

CONFIDENTIAL

Government of India
Ministry of Statistics and Programme Implementation
Return under rules 3 and 4 of the Collection of Statistics (Central Rules), 1959
Annual survey of industries 2003-2004 (Part -I)
(Please read the instructions before filling the return)

BLOCK A. FOR OFFICIAL USE

BLOCK B. TO BE FILLED BY OWNER OF THE FACTORY

| | |
|---|--|
| 1. Schedule Despatch No. | |
| 2. PSL No. | |
| 3. Scheme Code (Census-1, Sample-2) | |
| 4. Industry Code as per Frame (4-digit level of NIC-98) | |
| 5. Industry Code as per Return (5-digit level of NIC-98) | |
| 6. Description of Industry | |
| 7. State Code | |
| 8. District Code | |
| 9. Sector (Rural-1, Urban-2) | |
| 10. RO /SRO code | |
| 11. No. of Units | |
| 12. Status of Unit (code) | |

| | |
|--|--|
| 1. Name and address of the individual undertaking | Vill/Town: District: State: Pin code: |
| 2. Type of Organisation (code) | |
| 3. Type of ownership (code) | |
| 4. If the type of Organisation codes are 4 & 5 and type of ownership code is 6, how many total number of units the company has | |
| 5. How many units located in the same state | |
| 6. Year of initial production | |
| 7. Accounting year (.... To ...) | |
| 8. Number of months of operation | |
| 9. Does your unit have any computers? (Yes-1, No-2) | |
| 10. Can your unit supply ASI data in Computer Floppy if software provided? (Yes-1, No-2) | |
| 11. Name & Designation of Contact person: | Tele (with STD code): FAX no: E-mail: |

DECLARATION

I hereby declare that information furnished in this return is correct and complete to the best of my knowledge and belief.

Date :

Place :

(Signature of owner with stamp)

BLOCK C: FIXED ASSETS

DSL No./PSL No.....

| Sl. No | Types of Assets | Gross Value (Rs.) | | | | | Depreciation (Rs.) | | | Net Value (Rs.) | |
|------------|---------------------------------------|--------------------|--------------------------|-----------------|--|---------------------------------|----------------------|--------------------------|-------------------------|---------------------------------|----------------------------------|
| | | Opening as on ---- | Addition during the year | | Deduction & Adjustment during the year | Closing as on ---- (3+4+5-6) | Up to year beginning | Provided during the year | Up to year end (8+9) | Opening as on ----- (3-8) | Closing as on ----- (7-10) |
| | | | Due to revaluation | Actual Addition | | | | | | | |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) | (10) | (11) | (12) |
| 1. | Land | | | | | | | | | | |
| 2. | Building | | | | | | | | | | |
| 3. | Plant & Machinery | | | | | | | | | | |
| 4. | Transport equipment | | | | | | | | | | |
| 5. | Computer equipment including software | | | | | | | | | | |
| 6. | Pollution Control Equipment | | | | | | | | | | |
| 7. | Others | | | | | | | | | | |
| 8. | Sub-total (2 to 7) | | | | | | | | | | |
| 9. | Capital work in progress | | | | | | | | | | |
| 10. | Total (1+8+9) | | | | | | | | | | |

BLOCK D: WORKING CAPITAL & LOANS

DSL No./PSL No.....

| Sl.No. | Items | Opening (Rs.) | Closing (Rs.) |
|------------|--|---------------|---------------|
| (1) | (2) | (3) | (4) |
| 1. | Raw Materials & Components and Packing materials | | |
| 2. | Fuels & Lubricants | | |
| 3. | Spares, Stores & Others | | |
| 4. | Sub-total (1 to 3) | | |
| 5. | Semi-finished goods/work in progress | | |
| 6. | Finished goods | | |
| 7. | Total inventory (4 to 6) | | |
| 8. | Cash in Hand in Hand & at Bank | | |
| 9. | Sundry Debtors | | |
| 10. | Other current assets | | |
| 11. | Total current assets (7 to 10) | | |
| 12. | Sundry Creditors | | |
| 13. | Over draft, cash credit, other short Terms loan from Banks & other financial Institutions. | | |
| 14. | Other current liabilities. | | |
| 15. | Total current liabilities (12 to 14) | | |
| 16. | Working capital (11 minus 15)* | | |
| 17. | Outstanding loans (excluding Interest but including deposits)** | | |

*Give reasons in the footnote for negative values and abnormal verification in opening and closing values.

