



## HOW TO ACCOMPLISH THE ONLINE QUESTIONNAIRE

### Step 1: *Register*

- a. Open <https://aspbi.psa.gov.ph> in the web browser.
- b. Click on the link **Proceed to the online questionnaire.**
- c. Click on the link **Register here.**
- d. Register using the first 14-digit alphanumeric **Establishment Control Number (ECN)** found at the lower portion of the address stub on the cover page of this questionnaire and your establishment's **official email address.**
- e. Wait for the password to be sent to the registered email address.

### Step 2: *Accomplish the questionnaire*

- a. Open <https://aspbi.psa.gov.ph> in the web browser.
- b. Log in using the **ECN** and the **password** provided to the establishment.
- c. Fill-out all the data fields up to the **Certification** portion.

### Step 3: *Confirm completion of the accomplished questionnaire*

- a. Tick the **checkbox** at the last page to confirm completion of the questionnaire.
- b. An acknowledgement will be sent to the establishment's registered email address.

## GENERAL INSTRUCTIONS

- ⇒ Provide best estimates if exact figures are not available in your records. Indicate "N.A." for items not applicable.
- ⇒ Refer to concepts and definition of terms, relevant explanatory notes in specific items when providing responses for each item or question.
- ⇒ Include only Philippine-based activities, including imports and exports, of this establishment.
- ⇒ Mark (✓) only **one box**, unless instructed otherwise.
- ⇒ All reports must pertain to 2021 as reference year.

*Continued on Page 3*

**GENERAL INFORMATION ABOUT THIS ESTABLISHMENT**

**1. Business and Registered Name, Business Tax Identification Number (TIN), Business Address, Company Website and Social Media Account/s of this Establishment in 2021**

**A. Business Name:** \_\_\_\_\_

**B. Registered Name:** \_\_\_\_\_

**C. Business TIN:**

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**D. Business Address:** \_\_\_\_\_

Do Not Fill (For PSA Use Only)					
PROV	MUN	BGY			

**E. Company Website:** https://www. \_\_\_\_\_

**F. Social Media Account/s:**



Others, *specify*: \_\_\_\_\_

**2. Economic Activity or Business in 2021**

⇒ Describe in detail the main economic activity, secondary and other activities of this establishment.

**A. Main Economic Activity** *(Refers to the activity that contributes the biggest or major portion of the gross income or revenue of this establishment.)*

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2009 PSIC						

\_\_\_\_\_

\_\_\_\_\_

**A.1. Major products/goods produced or sold or type of service rendered**  
*Specify:*

\_\_\_\_\_

**B. Secondary Activity** *(Refers to the activity carried out by this establishment that contributes the second biggest portion of the gross income or revenue of this establishment.)*

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2009 PSIC						

\_\_\_\_\_

**C. Other Activities** *(Refer to other activities carried out by this establishment in which the output, like that of the main and secondary activities, must be suitable for delivery outside this establishment.)*

\_\_\_\_\_

\_\_\_\_\_

LN  
NO

01

02

03

04

**3. Year Started Operation**

⇒ Indicate the year when this establishment started operation regardless of its location in the Philippines.

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## TOTAL EMPLOYMENT

### 7. Total Employment as of 15 November 2021

**Total employment** refers to the total number of persons, whether **paid** or **unpaid**, who work in or for this establishment as of 15 November 2021.

**EXCLUDE:**

- \* Members of cooperative who are not involved in the operation of the cooperative
- \* Workers on sub-contract agreement or under manpower agencies/contractors (**to be reported in Item 8**)

**Paid employees** are all full-time and part-time employees working in or for the establishment and receiving regular pay, as well as those working away from this establishment and paid by and under the control of this establishment.

**INCLUDE:**

- ✓ Employees on sick or maternity leave
- ✓ Employees on paid vacation or holiday
- ✓ Employees on strike
- ✓ Directors of corporations working for pay
- ✓ Executives/managers and other officers of the same category
- ✓ Working owners receiving regular pay
- ✓ Apprentices and learners receiving regular pay
- ✓ Persons hired only during peak seasons like planting, harvesting, and the like
- ✓ Any other employee receiving regular pay not reported above

**EXCLUDE:**

- \* Directors paid solely for their attendance at meetings of Board of Directors
- \* Consultants
- \* Workers on indefinite leave
- \* Working owners who do not receive regular pay
- \* Homeworkers
- \* Workers receiving commissions only
- \* Other workers not in the payroll of this establishment

**Unpaid workers** are working owners who do not receive regular pay, apprentices and learners without regular pay, and persons working for at least 1/3 of the working time normal to this establishment without regular pay.

