



Annual Survey of Manufactures, 2001, Short Form

Collected under the authority of the *Statistics Act*,
Revised Statutes of Canada, 1985, Chapter S19.

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 appeler sans frais au numéro de téléphone
suivant : 1 888 881-3666.

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 guide.

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 **within 30 days** of receipt. The questionnaire(s) can also be faxed back to Statistics Canada at **1 888 883-7999**. Thank you.

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

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

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

Coverage

Please complete this questionnaire for the business unit(s) described in the pre-printed area on the front page of this questionnaire. Report only for the operation(s) located in Canada.

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, 2001 and March 31, 2002. Please indicate below the period covered by this questionnaire.

4. From ⁰⁰¹¹

--	--	--	--	--	--	--	--	--	--

 To ⁰⁰¹²

--	--	--	--	--	--	--	--	--	--

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 (formerly REVENUE CANADA).** More details on data sharing are included in this package.

Reporting Instructions

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

1. The enclosed guide 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 reported as \$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 and excise taxes;
- all revenue of business units located outside Canada.

	\$'000 CDN
1. Total shipments of goods of own manufacture	25999
2. Amount received for custom and repair work (done on materials and products owned by others including other business units of your own company). Do not include activity reported at line 1, "Total shipments of goods of own manufacture".	2050
3. Total shipments of goods purchased for resale (in the same condition as purchased)	2028
4. All other operating revenue not specified above (e.g., revenue from contracted shipping, royalties and franchise fees)	2077
Please report interest income and dividends at line 6.	

Revenue Totals

	\$'000 CDN
5. Total operating revenue (add amounts reported at lines 1 to 4)	2080
6. Non-operating revenue (e.g., interest income and dividends)	2097
7. Total revenue (add amounts reported at lines 5 and 6) (this amount should equal the "Total Revenue" as shown in your Income Statement)	2098

8. For the value reported at line 1, specify items in order of importance and indicate the percentage of total value represented by each.

Main products produced and shipped	For Statistics Canada only	% of total shipments reported at line 1
8.1 2166	2157	2170
8.2 2167	2158	2171
8.3 2168	2159	2172
8.4 2169	2160	2173

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 1

C-1 Employment and Remuneration During the Reporting Period

	Gross salaries, wages, commissions, bonuses, etc. (\$'000 CDN)	Average number employed during the reporting period
1. <u>Employees in manufacturing operations</u>	6175	6176
2. <u>Executive, administrative, sales and other employees</u>	6177	6178
3. Total (add amounts reported at lines 1 and 2 above)	6181	6000

C-2 Inputs

Please exclude: • materials or components produced by this business unit for its own use.

\$'000 CDN

4. Total cost of raw materials, containers, supplies and amount paid to other business units and other contractors for work done on materials owned by this business unit

3310

5. Total cost of goods purchased for resale (in same condition as purchased)

4025

C-3 Purchased Energy and Water Utility Expenses

6. Energy and Water Expenses:

	Quantity '000 KWH	\$'000 CDN
6.1 <u>Electricity</u>	4079	4030
6.2 <u>Gasoline</u>		4032
6.3 <u>Light fuel oil (nos. 2 and 3)</u>		4072
6.4 <u>Heavy fuel oil (nos. 4, 5 and 6)</u>		4073
6.5 <u>Diesel fuels</u>		4041
6.6 <u>Liquefied petroleum gases (propane, butane, etc.)</u>		4074
6.7 <u>Natural gas</u>		4045
6.8 <u>Coal</u>		4071
6.9 <u>All other energy types (e.g., steam, oxygen)</u>		4060
Please specify major items: <input type="text" value="4057"/>		
6.10 <u>Water utilities</u>		4065
7. Total purchased energy and water utility expenses (add all amounts reported in Energy and Water Expenses)		4066

8. All other operating expenses (include all expenses not elsewhere specified) (e.g., allowances for bad debts, donations, and inventory adjustments)

4569

Please report interest expenses at line 10, "Other expenses".

C - Expenses (continued)

Expense Totals

	\$'000 CDN
	4599
9. Total operating expenses (add amounts reported at line 3 of the first column and lines 4, 5, 7 and 8)	
10. 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
11. Total expenses (add amounts reported at lines 9 and 10) (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 3002 ¹

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

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 indicate the percentage distribution of "Total shipments of goods of own manufacture", reported in **Section B - Revenue**, at line 1, by destination.

Destination	%
1. Within your province or territory	8460
2. To other provinces and territories	8461
3. Exports to United States	8465
4. Exports to Mexico	8470
5. Exports to European Union Countries ¹	8477
6. Exports to other countries	8476
Total	100%

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

F - 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 reasons 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 impact |
| 9956 <input type="radio"/> Change in bonus payments and/or severance pay | 9960 <input type="radio"/> Change in taxes/tarifs |
| 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

G - Comments

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

9910

9909

_____ hour(s) _____ minutes

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.

- Questionnaire content
- New questions of interest to your industry
- Questionnaire language
- Use of business terminology
- Clarity of questions (e.g., definitions, examples of inclusions and exclusions, code sheets, instruction sheets, reporting guides)
- Order and flow of questions
- Timing of receipt of questionnaire and the period given for response
- Other sources of data to further reduce response burden
- Potential for electronic data reporting
- General (non-proprietary) business software packages in use

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