** If outstanding loans include interest, a footnote may be given

BLOCK E : EMPLOYMENT AND LABOUR COST

DSL No./PSL No.....

| Sl No | Category of staff | Man-days worked | | | Average Number of Persons worked | No. of Mandays paid for | Wages/ salaries (in Rs.) | Bonus (in Rs.) | Contribution to Provident & Other funds (in Rs.) | Workman & staff welfare expenses (in Rs.) |
|-------|--|--|-------------------|-------|----------------------------------|-------------------------|--------------------------|----------------|--|---|
| | | Manufacturing | Non Manufacturing | Total | | | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 1 | Male Workers employed directly | | | | | | | | | |
| 2 | Female Workers employed directly | | | | | | | | | |
| 3 | Child Workers employed directly | | | | | | | | | |
| 4 | Sub-total (1+2+3) | | | | | | | | | |
| 5 | Workers employed through contractors | | | | | | | | | |
| 6 | Total Workers (4+5) | | | | | | | | | |
| 7 | Supervisory & managerial staff | | | | | | | | | |
| 8 | Other employees | | | | | | | | | |
| 9 | Unpaid family members/proprietor/Coop. members | X | X | X | | X | X | X | X | X |
| 10 | Total employees (6+7+8+9) | | | | | | | | | |
| 11 | Number of working days | (i) Manufacturing days (ii) Non-Manufacturing days (iii) Total | | | | | | | | |
| 12 | Total Cost of Production (in Rs.) Item 10. Col.8,9,10 & 11 of Bl. E (+) item 7.8.9 & 10 Col 3 of Bl. F (+) item 17 of Col 6 of Bl. H (+) item 7, Col 6 Bl.I | | | | | | | | | |

BLOCK F : OTHER EXPENSES

| Sl. No. | Items | Expenditure (in Rs.) |
|---------|--|----------------------|
| (1) | (2) | (3) |
| 1. | Work done by others on materials supplied by the industrial undertaking | |
| 2. | Repair & maintenance of | |
| | (i) Building | |
| | (ii) Plant & machinery | |
| | (iii) Pollution control equipment | |
| | (iv) Other fixed assets | |
| 3. | Operating expenses | |
| 4. | Non-operating expenses (excluding insurance Charges) | |
| 5. | Insurance Charges | |
| 6. | Rent paid for plant & machinery and Other Fixed Assets | |
| 7. | Total expenses (1 to 6) | |
| 8. | Rent paid for buildings | |
| 9. | Rent paid for land on lease or royalties on mines, quarries and similar assets | |
| 10. | Interest paid | |
| 11. | Purchase value of goods sold in the same condition as purchased | |

BLOCK G : OTHER INCOMES

| Sl.No. | Items | Receipts in Rs. |
|--------|---|-----------------|
| (1) | (2) | (3) |
| 1. | Income from services (industrial/non industrial including work done for others on materials supplied by them and sale value of waste left by the party) | |
| 2. | Variation in stock of semi-finished goods (Col.(4)minus Col(3) against item 5 in Block D | |
| 3. | Value of electricity generated and sold | |
| 4. | Value of own construction | |
| 5. | Net balance of goods sold in the same condition as purchased. (Item 11 of Bl.G minus item 11 of Bl.F) | |
| 6. | Rent received for Plant & machinery and Other Fixed Assets | |
| 7. | Total receipts (1 to 6) | |
| 8. | Rent received for buildings | |
| 9. | Rent received for land on lease or royalties on mines, quarries and similar assets | |
| 10. | Interest received | |
| 11. | Sale value of goods sold in the same condition as purchased | |

BLOCK H: INPUT ITEMS (indigenous items consumed)

DSL No./PSL No.....

