



**Petroleum and Coal Products Manufacturing**

**NAICS 324110-324190**

Completion of this questionnaire is a legal  
requirement under this Act.

This document is confidential when completed.

Si vous préférez recevoir ce questionnaire en  
français, veuillez nous téléphoner au numéro  
sans frais suivant : **1 888 881-3666.**

0241

Correct pre-printed information if necessary using the corresponding boxes below:



0001	Legal name	0004	Number and street		
0002	Business name	0005	City	0006	Province or State
0003	C/O	0053	Country	0007	Postal code/Zip code
0008	First name of contact	0028	Last name of contact		
0052	Please report for:	0010	Language preference    1 <input type="radio"/> English    2 <input type="radio"/> French		

**A - Introduction**

**Survey Purpose**


This survey collects the financial and operating data needed to produce statistics concerning your industry. For more information on survey purpose, please consult the enclosed "Guidelines and Instructions" booklet.

**Confidentiality**

Statistics Canada is prohibited by law from publishing any statistics which would divulge information obtained from this survey that relates to any identifiable business. **The data reported on this questionnaire will be treated in strict confidence**, used for statistical purposes and published in aggregate form only. The confidentiality provisions of the *Statistics Act* are not affected by either the *Access to Information Act* or any other legislation.

Please return the completed questionnaire(s) in the enclosed envelope or fax it to Statistics Canada at **1 888 883-7999**, within **30 days** of receipt. For information about "Fax or Electronic Transmission Disclosure", please refer to the enclosed booklet "Guidelines and Instructions". Thank you.

**If you need further information or help, please call 1 888 881-3666.**

Name of the primary person completing this questionnaire:		0013			
0026		0054	First name		
1 <input type="radio"/> Mr. 2 <input type="radio"/> Mrs. 3 <input type="radio"/> Miss 4 <input type="radio"/> Ms.			Last name		
Title:	E-mail address:	0018	Web site address:		
0014			0020		
Telephone number:	Extension:	Fax number:	Date completed:		
0017 ( )	0027	0016 ( )	YYYY MM DD		
Signature:		0015			
					

I certify that the information contained herein is complete and correct to the best of my knowledge.

**Coverage**

Please include the data for all locations listed in Section F, "Employment by Location".

**Main Business Activity**

1. Please check the main activity at this business unit that most accurately describes the principal source of operating revenue. Please check one only.

- 0140   1  Manufacturing                      2  Retail/Wholesale                      3  Services                      4  Other

2. Briefly describe your main business activity: 0141 \_\_\_\_\_

3. Is this a change from last year?   0142   1  Yes                      3  No

If your main business activity is not manufacturing, then please call 1 888 881-3666 for further instructions.

**Reporting Period Information**

**Reporting Period**

Please report information for your most recent available 12-month fiscal period ending between January 1, 2003 and March 31, 2004. Please indicate below the period covered by this questionnaire.

4. From <sup>0011</sup>

YYYY				MM			DD		

 To <sup>0012</sup>

YYYY				MM			DD		

5. Do the dates reported above represent a change in your fiscal year?

- 0059   1  Yes                      3  No

6. Were any of the operating units of this business unit temporarily or seasonally inactive during the reporting period?

- 0061   1  Yes                      3  No

7. Has this business unit acquired any operating units during the reporting period?

- 0064   1  Yes                      3  No

8. Has this business unit disposed of/sold any operating units during the reporting period?

- 0066   1  Yes                      3  No

**Data-sharing Agreements**

To avoid duplicating survey activity, Statistics Canada has entered into agreements with provincial and territorial statistical agencies and with other government departments for the sharing of data. This is done in accordance with the federal *Statistics Act* and corresponding provincial and territorial legislation. The data are kept confidential. **YOUR RESPONSES ARE NOT SHARED WITH CANADA CUSTOMS AND REVENUE AGENCY.** Details on data-sharing are included in the enclosed "Guidelines and Instructions" booklet.

## Reporting Instructions

**When precise figures are not available, please provide your best estimates.**

1. The enclosed "Guidelines and Instructions" booklet is designed to assist in the completion of this questionnaire. Instructions are numbered to correspond to the numbers on the questionnaire.
2. Report all dollar amounts rounded to the nearest thousand CANADIAN DOLLARS (\$'000 CDN) (e.g., \$55,417.40 should be rounded to \$55).
3. Percentages should be rounded (e.g., 37.3% to 37%, 75.8% to 76%).
4. Please write clearly in ink.
5. This survey questionnaire can be faxed back to Statistics Canada at **1 888 883-7999**.

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

### B - Revenue

- Please include:**
- all revenue from domestic or export shipments received by this business unit,
  - all revenue from shipments to other units of this business.
- Please exclude:**
- federal and provincial sales taxes, excise duties, excise taxes, shipping charged by common or contract carriers, discounts, sales allowances and returned sales;
  - all revenue of business units located outside Canada.

