

TABLE 7 STATISTICS FOR INDUSTRIAL ESTATES, INDUSTRIAL WATER CONSUMED AND ELECTRICITY BY INDUSTRY GROUP AND INDUSTRIES

ISIC	NBR OF PERSONS EST ENGAGED	VALUE OF PRODUCTION	LAND AREA (SQ.M)	BUILDING SPACE (SQ.M)	ELEC- TRICITY CONSUMED	WATER CONSUMED
26 MANUFACTURE OF OTHER NON-METALLIC MINERAL PRODUCTS						
2694	1	11,825,546	--	--	1,489,908	91,422
2695	7	6,315,079	512,400	13,700	102,612	23,188
2696	1	510,831	20,000	1,200	7,273	1,200
2699	2	147,310	--	200	4,993	2,815
SUB TOTAL	11	18,798,766	532,400	15,100	1,604,786	118,625
27 MANUFACTURE OF BASIC METALS						
2720	2	5,647,635	39,400	3,341	202,453	61,610
SUB TOTAL	2	5,647,635	39,400	3,341	202,453	61,610
28 MANUFACTURE OF FABRICATED METAL PRODUCTS, EXCEPT MACHINERY AND EQUIPMENT						
2811	6	2,715,499	32,101	8,830	31,279	21,228
2893	1	47,108	--	750	92	126
2899	1	968,704	--	--	5,005	3,337
SUB TOTAL	8	3,731,311	32,101	9,580	36,376	24,691
29 MANUFACTURE OF MACHINERY AND EQUIPMENT N.E.C.						
2930	1	347,710	--	--	3,770	525
SUB TOTAL	1	347,710	--	--	3,770	525
34 MANUFACTURE OF MOTOR VEHICLES, TRAILERS AND SEMI-TRAILERS						
3420	1	328,705	--	--	1,659	0
SUB TOTAL	1	328,705	--	--	1,659	0
36 MANUFACTURE OF FURNITURE; MANUFACTURING N.E.C.						
3610	2	2,845,000	1,000	500	5,900	5,000
3699	1	237,925	--	--	288	148
SUB TOTAL	3	3,082,925	1,000	500	6,188	5,148
GRAND TOTAL	45	46,359,911	645,855	52,992	2,135,001	305,458

LOCATION	NBR OF EST.	NBR OF EMPLOYEES			SALARIES		
		OMANI	NON-OMANI	TOTAL	OMANI	NON-OMANI	TOTAL
1 AL GUEBRAH	5	88	483	571	164,820	821,743	986,563
2 AL KHUWAIR	12	150	776	926	176,758	966,233	1,142,991
3 AZAIBA	2	29	302	331	41,056	442,723	483,779
4 BAUSHER	2	23	185	208	12,714	210,684	223,398
5 DARSAIT	3	44	289	333	63,948	311,397	375,345
6 GHALA	26	199	1,652	1,851	274,083	2,853,732	3,127,815
7 MABELA	26	5	233	238	7,081	181,695	188,776
8 MADINAT GABOOS	3	23	69	92	18,064	211,111	229,175
9 MUTTRAH	2	83	62	145	439,106	384,847	823,953
10 GURM	2	159	124	283	1,096,902	679,573	1,776,475
11 RUSAYL	53	853	3,280	4,133	1,465,829	5,043,967	6,509,796
12 SEEB	7	14	123	137	14,300	131,395	145,695
13 WADI ADAI	9	22	244	266	12,100	3,834,127	3,846,227
14 WADI HATAT	16	34	204	238	45,873	1,112,673	1,158,546
15 WADI KABIR	55	121	806	927	153,387	1,311,929	1,465,316
16 RUWI	36	8	210	218	10,670	1,046,400	1,057,070
17 WATTAYA	3	28	132	160	32,214	211,550	243,764
=====		262	1,883	9,174	11,057	19,755,779	23,784,684

Questionnaire No, _____

<Complete Form>

Reference Year	199_ JAN. 1 - DEC. 31
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Sultanate of Oman
 Ministry of Commerce and Industry
 Industrial Statistics Information Center

7. Specimen of questionnaire

7-1 Complete Form Sample

Industrial Statistical Survey Questionnaire

<Form : A>

You are required by law to submit the information called for in this questionnaire to authorized representatives of the Ministry of Commerce and Industry. Information furnished under the provisions of this law shall be used only for statistical purposes. No publication shall be made whereby the data furnished by any particular establishment or individual can be identified.

For Office use only

Establishment No.																			
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Enumerator's Name _____

I. DESCRIPTION OF ESTABLISHMENT

1. Name of Establishment

Arabic _____

English _____

2. Location of establishment

Muscat Area;

Regional Area;

Region Name _____

Region Name _____

Town Name _____

Willayat Name _____

Block No. _____

Town Name _____

House No. _____

P.O. Box _____

P.O. Box _____

Telephone No./Telex No./Fax No. _____

Telephone No./Telex No./Fax No. _____

5. Legal Status

Mark (x) the applicable type

- a. Joint Stock Co. d. General Partnership
- b. Limited Liability Co. e. Sole Proprietorship
- c. Limited Partnership

6. Paid up capital or capital investment cost for Sole Proprietor

Omani Capital																				RO	
Foreign Capital																					RO
Total																					RO

7. Type of economic organization (Mark (x) on the applicable type)

a. Single Establishment enterprise

b. Part of multi-establishment enterprise,

name of the parent enterprise _____

telephone No. of the parent enterprise _____

8. Operation period in the last year (Mark (x) one box)

a. Full year

b. Partial (Months)

II. EMPLOYEES AND EARNINGS

9. Number of employees (at the end of last year)

Type	Omani	Non-Omani	Total
Number of persons regularly employed			
Number of other employees			
Total			

10. Cash wages and salaries paid (RO/Year)

Type	Omani	Non-Omani	Total
Persons regularly employed			
Other employees			
Total			

<GENERAL DIRECTIONS>

1. Fill in the blanks with blue or black pen or ball-point pen.
2. Fill in numbers with Arabic figures (0, 1, 2, 3, 9).
3. In columns for value/amount/cost, fill in with Omani Rial (hereinafter referred to as R.O.) after round off of Baisa.
4. As for survey items requesting values, etc. for the year, fill in figures for the period from January 1, 199_ to December 31, 199_.
5. Fill in items of no value/amount/cost and/or quantity/volume with a 0 (zero).

I. DESCRIPTION OF ESTABLISHMENT

These are basic survey items; it is necessary to make clear the location, legal status and so on of the establishment.

1. "Name of establishment"

- Write name of establishment in both Arabic and English
- Fill in with the name of owner(s) if the establishment does not have another accepted name.

