



UGANDA BUREAU OF STATISTICS



UGANDA NATIONAL HOUSEHOLD SURVEY 2009/2010

INFORMAL SECTOR SURVEY QUESTIONNAIRE
TRADING & SERVICES

SECTION 1A: IDENTIFICATION PARTICULARS

1. STRATUM:			
2. DISTRICT:			
3. SUB-STRATUM: (Urban = 1, Other Urban= 2, Rural = 3)			
4. COUNTY:			
5. SUB-COUNTY:			
6. PARISH:			
7. EA:			
8. HOUSEHOLD/ESTABLISHMENT SER. NO.:			
9. SAMPLE NO.:			
10. NAME OF HEAD:			
11. TYPE OF BUSINESS ENTERPRISE			
<i>Household based</i>	<i>1</i>		
<i>Non-household based</i>	<i>2</i>		

THIS SURVEY IS BEING CONDUCTED BY THE UGANDA BUREAU OF STATISTICS UNDER THE AUTHORITY OF THE UGANDA BUREAU OF STATISTICS ACT, 1998.

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STRICTLY CONFIDENTIAL

SECTION 1B: STAFF DETAILS AND SURVEY TIME

1. NAME OF INTERVIEWER _____

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2. DATE OF INTERVIEW

DD	MM	YYYY					

3. NAME OF SUPERVISOR _____

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4. DATE OF CHECKING

DD	MM	YYYY					

5. NAME OF EDITOR _____

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6. DATE OF INSPECTION

DD	MM	YYYY					

7. STARTING TIME

HRS			

8. RESPONSE CODE

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Codes for Item 8:
Completed.....1

Partially Done.....2 (*Reasons for partial response should be explained in the remarks*)

9. REMARKS BY INTERVIEWER:

10. REMARKS BY SUPERVISOR:

SECTION 2A: ACTIVITIES AND PRODUCTS OF THE BUSINESS ESTABLISHMENT

Household Members ID

(copied from column 5 Section 14 of the main questionnaire)

ISIC CODE

1. What is the main Activity (describe in detail)

.....

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2. Please list your main products and/or services in order of importance: (up to 4 if so many)

(CPC Code)

1					
2					
3					
4					

SECTION 2B: GENERAL INFORMATION

In which year and month did the business start operating	In which Type of Premises do you conduct your Business activity At home with no special working space 01 At home with space inside/attached to the home..... 02 Business Premises with a fixed location independent from home..... 03 Home or workplace of Client..... 04 Market/Trade fair..... 05 Street/pavement with a fixed post (Kiosk)..... 06 Hawking..... 07 Transport Vehicle..... 08 Others specify..... 09	What is the ownership type of this business? Sole Proprietorship... 01 Partnership..... 02 Religious..... 03 NGO..... 04 Community Based Organization (CBO) 05 Others Specify..... 06										
(1)	(2)	(3)										
Year Month <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>							<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 30px; height: 20px;"></td><td style="width: 30px; height: 20px;"></td></tr></table>			<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 30px; height: 20px;"></td><td style="width: 30px; height: 20px;"></td></tr></table>		

SECTION 3: CREDIT AND MARKET INFORMATION

What was the Main reason you chose this Business Activity?	What were the Three most important problems in setting up the business? (Rank in order of importance & Select from the codes below)			What are the Three main problems in running/expanding this enterprise? (Rank the problems in order of magnitude)			How did you Mainly Finance the Start-up and Running of this Business Activity? (<i>Select from the codes below</i>)																																																																											
Existing capital (e.g. land, Cash, Buildings, equipment)..... 1	Obtaining start-up capital ... 01			Insecurity/theft..... 01			Own savings/ retained profits 01																																																																											
Family Tradition/culture..... 2	Obtaining technical know-how and skills..... 02			Supply of Inputs/raw materials 02			Loan from friends/relatives/ neighbour ... 02																																																																											
Low Start-up Costs.... 3	Accessing raw materials 03			Demand for Output/market.... 03			Loan from Money Lender 03																																																																											
Demand 4	Finding Clients/Market 04			Economic factors (profitability)..... 04			Micro Finance 04																																																																											
It is the profession/ skill I know 5	Government rules/regulations..... 05			Technical (machine breakdown)..... 05			Commercial Bank 05																																																																											
Conditioned by the money lender/Benefactor..... 6	Obtaining:	Water 06	Labour related..... 06			SACCOS. 06																																																																												
Others (Specify)..... 7		Electricity 07	Government Regulations..... 07			NGO... 07																																																																												
		Space/Premises 08	Competition 08			Circles (cash round)..... 08																																																																												
		Transport 09	Obtaining	Water 09	Borrowing from the supplier.... 09																																																																													
		Other 10		Electricity 10				Other (specify)... 10																																																																										
		Insecurity/theft..... 11		Space/Premises 11																																																																														
		Others specify)... 12		Transport 12																																																																														
	No problem 13		Other 13																																																																															
			Finance 14																																																																															
			Late Payment 15																																																																															
			Other Specify 16																																																																															
(1)	(2a)	(2b)	(2c)	(3a) Running			(3b) Expanding			(4a) Start-up	(4b) Running																																																																							
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1	2	3																																																																																
1	2	3																																																																																