### B-1 Manufacturing Outputs

1. Manufacturing outputs are reported as:  
2056  Shipments     Production     Other (please specify): 2057 \_\_\_\_\_
2. Are you reporting at final selling price? 2058  Yes     No  
 If "No", please specify basis of valuation: 2063 \_\_\_\_\_

3. Shipments of goods of own manufacture	Commodity code for Statistics Canada use	Unit of measure	Quantity shipped	Value of shipments (\$'000 CDN)
3.001 Sulphur of all kinds (excluding sublimed sulphur, precipitated sulphur and colloidal sulphur)	2503	XXX	XXXXX	25001
3.002 Aviation gasoline	27100011	XXX	XXXXX	25002
3.003 Motor gasoline, regular, unleaded	27100013	XXX	XXXXX	25003
3.004 Motor gasoline, medium, unleaded	27100014	XXX	XXXXX	25004

<b>B-1 Manufacturing Outputs (continued)</b>				
<b>3. Shipments of goods of own manufacture</b>	<b>Commodity code for Statistics Canada use</b>	<b>Unit of measure</b>	<b>Quantity shipped</b>	<b>Value of shipments (\$'000 CDN)</b>
3.005 Motor gasoline, premium unleaded	27100015	XXX	XXXXX	25005
3.006 Kerosene type jet fuel (type A)	27100021	XXX	XXXXX	25006
3.007 Naphtha type jet fuel (type B)	27100022	XXX	XXXXX	25007
3.008 Kerosene (excluding jet fuel)	27100030	XXX	XXXXX	25008
3.009 Naphthas (excluding jet fuel), Painters' and cleaners'	27100041	XXX	XXXXX	25009
3.010 Naphthas (excluding jet fuel), other than painters' and cleaners'	27100049	XXX	XXXXX	25010
3.011 Diesel fuels	27100051	XXX	XXXXX	25011
3.012 Light fuel oils (Nos. 2 and 3)	27100052	XXX	XXXXX	25012
3.013 Lubricating oils	27100085	XXX	XXXXX	25013
3.014 Lubricating greases	27100086	XXX	XXXXX	25014
3.015 Cutting and penetrating oils	27100092	XXX	XXXXX	25015
3.016 Feedstocks, except gases, for petrochemical plants	271000991	XXX	XXXXX	25016
3.017 Feedstocks, except gases, for oil refineries	271000992	XXX	XXXXX	25017
3.018 Propane, liquefied	271112	XXX	XXXXX	25018
3.019 Butanes, liquefied	271113	XXX	XXXXX	25019

B-1 Manufacturing Outputs (continued)				
3. Shipments of goods of own manufacture	Commodity code for Statistics Canada use	Unit of measure	Quantity shipped	Value of shipments (\$'000 CDN)
3.020 Ethylene, propylene, butylene and butadiene, liquefied	271114	XXX	XXXXX	25020
3.021 Petroleum gases and gaseous hydrocarbons, liquefied, other than natural gas, propane, butanes, ethylene, propylene, butylene, butadiene and ethanes	27111990	XXX	XXXXX	25021
3.022 Petroleum gases and gaseous hydrocarbons, in gaseous state, other than natural gas	271129	XXX	XXXXX	25022
3.023 Crude paraffin wax	27129030	XXX	XXXXX	25023
3.024 Petroleum coke	27131	XXX	XXXXX	25024
3.025 Petroleum bitumen (asphalt)	271320	XXX	XXXXX	25025
3.026 Residues of petroleum oils or of oils obtained from bituminous minerals, other than petroleum coke and bitumen	271390	XXX	XXXXX	25026
3.027 Asphalt compound, hot, in bulk	27150030	XXX	XXXXX	25027
3.028 Asphalt compound, cold, including kegs	27150040	XXX	XXXXX	25028
3.029 Bituminous mixtures, based on natural asphalt, natural bitumen, mineral tar or pitch; other than asphalt oils, mastics and compounds	27150090	XXX	XXXXX	25029
3.030 Benzene	290220	XXX	XXXXX	25030
3.031 Toluene	290230	XXX	XXXXX	25031
3.032 Xylenes	29024	XXX	XXXXX	25032
3.033 Methanol (methyl alcohol)	290511	XXX	XXXXX	25033

