

Confidential



The 2002 Survey of Business Trade and Services

Due to the necessity for the Thai government to have reliable and complete business trade and services statistical data to formulate the National Development Plan, the NSO, as one of the major organizations which is responsible for producing statistical data, has then conducted the Annual Survey of Business Trade and Services in order to collect the data on number of persons engaged, employees, compensation of employees and other data related to business trade and services. These data will be used as guideline for business development planning of the country as well as for investment planning of the private sector.

According to the B.E. 2508 Statistical Acts, the National Statistical Office would like to ask for cooperation from all entrepreneurs to fill out the questionnaire in order to obtain information during the remarkable period of business operation (1 January - 31 December B.E. 2544). The National Statistical Office insists that all information obtained will not be revealed on an individual basis, but compiled into aggregation of which these results are presented for the country sight. The National Statistical Office wishes to express our sincere thanks to the owners and managers of the establishments who contributed to the successful completion of the survey.

National Statistical Office
Office of the Prime Minister

Name of the interviewer :

.....

Address :

.....

.....

Telephone number :



Entries are information of the business operation during January 1 – December 31, 2001
 If the account period differs from the calendar year, please specify the reporting period...

Enumeration form

1. Name of Establishment

Address

No. St. Block

Sub district District

Province Post code

Telephone no. Fax no.

E-mail

Administrative area (encircle) 1 Municipal area 2 Non-municipal area

2. If establishment has different business contact address from no.1

Please fill in

No. St. Block

Sub district District

Province Post code

Telephone no. Fax no.

E-mail

Administrative area (encircle) 1 Municipal area 2 Non-municipal area

3. Please specify kind of goods and /or services in order kind of goods
 or services from the highest value of sale or highest receipt or services to less.....

(e.g. Wholesale and retail of construction, materials retail sale of clothes and textiles, retail sale of electric appliances and repairing, retail of cars and maintenance, hotel/guesthouse dormitories, restaurant, bar, labour recruitment and business and management consultancy activities etc.

If operate more than one type of business, please specify type of business with accounting for the highest receipts

Use in office

REG 1	<input type="checkbox"/>
CWT 2-3	<input type="checkbox"/>
AMP 4-5	<input type="checkbox"/>
TAM 6-7	<input type="checkbox"/>
MUN 8	<input type="checkbox"/>
BUSS_R 9-12	<input type="checkbox"/>
BUSS_L 13-16	<input type="checkbox"/>
SIZE_R 17	<input type="checkbox"/>
SIZE_L 18	<input type="checkbox"/>
NO 19-22	<input type="checkbox"/>
YR 23-24	<input type="checkbox"/> 4 <input type="checkbox"/> 5
ENU 25	<input type="checkbox"/>

Enumerating result

(encircle)

1. Enumerated
2. Transferred, not found
3. Closed down
4. Demolished/fired
5. Others (specify)

For further information, please contact

Part 1 General Information of Establishment

No.1	Form of legal organization (encircle only one choice)	Rec.01 Col. 26-27	A01 28																										
	<p>Individual proprietor..... 1</p> <p>Juristic partnership..... 2</p> <p>Limited company, Public company..... 3</p> <p>Government, State enterprise..... 4</p> <p>Cooperatives..... 5</p> <p>Others (specify)..... 6</p> <p style="text-align: center;">If circle ② - ③ please fill in 1.1 ↓</p>																												
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%; text-align: center;">ข้อ 1.1</td> <td style="width: 75%;">Register No. (under Department of commercial Registration Ministry of Commerce)</td> </tr> <tr> <td></td> <td style="text-align: center;"> <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 5%; text-align: center;">A02 29-43</td> <td style="width: 75%; text-align: center;"> <table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td> </tr> </table> </td> </tr> </table> </td> </tr> </table>	ข้อ 1.1	Register No. (under Department of commercial Registration Ministry of Commerce)		<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 5%; text-align: center;">A02 29-43</td> <td style="width: 75%; text-align: center;"> <table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td> </tr> </table> </td> </tr> </table>	A02 29-43	<table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td> </tr> </table>																						
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No.2	Form of economic organization (encircle only one choice)		A03 44																										
	<p>Single unit..... 1 (No branch or subsidiary unit or not a branch of other establishment)</p> <p>Head office..... 2 (Own or control establishment which is branch)</p> <p>Branch..... 3 (Branch or subsidiary unit of other head office)</p> <p style="text-align: center;">If circle ③ please fill in ↓</p> <p style="text-align: center;">Name and address of the head office</p> <p>Name</p> <p>Address</p> <p>.....</p>																												
No.3	This establishment has operated the type of business indicated in No.1 for	A04 45-46	<table border="1" style="width: 20px; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 5px;"></td><td style="width: 5px;"></td> </tr> </table> Year																										
	In 2001, the establishment operated for	A05 47-48	<table border="1" style="width: 20px; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 5px;"></td><td style="width: 5px;"></td> </tr> </table> Month																										
	If in 2001 operated less than 12 months, please specify the reasons.....																												
No.4	Whether this establishment had registered capital (encircle only one choice)		A06 49																										
	<p>No 1 Yes 2</p> <p style="text-align: center;">If circle ② please fill in ↓</p> <p style="text-align: center;">Amount in baht of registered capital</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <tr> <td style="width: 5%; text-align: center;">A07 50-60</td> <td style="width: 75%; text-align: center;"> <table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td> </tr> </table> </td> </tr> </table>	A07 50-60	<table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td> </tr> </table>																										
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No.5	Was there any foreign investor in this establishment ? (encircle only one choice)	A08 61
	No1 Yes2	
	If circle ② please circle the proportion of holding of share (encircle only one choice)	A09 62
	Less than or equal 10 %1	
	More than 10 %2	