2. "Location of establishment"

- Fill in with House No., P.O.Box No., and Telephone No.,
- In Muscat region, also give Block No.

3. "Commercial Registration"

4. "Industrial License and Registration"

5. "Legal status"

Select the applicable legal status from the list, as indicated by the industrial registration form, and mark (x) the corresponding square.

6. "Paid-up capital or capital investment cost for sole proprietor"
(R.O.)

- Fill in with the paid-up capital as of December 31, 199_, if legal status is "company" (Joint Stock Co., Limited Liability Co., Limited Partnership and General Partnership).
- Fill in with capital investment cost if the legal status is "Sole Proprietorship".
- Itemize the capital paid by Omani parties and those of foreign countries.

7. Type of economic organization

8. Operation period in the last year

II. EMPLOYEES AND EARNINGS

"Number of employees" and "cash wages and salaries paid"

These items are necessary to survey numbers of Omani and Non-Omani employees working in manufacturing industries, distribution of employees in each industry and region, and value of production and shipment per employee

9. "Number of employees"

- Fill in with the number of employees as of December 31, 199_ by type of work and by Omani/Non-Omani classification.

"Persons regularly employed" means one of the following three cases.

- Employees who are employed for an unlimited period or employed for a limited period of more than one month
- Employees who were employed for 20 days or more in December 199_ and November 199_ respectively, among employees who were employed every day or employed for a limited period within one month

- Executives who are regularly working and receiving salaries every month

"Other employees" includes the following cases.

- Employees who were employed for 19 days or less in December 199_ among the employees who were employed every day or employed for a limited period within one month (Temporary employees)
- Self-employed persons
- Family workers

10. "Cash wages and salaries paid" (R.O./Year)

Separate items for Omani and Non-Omani employees

These items are necessary to survey the ratio of personnel costs to production and so on by summing up wages and salaries paid to employees in each industry, region and the like.

- Fill in with the amount of wages and salaries paid to employees for the year of 199_. (Only wages and salaries paid in cash.)
- Basic wages and salaries, allowances, wages and salaries paid specially and so on are included.

III. SHIPMENTS AND RECEIPTS

These items are the most important survey items. They help to understand the actual situation regarding the value of purchases or receipts and shipments nationwide, in each region, by industry, by kinds of products and so on.

11. "Shipments"

Shipments means domestic sales, export, and delivery to other establishments in the same enterprise of products, but delivery of products to warehouse for stock is excluded.

(1) The total value of shipments should equal the figure entered in the table where it says "Total".

(2) Shipment details

- Select the three main products whose value of sales were greatest, and enter in the table.

The value of all other products sold should be summed up and entered in the space marked "Others".

- The names of products and units of quantity used should be the ones listed in the "Commodity Classification Code Book". If you cannot find the name of a product used in your establishment in the code book, write the name which is ordinarily used in the market.

- If the unit of quantity used in your establishment is not the same as the one in the code book, please recalculate the quantity to convert into the unit in the code book and enter the quantity in those units in the space marked "quantity".

12. Receipts and other revenues

(1) The total value of receipts and other revenues should equal the figure entered in the table where it says "Total".

(2) Details of receipts and other revenues

- Line-3 "The value of goods shipped in the same condition as received".

Fill in with the value of products sold which were received from other establishments in the same enterprise or bought from other establishments.

IV. COST OF MATERIALS, UTILITIES AND COMMISSION WORK DONE BY OTHERS

These items are necessary to survey the value of raw materials, fuels, electricity, industrial water consumed and commission work done by others required for manufacturing in each industry.

13. "Raw materials consumed" (R.O./Year)

- Fill in with quantity and value of each raw material used for production in 199_ (not quantity and value of raw materials purchased).
 - "Raw materials" means the main raw materials, auxiliary materials, purchased parts, containers (e.g., bottles, cans, etc.), packing materials, materials for factory maintenance, supplies and so on.
 - Also fill in with the value of the following raw materials at market price.
 - . Raw materials received from other establishments in the same enterprise.
 - . Raw materials of self-acquisition by the primary industrial activities of agriculture, the marine products industry, the mining industry, etc.
- (1) The total value of raw materials consumed should equal the figure entered in the table where it says "Total".
- (2) Details of raw materials consumed
- Select the three (3) raw materials the value of which consumed by your establishment in the last year was the greatest, and enter them in the table.
 - The value of all other raw materials should be summed up and entered in the space marked "Others".
 - The names of raw materials and units of quantity used should be the ones listed in the "Raw Material

Classification" and/or "Commodity Classification Code Book". If you cannot find the name of any raw material consumed in your establishment, please write the name ordinarily used in the market.

- If the unit of quantity used in your establishment is not the same as the one in the code book, please recalculate the quantity to convert into the unit in the code book and use those units to fill in the space marked "Quantity".

14. "Value of fuels consumed" (R.O./Year)

- Fill in with the value used for production in 199_ (not the value of fuels purchased).
- Transportation cost for cargo (products, raw materials, etc.) carried by vehicles owned by the establishment and purchased gas (LPG) charges are included.
- Exclude fuel consumed for employee dwellings.

15. "Quantity and value of electric power consumed" (KWH, R.O./Year)

- Electricity consumed for air conditioning of the establishment is included.
- The unit of quantity is KWH (Kilo Watt Hour)
- Exclude the electricity consumed for employee dwellings.

16. "Quantity and value of industrial water consumed" (m³, R.O./Year)

- Separate tap water and well water
- Exclude the industrial water consumed for employee dwellings.

17. "Cost of contract and commission work done for you by others on your materials" (Amount paid to subcontractors) (R.O./Year)

This means the processing cost paid to other establishments, who performed processing services on raw materials or semi-products supplied by you, for compensation of industrial services.

- Don't include charges for products ordered from other establishments without supply of the raw materials.

18. "Rental payments"

If you rent land and/or buildings for your manufacturing activities, fill in with the annual cost and space respectively. Otherwise fill in these spaces with a "0" (zero).

19. "Total value of products"

- Fill in the total value of products which were produced in 199_.

The value of products refers to the ones which were produced in your establishment and the ones which were produced by other establishments with your raw materials (consignment products). However, the products which your establishment produced for other companies, under other contracts, are excluded.

- Fill in the total value of products which were booked in the finished products ledger

- If your establishment did not have any finished products ledger/inventory assets accounting system, calculate the total value of products according to the following formula.

(1) to calculate "cost rate"

$$\text{Cost rate} = \frac{\text{Total cost of products}}{\text{Total sales value of products}}$$

Items of production cost include raw materials consumed, personnel cost, depreciation expenses, electricity charges, fuel cost, etc.