B-1 Manufacturing Outputs (continued)				
3. Shipments of goods of own manufacture	Commodity code for Statistics Canada use	Unit of measure	Quantity shipped	Value of shipments (\$'000 CDN)
3.034 Mastics; painters' fillings, other than joint filler or caulking compounds	32141090	XXX	XXXXX	25034
3.035 Anionic organic surface active agents	340211	XXX	XXXXX	25035
3.036 Surface active preparations, washing and cleaning preparations (excluding laundry detergents), other than for retail sales	34029090	XXX	XXXXX	25036
3.037 Lubricating preparations, containing less than 70% of petroleum or bituminous mineral oils	34031	XXX	XXXXX	25037
3.038 Adhesives based on plastics, including artificial resins, other than polyvinyl acetate	35069129	XXX	XXXXX	25038
3.039 Prepared glues and adhesives, other than based on rubber or plastic	350699	XXX	XXXXX	25039
3.040 Finishing agents, dye carriers used in textile, paper, leather or similar industries	3809	XXX	XXXXX	25040
3.041 Prepared additives for mineral oils or other similar liquids, other than anti-knock preparations and additives for lubricating oils	381190	XXX	XXXXX	25041
3.042 Organic composite solvents and thinners and prepared paint or varnish removers	3814	XXX	XXXXX	25042
3.043 Anti-freezing preparations	3820001	XXX	XXXXX	25043
3.044 Ready-mixed concrete	382450001	XXX	XXXXX	25044
3.045 Residual products of the chemical or allied industries, not elsewhere specified or included, including emulsifiers and clarifying preparations for wines and other fermented beverages (excluding those containing enzymes)	38249099	XXX	XXXXX	25045

<b>B-1 Manufacturing Outputs (continued)</b>				
<b>3. Shipments of goods of own manufacture</b>	<b>Commodity code for Statistics Canada use</b>	<b>Unit of measure</b>	<b>Quantity shipped</b>	<b>Value of shipments (\$'000 CDN)</b>
				25046
3.046 Smooth surfaced organic and asbestos felt roll roofing	680710001	XXX	XXXXX	
3.047 Mineral surfaced organic and asbestos felt roll roofing and siding	680710002	XXX	XXXXX	25047
3.048 Sheathing (organic felt and paper base)	680710003	XXX	XXXXX	25048
3.049 Asphalt saturated organic and asbestos felts (excluding felt roll roofing, siding or paper base sheeting or organic felt)	680710004	XXX	XXXXX	25049
3.050 Asphalt saturated organic (cellulosic) shingles (including shingle sidings)	68079012	XXX	XXXXX	25050
3.051 Bituminous spreaders, pavers, finishers, profilers or fine- graders	84791020	XXX	XXXXX	25051
20052 3.052 All other products shipped (specify main items separately)	21052	XXX	XXXXX	25052
<b>4. Total shipments of goods of own manufacture</b>				25999

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**B-1 Manufacturing Outputs (continued)**

	\$'000 CDN
5. If you were unable to exclude the shipping charged by common or contract carriers, sales taxes, excise taxes, discounts, sales allowances and returned sales from the value of the individual products in the Shipments of goods of own manufacture section, please report that amount here.	2074 ( )
6. Amount received for custom work (done on materials and products owned by others including other business units of your own company)	2053
7. Amount received for repair work (done on materials and products owned by others including other business units of your own company)	2059
8. Total manufacturing outputs (add amounts reported at lines 4 to 7)	2054

**B-2 Shipments of Goods Purchased for Resale**

	\$'000 CDN	
9. Total value of shipments of goods purchased for resale (in the same condition as purchased). Purchases of such goods should be reported in Section C-5, "All Other Operating Expenses", at "Goods purchased for resale" line.	2028	
10. Specify below the major product lines, and percent of total shipments of goods purchased for resale as reported at line 9.		%
Product 1	2026	2006
Product 2	2027	2007
Product 3	2069	2008
All other products	2076	2009
<b>Total</b>		<b>100%</b>

**B-3 All Other Operating Revenue**

	\$'000 CDN
11. Rental and leasing revenue	2046
12. Operating subsidies from governments (exclude capital grants)	2068
13. All other operating revenue not specified above (e.g., revenue from contracted shipping, royalties and franchise fees). Please report interest and dividend income at line 15.	2077

**Revenue Totals**

	\$'000 CDN
14. Total operating revenue (add amounts reported at lines 8, 9 and 11 to 13)	2080
15. Non-operating revenue (e.g., interest and dividend income)	2097
16. Total revenue (add amounts reported at lines 14 and 15, this amount should equal the "Total Revenue" as shown in your Income Statement)	2098

**17. Progress Payments**

The following two questions are applicable to business units which manufacture products that normally require extended periods of time and large sums of money to complete (such as ships, turbines):

17.1 Amount included in Section B-1, "Manufacturing Outputs", at line 4 that represents payment for work done and not shipped 2064

17.2 Percent of line 17.1 received from: Canadian sources 2066 % Other countries 2067 %



**C - Expenses**

- Please include:**
- all expenses within or outside Canada recorded by this business unit.
- Please exclude:**
- GST/HST, TVQ;
  - all expenses incurred by business units located outside Canada.

