

# 2013 Annual Survey of Manufacturing Industries

## 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 : 1-800-858-7921.

Please verify the information for this business's contact person and correct where needed.

B00101	Legal name	
B00102	Operating name	
B00109	First name	
B00111	Last name	
B00112	Title	
B00103	Address (number and street)	
B00104	City	
B00105	Province, territory or state	Postal code or zip code
B00106		
B00107	Country	

## Business and contact information

Email address

B00113

Preferred language of communication

B00117\_n

☐ English

☐ French

Telephone number (including area code)

B00114

Extension number

B00115

Fax number (including area code)

B00116

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

This survey collects the financial and operating data needed to develop national and regional economic policies and programs. Your information may also be used by Statistics Canada for other statistical and research purposes. Please access [www.statcan.gc.ca/survey-enquete/index-eng.htm](http://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 other electronic transmission. 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's online surveys.

### Confidentiality

The *Statistics Act* protects the confidentiality of information collected by Statistics Canada.

### 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.

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

**Please return the questionnaire within 21 days.**

**Please mail the completed questionnaire in the enclosed envelope or fax it to Statistics Canada at 1-888-883-7999.**

If you are unable to complete within 21 days **OR** if you need help, call us at **1-800-858-7921**.

Statistics Canada  
Operations and Integration Division  
150 Tunney's Pasture Driveway  
Ottawa, Ontario K1A 0T6  
Visit our website, [www.statcan.gc.ca](http://www.statcan.gc.ca)

## Reporting instructions

1. Please print in ink.
2. Report all dollar amounts in **thousands of Canadian dollars** ('000 CAN\$).
3. Do not include sales tax.
4. Percentages should be rounded to whole numbers.
5. Consult the reporting guide at **www.statcan.gc.ca/guides-e** for further information.
6. When precise figures are not available, please provide your best estimates.

## Business activity

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

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

B05002

- ☐ **Yes**, this is the **main activity** of this business. ► Go to question 1b
- ☐ **No**, this is **not the main activity** of this business. ► Go to question 1a

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

B05003

B05004

- b) Approximately what **percentage of this business's revenue** is generated by this **main activity**?

 %

Are there any other activities that **contribute significantly** (at least 10%) to this **business's revenue**?

B05024

- ☐ **Yes** ► Go to question 1c
- ☐ **No** ► Go to next page

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

B05005

B05006

- d) Approximately what **percentage of this business's revenue** is generated by this **secondary activity**?

 %

## Reporting period information

1. For this survey, please report information for this business's most recent **12 month fiscal period**.

**Note:** For this survey, the **End date** should fall between **April 1, 2013** and **March 31, 2014**.

Start date B00205 YYYY MM DD B00206 YYYY MM DD End date

2. If the reporting period **does not cover a full year**, please check the reason(s) below (mark all that apply):

B00301\_r1

☐ seasonal operations

B00301\_r2

☐ new business

B00301\_r3

☐ change of ownership

B00301\_r4

☐ change of fiscal year

B00301\_r5

☐ ceased operations

B00301\_r6

☐ temporarily inactive

B00301\_r7

☐ other reason — please specify:

B00301\_r8

3. Please indicate below, any changes or events that may have affected the reported values for this business compared to the last reporting period (mark all that apply):

B00302\_t1

☐ strike or lockout

B00302\_t2

☐ exchange rate impact

B00302\_t3

☐ price changes in goods or services sold

B00302\_t4

☐ contracting out

B00302\_t5

☐ organizational change

B00302\_t6

☐ price changes in labour or raw materials

B00302\_t7

☐ natural disaster

B00302\_t8

☐ recession

B00302\_t9

☐ change in product line

B00302\_t10

☐ sold business units

B00302\_t11

☐ expansion

B00302\_t12

☐ new/lost contract

B00302\_t13

☐ plant closures

B00302\_t14

☐ acquired business units

B00302\_t15

☐ other changes or events — please specify:

B00302\_t16

## Revenue

### Notes:

- A detailed breakdown may be requested in other sections.
- These questions are asked of many different industries. Some questions may not apply to your business.
- Refer to the reporting guide for detailed instructions.
- Please report all dollar amounts **in thousands of Canadian dollars**.