No.6	Which of the following did this business use?									
	1. Did this business use a computer? (encircle only one choice)	A10 63								
	No1 Yes2									
	If circle ② please fill in ↓									
	<table style="width: 100%;"> <tr> <td style="width: 80%;"> ■ Total number of computers..... </td> <td style="width: 10%; text-align: center;">A11 64-65</td> <td style="width: 10%; border: 1px solid black; text-align: center;"> </td> <td style="width: 10%;">Units</td> </tr> <tr> <td> ■ Number of staff using a computer..... </td> <td style="text-align: center;">A12 66-68</td> <td style="border: 1px solid black; text-align: center;"> </td> <td>Persons</td> </tr> </table>	■ Total number of computers	A11 64-65		Units	■ Number of staff using a computer	A12 66-68		Persons	
■ Total number of computers	A11 64-65		Units							
■ Number of staff using a computer	A12 66-68		Persons							
	2. Did this business access to the internet? (encircle only one choice)	A13 69								
	No1 Yes2									
	1) How do this business access the internet? (Tick ✓ more than one choice)									
	<input type="checkbox"/> ISP Subscriber	A14 70								
	<input type="checkbox"/> Internet Café	A15 71								
	<input type="checkbox"/> Internet Package	A16 72								
	<input type="checkbox"/> Others (specify)	A17 73								
	2) What uses the internet activities? (Tick ✓ more than one choice)									
	<input type="checkbox"/> E-mail	A18 74								
	<input type="checkbox"/> Information Search	A19 75								
	<input type="checkbox"/> Shopping	A20 76								
	<input type="checkbox"/> Business promotion such as advertising on web site	A21 77								
	<input type="checkbox"/> Others (specify).....	A22 78								
	3) Did this business have a Web site? (encircle only one choice)	A23 79								
	No1 Yes2									
	If circle ② please fill in ↓									
	<table style="width: 100%;"> <tr> <td style="width: 40%;">Primary URL</td> <td style="width: 10%; text-align: center;">A24 80-109</td> <td style="width: 50%; border: 1px solid black;"></td> </tr> </table>	Primary URL	A24 80-109							
Primary URL	A24 80-109									
	Activities on Web site (encircle only one choice)									
	■ Advertising of own business	A25 110								
	No1 Yes2									
	■ Selling goods and services	A26 111								
	No1 Yes2									

Computer

Refer to number of computer specified by desktop or notebook except palm, server and mainframe. Those two later are not computer for use but for processing, control network and other use. Excluding out of order computers.

Part 2 Persons Engaged and Remuneration

No.7

Please fill in the average number of persons engaged in 2001. For the number of employees,

Rec.02
Col. 26-27

Included both permanent and temporary ones.

1. Owner/partners who worked without pay

2. Employees

Total

		Male				Female					
B01	28-31					B04	40-43				
B02	32-35					B05	44-47				
B03	36-39					B06	48-51				

Owners/partners who worked without pay

Refer to persons who managed or participated in the management of the establishments but received no wages or salaries.

Unpaid workers

Refer to members of household of owner who worked for at least 20 hours a week and receive no wages or salaries.