SECTION 3: CREDIT AND MARKET INFORMATION CONTINUED

5. If a Loan was acquired, what was the total amount received?

	5a	5b
Loan for:	Start-up	Running
Amount in Shillings		

If a Loan was received what was the security required?		What is the Repayment Arrangement / period and rate?		Do you have Concrete plans to expand the Business?		If YES, please state the main Plan	
Business Itself.....	1	Monthly	1	Yes.....	1	Acquire a Loan	1
Land.....	2	Quarterly... ..	2	No.....	2 >> Sec.4	Buy land/Asset	2
Cattle.....	3	Weekly.....	3			Employ more people	3
House.....	4	Annual.....	4			Market.....	4
Other Properties.....	5	Unspecified.....	5			Relocation from Household	5
.....							
Salary	6	Other (specify).....	6			Make it Formal.....	6
None.....	7						7
Others (Specify).....	8						
(6a)	(6b)	Start-up		Running		(8)	(9)
Start-up	Running	(7a)	(7b)	(7c)	(7d)		
		Repayment period	rate in Shillings	Repayment period	rate in Shillings		

SECTION 4: CAPITAL EXPENDITURE

1 Which Assets have you used in the last 12 months mainly for your business activity?

SR No	Type of asset		In Uganda Shillings			Ownership of Asset						How is the asset used?			
			What is the Current value of the Asset?	What is Value of Additions if any?	Value of Disposals if any	1 Personal Property	2 Share Property	3 Lease	4 Rent	5 Borrowed	6 Don't know	1. Exclusively for business	2. Shared with Household	3. Shared with another business	4. Other (Specify)
(1)			(2)	(3)	(4)	(5)						(6)			
1	Land and Buildings	Land				1	2	3	4	5	6	1	2	3	4
2		Buildings				1	2	3	4	5	6	1	2	3	4
3		Other Structures (Kiosks, Kitchen house, pen, etc)				1	2	3	4	5	6	1	2	3	4
4	Other Machinery, Equipment & Small Tools					1	2	3	4	5	6	1	2	3	4
5	Transport Equipment	Bicycle				1	2	3	4	5	6	1	2	3	4
6		Motorcycle				1	2	3	4	5	6	1	2	3	4
7		Motor vehicle				1	2	3	4	5	6	1	2	3	4
8		Other Transport				1	2	3	4	5	6	1	2	3	4
9	All Other (Furniture and Office Equipment etc)					1	2	3	4	5	6	1	2	3	4

SECTION 5: EMPLOYMENT

Who are the persons engaged in this Business during the last 30 days/month?

Sr No	ID No For hh members <i>(For only hh based businesses).</i>	Employment Status Working Proprietor=1 Paid regular employee=2 Paid Casual worker=3 Unpaid helpers/Family Workers =4	Sex Male=1 Female=2	Age bracket Adult (18+)=1 Child (<18)=2	Value of Payments (For Working Proprietor, Paid Regular & Paid Casual employees)		Periodicity of Payment Daily=1 Weekly=2 Monthly=3 Other (specify) =4	How many days did the employee work
					Wages & Salaries	Payments in Kind (value)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
		1 2 3 4	1 2	1 2			1 3 4	
		1 2 3 4	1 2	1 2			1 3 4	
		1 2 3 4	1 2	1 2			1 3 4	
		1 2 3 4	1 2	1 2			1 3 4	
		1 2 3 4	1 2	1 2			1 3 4	
		1 2 3 4	1 2	1 2			1 3 4	
		1 2 3 4	1 2	1 2			1 3 4	
		1 2 3 4	1 2	1 2			1 2 3 4	
		1 2 3 4	1 2	1 2			1 2 3 4	

10. How many employees did you have a month ago? (Indicate the number of..)

Category of Employees	Working proprietors	Paid Regular	Paid Casual	Unpaid family workers/helpers
Number				

SECTION 6: EXPENDITURE AND INCOME

1. What Was The Expenditure On Other Inputs Other Than Labour During The Last 30 Days?

Item No	Description of Items	Value of Purchases/Expenses (' in Shillings)
(1)		(2)
1	Cost of Goods bought for resale	
2	Electricity	
3	Bank charges (not interest)	
4	Motor vehicle running costs	
5	Fuel and Lubricants	
6	Other Transport costs (i) Bicycle	
7	(ii) motorcycle	
8	(iii) Vehicle	
9	(iv) Other, specify	
10	Postage and Telecommunications	
11	Rent for Land Buildings	
12	Rent for Equipment Hire	
13	Travel allowances paid to staff	
14	Water & Sewerage Charges	
15	Repair & Maintenance of Equipment (Spare parts etc)	
16	Security	
17	Tools and equipment	
18	Packaging materials (bags, containers etc)	
19	Brokerage, Commissions	
20	Legal Expenses	
21	Taxes including Trading fees & Licenses	
22	Interest paid on a loan	
23	Bad debts, donations, less recoveries	
24	Advertising e.g. dry cells	
25	Others Expenses, Specify	
26	Total Expenditure (1-24)	

2. What was the total income received in the last 30 days from the following ;

Item no.	Description of Item (1)	Value in Shillings (2)
1	Income from sale of Goods	
2	Sale of Passenger Transport	Boda Boda
3		Taxi
4		Other Specify
5	Sale of freight Transport	
6	Agency Fees Commissions received	
7	Rent from Land	
8	Rent from Buildings	
9	Receipts from services rendered to others (salon, phone kiosks, shoeshine etc)	
10	Interest Receivable (e.g. from village circles)	
11	Dividends Receivable	
12	Income received as a gift, donation, gain in the sale of assets, remittances etc	
13	Other Income	
14	Total Other Income	

3. Does your business have a Trading License? Yes=1 No=2	4. Do You Pay any Taxes (circle as appropriate)? VAT=A Other =D Pay As You Earn =B None =Z Income Tax =C	5. Do you keep records of Business Transactions? Yes =1 No =2
1 2	A B C D Z	1 2

FINISHING TIME

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THANK YOU FOR YOUR COOPERATION