

Survey of Employers & Self-Employed 2001

Particulars	For office use
PSU number	Response details
Dwelling unit number	Visit no Date (actual) Result code Next visit (planned) 1 1
Household number for this household	2
Person number (column no. from LFS questionnaire)	3 4
Physical identification of the dwelling unit/household	FINAL RESULT
	Comments and full details of all non-response
Telephone number of enumerated household (if any)	
Name of respondent	
Appointment details	· · · · · · · · · · · · · · · · · · ·
	RESULT CODES (for response details)
Field staff	1 Completed 2 Non-contact
Interviewer Number Date checked Supervisor Number Date checked	 Refused Partly complete No usable information Comment and give full details above of all non-response
RSM Number Date checked	6 Vacant dwelling 7 Listing error 8 Other

INTRODUCTION

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Read out: The last time we spoke to you or a member of your household, we found out that you were engaged in certain business activities. We need more information about such activities for better government planning. In order for the government to undertake planning and development, comprehensive information on business activities is essential. We hope you will answer the following questions as honestly and as accurately as possible. All information you provide will be held strictly confidential and used only in combination with data from other selected employers and self-employed to provide statistics for your province and the Republic of South Africa.

1	Do you run any kind of bu	siness, big or small, for yourself or with one or more pa	artners?
	1 = YES		1
	2 = No	ightarrow End of interview	2
2	Do you run more than one	business?	
	1 = YES		1
	2 = No	ightarrow Go to Q 4	2
3	How many businesses do	you run?	

If more than one business, ask which business has normally the highest turnover. Record that business as Business 1. Record the business with the second highest turnover as Business 2, etc. If only one business, complete the column for Business 1.

		Business 1	Business 2	Business 3
4	Is your business registered for VAT? 1 = YES → End of interview for this business 2 = NO	□ 1 □ 2	□ 1 □ 2	□ 1 □ 2
5	In your business are you 1 = Self-employed (without employees) 2 = Employer	□ 1 □ 2	☐ 1 ☐ 2	☐ 1 ☐ 2
6	What kind of work did you do in your main business activity during the last seven days (or usually do, even if you were absent from your economic activity in the last seven days)?			

PSU no		DU no	Hh. no	Pers. no	+
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		Business 1	Business 2	Business 3
7	What were your main tasks or duties in this economic activity?			
8	What kinds of goods or services does the business provide? Describe in at least three words. If more than one activity, answer for the one which usually generates the most net income.			
9	What is the name of your business? Write 'No name', if relevant.			
	For coding			
10	Is the business owned by yourself as a single owner? $1 = YES \rightarrow Go \ to \ Q \ 18$ 2 = NO	□ 1 □ 2	□ 1 □ 2	□ 1 □ 2
11	Is the business owned in partnership with other members of your household? 1 = YES 2 = NO	□ 1 □ 2	□ 1 □ 2	☐ 1 ☐ 2
12	How many household members, including yourself, are partners in the business?			

PSU no	DU no	Hh. no	Pers. no] +
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		Business 1	Business 2	Business 3
13	Are there any business partners living in other households? 1 = YES 2 = NO → Go to Q 17	□ 1 □ 2	□ 1 □ 2	☐ 1 ☐ 2
14	How many of those partners live in this neighbourhood?			
15	How many partners live elsewhere?			
16	In how many different households, including yours, are the partners in this business living?			
17	Who is the main owner of this business? Yourself Another family or household member Another person in the partnership or cooperative, not a household member The ownership is equally shared between two or more owners Other, <i>specify</i> 	□ 1 □ 2 □ 3 □ 4 □ 5	☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

Questions about the site for operation

18	Does this business operate			
	01 = Within the owner's dwelling/s - with its own space (e.g. a separate room)	01	01	01
	02 = Within the owner's dwelling/s – without its own space (e.g. a family room)	02	02	02
	03 = In a structure attached to owner's dwelling/s or on the same plot (e.g. a workshop in the back yard)	03	03	03
	04 = Within another person's dwelling (e.g. a neighbour's dwelling)	04	04	04
	05 = In a non-residential building (e.g. an office block or factory)	05	05	05
	06 = From a taxi rank	06	06	06
	07 = On a footpath, street or open space	07	07	07
	08 = At a market	08	08	08
	$09 = No fixed location/mobile \rightarrow Go to Q 28$	09	09	09
	10 = At customer's homes or offices	10	10	10
	11 = Other, specify	11	11	11

