

Monthly Survey of Manufacturing

CONFIDENTIAL once completed.

Selon nos dossiers votre langue de préférence est l'anglais, si vous préférez recevoir ce document en français, veuillez nous appeler au numéro sans frais suivant : 1-800-972-9692

Please verify the business or organization name, contact person and address for this questionnaire and correct where needed.

Legal name

Operating name

First name

Last name

Title

Address (number and street)

City

Province, territory or state Postal code or ZIP code

Country

Business or organization and contact information

The contact person is the person who should receive this questionnaire.
The contact person may not always be the one who actually completes the questionnaire.

Email address (example: user@example.gov.ca)

Telephone number (including area code)	Extension number	Fax number (including area code)	Preferred language of communication
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/> English <input type="radio"/> French

This information is collected under the authority of the *Statistics Act*, Revised Statutes of Canada, 1985, Chapter S-19. COMPLETION OF THIS QUESTIONNAIRE IS A LEGAL REQUIREMENT UNDER THIS ACT.

Introduction

Survey purpose

The Monthly Survey of Manufacturing collects information on sales of goods manufactured, inventories (raw materials, goods in process and finished products), unfilled orders and production capacity. The survey produces accurate and reliable data to monitor the monthly performance of the Canadian manufacturing sector.

Information on confidentiality, data-sharing agreements and record linkages can be found on the last page of this questionnaire.

For more information on this survey, please access www.statcan.gc.ca/survey-enquete/index-eng.htm for more information on this survey.

Security of emails and faxes

Statistics Canada advises you that there could be a risk of disclosure during facsimile or email. However upon receipt, Statistics Canada will provide the guaranteed level of protection afforded all information collected under the authority of the *Statistics Act*.

Note: Our online questionnaires are secure, there is no risk of data interception when responding to Statistics Canada online surveys.

Correspondence

If you require assistance in the completion of this questionnaire or have any questions regarding the survey, please call the nearest Statistics Canada Regional Office:

	Local	Toll free	Fax
If you are within Quebec dial	819-564-5500	1-877-992-3999	1-888-883-7999
If outside of Quebec dial	705-753-3161	1-800-316-5354	1-888-883-7999

Reporting instructions

1. Please print in ink.
2. Do not report dollars in decimals. Round to the nearest whole number.
3. Do not include sales tax (provincial, federal or GST), excise duties, excise tax or discounts.
4. When precise figures are not available, please provide your best estimates.
5. Do not report cumulative or year-to-date values.
6. Leave blank spaces only where values are not normally reported.
7. Consult the reporting guide at www.statcan.gc.ca/guides-e for further information.

Business or organization status

1. Is this business or organization currently in operation?

B00309

- Yes ► **Go to next section**
- No, seasonal operations ► **Go to question 2 and 3**
- No, ceased all operations ► **Go to question 4 and 5**
- No, sold all operations ► **Go to question 6 and 7**
- No, amalgamated with (an) other business(es) or organization(s) ► **Go to question 8, 9 and 10**
- No, temporarily inactive but will re-open ► **Go to question 11, 12 and 13**
- No, no longer operating due to other reason(s) ► **Go to question 14 and 15**

2. When did this business or organization close for the season?

Date B00217

YYYY	MM	DD
<input type="text"/>	<input type="text"/>	<input type="text"/>

3. When does this business or organization expect to resume operations?

Date B00218

YYYY	MM	DD
<input type="text"/>	<input type="text"/>	<input type="text"/>

 ► **Go to next section**

4. When did this business or organization cease all operations?

Date B00211

YYYY	MM	DD
<input type="text"/>	<input type="text"/>	<input type="text"/>

5. Why did this business or organization cease all operations?

B00311

- Bankruptcy
- Liquidation
- Dissolution
- Other reason — please specify:

B00312

► **Go to next section**

6. When was this business or organization sold?

Date B00212

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7. What is the legal name of the buyer?

B00406

▶ Go to next section

8. When did this business or organization amalgamate?

Date B00213

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9. What is the legal name of the resulting or continuing business or organization?

B00407

10. What is (are) the legal name(s) of the other amalgamated business(es) or organization(s)?

B00408

▶ Go to next section

11. When did this business or organization become temporarily inactive?

Date B00214

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12. When does this business or organization expect to resume operations?