**Note** If you are unable to exclude GST/HST, TVQ from your expense details, please check here.

3001

**C-1 Labour Remuneration**

	\$'000 CDN
1. Salaries and Wages of employees (include overtime and vacation pay). Amount reported here should be the same as the "Total - all locations", in Section F, "Employment by Location".  Employees are defined as those workers for whom you completed a Canada Customs and Revenue Agency T4 - Statement of Remuneration Paid form. Please refer to your "Guidelines and Instructions" booklet for inclusions and exclusions before completing this question.	3010
2. Employer portion of employee benefits. Please refer to your "Guidelines and Instructions" booklet for inclusions and exclusions before completing this question.	3040
3. Total labour remuneration (add amounts reported at lines 1 and 2)	3041
4. Provincial health and education payroll taxes  Include	3042
<ul style="list-style-type: none"> <li>• Ontario Employer Health Tax;</li> <li>• Employers' contribution to "Québec health services fund";</li> <li>• Manitoba Levy for Health and Education;</li> <li>• Newfoundland and Labrador Payroll Tax.</li> </ul>	

**C-2 Manufacturing Inputs**

**Please exclude:**

- materials or components produced by this business unit for its own use.

5. Manufacturing inputs are reported as:  
 3003  Purchased     Usage     Other (please specify): 3004 \_\_\_\_\_

6. Purchases of raw materials and components	Commodity code for Statistics Canada use	Unit of measure	Quantity	Cost at this business unit (\$'000 CDN)
6.001 Tallow, inedible	15020011	XXX	XXXXX	15001
6.002 Natural sands (excluding silica and quartz sands)	250590	XXX	XXXXX	15002

**C-2 Manufacturing Inputs (continued)**

6. Purchases of raw materials and components	Commodity code for Statistics Canada use	Unit of measure	Quantity	Cost at this business unit (\$'000 CDN)
6.003 Fire-clay	250830	XXX	XXXXX	15003
6.004 Pebbles, gravel, broken or crushed stone, used for concrete aggregates, railway, ballast or road metalling	251710	XXX	XXXXX	15004
6.005 Limestone powder (pulverized)	25174911	XXX	XXXXX	15005
6.006 Granite roofing granules	25174921	XXX	XXXXX	15006
6.007 Roofing granules of stone (excluding granite or limestone)	25174929	XXX	XXXXX	15007
6.008 Limestone flux	25210010	XXX	XXXXX	15008
6.009 White Portland cements, bags	25232110	XXX	XXXXX	15009
6.010 Fly ash	26210010	XXX	XXXXX	15010
6.011 Phenols	270760	XXX	XXXXX	15011
6.012 Petroleum oils and oils from bituminous minerals, conventional crude, domestic	270900101	XXX	XXXXX	15012
6.013 Petroleum oils and oils from bituminous minerals, conventional crude, imported	270900102	XXX	XXXXX	15013
6.014 Petroleum oils and oils from bituminous minerals, synthetic	27090020	XXX	XXXXX	15014
6.015 Petroleum oils including oils from bituminous sand or shale, other than conventional or synthetic crude.	27090090	XXX	XXXXX	15015
6.016 Naphtha type jet fuel (type B)	27100022	XXX	XXXXX	15016

<b>C-2 Manufacturing Inputs (continued)</b>				
<b>6. Purchases of raw materials and components</b>	<b>Commodity code for Statistics Canada use</b>	<b>Unit of measure</b>	<b>Quantity</b>	<b>Cost at this business unit (\$'000 CDN)</b>
6.017 Diesel fuels	27100051	XXX	XXXXX	15017
6.018 Heavy fuel oils (Nos. 4, 5 and 6)	2710006	XXX	XXXXX	15018
6.019 Condensate derived wholly from natural gas (including pentanes)	27100070	XXX	XXXXX	15019
6.020 Lubricating oils	27100085	XXX	XXXXX	15020
6.021 Petroleum alkylate	27100094	XXX	XXXXX	15021
6.022 Petroleum or bituminous mineral bases for lubricating oils	27100095	XXX	XXXXX	15022
6.023 Petroleum or bituminous mineral bases for lubricating greases	27100096	XXX	XXXXX	15023
6.024 Feedstocks, except gases, for petrochemical plants	271000991	XXX	XXXXX	15024
6.025 Feedstocks, except gases, for oil refineries	271000992	XXX	XXXXX	15025
6.026 Natural gas, liquefied	271111	XXX	XXXXX	15026
6.027 Propane, liquefied	271112	XXX	XXXXX	15027
6.028 Butanes, liquefied	271113	XXX	XXXXX	15028
6.029 Natural gas, in gaseous state	271121	XXX	XXXXX	15029
6.030 Petroleum jelly	271210	XXX	XXXXX	15030
6.031 Petroleum coke	27131	XXX	XXXXX	15031