(2) to calculate the value of product by each product

$$\text{Value of products} = \text{Sales quantity} \times \text{sales price (or market price)} \times \text{cost rate (1)}$$

(3) Total the value of all products to get the total value of products.

V. STOCKS AND FIXED CAPITAL FORMATION

20. "Stocks"

This item is necessary to survey the level of stock in each industry and the relationship between shipments and stocks (inventory, rate, etc.)

"Value of manufactured goods (products) in stock"

- Fill in with the stock owned by the establishments.
- Include consignment products for which raw materials were supplied to other establishments/enterprises. (Please refer to item 17.)
- Fill in with the total book value of stocks of finished goods as of January 1 and December 31 of last year respectively. If difficult, use the market prices at the beginning/end of the last year to estimate the stock value.

21. Fixed capital formation

(1) "Area and value of land" (m², R.O./Year)

- Fill in with the total area of land held by the establishment as of January 1 and December 31 of last year respectively.
- Fill in with the book value as of January 1 of last year, according to Ledger of Assets, Balance Sheet, etc., if difficult, fill in with the estimated price.
- In case of rental, these items (total area of land and book value) should be filled in with a "0" (zero).
- "Investment in land last year":
If your establishment purchased new land last year, fill in with the total acquisition cost for the new land.
- "Sales of land last year":
If your establishment sold land (full space/a part of) last year, fill in with the total sales value of the land.

(2) "Total floor space and value of buildings" (m², R.O./Year)

- Fill in with the total space of all floors of all buildings in the area of land held as of January 1 and December 31 of last year.
- Fill in with the book value as of January 1 of last year according to Ledger of Assets, Balance Sheet, etc. If difficult, fill in with the estimated price.
- In case of rental, these items (total floor space of buildings and book value) should be filled in with a "0" (zero).
- "Total value of depreciation expenses last year".
Fill in with the depreciation expenses for buildings taken last year (one year), according to Ledger of Fixed Assets. This does not mean the accumulated amount of depreciation.
- "Investment in buildings last year":
If your establishment purchased buildings last year, fill in with the total acquisition cost of those buildings.
- "Sales of buildings last year":
If your establishment sold buildings last year, fill in with the total sales value of the buildings.

(3) "Value of plant and machinery and other equipment"
(R.O./Year)

- Fill in with the book value as of January 1 and December 31, 199_ according to Ledger of Assets, Balance Sheet, etc.
If difficult, fill in with the estimated price.
- "Total value of depreciation expenses last year":
Fill in with the depreciation expenses for fixed assets (plants, machinery and other equipment, except buildings) taken last year (one year), according to Ledger of Fixed Assets. This does not mean the accumulated amount of depreciation.

- "Investment costs last year":

If your establishment purchased any fixed assets (except land and buildings) in the last year, fill in with the total acquisition cost of those assets.

- "Sales value last year":

If your establishment sold any fixed assets (except land and buildings) last year, fill in the total sales value of those assets.

I. DESCRIPTION OF ESTABLISHMENT

1. Name of Establishment _____

Arabic _____

English _____

2. Location of establishment

Muscat Area; _____

Region Name _____

Town Name _____

Block No. _____

House No. _____

P.O. Box _____

Telephone No./Telex No./Fax No. _____

Regional Area; _____

Region Name _____

Willayat Name _____

Town Name _____

P.O. Box _____

Telephone No./Telex No./Fax No. _____

II. EMPLOYEES AND EARNINGS

8. Number of employees (at the end of last year)

Type	Omani	Non-Omani	Total
Number of persons regularly employed			
Number of other employees			
Total			

9. Cash wages and salaries paid (RO/Year)

Type	Omani	Non-Omani	Total
Persons regularly employed			
Other employees			
Total			

DATE | | | | | | | | | |
 | DD | | MM | 1 | 9 | 9 | YY

RESPONDENT NAME & TITLE _____

SIGNATURE _____

Reference: Proprietor Name and Telephone Number _____

8. Specimen of Tabulations

1. Statistics Tables by Industry

(1) Establishments, persons engaged, cash earnings, value of raw materials & the like used, value of shipments & the like, value of products, value added and tangible fixed assets

(Unit: Thousand Rial Omani)

Establishments	Persons engaged	Cash earnings	Value of raw materials & the like used	Value of shipments & the like	Value of products	Value added (*Gross value added)	Tangible Fixed Assets	
							Value at the beginning of the year	Value of the end of the year

Table 1 , by industry group and industries
 Table 2 , by size of establishment in numbers of employees
 Table 3 , by region and industry group and industries
 Table 4 , by industry group and industries and region

(2) Establishments, persons engaged and cash earnings

Establishments	Persons engaged					Cash earnings (Thousand Rial Omani)				
	Omani	(%)	Non-Omani	(%)	Total	Omani	(%)	Non-Omani	(%)	Total

Table 5 , by industry group and industries
 Table 6 , by industry group and industries and region
 Table 7 , by region and industry group and industries

Establishments	Regular employees					Other employees					Total				
	Omani	(%)	Non-Omani	(%)	Total	Omani	(%)	Non-Omani	(%)	Total	Omani	(%)	Non-Omani	(%)	G.Total

Table 8 Establishments and persons engaged, by industry group and industries

(3) Tables of per establishment and per employee

Per establishment						Per employee		
Persons engaged	Value of shipments & the like (Thou.R.O.)	Value of products (Thou.R.O.)	Value added (*Gross value added) (Thou.R.O.)	Finished products inventory (Thou.R.O.)	Total value of tangible fixed assets (Thou.R.O.)	Value of shipments & the like (R.O.)	Value added (*Gross value added) (R.O.)	Cash earnings (R.O.)

Table 9 , by industry group and industries
 Table 10 , by size of establishment in numbers of employees
 Table 11 , by region and industry group and industries
 Table 12 , by industry group and industries and region

(4) Value of raw materials & the like used, value of shipments & the like, value of products, value added and gross value added

Value of raw materials & the like used				
Value of raw materials	Value of fuels	Value of electricity	Contract & commission work done by others	Total

(Unit: Thousand Rial Omani)

Value of shipments & the like					Repair & maintenance work	Value of products	Value added	Gross value added
(A)	(B)	(C)	(D)	(A+B-C+D)				
Value of shipments	Contract & commission works	Value of goods shipped in the same condition as received	Other revenue	Total				

Table 13 , by industry group and industries
 Table 14 , by size of establishment in numbers of employees
 Table 15 , by region

(5) Establishments, persons engaged, cash earnings, value of raw materials & the like used, value of shipments & the like, value added and gross value added

Estab- lishments	Persons engaged				Total	Cash earnings	Value of raw materials & the like used
	Regular employees		Other employees				
	Omani	Non-Omani	Omani	Non-Omani			

