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## DRAFT

# MICRO AND SMALL ENTERPRISE BASELINE SURVEY IN CENTRAL AND NORTHERN MOZAMBIQUE 

Summary of Survey Objectives,
Methodology and Contents
Working Paper No. 20

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Ministry of Agriculture and Rural Development, Directorate
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Food Security Collaborative Working Papers
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## TABLE OF CONTENTS

I. INTRODUCTION AND SURVEY OBJECTIVES ..... 1
II. SURVEY SAMPLING METHODS ..... 3
A. Rural Areas ..... 3

1. Selection of Districts Villages and Households ..... 3
2. MSE Survey Household-Member-Enterprise Approach (HHMEA) ..... 4
B. Urban Areas ..... 6
3. Residential Quarteiroes ..... 6
4. City Market Quarteiroes ..... 9
III. FIELDWORK AND DATA MANAGEMENT ..... 12
A. Rural Survey ..... 12
5. Sample Preparation ..... 12
6. Fieldwork Organization ..... 12
B. Urban Survey ..... 13
7. Sample Preparation ..... 13
8. Fieldwork Organization ..... 13
C. Data Entry and Cleaning ..... 13
D. MSE Survey File Documentation ..... 14
IV. SURVEY INSTRUMENTS CONTENT ..... 17
A. Rural areas ..... 17
9. Agricultural Sector Survey ..... 17
10. MSE Control Sheet ..... 17
11. The MSE Ficha I ..... 18
12. The MSE Ficha II ..... 18
B. Urban Areas ..... 21
13. Residential QRTs Control Sheet ..... 21
14. Enterprise Level Instrument ..... 21
15. Closed Enterprise Sheet ..... 25
16. City Market Operators Census ..... 25
V. ANNEXES ..... 26
A. RURAL AREAS: INSTRUMENTS AND CODE SHEETS ..... 27
ANNEX 1: Agricultural Sector Survey ..... 28
ANNEX 2: Tips for HH Member MSE Identification ..... 29
ANNEX 3: Code Sheet for the Rural MSE Survey ..... 30
ANNEX 4: Control Sheet for MSE Rural Survey ..... 34
ANNEX 5: HH/Member/MSE Questionnaire ..... 35
ANNEX 6: Member/Enterprise Questionnaire ..... 38
B. URBAN AREAS: INSTRUMENTS AND CODE SHEETS ..... 52
ANNEX 7: Code Sheet for Urban MSE Survey ..... 53
ANNEX 8: Control Sheet for Urban Residential Areas Quarteiroes ..... 58
ANNEX 9: City Market Operators Census ..... 59
ANNEX 10: MSE Urban Survey Enterprise Level Questionnaire ..... 60
ANNEX 11: MSE Urban Survey Closed Enterprise Questionnaire ..... 75

## LIST OF TABLES

Table 1. District, Village and Household Selection Procedures in Rural Areas ....................... 3
Table 2. Rural Areas Sample Size Definition and MSE Incidence .................................... . . 5
Table 3. Determination of Total Number of Residential Quarteiroes Enumerated/City ................ 7
Table 4. Frequency of Micro and Small Enterprises in Residential Quarteirao by City/Province . . . . . . . 9
Table 5. Census of Operators and Determination of Number of Interviews in City Markets . .......... . 11
Table 6. MSE Study Subdirectory Structure . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 14
Table 7. Micro and Small Enterprise Baseline Survey Data Files . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 15

## I. INTRODUCTION AND SURVEY OBJECTIVES

This summary provides information about some basic aspects of the Mozambique's Micro and Small Enterprise (MSE) Baseline Survey carried out in the fall of 1996. It presents in more detail the Survey Approach Section of the Baseline Research Results Paper: "Micro and Small Enterprises in Central and Northern Mozambique:Preliminary Results of a 1996 Survey". The topics covered are:

Survey Objectives;
. Survey Sampling Procedures;
. Fieldwork and Data Management; and
. Contents of the Survey Instruments.
The MSE concept have been defined in many ways. For the proposes of this survey, bearing in mind that one of the major goals is to uncover the part of the rural and urban economies that is not revealed in the Agricultural Sector Survey, we defined it in the following strict way:

Micro and Small Enterprises (MSEs) are all activities or businesses, employing 50 or fewer people (1-10 workers is Micro and 11-50 is Small), engaged in non-farm, non-livestock, cash (or in-kind) income generating activities. These businesses are usually owned by single or multiple individuals (members of the same household or not), and are classified in four major types: 1) Manufacturing/Processing of goods for sale; 2) Trade, i.e., purchase and sale of goods; 3) Provision of services; and 4) Fishing and Extraction activities ${ }^{1}$.

The general objective of this survey is to improve the knowledge about the structure and performance of the Micro and Small Enterprise sector in the urban and rural areas of central and northern Mozambique to better recommend policy measures and direct interventions that promote their growth and impact in economic development.

## Specific objectives include:

a. Estimate the number of MSEs operating in the survey areas, and the types of activities that are performed by these MSEs;
b. Evaluate the growth rates of these firms, identifying which types had the highest growth and the reasons behind it, to promote the future growth of the sector;

[^0]c. Identify the structure of the MSE sector, regarding gender, type of ownership, and the employment generated, i.e., how many are owned by women? how many consist of only one person working alone? how many people are employed in each enterprise? Is there any causal relationship across this dimensions? Is there any relationship between the type of activity and the number of employees?
d. Evaluate the contribution of the MSE sector to the household and the national income, the importance of this income in the overall household income generation and its uses;
e. Identify the types of assistance that the MSEs have received and their sources, as well as their future need for technical, managerial and financial assistance;
f. Identify the general problems (access to inputs, output and credit markets, etc) and problems related to the economic policy environment faced by the MSE sector (government regulations, tax burdens, etc).

## II. SURVEY SAMPLING METHODS

The survey was undertaken in both rural and urban areas of central and northern Mozambique. A different sampling approach was used in rural and urban areas, as follows.

## A. Rural Areas

This part of the survey was implemented along with the Ministry of Agriculture Annual Agricultural Sector Household Survey. The sampling procedures presented here, up to the level of household selection, are essentially those used in that survey. Starting from that point, the survey in rural areas followed the Household-Member-Enterprise Approach (HHMEA).

## 1. Selection of Districts Villages and Households

The Agricultural Sector Survey in Mozambique was undertaken in the 10 provinces, covering 60 districts. The MSE Survey covered only 5 provinces and a total of 34 districts. The distribution of districts among these provinces was the following: Nampula (11), Zambezia (13), Tete (1), Manica (4) and Sofala (5).

The following Table summarizes the sampling procedures for the selection of districts, villages and households nationwide.

Table 1. District, Village and Household Selection Procedures in Rural Areas

| Unit of Selection | Sampling Method | Weighting Factors |
| :--- | :--- | :--- |
| Districts | Weighted Random Sampling | . Total Population/district |
| Villages | Weighted Random Sampling | . Total Population or HHs/village |
| Households | Systematic Sampling | . None |

As indicated above, the total number of districts in the 5 provinces was 34 , as a result of the weighted random sampling procedure. Then, in each of these districts, 12 villages were identified using weighted random sampling. The survey covered primarily the first $\mathbf{8}$ of those 12 in each district. The other 4 were substitute villages, to be picked up in case any of the eight become unreachable. So, in total the Agricultural and MSE Survey in the 5 provinces covered 272 Villages (34 Districts * 8 Villages/District).

For each of the selected villages, lists of households were available. In each village, 12 households were selected using systematic sampling, and the first 8 of those $\mathbf{1 2}$ Households listed were subject to the survey instruments. In total, the Survey covered, in the 5 provinces, $\mathbf{2 , 1 7 6}$ Rural Households (272 Villages * 8 Households/Village).

Each of these households was subject to the standard Agricultural Sector Survey (see details below).

## 2. MSE Survey Household-Member-Enterprise Approach (HHMEA)

In the Household Characteristics Section of the Agricultural Survey - Part D (annex 1), after getting the household composition and the basic information about each member, a crucial question connects it with the MSE Survey HHMEA: Does this household member run a nonagricultural activity on his/her own account?

In contrast to the Business Site/Location Approach (BSA), which consists of visits to business sites, both houses and non-residential places of business, the HHMEA starts from this question at the household level, and then traces those who have a MSE in each household. Still in the Agricultural Survey, for those members who have MSEs, the following question is asked: How many activities does this member own?

This information is passed on to the Village Level Control Sheet (annex 4), and a summary of Household, Member and Activity Type Identification and Current Operating Status is registered in the Household Level MSE Instrument (annex 5).

Once the household members and the types of activities are identified and reported, a detailed Member/Enterprise Questionnaire (annex 6) was administered for each activity reported, being the interview conducted with the member that owns it, or with someone else close to the business in case the owner was not available.

This approach, while taking advantage of targeting the households covered by the Agricultural Survey which may allow a richer and integrated analysis of the household economy, provides data at the Individual/Enterprise level and will allow us to better estimate the incidence and importance of MSEs for the household: each enterprise is connected to a member of a household selected and interviewed in the Agricultural Survey.

The main concern in using this approach is that, since it is not always based on a physical identification at a business site, it requires a very careful probing to investigate the existence of businesses in the household that qualify for the MSE survey. The MSE definition needs to be very clear and enumerators must be very well trained to carry out this search. To help the field teams, a sheet was prepared providing 'Tips for Household/Member MSE Identification" (annex 2).

Up to the level of the household, it was possible to anticipate the number of units of observation (households) for the Agricultural Survey. The number of households with at least one member owning a MSE and the total number of MSEs to be interviewed could only be determined ex-post. The results of this sampling procedure are presented in the table below.

Table 2. Rural Areas Sample Size Definition and MSE Incidence

| Province/District | Number of Villages | Number of Households | Number of Households with MSEs | Total Number of MSEs |
| :---: | :---: | :---: | :---: | :---: |
| 03 Nampula | 88 | 704 | 247 | 287 |
| 306 Malema | 8 | 64 | 26 | 30 |
| 308 Meconta | 8 | 64 | 17 | 18 |
| 311 Mogovolas | 8 | 64 | 38 | 49 |
| 312 Moma I \& II | 16 | 128 | 50 | 65 |
| 313 Monapo | 8 | 64 | 20 | 21 |
| 317 Murrupula | 8 | 64 | 27 | 27 |
| 318 Nacala-a-velha | 8 | 64 | 15 | 15 |
| 319 Nampula | 8 | 64 | 23 | 23 |
| 320 Ribaue | 8 | 64 | 20 | 27 |
| 322 Namapa | 8 | 64 | 11 | 12 |
| 04 Zambezia | 104 | 832 | 273 | 315 |
| 401 Alto Molocue | 8 | 64 | 28 | 39 |
| 405 Ile | 8 | 64 | 29 | 33 |
| 406 Inhassunge | 8 | 64 | 17 | 18 |
| 407 Lugela | 8 | 64 | 14 | 16 |
| 408 Maganja da Costa | 8 | 64 | 19 | 19 |
| 409 Milange | 8 | 64 | 10 | 10 |
| 410 Mocuba | 8 | 64 | 16 | 16 |
| 411 Mopeia | 8 | 64 | 15 | 17 |
| 412 Murrumbala | 8 | 64 | 26 | 31 |
| 413 Namacurra | 8 | 64 | 26 | 27 |
| 414 Namarroi | 8 | 64 | 15 | 15 |
| 415 Pebane | 8 | 64 | 25 | 25 |
| 416 Nicoadala | 8 | 64 | 33 | 49 |
| 05 Tete | 8 | 64 | 29 | 42 |
| 510 Mutarara | 8 | 64 | 29 | 42 |
| 06 Manica | 32 | 256 | 106 | 146 |
| 602 Gondola | 8 | 64 | 33 | 44 |
| 603 Guro | 8 | 64 | 20 | 27 |
| 607 Sussundenga | 8 | 64 | 37 | 57 |
| 608 Tambara | 8 | 64 | 16 | 18 |
| 07 Sofala | 40 | 320 | 111 | 158 |
| 701 Buzi | 8 | 64 | 28 | 44 |
| 703 Chemba | 8 | 64 | 25 | 34 |
| 704 Cheringoma | 8 | 64 | 18 | 21 |
| 705 Chibabava | 8 | 64 | 19 | 26 |
| 708 Marromeu | 8 | 64 | 21 | 33 |
| Total | 272 | 2,176 | 766 | 948 |

## B. Urban Areas

In Urban areas, the MSE traditional approach - the Business Site/Location approach - was used. In total, the survey covered 8 cities, 2 in each (the capital city and one secondary city) of the 4 provinces (Nampula, Zambezia, Manica and Sofala). Tete province was not included in the urban survey. For each of these cities, population data were available. A list of Quarteiroes (the smallest sampling unit) by Bairro (Neighborhood) by City was used to proceed with the selection. Two types of Quarteiroes (QRTs) were selected, namely:

Residential Quarteiroes; and
City Market Quarteiroes.
The sampling approach for each of these segments was considerably different.

## 1. Residential Quarteiroes

Overall, 60 residential QRTs were surveyed. The selection process used the following procedures:

## Determination of the Number of Residential QRTs to be Enumerated in Each City

To define the number of Residential QRTs to be covered in each city, the following steps were completed:
a. List of number of QRTs in each city j (j from 1 to 8 );
b. From this data the following information was collected:
. Number of residential QRTs by city $\left(\mathrm{Q}_{\mathrm{j}}\right)$
. Total number of QRTs in the 8 cities (TQ)
. Share of QRTs for each city in the total, $\mathrm{WC}_{\mathrm{j}}=\mathrm{Q}_{\mathrm{j}} / \mathrm{TQ}$
c. Total number of residential QRTs to be surveyed (TEQ=60)
d. Number of QRTs to be surveyed in each city, $\mathrm{CEQ}_{\mathrm{j}}=\mathrm{WC}_{\mathrm{j}} * T E Q=\mathrm{WC}_{\mathrm{j}} * 60$

Table 3 gives the summary of results for this procedure. ${ }^{2}$

[^1]Table 3. Determination of Total Number of Residential Quarteiroes Enumerated/City

| City | Number of <br> Residential QRTs <br> $\left(\mathbf{Q}_{\mathbf{i}}\right)$ | \% of $\mathbf{Q}_{\mathbf{j}}$ in TQ <br> $\left(\mathbf{W C}_{\mathbf{j}}\right)$ | \# of Sampled <br> QRTs/City <br> $\left(\right.$ CEQ $\left._{\mathbf{j}}\right)$ |
| :--- | ---: | ---: | ---: |
| Beira | 704 | 21 | 13 |
| Dondo | 313 | 10 | 6 |
| Chimoio | 278 | 8 | 5 |
| Manica (*) | 63 | 2 | 14 |
| Quelimane | 471 | 5 | 9 |
| Mocuba | 157 | 29 | 3 |
| Nampula | 962 | 10 | 6 |
| Nacala | 337 | 100 | 60 |
|  | 3,285 |  | 6 |

(*) Unlike another cities, Manica is not organized in QRTs. The city is organized by groups of 10 houses. Based on the Average number of houses/QRT in other cities, it was assumed that $1 \mathrm{QRT}=6$ groups of 10 houses, i.e., 60 houses/QRT.