G-2 Manufacturing Inputs (continued)				
6. Purchases of raw materials and components	Commodity code for Statistics Canada use	Unit of measure	Quantity	Cost at this business unit (\$'000 CDN)
6.032 Petroleum bitumen (asphalt)	271320	XXX	XXXXX	15032
6.033 Residues of petroleum oils or of oils obtained from bituminous minerals, other than petroleum coke and bitumen	271390	XXX	XXXXX	15033
6.034 Bitumen and asphalt, natural; bituminous or oil shale and tar sands; asphaltites and asphaltic rocks	2714	XXX	XXXXX	15034
6.035 Asphalt compound, hot, in bulk	27150030	XXX	XXXXX	15035
6.036 Asphalt compound, cold, including kegs	27150040	XXX	XXXXX	15036
6.037 Bituminous mixtures, based on natural asphalt, natural bitumen, mineral tar or pitch; other than asphalt oils, mastics and compounds	27150090	XXX	XXXXX	15037
6.038 Hydrogen	280410	XXX	XXXXX	15038
6.039 Nitrogen	280430	XXX	XXXXX	15039
6.040 Sulphuric acid: oleum	2807	XXX	XXXXX	15040
6.041 Sodium hydroxide (caustic soda)	28151	XXX	XXXXX	15041
6.042 Toluene	290230	XXX	XXXXX	15042
6.043 Methanol (methyl alcohol)	290511	XXX	XXXXX	15043
6.044 Mineral or chemical fertilizers containing the three fertilizing elements nitrogen, phosphorus and potassium	310520	XXX	XXXXX	15044
6.045 Synthetic organic colouring matter and preparation	32041	XXX	XXXXX	15045

G-2 Manufacturing Inputs (continued)				
6. Purchases of raw materials and components	Commodity code for Statistics Canada use	Unit of measure	Quantity	Cost at this business unit (\$'000 CDN)
6.046 Paints, including enamels, for finishing leather	32100030	XXX	XXXXX	15046
6.047 Surface active preparations, washing and cleaning preparations (excluding laundry detergents), other than for retail sales	34029090	XXX	XXXXX	15047
6.048 Artificial waxes and prepared waxes	3404	XXX	XXXXX	15048
6.049 Dextrins and other modified starches	350510	XXX	XXXXX	15049
6.050 Prepared glues and adhesives, packaged for retail sale, not exceeding a net weight of 1 kg	3506	XXX	XXXXX	15050
6.051 Prepared explosives, other than propellant powders	3602	XXX	XXXXX	15051
6.052 Tall oil, whether or not refined	3803	XXX	XXXXX	15052
6.053 Anti-knock preparations	38111	XXX	XXXXX	15053
6.054 Additives for lubricating oils	38112	XXX	XXXXX	15054
6.055 Prepared additives for mineral oils or other similar liquids, other than anti-knock preparations and additives for lubricating oils	381190	XXX	XXXXX	15055
6.056 Compound plasticisers for rubber or plastics	381220	XXX	XXXXX	15056
6.057 Anti-oxidising preparations and other compound stabilisers for rubber or plastics	381230	XXX	XXXXX	15057
6.058 Organic composite solvents and thinners and prepared paint or varnish removers	3814	XXX	XXXXX	15058

C-2 Manufacturing Inputs (continued)				
6. Purchases of raw materials and components	Commodity code for Statistics Canada use	Unit of measure	Quantity	Cost at this business unit (\$'000 CDN)
6.059 Supported catalysts	38151	XXX	XXXXX	15059
6.060 Reaction initiators, reaction accelerators and catalytic preparations, other than supported catalysts	381590	XXX	XXXXX	15060
6.061 Anti-freezing preparations	3820001	XXX	XXXXX	15061
6.062 Emulsifiers	382490991	XXX	XXXXX	15062
6.063 Polymers of ethylene, in primary forms, other than linear low, low and high	39019090	XXX	XXXXX	15063
6.064 Acrylonitrile-butadiene- styrene (ABS) copolymers	390330	XXX	XXXXX	15064
6.065 Polyvinyl chloride (PVC) in primary form, not mixed with any other substances	390410	XXX	XXXXX	15065
6.066 Polymers of vinyl acetate, in primary forms	39051	XXX	XXXXX	15066
6.067 Epoxide resins	390730	XXX	XXXXX	15067
6.068 Plates, sheets, film, foil and strip, of polyesters other than polycarbonates, polyethylene terephthalate and unsaturated polyesters, non-cellular and not reinforced (excluding self-adhesive)	392069	XXX	XXXXX	15068
6.069 Plates, sheets, film, foil and strip, of cellulose acetate, non-cellular and not reinforced (excluding self-adhesive)	392073	XXX	XXXXX	15069
6.070 Natural rubber latex, whether or not pre-vulcanised	400110	XXX	XXXXX	15070

C-2 Manufacturing Inputs (continued)				
6. Purchases of raw materials and components	Commodity code for Statistics Canada use	Unit of measure	Quantity	Cost at this business unit (\$'000 CDN)
6.071 Reclaimed rubber, in primary forms or in plates, sheets or strips	4003	XXX	XXXXX	15071
6.072 Wood chips	44012	XXX	XXXXX	15072
6.073 Sawdust, waste and scrap, of wood, other than chips	440130	XXX	XXXXX	15073
6.074 Waste and scrap of unbleached kraft or corrugated paper or paperboard used for pulp production	470710	XXX	XXXXX	15074
6.075 Kraftliner, unbleached, uncoated, in rolls or sheets	480411	XXX	XXXXX	15075
6.076 Roofing felt, single ply, uncoated, in rolls containing 46.5 m2 or more, for use in the manufacture of asphalt roofing, shingles or siding	48055010	XXX	XXXXX	15076
6.077 Roofing granules, artificially coloured	68021010	XXX	XXXXX	15077
6.078 Mats, solely of glass fibres	70193110	XXX	XXXXX	15078
6.079 Unwrought lead (excluding refined), containing antimony as the second principal element	780191	XXX	XXXXX	15079

