QUESTIONNAIRE

Note: Please fill in the following performa with the relevant details pertaining to your unit. Where ever more than one options are given tick one which applies to your unit.

1. Name of the district: ______________________________

2. Location of Industrial Unit: ______________________________
   (i) Estate
   (ii) Industrial Estates cum Industrial Areas

3. Major Product Produced: ______________________________

4. Name and type of the Unit: ______________________________

Section-I

Origin and organisational Structure

5. Form of organisation : (i) Proprietorship
   (ii) Partnership
   (iii) Cooperative
   (iv) Pvt. Ltd.
   (v) Public Ltd.

6. Date of establishment of Unit: ______________________________

7. Period since establishment in years:
   (i) 0-5 (ii) 5-10 (iii) 10-15 (iv) 15-above

8. Working period:
   (i) Perennial (ii) Seasonal

   If seasonal from _____ to _____
No. of shift working: (i) One (ii) Two (iii) Three

9. Motive power used:
   (i) Electricity  (ii) Others

10. Type of Plant machinery used:
    (i) First hand (ii) Second hand (iii) Both
    (iv) Part purchases

11. Sources of acquisition of plant & machinery:
    (i) Indigenous Market (ii) Foreign Market

12. Detail regarding installed capacity
    No. of item / Unit per annum

13. Detail regarding acquisition of plot/shed
    (i) Area of plot (ii) Area of shed
    Did the unit take plot or ready Shed?
    Term of acquisition of land:
    (i) Ownership Investment
    (ii) Hire purchased
    (iii) On lease
    lease period
    (iv) Rent

14. Educational background of the owner or partner:
    (i) Illiterate (ii) S.S.C (iii) College
    (iv) Diploma course

15. Technical/Managerial Experience:
    (i) Nil (ii) Less than 5 Yrs. (iii) Above 5 Yrs.
16. Owner or Partner belongs to:
   (i) Own State (ii) Outside State

   Whether in industrial business?
   (i) Traditionally (ii) Non-traditionally

17. Details regarding employed workers:

   Type of employment  Permanent  Temporary  Total
   Factory worker
   Skilled worker
   Unskilled worker
   Administrative Staff
   Managerial
   Clerical & Other

18. Geographical composition of hired workers

   Local  Other Distt.  Other State

19. Fixed assets (in Rs.):

   Land and Building  
   Plant and Machinery  
   Other Structures  
   Depreciation  

   Inventory:
   Principal Raw Material  
   Other inventory
   Semi finished goods  
   Finished goods /others  
   Investment  
   Bank Balance  

3
Cash in hand
Credit to debtors
customer and others

20. Net Worth:
   Paid up share capital
   Partner
   Proprietor fund
   Reserve & surplus
   Total:

Medium & long term liabilities (in ,000 Rs.):
   Debentures
   Borrowed from bank
   Financial intermediaries
   Co-operative
   Deposit from friend and Relatives
   Others
   Current liabilities
   Borrowed fund
   Sundry creditors
   Provision for Tax
   Other Liabilities

SECTION II

Input used and Output Disposal

1. Principal sources of purchase in Rs.

<table>
<thead>
<tr>
<th>Units</th>
<th>Qty.</th>
<th>Value Within</th>
<th>With O/side</th>
<th>Import</th>
</tr>
</thead>
<tbody>
<tr>
<td>used</td>
<td>Rs.</td>
<td>Estate</td>
<td>in H.P.</td>
<td>H.P.</td>
</tr>
</tbody>
</table>


2. Output and sale of goods produced during

<table>
<thead>
<tr>
<th>Item</th>
<th>Unit</th>
<th>Value Within</th>
<th>Other</th>
<th>Other</th>
<th>Export</th>
<th>Govt estate</th>
<th>Distt</th>
<th>states</th>
</tr>
</thead>
<tbody>
<tr>
<td>Qty</td>
<td>Rs.</td>
<td>estate</td>
<td>Distt</td>
<td>states</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

3. Details of expenses of the Unit on different heads during ____________:

Amount in Rs.

Head of Expenditure

Major Raw Material

Other subsidiary material Consumed

Rent paid

Wages to hired workers

Salary paid to hired staff

Other benefits to hired/staff

Service charges for outside work

Other expenses:

- Electricity Charges
- Water charges
- Maintenance Repair
- Fuel Charges

Excise duty and other charges

Commission paid

Selling cost

Post & Telegraph

Transport of Goods

Conveyance Charges
Other Charges
Total

4. Income earned

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount in Rs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sale of finished product</td>
<td></td>
</tr>
<tr>
<td>Job work charges received</td>
<td></td>
</tr>
<tr>
<td>Rent received</td>
<td></td>
</tr>
<tr>
<td>Interest Received</td>
<td></td>
</tr>
<tr>
<td>Commission received</td>
<td></td>
</tr>
<tr>
<td>Stock Charges</td>
<td></td>
</tr>
<tr>
<td>Other receipts</td>
<td></td>
</tr>
<tr>
<td><strong>Total income</strong></td>
<td></td>
</tr>
</tbody>
</table>

5. Net profit

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount in Rs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total exp. incurred</td>
<td></td>
</tr>
<tr>
<td>Total income earned</td>
<td></td>
</tr>
<tr>
<td>Gross profit = Total Income - Total Expenses</td>
<td></td>
</tr>
<tr>
<td>Deductions= Interest paid + Tax paid + depreciation</td>
<td></td>
</tr>
<tr>
<td>Net profit = Gross profit - deductions</td>
<td></td>
</tr>
</tbody>
</table>

Section III

**Operational Problems**

1. Is the unit working at its full capacity? Yes/No

   If no what are the reasons?
   - Lack of Demand
   - Lack of Power
   - Lack of Finance
   - Lack of Labour
Lack of Raw Material
Technical Reason

2. Has the production of the unit continued during the last three years? Yes/No

If no what are the reasons?

- Fall in Demand
- Power shortage
- No availability of credit
- Any other reason

What measures taken by you to overcome it?

3. Does unit face any difficulty in selling its product? Yes/No

If yes what are the reasons?

- Competition from large Industry
- Lack of Transport
- High transport cost
- Lack of Demand
- High cost of Production
- Any other reason

How do you propose to meet it?

4. Any shortage of any type of workers? Yes/No

If yes what type of workers?

5. Any difficulty regarding supply of material?
Yes/No

What step taken to meet it?

6. Power shortage/ difficulty if any Yes /No
   If yes what step taken to meet it?

7. Any financial difficulty ? Yes/No
   If yes what type of What steps taken to meet it?

INDUSTRIAL RELATIONS

1. Is there is Worker participation in the management ?
   Yes/No

2. Is there is any strike ?
   Yes/No
   If yes what types of
   Economic strike
   Sympathy strike
   Pendown Strike
   What steps taken to solve it?

3. Is there is any look out?
   Yes/No
   If yes what steps taken to solve it

4. Relation with employers and employees Good/Bad
   What are the main reasons for Good/Bad relations?

5. Any special comments:

Signature