## Selection of Residential QRTs to be Covered by the Survey in Each City

After defining the number of QRTs to be covered in each city, QRTs in each city were numbered from 1 to n, and the actual selection process was made through the lists for each city, using Systematic Sampling, as follows:
a. Definition of Sampling Intervals (SI). Sampling Interval for City $\mathrm{j}\left(\mathrm{SI}_{\mathrm{j}}\right)$ is given by: $\mathrm{SI}_{\mathrm{j}}=\mathrm{CEQ}_{\mathrm{j}} / \mathrm{Q}_{\mathrm{j}}$
b. For each city, the first QRT to be selected in its list is obtained by choosing a random number between 1 and its $\mathrm{SI}_{\mathrm{j}}$. The corresponding QRT in the ordering list is picked up.
c. Then the process continues by systematically picking up every "+ $\mathrm{SI}_{\mathrm{j}} \mathrm{QRT}$ " in the list, until the desired number of QRTs for each city $\left(\mathrm{CEQ}_{\mathrm{j}}\right)$ is reached. This process allows a selection of QRTs uniformly distributed along the city list. ${ }^{3}$
${ }^{3}$ Selection of quarteiroes (Systematic Sampling): The sampling interval for each city $\left(\mathrm{SI}_{\mathrm{j}}\right)$ is given by $\mathrm{SI}_{\mathrm{j}}=\mathrm{CEQ}_{\mathrm{j}} / \mathrm{Q}_{\mathrm{j}}$. Consider $\mathrm{Q}_{\mathrm{s} \mathrm{j}}$ as quarteirao s selected in city j . In each city s quarteiroes are selected, where $\mathrm{s}=1,2, \ldots, \mathrm{CEQ}_{\mathrm{j}}$. The selection process is as follows: $\mathrm{Q}_{1 \mathrm{j}}=$ Random number between 1 and $\mathrm{SI}_{\mathrm{j}}\left(1<\mathrm{Q}_{1 \mathrm{j}}\left\langle\mathrm{SI}_{\mathrm{j}}\right) ; \mathrm{Q}_{2 \mathrm{j}}=\mathrm{Q}_{1 \mathrm{j}}+\mathrm{SI}_{\mathrm{j}} ; \ldots ; \mathrm{Q}_{\mathrm{sj}}=\mathrm{Q}_{(\mathrm{s}-1 \mathrm{j}} \mathrm{j}+\mathrm{SI}_{\mathrm{j}}\right.$.

## Data Collection Process in the Selected Residential Quarteiroes

For every selected QRT, then, there was a complete enumeration of houses and/or business sites (locations), following the MSE Survey Business Site Approach.

In every house visited, we inquired about any business that takes/have taken place at that location over the past 12 months, or business that had been closed or liquidated in the period between October/92 and 30th of November 1995 (Closed Enterprise definition). This information is entered in a Control Sheet for Urban Residential QRTs (annex 8).

For business sites (business locations other than houses), the process was much easier. Existing business are visually identified. After filling out the Control Sheet, they were interviewed right away, using the Enterprise Level Questionnaire (annex 10).

For households, an Enterprise Level Questionnaire (annex 10) was administered for every enterprise that had operated, at that location, anytime over the past 12 months, whether it was currently operating, was closed but not liquidated, or was closed and liquidated in that period.

A Closed Enterprise Questionnaire (annex 11) was filled out on every location where there was a business that had previously operated but that had closed (liquidated or not) between October of 1992 and November of 1995.

In using this approach, a serious concern was the risk of double counting. Potential double counting was identified for businesses that have the manufacturing plant in one place and the sales branch somewhere else, inside or outside the same QRT. For example, beer brewing in one place and sales of the brewed beer in another place. To avoid double counting, the business site approach needed to be very strict and clearly defined. This question was addressed in the control sheet: For all businesses that have sales of manufactured products it was asked the question: Is this a place of sales only, with manufacturing somewhere else by the same business? Three outcomes are possible:

This is only the place of sales, we manufacture it in other place => Don't interview
This is the place for both manufacturing and sales => Interview
We bought this product from someone else (traders) => Interview
The first of these cases was registered on the control sheet, to keep a record of its frequency, although the questionnaire was not administered.

The number of enterprises identified in quarteiroes in each city/province is as follows:

Table 4. Frequency of Micro and Small Enterprises in Residential QRTs by City/Province

|  | Province/City | Number of Sampled QRTs <br> by City/Province |
| :--- | ---: | ---: | | Frequency of Enterprises in |
| :---: |
| the Survey Areas |$\left|\left\lvert\, \begin{array}{rl||}\hline \text { Sofala } & 19\end{array}\right.\right.$

Note: Market Interviews not Included.

## 2. City Market Quarteiroes

The inclusion of city market QRTs as separate sampling units was due to the fact that markets are places of high concentration of MSEs, so that if a market falls into the sample in a given city and complete enumeration is done, there will be over estimation of MSEs for that city, while if it does not fall into the sample there will be under estimation.

Given that, in general, there is a small number of market QRTs relative to the total number of QRTs in a given city, the probability of selection for those market QRts is very low. This means that the likelihood of underestimating the numbers is, for any city, quite high.

## Determination of Number of Interviews per City Market

To avoid this potential sampling error, we added to those 60 residential QRTs, another set of approximately 40 market quarteiroes (the 5 major markets in each of the 8 cities). Then, the following procedures were followed in each of the cities ${ }^{4}$.

[^2]a. List of the 5 major markets in each city, based on the knowledge on their relative size in terms of number of operators;
b. In each of these 5 markets, counting the number of operators:
. Number of operators by business type (Manufacturing, trade and services); . Total number of operators.
c. Get total number of market operators in the 8 cities;
d. Get the share of each market in the total in terms of number of number of market operators;
e. Determination of the total number of operators to be interviewed in the 8 cities. A feasible number, given the time and other resource constraints, was 273 interviews. Given the high degree of homogeneity and the incidence of similar activities in these markets, this number is reasonable to make inference to this sampling set.
f. The number of interviews in each market is defined simply by multiplying the market operators share for that market (from point d, above), by 273.

Table 5 shows the results of this procedure, with the numbers aggregated at the city and province levels.
$\mathrm{TO}=\sum_{\mathrm{j}=1}^{8} \Sigma_{\mathrm{i}=1}^{5} \mathrm{O}_{\mathrm{ij}}=\sum_{\mathrm{j}=1}^{8} \mathrm{O}_{\mathrm{j}}$. Then the weight of each market in the urban universe is $\mathrm{WM}_{\mathrm{i}}=\mathrm{O}_{\mathrm{ij}} / \mathrm{TO}$. Given that the pre-determined number of market operators to be surveyed is TEO=273, the number of operators in each market is $\mathrm{MEO}_{\mathrm{i}}=\mathrm{WM}_{\mathrm{i}} * \mathrm{TEO}=\mathrm{WM}_{\mathrm{i}} * 273$. Alternatively, one could have calculated shares for each city in the universe and then determine the share for each city market, which yields exactly the same result.

Table 5. Census of Operators and Determination of Number of Interviews in City Markets

| Market | Types of business |  |  | Total number of operators | Share of the city markets relative to total (\%) | $\begin{aligned} & \# \text { of } \\ & \text { market } \\ & \text { Interviews } \\ & \text { in each } \\ & \text { city } \end{aligned}$ |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Production/ Manufacturing | Trading | Services |  |  |  |
| 03. Nampula | 78 | 3,764 | 175 | 4,017 | 18.08 | 50 |
| 03. Nampula <br> 13. Nacala | 42 36 | $\begin{array}{r} 2,171 \\ 1,593 \\ \hline \end{array}$ | $\begin{array}{r} 111 \\ 64 \\ \hline \end{array}$ | $\begin{aligned} & 2,324 \\ & 1,693 \\ & \hline \end{aligned}$ | $\begin{array}{r} 10.46 \\ 7.62 \\ \hline \end{array}$ | 29 21 |
| 04. Zambezia | 144 | 6,654 | 371 | 7,169 | 32.28 | 88 |
| 04. Quelimane <br> 14. Mocuba | $\begin{array}{r} 33 \\ 111 \\ \hline \end{array}$ | $\begin{array}{r} 2,995 \\ 3,659 \\ \hline \end{array}$ | $\begin{aligned} & 162 \\ & 209 \\ & \hline \end{aligned}$ | $\begin{array}{r} 3,190 \\ 3,979 \\ \hline \end{array}$ | $\begin{array}{r} 14.36 \\ 17.92 \\ \hline \end{array}$ | 39 49 |
| 06. Manica | 93 | 3,207 | 103 | 3,403 | 15.32 | 42 |
| 06. Chimoio 16. Manica | $\begin{aligned} & 75 \\ & 18 \end{aligned}$ | $\begin{array}{r} 2,456 \\ 751 \\ \hline \end{array}$ | $\begin{aligned} & 41 \\ & 62 \end{aligned}$ | $\begin{array}{r} 2,572 \\ 831 \end{array}$ | $\begin{array}{r} 11.58 \\ 3.74 \\ \hline \end{array}$ | 32 10 |
| 07. Sofala | 226 | 6,921 | 473 | 7,620 | 34.31 | 93 |
| 07. Beira | 208 | 6,268 | 423 | 6,899 | 31.06 | 84 |
| 17. Dondo | 18 | 653 | 50 | 721 | 3.25 | 9 |
| Total Number/Sector | 541 | 20,546 | 1,122 | 22,209 | 100.00 | 273 |
| Sector Share | 2.44 | 92.51 | 5.05 | 100.00 | 100.00 | 1.23 |

## Data Collection Process in Selected Market Quarteiroes

Once the number of interviews was defined for each market, the enumerators were spread around the market, each with an area of coverage assigned and a number of interviews to complete. Given the obvious predominance of trading activities over other types, no proportional definition was assumed. It was up to the enumerators to decide, each one on his area of coverage, what activities to interview. For every case, the enumerators applied the Enterprise Level Questionnaire, and also asked whether the person had any Closed Business, as defined before.

## III. FIELDWORK AND DATA MANAGEMENT

## A. Rural Survey

## 1. Sample Preparation

The selection of districts to be covered by the survey was done in June 1996, using official population data. Once the districts had been selected, field visits were undertaken by Staff from the Ministry of Agriculture and Fisheries/Economics Department, FSP and Provincial Departments of Agriculture, to get detailed village level population data to be used in the village selection. The staff in Maputo received the information from the provinces and undertook the village selection. With the villages selected, household lists were obtained.

## 2. Fieldwork Organization

During the sample preparation visits, there was a preliminary selection of enumerators, both at the provincial and district levels. Preference was given to candidates with standard 9, or higher levels of schooling, who were fluent in both portuguese and the local language. It was not possible to find such persons in some locations. The standard structure of the field team in each province was as follows:

1 Field Assistant from MAP/Department of Economics/Maputo;
1 Food Security Project Researcher;
1 Provincial Supervisor/Head of the Provincial Department of Economics at the DPAP; 2 provincial (mobile) enumerators; and
4 district enumerators, usually local residents working for the Department of Agriculture at the district level.

Training sessions were undertaken in two stages:
a. Supervisor training. This training involved all provincial supervisors, central level MAP/Department of Economics Assistants, and was held in Inhambane province. Training session were lead by FSP and MAP/Department of Economics staff. A careful presentation/revision of the Agricultural and the MSE instruments, followed by a pre-test, was done. This allowed for some changes in the instruments. Important sampling and field work strategies were also discussed in these sessions.
b. Enumerator and supervisor training. With the instruments modified and the sampling strategy refined, this training was held in three groups: In Beira city (Sofala, Manica and Tete provinces); Nampula city (Nampula province); and Quelimane city (Zambezia province). The participants were all supervisors and enumerators selected for the field work and the sessions lead by FSP and MAP/Department of Economics staff. A pre-test was also done in a nearby district in every location.

In practice, in the fieldwork, undertaken in July October, 1996, the team structure was not strictly followed, especially in places where availability of trained staff was a problem. The solution found in many cases was the introduction of additional mobile enumerators selected among the best district enumerators. We were lucky to have in some provinces very capable teams with considerable field work experience.

In Manica (4 districts), Sofala (5 districts) and Tete (1 district), the work was done progressively by a single provincial team, working with the district teams, one at a time. In the other provinces, Nampula (11 districts) and Zambezia ( 13 districts), the team was divided into two groups, one led by the provincial supervisor and another by the MAP/Department of Economics Assistant. The FSP staff members involved worked with all teams in each province.

## B. Urban Survey

## 1. Sample Preparation

The experience and knowledge gained in the rural survey was very helpful for the urban phase. During the last stage of the rural data collection, FSP staff started collecting data and making preliminary contacts with Municipal Authorities. City population data by neighborhood and Quarteirao was obtained along with detailed city maps.

## 2. Fieldwork Organization

The best enumerators out of the rural survey teams were selected to form four provincial teams. Training sessions were held in Nampula city (enumerators from Nampula, Sofala and Manica provinces). Zambezia enumerators were trained separately in Quelimane City, in November 1996. During these sessions, the urban survey instrument, based on household member enterprise questionnaire, was discussed and pre-tested. Sampling procedures and specific aspects of the field work were also part of the training.

The field work took place in December, 1996. In each city, physical identification of QRTs and preparation contacts with local authorities was done in advance. A count of all market operators in the five major markets of each city was also done, to determine the number of interviews in each of the five city markets. Capital cities were the first areas to be covered in each province, followed by the secondary city selected.

## C. Data Entry and Cleaning

Prior to the field work, Data entry forms were prepared by a Specialist from the U.S. Bureau of the Census. Following the completion of the field work, data entry and initial cleaning was done in Maputo by a joint team of Data Entry Specialists from the FSP/Maputo and MAP/Department of Economics/Statistics Division.

Since the survey had no post-coded open-ended questions, the process was highly facilitated. Final data cleaning was done in East Lansing, Michigan, in consultation with the FSP/Maputo office staff. Data analysis for the "Preliminary Research Results Paper" was undertaken in May, 1997, at Michigan State University, East Lansing, Michigan.

## D. MSE Survey File Documentation

The MSE Study is part of a much bigger effort of data collection that also includes the Agricultural Sector Survey of 1996 and the Cashew Preliminary Study. Data from these other studies are still in the cleaning process. In this section, we present only the file documentation subdirectory structure for the MSE Survey. It is worth noting, however, that all the studies are under c:lMZ96.

The MSE subdirectory structure distinguishes between files related to the data archive (C:\MZ96\ARCH) and those related to data analysis (C:\MZ96\ANAL). Table 6 describes these two sets of files.

Table 6. MSE Study Subdirectory Structure

| Subdirectory | Description |
| :---: | :---: |
| C:\MZ96\ARCH\DATA_AG\... | Cleaned original data files from the Agricultural Sector Household Survey |
| C:IMZ96\ARCH\DATA_MSE\... | Cleaned original data files from the Micro and Small Enterprise Survey |
| C:\MZ96\ARCH\SYNTAX\... | SPSS Syntax files used to make transformations in the data files prior to use. The generated data files are sent to C:IMZ96\ANALIDATA_MSE |
| C:IMZ96\ARCH\OUTPUT $\backslash .$. | SPSS Output files generated in the process of data cleaning and diagnosis of the original data files. |
| C:\MZ96\ARCH\QUEST\... | All survey questionnaires, control sheets and code sheets |
| C:\MZ96\ANALIDATA_AG | Working data files from the Agricultural Survey generated for data analysis and transformed in the process. |
| C:IMZ96\ANAL\DATA_MSE\... | Working data files from the MSE Survey generated for data analysis and transformed in the process. |
| C:\MZ96\ANALISYNTAX\... | SPSS Syntax files which perform data analysis. |
| C:IMZ96\ANALIOUTPUT $1 . .$. | SPSS output files generated by the SPSS syntax files. They contain MSE Survey analysis results used in research papers. |
| C:IMZ96\ANALIWP\... | Analysis Word Processing files, including Research Papers. |

Table 7 presents the data files in C:\MZ96\ARCH\DATA_MSE\.

Table 7. Micro and Small Enterprise Baseline Survey Data Files

| Questionnaire | File Name (*.SAV) | Description |  |
| :--- | :--- | :--- | :--- |
| Rural Ficha I | F1VR | HH level questions |  |
| Rural Ficha I | T1R | HH members owning MSEs | PROV-DIST-ALD-AF |
| Rural Ficha I | T2R | HH members who left and closed MSEs | PROV |

Note: All data files in C:IMZ96\ARCH\DATA_MSE

## All questionnaires and Code Sheets are in c:\mz96larch\questl...:

${ }^{1}$ Member numbers begin with $50,51 \ldots$ These members, by definition, do not appear in the DEMOG file from the Agricultural Survey because they had already left.