Date B00215

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13. Why is this business or organization temporarily inactive?

B00313

▶ Go to next section

14. When did this business or organization cease operations?

Date B00216

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15. Why did this business or organization cease operations?

B00314

▶ Go to next section

FOR INFORMATION ONLY

Business activity

1. Statistics Canada uses the **North American Industrial Classification System** to classify the activities of each business or organization. According to our records, this business or organization's **main activity**, which typically generates the most revenue, is classified as:

Is this the **main activity** of this business or organization?

B05002

- Yes, this is the **main activity** of this business or organization. ► **Go to next section**
- No, this is **not the main activity** of this business or organization. ► **Go to question 1a**

- a. Was this business or organization's main activity, which typically generates the most revenue, **ever** classified as described above?

B05111

- Yes ► **When did the main activity change?** ►

Date :

B00219

YYYY

MM

DD

- No ► **Go to question 1b**

- b. Please provide a **brief but precise description** of this business or organization's **main activity** (e.g., "breakfast cereal manufacturing" or "shoe store" or "software development").

B05003

FOR INFORMATION ONLY

Currency

1. Please indicate the currency in which you are reporting.

D1000 1 Canadian dollars 3 U.S. dollars

Reporting period

2. Please enter this business's reporting period.

Start date S1100 YYYY MM DD

End date S1101 YYYY MM DD

Sales

3. Please report the manufacturing sales for this business.
Report in dollars.

		Sales	
a.	Sales of goods manufactured	\$	<input type="text"/> .00
b.	Sales of goods purchased for resale, as is	\$	<input type="text"/> .00
Total sales		\$	<input type="text"/> .00

Inventories

4. Please report the total book value of inventories owned and intended for resale.
Report in dollars.

		Inventories	
a.	Raw materials, fuel, supplies	\$	<input type="text"/> .00
b.	Goods and/or work in process	\$	<input type="text"/> .00
c.	Finished goods manufactured	\$	<input type="text"/> .00
d.	Goods purchased for resale, as is	\$	<input type="text"/> .00
Total inventories		\$	<input type="text"/> .00

Unfilled orders

5. Please report the value of unfilled orders at month end.
Report the total value of the unfilled orders less those portions which have been treated as a sale.
(Report in dollars)

Unfilled Orders	
U3100	<input type="text"/> .00

Comments

Please describe any reason(s) that may have affected the reported values for this business compared to the previous reporting period.

C5000

<input type="text"/>
<input type="text"/>
<input type="text"/>

Production capacity

Production capacity is defined as the maximum level of production that this plant could reasonably expect to attain under realistic labour and operating conditions, fully utilizing the machinery and equipment in place. When any of your facilities permit the substitution of one product for another, use a product mix at capacity which is most similar to the average composition of your output for this reference period.

If you report for more than one plant please determine the production capacity for each plant and provide the sum of these values.

6. Under normal business conditions, what was the highest value of the production capacity of this plant for a given month within the last twelve months?

If you are more familiar with the optimal measure of production capacity in volume, provide us this measure with the average current price.

Value		Average current price of volume unit
P4100	P4101	P4102
\$ <input style="width: 100px;" type="text"/> .00	OR	\$ <input style="width: 100px;" type="text"/> .00

7. For the period covered, this plant has been operating at what percentage of its production capacity?
- | | | |
|--|---|---|
| | Percentage
P4103 | % |
| | <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> | |

8. If this plant has been operating at less than its production capacity during the period covered, what are the reasons? Select all that apply.

P4104 <input type="checkbox"/> Insufficient orders P4105 <input type="checkbox"/> Strike or work stoppage P4106 <input type="checkbox"/> Temporary plant shutdown P4107 <input type="checkbox"/> Lack of materials or supplies P4108 <input type="checkbox"/> Sufficient inventory P4109 <input type="checkbox"/> Storage limitation P4110 <input type="checkbox"/> Equipment failure P4111 <input type="checkbox"/> Environmental restrictions	P4112 <input type="checkbox"/> Insufficient labour available P4113 <input type="checkbox"/> Seasonal operations P4114 <input type="checkbox"/> Financial constraints P4115 <input type="checkbox"/> Quality issues P4116 <input type="checkbox"/> Other reasons — specify: P4117 <input style="width: 100%; height: 40px;" type="text"/>
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9. If your production capacity for the reference period has changed compared to the previous period covered, what are the reasons? Select all that apply.