What was this business's revenue from each of the following sources?

'000 CAN\$

1. Sales of goods and services <b>Exclude:</b> shipping charges, discounts, returned sales and excise tax	F43008 \$ <input type="text"/> ,000
2. Rental and leasing	F45801 \$ <input type="text"/> ,000
3. Commissions	F45701 \$ <input type="text"/> ,000
4. Subsidies <b>Include:</b> grants, donations and fundraising	F47101 \$ <input type="text"/> ,000
5. Royalties, rights, licensing and franchise fees	F47201 \$ <input type="text"/> ,000
6. Dividends	F51101 \$ <input type="text"/> ,000
7. Interest	F51201 \$ <input type="text"/> ,000
8. Other revenue — please specify: F51302	F51301 \$ <input type="text"/> ,000
9. <b>Total revenue</b> (sum of lines 1 to 8)	F40000 \$ <input type="text"/> ,000

## Expenses

- Notes:**
- A detailed breakdown may be requested in other sections.
  - These questions are asked of many different industries. Some questions may not apply to your business.
  - Refer to the reporting guide for detailed instructions.
  - Please report all dollar amounts **in thousands of Canadian dollars**.

What were this business's expenses for the following items?

		'000 CAN\$
1. Purchases <b>Include:</b> raw materials, goods purchased for resale and non-returnable containers <b>Exclude:</b> change in inventories	F61306 \$	,000
2. Employment costs and expenses (for all employees who were issued a T4)		
a) salaries, wages and commissions	F61501 \$	,000
b) employee benefits (see reporting guide for the list of inclusions and exclusions)	F61502 \$	,000
3. Subcontracts <b>Exclude:</b> research and development	F62503 \$	,000
4. Research and development fees <b>Exclude:</b> in-house research and development	F62504 \$	,000
5. Professional and business fees (e.g., legal, accounting, consulting and scientific fees)	F62601 \$	,000
6. Energy and water expenses <b>Include:</b> electricity, gas, water, oil, diesel, propane, fuel, wood and sewage	F61801 \$	,000
7. Office and computer related expenses (e.g., office supplies, postage and computer upgrades)	F62505 \$	,000
8. Telephone, Internet and other telecommunication	F61802 \$	,000
9. Business taxes, licences and permits (e.g., beverage tax, business tax, licence fees and property taxes)	F61901 \$	,000
10. Royalties, franchise fees and memberships <b>Exclude:</b> Crown royalties	F62001 \$	,000
11. Crown charges (for logging, mining and energy industries only)	F62506 \$	,000
12. Rental and leasing <b>Include:</b> land, building, equipment and vehicles	F62101 \$	,000
13. Repair and maintenance <b>Include:</b> building, equipment and vehicles	F62201 \$	,000
14. Amortization and depreciation	F61601 \$	,000
15. Insurance	F62301 \$	,000

'000 CAN\$

F62507

16. Advertising, marketing, promotion, meals and entertainment \$ ,000

F62508

17. Travel, meetings and conventions \$ ,000

F62401

18. Financial services  
(e.g., bank charges and transaction fees) \$ ,000

F69101

19. Interest expense \$ ,000

F62509

20. Bad debt, loan losses, donations, political contributions and inventory writedown \$ ,000

21. All other cost and expenses — please specify:

**Include:** intracompany expenses

F62512

F62511

\$ ,000

22. **Total expenses**  
(sum of lines 1 to 21) \$ ,000

## Industry Characteristics

### Sales

Is this business a cost center?

(A cost center is a subdivision of an organization with which costs are identified for purposes of managerial control.)