	PSU no	DU no	Hh. no	Pers. no
		Business 1	Business 2	Business 3
19	Is the location of the business a permanent (e.g. over a period of time) or a temporary arrangement, (e.g. can change from day to day)? 1 = PERMANENT	□ 1	□ 1	□ 1
	2 = TEMPORARY	2	2	2
	3 = NOT APPLICABLE, <i>specify</i>	3	3	3
20	Is the arrangement set up and taken down every business day (e.g. putting up tables or boxes for selling products)?			
	1 = YES	1	1	1
	2 = No	2	2	2
	3 = NOT APPLICABLE, <i>specify</i>	3	3	3
21	Is the main structure where the business is located		_	_
	1 = Fully owned by yourself	1	1	1
	2 = Partially owned	2	2	2
	3 = Jointly owned or owned by a co-operative	3	3	3
	4 = Rented	4	4	4
	5 = Provided free	5	5	5
	6 = Other, <i>specify</i>	6	6	6
	7 = NOT APPLICABLE	7	7	7
22	Do you pay for use of this location for business purposes?			
	1 = YES			
	$2 = NO \qquad \qquad \qquad \qquad \rightarrow Go \ to \ Q \ 24$			
	3 = NOT APPLICABLE	3	3	3
23	How do you pay for the use of this location?			
	1 = Payment is included in rent or bond payment for the dwelling			
	2 = Payment to municipality or its agents			
	3 = Payment to other government body			
	4 = Payment to business organisation			
	5 = Payment to established shopkeepers			5
	6 = Payment to other street vendors			
	7 = Payment to other individuals representing shopkeeper, other vendors, protectors of street/area	7	7	7
	8 = Other, specify	8	8	8
	a = Other, specify 4			

	PSU no	DU ا	10	Hh. no	Pers. no
			Business 1	Business 2	Business 3
24	Why is the business located at its present site?				
	01 = NEAR TO MARKET/CUSTOMERS		01	01	01
	02 = NEAR TO COMPETITORS		02	02	02
	03 = NEAR TO RAW MATERIAL/SUPPLIES		03	03	03
	04 = THE OWNER/ONE OF OWNERS LIVES THERE		04	04	04
	05 = NEAR TO TRANSPORT ROUTES		05	05	05
	06 = NEAR HOME		06	06	06
	07 = CANNOT AFFORD OTHER SITE		07	07	07
	08 = THIS IS THE ONLY AVAILABLE CHOICE		08	08	08
	09 = OTHER, <i>specify</i>		09	09	09
	10 = NOT APPLICABLE		10	10	10
25	Is electricity available at this site?				
	1 = YES		1	1	1
	2 = No		2	2	2
	3 = NOT APPLICABLE		3	3	3
26	What is the (main) source of water for the business (the main site)?		_		
	01 = PIPED (TAP) WATER IN STRUCTURE		01	01	01
	02 = PIPED (TAP) WATER ON SITE		02	02	02
	03 = PUBLIC TAP/SHARED TAP WITH OTHERS		03	03	03
	04 = BOREHOLE ON SITE		04	04	04
	05 = BOREHOLE OFF SITE		05	05	05
	06 = RAINWATER TANK ON SITE		06	06	06
	07 = FLOWING WATER/STREAM		07	07	07
	08 = DAM/POOL/STAGNANT WATER		08	08	08
	09 = WELL		09	09	09
	10 = Spring		10	10	10
	11 = OTHER, <i>specify</i>		11	11	11
	12 = NO WATER ACCESS		12	12	12
	13 = NOT APPLICABLE		13	13	13

	PSU no DU	no	Hh. no	Pers. no
		Business 1	Business 2	Business 3
27	What kind of toilet facility does the business have?			
	1 = FLUSH TOILET ON SITE	1	1	1
	2 = FLUSH TOILET OFF SITE	2	2	2
	3 = CHEMICAL TOILET	3	3	3
	4 = PIT LATRINE WITH VENTILATION PIPE	4	4	4
	5 = PIT LATRINE WITHOUT VENTILATION PIPE	5	5	5
	6 = BUCKET TOILET	6	6	6
	7 = NONE	7	7	7
	8 = OTHER, <i>specify</i>	8	8	8 🗌
	9 = NOT APPLICABLE	9	9	9
28	Where is the nearest telephone that the business can use? Give only one answer, the main one			
	1 = FIXED TELEPHONE ON SITE \rightarrow Go to Q 30	1	1	1
	2 = FIXED TELEPHONE NOT ON SITE	2	2	2
	$3 = CELLULAR TELEPHONE \rightarrow Go to Q 30$	3	3	3
	4 = THE NEAREST TELEPHONE IS A PUBLIC TELEPHONE	4	4	4
	5 = OTHER, <i>specify</i>	5	5	5
29	How many minutes do you have to travel to the nearest telephone you can use (by your usual means of transport)?			
	1 = 0 - 5 MINUTES	[] 1	1	1
	2 = 6 - 15 MINUTES	2	2	2
	3 = 16 - 30 MINUTES	3	3	3
	4 = 31 - 60 MINUTES	4	4	4
	5 = 1 - 2 HOURS	5	5	5
	6 = More than 2 hours	6	6	6