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**C-2 Manufacturing Inputs (continued)**

6. Purchases of raw materials and components	Commodity code for Statistics Canada use	Unit of measure	Quantity	Cost at this business unit (\$'000 CDN)
10080 6.080 All other raw materials and components (specify main items separately)	11080	XXX	XXXXX	15080
				15999
<b>7. Total purchases of raw materials and components</b>				

**Recycling of raw materials and components**

8. Are any recycled or waste materials used as substitutes for virgin raw materials at this business unit?

3308 1  Yes 3  No

9. If yes, please specify which of the following recycled or waste materials are used as inputs:

3309 1  paper/fibre 2  metal 3  plastic 4  glass 5  other

For information only



<b>C-2 Manufacturing Inputs (continued)</b>		
<b>10. Non-returnable containers and other shipping and packaging materials</b>	<b>Commodity code for Statistics Canada use</b>	<b>Cost at this business unit (\$'000 CDN)</b>
10.001 Containers (boxes, bags, etc), closures (lids, caps, etc) of plastic	3923	35001
10.002 Pallets, box pallets and skids, of wood	44152010	35002
10.003 Uncoated kraft paper and paperboard, in rolls or sheets, excluding household/sanitary stock or paper of a kind used for writing, printing or other graphic purposes	4804	35003
10.004 Corrugated paper cartons, boxes and cases	481910	35004
10.005 Cans and canisters, paper or paperboard containers	48195012	35005
10.006 Paper wrappers, cut to size	48239095	35006
10.007 Steel strapping containing < .25% carbon	721123101	35007
10.008 Reservoirs, tanks, vats and similar containers for any material (other than compressed or liquefied gas), of iron or steel, of a capacity EXCEEDING 300 LITRES, whether or not lined or heat-insulated, but not fitted with mechanical or thermal equipment	7309	35008
10.009 Reservoirs, tanks, vats and similar containers for any material (other than compressed or liquefied gas), of iron or steel, of a capacity NOT EXCEEDING 300 LITRES, whether or not lined or heat-insulated, but not fitted with mechanical or thermal equipment	7310	35009
10.010 Casks, drums, cans, boxes and similar containers, aluminum, excluding for liquefied or compressed gas, without mechanical or thermal equipment, less than or equal to 300 litres	7612	35010

<b>C-2 Manufacturing Inputs (continued)</b>		
<b>10. Non-returnable containers and other shipping and packaging materials</b>	<b>Commodity code for Statistics Canada use</b>	<b>Cost at this business unit (\$'000 CDN)</b>
30011 10.011 All other containers and other shipping and packaging materials (specify main items separately)	31011	35011
		35999
<b>11. Total purchased non-returnable containers and other shipping and packaging materials</b>		
<b>12. Cost of supplies used to operate, maintain and repair buildings and equipment</b>		3302
<b>13. Amount paid to other business units and to other contractors for work done on materials owned by this business unit (i.e., custom and repair work)</b>		4046
<b>14. Total manufacturing inputs (add amounts reported at lines 7 and 11 to 13)</b>		3310

For information only

### C-3 Purchased Energy and Water Utility Expenses

- Please exclude:**
- energy and water expenses that are covered in your rental and leasing expenses. Please report these payments in **Section C-4, "Purchased Service Expenses"**, at line 22, "Rental and leasing expenses";
  - all product inputs and feedstock. Please report these payments in **Section C-2, "Manufacturing Inputs"**, at the appropriate line of commodity detail and at line 7, "Total purchases of raw materials and components".

	Quantity	\$'000 CDN
<b>15. Energy and Water Expenses:</b>	4079	
15.1 Electricity	'000 KWH	4030
15.2 Gasoline		4032
15.3 Light fuel oil (nos. 2 and 3)		4072
15.4 Heavy fuel oil (nos. 4, 5 and 6)		4073
15.5 Diesel fuels		4041
15.6 Liquefied petroleum gases (propane, butane, etc.)		4074
15.7 Natural gas		4045
15.8 Coal		4071
15.9 All other energy types (e.g., steam, oxygen) (please specify major items): 4057		4060
15.10 Water utilities		4065
<b>16. Total purchased energy and water utility expenses (add all amounts reported in Energy and Water Expenses)</b>		<b>4066</b>

17. If total purchases are zero, is it because fuel and electricity are included in rent?

4077 1  Yes 3  No

18. Did this business unit generate any energy used as a replacement for purchased energy (e.g., heat, electricity, steam)?