**EXCLUDE:** Silent or inactive business partners

Type of Employment	Male (1)	Female (2)	Total (3)	LN NO
a. Paid Employees				01
b. Unpaid Workers				02
c. <b>Total</b> (sum of a and b)				03

## WORKERS ON SUB-CONTRACT AGREEMENT OR UNDER MANPOWER AGENCIES/CONTRACTORS

### 8. Workers on Sub-Contract Agreement or Under Manpower Agencies/Contractors as of 15 November 2021

**Workers on sub-contract agreement or under manpower agencies/contractors** are workers employed by the contractors to perform or complete a job, work or service within the premise of this establishment pursuant to a service agreement. These are workers which are **not in the payroll of this establishment**.

	Male (1)	Female (2)	Total (3)	LN NO
Workers on Sub-Contract Agreement or Under Manpower Agencies/Contractors				01

## RESEARCH AND DEVELOPMENT (R&D) PERSONNEL DIRECTLY-HIRED

### 9. R&D Personnel Directly-hired as of 15 November 2021

**Research and Development (R&D)** refers to creative work undertaken as a systematic basis in order to increase the stock of knowledge, including knowledge of man, culture and society, and the use of this stock of knowledge to devise new applications.

**R&D personnel** are all persons employed directly on R&D as well as those providing direct services such as R&D managers, administrators and clerical staff. R&D personnel are classified into three categories: researchers, technicians and other personnel involved in R&D.

**Researcher** refers to person who uses or creates scientific knowledge and engineering and technological principles, i.e. person with scientific or technological training who is engaged in work in R&D, who directs the execution of R&D.

**Technician** refers to person engaged in R&D who had vocational or technical training in any branch of knowledge and technology.

**Other R&D personnel** refers to persons who are directly associated with the performance of R&D; clerical, secretarial and administrative personnel, skilled, semi-skilled workers in various trades and all other supporting workers.

R&D Personnel Directly-hired by this Establishment	Male (1)	Female (2)	Total (3)	LN NO
a. Researchers				01
b. Technicians				02
c. Other R&D Personnel				03
d. <b>Total</b> (sum of a to c)				04

## PRODUCTION/CONSTRUCTION WORKERS AND HOURS WORKED

### 10. Number of Production/Construction Workers as of 15 November 2021 (Not Applicable)

### 11. Total Hours Worked by Production/Construction Workers in 2021 (Not Applicable)

## REVENUE

### 12. Revenue in 2021

**Revenue** refers to cash received and receivables for products/by-products sold and services rendered. This includes the value of crops, livestock, poultry, logs and other forestry products, catch/harvest and other products sold and services rendered for others.

**Valuation:** Products and by-products sold should be in **producer price** net of discounts and allowances. Services rendered should also be in **producer price**.

**Producer price** is the amount receivable by the producer from the purchaser for a unit of a product (good produced or service rendered) as output minus any VAT, or similar deductible tax, invoiced to the purchaser. It excludes any transport charges invoiced separately by the producer.

**INCLUDE:**

- ✓ Goods transferred and services rendered to other establishments belonging to the same enterprise as this establishment. This should be treated as sales and valued as if sold to a customer.
- ✓ Revenue from products made elsewhere for this establishment on a contractual basis from materials supplied by this establishment.
- ✓ Sale of products/by-products to domestic market, transferred to other plants or establishments belonging to the same enterprise, directly exported and sold to exporters.