B05026\_b

☐ Yes ☐ No

The next questions are about the value of goods produced.

Are the goods valued at:

F43001\_y

☐ final selling price ☐ transfer price

☐ other basis of value — please specify:

F43001\_y4

What were this business's sales for the following items?

Report the sales net of shipping charges, discounts, sales allowances, returned sales and sales and excise taxes.

Please provide sales in thousands of Canadian dollars.

'000 CAN\$

1. Sales of goods manufactured  
(a detailed breakdown will be requested in a subsequent section)

F43002

\$  ,000

2. Sales of goods purchased for resale, as is

F43003

\$  ,000

3. Revenue from repair work  
**Include:** only repair revenue from billing labour, as the materials and products are owned by clients, or by other business units of this company

F45901

\$  ,000

4. Revenue from manufacturing service fees and/or custom work  
**Include:** only service revenue from billing labour, as the materials and products are owned by clients, or by other business units of this company

F45001

\$  ,000

5. Other sales — please specify:

F43175

F43005

\$  ,000

6. **Total sales of goods and services**  
(sum of lines 1 to 5)

F43000

\$  ,000

### Expenses

What were this business's expenses for the following items?

Please provide expenses in thousands of Canadian dollars.

'000 CAN\$

7. Purchases of raw materials and components  
(a detailed product breakdown will be requested in a subsequent section)

F61301

\$  ,000

8. Purchases of non-returnable containers and other shipping and packaging materials

F61302

\$  ,000

9. Purchases of goods for resale, as is

F61303

\$  ,000

10. Vehicle fuel expense  
**Include:** fuel used to operate any type of vehicle such as sales representatives' cars, delivery trucks, and lift trucks.  
**Exclude:** any fuel purchased for power/heat generation

F61701

\$  ,000

## Inventories

Please report the value of inventory in **thousands of Canadian dollars** at the beginning and end of the reporting period.

	Opening '000 CAN\$	Closing '000 CAN\$
11. Raw materials and components <b>Include:</b> non-returnable containers and other shipping and packaging materials	F61201 \$ <input type="text"/> ,000	F61401 \$ <input type="text"/> ,000
12. Goods and work in process	F61202 \$ <input type="text"/> ,000	F61402 \$ <input type="text"/> ,000
13. Finished goods manufactured	F61203 \$ <input type="text"/> ,000	F61403 \$ <input type="text"/> ,000
14. Goods purchased for resale, as is	F61204 \$ <input type="text"/> ,000	F61404 \$ <input type="text"/> ,000
15. Other inventories — please specify:		
F62501 <input type="text"/>	F61205 \$ <input type="text"/> ,000	F61405 \$ <input type="text"/> ,000
16. <b>Total inventories</b> (sum of lines 11 to 15)	F61200 \$ <input type="text"/> ,000	F61400 \$ <input type="text"/> ,000



## Detail on purchased services

Please provide a breakdown of expenses for the following purchased services in **thousands of Canadian dollars**.

### 1. Office and computer related purchased services

'000 CAN\$

	F61308	
a) data processing, hosting and related services	\$	,000
	F61309	
b) business support services <b>Include:</b> reproductions, call centres and debt collection	\$	,000
	F61311	
c) other office and computer related purchased services	\$	,000
	F61310	
<b>Total office and computer related purchased services</b>	\$	,000

### 2. Professional fees and services

'000 CAN\$

	F62402	
a) legal services	\$	,000
	F62403	
b) accounting, tax preparation, bookkeeping and payroll services	\$	,000
	F62404	
c) management, scientific and technical consulting services <b>Include:</b> training	\$	,000
	F62405	
d) office administrative services	\$	,000
	F62406	
e) freight transportation arrangements and customs brokering services	\$	,000
	F62407	
f) brokerage and other insurance related services	\$	,000
	F62408	
g) security brokerage and securities dealing services	\$	,000
	F62409	
h) other purchased professional services	\$	,000
	F62400	
<b>Total professional fees and services</b>	\$	,000