## English:

Rural Ficha 1=ficha-I.eng<br>Rural Ficha 2=ficha-II.eng<br>Urban Residential Control Sheet=cont-urb.eng<br>Urban Market Control Sheet=cont-mkt.eng<br>Urban Enterprise=urban-qs.eng<br>Urban Closed Enterprise=closedqs.eng<br>Code Sheet for Rural Survey=cod-rur.eng<br>Code Sheet for Urban Survey=cod-urb.eng

## Portuguese:

Rural Ficha 1=ficha-I.por
Rural Ficha 2=ficha-II.por
Urban Residential Control Sheet=cont-urb.por
Urban Market Control Sheet=cont-mkt.por
Urban Enterprise=urban-qs.por
Urban Closed Enterprise=closedqs.por
Code Sheet for Rural Survey=cod-rur.por
Code Sheet for Urban Survey=cod-urb.por

## IV. SURVEY INSTRUMENTS CONTENT

This chapter describes the content of the instruments used in this survey. It summarizes the actual instruments presented in the various annexes to this document.

## A. Rural areas

Four types of instruments were used in rural areas. Each survey was designed to collect data at a different data level. The instruments for rural areas were:

The Agricultural Sector Survey
The MSE Control Sheet
The MSE Ficha I
The MSE Ficha II

## 1. Agricultural Sector Survey

This instrument collects household level data and some information at the household member and household field levels. The interview was primarily conducted with the head of the household.

## Contents:

Household Characteristics: Household composition, gender, education, age, MSEs ownership/Member over the past Ag Season
Production/Consumption/Marketing of food crops, cash crops, fruits and Vegetables
Use of Ag inputs: Source of seeds and tools by type
Land use and ownership/measurement of crop fields
Supply and demand of on-farm labor
Supply of Labor off-farm

* See Annex 1 for details.


## 2. MSE Control Sheet

One of these sheets was filled out in each visited village. It is basically a summary of the MSE incidence in each village with the data collected for each selected household in the village.

Contents:
. \# of HH Members owning at least one MSE
\# of MSEs owned/Member/HH
\# of MSEs/HH

## * See Annex 4.

## 3. The MSE Ficha I

Each HH with at least one member owning a MSE was subject to this instrument. It collects basic information about the current and past involvement of HH members in MSEs. The questions here were answered by the head of the HH. Some information collected is at the HH level and other at the HH member level.

Contents:
Identification of HH members with MSEs over the past 12 months (last Ag season)
Identification of type of enterprise owned by HH Members (detailed classification - see Code List)
Operating status of each MSE: currently operating or closed
Reason of closure
Identification of HH members who have left the HH during the last Ag season and had an enterprise that closed in that period;
For each of these members: gender, type of activity, when left, number of workers at closure, destination of the person and current activity;

Identification of HH members with businesses that closed in the period between the end of the armed conflict (October 1992) and the beginning of the Ag season (August 1995)
For each of these members: type of business, year of closure, \# of workers employed, reason of closure.

## * See Annex 5.

## 4. The MSE Ficha II

Each HH member owning an enterprise was interviewed about his or her MSE. One Ficha II questionnaire was filled out for each MSE in the household. The number of Fichas II to be completed in each HH was equal to the number of MSEs identified.

Contents:

## General Information

Who's being interviewed: Owner, employee, other
Type of enterprise
Gender and type of ownership
Starting year and month
Location

## Working Patterns

\# of months of operation over the past 12 months
\# of days of operation during the last month of operation
AVG \# of hours of operation/day during the last week of operation
Close for lunch?

## Work Force Composition Over Time

* The periods considered are: at the start, last month of operation in 1994, 1995 and 1996

Composition of the work force by category: \# of Working owners, paid workers, unpaid workers, apprentices and total
\# of female workers
\# of workers under 15 years of age
\# of part-time workers by work force category during the last month of operation
Use of seasonal labor: Use it or not? If yes, \# of people in the most active period

## Migration and Acquisition of Working Abilities

Always lived here?
If no, when moved (Year/month) and reason; where lived previously; Have ever lived in a refugee camp? If yes, where?
Main source of personal Income during the war period
Have plans to move elsewhere soon?
Acquired working abilities during the conflict? If yes, describe.

## Formal Education, Technical Training and Non-financial Assistance

Level of formal education achieved? General or technical?

- Did the enterprise receive non-financial assistance? If yes, which type?

Is the owner wishing to receive non-financial assistance? If yes, which type? Best period for training assistance? Is the owner willing to pay for part of the training costs?

## Participation in Formal/Informal Mutual Help Business Groups and Access to Credit

Is the entrepreneur member of a formal/informal business group/association? If yes, types of benefits received?
Did the business receive any credit? If yes, from which source?

## Financial Data

## Sales and Cash Revenues

Months with and without Sales over the past year?
If the business had sales => Monthly amount. If it had no sales => Reason/month

## Operating Costs

Itemized current expenses during the last month of operation
For Trading enterprises: Costs of the purchased goods + other current expenses per time period
For Production/Transformation, Services and Extraction/Fisheries: Cost of inputs and other expenses per time period

## Start up Investment: Fixed Assets, Operating Costs and Sources of Funding

Total amount spent on Fixed Assets to start the enterprise (in current Meticais)
Total amount spent on Working Capital to start the enterprise (in current Meticais)
Main source of funding to start the business?

## Valuation of Existing Fixed Assets and Operating Items and Sources for their Acquisition

Entrepreneur's Valuation of existing fixed assets and operating items (in current Meticais)
Main source of funding for the acquisition of existing items

## Profits and Their Application

Amount of net profits earned in the last month of operation? (in current Meticais)
Ranking of the three main uses for the enterprise's profits.

## Other Sources of Income, Their Ranking and the Proportion of this Enterprise's in Total Income

Identification of other sources of income over the past 12 months Identification of the first two main sources, including this business Proportion of this business in total income earned

## Markets for Outputs and Inputs

Identification of the main clients for the final goods/services sold Identification of the main suppliers of inputs/goods/services

## Main Problems Faced and Legal Status

Identification of the two main problems faced by the enterprise
Identification of the two main problems related to government regulations and practice faced by the enterprise
Does the entrepreneur have a license to operate?

## * See Annex 6.

## B. Urban Areas

There were three instruments used in urban areas, namely:
Residential QRTs Control Sheet
Enterprise Level Instrument
Closed Enterprise Questionnaire

## 1. Residential QRTs Control Sheet

One of these sheets was filled out in every visited residential QRT. For each location visited, some information was collected, and the assigned location (LOC) and enterprise (EMP) \#s were passed to the enterprise level instrument filled out for the businesses operating at that location.

Contents:

- Type of location: House or other business site Identification of the location: Address or other
Are there people at the location?
Is/Was there any one operating a MSE at this location any time over the past 12 months?
For Production/Manufacturing enterprises: Does the production process take place at this location, or this is just the sales place? (If it's only the sales place, don't interview).
Number of MSEs identified by location
For each, what's the current operating status: 1) Is currently operating, 2) Is not operating but was not liquidated, and 3) Is not operating and was liquidated.


## * See Annex 8.

## 2. Enterprise Level Instrument

This questionnaire is very similar to FICHA II used in rural areas. Some questions were added to adjust it to the urban setting. All questions that were not changed keep the same variable name, and those added are followed by an X on the variable names that were attributed to them. All the new and modified questions in the list that follows will be bolded.

One of these instruments was filled out for each enterprise that operated any time over the last 12 months. The number of questionnaires to be filled out in each location, for example, a house, corresponds to the \# of activities performed at that location.

Contents:

## General Information

. Who's being interviewed: Owner, employee, other
. Type of enterprise

- Gender and type of ownership
- Age of the owner
. Starting year and month
- Before starting this business, was the owner employed by someone in the same business? Location


## Working Patterns

. \# of months of operation over the past 12 months
. \# of days of operation during the last month of operation
. AVG \# of hours of operation/day during the last week of operation Close for lunch?

## Work Force Composition Overtime

* The periods considered are: at the start, last month of operation in 1994, 1995 and 1996

Composition of the work force by category: \# of Working owners, paid workers, unpaid workers, apprentices and total
\# of female workers
\# of workers under 15 years of age
\# of part-time workers by work force category during the last month of operation
Use of seasonal labor: Use it or not? If yes, \# of people in the most active period

## Migration and Acquisition of Working Abilities

Was the activity always operating at this place?
If no, when moved the business to this place (Year/month), where was operating before and reason for moving?
Main source of personal Income during the war period
Have plans to move elsewhere soon?
Did acquire working abilities during the conflict? If yes, describe?

## Formal Education, Technical Training and Non-financial Assistance

Level of formal education achieved? General or technical?
Did the enterprise receive non-financial assistance? If yes, which type?
Is the owner willing to receive non-financial assistance? If yes, which type? Best period for training assistance? Is the owner willing to pay for part of the training costs?

## Participation in Formal/Informal Mutual Help Business Groups and Access to Credit

Is the entrepreneur member of a formal/informal business group/association? If yes, types of benefits received?
Did the business receive any credit? If yes, from which source?

## Financial Data

## Sales and Cash Revenues

Months with and without Sales over the past year?
If the business had sales $=>$ Monthly amount. If it had no sales $=>$ Reason/month

## Sales and Marketing Margins (only for Trading Firms)

* For the 5 most important goods traded:
. Unit sales price and quantity sold per time period during the most recent month of operation;
. Unit price paid for each unit when purchasing each good;
. \# of sales units in each purchased unit.


## Operating Costs

. Itemized current expenses during the last month of operation;
. For all enterprises: Costs of current expenses per time period (cost of purchased goods not included for trading enterprises);
. \# of time periods that the purchase was done over the last month of operation.
. If the item was purchased only once during that month, for how long it's going to last?

## Non-frequent Current Expenses Not Made Last Month

- Itemized Non-frequent current expenses not made last month;
. Value spent in the most recent payment for each item;
. How many months it's going to cover?


## Start up Investment: Fixed Assets, Operating Costs and Sources of Funding

## Total amount spent to start up the business

Amount spent in Fixed Assets to start the enterprise (in current Meticais)
Amount spent in Operating Items to start the enterprise (in current Meticais)
Main source of funding to start the business?

## Valuation of Existing Fixed Assets and Operating Items and Sources for their Acquisition

Entrepreneur's Valuation of existing fixed assets and operating items (in current Meticais)
Main source of funding for the acquisition of existing items

## Profits and Their Application

Amount of net profits earned in the last month of operation? (in current Meticais)
Ranking of the three main application given to the enterprise profits.
Other Sources of Income, Their Ranking and the Proportion of this Enterprise's in Total Income
. Identification of other sources of income over the past 12 months
. Identification of the first two main sources, including this business
Proportion of this business in total income earned

## Markets for Outputs and Inputs

Identification of the main clients for the final goods/services Identification of the main suppliers of inputs/goods/services

## Main Problems Faced and Legal Status

Identification of the two main general problems faced by the enterprise
Identification of the two main problems related to government regulations and practice faced by the enterprise
Does the entrepreneur have a license to operate?

## Prospective Business Expansion and Self-Evaluation of the Business

Are you planning future investments in this business? Why?
Do you consider this as a good business nowadays?
Would you advise your son (or someone else) to be involved in this type of business? If "no", what business would you advise instead?

[^3]
## 3. Closed Enterprise Sheet

This instrument is a single sheet, designed to collect basic information about closed businesses, as previously defined, at every single visited location.

## Contents:

Was there any enterprise that was operating in this place (LOC) closed, between October 1992 and 30th of November 1995?
For each enterprise closed in that period, the following questions were addressed:

- Type of activity
- Starting and closing years
. \# of workers employed in the beginning and at closure
. Reason for the closure
. What's the current employment status of the owner


## * See Annex 11.

## 4. City Market Operators Census

This sheet collects basic input data for the sampling procedures for the city market QRTs survey. One of these sheets was filled out in every city with census data for the five major markets.

## Contents:

## Existing \# of Enterprises

\# of enterprises by type of business/activity: Production/Manufacturing, Trading and Services
Total \# of Enterprises by City Market
Examples of the most frequent activities by type of business
General observation on each city market

## \# of Interviews

Total \# of interviews by market (the \# was defined based on the sampling procedures previously presented) \# of interviews by type of activity (the number is registered ex-post after the random selection of entrepreneurs in each market)

## * See Annex 9.

## V. ANNEXES

## Rural Areas

Annex 1. Agricultural Sector Survey
Annex 2. Tips for HH/Member MSE Identification
Annex 3. Code Sheet for Rural Areas
Annex 4. Control Sheet for Rural Areas
Annex 5. Ficha I (Rural)
Annex 6. Ficha II (Rural)

## Urban Areas

Annex 7. Code List for Urban Areas
Annex 8. Control Sheet for Urban Areas Residential QRTs
Annex 9. City Market Operators Census
Annex 10. Enterprise Level Questionnaire for Urban Areas
Annex 11. Closed Enterprise Questionnaire for Urban Areas

## A. RURAL AREAS: INSTRUMENTS AND CODE SHEETS

## ANNEX 1: Agricultural Sector Survey

## ANNEX 2: Tips for HH Member MSE Identification

## Técnicas para Identificar Actividades por Conta Própria (MPE's) dos Membros dos Agregados Familiares (AF)

A. Ter em atenção ao facto de que:

1. É pouco provável que uma família viva durante toda a campanha agrícola apenas da agricultura e pecuária. Assim, pretendemos identificar qualquer actividade, não-agrícola, não-pecuária por conta própria que tenha sido efectuada por membros do AF em algum momento durante a campanha agrícola;
2. Pretendemos identificar, mesmo aquelas actividades que não são efectuadas com frequência, mas que em algum momento durante a campanha foram desenvolvidas. Mesmo que a actividade tenha sido encerrada durante a campanha, queremos inquirir sobre ela, falando com o próprio membro ou uma outra pessoa da família.
B. Uma vez terminada a entrevista do módulo agrícola, já sabemos a composição da família, o que a família produz consome e vende em termos de produtos agro-pecuários e outras informações chave. Esta informação permite melhor investigar, mais uma vez, sobre a existência de actividades por conta própria no AF dentro de uma série de estratégias que os membros do AF possivelmente adoptam. Assim, pretende-se que os inquiridores investiguem, de entre outros, os seguintes pontos para saber com mais segurança sobre que actividades o AF desenvolve:
3. Depois da preparação e sementeira, i.e., nos períodos com menos trabalho na machamba, o que é que cada membro tem feito durante o dia?
4. Antes de efectuar a colheita e venda da sua produção como tem feito cada membro para ajudar a família a ter dinheiro para comprar sabão, óleo, açúcar e outros produtos básicos?
5. Quando as vendas da machamba/criação de animais são insuficientes, o que cada membro fez durante a campanha para ajudar com algum dinheiro nas necessidades da família?
6. Com base no conhecimento que tem da zona onde o trabalho está a ser feito, no que se refere as principais actividades por conta própria, pergunte ao entrevistado se durante a campanha, ele ou membros da família se tem dedicado a alguma daquelas actividades. Por exemplo, se se tratar de uma zona em que há cana de açúcar e caniço em abundância e as pessoas normalmente fazem bebida e esteiras, na sua pergunta inclua estas actividades e outras sugestivas.
C. Outras Considerações:
7. Há actividades que, dada a sua pouca frequência e o seu muito baixo rendimento, os entrevistados não tem considerado como MPEs. Para o nosso trabalho, mesmo essas actividades interessa incluir e efectuar entrevistas.
8. Ao longo das entrevistas (Módulo Agrícola ou uma Ficha II), pode ser que o entrevistado se refira a uma MPE como actividade alternativa que não tenha sido anteriormente declarada. Nesse caso, essa actividade deve ser incluida na Tabela I e efectuada a respectiva entrevista da ficha II.