(Unit: Thousand Rial Omani)

Value of shipments & the like					Value added	Gross value added
(A)	(B)	(C)	(D)	(A+B-C+D)		
Value of shipments	Contract & commission work	Value of goods shipped in the same condition as received	Other revenue	Total		

Table 16 , by industry group and industries
 Table 17 , by size of establishment in numbers of employees
 Table 18 , by region

(6) Establishments, persons engaged, cash earnings, value of raw materials & the like used, value of shipments & the like and value added, by size of establishments in number of employees and

Size of establishments in number of employees					
Total	Less than 6	6 - 29 persons	30 - 49 persons	50 - 99 persons	More than 100

Table 19 , industry group and industries
 Table 20 , region

(7) Value of shipments/products, by region and industry group

Total	Muscat	Sohar	Rustaq	Nizwa	Ibri	Buraymi	Musandam	Sur	Ibra	Salalah
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Table 21 , value of shipments
 Table 22 , value of products

(8) Summarized table of industrial activities (11 years comparison)

Establishments		Persons engaged		Cash earnings		Value of raw materials & the like used		Value of shipments & the like used	
Numbers	Comparison with preceding year (%)	Numbers	Comparison with preceding year (%)	Amount (M.R.O.)	Comparison with preceding year (%)	Amount (M.R.O.)	Comparison with preceding year (%)	Amount (M.R.O.)	Comparison with preceding year (%)

Finished products inventory		Value added (in case of small establishments; Gross value added)					
		Total			Basic material industry		
Amount (M.R.O.)	Comparison with preceding year (%)	Amount	Comparison with preceding year (%)	Component ratio (%)	Amount	Comparison with preceding year (%)	Component ratio (%)

Value added (in case of small establishments; Gross value added)					
Process and assembly industry			Living matters and other industry		
Amount	Comparison with preceding year (%)	Component ratio (%)	Amount	Comparison with preceding year (%)	Component ratio (%)

Table 23 11 years comparison table

(9) Establishments, persons engaged, cash earnings, value of raw materials and the like consumed, values of shipments and the like, value of products and value added

Establishment			Persons engaged			Cash earnings		
Numbers	Comparison with preceding year (%)	Component ratio (%)	Numbers	Comparison with preceding year (%)	Component ratio (%)	Amount	Comparison with preceding year (%)	Component ratio (%)

Value of raw materials & the like consumed			Value of shipments & the like			Value of products		
Amount	Comparison with preceding year (%)	Component ratio (%)	Amount	Comparison with preceding year (%)	Component ratio (%)	Amount	Comparison with preceding year (%)	Component ratio (%)

Value added		
Amount	Comparison with preceding year (%)	Component ratio (%)

Table 24 , by industry group
 Table 25 , by size of establishment in numbers of employees
 Table 26 , by region

(10) Persons engaged, value of shipments & the like, value added per establishment, and value of shipments & the like and value added per employee

Per establishment								
Persons engaged			Value of shipments & the like			Value added		
Preceding year	Last year	Comparison with preceding year (%)	Preceding year (1,000R.O.)	Last year (1,000R.O.)	Comparison with preceding year (%)	Preceding year (1,000R.O.)	Last year (1,000R.O.)	Comparison with preceding year (%)

Per employee					
Value of shipments & the like			Value added		
Preceding year (1,000R.O.)	Last year (1,000R.O.)	Comparison with preceding year (%)	Preceding year (1,000R.O.)	Last year (1,000R.O.)	Comparison with preceding year (%)

Table 27 , by industry group
 Table 28 , by size of establishment in numbers of employees
 Table 29 , by region

(11) Per establishment and per employee, by year

Per establishment						Per employee			
Persons engaged		Value of shipments & the like		Value added		Value of shipments & the like		Value added	
Numbers	Comparison with preceding year (%)	Amount (1,000 R.O.)	Comparison with preceding year (%)	Amount (1,000 R.O.)	Comparison with preceding year (%)	Amount (1,000 R.O.)	Comparison with preceding year (%)	Amount (1,000 R.O.)	Comparison with preceding year (%)

Table 30 11 years comparison table

2. Statistics Tables by Infrastructure (utilities)

(12) Tangible fixed assets and rental payments

(Unit: Thousand Rial Omani)

Tangible fixed assets										Rental Payments		
A Book value at the beginning of the year			B Value of Investment			C Value of Retirement			D Depreciation Expenses	A+B-C-D Balance	Land	Building
Land	Buildings	Others	Land	Buildings	Others	Land	Buildings	Others				

Table 31 , by industry group and industries
 Table 32 , by size of establishment in numbers of employees
 Table 33 , by region

(13) Value of stock and tangible fixed assets

Finished products inventory		Tangible fixed assets								
At the beginning of the year	At the end of the year	A At the beginning of the year		B Value of Investment			C Value of Retirement		D Depreciation Expenses	A+B-C-D Balance
		Land	Others	Land	Buildings	Others	Land	Others		

Table 34 , by industry group and industries
 Table 35 , by size of establishment in numbers of employees
 Table 36 , by region

(14) Establishments, persons engaged, value of shipments & the like, area of land, floor space and acquisition of land

Establishments	Persons engaged	Value of shipments & the like (1,000R.O.)	Total area of land (100 m ²)	Total floor space of buildings (100 m ²)	Number of establishments got new land in the last year	Acquired space (100 m ²)
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Table 37 , by industry group and industries (All)
 Table 38 , by industry group and industries (Own by itself)
 Table 39 , by industry group and industries (Rental)
 Table 40 , by size of establishment in numbers of employees (All)
 Table 41 , by size of establishment in numbers of employees (Own by itself)
 Table 42 , by size of establishment in numbers of employees (Rental)
 Table 43 , by region (All)
 Table 44 , by region (Own by itself)
 Table 45 , by region (Rental)
 Table 46 , by area size of ground and industry group and industries
 Table 47 , by region and area size of ground

(15) Number of establishments by size of ground and

Total	1 m ² - 200 m ²	201 m ² - 500 m ²	501 m ² - 1,000 m ²	1,001 m ² - 3,000 m ²	3,001 m ² - 5,000 m ²	5,001 m ² or more
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Table 48 industry group and industries
 Table 49 size of establishment in numbers of employees
 Table 50 region

(16) Acquisition cost of tangible fixed assets

(Unit of amount: Thousand Rial Omani)

Total investments for the tangible fixed assets			Total investment (except land) in the tangible fixed assets			Investment in land		
Amount	Comparison with preceding year (%)	Component ratio (%)	Amount	Comparison with preceding year (%)	Component ratio (%)	Amount	Comparison with preceding year (%)	Component ratio (%)