**REVENUE (cont.)****12. Revenue in 2021**

TYPE OF REVENUE	VALUE IN PESOS (Omit centavos)	LN NO
a. Sale of products and by-products (sum of 1 to 4)		01
1. Sales to domestic market <i>Sale of products/by-products of this establishment to another establishment including, producer, wholesaler and retailer, of a different enterprise.</i>		02
2. Interplant transfers <i>Shipment of products produced to other establishments belonging to the same enterprise as this establishment. These should be valued as though sold.</i>		03
3. Direct exports <i>Products produced and shipped directly outside the country by this establishment.</i>		04
4. Sales to exporters <i>Sale of products/by-products locally to exporters by this establishment.</i>		05
b. Agricultural, forestry and fishery services rendered <i>(INCLUDE: Revenue from operation of irrigation systems, fertilizer application, chemical and mechanical weed control, disease and pest control, artificial insemination, post-harvest crop services, contract animal growing on a fee basis, egg-hatching, farm/forest management, forest inventories, timber evaluation, forest firefighting and protection, fish weighing/scaling; rental income from farm machinery with drivers and crew; and other similar services.)</i>		06
c. Sale of goods <i>Revenue from goods sold in similar condition as purchased.</i>		07
d. Revenue from industrial service done for others (sum of 1 and 2)		08
1. Contract and commission work done for others <i>Revenue from <b>outsourcing activities</b> done on <b>materials owned and controlled by another establishment.</b></i>		09
2. Industrial repair, maintenance and installation work		10
e. Revenue from non-industrial service done for others (sum of 1 to 8)		11
1. Rent income from land		12
2. Rental income from aqua farm		13
3. Rental income from buildings, warehouses, and other structures		14
4. Rental income from fishing boat/craft/vessel		15
5. Rental income from machinery and transport equipment		16
6. Rental income from office equipment		17
7. Other rental income, <b>specify:</b> _____		18
8. Other income from non-industrial service done for others <b>Specify:</b> (sum of a and b)		19
a.) _____		20
b.) _____		21

Continued on Page 8

**REVENUE (cont.)****12. Revenue in 2021**

TYPE OF REVENUE	VALUE IN PESOS (Omit centavos)	LN NO
f. Interest income <i>(INCLUDE: Interest on finance leases; earnings on discounted bills; interest from deposits in banks and other financial institutions; interest/discounts on loans, deposits, financing, bonds, money market; etc.)</i>		22
g. Dividend income		23
h. Commissions and fees earned		24
i. Royalty income <i>Revenue received for trademarks, patents or secrecy and concessions.</i>		25
j. Franchise income <i>Revenue received to distribute or sell a product or service.</i>		26
k. Delivery charges separately invoiced to customers		27
l. Other income <i>(sum of 1 to 5)</i>		28
1. Foreign exchange gains		29
2. Gain from sale of assets		30
3. Gain resulting from the change in the fair value of assets, inventories		31
4. Gain from sale of investment assets and marketable securities		32
5. Others, <b>specify:</b> <i>(sum of a to c)</i>		33
a) _____		34
b) _____		35
c) _____		36
m. <b>Total Revenue</b> <i>(sum of a to l)</i>		37

**SALES FROM E-COMMERCE TRANSACTIONS****13. Sales from E-commerce Transactions in 2021**

⇒ Report sales from e-commerce transactions in 2021.

*An e-commerce transaction is the sale or purchase of goods or services, whether between businesses, households, individuals, governments, and other public or private organizations, conducted over the Internet. The goods and services are ordered over the Internet, but the payment and the ultimate delivery of the good or service may be conducted on or offline.*

**INCLUDE:** Orders received or placed on any internet application used in automated transactions, such as web pages, extranets and other applications that run over the internet such as EDI over the internet or over any other web-enabled application regardless on how the web is accessed (e.g., through a mobile phone or a TV set, etc.)

**EXCLUDE:** Orders received or placed by telephone, facsimile or conventional email

Sales from E-commerce Transactions in 2021	VALUE IN PESOS (Omit centavos)	LN NO
		01

**SUBSIDIES****14. Subsidies Received from the Government in 2021**

⇒ Report subsidies received from the government in 2021.

**Subsidies** refer to special grants received from the government in the form of financial assistance to aid and develop an industry.

**INCLUDE:**

- |   |   |
|---|---|
| ✓ Price support and price discount                | ✓ Tax exemption/ tax privilege/ tax deduction             |
| ✓ Interest rate subsidy                           | ✓ Subsidies to public corporations and quasi-corporations |
| ✓ Import subsidies                                | ✓ Subsidies on products used domestically                 |
| ✓ Direct subsidies on export                      | ✓ Subsidies on payroll or workforce                       |
| ✓ Subsidies resulting from multiple exchange rate | ✓ Subsidies to reduce pollution                           |

Subsidies Received from the Government in 2021	VALUE IN PESOS (Omit centavos)	LN NO

**EXPENSE****15. Expense in 2021**

**EXPENSE** refers to cost incurred by this establishment during the year whether paid or payable.

**Valuation:** Goods and services should be in **purchaser price**.

**Purchaser price** is the amount paid by the purchaser, excluding any VAT or similar deductible tax, in order to take delivery of a unit of a good or service. It includes any transport charges paid separately by the purchaser to take delivery at the required time and place.