### 3. Rental and leasing services

'000 CAN\$

	F62411	
a) non-residential real estate rental	\$	,000
	F62412	
b) motor vehicle rental and leasing	\$	,000
	F62413	
c) computer equipment rental and leasing	\$	,000
	F62414	
d) office machinery and equipment rental and leasing services <b>Exclude:</b> computer equipment	\$	,000
	F62415	
e) commercial and industrial machinery and equipment renting and leasing services, without operator <b>Exclude:</b> office equipment	\$	,000
	F62416	
f) other rental services	\$	,000
<b>Total rental services</b>	\$	,000

### 4. Repairs and maintenance services

'000 CAN\$

	F62417	
a) security services and investigation	\$	,000
	F62418	
b) waste management and remediation services	\$	,000
	F62419	
c) motor vehicle repair and maintenance services	\$	,000
	F62421	
d) other repair and maintenance services	\$	,000
<b>Total repair and maintenance</b>	\$	,000

### 5. Royalties, franchise fees and membership

'000 CAN\$

	F62002	
a) rights to non-financial intangible assets	\$	,000
	F62603	
b) membership fees or services	\$	,000
	F62003	
c) other royalties, franchise fees and memberships	\$	,000
<b>Total royalties, franchise fees and memberships</b>	\$	,000

## Sales by consumer location

Please provide the percentage breakdown of this business's sales by **consumer location** (the consumer location is where the goods or services will ultimately be used).

Acceptable substitutes:

- shipping destination
- client's billing address
- location of this business's retail customers
- location of this business's warehouses/distribution centres

	percentage
1. Newfoundland and Labrador	F43008_g1 <input type="text"/> <input type="text"/> <input type="text"/> %
2. Prince Edward Island	F43008_g2 <input type="text"/> <input type="text"/> <input type="text"/> %
3. Nova Scotia	F43008_g3 <input type="text"/> <input type="text"/> <input type="text"/> %
4. New Brunswick	F43008_g4 <input type="text"/> <input type="text"/> <input type="text"/> %
5. Quebec	F43008_g5 <input type="text"/> <input type="text"/> <input type="text"/> %
6. Ontario	F43008_g6 <input type="text"/> <input type="text"/> <input type="text"/> %
7. Manitoba	F43008_g7 <input type="text"/> <input type="text"/> <input type="text"/> %
8. Saskatchewan	F43008_g8 <input type="text"/> <input type="text"/> <input type="text"/> %
9. Alberta	F43008_g9 <input type="text"/> <input type="text"/> <input type="text"/> %
10. British Columbia	F43008_g10 <input type="text"/> <input type="text"/> <input type="text"/> %
11. Yukon	F43008_g11 <input type="text"/> <input type="text"/> <input type="text"/> %
12. Northwest Territories	F43008_g12 <input type="text"/> <input type="text"/> <input type="text"/> %
13. Nunavut	F43008_g13 <input type="text"/> <input type="text"/> <input type="text"/> %
14. United States	F43008_g14 <input type="text"/> <input type="text"/> <input type="text"/> %
15. All other countries	F43008_g15 <input type="text"/> <input type="text"/> <input type="text"/> %

100%

## Sales of goods manufactured

1. Please provide your sales of goods manufactured by product in thousands of Canadian dollars.

### Product description

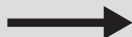
Product code

Was this product sold this reporting period?

B40017\_p\_b

☐

Yes

☐

No

Value of sales  
'000 CAN\$

F43006\_p

\$ ,000

### Product description

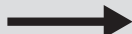
Product code

Was this product sold this reporting period?

B40017\_p\_b

☐

Yes

☐

No

Value of sales  
'000 CAN\$

F43006\_p

\$ ,000

### Product description

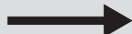
Product code

Was this product sold this reporting period?