	PSU no DU	no	Hh. no	Pers. no
		Business 1	Business 2	Business 3
30	Who owns the telephone?			
	1 = IT IS PRIVATELY OWNED BY THE OWNER OF THE BUSINESS OR THE OWNER'S HOUSEHOLD	1	1	1
	2 = IT IS OWNED BY THE BUSINESS	2	2	2
	3 = THE OWNERSHIP IS SHARED WITH OTHER BUSINESSES	3	3	3
	4 = IT is owned by another business	4	4	4
	5 = IT is owned by another private person than the owner of the business	5	5	5
	6 = IT IS A PUBLIC TELEPHONE	6	6	6
	7 = OTHER, <i>specify</i>	7	7	7
31	What transactions do you record for this business?			
	1 = Simple informal records of sales and/or expenditures	1	1	1
	2 = Some accounts but not full (for example expenditures)	2	2	2
	3 = Full annual accounts	3	3	3
	$4 = No \ accounts \ kept \qquad \rightarrow Go \ to \ Q \ 35$	4	4	4
32	Are purchases for the business recorded?			
	1 = YES	1	1	1
	$2 = NO \rightarrow Go to Q 34$	2	2	2
33	How are the purchases recorded?			
	1 = Formally (e.g. formal set of books, computer)	1	1	1
	2 = Informally (e.g. ticks on the wall or on paper)	2	2	2
34	Are the expenditures on the business recorded separately from expenditures on the household?			
	1 = YES, THEY ARE ALL RECORDED SEPARATELY	1	1	1
	2 = Some are recorded separately, some together	2	2	2
	3 = NO, THEY ARE ALL RECORDED TOGETHER	3	3	3
	4 = NO, BUSINESS EXPENDITURES ARE NOT RECORDED	4	4	4
35	Do you have any licenses or permits to operate this business?			
	1 = YES	1	1	1
	$2 = NO \rightarrow Go to Q 37$	2	2	2

ł	PSU no DU	no	Hh. no	Pers. no
		Business 1	Business 2	Business 3
36	Who issued the license/s or permit/s? 1 = Municipality/ Provincial authority 2 = Professional association 3 = Business association 4 = Regional Services Council 5 = Traditional leader 6 = Protection agency/ies 7 = Friend/relative 8 = Other, specify	Yes No 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2	Yes No 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2	Yes No 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2
37	Is your business registered 1 = with a Regional Services Council	Yes No 1 2 1 2 1 2 1 2 1 2	Yes No 1 2 1 2 1 2 1 2	Yes No 1 2 1 2 1 2 1 2
38	Do you consider this business to be 1 = formal 2 = informal	□ 1 □ 2	☐ 1 ☐ 2	□ 1 □ 2
39	Do you pay any money to protect your business? 1 = YES 2 = No → Go to Q 41	□ 1 □ 2	□ 1 □ 2	□ 1 □ 2
40	To whom do you make these payments? 1 = Security agency	Yes No □ 1 □ □ 1 □ 2 □ 1 □ 2 □ 1 □ 2	Yes No □ 1 □ □ 1 □ 2 □ 1 □ 2 □ 1 □ 2	Yes No 1 2 1 2 1 2 1 2 1 2
41	How many months in the last twelve months did the business operate?			

	PSU no DU	no	Hh. no	Pers. no
		Business 1	Business 2	Business 3
42	Ask if less than 12 months on Q 41, otherwise go to Q 43			
	What was the main reason that the business had no activity in some months?			
	01 = SEASONAL FACTORS	01	01	01
	02 = FAMILY REASONS (E.G. SICK CHILD)	02	02	02
	03 = NON PAYMENT OF GOVERNMENT CHARGES/TAXES	03	03	03
	04 = NO CUSTOMERS	04	04	04
	05 = SICKNESS OF YOURSELF OR STAFF	05	05	05
	06 = Other personal reasons than sickness (pregnancy, etc)	06	06	06
	07 = LACK OF RAW MATERIALS	07	07	07
	08 = Lack of funds to buy supplies	08	08	08
	09 = NO ONE TO HELP DURING OWNER'S ABSENCE	09	09	09
	10 = Business created during the past 12 months	<u> </u>	<u> </u>	10
	11 = DUE TO VIOLENCE OR CRIMINAL INCIDENT/S	11	11	11
	12 = OTHER, <i>specify</i>	12	12	12
43	When did this business start operating?			
	1 = LESS THAN A YEAR AGO	1	1	1
	2 = 1 BUT LESS THAN 3 YEARS AGO	2	2	2
	3 = 3 but less than 5 years ago	3	3	3
	4 = 5 but less than 10 years ago	4	4	4
	5 = 10 OR MORE YEARS AGO	5	5	5
	6 = Don't know	6	6	6
44	When did you yourself start in this business?			
	1 = LESS THAN A YEAR AGO	1	1	1
	2 = 1 BUT LESS THAN 3 YEARS AGO	2	2	2
	3 = 3 but less than 5 years ago	3	3	3
	4 = 5 but less than 10 years ago	4	4	4
	5 = 10 OR MORE YEARS AGO	5	5	5