4078 1  Yes 3  No

### C-4 Purchased Service Expenses

	\$'000 CDN
19. Transportation, warehousing and storage expenses of purchased goods.	4070
20. Postage and courier expenses	4085
21. Telephone and other telecommunication expenses	4101
22. Rental and leasing expenses Include office space or other real estate, motor vehicles, computers and peripherals, other machinery and equipment, and other goods.	4115
23. Purchased maintenance and repair service expenses including janitorial and cleaning services Include materials, parts and labour. Exclude property management fees.	4175
24. Payments to employment agencies or personnel suppliers (e.g., pay for temporary workers paid through an agency and charges for personnel search services)	3080

**C-4 Purchased Service Expenses (continued)**

\$'000 CDN

25. Purchased research and development expenses (contracted out)	4251
26. All other professional and business service fees (e.g., legal and accounting, technical service fees, consulting, education and training)	4315
	4350
27. Insurance premiums (e.g., liability, auto, building, equipment) Exclude premiums paid directly to your head office, if applicable. Please report this amount in Section C-5, "All Other Operating Expenses", at line 35.	4365
28. Advertising and promotion expenses	4370
29. Travel, meals and hospitality expenses	4440
30. Royalties and franchise fees	
31. All other purchased service expenses not specified above (e.g., property management fees, waste and hazardous material removal, financial service fees such as bank charges, credit and debit card commissions) Please report interest expenses in the "Expense Totals" section, at line 40.	4500

**C-5 All Other Operating Expenses**

\$'000 CDN

32. Goods purchased for resale (in the same condition as purchased). Sale of such goods should be reported in Section B-2, "Shipments of Goods Purchased for Resale", at line 9.	4025
33. Office supplies	3301
34. All other materials, components and supplies Exclude those purchases charged to fixed asset accounts.	3392
35. Management fees or any other service fees (e.g., legal, advertising, insurance) paid to head office and other business support units (e.g., warehouses, sales centres, trucking facilities)	4555
36. Property and business taxes, and licences and other permits including building permits and development charges	4410
37. Total depreciation and amortization expenses on this business unit's assets and on capital lease obligations (if applicable to this business unit)	4520
38. All other operating expenses Include all expenses not elsewhere specified (e.g., allowances for bad debts, donations and inventory adjustments). Please report interest expenses in the "Expense Totals" section, at line 40.	4569

**Expense Totals**

\$'000 CDN

39. Total operating expenses (add amounts reported at lines 3, 4, 14, 16 and 19 to 38)	4599
40. Other expenses (e.g., interest expenses such as interest on loans, the interest portion of mortgage payments and all other interest expenses including those associated with capital lease obligations)	4630
41. Total expenses (add amounts reported at lines 39 and 40, this amount should equal the "Total Expenses" as shown in your Income Statement)	4699

**Note:** If you self-assess for provincial sales taxes, please check here.  
(needed to estimate aggregate tax content of expenses)

3002

**D - Inventories**

Inventories are to be reported at book value (i.e., the value maintained in the accounting records).

**Please include:** • inventory owned by this business unit within or outside Canada (including inventory held at any warehouse, selling outlet, in transit, or on consignment).

**Please exclude:** • inventory held on consignment for others.

	Value of opening inventory \$'000 CDN	Value of closing inventory \$'000 CDN
1. Raw materials, purchased components and supplies	5520	5525
2. Goods in process	5510	5515
3. Finished products	5500	5505
4. Goods purchased for resale (in the same condition as purchased)	5560	5565
5. Other inventory (please specify): 5556	5557	5558
6. Total inventories (add amounts reported at lines 1 to 5)	5550	5555

7. Do you use Just-in-time system as a strategy to reduce inventories and costs?

5559 1  Yes 3  No

**Unfilled Orders**

1. Report the value of unfilled orders on the last day of your fiscal year.  
Please refer to the attached "Guidelines and Instructions" booklet for further instructions.

\$'000 CDN
5554

**E - First Destination of Shipments**

Data on your revenue by first destination of shipments will be used to improve information on the movement of goods and services between provinces and to other countries. Please provide the distribution by destination of "Total manufacturing outputs", reported in Section B-1, "Manufacturing Outputs", at line 8. If dollar amounts (in thousands of Canadian dollars) are not available, please report in percentage.