Balance of tangible fixed assets			
A. Value at the beginning of the year	B. Value at the end of the year	B/A Increasing ratio (%)	Component ratio in the balance (%)

Table 51 , by industry group

(17) The ratios per tangible fixed assets, by industry group

Turnover of tangible fixed assets per value of shipments & the like (times)			Productivity of capital (X)		
3 years ago	2 years ago	Last year	3 years ago	2 years ago	Last year

Table 52 , by industry group

(18) Transition table of main items of land

Establishments		Area of ground		Total floor space of buildings		Per establishment			
Number	Comparison with preceding year (%)	(1,000m ²)	Comparison with preceding year (%)	(1,000 m ²)	Comparison with preceding year (%)	Area		Floor space	
						(m ²)	Comparison with preceding year (%)	(m ²)	Comparison with preceding year (%)

Floor space/area		Value of shipments per area (1,000 m ²)		Number of establishments					
(%)	Comparison with preceding year (%)	(1,000 R.O.)	Comparison with preceding year (%)	Acquisited land			Sold land		
				Number	Comparison with preceding year (%)	Component ratio (%)	Number	Comparison with preceding year (%)	Component ratio (%)

Table 53 11 years comparison table

(19) Comparison with preceding year about area of ground

Establishments				Area of ground			
Preceding year (Number)	199X			Preceding year (1,000m ²)	199X		
	Number	Comparison with preceding year (%)	Component ratio (%)		(1,000 m ²)	Comparison with preceding year (%)	Component ratio (%)

Total floor space of buildings				Area of ground per Establishment			Value of shipments per area of ground (1,000m ²)		
Preceding year (1,000m ²)	199X			Preceding year (m ²)	199X		Preceding year (1,000 R.O.)	199X	
	(1,000 m ²)	Comparison with preceding year (%)	Component ratio (%)		(m ²)	Comparison with preceding year (%)		(1,000 R.O.)	Comparison with preceding year (%)

Table 54 , by industry group
 Table 55 , by size of establishment in numbers of employees
 Table 56 , by region

(20) The situation of land acquisition

No. of establishments acquired			Area of ground				Acquired area of ground per establishment		
Preceding year (Number)	199X		Preceding year (1,000m ²)	199X			Preceding year (m ²)	199X	
	(Number)	Comparison with preceding year (%)		(1,000 m ²)	Comparison with preceding year (%)	Component ratio (%)		(m ²)	Comparison with preceding year (%)

Table 57 , by industry group
 Table 58 , by size of establishment in numbers of employees
 Table 59 , by region

(21) Establishments, raw materials consumed, water, electricity, fuel, value of shipments and the like, value of products and value added

Establishments	Value of raw materials consumed (1,000R.O.)	Fuels consumed (1,000R.O.)	Value of electricity consumed (1,000R.O.)	Quantity of electricity consumed (1,000KWH)	Total capacity of private power generator (1,000KVA)	Value of tap water consumed (1,000R.O.)	Quantity of tap water consumed (1,000m ³)	Quantity of well water acquired (1,000m ³)			Value of shipments & the like (1,000R.O.)	Value of products (1,000R.O.)	Value added (1,000R.O.)
								Quantity of well water acquired (1,000m ³)	Value of shipments & the like (1,000R.O.)	Value of products (1,000R.O.)			

Table 60 , by industry group and industries
 Table 61 , by size of establishment in number of employees
 Table 62 , by region and industry group and industries
 Table 63 , by region and industry group and industries
 (Establishments using private power generators)
 Table 64 , by region and industry group and industries
 (Establishments using well water)

(22) Industrial water

Numbers of establishment reported			Quantity of industrial water							
			Total				Public water			
Preceding year numbers	Last year		Preceding year (m ² /day)	Last year		Component ratio (%)	Preceding year (m ² /day)	Last year		
	Numbers	Comparison with preceding year (%)		(m ² /day)	Comparison with preceding year (%)			(m ² /day)	Comparison with preceding year (%)	Component ratio (%)

Quantity of industrial water			
Well water			
Preceding year (m ² /day)	Last year		
	(m ² /day)	Comparison with preceding year (%)	Component ratio (%)

Table 65 , by industry group
 Table 66 , by region

3. Statistics Tables by Commodity

(23) Number of producing establishments, value of shipments and inventory of final products

(Unit of amount: Thousand Rial Omani)

Number of producing establishments	Unit of quantity	Products		Shipments		Stock at the end of the year	
		Quantity	Amount	Quantity	Amount	Quantity	Amount

Table 67 , by commodity classification code
 Table 68 , by commodity classification code and region
 Table 69 , by region and commodity classification code

(24) Establishments, value of shipments and ratio of production

Number of establishments produced	Value of shipments (1,000 R.O.)	Ratio of production (%)
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Table 70 , by commodity and producing industries

(25) Establishments, value of shipments and ratio of shipment

Number of establishments shipped	Value of shipments (1,000 R.O.)	Ratio of shipment (%)
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Table 71 , by commodity, industry group and industries

(26) Number of producing establishments and value of shipments, by size of establishment in numbers of employees and

(Unit of amount: Thousand Rial Omani)

5 or less employees		6 - 29 employees		30 - 49 employees		50 - 99 employees		100 or more employees	
Number of establishments produced	Value of shipments	Number of establishments produced	Value of shipments	Number of establishments produced	Value of shipments	Number of establishments produced	Value of shipments	Number of establishments produced	Value of shipments

Table 72 , commodity
Table 73 , region and commodity

(27) Raw materials consumed, number of establishments used and ratio of use

Number of establishments used	Unit of quantity	Quantity	Amount	Ratio of use (%)
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Table 74 , by industry group and industries
Table 75 , by commodity and industries