	PSU no	Jno	Hh. no	Pers. no
		Business 1	Business 2	Business 3
45	What was the main reason you started in this business? 01 = INHERITED/FAMILY TRADITION 02 = UNEMPLOYED/HAVE NO ALTERNATIVE INCOME SOURCE 03 = RETRENCHED 04 = INADEQUATE INCOME FROM THE OTHER SOURCE 05 = I LIKE THE ACTIVITY 06 = I HAVE THE SKILLS FOR THIS BUSINESS 07 = I HAVE THE EQUIPMENT FOR THIS BUSINESS 08 = ACTIVITY BRINGS HIGH INCOME 09 = SMALL INVESTMENT NEEDED 10 = UNHAPPINESS WITH PREVIOUS WORK 11 = OTHER, specify	01 02 03 04 05 06 07 08 09 10 10 11	01 02 03 04 05 06 07 08 09 10 10 11	01 02 03 04 05 06 07 08 09 10 10 11
46	Did you need any money to start the business? 1 = YES $2 = NO$ \rightarrow Go to Q 61		1 2	
47	Did you use your own money to start the business? $1 = YES$ $2 = NO$ \rightarrow Go to Q 50	□ 1 □ 2	□ 1 □ 2	□ 1 □ 2
48	What was the main source of your own money? 01 = PREVIOUS AND/OR PRESENT WAGE EMPLOYMENT 02 = OTHER BUSINESS 03 = SALE OF LIVESTOCK/CROPS 04 = SALES OF OTHER ASSETS 05 = INHERITANCE 06 = PENSION FROM WORK 07 = RETIREMENT/SEVERANCE PAY 08 = A POLICY THAT MATURED 09 = MONEY PAID OUT FROM A STOKVEL 10 = OTHER SAVINGS, <i>specify</i>	□ 01 □ 02 □ 03 □ 04 □ 05 □ 06 □ 07 □ 08 □ 09 □ 10	□ 01 □ 02 □ 03 □ 04 □ 05 □ 06 □ 07 □ 08 □ 09 □ 10	□ 01 □ 02 □ 03 □ 04 □ 05 □ 06 □ 07 □ 08 □ 09 □ 10
49	What was the total sum used from your own money to start the business?			

		Business 1	Business 2	Business 3
50	Did you borrow any money from a stokvel or any other cooperatives or collective arrangements to start the business?		_	_
	1 = YES	1	1	
	$2 = NO$ \rightarrow Go to Q 54	2	2	2
51	How much money did you obtain from such arrangement/s to start the business?			
52	Are you presently paying off the money that you borrowed from such arrangement/s?			
	1 = YES			
	2 = No	2	2	L 2
53	How much did you pay off in the last calendar month?			
54	Did you borrow any money from anywhere else to start the business?			
	1 = YES			
	$2 = NO \longrightarrow Go to Q 59$	<u> </u>	2	
55	From where did you get the loan?	Yes No	Yes No	Yes No
	1 = Loans from commercial banks	1 2	1 2	1 2
	2 = Loans from friends/relatives	□ 1 □ 2	1 2	
	3 = Loans from credit societies	1 2	1 2	
	4 = Loans from moneylenders/mashonisas	1 2		
	5 = Loans from (business) partners	□ 1 □ 2		
	6 = Loans from business association	□ 1 □ 2		
	7 = Loans from NGO/CBO.	□ 1 □ 2	1 2	1 2
	8 = Loans from others, <i>specify</i>	1 2	1 2	1 2
56	What was the total sum of the money that you borrowed to start the business (excluding loans from a stokvel, etc.)?			
57	Are you presently paying off any money for the loan/s you took to start the business?			
	1 = YES	L 1		
	$2 = NO$ \rightarrow Go to Q 59	2	2	2
58	How much did you pay off in the last calendar month?			

		Business 1	Business 2	Business 3
59	Did you obtain a grant to start this business?			
	1 = YES	1	1	1
	$2 = NO$ \rightarrow Go to Q 61	2	2	2
60	From where did you obtain the business grant?	Yes No	Yes No	Yes No
	1 = From government	1 2	1 2	1 2
	2 = From a non-governmental organisation	1 2	1 2	1 2
	3 = Other, <i>specify</i>	1 2	1 2	1 2
61	Did you face any of the following difficulties when you started this business?	Yes No	Yes No	Yes No
	01 = Obtaining premises/space	1 2	1 2	1 2
	02 = Inadequate premises	1 2	1 2	1 2
	03 = Access to raw materials/supplies	1 2	1 2	1 2
	04 = Government regulations	1 2	1 2	1 2
	05 = Poor technical know-how	1 2	1 2	1 2
	06 = Poor management skills	1 2	1 2	1 2
	07 = Getting market/customers	1 2	1 2	1 2
	08 = Inadequate money of your own	1 2	1 2	1 2
	09 = Inadequate credit from banks/other sources	1 2	1 2	1 2
	10 = Getting access to financial services, e.g. to open a bank account	1 2	1 2	1 2
	11 = Harassment by authorities	1 2	1 2	1 2
	12 = Harassment by protection agencies	1 2	1 2	1 2
	13 = Harassment by competitors	1 2	1 2	1 2
	14 = High staff turnover	1 2	1 2	1 2
	15 = Inadequate machinery, equipment	1 2	1 2	1 2
	16 = Inadequate facilities (toilets, electricity, etc.)	1 2	1 2	1 2
	17 = Other, <i>specify</i>	1 2	1 2	1 2
62	Ask if more than one YES on Q 61, otherwise go to Q 63 Which was the most difficult problem?			

