PART A: GENERAL INFORMATION

1. What is the main economic activity of your establishment? *Please specify your major products/goods or services in order of importance.* **1994 PSIC Code:** |_|_|_|_|_|_|_|
(Do not fill)

Main Economic Activity _____

Major Products/Goods or Services _____

Establishment *- an economic unit engaged in one or predominantly one kind of economic activity under a single ownership or control at a single fixed location, e.g., mine, factory, store, bank, restaurant.*

For multi-unit enterprises with different outlets and subsidiaries *or whose activities are located at different locations, each branch, outlet or subsidiary is considered an establishment.*

For ***firms engaged in activities which may be physically dispersed*** *such as mining, construction, real estate development, transportation, communication, insurance, etc., the establishment is the* ***base*** *from which the personnel operate to carry out their activities or from which they are paid.*

Main economic activity *- activity that contributes the biggest or major portion of the gross income or revenues of the establishment, e.g. metallic ore mining, food manufacturing, retail trade, education.*

Major products/goods or services *- specific product/goods produced or service given by the establishment, e.g. gold, ice cream, electricity, residential buildings, automotive parts, fastfood, shipping, universal banking, security agencies, private tertiary education, private hospital or motion picture production.*

2. How many did your establishment employ during the pay period that includes June 30, 2006? [ ]

Include

- working owners with or without regular pay
- salaried directors, managers and executives
- regular and non-regular workers, e.g. probationary, casual, contractual/project-based, seasonal, paid apprentices/learners
- persons on paid vacation, sick, maternity, paternity, service incentive leave and other paid leaves
- persons working away from the establishment but paid by and under its control, e.g. bus drivers
- workers on strike
- unpaid workers without regular pay who work for at least 1/3 of the working time normal to the establishment including apprentices without compensation or student on-the-job trainees

Exclude

- silent or inactive partners
- members of the board of directors paid solely for attendance at meetings
- workers on indefinite leave
- laid off workers for six (6) months or more
- persons purely on commission and without employer control
- consultants
- persons on retainer basis
- contract out/agency hired workers
- homeworkers

Part B ➡