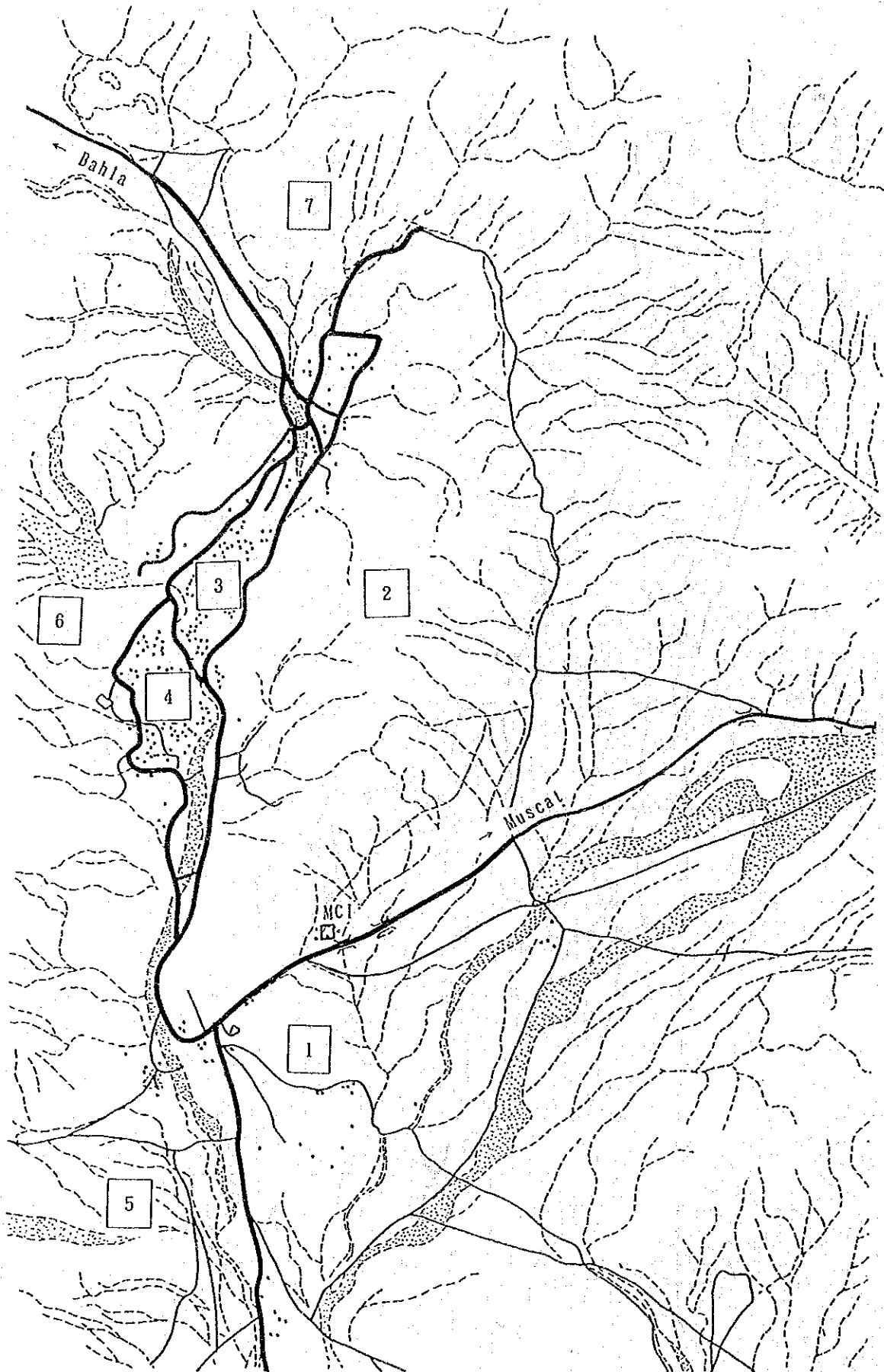
4. Others

(28) Establishments temporarily closed or under preparation for opening and the like

Establishments with 5 or less persons				Establishments with 6 or more persons			
Shutdown	Preparing operation	No shipment after operation started	Total	Shutdown	Preparing operation	No shipment after operation started	Total

Table 76 , by industry group and industries and region

Division of Nizwa



Appendix 10 Regulation of the Implementation of Industrial
Statistical Survey (Draft)

(1) Objective of survey

Industrial statistical survey is given an objective to clarify status of manufacturing sector and to provide basic information required for the policy concerning manufacturing sector.

(2) Agency in charge of survey

The Ministry of Commerce and Industry-Directorate General of Industry shall be in charge of industrial statistical survey.

(3) Subject of survey

Industrial statistical survey shall cover all of establishments as defined by [Law for the Organization and Encouragement of Industry] including manufacturing establishments and oil refining sector. Manufacture of fire arms and traditional handicraft articles, however, shall be excluded.

(4) Timing of survey

Industrial statistical survey shall be conducted during the period beginning on 1st day of April and ending on 31st day of May of each year.

(5) Period subject to survey

Industrial statistical survey shall cover one year period beginning on 1st day of January and ending on 31st day of December of the year immediately prior to the year during which survey is implemented.

(6) Survey questionnaire and items of survey

Industrial statistical survey shall cover items which are stated in [Questionnaire] attached hereto.

(7) Method of survey

1) Agencies to conduct survey

Industrial statistical survey shall be conducted by Directorate General of Commerce and Industry in Southern Region and Regional Offices to which the implementation of survey has been assigned by Industrial Statistics Information Center in the areas assigned to those agencies respectively.

Industrial statistics Information Center shall conduct survey in Muscat capital area.

2) Enumerators

Enumerators of industrial statistics shall be designated by the Directorate General of Industry in accordance with the procedures defined by [Regulation of Industrial Statistical Survey Work Procedures]. Enumerators so appointed shall conduct industrial statistical survey under the direction and supervision of Industrial Statistics Information Center and each of the agencies to which survey has been assigned.

3) Method of survey

Industrial statistical survey shall be conducted by enumerators by way of distributing to and collecting questionnaires from each of the establishments to be surveyed.

4) Entry into questionnaire

Industrial statistical survey shall be conducted by way of persons in charge of establishments to be surveyed entering into questionnaires and answering to the questions of enumerators.

(8) Duty to report

Persons in charge of establishments as defined in item (3) or representatives of establishments shall be duty-bound to report with respect to the items stated in questionnaire.

(9) Submission of questionnaire

Person duty-bound to report shall enter into questionnaire for the items stated therein and shall submit the questionnaire so entered into within 10 days from the day of receipt of questionnaire to the Directorate General of Industry.

(10) Field survey

Government staff participating in industrial statistical survey and enumerators shall enter into the places to be surveyed, shall survey with respect to items stated in (6) hereinabove, shall request submission of information relative to survey, or shall question person/s concerned thereof.

(11) Confidentiality of industrial statistical survey

Government staff participating in industrial survey and enumerators shall keep strictly confidential any and all data, information, and materials which have come into their knowledge during the course of industrial statistical survey.

(12) Discharge of survey enumerators

Directorate General of Industry-Industrial Statistics Information Center shall have power to discharge any and all survey enumerators who have violated items stipulated in (11) hereinabove, or who are found negligent or to have committed acts of misconduct.

(13) Items and method of tabulation

1) Directorate General of Industry-Industrial Statistics Information Center shall examine and tabulate questionnaires.

2) Items of tabulation shall be as defined in [Industrial statistics items to be tabulated] attached hereto.