# Micro and Small Enterprise Baseline Survey 

## Code List for Rural Areas

1. Type of Business

* Questions: EF-3 and EF-21 (Ficha II)
* Tables: Table I, Table II and Table III (Ficha I)


## A. Manufacturing and Processing

1) Maize Mill
2) Other Grain Mill
3) Bakery Production
4) Dairy Products
5) Meat Slaughtering/Processing
6) Fish preserving/Processing
7) Animal oils/fats Processing
8) Vegetable Oils Processing
9) Fresh Vegetable Processing
10) Fresh Fruit Processing
11) Fresh Flower Processing
12) Sugar Processing
13) Other Sugar Products
14) Tobacco Processing/Packaging
15) Tea Processing/Packaging
16) Coffee Processing/Packaging
17) Preparing Ready to Eat Food
18) Other Agro-Industries
19) Animal Feed Production
20) Sugar Cane Beer Production
21) Cashew Beer Production
22) "Sura" Beer Production
23) Sorghum Beer Production
24) Other spirits Production
25) Wearing apparel production
26) Weaving/Spinning
27) Other textile activities
28) Leather Tanning/Finishing
29) Leather Shoe Production
30) Other Leather Work
31) Fertilizer/Pesticide Production
32) Paint/Varnish Production
33) Drug/Medicine Production
34) Soap, Cosmetics and Toiletries Production
35) Other Chemicals Production
36) Rubber Products
37) Plastic Shoe Production
38) Other Plastic Works
39) Cordage/Rope/Twine Production
40) Basket/'esteiras" Production
41) Charcoal Production
42) Sawmills/woodmills
43) Paper/Pulp Products
44) Non-Metal Furniture Making
45) Wood Crate production
46) Wood Construction Materials Production
47) 'Tapetes e cestos de sisal" Production
48) Wood Furniture and other wood Products
49) Cement/Lime/Plaster Production
50) Brick/Block Making
51) Roof Tile Making
52) Stone Mason
53) Pottery/Earthenware
54) Metal Furniture/Grills Production
55) Metal Electrical Machine Production
56) Metal Non-Electric Machine Production
57) Household Metal Goods
58) Other Tinsmiting
59) Other Blacksmithing
60) Other Welding
61) Other Metal Work
62) Printing/Publishing
63) Jewelry Production
64) Wood Carving
65) Other Art Production
66) Recycling Activities
67) All Other Manufacturing Activities

## B. Trading Activities

68) Wholesale of Food, Drink, Tobacco
69) Wholesale of Agricultural Products
70) Wholesale of Livestock
71) Wholesale of Fish and Other Sea Foods
72) Wholesale of New Clothes
73) Wholesale of Used Clothes
74) Wholesale of Other Textiles
75) Wholesale of Building Materials
76) Wholesale of Domestic Hardware
77) Wholesale of Machinery, Tools
78) Wholesale of Scrap
79) Wholesale of Seeds and Chemical Products
80) All Other Wholesale Trade
81) Retail of Livestock
82) Butchery
83) Retail of Fish and Other Sea Foods
84) Retail of Food, Drinks, Tobacco
85) Retail of Agricultural Products
86) Retail of Fuel, Charcoal
87) Retail of Domestic Hardware
88) Retail of Building Materials
89) Retail of Machinery, Tools
90) Retail of New Clothes
91) Retail of Used Clothes
92) Retail of Other Textiles
93) Retail of Leather Shoes and Other Leather Items
94) Retail of Art/Artifacts
95) Retail of grass products
96) Retail Newspapers
97) General Kiosk/Grocery Shop
98) Stationers/Bookstore
99) Filling Station
100) Pharmacy/Retail of Drug/Medicine
101) Retail of Animal Feed
102) Banca de vendas a retalho de produtos diversos
103) All Other Retail Trade

## C. Repairing and Service Activities

103) Restaurant/Bar/Pub/Take-away
104) Entertainment Services
105) Short-Term Lodging
106) Room/Guest House
107) Storage/Warehousing of Grains
108) Storage/Warehousing of Other Products
109) Boat Hire
110) Bus/Public Transport
111) Taxi Service
112) Hand Cart ("Tchova Xita Duma Cart"), Animal Cart
113) Livestock Transport
114) Fresh Fruits/Vegetables/Flowers Transport
115) Private Daily Transport "Chapa 100"
116) Timber, Forest Products Transport
117) Construction Materials Transport
118) Transport of clothes
119) Other Goods Transport
120) Laundry/Dry Cleaner
121) Hairdresser/Barber
122) Private Clinic
123) Herbalist/Medicine Man
124) Veterinary Services
125) Hunting/Guide Services
126) Funeral Services
127) Legal Services
128) Accounting/Bookkeeping Services
129) Data Processing Services
130) Daycare/Nursery Services
131) Other Professional Services
132) Building Construction/Painting
133) Plumber
134) Electrician
135) Other Construction/Building Repairs Services
136) Motor Vehicle Repair
137) Bicycle Repair
138) Electrical Equipment Repair
139) Clock/Watch Repair
140) Shoe/Leather Work Repair
141) Other Repairs
142) Photo Studio
143) Sign Painting
144) Real Estate/Landlord
145) All Other Services

## D. Fishing and Extraction Activities

146) Gathering and Sale of Grass and Firewood
147) Gathering and Sale of Water
148) Fishing and Sale of Fish or Other Sea Food
149) Mineral Extraction
150) Other Extraction Activities
2. Reasons for Enterprise Closure

* Tables: Table I and Table III (Ficha I)

1) Lack of Demand
2) Lack of Raw Materials/Labor
3) Raw Materials/Spare Parts/Labor Expensive
4) Lack of Spare Parts/Broken Machinery
5) Lack of Operating Funds
6) Lack of transport
7) Lack of Water/Electricity
8) Water/Electricity Expensive
9) Theft
10) Animals Getting Sick
11) Accidents
12) Personal Health
13) Problem with Authorities/Government Involvement/Harassment
14) High Taxes/Fees/Lack of License to Operate
15) Other Reasons
3. Reason for Moving to this Place (Village)

* Questions: EF-17 (Ficha II)

1) Family reasons
2) Offers better conditions for agriculture
3) Offers better conditions to run this business
4) It is closer to basic infra-structures (Road, Hospital, School, etc)
5) It is my homeland/I had to leave because of the war
6) Other Reasons
4. Abilities Acquired During The Civil War

* Questions: EF-24 (Ficha II)

1) Technical knowledge to operate equipment
2) Work with new type of equipment
3) Learned new technique that is being useful on the business
4) Learned new language from other place that facilitates way of doing business now (communication)
5) Other Abilities
5. Reasons For Not Having Sales

* Tables: Table V (Ficha II)

| 1) Lack of Demand | 10) Lack of water/electricity |
| :--- | :--- |
| 2) Orders not picked up | 11) Telephone service unavailable |
| 3) Lack of raw materials/labor | 12) Water/electricity expensive |
| 4) Raw materials/Spares/labor expensive | 13) Bad Weather |
| 5) Lack of spare parts/Broken machinery | 14) Theft |
| 6) Seasonal Activity | 15) Animals getting sick |
| 7) Lack of operating funds | 16) Accidents |
| 8) Deterioration of stored products | 17) Personal care |
| 9) Lack of transport | 18) Other problems |

1) Lack of Demand
2) Orders not picked up
3) Lack of raw materials/labor
4) Raw materials/Spares/labor expensive
5) Lack of spare parts/Broken machinery
6) Seasonal Activity
7) Lack of operating funds
8) Deterioration of stored products
9) Lack of transport
10) Lack of water/electricity
11) Telephone service unavailable
12) Water/electricity expensive
13) Bad Weather
14) Theft
15) Animals getting sick
16) Accidents
17) Personal care
18) Other problems

* Questions: EF-51A and EF-51B (Ficha II)

1) Lack of investment funds
2) Lack of operating funds
3) High interest rates
4) Unavailable credit
5) Clients not repaying debts
6) Other financial problems
7) Tools/machinery unavailable
8) Machinery tools/spare parts expensive
9) Maintenance/repairs expensive
10) Spare parts unavailable
11) Repair services unavailable
12) Other problems with spares/machinery
13) Lack of clients
14) Too many competitors
15) Market too far
16) Being underpriced
17) Suppliers cheat us
18) Low prices received
19) Shoplifting
20) Orders not picked up
21) Lack of effective demand
22) Prices fluctuating
23) Other market Problems
24) High taxes
25) Problems with business licenses
26) Government Involvement/harassment
27) City Council fees too high
28) Other Government problems
29) Shop space unavailable
30) Rent expensive
31) Shop space and inadequate and unsuitable
32) Poor location
33) Zoning problems
34) Lack of shelter
35) Lack of storage
36) Other shop/space problems
37) Lack of raw materials
38) Raw materials too expensive
39) Raw materials stocks unavailable
40) Bad quality of purchased raw materials
41) Raw materials deterioration (stock goes bad)
42) Other problems with raw materials/inputs
43) Public transport unavailable
44) Public transport expensive
45) Public transport inefficient
46) Need own transport vehicle
47) Roads are bad
48) Traffic congestion
49) Other transport problems
50) Skilled labor unavailable
51) Skilled labor expensive
52) Unskilled labor unavailable
53) Unskilled labor expensive
54) Lack of loyalty
55) Other labor problems
56) Water/electricity unavailable
57) Telephone service unavailable
58) Unreliable supply of water/electricity
59) Water/electricity expensive
60) Other problems with
water/electricity/telephone
61) Access to training unavailable
62) Management problems
63) Other technical problems
64) Personal health problems
65) Old age
66) Child care
67) Household responsibilities
68) Currency devaluation
69) Bad weather
70) Theft
71) Animals getting sick
72) Accidents
73) Losses in the business
74) Difficult to conciliate with other activities 75) Other problems

## 7. Problems Related To Government Regulations And Actions

* Questions: EF-53A and EF-53B (Ficha II)

1) Taxes too high
2) Difficult to get license to operate legally
3) Government Involvement/Harassment
4) City Council fees too high
5) Other problems with authorities

## ANNEX 4: Control Sheet for MSE Rural Survey

CONTROL SHEET FOR RURAL AREAS
Province
District
Village

| Name and Household \# |  | Number of HH members with Enterprise(s) | Number of Enterprises owned by each household member |  |  |  |  |  |  |  |  |  |  |  | Total number <br> of Enterprises per HH |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Name | No. |  | Mem 01 | Mem 02 | Mem 03 | Mem 04 | Mem 05 | Mem 06 | Mem 07 | Mem 08 | Mem 09 | Mem 10 | Mem 11 | Mem 12 |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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## Instructions:

1. After completing the Agricultural Module for each Household, use the information on Table D (question D9) to fill out the name of the HH head and the number of members with at least one activity;
2. For each of these members, still based on D9, write the number of activities owned. Then, add up the activities owned by these individual members and fill out the last column with the total number of activities in the household. This number corresponds to the total number of FICHA II questionnaires to be filled out in a particular HH ;
3. For the households that have at least one member with an enterprise, fill out the household level questionnaire - FICHA I - to get information on the types of activities and their current operational status, and information on the past household members ownership of Micro/Small Enterprises - FICHA I (Tables I, II and III);
4. Prepare the necessary number of questionnaires for the Enterprise Level interviews (FICHA II) to be completed with each household member about his/her business and organize the interviews. Pay special attention to the codification of the headers in every questionnaire.

# MINISTRY OF AGRICULTURE AND FISHERIES OF MOZAMBIQUE <br> and <br> Michigan State University /USAID <br> Micro and Small Enterprise Baseline Survey 


#### Abstract

August 1996

Note on confidentiality: "Please note that your participation in this survey is voluntary and please be assured that the information you and other households provide in this survey will be strictly confidential. At the analysis stage of the study, specific names will not be attached to any results and the information you provide will be used only for statistical reporting purposes." Objectives of this survey: "This survey is designed to obtain information about how households like yours decide on what non-agricultural/livestock production enterprises members of this household decide to operate for their own account. The information will be used to learn about the problems household members face in producing, using and selling products and services from these enterprises. We appreciate your willingness to talk with us and help us meet these objectives."


## MODULE FOR RURAL AREAS

## FICHA I

AF __ Household Number
VIL $\qquad$ Village
$\qquad$

District
PROV $\qquad$ Province


DIST $\qquad$
$\qquad$

INQ $\qquad$ Enumerator
$\qquad$

SUP $\qquad$ Field Supervisor
$\qquad$

Observations:
$\qquad$
$\qquad$
$\qquad$

Note: This Questionnaire needs to be filled out for The Households that have at least one member who owns a Micro or Small Enterprise (MSE). After the identification of household members with MSEs (Question D9 in the Agricultural Survey Module), ask the questions on the next two pages. Don't forget to complete the headers (Identification numbers). After filling out these pages, use FICHA II to get information about each activity owned by the identified household members.
$\qquad$ DIST $\qquad$ AF

## I. Household Members with Activities On Their Own Account

* We would like to ask some questions about the activities undertaken by household members over the past 12 months (during the last Agricultural Season).

Table I. Household Members Owning Micro/Small Enterprises


[^4]PROV $\qquad$ DIST $\qquad$ ALD AF $\qquad$

## II. Background on the Participation of Household Members in Businesses on Their Own Account

H-1 $\qquad$ During the last agricultural season, did any household member leave this place and closed an enterprise by then?
$1=$ Yes $-->$ Complete the questions on Table II for each of these members.
$0=$ No --> Skip Table II
Table II. Household Members Who Left and Closed a Business

| No. | Gender $\begin{gathered} 1=\text { Male } \\ 2=\text { Female } \end{gathered}$ | Type of activity that was developed? <br> (see Code List) |  | When did this person leave? <br> (Year) | How many people were employed in this activity when it was closed? | Where did this household member go? <br> 1) Other area of this District <br> 2) Other District of this Province <br> 3) Other Province <br> 4) Other Country |  | What is this member doing now? <br> 1) Nothing <br> 2) Agriculture <br> 3) Micro/Small Enterprise <br> 4) Working for someone else <br> 5) Don't know |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| MEM | II-1 | Activity | II-2 | II-3 | II-4 | Destination | II-5 | Activity | II-6 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

See Code List for question: II-2.

H-2 _ Between the end of the Civil War and the beginning of the last agricultural season, did any of the current household members owned an activity that has been closed in that period?

1 = Yes --> In Table III, indicate the household member ID \# (from Table D in the Agricultural Survey, and ask the questions in the subsequent columns.
$0=$ No --> Skip Table III and start with Ficha II.
Table III. Household Members Who Had a Business That Was Closed Between the End of the War and Beginning of the Last Agricultural Season

| No. | Type of Activity <br> (see Code List) | When was the <br> business closed? <br> (Year) | How many people <br> were employed in <br> the business when it <br> was closed? | Why was this activity closed? <br> (see Code List) |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| MEM | Activity | III-1 | III-2 | III-3 | Reason of Closure | III-4 |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

See Code List for questions: III-1 and III-4.

# ANNEX 6: Member/Enterprise Questionnaire <br> Ministry of Agriculture and Fisheries of Mozambique <br> and <br> Michigan State University/USAID <br> Micro and Small Enterprise Baseline Survey 

## August 1996

## MODULE FOR RURAL AREAS

## FICHA II

## Enterprise Level Survey to Household Members with MSEs

| PROV | Province |
| :---: | :---: |
| DIST | District |
| ALD | Village |
| AF | Household ID Number |
| MEM | HH Member ID Number |
| ACT | Member Activity Number |
| INQ | Enumerator |

Observations:

Note: After completing FICHA I, use this instrument to interview each household member identified about each of his/her enterprise. Note that the number of these instruments to be filled out in each HH depends on the total number of activities identified in that HH , being each interview held with the member who owns it. In case, the member is not available, talk to someone who can provide basic information about the business.
$\qquad$ ALD__ AF__ MEM_ $\qquad$ ACT

## INSTRUCTIONS

The next part of the questionnaire is to be repeated for each of the household members who have undertaken on their own account small enterprise/business income earning activities in 1995 and/or 1996 (I-5=1 in Table I). If at all possible, the best person to interview to obtain the information desired is the actual member who is the owner and operator of this enterprise. If this household member is not present at the time of the interview, then the enumerator should ask to speak with another person in the household who can answer a few questions about this specific enterprise owned and operated by this member.

## PART I

## FOR ALL TYPES OF ENTERPRISES

EF-1 $\qquad$ Is the person being interviewed the owner of the business?
$1=$ Yes $-->$ Skip to EF-3.
$0=$ No $-->$ Ask EF-2.
EF-2 $\qquad$ Is the interview being conducted with a member/person who works in the business?
$1=$ Yes
$0=$ No

EF-3 $\qquad$ What is the enterprise/business type? $\qquad$ (see Code List)

EF-4 $\qquad$ What is the ownership arrangement?

1) Female, one proprietor
2) Multiple proprietors - blood relatives
3) Male, one proprietor
4) Multiple proprietors - non-family
5) Multiple proprietors-husband and wife
6) Other

EF-5. When did the Enterprise/Business first get started?
EF-5A _ In which year did the enterprise/business start?
EF-5B ___ In which month did the enterprise/business start? (1=January, 2=February,..., 12=December)
EF-6 __ What is the location of the enterprise?

