incurred under CSR <sup>1</sup>	
5.3. Contribution to National Solidarity Fund	
6. Income tax	
7. Other ( <i>specify</i> ) (i).....	
(ii).....	
(iii).....	
<b>Total</b>	

<sup>1</sup> Corporate Social Responsibility

**5. OUTPUT AND CONSTRUCTION CHARGES**

1		2		3	4	5	6	7	8	9
5.1	Projects during reference month (Name of client)	Site address		Type <sup>1</sup>	Area <sup>2</sup> (sq mt)	Contract value (excluding deductible VAT) (Rupees)	Contract type	Value of work done during reference month (Rupees) (enter total value only, if contract type is "2")		
							1. Labour only 2. Labour and materials	Labour cost	Materials <sup>3</sup>	Total
1										
2										
3										
4										
5										
<b>Total value of work done during the reference month</b>										

<sup>1</sup> e.g. house, bungalow, school, factory, road, bridge, painting, plumbing, electrical works etc

<sup>2</sup> For construction work such as pipe laying, electrical works etc. state the length in metres

<sup>3</sup> Ensure estimated value of materials used is entered here if contract type is '1'

**5.2** What is your actual rate claimed per square metre for the following?

(i) Labour only: .....Rupees per square metre

(ii) Labour and materials: .....Rupees per square metre

**Checks by fieldworkers:**

1. Work out rate per square metre for projects listed at section 5.1 and compare with average rates at section 5.2
2. Receipts reported during the month from diary to be compared with total value of work done at section 5.1

## 6. OTHER RECEIPTS

### 6.1 Other receipts during reporting month

Rupees

1. Interests ( <i>on deposits, advances, etc.</i> )	
2. Insurance claims	
3. Dividends	
4. Refund from HRDC	
5. Current transfers from abroad	
6. Other ( <i>specify</i> )	
<b>Total</b>	

## 7. FIXED ASSETS

### 7.1 Additions/improvements to and sales of, assets during last twelve months and total value as at December 2017

Rupees

1	2	3	4	5
Description	Sales	Additions/improvements		Total value as at December 2017
		Total	of which NEW <sup>1</sup>	
1. Building and structure				
2. Land acquisition				
3. Land improvement				
4. Machinery and transport equipment:				
(i) Transport				
(ii) IT - hardware				
(iii) IT - software				
(iv) Other ( <i>specify</i> ) .....				
5. Furniture and fittings				
6. Other ( <i>specify</i> ) .....				
<b>Total</b>				

<sup>1</sup> including second hand imported (for items 4-6)

## 8. MISCELLANEOUS

### 8.1 Environment

(Circle appropriate code)

- (a) Do you take any measures to reduce/reuse/recycle waste? Yes 1 No 2 N/A 3
- (b) If yes, which measure(s) do you take to reduce/reuse/recycle waste?
- (i) Reuse empty containers/bags Yes 1 No 2 N/A 3
- (ii) Keep waste separately for recycling Yes 1 No 2 N/A 3
- (iii) Sale of used oil Yes 1 No 2 N/A 3
- (iv) Other, specify..... Yes 1 No 2 N/A 3



**8.2 Imports of services**

(Circle appropriate code)

(i) Do you import any services? (courier, IT, business and professional services, etc)

Yes 1 No 2

(ii) If yes, type of services imported .....

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(iii) Expenditure on imports of services incurred during the past 12 months ..... Rupees

**8.3 Outstanding debt**

Rupees

(i) Development Bank of Mauritius (DBM) .....

(ii) Mau Bank .....

(iii) Other commercial banks .....

(iv) Leasing .....

(v) Other (*specify*) .....

**8.4 Monthly debt repayment**

.....

**8.5 Labour requirements**

(Circle appropriate code)

(i) Do you have any problem in getting required workers to run your business?

Yes 1 No 2

(ii) If yes at (i), have you envisaged the recruitment of foreign workers?

Yes 1 No 2

(iii) If yes at (i), are you aware of procedures for recruitment of foreign workers?

Yes 1 No 2

**8.6 Security measures**

What are the security measures taken at your establishment?

- (i) CCTV camera 1
- (ii) Security guard - own employee 2
- (iii) Security guard - contracted 3
- (iv) Other, specify..... 4

} Multiple answers possible

**Contact person(Mr/Miss/Mrs)** .....

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

**Telephone No** 1. *Contact person* .....

2. *Establishment (if available)* .....

**E-mail address** 1. *Contact person* .....

2. *Establishment (if available)* .....

**CLARIFICATIONS ON ITEMS REPORTED (by Interviewer )**

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**SUMMARY DATA** (To be filled in by Supervisor)

	<b>Rupees</b>
<b>A. GROSS OUTPUT</b>	<input type="text"/>
5 Value of goods produced (total of column 9 of section 5.1)	.....
<b>B. INTERMEDIATE CONSUMPTION</b>	<input type="text"/>
2.2.6 Training expenses	.....
3.1 Electricity, water and waste water charges	.....
3.2 Fuel consumed	.....
3.3 Materials consumed	.....
3.4 Expenditure on services	.....
<b>C. VALUE ADDED (A-B)</b>	<input type="text"/>
<b>D. COMPENSATION OF EMPLOYEES (2.2 - 2.2.5(i)- 2.2.6)</b>	<input type="text"/>
<b>E. OTHER TAXES ON PRODUCTION (2.2.5(i) + 4.1.1 - 6.1.4)</b>	<input type="text"/>
<b>F. GROSS OPERATING SURPLUS (C - D -E)</b>	<input type="text"/>
<b>G. TOTAL ADDITIONS / IMPROVEMENTS TO ASSETS</b>	<input type="text"/>
<i>(column 3 of section 7 less any entry at 7.1.2)</i>	
<i>of which new (column 4 in section 7))</i>	<input type="text"/>

**Collected under the provisions of the Statistics Act and in accordance with the  
Data Protection Act**