P4118 <input type="checkbox"/> Building capital expenditures P4119 <input type="checkbox"/> Price changed but product mix remained the same P4120 <input type="checkbox"/> Machinery capital expenditures Include new, replaced, or enhanced machinery P4121 <input type="checkbox"/> Revised estimation assumption for capacity P4122 <input type="checkbox"/> Building retirements P4123 <input type="checkbox"/> Change in method of operation	P4124 <input type="checkbox"/> Machinery retirements P4125 <input type="checkbox"/> Change in product mix or product specifications P4126 <input type="checkbox"/> Other reasons — specify: P4127 <input style="width: 100%; height: 40px;" type="text"/>
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10. Considering your unfilled orders and the expected change in demand over the coming month(s), how would you assess your current production capacity?

P4128 1 Not sufficient 2 Sufficient 3 More than sufficient

General information

Confidentiality

Your answers are confidential

Statistics Canada is prohibited by law from releasing any information it collects which could identify any person, business, or organization, unless consent has been given by the respondent or as permitted by the *Statistics Act*. Statistics Canada will use the information from this survey for statistical purposes.

Record linkage

To enhance the data from this survey and to minimize the reporting burden, Statistics Canada may combine it with information from other surveys or from administrative sources.

Data-sharing agreements

To reduce respondent burden, Statistics Canada has entered into data sharing agreements with provincial and territorial statistical agencies and other government organizations, which have agreed to keep the data confidential and use them only for statistical purposes. Statistics Canada will only share data from this survey with those organizations that have demonstrated a requirement to use the data.

Section 11 of the *Statistics Act* provides for the sharing of information with provincial and territorial statistical agencies that meet certain conditions. These agencies must have the legislative authority to collect the same information, on a mandatory basis, and the legislation must provide substantially the same provisions for confidentiality and penalties for disclosure of confidential information as the *Statistics Act*. Because these agencies have the legal authority to compel businesses to provide the same information, consent is not requested and businesses may not object to the sharing of the data.

For this survey, there are **Section 11** agreements with the provincial and territorial statistical agencies of Newfoundland and Labrador, Nova Scotia, New Brunswick, Quebec, Ontario, Manitoba, Saskatchewan, Alberta, British Columbia and the Yukon. The shared data will be limited to business establishments located within the jurisdiction of the respective province or territory.

Section 12 of the *Statistics Act* provides for the sharing of information with federal, provincial or territorial government organizations. Under **Section 12**, you may refuse to share your information with any of these organizations by writing a letter of objection to the Chief Statistician and returning it with the completed questionnaire. Please specify the organizations with which you do not want to share your data.

For this survey, there are **Section 12** agreements with the statistical agencies of Prince Edward Island, the Northwest Territories and Nunavut as well as with the New Brunswick Department of Environment and Local Government, le Conseil de l'industrie forestière du Québec, the Ministère des Forêts, de la Faune et des Parcs du Québec, the Ministère de l'Énergie et des Ressources naturelles du Québec, Transition énergétique Québec, the Ontario Ministry of Natural Resources and Forestry, the Manitoba Department of Sustainable Development, the Saskatchewan Ministry of the Economy, the Alberta Ministry of Agriculture and Forestry, the British Columbia Ministry of Forests, Lands and Natural Resource Operations, Environment and Climate Change Canada, Natural Resources Canada, Agriculture and Agri-Food Canada, and the Canada Energy Regulator.

For agreements with provincial and territorial government organizations, the shared data will be limited to information pertaining to business establishments located within the jurisdiction of the respective province or territory.

Respondents who refuse to share their information as set out in **Section 12** of the *Statistics Act* should communicate their refusal by sending a letter and mailing it to the following address:

Chief Statistician of Canada
Statistics Canada
Care of Jeffrey Smith
Mining, Manufacturing and Wholesale Trade Division
150 Tunney's Pasture Driveway
Ottawa, ON
K1A 0T6

Thank you for completing this questionnaire.

Please retain a copy for your records.

Visit our website, www.statcan.gc.ca