1) In the owners home
2) At a mobile location
3) In a local market
4) At home and in the local market
5) In a commercial district shop 7) Along a roadside and in the local market
6) Along a roadside 8) At home and along a roadside
7) Other place

## Enterprise working patterns

EF-7 How many months has the enterprise/business operated since August of 1995, i.e., out of the last 12 months?
$\qquad$ DIST $\qquad$ ALD $\qquad$ MEM $\qquad$
(code 99 if activity is < 1 year old).
EF-8 $\qquad$ How many days did the enterprise/business operate the last month that it operated? (code 99 if activity is < 1 month old)?

Enumerator: Write the number of days the respondent says. Note that:
All days of the month $=30$
All days except sundays $=25$
Mondays through fridays $=20$
EF-9 $\qquad$ How many hours per day did the enterprise/business operate the last week that it operated?
EF-10 $\qquad$ Does the this enterprise usually close over lunch?
$1=\mathrm{Yes}$
$0=$ No

We would now like to ask you some questions about the WORK FORCE you use in your enterprise/business.
Enumerator: Start this part by asking: How many people were working in this business in the LAST MONTH of operation this year (1996)? Plug the number in the first line - Column for total \# of workers (IV-6). Then proceed completing the cells for the different categories of workers in the same period. After this, using the same method, ask about the periods.

Table IV. Work Force Used by the Enterprise/Business

| Employment Period |  | Number of Workers |  |  |  |  | \# of Female Workers | \# of Workers Under 15 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | \# of Working Owners | \# of Paid <br> Workers | \# of Unpaid Workers | Apprentice | Total |  |  |
| Period | IV-1 | IV-2 | IV-3 | IV-4 | IV-5 | IV-6 | IV-7 | IV-8 |
| Last Month of operation in 1996 | 96 |  |  |  |  |  |  |  |
| The end of 1995 | 95 |  |  |  |  |  |  |  |
| The end of 1994 | 94 |  |  |  |  |  |  |  |
| In the beginning | 01 |  |  |  |  |  |  |  |

EF-11 __ Did any of the workers EMPLOYED IN THE LAST MONTH OF OPERATION IN 1996, work Part-Time, i.e., less hours than the total hours/day that the business was normally operating?
$1=$ Yes
$0=$ No $-->$ Skip to question EF-13.
EF-12. How many of the workers in each of the following categories work part-time?

EF-12A $\qquad$ How many part-time working owners
EF-12B $\qquad$ How many part-time paid workers
EF-12C __ How many part-time unpaid workers
EF-12D ___ How many part-time apprentices

EF-13 __ Do you sometimes hire casual workers?
$1=\mathrm{Yes}$
$0=$ No --> Skip to question EF-15

EF-14 $\qquad$ If yes, how many casual workers were hired during the most busy time of the year?
$\qquad$ AF $\qquad$
$\qquad$ ACT

## Migration and Acquisition of Skills during the War

EF-15 $\qquad$ Have you always lived in this village?

1 = Yes --> skip to question EF-20
$0=\mathrm{No}$
EF-16. When did you (the owner of the business) settle down here for the last time?
EF-16A $\qquad$ In which year did you come here the last time?
EF-16B $\qquad$ In which month did you come here the last time?
EF-17 _ Why did you come here? (see Code List)

EF-18 $\qquad$ Where did you live before coming here?

1) Other village of this District
2) Other District of this Province
3) Outside this Province
4) Outside Mozambique

EF-19
Have you ever lived in a Refugee Camp?

1) Never lived in a Refugee Camp
2) In Swaziland
3) In Zimbabwe
4) In Zambia
5) In Malawi
6) In Tanzania
7) In South Africa
8) In Mozambique

EF-20 ___ What was the main source of income for you (the owner of these enterprise) during the armed conflict?

1) Agriculture
2) Relief assistance
3) Paid employment - government
4) Soldering
5) Paid employment - other
6) This enterprise
7) Pensions/retirement
8) Other enterprise (indicate type in EF-21)
9) Remittances
10) Other source

EF-21 $\qquad$ If $\mathrm{EF}-20=9$, what type of business was that? $\qquad$ (see Code List)

EF-22 $\qquad$ Are you contemplating moving soon?

1) Expect to move soon
2) May possibly move soon
3) Do not expect to move soon

EF-23 $\qquad$ Did you acquire some skills during the time of the conflict that contribute to your ability to operate a this business?
$1=\mathrm{Yes}$
$\qquad$ DIST $\qquad$ ALD AF $\qquad$ MEM $\qquad$ ACT $\qquad$
$0=$ No --> Skip to EF-25
EF-24 $\qquad$ If yes, please describe the skill acquired (see Code List)

## Education and Training

EF-25 $\qquad$ What level of formal education did you (the owner) receive?
0) None --> Skip to EF-27
3) 3 rd grade,..., 12) 12 th grade

1) 1 st grade
2) Some University attendance
3) 2nd grade
4) Completed University degree

EF-26 $\qquad$ Was this a technical or academic program?

1) Technical
2) Academic

EF-27 _ _ Did this enterprise receive any kind of NON-FINANCIAL ASSISTANCE?
$1=$ Yes
$0=$ No --> Skip to EF-29
EF-28. If yes, what kind of NON-FINANCIAL ASSISTANCE did this enterprise receive?
Enumerator: Answer for each kind indicated below:
or $\quad \begin{aligned} & 1=\mathrm{Yes} \\ & 0\end{aligned}$
EF-28A _ Management training
EF-28B __ Technical training/advice
EF-28C $\qquad$ Marketing assistance
EF-28D $\qquad$ Other advice/training from formal institutions
EF-28E $\qquad$ Informal advice/training assistance
EF-28F $\qquad$ Multiple assistance
EF-28G $\qquad$ Other types of Non-Financial assistance

## EF-29. What type(s) of non-financial assistance would you like to receive?

Enumerator: Answer for each type indicated below:

| or $\quad 1$ | $=$ Yes |
| ---: | :--- |
| 0 | $=$ No |

EF-29A __ Management training
EF-29B __ Technical training/advice
EF-29C __ Marketing assistance
EF-29D ___ Other advice/training from formal institutions
EF-29E ___ Informal advice/training assistance
EF-29F __ Multiple assistance
$\qquad$ DIST $\qquad$ ALD AF $\qquad$ ACT
$\qquad$
EF-29G $\qquad$ Other types of Non-Financial assistance

Enumerator:If the respondent is not interested in any type non-financial assistance (i.e., EF-29A through EF-29G, all=0), SKIP TO QUESTION EF-32).

EF-30 _ If assistance is to be provided, would you prefer this assistance to be offered:

1) One half day or evening session
2) One full day session
3) One week of training
4) Longer training sessions
5) Opportunities to consult as needed
6) Other options

EF-31 $\qquad$ Would you (the owner) be willing to pay part of the cost for such training/advice?
$1=$ Yes
$0=$ No
$2=$ Not sure

## Participation in Enterprise/Business Groups and Access to Credit

EF-32 ___ Do you (the owner) belong to any business support group or informal business network such as a women's group, trade association, cooperative, or informal business group?
$1=$ Yes
$0=$ No --> Skip to EF-35
EF-33 $\qquad$ If yes, have you (the owner) received any benefits from such membership?
$1=$ Yes
$0=$ No --> Skip to EF-35

## EF-34. If yes, what type(s) of benefits did you (the owner) received?

Enumerator: Answer for each type indicated below:
$\begin{aligned} 1 & =\text { Yes } \\ \text { or } \quad 0 & =\mathrm{No}\end{aligned}$
EF-34A $\qquad$ Exchange of information
EF-34B $\qquad$ Purchased inputs jointly
EF-34C $\qquad$ Sold output jointly
EF-34D $\qquad$ Received credit through association/group
EF-34E $\qquad$ Access to Non-financial assistance
EF-34F $\qquad$ Worked together to change rules or policies
EF-34G $\qquad$ Other benefits

EF-35 $\qquad$ Has this enterprise haver received any type of credit for operating and/or investment purposes?
$\qquad$ DIST $\qquad$ ALD $\qquad$ AF_ $\qquad$
$\qquad$ ACT
$\qquad$

```
1 = Yes
0 = No --> Skip to EF-37
```

EF-36. If this enterprise has received credit, from which of the following sources was it obtained?
Enumerator: For each of the cases below, answer:

| or | $1=\mathrm{Yes}$ |
| ---: | :--- |
| 0 | $=$ No |

EF-36A $\qquad$ Loan from family or friends
EF-36B $\qquad$ Moneylender
EF-36C $\qquad$ Formal Credit Institution
EF-36D $\qquad$ Rotating Savings and Credit Association (Xitique)
EF-36E $\qquad$ Other sources

## Cash Receipts

Now, we would like to ask you some questions about the Cash Receipts generated in your business over the past 12 months?

EF-37 $\qquad$ Over the past 12 months, has this enterprise sold any products or services?
$1=$ Yes $-->$ Go to Table V
$0=$ No --> Skip Table V

Table V. Sales of Goods and Services

| Month of Sales | Did this enterprise <br> have sales this <br> month <br> $1=$ Yes <br> $0=$ No | What is your estimate <br> of the approximate <br> value of sales during <br> each of these months? <br> (think in terms of <br> summing over all days <br> worked in each of these <br> months) | If the business did not have sales this month (V-2=0), <br> what was the reason? |
| :---: | :---: | :---: | :---: |
| (see Code List) |  |  |  |


| January 1996 | 9601 |  |  |  |  |
| :--- | :--- | :--- | :--- | :--- | :--- |
| December 1995 | 9512 |  |  |  |  |
| November 1995 | 9511 |  |  |  |  |
| October 1995 | 9510 |  |  |  |  |
| September 1995 | 9509 |  |  |  |  |
| August 1995 | 9508 |  |  |  |  |

See Code List for question: V-4

## INSTRUCTIONS

If this is a trading enterprise --> Ask questions EF-38 and complete Table VI.
If this is a manufacturing, repair or service enterprise --> Ask question EF-39 and complete Table VII.

## PART II

## TRADING ENTERPRISES

EF-38 $\qquad$ Can you please tell us something about the current expenses (i.e., purchase of products for sale, payment of salaries, transport, etc) associated with the operation of this trading business? That is, some information on the most important costs of doing business in the recent past.
$1=$ Yes $-->$ Go to Table VI
$0=$ No $-->$ Skip to question EF-40 in Part IV
We would like to ask a few questions about the costs of operation of this enterprise/business in the most recent month in the past that the business has been operating.

Enumerator: Ask each question in the Table below in terms of costs during the last month of operation. If they can only respond in terms of costs per week, or per day, then obtain this data, and make the proper coding in variable VI-2. Record an answer for each item. Enter 999 if the business does not have a cost in the listed category. Do not include the wages paid to the owner.

Table VI: Trade Operating Expenses

| Cost Item |  | Cost per time period (Meticais) | Time Period: <br> 1) Day <br> 2) Week <br> 3) Month |
| :---: | :---: | :---: | :---: |
| Item | INP | VI-1 | VI-2 |
| Purchase Cost of Product 1: | 21 |  |  |
| Purchase Cost of Product 2: | 22 |  |  |
| Purchase Cost of Product 3: | 23 |  |  |
| Purchase Cost of Product 4: | 24 |  |  |
| Purchase Cost of Product 5: | 25 |  |  |
| Paid labor: Salaries | 1 |  |  |
| Paid labor: Piece workers | 2 |  |  |
| Paid labor: Other | 3 |  |  |
| Water for business | 5 |  |  |
| Transport: Inputs | 7 |  |  |
| Transport: Outputs | 8 |  |  |
| Transport: Other | 9 |  |  |
| Rent of shop/storage space | 10 |  |  |
| Taxes/Fees | 12 |  |  |
| Cost of credit (interest payments) | 13 |  |  |
| Repairs or service of machines | 14 |  |  |
| Other Costs 1 | 15 |  |  |
| Other Costs 2 | 16 |  |  |
| Other Costs 3 | 17 |  |  |

$\qquad$ AF MEM

## PART III

## MANUFACTURERS, REPAIR OR SERVICE ENTERPRISES

EF-38 $\qquad$ Can you please tell us something about the current expenses (i.e., purchase of inputs, payment of salaries, transport, etc) associated with the operation of this business? That is, some information on the most important costs of doing business in the recent past.
$1=$ Yes --> Go to Table VII
$0=$ No --> Skip to question EF-40 in Part IV
We would like to ask a few questions about the costs of operation of this enterprise/business in the most recent month in the past that the business has been operating.

Enumerator: Ask each question in the Table below in terms of costs during the last month of operation. If they can only respond in terms of costs per week, or per day, then obtain this data, and make the proper coding in variable VII-2. Record an answer for each item. Enter 999 if the business does not have a cost in the listed category. Do not include the wages paid to the owner.

Table VII: Manufacturer, Repair or Service Enterprise Operating Expenses

| Cost Item |  | Cost per time period (Meticais) | Time period: <br> 1) Day <br> 2) Week <br> 3) Month |
| :---: | :---: | :---: | :---: |
| Item | INP | VII-1 | VII-2 |
| Inputs/...: 1 | 21 |  |  |
| Inputs/...: 2 | 22 |  |  |
| Inputs/...: 3 | 23 |  |  |
| Inputs/...: 4 | 24 |  |  |
| Inputs/...: 5 | 25 |  |  |
| Inputs/...: 6 | 26 |  |  |
| Inputs/...: 7 | 27 |  |  |
| Paid labor: Salaries | 1 |  |  |
| Paid labor: Piece workers | 2 |  |  |
| Paid labor: Other | 3 |  |  |
| Water for business | 5 |  |  |
| Transport: Inputs | 7 |  |  |
| Transport: Outputs | 8 |  |  |
| Transport: Other | 9 |  |  |
| Rent of shop/storage space | 10 |  |  |
| Taxes/Fees | 12 |  |  |
| Cost of credit (interest payments) | 13 |  |  |
| Repairs or service of machines | 14 |  |  |
| Other Costs 1 | 15 |  |  |
| Other Costs 2 | 16 |  |  |
| Other Costs 3 | 17 |  |  |
| Other Costs 4 | 18 |  |  |

$\qquad$ DIST $\qquad$ ALD AF $\qquad$ MEM $\qquad$ ACT

## PART IV

## FOR ALL TYPES OF ENTERPRISES

## Starting Up Investment, Working Capital and Funding Sources

EF-40 $\qquad$ Mts

EF-41 $\qquad$ Mts

How much money did you spend, in the beginning of this business, for the investment in Fixed Assets (i.e., infra-structures, machinery/equipment/working tools, etc)?

How much money did you spend in Working Capital to start up this (first cycle) (i.e., purchase of goods for sale, payment of workers, transport, etc)?

EF-42 $\qquad$ What was the principal source of funds used to start the business?

1) Own savings, including salary, terminal benefits or profits from another business
2) Funds lent by others in family or friends
3) Funds offered by others in the family or friends
4) ROSCAS (XITIQUE) and loans from savings associations at work place
5) Loans from employers
6) Borrowing from other informal sources
7) Borrowing from formal financial institutions
8) Receipts from sale of another business that closed
9) Other sources
$\qquad$ AF MEM

Enumerator: In Table VIII, below, indicate the value that the respondent attributes to each of the items he/she currently has, if they were to be sold today. For Raw Materials (01), Furniture/Fittings (02) and Machinery, Equipment and Hand Tools (03) list below each group the items that currently exist under that group. Then, in the second column indicate individual values attributed to each. After that, add this individual values (for each group) and plug the totals for each category: Raw Materials (01), Furniture/Fittings (02), and so on. For Infra-structures (04), Land (05) and Stored Outputs (06), plug directly the attributed value.

Table VIII: Value of Current Business Items


EF-43 $\qquad$ Mts

What was the total amount spent in Current Expenses during the LAST MONTH that the business worked?