B40017\_p\_b

☐

Yes

☐

No

Value of sales  
'000 CAN\$

F43006\_p

\$ ,000

### Product description

Product code

Was this product sold this reporting period?

B40017\_p\_b

☐

Yes

☐

No

Value of sales  
'000 CAN\$

F43006\_p

\$ ,000

### Product description

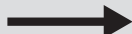
Product code

Was this product sold this reporting period?

B40017\_p\_b

☐

Yes

☐

No

Value of sales  
'000 CAN\$

F43006\_p

\$ ,000

2. All other products of own manufacture sold — please specify below:

Value of sales  
'000 CAN\$

a) B40005\_list\_1

F43005\_p\_1

\$  ,000

b) B40005\_list\_2

F43005\_p\_2

\$  ,000

c) B40005\_list\_3

F43005\_p\_3

\$  ,000

d) B40005\_list\_4

F43005\_p\_4

\$  ,000

3. Total sales of goods manufactured

F43007

\$  ,000

4. If the amount at line 3, above, includes shipping charges by common or contract carriers, discounts, sales allowances, returned sales, sale taxes and excise duties and taxes, please report that amount here.

F62502

\$  ,000

5. Total sales of goods manufactured (line 3 minus 4).

**Note:** This amount should equal question 1 in the Industry Characteristics section.

F43010

\$  ,000

## Purchases of raw materials and components to be used in manufacturing process

1. Please provide details of your purchases of raw materials and components used in the manufacturing process.

### Description of raw material or component

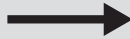
Product code

Was this raw material or component purchased this reporting period?

B40021\_p\_b

☐

Yes

☐

No

Cost of purchase  
'000 CAN\$

F61304\_p

\$ ,000

### Description of raw material or component

Product code

Was this raw material or component purchased this reporting period?

B40021\_p\_b

☐

Yes

☐

No

Cost of purchase  
'000 CAN\$

F61304\_p

\$ ,000

### Description of raw material or component

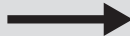
Product code

Was this raw material or component purchased this reporting period?

B40021\_p\_b

☐

Yes

☐

No

Cost of purchase  
'000 CAN\$

F61304\_p

\$ ,000

### Description of raw material or component

Product code

Was this raw material or component purchased this reporting period?

B40021\_p\_b

☐

Yes

☐

No

Cost of purchase  
'000 CAN\$

F61304\_p

\$ ,000

### Description of raw material or component

Product code

Was this raw material or component purchased this reporting period?

B40021\_p\_b

☐

Yes

☐

No

Cost of purchase  
'000 CAN\$

F61304\_p

\$ ,000

2. All other raw materials and components purchased — please specify below:

Cost of purchase  
'000 CAN\$

a) B40011\_list\_1

F61305\_p\_1

\$ ,000

b) B40011\_list\_2

F61305\_p\_2

\$ ,000

c) B40011\_list\_3

F61305\_p\_3

\$ ,000

d) B40011\_list\_4

F61305\_p\_4

\$ ,000

3. Total purchases of raw materials and components to be used in manufacturing process

**Note:** should agree with the amount reported at question 7 in the Industry characteristics section.

F61300

\$ ,000

For Information Only

## Details on this business's locations

1. Complete for all business locations operating during this reporting period.
2. Add all locations not listed.

Please verify the location address and correct where needed.

Location ID

B00124\_I

Operating name

B00102\_I

Address (number and street)

B00119\_I

Province or territory

B00122\_I

City

B00121\_I

Postal code

B00123\_I

'000 CAN\$

F47001\_I

What was this location's **total operating revenue**?

\$  ,000

What were this location's expenses for **direct labour**?  
(for manufacturing or logging only)

F61503\_I

**Exclude** : benefits

\$  ,000

What were this location's expenses for **non-manufacturing and indirect labour**?  
(for administrative and selling or operating only)

F61504\_I

**Exclude** : benefits

\$  ,000

Was this business location operational for the full year?