PSU no		DU no		Hh. no		Pers. no	1	+
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General information

		Business 1	Business 2	Business 3
63	Does the business use any raw materials, e.g. wood or steel? Raw material is something that you change in some way before selling it.			
	1 = YES	1	1	1
	$2 = NO$ \rightarrow Go to Q 69	2	2	2
64	From whom does the business obtain most of the raw materials?			
	1 = OWN PRODUCE	1	1	1
	2 = FROM PRIVATE INDIVIDUALS	2	2	2
	3 = FROM WHOLESALERS	3	3	3
	4 = FROM RETAILERS	4	4	4
	5 = FROM FARMERS	5	5	5
	6 = FROM FRESH PRODUCE MARKETS	6	6	6
	7 = FREE SCRAP	7	7	7
	8 = OTHER, <i>specify</i>	8	8 🗌	8
65	Where does the business obtain most of the raw materials?			
	1 = FROM VILLAGE/TOWN/CITY WHERE YOU LIVE (INCLUDING OWN PRODUCE)	1	1	1
	2 = FROM SOMEWHERE ELSE WITHIN THIS PROVINCE	2	2	2
	3 = FROM OTHER PROVINCES	3	3	3
	4 = FROM ANOTHER SADC COUNTRY/IES	4	4	4
	5 = FROM ANOTHER NON-SADC COUNTRY/IES	5	5	5
66	Does the business have any arrangement where it, and other similar businesses, pool money together to buy raw materials?			
	1 = YES	1	1	1
	2 = No	2	2	2
67	Does the business get a special price for its raw materials or does it pay the same as any other private individual?			
	1 = The business buys at the same price as other private individuals	1	1	1
	2 = The business gets the goods at a discount/ a price lower than private individuals pay	2	2	2
	3 = OTHER, <i>specify</i>	3	3	3
	4 = NOT APPLICABLE	4	4	4

PSU no		DU no		Hh. no		Pers. no	I	+
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		Business 1	Business 2	Business 3
68	How are the raw materials transported to the business?			
	1 = ON FOOT	1	1	1
	2 = USING OWN TRANSPORT	2	2	2
	3 = USING HIRED TRANSPORT	3	3	3
	4 = USING PUBLIC TRANSPORT	4	4	4
	5 = THE SUPPLIER DELIVERS	5	5	5
	6 = OTHER, <i>specify</i>	6	6	6
	7 = NOT APPLICABLE	7	7	7
69	Does the business use any supplies, e.g. beverages or fruit? Supply is something that you do <u>not</u> change before reselling it.			
	1 = YES	1	<u> </u>	1
	$2 = NO$ \rightarrow Go to Q 76	2	2	2
70	From whom does the business obtain most of its supplies?			
	1 = OWN PRODUCE	1	1	1
	2 = FROM PRIVATE INDIVIDUALS	2	2	2
	3 = FROM WHOLESALERS	3	3	3
	4 = FROM RETAILERS	4	4	4
	5 = FROM FARMERS	5	5	5
	6 = FROM FRESH PRODUCE MARKETS	6	6	6
	7 = FREE SCRAP	7	7	7
	8 = OTHER, <i>specify</i>	8	8	8
71	Where does the business obtain most of its supplies?]		
	1 = FROM VILLAGE/TOWN/CITY WHERE YOU LIVE (INCLUDING OWN PRODUCE)	L 1	L 1	□ 1
	2 = FROM SOMEWHERE ELSE WITHIN THIS PROVINCE	2	2	2
	3 = FROM OTHER PROVINCES	3	<u> </u>	3
	4 = FROM ANOTHER SADC COUNTRY/IES	4	4	4
	5 = FROM ANOTHER NON-SADC COUNTRY/IES	5	5	5
72	Does the business have any arrangement with other similar businesses to pool money together to buy supplies?		_	
	1 = YES	1	1	1
	2 = NO	2	2	2

F	PSU no DU	no	Hh. no	Pers. no
	1	1	l	
		Business 1	Business 2	Business 3
73	How are the supplies transported to the business?			
	1 = ON FOOT	1	1	1
	2 = USING OWN TRANSPORT	2	2	2
	3 = USING HIRED TRANSPORT	3	3	3
	4 = USING PUBLIC TRANSPORT	4	4	4
	5 = THE SUPPLIER DELIVERS	5	5	5
	6 = OTHER, <i>specify</i>	6	6	6
	7 = NOT APPLICABLE	7	7	7
74	Does the business get a special price for its supplies or does it pay the same as any other private individual?			
	1 = The business buys at the same price as other private individuals	1	1	1
	2 = The business gets the goods at a discount/ a price lower than private individuals pay	2	2	2
	3 = OTHER, <i>specify</i>	3	3	3
	4 = NOT APPLICABLE	4	4	4
75	In the last calendar month, how much was spent on these supplies?			
76	Where does the business sell most of its products/services?			
	1 = IN VILLAGE/TOWN/CITY WHERE YOU LIVE	1	1	1
	2 = SOMEWHERE ELSE WITHIN THIS PROVINCE	2	2	2
	3 = TO OTHER PROVINCES	3	3	3
	4 = TO ANOTHER SADC COUNTRY/IES	4	4	4
	5 = TO ANOTHER NON-SADC COUNTRY/IES	5	5	5
77	To whom does the business mainly sell the products/ provide the services?			
	1 = PRIVATE INDIVIDUALS	1	1	1
	2 = LARGE BUSINESSES	2	2	2
	3 = SMALL BUSINESSES	3	3	3
	4 = GOVERNMENT	4	4	4
	5 = OTHER, <i>specify</i>	5	5	5