Table IX: Sources of Funding for the Current Assets

| ITEM | PD | Sources of Funding <br> (see Codes below) |
| :--- | :---: | :---: |
|  |  | IX-1 |
| Raw Materials | 01 |  |
| Furniture/Fittings | 02 |  |
| Machinery, Equipment and Hand Tools | 03 |  |
| Infra-structure (if owned by proprietor) | 04 |  |
| Land (if owned by proprietor and used for business) | 05 |  |

## Codes for Sources of Funding: IX-2

1) Reinvested profits from the business itself
2) Own savings, including salary, terminal benefits or profits from another business
3) Funds lent by others in family or friends
4) Funds given by others in family or friends
5) ROSCAS (XITIQUE) and loans from savings associations at work place
6) Loans from employers
7) Borrowing from other informal sources
8) Borrowing from formal financial institutions
9) Receipts from sale of another business that closed
10) Other sources of funding
```
PROV__DIST__ ALD__AF__MEM__ ACT_
```

$\qquad$ DIST $\qquad$ ALD__ $A F$ $\qquad$ MEM $\mathrm{ACT}_{-}$

## Profits Earned and Their Uses

EF-44 $\qquad$ Mts

How much profits (Total Monthly Revenues minus Total Monthly Current Expenses) were earned by this business in the last month of operation?

EF-45. What are the most important things that you (the owner of this business) normally do with the profits from this business (List in decreasing order of importance)

1) Add a new business
2) Give to family/rural areas
3) Reinvest in this business
4) Put into savings
5) Invest in Agriculture 8) Use for entertainment
6) Use for household needs 9) Medical expenses
7) Children's education 10) Other uses

EF-45A $\qquad$ First most important application of the profits
EF-45B $\qquad$ Second most important application of the profits
EF-45C $\qquad$ Third most important application of the profits

EF-46. Aside from this enterprise, since August 1995, have you (the owner) received income (in cash or kind) from any or all of the following sources? Enumerator: For each case answer:

| or $\quad 1$ | $=$ Yes |
| ---: | :--- |
| 0 | $=$ No |

EF-46A
EF-46B
EF-46C
EF-46D
EF-46E $\qquad$
EF-46F _ Remittances
EF-46G __ Other sources

Enumerator: If there are no alternative sources of income (i.e., EF-46A through EF-46G, all=0), SKIP TO QUESTION EF49.

EF-47. Over the past year, which of these provided the first and second most important contributions to your (the owner) income (in cash and in kind)? (Enumerator: If the respondent answers 'this business, code it as 7.

1) Agriculture
2) Pensions
3) Wage employment - government
4) Remittances
5) Wage employment - other
6) This enterprise
7) Another (or other) small enterprise(s) 8) Other source

EF-47A $\qquad$ First most important income source
EF-47B $\qquad$ Second most important income source
EF-48 _ What proportion of your (the owner) total income is provided by this business?

1) Provides all or almost all income
2) Provides less than half of the income
3) Provides more than half
4) Provides about half of the total income
$\qquad$ DIST $\qquad$ ALD _AF $\qquad$ MEM ACT

## Output and Input Markets

EF-49 __ Who are your principal customers, for the products or services that this business sells?

1) Final consumers living in the immediate neighborhood
2) Other businesses (not traders)
3) Final consumers, from other areas
4) Government institutions
5) Traders, who come to buy at my work place
6) Other clients
7) Traders - I transport the product to them

EF-50 ___ What is the principal source of inputs for this business?

1) collected/gathered/grown by myself or my family
2) purchased from neighbors who collect/gather/grow them
3) purchased locally from retailers
4) purchased locally from wholesalers
5) purchased from retailers - I go to town to buy them
6) purchased from wholesalers - I go to town to buy them
7) other sources

## Problems faced by the Enterprises

EF-51. What were the two biggest problems this business has faced over the last year? (Enumerator: If person says CREDIT, ask what kind of problem credit would solve).

EF-51A ___ First problem faced by the business (see Code List)

EF-51B $\qquad$ Second problem faced by the business (see Code List)

EF-52_Have you faced any problems from government regulations, government controls, or other actions of local or central government authorities?
$1=\mathrm{Yes}$
$0=$ No

## EF-53. If so (EF-52=1), please describe them:

EF-53A__ First problem faced from government regulations/other actions (see Code List)

EF-53B__ Second problem faced from government regulations/other actions (see Code List)

EF-54 $\qquad$ Do you have a license to operate this business?
$1=$ Yes
$0=\mathrm{No}$
B. URBAN AREAS: INSTRUMENTS AND CODE SHEETS

# Micro and Small Enterprise Baseline Survey 

## Code List for Urban Areas

1. Type of Business

* Questions: EF-3, EF-21 and EF-59X
* Tables: Tables IIIX (Closed Enterprise Questionnaire)


## A. Manufacturing and Processing

1) Maize Mill
2) Other Grain Mill
3) Bakery Production
4) Dairy Products
5) Meat Slaughtering/Processing
6) Fish preserving/Processing
7) Animal oils/fats Processing
8) Vegetable Oils Processing
9) Fresh Vegetable Processing
10) Fresh Fruit Processing
11) Fresh Flower Processing
12) Sugar Processing
13) Other Sugar Products
14) Tobacco Processing/Packaging
15) Tea Processing/Packaging
16) Coffee Processing/Packaging
17) Preparing Ready to Eat Food
18) Other Agro-Industries
19) Animal Feed Production
20) Sugar Cane Beer Production
21) Cashew Beer Production
22) "Sura" Beer Production
23) Sorghum Beer Production
24) Other spirits Production
25) Wearing apparel production
26) Weaving/Spinning
27) Other textile activities
28) Leather Tanning/Finishing
29) Leather Shoe Production
30) Other Leather Work
31) Fertilizer/Pesticide Production
32) Paint/Varnish Production
33) Drug/Medicine Production
34) Soap, Cosmetics and Toiletries Production
35) Other Chemicals Production
36) Rubber Products
37) Plastic Shoe Production
38) Other Plastic Works
39) Cordage/Rope/Twine Production
40) Basket/'esteiras' Production
41) Charcoal Production
42) Sawmills/woodmills
43) Paper/Pulp Products
44) Non-Metal Furniture Making
45) Wood Crate production
46) Wood Construction Materials Production
47) 'Tapetes e cestos de sisal" Production
48) Wood Furniture and other wood Products
49) Cement/Lime/Plaster Production
50) Brick/Block Making
51) Roof Tile Making
52) Stone Mason
53) Pottery/Earthenware
54) Metal Furniture/Grills Production
55) Metal Electrical Machine Production
56) Metal Non-Electric Machine Production
57) Household Metal Goods
58) Other Tinsmiting
59) Other Blacksmithing
60) Other Welding
61) Other Metal Work
62) Printing/Publishing
63) Jewelry Production
64) Wood Carving
65) Other Art Production
66) Recycling Activities
67) All Other Manufacturing Activities
$\qquad$ ALD AF MEM $\qquad$

## B. Trading Activities

68) Wholesale of Food, Drink, Tobacco
69) Wholesale of Agricultural Products
70) Wholesale of Livestock
71) Wholesale of Fish and Other Sea Foods
72) Wholesale of New Clothes
73) Wholesale of Used Clothes
74) Wholesale of Other Textiles
75) Wholesale of Building Materials
76) Wholesale of Domestic Hardware
77) Wholesale of Machinery, Tools
78) Wholesale of Scrap
79) Wholesale of Seeds and Chemical Products
80) All Other Wholesale Trade
81) Retail of Livestock
82) Butchery
83) Retail of Fish and Other Sea Foods
84) Retail of Food, Drinks, Tobacco
85) Retail of Agricultural Products
86) Retail of Fuel, Charcoal
87) Retail of Domestic Hardware
88) Retail of Building Materials
89) Retail of Machinery, Tools
90) Retail of New Clothes
91) Retail of Used Clothes
92) Retail of Other Textiles
93) Retail of Leather Shoes and Other Leather Items
94) Retail of Art/Artifacts
95) Retail of grass products
96) Retail Newspapers
97) General Kiosk/Grocery Shop
98) Stationers/Bookstore
99) Filling Station
100) Pharmacy/Retail of Drug/Medicine
101) Retail of Animal Feed
102) Banca de vendas a retalho de produtos diversos
103) All Other Retail Trade

## C. Repairing and Service Activities

103) Restaurant/Bar/Pub/Take-away
104) Entertainment Services
105) Short-Term Lodging
106) Room/Guest House
107) Storage/Warehousing of Grains
108) Storage/Warehousing of Other Products
109) Boat Hire
110) Bus/Public Transport
111) Taxi Service
112) Hand Cart ("Tchova Xita Duma Cart"), Animal Cart
113) Livestock Transport
114) Fresh Fruits/Vegetables/Flowers Transport
115) Private Daily Transport "Chapa 100"
116) Timber, Forest Products Transport
117) Construction Materials Transport
118) Transport of clothes
119) Other Goods Transport
120) Laundry/Dry Cleaner
121) Hairdresser/Barber
122) Private Clinic
123) Herbalist/Medicine Man
124) Veterinary Services
125) Hunting/Guide Services
126) Funeral Services
127) Legal Services
128) Accounting/Bookkeeping Services
129) Data Processing Services
130) Daycare/Nursery Services
131) Other Professional Services
132) Building Construction/Painting
133) Plumber
134) Electrician
135) Other Construction/Building Repairs Services
136) Motor Vehicle Repair
137) Bicycle Repair
138) Electrical Equipment Repair
139) Clock/Watch Repair
140) Shoe/Leather Work Repair
141) Other Repairs
142) Photo Studio
143) Sign Painting
144) Real Estate/Landlord
145) All Other Services

## D. Fishing and Extraction Activities

146) Gathering and Sale of Grass and Firewood
147) Gathering and Sale of Water
148) Fishing and Sale of Fish or Other Sea Food
149) Mineral Extraction
150) Other Extraction Activities
2. Reasons for Enterprise Closure

* Tables: Tables IIIX (Closed Enterprise Questionnaire)

1) Lack of Demand
2) Lack of Raw Materials/Labor
3) Raw Materials/Spare Parts/Labor Expensive
4) Lack of Spare Parts/Broken Machinery
5) Lack of Operating Funds
6) Lack of transport
7) Lack of Water/Electricity
8) Water/Electricity Expensive
9) Theft
10) Animals Getting Sick
11) Accidents
12) Personal Health
13) Problem with Authorities/Government Involvement/Harassment
14) High Taxes/Fees/Lack of License to Operate
15) Other Reasons
3. Why Did You Decide to Set Up The Business at This Location

* Questions: EF-18X

1) Family reasons
2) It is close to my agricultural/livestock field
3) It is close to my residence
4) It is close to basic infra-structures (road, hospital, school, Etc...)
5) It is my home land
6) I was forced by local authorities
7) It is closer to consumer markets
8) It is closer to input markets
9) It is more secure
10) It has better sanitation
11) It has more space for sales (less congested)
12) The taxes/fees charged are lower
13) There are no taxes/fees
14) Other reasons

* Questions: EF-24

1) Technical knowledge to operate equipment
2) Work with new type of equipment
3) Learned new technique that is being useful on the business
4) Learned new language from other place that facilitates way of doing business now (communication)
5) Other Abilities
5. Reasons For Not Having Sales

* Tables: Table V

| 1) Lack of Demand | 10) Lack of water/electricity |
| :--- | :--- |
| 2) Orders not picked up | 11) Telephone service unavailable |
| 3) Lack of raw materials/labor | 12) Water/electricity expensive |
| 4) Raw materials/Spares/labor expensive | 13) Bad Weather |
| 5) Lack of spare parts/Broken machinery | 14) Theft |
| 6) Seasonal Activity | 15) Animals getting sick |
| 7) Lack of operating funds | 16) Accidents |
| 8) Deterioration of stored products | 17) Personal care |
| 9) Lack of transport | 18) Other problems |

6. General Problems Faced By The Enterprises

* Questions: EF-51A and EF-51B

1) Lack of investment funds
2) Lack of operating funds
3) High interest rates
4) Unavailable credit
5) Clients not repaying debts
6) Other financial problems
7) Tools/machinery unavailable
8) Machinery tools/spare parts expensive
9) Maintenance/repairs expensive
10) Spare parts unavailable
11) Repair services unavailable
12) Other problems with spares/machinery
13) Lack of clients
14) Too many competitors
15) Market too far
16) Being underpriced
17) Suppliers cheat us
18) Low prices received
19) Shoplifting
20) Orders not picked up
21) Lack of effective demand
22) Prices fluctuating
23) Other market Problems
24) High taxes
25) Problems with business licenses
26) Government Involvement/harassment
27) City Council fees too high
28) Other Government problems
29) Shop space unavailable
30) Rent expensive
31) Shop space and inadequate and unsuitable
32) Poor location
33) Zoning problems
34) Lack of shelter
35) Lack of storage
36) Other shop/space problems
37) Lack of raw materials
38) Raw materials too expensive
39) Raw materials stocks unavailable
40) Bad quality of purchased raw materials
41) Raw materials deterioration (stock goes bad)
42) Other problems with raw materials/inputs
43) Public transport unavailable
44) Public transport expensive
45) Public transport inefficient
46) Need own transport vehicle
47) Roads are bad
48) Traffic congestion
49) Other transport problems
50) Skilled labor unavailable
51) Skilled labor expensive
52) Unskilled labor unavailable
53) Unskilled labor expensive
54) Lack of loyalty
55) Other labor problems
56) Water/electricity unavailable
57) Telephone service unavailable
58) Unreliable supply of water/electricity
59) Water/electricity expensive
60) Other problems with
water/electricity/telephone
61) Access to training unavailable
62) Management problems
63) Other technical problems
64) Personal health problems
65) Old age
66) Child care
67) Household responsibilities
68) Currency devaluation
69) Bad weather
70) Theft
71) Animals getting sick
72) Accidents
73) Losses in the business
74) Difficult to conciliate with other activities
75) Other problems
7. Problems Related To Government Regulations And Actions

* Questions: EF-53A and EF-53B

1) Taxes too high
2) Difficult to get license to operate legally
3) Government Involvement/Harassment
4) City Council fees too high
5) Other problems with authorities
$\qquad$ ALD AF_ MEM $\qquad$ ACT $\qquad$
8. Reasons For Investing/Not Investing In The Near Future

* Questions: EF-55X


## . Reasons To Invest

1) Increase supply to meet demand needs
2) Substitute obsolete equipment
3) Update technology to face competition
4) Take advantage of cheap credit
5) It is a profitable business/expansion is worthwhile
6) Local authorities are providing facilities
7) I had access to foreign investment
8) I had access to foreign markets
9) Other reasons to invest

## . Reasons For Not Investing

30) Machinery/tools and other investment goods unavailable
31) Investment goods expensive
32) Lack of own investment funds
33) Credit unavailable
34) High interest rates
35) Lack of clients (market demand)
36) Business not profitable/not feasible (in the short/medium run)
37) Business not profitable/not feasible (in the long run)
38) Lack of security in the area (Thefts, etc)
39) Zoning problems
40) Skilled labor unavailable
41) Raw materials/spare parts unavailable
42) Raw materials/spare parts expensive
43) Maintenance/repairs unavailable/expensive
44) Personal health problems
45) Old age
46) Currency devaluation
47) Other reasons for not investing

BASELINE SURVEY TO MICRO AND SMALL ENTERPRISES

CONTROL SHEET FOR URBAN AREAS

|  |  |  |  | 位 | (ersar |  | $\begin{aligned} & { }_{-}^{\mathrm{PR}} \\ & { }^{\mathrm{CII}} \\ & \mathrm{QR} \end{aligned}$ | V |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Loca tion Num ber | Type of Locatio n: <br> Is this locatio <br> n a <br> home <br> or a <br> place <br> of <br> busines s? <br> 1) <br> Home <br> 2) <br> Busine <br> ss Site | Descript ion of location (\# of house, if available ) | Are there peop le in the place ? <br> $1=$ Yes $0=$ No | Is/was there taking place a the pas <br> Enumerator: Closed Enterp <br> Is/was there in this place activities of: <br> Manufacturin g . Trading <br> Services/repai rs . Sales after extraction /fishing (If yes go to the next column) $1=$ Yes $0=$ No | business activity this location, over 12 months? <br> C-4=0, skip to the ise Questionnaire <br> For the manufacturing businesses ask: Is this only the sales place with the production taking place in other location? $1 \text { = Yes --> Don't }$ <br> enterview $0=$ No | How <br> many enterpris es are/were operatin g at this location ? | Enter prise Num ber <br> (EM <br> P) | Result: <br> * Operated during the reference period: <br> $1=\mathrm{It}$ is currently operating <br> --> Interview <br> $2=$ It is not operating/was not liquidated - <br> -> Interview <br> $3=\mathrm{It}$ is not operating/was liquidated --> Interview |
| LOC | C-1 | C-2 | C-3 | C-4 | C-5 | C-6 | EMP | C-7 |
|  |  |  |  |  |  |  | 1 |  |
|  |  |  |  |  |  |  | 2 |  |
|  |  |  |  |  |  |  | 3 |  |
|  |  |  |  |  |  |  | 4 |  |
|  |  |  |  |  |  |  | 1 |  |
|  |  |  |  |  |  |  | 2 |  |
|  |  |  |  |  |  |  | 3 |  |
|  |  |  |  |  |  |  | 4 |  |