(14) Publication of the results of survey and timing of publication

1) Results of survey shall be published before 31st day of December of each year in the form of [Industrial Statistical Table] attached hereto.

2) The publication of a cell representing data concerning one or two establishments, or data which may allow inference of data of one or two establishments with reference to data of other establishments shall be kept confidential.

(15) Use of questionnaire

Directorate General of Industry-Industrial Statistics Information Center shall use questionnaire for the purpose of clarifying status of manufacturing sector, and tabulating and publishing statistical data to

provide basic information needed for policy concerning manufacturing sector.

(16) Safekeeping period of questionnaires

Period of safekeeping of collected questionnaires by Directorate General of Industry shall be no less than 3 years.

**Appendix 11 Regulation of Industrial Statistical Survey Work
Procedures (Draft)**

(1) Preparation prior to survey (Transactions of the
Center)

1) Procurement of articles required for survey

Industrial Statistics Information Center shall procure following articles which are required for survey.

- a. Industrial statistical survey questionnaire
- b. Guidebook for the entry into industrial statistical survey questionnaire
- c. Public relations documents addressed to establishments to be surveyed
- d. Commodity classification table
- e. Survey manual for use by enumerators
- f. Directory list of establishments to be surveyed
- g. Enumeration maps
- h. Any other articles required for survey

2) Preliminary survey (Preparation of directory list of establishments)

Industrial Statistics Information Center shall prepare directory list of establishments to be surveyed which are registered under industrial registration system (and those establishments subject to survey as the result of previous survey) for each enumeration district.

3) Numbering of establishments

Industrial statistics Information Center shall allocate serial numbering, beginning with 1 for

each enumeration district, to the establishments which are listed in directory list of establishments to be surveyed for industrial statistics as described in 2) hereinabove.

The numbering so allocated to establishments shall remain unchanged for 5 years and shall be renewed thereafter in order to prevent disorder in the continuity of numbering due to founding/discontinuation of establishments.

4) Recruitment of enumerators, and education/
training of enumerators

a. Recruitment of enumerators

Department of Personnel Affairs of Ministry of Commerce and Industry shall recruit and employ qualified competent survey enumerators for each enumeration district at the request of Head of the Industrial Statistics Information Center. Qualifications required for enumerators are as follows.

- Enthusiasm for statistical survey
- To be capable of participating in field survey
- Place of employment or residence to be conveniently located for survey
- Not participating in tax collection related work
- To be conversant with English and Arabic language
- To be familiar with the state of things in enumeration districts
- To be of such personality to win confidence of respondents

b. Designation of enumerators

Directorate General of Industry-Industrial Statistics Information Center shall appoint enumerators who have been screened and found competent by Department of Personnel Affairs.

c. Status of enumerators etc.

- Status

Status of enumerators shall be either public servant or quasi-public servant depending on whether service is full-time or part-time.

- Remuneration

Remuneration shall be determined for each enumerator (School teacher, government agency staff etc.).

- Service

In principle, no enumerator shall be permitted to involve himself in any other work for specific organizations or individuals than industrial statistical survey during statistical survey period.

- Compensation for accident

Industrial Statistics Information Center, which is the agency in charge of statistical survey, shall compensate survey enumerators basically for any accident including traffic accident which may arise during survey activities.

- Concurrent employment

Concurrent employment shall be allowed for enumerators.

d. Preparation of enumerator list

Head of Industrial Statistics Information Center shall prepare a list of enumerators including following items.

- Name
- Sex
- Age
- Occupation
- Working experience of industrial statistical survey and year of survey he participated
- Enumeration district in charge

e. Training of enumerators

Head of Industrial Statistics Information Center shall train enumerators for qualifications required for statistical survey including statistical survey in general and method of interview to maintain satisfactory relationship with respondents.

- Basic training

i) Duty of enumerators

Education of basic essentials including significance of work of enumerators, needs for confidence of respondents, duty of confidentiality etc..

ii) Basic knowledge of statistical survey in general

Education of basic introductory knowledge including the role to be

played by statistics, statistics system and legal system of the state, method of statistical survey etc..

iii) Technique of interview
Education of methods to develop satisfactory relationship for interview with respondents etc..

- Training of expertise concerning industrial statistical survey

i) Education of knowledge concerning items of statistical survey
ii) Education of gist and significance of statistical survey etc.
iii) Training of field survey work

5) Holding survey seminars

Head of Industrial Statistics Information Center shall collect those who will participate in industrial statistical survey to survey seminars in order to make details of industrial statistical survey understood and to give the instructions concerning survey work. Articles needed for survey work shall be distributed to enumerators.

(2) Implementation of survey

1) Visit to establishments to be surveyed

a. Enumerators shall carry with them articles needed for survey and shall visit establishments listed in the directory list given to them in order to explain objective of survey, to request cooperation to survey

and to distribute questionnaires, guidebook for entry, and public relations documents. Date of collecting questionnaires shall be confirmed at that time.

- b. In case person/s in charge who are capable of answering questions (Proprietor, sponsor) are not available during first visit, an appointment for meeting on the day the person/s will be available shall be confirmed. A message shall be left for person/s in charge to confirm implementation of survey.
- c. Care must be taken by enumerators to use such expressions concerning objective of survey, request for cooperation and commitment of submission date as not provocative to respondents.
- d. In addition, contact for queries concerning survey (Ministry of Commerce and Industry, Industrial Statistics Information Center) shall be advised accurately and clearly.

2) Handling of discontinuation/founding of establishments

- a. In the case of establishments which are included in directory list of establishments to be surveyed being found to have discontinued their businesses, to have changed their trades, or to have moved to other areas, enumerators shall enter into the directory list accordingly with red underline. The number given to the establishment shall be skipped.

- b. Enumerators shall endeavor to identify establishments which are not included in the directory list of the district. (Those newly founded, those which have changed their trades, or those which have moved into the area from other areas). Any establishment so identified shall be added to the directory list of the district. The establishment shall be given a number next to the last number of establishment in the district. The establishment shall be treated thereafter same as those already included in the directory list.

3) Collection of questionnaires

- a. Enumerators shall visit establishments on the day committed for the submission of questionnaires in order to express appreciation to respondents and to collect questionnaires.
- b. Questionnaires so collected shall be immediately checked and examined for contents of entries in accordance with check points as described in e) hereinafter. Enumerators shall point out to respondents inadequate entries and shall request respondents to correct the entries under the guidance of enumerators.
- c. Questionnaires collected shall be kept in safekeeping and shall not be seen by others.
- d. Directory list of establishments to be surveyed shall be so marked to confirm collection of questionnaires.

e. Check points for the contents of entries.