PSU no DU no Hh. no I	Pers. no	+
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		Business 1		Business 2		E	Business 3			
78	How are the goods, or materials and equipment for the services, transported to the customers?									
	1 = THE CUSTOMER COLLECTS THE GOODS/ MATERIALS/ EQUIPMENT OR COMES PERSONALLY FOR THE SERVICE		1			☐ 1 1	1	1		
	2 = DELIVERED ON FOOT			2			2		2	
	3 = DELIVERED BY USING OWN TRANSPORT			3			3		3	
	4 = DELIVERED BY USING HIRED TRANSPORT		4	1					4	
	5 = DELIVERED BY USING PUBLIC TRANSPORT		<u> </u>			<u> </u>			5	
	6 = OTHER, <i>specify</i>					Цe			6	
	7 = NOT APPLICABLE		7	7		7	7		7 🗌	
79	In the last calendar month, how much money came in to the business through sales, before any deductions?									
80	In the last calendar month, how much money came in to the business from other sources, e.g. loans?									
81	How much do the following difficulties affect the operation of the business?	Not	То	To a	Not		Тоа			Тоа
	Give a number from a three-point scale, where 1 means Not at all, 2 means To some extent and 3 means To a large extent.	at all	some extent 2	large extent 3	at all	some extent 2	large extent 3	at all	some extent 2	-
	01 = Payment of debts									
	02 = Availability of credit facilities									
	03 = Management skills									
	04 = Access to financial services, e.g to a bank account									
	05 = Money to run business									
	06 = Tools or equipment									
	07 = Owner's skills									
	08 = Skilled personnel									
	09 = Regulations, laws, etc									

F	PSU no DU	no		I	Hh. n	10		Pers	. no	
		E	Business 1			Busine	ss 2	В	usines	ss 3
81	Cont.	Not a all 1	some	To a large extent 3	Not at all 1	some	To a large t extent 3	Not at all 1	some	To a large extent 3
	10 = Harassment by authorities			Ŭ						
	11 = Harassment by protection agencies									
	12 = Harassment by competitors									
	13 = Heavy taxes and license fees									
	14 = Raw materials/irregular supply									
	15 = Transport problems									
	16 = Space for operation									
	17 = Space for storage									
	18 = Spare parts									
	19 = Getting customers									
	20 = Problems with workers									
	21 = Family responsibilities									
	22 = Social responsibilities									
	23 = Owner's sickness or health									
	24 = Worker's sickness or health									
	25 = Credit to friends/family									
	26 = Credit to people in the community									
	27 = Other, <i>specify</i>									

	PSU no DU	no	Hh. no	Pers. no
		Business 1	Business 2	Business 3
82	Ask if more than one option on Q 81 has either answer 2 or 3, otherwise go to Q 83 Which of the above mentioned difficulties is the most problematic? Give response category number from Q 81			
83	Does the business need assistance with any of the following? 1 = Provision of an alternative site 2 = Better access to loans 3 = Assistance with marketing 4 = Better access to raw materials/supplies 5 = Easing in government regulations 6 = Access to modern technology 7 = Forming contacts with others in similar businesses for cooperation 8 = Other, specify	Yes No 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2	Yes No 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2	Yes No 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2
84	Ask if more than one YES in Q 83, otherwise go to Q 85 Which of the above mentioned forms of assistance is the most important? Give response category number from Q 83			
85	Do you, as owner of the business, need training or advice in any of the following 1 = Technical skills to make the product or service for your business 2 = Marketing 3 = Commercial, bookkeeping/financial skills 4 = Managerial skills 5 = Literacy 6 = Numeracy 7 = Other, specify	Yes No 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2	Yes No 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2	Yes No 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2
86	Ask if more than one YES in Q 85, otherwise go to Q 87 Which of the above mentioned training needs is the most important? Give response category number from Q 85			
87	Ask if any YES on Q 85, otherwise go to Q 88 Do you as owner of the business mainly prefer training <u>or</u> advice in this area (or these areas)? 1 = TRAINING 2 = ADVICE 3 = DON'T KNOW	□ 1 □ 2 □ 3	☐ 1 ☐ 2 ☐ 3	□ 1 □ 2 □ 3