_ Was Sub-sampling used?
If yes, indicate the total number of households in this Quarteirão:
$1=\mathrm{Yes}$
$0=$ No

MICRO AND SMALL ENTERPRISE BASELINE SURVEY IN URBAN AREAS COUNTING OF OPERATORS AND NUMBER OF INTERVIEWS IN THE MAJOR CITYROARKETS

| Market Name and Location |  |  | Manufacturing/Processing |  | Trade |  | Services |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  | \# Total | \# Interviews | \# Total | \# Interviews | \# Total | \# Int |
| QRT | MARKET | MC | PT | PE | CT | CE | ST |  |
|  | Bairro: <br> Unidade/Célula: <br> Quarteirão: |  | Examples: |  | Examples: |  | Examples: |  |
|  | Bairro: <br> Unidade/Célula: Quarteirão: |  | Examples: |  | Examples: |  | Examples: |  |
|  | Bairro: <br> Unidade/Célula: Quarteirão: |  | Examples: |  | Examples: |  | Examples: |  |
|  | Bairro: <br> Unidade/Célula: Quarteirão: |  | Examples: |  | Examples: |  | Examples: |  |
|  | Bairro: <br> Unidade/Célula: Quarteirão: |  | Examples: |  | Examples: |  | Examples: |  |

# ANNEX 10: MSE Urban Survey Enterprise Level Questionnaire 

# MINISTRY OF AGRICULTURE AND FISHERIES OF MOZAMBIQUE <br> and <br> Michigan State University/USAID 

## Micro and Small Enterprise Baseline Survey

## December 1996


#### Abstract

Note on confidentiality: "Please note that your participation in this survey is voluntary and please be assured that the information you and other households provide in this survey will be strictly confidential. At the analysis stage of the study, specific names will not be attached to any results and the information you provide will be used only for statistical reporting purposes." Objectives of this survey: "This survey is designed to obtain information about how households like yours decide on what non-agricultural/livestock production enterprises members of this household decide to operate for their own account. The information will be used to learn about the problems household members face in producing, using and selling products and services from these enterprises. We appreciate your willingness to talk with us and help us meet these objectives."


## MODULE FOR URBAN AREAS

PROV $\qquad$ Province

CID $\qquad$ City/Town $\qquad$
QRT $\qquad$ Quarteirão
LOC $\qquad$ Location
EMP $\qquad$ Enterprise Number $\qquad$
Name of the Owner $\qquad$
INQ $\qquad$ Enumerator $\qquad$
SUP $\qquad$ Field Supervisor $\qquad$
Observations
$\qquad$

Quality Control

| Activity | Check "Yes" when the <br> activity is done | Date |
| :--- | :---: | :---: |
| Interview | Yes No |  |
| Field Revision | Yes No |  |
| Office Revision | Yes No |  |
| Cleaning | Yes No |  |
| Post-Coding | Yes No |  |
| Ready for Data Entry? | Yes No |  |
| Data Entered | Yes No |  |
| Data Entry Specialist | Sign |  |

$\qquad$ CID $\qquad$ QRT $\qquad$ LOC $\qquad$ EMP $\qquad$

## INSTRUCTIONS

If possible, the following questions should be answered by the owner of the business. If the owner is not available at the time of the visit, the enumerator can ask someone else that is familiar with the business to provide some information about the enterprise.

## PART I

## FOR ALL TYPES OF ENTERPRISES

EF-1 $\qquad$ Is the person being interviewed the owner of the business?
$1=$ Yes $-->$ Skip to EF-3.
$0=$ No $-->$ Ask EF-2.
EF-2 $\qquad$ Is the interview being conducted with a member/person who works in the business?
$1=$ Yes
$0=$ No

EF-3 $\qquad$ What is the enterprise/business type? $\qquad$ (see Code List)

EF-4 $\qquad$ What is the ownership arrangement?

1) Female, one proprietor
2) Multiple proprietors - blood relatives
3) Male, one proprietor
4) Multiple proprietors - non-family
5) Multiple proprietors-husband and wife
6) Other

EF-4X $\qquad$ How old is the owner of this enterprise?

## EF-5. When did the Enterprise/Business first get started?

EF-5A $\qquad$ In which year did the enterprise/business start?
EF-5B $\qquad$ In which month did the enterprise/business start? (1=January, $2=$ February,..., 12=December)

EF-5X $\qquad$ Before starting this business, did you (the owner) work (as paid worker, unpaid worker or apprentice) for someone in this same type of activity?
$1=$ Yes
$0=$ No
EF-6 __ What is the location of the enterprise?

1) In the owners home
2) At a mobile location
3) In a local market
4) At home and in the local market
5) In a commercial district shop 7) Along a roadside and in the local market
6) Along a roadside 8) At home and along a roadside
7) Other place

## Enterprise working patterns

EF-7 _ How many months has the enterprise/business operated since December 1995, i.e., out of the last 12 months?
$\qquad$ CID $\qquad$ QRT $\qquad$ LOC $\qquad$ EMP $\qquad$
(code 99 if activity is $<1$ year old).
EF-8 $\qquad$ How many days did the enterprise/business operate the last month that it operated? (code 99 if activity is < 1 month old)?

Enumerator: Write the number of days the respondent says. Note that:
All days of the month $=30$
All days except sundays $=25$
Mondays through fridays $=20$
EF-9 $\qquad$ How many hours per day did the enterprise/business operate the last week that it operated?
EF-10 $\qquad$ Does the this enterprise usually close over lunch?
$1=$ Yes
$0=\mathrm{No}$

We would now like to ask you some questions about the WORK FORCE you use in your enterprise/business.
Enumerator: Start this part by asking: How many people were working in this business in the LAST MONTH of operation this year (1996)? Plug the number in the first line - Column for total \# of workers (IV-6). Then proceed completing the cells for the different categories of workers in the same period. After this, using the same method, ask about the periods.

Table IV. Work Force Used by the Enterprise/Business

| Employment Period |  | Number of Workers |  |  |  |  | \# of Female Workers | \# of Workers Under 15 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | \# of Working Owners | \# of Paid Workers | \# of Unpaid Workers | $\underset{\mathrm{s}}{\mathrm{Apprentice}}$ | Total |  |  |
| Period | IV-1 | IV-2 | IV-3 | IV-4 | IV-5 | IV-6 | IV-7 | IV-8 |
| Last Month of operation in 1996 | 96 |  |  |  |  |  |  |  |
| The end of 1995 | 95 |  |  |  |  |  |  |  |
| The end of 1994 | 94 |  |  |  |  |  |  |  |
| In the beginning | 01 |  |  |  |  |  |  |  |

EF-11 _ Did any of the workers EMPLOYED IN THE LAST MONTH OF OPERATION IN 1996, work Part-Time, i.e., less hours than the total hours/day that the business was normally operating?

$$
\begin{aligned}
& 1=\text { Yes } \\
& 0=\text { No }-->\text { Skip to question EF-13. }
\end{aligned}
$$

EF-12. How many of the workers in each of the following categories work part-time?
EF-12A $\qquad$ How many part-time working owners
EF-12B $\qquad$ How many part-time paid workers
EF-12C $\qquad$ How many part-time unpaid workers
EF-12D $\qquad$ How many part-time apprentices
$\qquad$ CID $\qquad$ QRT $\qquad$ LOC $\qquad$ EMP $\qquad$
EF-13 $\qquad$ Do you sometimes hire casual workers?
$1=$ Yes
$0=$ No --> Skip to question EF-15X
EF-14 $\qquad$ If yes, how many casual workers were hired during the most busy time of the year?

## Migration and Acquisition of Skills during the War

EF-15X __ Was this business always based at this location?
$1=$ Yes $-->$ Skip to EF-20
$0=$ No

## EF-16X When did you settle down this activity here for the last time?

EF-16AX $\qquad$ Year of last establishment here?

EF-16BX __ Month of last establishment here? (1=January, 2= February,..., 12=December)
EF-17X __ Where were you operating this business prior to this last move?

1) Another location in this neighborhood
2) Another neighborhood of this City
3) In other urban area of this Province
4) In a rural area of this Province
5) In a City outside this province
6) In a rural area outside this Province
7) Another City outside Mozambique
8) In a rural area outside Mozambique

EF-18X __ Why did you move your business to this location (see Code List)

1) Agriculture
2) Paid employment - government
3) Paid employment - other
4) Pensions/retirement
5) Remittances

EF-21 $\qquad$ If $\mathrm{EF}-20=9$, what type of business was that?
$\qquad$ (see Code List)
7) Soldering
8) This enterprise
9) Other enterprise (indicate type in EF-21)
10) Other source -
$\qquad$ CID $\qquad$ QRT $\qquad$ LOC $\qquad$ EMP $\qquad$
$1=\mathrm{Yes}$
$0=$ No --> Skip to EF-25
$\qquad$ If yes, please describe the skill acquired (see Code List)

## Education and Training

EF-25 _ What level of formal education did you (the owner) receive?
0) None --> Skip to EF-27
3) 3 rd grade,..., 12) 12 th grade

1) 1 st grade
2) Some University attendance
3) 2nd grade
4) Completed University degree

EF-26 $\qquad$ Was this a technical or academic program?

1) Technical
2) Academic

EF-27 __ Did this enterprise receive any kind of NON-FINANCIAL ASSISTANCE?

$$
\begin{aligned}
& 1=\text { Yes } \\
& 0=\text { No }-->\text { Skip to EF-29 }
\end{aligned}
$$

## EF-28. If yes, what kind of NON-FINANCIAL ASSISTANCE did this enterprise receive?

Enumerator: Answer for each kind indicated below:
$\begin{aligned} & 1=\mathrm{Yes} \\ \text { or } \quad & 0=\mathrm{No}\end{aligned}$

EF-28A $\qquad$ Management training
EF-28B $\qquad$ Technical training/advice
EF-28C $\qquad$ Marketing assistance
EF-28D $\qquad$
Other advice/troinino Other advice/training from formal institutions
EF-28E $\qquad$ Informal advice/training assistance
EF-28G $\qquad$ Other types of Non-Financial assistance

EF-29. What type(s) of non-financial assistance would you like to receive?
Enumerator: Answer for each type indicated below:

or $\quad$| $1=$ Yes |
| :--- |
| $0=$ No |

EF-29A $\qquad$ Management training
EF-29B $\qquad$ Technical training/advice
EF-29C $\qquad$ Marketing assistance
EF-29D Other advice/training from formal institutions
EF-29E $\qquad$ Informal advice/training assistance
EF-29G $\qquad$ Other types of Non-Financial assistance
Enumerator:If the respondent is not interested in any type non-financial assistance (i.e., EF-29A through EF-29G, all=0),
$\qquad$ CID $\qquad$ QRT $\qquad$ LOC $\qquad$ EMP $\qquad$

## SKIP TO QUESTION EF-32).

EF-30 _ If assistance is to be provided, would you prefer this assistance to be offered:

1) One half day or evening session
2) One full day session
3) One week of training
4) Longer training sessions
5) Opportunities to consult as needed
6) Other options

EF-31 $\qquad$ Would you (the owner) be willing to pay part of the cost for such training/advice?

$$
\begin{aligned}
& 1=\text { Yes } \\
& 0=\text { No } \\
& 2=\text { Not sure }
\end{aligned}
$$

## Participation in Enterprise/Business Groups and Access to Credit

EF-32 __ Do you (the owner) belong to any business support group or informal business network such as a women's group, trade association, cooperative, or informal business group?

$$
\begin{aligned}
& 1=\text { Yes } \\
& 0=\text { No }-->\text { Skip to EF-35 }
\end{aligned}
$$

EF-33 $\qquad$ If yes, have you (the owner) received any benefits from such membership?

$$
\begin{aligned}
& 1=\text { Yes } \\
& 0=\text { No }-->\text { Skip to EF-35 }
\end{aligned}
$$

EF-34. If yes, what type(s) of benefits did you (the owner) received?
Enumerator: Answer for each type indicated below:

|  | $1=$ Yes |
| ---: | :--- |
| or $\quad 0$ | $=$ No |

EF-34A $\qquad$ Exchange of information
EF-34B $\qquad$ Purchased inputs jointly
EF-34C $\qquad$ Sold output jointly
EF-34D $\qquad$ Received credit through association/group
EF-34E $\qquad$ Access to Non-financial assistance
Worked together to change rules or policies
EF-34G $\qquad$ Other benefits

EF-35 __ Has this enterprise haver received any type of credit for operating and/or investment purposes?
$1=\mathrm{Yes}$
$\qquad$ CID $\qquad$ QRT $\qquad$ LOC $\qquad$ EMP $\qquad$

$$
0 \text { = No --> Skip to EF-37 }
$$

## EF-36. If this enterprise has received credit, from which of the following sources was it obtained?

Enumerator: For each of the cases below, answer:

| $1=\mathrm{Yes}$ |  |
| :---: | :---: |
| or |  |
| EF-36A | Loan from family or friends |
| EF-36B | Moneylender |
| EF-36C | Formal Credit Institution |
| EF-36D | Rotating Savings and Credit Association (Xitique) |
| EF-36E | Other sources |

## Cash Receipts

Now, we would like to ask you some questions about the Cash Receipts generated in your business over the past 12 months?

EF-37 ___ Over the past 12 months, has this enterprise sold any products or services?
$1=$ Yes --> Go to Table V
$0=$ No $-->$ Go to question EF-39X

Enumerator: The Auxiliary Table below is intended to support in the estimation of the revenues generated by this business in its most recent month of operation. The total amount estimated for that month is then transferred to the line of Table V that corresponds to the last month of operation (in column V-3). Based in this exercise, for the last month of operation, you can proceed with the estimation of the values for the previous months, asking about variations in unit sales prices and quantities across months (if the respondent finds difficult to give straight answers on the revenues. You are not asked to limit your calculations to the lines inclosed in this tables, but instead, to take into account all sales of goods and services. You can create groups of goods/services and register the total revenue for each.
$\qquad$ CID $\qquad$ QRT $\qquad$ LOC $\qquad$ EMP $\qquad$
Auxiliary Table: Estimation of The Sales of Goods and Services in the LAST MONTH OF OPERATION

| PRODUCT | Do you know <br> the total <br> revenues you <br> obtained with <br> the sales of this <br> product/service <br> during your last <br> month of <br> operation? <br>  <br> 0=No <br> $\mathbf{1 = Y e s}$ (plug <br> the amount in <br> the last column <br> and go to the <br> next <br> good/service) | Quantity Sold per Time Period | Sold per Time Period $\begin{aligned} & 1=\text { Per Day } \\ & 2=\text { Per Week } \end{aligned}$ | Number of periods that sold this product during that month | Unit Sales Price <br> (Meticais) | Revenues obtained during the last month of operation <br> (Meticais) |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |

In case you had to use more products than the number of lines in the table above, complete your calculations and indicated in this space ahead what was the total value for the last month and transfer it to Table V:

Table V. Sales of Goods and Services Over the Last 12 Months

| Month of Sal |  | Did this enterprise have sales this month $\begin{aligned} & 1=\mathrm{Yes} \\ & 0=\mathrm{No} \end{aligned}$ | What is your estimate of the approximate value of sales during each of these months? (think in terms of summing over all days worked in each of these months) | If the business did not have sales this month (V$2=0$ ), what was the reason? <br> (see Code List) |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Month/Year | V-1 | V-2 | V-3 | Reason why the business had no sales | V-4 |
| November 1996 | 9611 |  |  |  |  |
| October 1996 | 9610 |  |  |  |  |
| September 1996 | 9609 |  |  |  |  |
| August 1996 | 9608 |  |  |  |  |
| July 1996 | 9607 |  |  |  |  |
| June 1996 | 9606 |  |  |  |  |
| May 1996 | 9605 |  |  |  |  |
| April 1996 | 9604 |  |  |  |  |

PROV
CID
QRT LOC _ EMP $\qquad$

| March 1996 | 9603 |  |  |  |
| :--- | :--- | :--- | :--- | :--- |
| February 1996 | 9602 |  |  |  |
| January 1996 | 9601 |  |  |  |
| December 1995 | 9512 |  |  |  |

See Code List for question: V-4
$\qquad$ CID $\qquad$ QRT $\qquad$ LOC $\qquad$ EMP $\qquad$

## INSTRUCTIONS

If this is a trading enterprise --> Ask questions EF-38 and complete Table VI.
If this is a manufacturing, repair or service enterprise --> Ask question EF-39 and complete Table VII.