**INCLUDE:**

- ✓ Goods received from and services rendered by other establishments belonging to the same enterprise as this establishment. These should be valued as though purchased.

TYPE OF EXPENSE	VALUE IN PESOS (Omit centavos)	LN NO
a. Direct materials and supplies used (sum of 1 and 2 less 3) ( <b>INCLUDE:</b> Seeds/seedlings, young animals and fowls, fry/fingerlings; feeds and rice bran; veterinary supplies; fertilizers, soil dressing and pesticides; non-durable fishing gears, nets, ropes, twines and other cordage; containers and packing materials; Ice/ice gel; etc.)		01
1. Direct materials and supplies inventories, beginning		02
2. Direct materials and supplies purchased		03
3. Direct materials and supplies inventories, ending		04
b. Total Compensation (sum of 1 to 3)		05
1. Gross salaries and wages Refer to payments in cash or in kind prior to any deductions for employee's contributions to SSS/GSIS, withholding tax, etc.		06
2. Separation/retirement/terminal pay, gratuities, etc.		07
3. Total employer's contribution to SSS/GSIS, ECC, etc. ( <b>INCLUDE:</b> Employer's contribution paid by this establishment to SSS/GSIS, Employees Compensation Commission (ECC), PhilHealth, PAG-IBIG, etc.)		08
4. Compensation for R&D personnel ⇒ Indicate in the box the total compensation for R&D personnel.		09
PhP _____		

Continued on Page 10

**EXPENSE (cont.)****15. Expense in 2021**

TYPE OF EXPENSE	VALUE IN PESOS (Omit centavos)	LN N
c. Cost of agricultural, forestry and fishery services done by others <i>(INCLUDE: Fees for irrigation, fertilizer application, chemical and mechanical weed control, disease and pest control, artificial insemination, post-harvest crop services, egg-hatching, farm/forest management, forest inventories, timber evaluation, forest fire fighting and protection, fish weighing/scaling, etc.)</i>		10
d. Cost of goods sold <i>(sum of 1 and 2 less 3)</i>		11
1. Goods for resale inventories, beginning		12
2. Goods purchased for resale <i>Acquisition cost of goods purchased for resale without transformation or processing.</i>		13
3. Goods for resale inventories, ending		14
e. Overhead, general administrative and other operating expense <i>(sum of 1 to 15)</i>		15
1. Materials and supplies		16
2. Electricity		17
3. Water		18
4. Fuels, lubricants, oils and greases		19
5. Industrial service done by others <i>(sum of a and b)</i>		20
a) Contract and commission work done by others		21
b) Industrial repair, maintenance and installation work done by others		22
6. Non-industrial service done by others <i>(sum of a to j)</i>		23
a.) Rent expense for land		24
b.) Rental expense for aquafarm		25
c.) Rental expense for buildings, warehouses and other structures		26
d.) Rental expense for fishing boat/craft/vessel		27
e.) Rental expense for machinery and transport equipment		28
f.) Other rental expense, <i>specify:</i> _____		29
g.) Communication expense		30
h.) Insurance expense		31
i.) Transport service expense <i>(INCLUDE: Stevedoring, forwarding and freight charges.)</i>		32
j.) Other expenses for non-industrial service done by others <i>(INCLUDE: Transportation and representation expense; bank charges; professional, business and other service fees; storage fees; advertising and promotional expenses; management fee; janitorial, security and messengerial service fee etc.)</i>		33