- Whether entry is complete or not
- Whether letters are easily legible or not
- Whether name of establishment is given in English and Arabic or not
- Whether name and address of establishment are correctly entered or not

4) Rearrangement of directory list of establishments to be surveyed

Enumerators shall enter into directory list of establishments to be surveyed progress of survey in accordance with the following.

- a. Establishments which are actually engaged in manufacturing and have not submitted questionnaires within the specified time limit shall be mentioned [Not submitted] in the column of remarks.
- b. Establishments which have discontinued, have changed trade or have moved to other areas shall be so mentioned in the column of remarks being underlined in red. Date of discontinuation in the case of discontinuation, type of new trade in the case of change of trade and addresses of new locations in the case of movement to other areas shall be confirmed and entered.
- c. Establishments which are not included in directory list and identified during survey, i.e. establishments which have been newly established, have changed to present trade or have moved into present locations shall be entered into the column of remarks of

directory list.

- 5) Dispatch of questionnaires and directory list of establishments to be surveyed

Regional office shall dispatch questionnaires collected from establishments surveyed together with rearranged directory list of establishments to be surveyed to Industrial Statistics Information Center.

- 6) Supervision of enumerators

A card corresponding to each survey enumerator shall be prepared to record activities of the survey enumerator.

- (3) Post-survey work (Transactions of the Center)

- 1) Arrangement of questionnaires

Industrial Statistics Information Center shall receive questionnaires from enumerators and regional offices, and shall arrange them for safekeeping in the order of establishment serial numbers for individual enumeration districts.

- 2) Identification and follow-up survey of establishments which have not submitted questionnaires

Establishments which have not submitted questionnaires shall be identified on the basis of directory list of establishments to be surveyed for industrial statistics. Enumerators shall visit those establishments so identified to request submission of questionnaires.

3) Check and examination of questionnaires submitted

Every questionnaire submitted shall be checked and examined for errors and incompleteness of entries. Questionnaires suspected of errors or incompleteness shall be referred to the establishments concerned for the correction of errors or incompleteness.

(4) Public Relations document to be addressed to the establishments to be surveyed

To: Person/s in charge of establishment to be surveyed for industrial statistics

The industrial statistical survey is intended to survey manufacturing activities during each calendar year of manufacturing establishments.

Results to be obtained by the survey would clarify status of manufacturing sector in the Sultanate of Oman and would provide extremely valuable information needed for promoting healthy development of industries of Sultanate of Oman.

The survey is to collect and integrate information reported by individual establishments. Your understanding and cooperation to ensure success of the survey is hereby solicited.

Once again, your cooperation would be highly appreciated and please accept our apology for any inconvenience the survey might cause on you.

For any queries which you may have in entering into questionnaire, please feel free to contact

enumerators in charge or contact The Industrial
Statistics Information Center, The Ministry of
Commerce and Industry - Tel. No.

Signed by:

Name of Head of Industrial Statistics
Information Center

Enumerator's Manual

1. The basic direction for enumerators

The followings are essential for enumerators to conduct a survey.

- (1) To pay maximum attention and make the best effort in getting cooperation from the respondents.
- (2) To keep confidentiality of information acquired through the survey.
- (3) To cope with respondents in good faith in case questions or complaints arise from them (No argument is permitted).

2. Preliminary survey

Prior to the survey, enumerators will identify the location of each establishment, with a directory list of establishments and an enumeration map, in the district in charge. When an establishment is found to be abolished or moved out, such information needs to be marked in a remarks column of the directory list. In addition, the new establishments, which are not listed in the directory list yet, have to be recorded with its name, location, telephone number, etc.

The numbering to those new establishments will be consecutively allocated from the last number of the establishment already listed.

3. Identification of establishments to be surveyed and requesting that they fill out the questionnaire

- (1) Serial No. should be filled in on the questionnaire before the interview.
- (2) Visit the establishments listed in the industrial registration record and all other establishments.
- (3) Begin by explaining the objective of the survey and asking the business of the visited establishment.

- (4) Since establishments whose full time job is sales, repair or sales and repair are excluded from the survey, express apologies for being troublesome and leave such establishments politely.
- (5) In the case of a manufacturing establishment, give them a copy of the questionnaire and the "Manual on how to fill out the questionnaire".
- (6) Explain the details of the survey items and how to fill them in, and request that the questionnaire be completed. Be sure to explain clearly that replies to questionnaire items will not be used for any other purpose except the industrial statistics survey.
- (7) Make an appointment for a date and time to pick up the completed questionnaire.
- (8) Take the "Preparatory directory of establishments to be surveyed" (hereinafter referred to as the "preparatory directory") with you to each interview and fill in, on the spot, "Name of enterprise", "Name of establishment", "Industrial/Commercial registration No.", Serial No. of questionnaire distributed and the name of its receiver.
- (9) Convey clearly the name and telephone no. of the person(s) in charge of the Industrial Statistics Information Center, Ministry of Commerce and Industry (hereinafter referred to as "the Center") who can respond to any questions from the surveyed establishment.
- (10) If you are unable to meet the owner and/or sponsor of establishment on the first visit:
 - 1) Exchange telephone numbers and make an appointment, date and time, for another visit.
 - 2) If the questionnaire is accepted, write the name of receiver on the preparation list. If it is not accepted, do not distribute that questionnaire, but bring it back.

4. Receipt and examination of questionnaire

- (1) Visit the establishment at the appointed date and time without fail to pick up the questionnaire.
- (2) When you receive the questionnaire, examine it on the spot for the following errors and omissions, and if found, request their correction.
 - 1) Omitted reply
 - 2) Unclear words or figures
 - 3) Errors in name, location and so on of the establishment
 - 4) Are name of enterprise and establishment written in both Arabic and English?
- (3) If there are any items that could not be filled in, ask the reason why and make notes in the margin of the questionnaire.
- (4) So that subsequent questions may easily be answered, make a copy of the filled out questionnaire and leave it with the establishment.
- (5) Politely express our gratitude for the cooperation of the establishment.

5. Drawing up Directory of establishments

(hereinafter referred to as "the directory")

- (1)
 - 1) Draw up the directory based on the questionnaires submitted by establishments and the preparatory directory.
 - 2) Include the names of establishments from which the questionnaire was not submitted and write "Not submitted" in the remarks space of the directory.
 - 3) As for establishments that do not need to be surveyed, write "Not to be surveyed" in the remarks space of the directory.
- (2)
 - 1) Compare the directory with the industrial registration record.

- 2) If the name of an establishment surveyed couldn't be found in the industrial registration record, write "New" in the remarks space of the directory.
 - 3) The industrial registration record can be obtained from the Center.
- (3) Submit the completed directory together with the questionnaires to the Center.