| Sl.No. | Item Description | Item Code (ASICC) | Unit of Quantity | Quantity consumed | Purchase Value (in Rs.) | Rate per unit (in Rs.) |
|------------|--|-------------------|------------------|-------------------|--------------------------|------------------------|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| | Major Ten Basic Items (Indigenous) | X | X | X | X | X |
| 1. | | | | | | |
| 2. | | | | | | |
| 3. | | | | | | |
| 4. | | | | | | |
| 5. | | | | | | |
| 6. | | | | | | |
| 7. | | | | | | |
| 8. | | | | | | |
| 9. | | | | | | |
| 10. | | | | | | |
| 11. | Other basic items (indigenous) | 99201 | X | X | | X |
| 12. | Total Basic items (1 to 11) | 99901 | X | X | | X |
| 13. | Non-basic Chemicals – All kinds | 99203 | X | X | | X |
| 14. | Packing items | 99908 | X | X | | X |
| 15. | Electricity own generated | 99904 | KWH | | X | X |
| 16. | Electricity purchased & consumed | 99905 | KWH | | | |
| 17. | Petrol, Diesel, Oil, Lubricants Consumed | 99906 | X | X | | X |
| 18. | Coal Consumed | 99907 | | | | X |
| 19. | Other Fuel Consumed | 99204 | X | X | | X |
| 20. | Consumable store | 99220 | X | X | | X |
| 21. | Total non-basic items (13 to 20) | 99920 | X | X | | X |
| 22 | Total inputs (12 + 21) | 99930 | X | X | | X |
| 23. | Any additional requirement of electricity (unmet demand) | | KWH | | X | X |

BLOCK I: INPUT ITEMS – directly imported items only (consumed)

DSL No./PSL No.....

| Sl. No. | Item Description (Major five imported items) | Item Code (ASICC) | Unit of Quantity | Quantity consumed | Purchase Value (in Rs.) | Rate per Unit (In Rs.) |
|----------|--|-------------------|------------------|-------------------|-------------------------|------------------------|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | Other items imported | 99221 | X | X | | X |
| 7 | Total imports (consumed) (1 to 6) | 99940 | X | X | | X |

BLOCK J: PRODUCTS AND BY-PRODUCTS (manufactured by the unit)

DSL No./PSL No.....

| Sl. No. | Products /By-Products Description (Ten Major Items as per value - No Brand Name) | Item Code (ASICC) | Unit of Qty. | Qty manufactur | Qty sold | Gross Sale Value (Rs) (including subsidy received) | Distributive Expenses (Rs.) | | | | Per Unit net sale value (Rs. 0.00) (7-11)/6 | Ex-factory value of Output (Rs.) (12x5) |
|---------|--|-------------------|--------------|----------------|----------|--|-----------------------------|-----------|--------|-------|---|---|
| | | | | | | | Excise duty | Sales Tax | Others | Total | | |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) | (10) | (11) | (12) | (13) |
| 1. | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | |
| 3. | | | | | | | | | | | | |
| 4. | | | | | | | | | | | | |
| 5. | | | | | | | | | | | | |
| 6. | | | | | | | | | | | | |
| 7. | | | | | | | | | | | | |
| 8. | | | | | | | | | | | | |
| 9. | | | | | | | | | | | | |
| 10. | | | | | | | | | | | | |
| 11. | Other Products/ By-Products | 99211 | X | X | X | | | | | | X | |
| 12. | Total (1 to 11) | 99950 | X | X | X | | | | | | X | |

Note: GSV of all products /by-products produced by the company for all the units (Rs Thousand)=.....

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K. Particulars of field operations :

| | | | | | |
|---|--------------------------|--|---|----------------------------------|--|
| 1 | Name of Asst. Supdt. | | 5 | Date of receipt from factory. | |
| 2 | Signature of Asst. Supdt | | 6 | Date of verification/compilation | |
| 3 | Name of Supdt. | | 7 | Date(s) of scrutiny | |
| 4 | Signature of Supdt. | | 8 | Date of despatch | |

L. **Comments of Asst. Supdt./Supdt.** (Reasons for negative working capital and for any abnormal values or entries (high or low) in respect to important characteristics (Such as GVA, working capital, wage rate, number of workers, distributive expenses, depreciation etc.) should be given invariably. For instance the reasons for high GVA could be increased demand/production, profit, govt. subsidy; or for low GVA, the reasons could be decreased demand/production, capacity under-utilization, high input cost etc. similarly reasons for any abnormal values of certain important ratios eg. Ratio of output to input, ratio of depreciation/distributive expenses to output etc should be given. **Please refer to detailed instruction also for further guidance.**