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+	PSU no	DU no		Hh. no	Pers. no		+
·							l
			Business 1	Business 2	Business 3	3	1

88	Has this business been visited or assisted by a Local Business Service Center?			
	1 = YES	1	1	1
	2 = No	2	2	2
	3 = Don't know	3	3	3

People employed and labour costs

89	Does the business employ any people, paid or unpaid, to work in this business, including household members, but excluding yourself?						
	1 = YES		□ 1		1		1
	2 = No → Go to Q 102] 2]2
90	How many paid and unpaid workers (anyone working more than 1 hour per week) were there at this business, including other household members:	Unpaid	Paid	Unpaid	Paid	Unpaid	Paid
	1 = At this time last year						
	2 = During the last calendar month						
	3 = During the last seven days						
91	In the past seven days, how many of these workers were:						
	1 = Full time workers (35 hours or more per week)						
	2 = Part-time workers (less than 35 hours per week)						
92	How many of these workers were:	Unpaid	Paid	Unpaid	Paid	Unpaid	Paid
	1 = Male						
	2 = Female						

F	PSU no DU	no	Hh. no	Pers. no
		Business 1	Business 2	Business 3
93	How many of these workers were:			
	1 = African/Black			
	2 = Coloured			
	3 = Indian/Asian			
	4 = White			
	5 = Other, <i>specify</i>			
94	How many of these workers were:			
	1 = Aged 15 - 65 years			
	2 = Aged more than 65 years			
	3 = Under 15 years of age			
95	What were the total wages, salaries and other benefits paid to all the employees during the last calendar month?			
	1 = Wages and salaries, including overtime, bonuses, etc			
	2 = Payment in kind (food, clothing, drinks, etc). Give an estimated value			
	3 = Refund of transport costs			
	4 = Other, <i>specify</i>			
96	Does the business usually pay the workers for overtime 1 = YES	<u> </u>	1	1
	2 = No	2	2	2

PSU no	 DU no	 Hh. no	Pers. no	

		Business 1	Business 2	Business 3
97	Do the workers need training in any of the following	Yes No	Yes No	Yes No
	1 = Technical skills to make the product or service for your business	1 2	1 2	1 2
	2 = Marketing	1 2	1 2	1 2
	3 = Commercial, bookkeeping/financial skills			
	4 = Managerial skills			
	5 = Literacy			
	6 = Numeracy			
1	7 = Other, specify			

Ask if more than one YES in Q 97, otherwise go to Q 99

98	Which of the above mentioned training needs for the worker/s is the most important? Give response category number from Q 97									
99	Does the business have any fixed agreement/contract with the paid employees?	With all	With some	With none	With all	With some	With none	With all	With some	With none
	1 = Yes, written agreement	1	2	3	1	2	3	1	2	3
	2 = Yes, verbal agreement	1	2	3	1	2	3	1	2	3
	3 = No agreement	1	2	3	1	2	3	1	2	3
100	Are the paid employees given	All	Some	None	All	Some	None	All	Some	None
	1 = Regular paid leave	1	2	3	1	2	3	1	2	3
	2 = Paid sick leave	1	2	3	1	2	<u> </u>	1	2	3
	3 = Unpaid maternity leave	1	2	3	1	2	<u> </u>	1	2	3
	4 = Paid maternity leave	1	2	3	1	2	<u> </u>	1	2	3
	5 = Unpaid paternity leave	1	2	3	1	2	<u> </u>	1	2	3
	6 = Paid paternity leave	1	2	3	1	2	3	1	2	3
	7 = Other family responsibility leave	1	2	3	1 🗌	2	3	1	2	3
101	Does the business pay medical expenses for its paid employees?	For all	For some	For none	For all	For some	For none	For all	For some	For none
	1 = Yes, full expenses	1	2	3	1	2	3	1	2	3
	2 = Yes, part expenses	1	2	3	1	2	3	1	2	3
	3 = Yes, contribution to medical aid	1	2	3	1	2	🗌 3	1	2	3
	4 = Yes, other, <i>specify</i>	1	2	3	1	2	🗌 3	1	2	3

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PSU no

DU no

Hh. no

+

Pers. no

Expenditures on fuels, materials and services

		Business 1		Bus	siness 2	Bus	iness 3										
102	Did the business buy any raw materials, e.g. wood, steel, in the last calendar month? $1 = YES$ $2 = NO$ \rightarrow Go to Q 105		□ 1 □ 2		□ 1 □ 2		1 2										
103	How much did the business pay for all the raw materials it purchased in the last calendar month ?																
104	 Has the business fully paid for these purchases or is it paying off over a period of time? 1 = HAVE FULLY PAID FOR ALL THE GOODS BOUGHT IN THE LAST CALENDAR MONTH 2 = AM PAYING OFF OVER A PERIOD OF TIME FOR ALL THE GOODS BOUGHT IN THE LAST CALENDAR MONTH 3 = HAVE FULLY PAID FOR SOME OF THE GOODS AND AM PAYING OFF FOR SOME 4 = OTHER, specify 	$ \begin{array}{c ccccccccccccccccccccccccccccccccccc$															1 2 3 4
105	How much did the business spend on each of the following items in the last calendar month? State if the amount can not be separated from that of the household and give the full amount.	Not sepa- rated	Rand	Not sepa- rated	Rand	Not sepa- rated	Rand										
	01 = Electricity																
	02 = Water																
	03 = Fuel and lubricants																
	04 = Spare parts																
	05 = Rental of premises																
	06 = Rental of machinery and equipment																
	07 = Postage, telephone, printing and stationery																
	08 = Transport of raw materials/supplies																