B00305\_b\_I

☐ **Yes** ➔ *Go to next location*

☐ **No**

What were the reasons for part-year operation (mark all that apply)?

B00301\_r1\_I1

☐ seasonal operation

B00301\_r3\_I1

☐ change of fiscal year

B00301\_r5\_I1

☐ ceased operations

B00301\_r7\_I1

☐ moved

B00301\_r2\_I1

☐ new location

B00301\_r4\_I1

☐ change of ownership

B00301\_r6\_I1

☐ temporarily inactive

What were this location's operational start and end dates?

YYYY

MM

DD

B00201\_I

Start date

YYYY

MM

DD

B00202\_I

End date

Statistics Canada reviews all feedback.

We invite your comments pertaining to this business location.

B00001\_I



## Details on this business's locations

1. Complete for all business locations operating during this reporting period.
2. Add all locations not listed.

Please verify the location address and correct where needed.

Location ID

B00131\_I

Operating name

B00129\_I

Address (number and street)

B00121\_I

Province or territory

B00127\_I

City

B00126\_I

Postal code

B00128\_I

'000 CAN\$

F47004\_I

What was this location's **total operating revenue**?

\$  ,000

What were this location's expenses for **direct labour**?  
(for manufacturing or logging only)

F61512\_I

**Exclude** : benefits

\$  ,000

What were this location's expenses for **non-manufacturing and indirect labour**?  
(for administrative and selling or operating only)

F61513\_I

**Exclude** : benefits

\$  ,000

Was this business location operational for the full year?

B00306\_b\_I

☐ **Yes** ➔ *Go to next location*

☐ **No**

What were the reasons for part-year operation (mark all that apply)?

B00307\_r1\_I1

☐ seasonal operation

B00307\_r3\_I1

☐ change of fiscal year

B00307\_r5\_I1

☐ ceased operations

B00307\_r7\_I1

☐ moved

B00307\_r2\_I1

☐ new location

B00307\_r4\_I1

☐ change of ownership

B00307\_r6\_I1

☐ temporarily inactive

What were this location's operational start and end dates?

YYYY

MM

DD

B00208\_I

Start date

End date

YYYY

MM

DD

B00209\_I

Statistics Canada reviews all feedback.

We invite your comments pertaining to this business location.

B00015\_I

## Detailed information on energy and water costs or expenses

What were this business's energy and water expenses for each of the following?

Please report in thousands of Canadian dollars.

'000 CAN\$

1. Electricity	F61702 \$ <input type="text"/> ,000
2. Gasoline	F61703 \$ <input type="text"/> ,000
3. Light fuel oil	F61704 \$ <input type="text"/> ,000
4. Heavy fuel oil	F61705 \$ <input type="text"/> ,000
5. Diesel fuel	F61706 \$ <input type="text"/> ,000
6. Liquefied petroleum gas (e.g., propane and butane)	F61707 \$ <input type="text"/> ,000
7. Natural gas	F61708 \$ <input type="text"/> ,000
8. Coal	F61709 \$ <input type="text"/> ,000
9. Water utilities	F61803 \$ <input type="text"/> ,000
10. Other energy and water expenses — please specify: (e.g., steam, oxygen and hydrogen) F61712	F61711 \$ <input type="text"/> ,000
11. <b>Total energy and water expenses</b> (sum of lines 1 to 10)	F61700 \$ <input type="text"/> ,000

12. If you pay rent, are any of the following expenses included in the rent (and not already reported above)?  
(mark all that apply)

F62102\_e1

☐

electricity

☐

water

☐

heat

13. Did this business unit generate any energy used as a replacement for purchased energy?

B05001\_b

☐

Yes

☐

No ➔ Go to next section

14. If yes, please indicate the type of energy generated.  
(mark all that apply)

B05001\_e1

☐

heat

B05001\_e2

☐

electricity

B05001\_e3

☐

steam

B05001\_e4

☐

other type of energy — please specify:

B05001\_e5

## Capacity utilization

1. For this reporting period, this business has been operating at what percentage of its capacity?

- Capacity is defined as maximum production attainable under normal conditions.
- With regard to normal conditions, please follow the company's operating practices with respect to the use of productive facilities, overtime, work shift, holidays, etc.
- 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 composition of your business's output for this reporting period.

percentage

B10001

%



If less than 100%, go to question 2.  
If more than 100%, go to question 3.  
If equal to 100%, go to question 4.

2. Why has this business been operating at less than capacity?  
(mark all that apply)

B10002\_r1

☐

insufficient orders

B10002\_r2

☐

strike or work stoppage

B10002\_r3

☐

sufficient inventory

B10002\_r4

☐

insufficient labour available

B10002\_r5

☐

plant shutdown

B10002\_r7

☐

lack of materials or supplies

B10002\_r8

☐

start-up of new operation

B10002\_r6

☐

other reason — please specify:

B10002\_r9

Go to Question 4

3. Why has this business been operating at more than capacity?  
(mark all that apply)

B10003\_r1

☐

stronger demand for product

B10003\_r2

☐

insufficient inventory

B10003\_r3

☐

other reason — please specify:

B10003\_r4

4. Has the production capacity of this business changed during this reporting period?  
(e.g., due to a change in this business's materials, equipment or workforce)

B10004\_h

☐

increased

☐

decreased

☐

no change

## Contact person

### Name of person to contact about this questionnaire:

Last name

B00003

First name

B00004

Title

B00005

Telephone number

B00006

Extension number

B00007

Fax number

B00008

Email address

B00009

Website

B00011

Date completed (yyyy-mm-dd):

B00012

hours

B00013

minutes

B00014

How long did you spend collecting the data and completing the questionnaire?

:

## Comments

We invite your comments below.

If necessary, please attach a separate sheet.

Please be assured that we review all comments with the intent of improving the survey.

B00002

## 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 information from this survey for statistical purposes.

### 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 information pertaining 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 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.

For all manufacturing industries — there are **Section 12** agreements with the statistical agencies of Prince Edward Island, Northwest Territories and Nunavut, as well as with Environment Canada and Natural Resources Canada.

For establishments in non-ferrous metal (and aluminum) smelting and refining, clay building material and refractory manufacturing, cement manufacturing and lime manufacturing — there are **Section 12** agreements with (1) the Newfoundland and Labrador Department of Natural Resources, (2) the New Brunswick Department of Natural Resources, (3) the Quebec Ministry of Natural Resources, (4) the Ontario Ministry of Northern Development and Mines, (5) the Manitoba Department of Mineral Resources, (6) the British Columbia Ministry of Energy and Mines and (7) the British Columbia Ministry of Natural Gas Development.

For establishments in logging, sawmills, shingle and shake mills, hardwood veneer and plywood mills, softwood veneer and plywood mills, wood preservation, particle board and fibreboard mills, waferboard mills, mechanical pulp mills, chemical pulp mills, paper (except newsprint) mills, newsprint mills and paperboard mills — there is a **Section 12** agreement with the Ontario Ministry of Natural Resources.

### Authorized disclosure

**Section 17** of the federal *Statistics Act* allows for the disclosure of a list of individual establishments, firms or businesses showing information including the establishments' names and locations (province, territory and municipality) and North American Industrial Classification System (NAICS) codes. The disclosure of these lists may be authorized in order to aid analysts in the interpretation of data from the Annual Survey of Manufacturing Industries.

### Record linkages

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.

**Thank you for completing this questionnaire.**

**Please retain a copy for your records.**

**Visit our website, [www.statcan.gc.ca](http://www.statcan.gc.ca)**



For Information Only