## PART II

## TRADING ENTERPRISES

Could you please tell us what are the five more important products that this business sells?
Enumerator: Complete the first column of the Table below, writing the names of the five products indicated by the respondent. Then, ask the questions on the subsequent columns for each product

Table VX: Sales, Costs of Purchased Goods and Gross Marketing Margins


* Specify in an auxiliary Table in the space below the exact units identified and the calculation for the conversion asked in the last column.


## Codes for units:

| $1-100 \mathrm{kgs} \mathrm{bag}$ | $11-25$ lts can |
| :--- | :--- |
| $2-90 \mathrm{kgs}$ bag | $12-20$ lts can |
| $3-60 \mathrm{kgs} \mathrm{bag}$ | $13-5$ lts can |
| $4-50 \mathrm{kgs} \mathrm{bag}$ | $14-2$ lts can |
| $5-25 \mathrm{kgs} \mathrm{bag}$ | $15-$ Liters |
| $6-12,5 \mathrm{kgs}$ bag |  |
| $8-$ Grams |  |
| $9-$ Units |  |
| $10-1 \mathrm{Kgs}$ |  |

$\qquad$ CID $\qquad$ QRT $\qquad$ LOC $\qquad$ EMP $\qquad$

## PART III

## FOR ALL TYPES OF ENTERPRISES

* You told us before (Table V), that you had have a Monthly Revenue of $\qquad$ Meticais in the last month of sales.
Enumerator: Transfer the total amount of sales for the last month from Table V to the space above. Use this information to start talking about costs in the table below.

EF-39X $\qquad$ Did you have current expenses in the last month of operation (for example, purchase of inputs, payments of salaries or other labor costs, transport, etc)?
$1=$ Yes $\qquad$ > Go to Table VIX
$0=$ No $\qquad$ -> Skip to Table VIIX
2 = Don't know ---> Skip to question EF-40 in Part IV
We would like to ask a few questions about the costs of operation of this enterprise/business in the most recent month in the past that the business has been operating.

Enumerator: Ask each question in the Table below in terms of costs during the last month of operation. If they can only respond in terms of costs per week, or per day, then obtain this data, and make the proper coding in variable VIX-2. Record an answer for each item. Enter 999 if the business does not have a cost in the listed category. Do not include the wages paid to the owner and cost of the purchased products by trading enterprises.

Table VIX: Current Expenses for all Types of Businesses

| Cost Item |  | Cost per time period <br> (Meticais) | Time Period: <br> 1) Day <br> 2) Week <br> 3) Once --> VIX-4 | Number of periods the expense was made | If the item was purchased only once, for how many months is it used for? |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Item | INP | VIX-1 | VIX-2 | VIX-3 | VIX-4 |
| Inputs/...: 1 | 21 |  |  |  |  |
| Inputs/...: 2 | 22 |  |  |  |  |
| Inputs/...: 3 | 23 |  |  |  |  |
| Inputs/...: 4 | 24 |  |  |  |  |
| Inputs/.... 5 | 25 |  |  |  |  |
| Paid labor: Salaries | 1 |  |  |  |  |
| Paid labor: Piece workers | 2 |  |  |  |  |
| Paid labor: Other | 3 |  |  |  |  |
| Electricity for the business | 4 |  |  |  |  |
| Water for the business | 5 |  |  |  |  |
| Telephone | 6 |  |  |  |  |
| Transport: Inputs | 7 |  |  |  |  |
| Transport: Outputs | 8 |  |  |  |  |
| Transport: Others | 9 |  |  |  |  |
| Rent of shop/storage space | 10 |  |  |  |  |
| License (type? ___) | 11 |  |  |  |  |
| Taxes/fees | 12 |  |  |  |  |
| Cost of credit (interest payments) | 13 |  |  |  |  |
| Repairs or service of machines | 14 |  |  |  |  |
| Other costs 1 | 15 |  |  |  |  |
| Other costs 2 | 16 |  |  |  |  |
| Other costs 3 | 17 |  |  |  |  |

PROV $\qquad$ CID $\qquad$ QRT $\qquad$ LOC $\qquad$ EMP $\qquad$

Enumerator: In the Table below, you should include non-regular expenses made over the past 12 months, but not during the last month of operation.

Table VIIX: Non-Regular Expenses Over the Past Year (NOT During the Last Month of Operation)

| Expense Item | Did you have <br> any of these <br> expenses over <br> the past 12 <br> months? <br> 1=Yes <br> 0=No | Amount spent for this item in <br> the most recent <br> payment/purchase <br> (Meticais) | For how many months is <br> it going to be used? |
| :--- | :---: | :---: | :---: |
| Expense | VIIX-1 | VIIX-2 |  |
| Rents | 30 |  | VIIX-3 |

## PART IV

## FOR ALL TYPES OF MICRO AND SMALL ENTERPRISES

## Starting Up Investment, Working Capital and Funding Sources

| EF-40X __ Mts |  |
| :--- | :--- |
| EF-40Y | How much money did you need, in total, to start up this business? |
| Out of the total amount, how much money did you spent for Fixed Assets (for example, infra- <br> structures, machinery/tool, etc)? |  |

EF-41X $\qquad$ Mts

Out of the total amount, how much money did you spend in Working Capital to start up this (first cycle) (i.e., purchase of goods for sale, payment of workers, transport, etc)?

EF-42 $\qquad$ What was the principal source of funds used to start the business?

1) Own savings, including salary, terminal benefits or profits from another business
2) Funds lent by others in family or friends
3) Funds offered by others in the family or friends
4) ROSCAS (XITIQUE) and loans from savings associations at work place
5) Loans from employers
6) Borrowing from other informal sources
7) Borrowing from formal financial institutions
8) Receipts from sale of another business that closed
9) Other sources
$\qquad$ CID $\qquad$ QRT $\qquad$ LOC $\qquad$ EMP $\qquad$
Enumerator: In Table VIII, below, indicate the value that the respondent attributes to each of the items he/she currently has, if they were to be sold today. For Raw Materials (01), Furniture/Fittings (02) and Machinery, Equipment and Hand Tools (03) list below each group the items that currently exist under that group. Then, in the second column indicate individual values attributed to each. After that, add this individual values (for each group) and plug the totals for each category: Raw Materials (01), Furniture/Fittings (02), and so on. For Infra-structures (04), Land (05) and Stored Outputs (06), plug directly the attributed value.

Table VIII: Value of Current Business Items

| ITEM | For how much would you sell today? |  |
| :---: | :---: | :---: |
|  | VIII-1 | VIII-2 |
| Raw Materials | 01 |  |
| . |  |  |
| . |  |  |
| . |  |  |
| . |  |  |
| Furniture/Fittings | 02 |  |
| . |  |  |
| . |  |  |
|  |  |  |
| . |  |  |
| Machinery, Equipment and Hand Tools | 03 |  |
| . |  |  |
| . |  |  |
| . |  |  |
| . |  |  |
| Infra-structure (if owned by proprietor) | 04 |  |
| Land (if owned by proprietor and used in the business) | 05 |  |
| Stored Outputs | 06 |  |

Table IX: Sources of Funding for the Current Assets

|  | PD | Sources of Funding <br> (see Codes below) |
| :--- | :---: | :---: |
|  | ITEM | IX-1 |
| Raw Materials | 01 |  |
| Furniture/Fittings | 02 |  |
| Machinery, Equipment and Hand Tools | 04 |  |
| Infra-structure (if owned by proprietor) | 05 |  |
| Land (if owned by proprietor and used for business) |  |  |

## Codes for Sources of Funding: IX-2

1) Reinvested profits from the business itself
2) Own savings, including salary, terminal benefits or profits from another business
3) Funds lent by others in family or friends
4) Funds given by others in family or friends
5) Loans from employers
6) Borrowing from other informal sources
7) Borrowing from formal financial institutions
8) Receipts from sale of another business that closed
$\qquad$ CID $\qquad$ QRT LOC $\qquad$ EMP
9) ROSCAS (XITIQUE) and loans from savings associations at work place
10) Other sources of funding

## Profits Earned and Their Uses

EF-44 $\qquad$ Mts How much profits (Total Monthly Revenues minus Total Monthly Current Expenses) were earned by this business in the last month of operation?

EF-45. What are the most important things that you (the owner of this business) normally do with the profits from this business (List in decreasing order of importance)

1) Add a new business
2) Give to family/rural areas
3) Reinvest in this business
4) Put into savings
5) Invest in Agriculture 8) Use for entertainment
6) Use for household needs 9) Medical expenses
7) Children's education 10) Other uses

EF-45A $\qquad$ First most important application of the profits
EF-45B $\qquad$ Second most important application of the profits
EF-45C _ Third most important application of the profits
EF-46. Aside from this enterprise, since August 1995, have you (the owner) received income (in cash or kind) from any or all of the following sources? Enumerator: For each case answer:

| or | $1=\mathrm{Yes}$ |
| ---: | :--- |
| 0 | $=\mathrm{No}$ |


| EF-46A | Agriculture |
| :--- | :--- |
| EF-46B - | Wage employment - government |
| EF-46C | Wage employment - other |
| EF-46D | Another (or other) small enterprise(s) |
| EF-46E | Pensions |
| EF-46F | Remittances |
| EF-46G | Other sources |

Enumerator: If there are no alternative sources of income (i.e., EF-46A through EF-46G, all=0), SKIP TO QUESTION EF-49.
EF-47. Over the past year, which of these provided the first and second most important contributions to your (the owner) income (in cash and in kind)? (Enumerator: If the respondent answers 'this business, code it as 7.

1) Agriculture
2) Wage employment - government
3) Wage employment - other
4) Another (or other) small enterprise(s) 8) Other source

EF-47A $\qquad$ First most important income source
EF-47B $\qquad$ Second most important income source

EF-48 $\qquad$ What proportion of your (the owner) total income is provided by this business?

1) Provides all or almost all income
2) Provides less than half of the income
3) Provides more than half
4) Provides about half of the total income
$\qquad$ CID $\qquad$ QRT $\qquad$ LOC $\qquad$ EMP $\qquad$

## Output and Input Markets

EF-49 $\qquad$ Who are your principal customers, for the products or services that this business sells?

1) Final consumers living in the immediate neighborhood
2) Other businesses (not traders)
3) Final consumers, from other areas
4) Government institutions
5) Traders, who come to buy at my work place
6) Other clients
7) Traders - I transport the product to them

EF-50 ___ What is the principal source of inputs for this business?

1) collected/gathered/grown by myself or my family
2) purchased from neighbors who collect/gather/grow them
3) purchased locally from retailers
4) purchased locally from wholesalers
5) purchased from retailers - I go to town to buy them
6) purchased from wholesalers - I go to town to buy them
7) other sources

## Problems faced by the Enterprises

EF-51. What were the two biggest problems this business has faced over the last year? (Enumerator: If person says CREDIT, ask what kind of problem credit would solve).

EF-51A ___ First problem faced by the business (see Code List)

EF-51B__ Second problem faced by the business (see Code List)

EF-52 $\qquad$ Have you faced any problems from government regulations, government controls, or other actions of local or central government authorities?
$1=$ Yes
$0=\mathrm{No}$

EF-53. If so (EF-52=1), please describe them:
EF-53A_ First problem faced from government regulations/other actions (see Code List)

EF-53B $\qquad$ Second problem faced from government regulations/other actions (see Code List)
$\qquad$ CID $\qquad$ QRT $\qquad$ LOC $\qquad$ EMP $\qquad$

EF-54 $\qquad$ Do you have a license to operate this business?
$1=\mathrm{Yes}$
$0=\mathrm{No}$

EF-55X $\qquad$ Do you have plans to make new investments in this business in the near future?
$1=$ Yes
$0=\mathrm{No}$
2 = Don't know (Skip to EF-57X)

EF-56X $\qquad$ Why? (see Code List)

EF-57X $\qquad$ Do you consider this to be a good business to be undertaken nowadays?
$1=$ Yes
$0=\mathrm{No}$
2 = Don't know

EF-58X $\qquad$ Would you advice your son (or someone younger) to get involved in this business?
1 = Yes --------> End of the interview
$0=$ No
2 = Don't know ---> End of the interview

EF-59X $\qquad$ If not, what type of business would you recommend? $\qquad$ (see Code List)
$\qquad$ CID $\qquad$ QRT $\qquad$ LOC $\qquad$

## ANNEX 11: MSE Urban Survey Closed Enterprise Questionnaire

MICRO AND SMALL ENTERPRISE BASELINE SURVEY URBAN AREAS OF CENTRAL AND NORTHERN MOZAMBIQUE ENTERPRISES CLOSED BETWEEN OCTOBER 1992 AND SEPTEMBER 1995

EE-1 $\qquad$ Was there any enterprise at this location that was closed between THE END OF THE WAR (October 1992) and 1st of SEPTEMBER 1995?
$1=$ Yes --> Complete the Table below.
$0=$ No $-->$ End of the visit
Table IIIX. Businesses Closed at this Location Between the End of the War and 1st of September 1995


PROV $\qquad$



[^0]:    ${ }^{1}$ The description of the economic activity was very detailed in the data collection process, i.e., a classification that captures type of product, sector of activity, and level of marketing transaction (annexes 3 and 7). For analytical proposes, however, we used the International Standard Industrial Classifications (ISIC) of All Economic Activities, and worked with 4, 2, and 1 digit ISICs depending on the level of detail needed.

[^1]:    ${ }^{2}$ Determination of number of residential quarteiroes to be surveyed: Consider $\mathrm{Q}_{\mathrm{ij}}$ to be quarteirao i in city j . The total number of existing quarteiroes in city j is $\mathrm{Q}_{\mathrm{j}}=\sum_{\mathrm{i}=1} \mathrm{Q}_{\mathrm{ij}}$. The total number of quarteiroes in the 8 cities is given by $\mathrm{TQ}=\sum_{\mathrm{j}=1}^{8} \sum_{\mathrm{i}=1} \mathrm{Q}_{\mathrm{ij}}=\sum_{\mathrm{j}=1}^{\mathrm{g}} \mathrm{Q}_{\mathrm{j}}$. Then the weight of each city is $\mathrm{WC}_{\mathrm{j}}=\mathrm{Q}_{\mathrm{j}} / \mathrm{TQ}$. Provided that the pre-determined number of quarteiroes to be surveyed is TEQ $=60$, the number of quarteiroes to be selected for enumeration in each city is $\mathrm{CEQ}_{\mathrm{j}}=\mathrm{WC}_{\mathrm{j}} * \mathrm{TEQ}=\mathrm{WC}_{\mathrm{j}} * 60$.

[^2]:    ${ }^{4}$ Consider $\mathrm{O}_{\mathrm{ij}}$ as the number of operators in market i of city j . The total number of operators in city j is $\mathrm{O}_{\mathrm{j}}=\sum_{\mathrm{i}=1}^{\mathrm{s}} \mathrm{O}_{\mathrm{ij}}$. The total number of operators in the 8 cities is given by

[^3]:    * See Annex 10

[^4]:    See Code List for questions: I-1 and I-3.