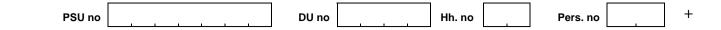
+	PSU no DU	no		Hh. no		Pers. no	
		Bus	Business 1		Business 2		iness 3
105	Cont.	Not sepa- rated	Rand	Not sepa- rated	Rand	Not sepa- rated	Rand
	09 = Repairs and maintenance						
	10 = Business services (accounting, legal, advertisement, etc)						
	11 = Licenses , permits						
	12 = Interest on loans						
	13 = Repayment of loans						
	14 = Insurance premiums , mortgages						
	15 = Income tax/VAT/levies						
	16 Protection agencies						
	17 = Raw materials						
	18 = Other, <i>specify</i>						

PSU no	DU no	Hh. no	_	Pers. no	_	+

Fixed capital formation

		Busir	ness 1	Busir	ness 2	Busir	less 3
106	In the past year, did the business buy any of the following? If YES, what was the cost?	No, did not buy in the past year	Yes, did buy in the past year Rand	No, did not buy in the past year	Yes, did buy in the past year Rand	No, did not buy in the past year	Yes, did buy in the past year Rand
	1 = Machinery						
	2 = Equipment and tools						
	3 = Vehicles, trailers, etc. for transporting						
	4 = Buildings and other structures						
	5 = Furniture						
	6 = Other capital items, <i>specify</i>						
		Rand		Rand		Rand	
107	Please give an estimate of the net income/profit from the business last calendar month.						

		Rand	Rand	Rand
107	Please give an estimate of the net income/profit from the business last calendar month.			
108	On average, how much money does the business make in a month after deductions?			
109	Does the business have any debts at present? $1 = YES$ $2 = NO$ \rightarrow Go to Q 111	☐ 1 ☐ 2	□ 1 □ 2	□ 1 □ 2
110	How much money does the business owe at this point of time?			



Transport

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To be answered by those offering a transport service. For others \rightarrow End of interview

			Business 1	Business 2	Business 3
111	<pre>What transport services does the business offer? 1 = Passenger transport with combis/mini-buses 2 = Passenger transport with cabs 3 = Transport of goods 4 = Both passenger transport and transport of goods 5 = Other, specify</pre>	→ End of interview → End of interview → End of interview	□ 1 □ 2 □ 3 □ 4 □ 5	☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5
112	<pre>What type of goods does the business normally carry? 1 = Sand and gravel 2 = Other construction materials 3 = Groceries 4 = Other, specify</pre>		□ 1 □ 2 □ 3 □ 4	□ 1 □ 2 □ 3 □ 4	□ 1 □ 2 □ 3 □ 4

End of the interview. Thank the respondent for his/her participation

PSU no

DU no

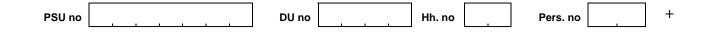
Hh. no

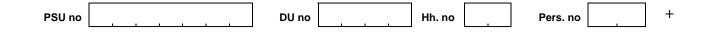
Pers. no

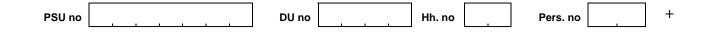
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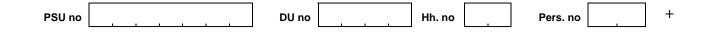
Interviewer to answer

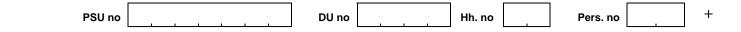
113	Indicate the number of the person (column no. from the LFS questionnaire) who answered the questions in this questionnaire	
114	In what language was the main part of the interview conducted?	
	01 = Afrikaans	01
	02 = ENGLISH	02
	03 = ISINDEBELE/SOUTH NDEBELE/NORTH NDEBELE	03
	04 = Isixhosa/Xhosa	04
	05 = Isizulu/Zulu	05
	06 = Sepedi/Northern sotho	06
	07 = SESOTHO/SOUTHERN SOTHO/SOTHO	07
	08 = Setswana/Tswana	08
	09 = SISWATI/SWAZI	09
	10 = TSHIVENDA/VENDA	10
	11 = Xitsonga/Tsonga	11
	12 = OTHER, <i>specify</i>	12











FOR PROCESSING

	NAME	NUMBER	DATE
HQ Check			
CODING 1			
VERIFICATION CODING 1			
CODING 2			
VERIFICATION CODING 2			
DATA ENTRY			
CHECK DATA ENTRY			