Destination	\$'000 CDN	OR	%
1. Newfoundland and Labrador	8600		8400
2. Prince Edward Island	8615		8415
3. Nova Scotia	8605		8405
4. New Brunswick	8610		8410
5. Québec	8620		8420
6. Ontario	8625		8425
7. Manitoba	8630		8430
8. Saskatchewan	8635		8435
9. Alberta	8640		8440
10. British Columbia	8645		8445
11. Yukon	8655		8455
12. Northwest Territories	8651		8451
13. Nunavut	8652		8452
14. United States	8665		8465
15. Mexico	8670		8470
16. European Union Countries <sup>1</sup>	8677		8477
17. Asian Pacific Countries <sup>2</sup>	8678		8478
18. All other countries	8676		8476
<b>Total</b> (if you are reporting in dollars, the sum of lines 1 to 18 must equal the amount reported in Section B-1, "Manufacturing Outputs", at line 8, "Total manufacturing outputs")	8680		<b>100%</b>

<sup>1</sup> Austria, Belgium, Denmark, France, Finland, Germany, Greece, Ireland, Italy, Luxembourg, Netherlands, Portugal, Spain, Sweden and the United Kingdom

<sup>2</sup> Australia, Brunei, China, Hong Kong, Indonesia, Japan, Malaysia, New Zealand, Papua New Guinea, Philippines, Singapore, South Korea, Taiwan, Thailand and Vietnam

**F - Employment by Location**

Please complete and correct if necessary, the information for the locations pre-printed below. Also, if you have disposed of or acquired any additional locations, please indicate these changes in the space provided in this section. Should you require more space, please include a separate sheet.

**Employees in manufacturing operations include those on the payroll of this establishment in:**

- manufacturing operations;
- product installation;
- logging, quarrying, mining activity (integrated operations, where applicable);
- construction for own use;
- production of machinery for own use.

**Employees in non-manufacturing operations include those on the payroll of this establishment in:**

- executive, administrative, sales and research staff.

**Employment at the locations included in this questionnaire:**

Statistics Canada Use	Location (street and number, municipality name, province and postal code)	Major activity	Gross salaries and wages, commissions, bonuses, etc. (\$'000 CDN)	Average number employed during the reporting period
		Manufacturing	6175	6176
		Non-manufacturing	6177	6178
		Manufacturing	6175	6176
		Non-manufacturing	6177	6178
		Manufacturing	6175	6176
		Non-manufacturing	6177	6178
		Manufacturing	6175	6176
		Non-manufacturing	6177	6178
		Manufacturing	6175	6176
		Non-manufacturing	6177	6178
<b>Total - all locations (add amounts and numbers reported in this section) Dollar amount reported here should be the same as in Section C-1, "Labour Remuneration", at line 1.</b>			6181	6000

For information only

**G - Events that may have affected your Business Unit**

In order to reduce the possibility of further inquiries, please check the box(es) that best describe the reason(s) for significant changes in your operations from previous reporting period.

- |  |   |
|--|---|
| 1. 9953 <input type="radio"/> New contract/loss of contract                          | 9958 <input type="radio"/> Strike/lockout                                 |
| 9954 <input type="radio"/> Organizational change                                     | 9959 <input type="radio"/> Layoffs due to automation                      |
| 9955 <input type="radio"/> Plant expansion/contraction                               | 9944 <input type="radio"/> Change in supplier(s)                          |
| 9945 <input type="radio"/> Change in product line                                    | 9936 <input type="radio"/> Exchange rate                                  |
| 9956 <input type="radio"/> Change in bonus payments and/or severance pay             | 9960 <input type="radio"/> Change in taxes/tariffs                        |
| 9957 <input type="radio"/> Contracting out   | 9947 <input type="radio"/> Price changes, labour or raw materials (input) |
| 9961 <input type="radio"/> Reduced activity due to weather, natural disaster or fire | 9946 <input type="radio"/> Price changes, goods or services sold (output) |

2. Please elaborate on the above or provide any other explanations that may be essential in understanding your reported data:

9962 \_\_\_\_\_

9963 \_\_\_\_\_

9964 \_\_\_\_\_

**H - Comments**

1. How long did you spend collecting the data and completing this questionnaire? (e.g., 1 hour 30 minutes)

9910	9909
_____ hour(s)	_____ minute(s)

2. We invite your comments below. If necessary, please attach a separate page. Please be assured that we review all comments with the intent of improving the survey.

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• questionnaire content</li> <li>• new questions of interest to your industry</li> <li>• questionnaire language</li> <li>• use of business terminology</li> <li>• clarity of questions (e.g., definitions, examples of inclusions and exclusions, code sheets, instruction sheets, reporting guides)</li> </ul> | <ul style="list-style-type: none"> <li>• order and flow of questions</li> <li>• timing of receipt of questionnaire and the period given for response</li> <li>• other sources of data to further reduce response burden</li> <li>• potential for electronic data reporting</li> <li>• general (non-proprietary) business software packages in use</li> </ul> |
|--|--|

99201 \_\_\_\_\_

99202 \_\_\_\_\_

99203 \_\_\_\_\_

99204 \_\_\_\_\_

99205 \_\_\_\_\_

**Lost the return envelope?**

Please telephone 1 888 881-3666 OR fax the questionnaire back to us at 1 888 883-7999  
 OR  
 mail your questionnaire to Statistics Canada, Operations and Integration Division,  
 120 Parkdale Ave., Ottawa, Ontario K1A 0T6

**Thank you for your co-operation**

Statistics Canada's publications are available for use in Statistics Canada's regional offices and all major libraries. As well, please visit our Web site at [www.statcan.ca](http://www.statcan.ca)