Employees

Refer to all persons who engaged in the selling of goods or provision of services and related activities of the establishments and received regular pay. Included are sales, clerical accountant and salaried managers and directors.

No.8

Please fill in the amount of remuneration paid to all employees from all sections in

establishment throughout the year 2001 according to items as follows,

1. Wages/salaries

2. Overtime, Bonus, Special payment, Cost of living allowance, Commission

3. Fringe benefits

- Medical care
- Others: e.g. food, clothing etc.

4. Payment paid by establishment to the social security insurance

Total (1 + 2 + 3 + 4)

		Amount							
B07	52-61								
B08	62-71								
B09	72-81								
B10	82-90								
B11	91-99								
B12	100-108								
B13	109-118								

Wages, salaries

Refer to all payments made by employers to all persons included in the count of employees (before deducting personal tax, social insurance contributions and the like paid by employee and other expense of employee) the payments should be paid as a rule at regular intervals or piece work. Excluded from this item are overtime, bonus and fringe benefits.

Fringe benefits

Refer to payments in addition to wages or salaries paid to employees, such as payment in kind e.g. food, Beverages, lodging, medical care child care center, travelling and recreational facilities etc. excluded are uniforms for civilians or clothing which are not usually worn off-duty

Payments paid by the establishment to the social security insurance

Refer to payments paid by establishment to the social security insurance either organized by public or private organizations

Part 6 Fixed Assets

No.13 Please fill in the book value of fixed assets in the year 2001

	Rec.08 Col.26-27	At the beginning of 2001 (Jan. 1, 01)	Rec.09 Col.26-27	At the end of 2001 (Dec. 31, 01)
1. Land	E01 28-38		F01 28-38	
2. Building and construction	E02 39-49		F02 39-49	
3. Machinery and equipment	E03 50-60		F03 50-60	
4. Office appliances	E04 61-71		F04 61-71	
5. Vehicles	E05 72-82		F05 72-82	
6. Software	E06 83-93		F06 83-93	
7. Other fixed assets	E07 94-104		F07 94-104	
..... (e.g. copy right, patent)				
Total	E08 105-115		F08 105-115	

No.14 Depreciation of all kinds of fixed assets
Rec.10
Col. 26-27

1. Building and construction	G01 28-38	
2. Machinery and equipment	G02 39-49	
3. Office appliances	G03 50-60	
4. Vehicles	G04 61-71	
5. Other fixed assets	G05 72-82	
Total	G06 83-93	

Book value

Refers to net value of fixed assets after deducting the accumulated depreciation at the end of year. Fixed assets are land, Building, machinery and equipment, Vehicles and office appliances etc. Included are major additions, alternations, and Improvements to fixed assets during January-December 2001 in order to extend their normal life or raise their productivity.

Depreciation

Refer to a decrease in the value of fixed assets through normal wear and tear.

Software

Refer to package/ready made programmes (which have patent or license purchased by individuals or organizations for operation use e.g.) finished product; SAS, SPSS, MS-OFFICE, DATA BASE, FOX PRO, AUTOWARE, AUTOCAD, PHOTO SHOP, programmers for graphic and programmes for accounting and so forth.

No.14 Please fill in value of fixed assets change in 2001

	Value of purchases										Rec.13 Col.26-27	Value of disposal of fixed assets		Ownership Transfer Fee										
	Rec.11 Col.26-27	New or cost producing of fixed assets					Rec.12 Col.26-27	Used fixed assets																
1. Land and land improvement	H01 28-38						I01 28-38						J01 28-38						J07 94-104					
2. Building and construction	H02 39-49						I02 39-49						J02 39-49						J08 105-115					
3. Machinery and equipment	H03 50-60						I03 50-60						J03 50-60											
4. Vehicles	H04 61-71						I04 61-71						J04 61-71											
5. Others (specify)	H05 72-82						I05 72-82						J05 72-82											
Total	H06 83-93						I06 83-93						J06 83-93						J09 116-126					

Value of new or cost producing of fixed assets

Refer to fixed assets that the establishment additional purchased or own produced during January – December 2001

■ **New fixed assets**

Refer to new domestic fixed assets and new or used import

■ **Production of fixed assets**

Refer to all expense used in processing or producing fixed assets for its own establishment use such as wages, material etc.

Purchasing value of fixed assets

Refer to actual value of purchased assets which have been domestically used before establishment purchased during January – December 2001

Value of disposal of fixed assets

Refer to actual value of used fixed assets sold during January – December 2001

Ownership Transfer Fee

Refer to value of expenses in ownership asset transfer