Continued on Page 11

**EXPENSE (cont.)****15. Expense in 2021**

TYPE OF EXPENSE	VALUE IN PESOS (Omit centavos)	LN NO
7. Taxes on products and other taxes on production (sum of a and b)		34
a) Taxes on products <i>Taxes paid on products by producer or by the purchaser of the product. (INCLUDE: Import tax, export tax, excise tax, value added tax, sales tax, gross receipts tax, etc.)</i>		35
b) Other taxes on production <i>Taxes paid by the producer due to production. (INCLUDE: Business licenses, real estate tax, road tax, environmental tax, etc. EXCLUDE: Income tax.)</i>		36
8. Interest expense <i>Interest paid for loans obtained from banks and other financial institutions.</i>		37
9. Depreciation <i>Depreciation for the year 2021</i>		38
10. Amortization for intangible assets <i>Amortization for the year 2021</i>		39
11. Research and development (R&D) expense <i>Amount spent on any systematic, scientific and creative work undertaken to increase the stock of knowledge and the use of this knowledge to create new or improved products, processes, services, and other applications. (EXCLUDE: Market research, testing analysis for quality control, minor alterations to existing products, legal and administrative work in connection with patent applications; R&amp;D capitalized)</i>		40
12. Environmental protection expense <i>Amount spent for the prevention, reduction and elimination of pollution as well as any degradation of the environment such as environmental protection services like wastewater treatment, reforestation, etc.</i>		41
13. Royalty fee <i>Expense for trademarks, patents or secrecy and concessions.</i>		42
14. Franchise fee <i>Expense made for license to make, distribute or sell a product or service.</i>		43
15. Other expenses (sum of a to g)		44
a) Foreign exchange losses		45
b) Charitable donations and grants		46
c) Bad and doubtful debts <i>Report net of bad debts recovered.</i>		47
d) Loss from sale of assets		48
e) Loss resulting from the change in fair value of assets, inventories		49
f) Loss from sale of investment assets and marketable securities		50
g) Others, <b>specify:</b> (sum of 1 to 3)		51
1) _____		52
2) _____		53
3) _____		54
f. <b>Total Expense</b> (sum of a to e)		55

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## CAPITAL EXPENDITURES, SALE AND BOOK VALUE OF TANGIBLE FIXED ASSETS, INCLUDING LOSSES AND DAMAGES

### 16. Capital Expenditures, Sale and Book Value of Tangible Fixed Assets, Including Losses and Damages in 2021

**Tangible Fixed Assets** refer to physical assets acquired and for use of this establishment and expected to have a productive life of more than one year. These include land; aqua farm; buildings; other structures and land improvements; cultivated assets in the form of livestock and plantations of trees yielding repeat products, orchards, vineyards etc.; transport, machinery and other equipment; and other tangible fixed assets.

**INCLUDE:**

- ✓ Tangible fixed assets received from other establishments belonging to the same enterprise as this establishment should be valued as though purchased.
- ✓ Delivery charges and installation costs, taxes and other necessary fees (import duties, registration fees, etc.).

**EXCLUDE:**

- × Financing costs

**Capital expenditures for tangible fixed assets** refer to the full value of tangible fixed assets **acquired in 2021** whether or not full payments have been made.

**Sale of tangible fixed assets** refer to the actual amount received/realized (not book value) from the sale of tangible fixed assets during the year including the value of tangible fixed assets transferred to other establishments of the same enterprise.

**Losses and damages** refer to the decrease in the book value of tangible fixed assets due to theft, major catastrophe, and other accidental destructions.

**Book value** refers to the initial or acquisition cost of tangible fixed assets **less** accumulated depreciation charges. Also include in Book Value as of 31 December the capital expenditures for the corresponding tangible fixed assets.

TYPE OF TANGIBLE FIXED ASSETS	VALUE IN PESOS (Omit centavos)					LN NO
	CAPITAL EXPENDITURES FOR TANGIBLE FIXED ASSETS		SALE OF TANGIBLE FIXED ASSETS	LOSSES AND DAMAGES	BOOK VALUE as of 31 December 2021	
	TOTAL	PERCENT Directly Imported				
	(1)	(2)	(3)	(4)	(5)	
a. Land						01
b. Aqua farm ( <b>INCLUDE:</b> Fish ponds, fish pens, fish cages, fish tanks, etc.)						02
c. Buildings, other structures and land improvements ( <b>INCLUDE:</b> Leasehold improvements; major repair, renovations and additions.)						03
d. Cultivated assets ( <b>INCLUDE:</b> Livestock for breeding including fish, layers, dairy and working animals; vineyards, fruit trees, rubber trees, palm trees and other plantation of trees yielding repeat products.)						04
e. Fishing boat/craft/vessel ( <b>INCLUDE:</b> Fish processing ships/vessels or factory ships.)						05
f. Transport equipment ( <b>INCLUDE:</b> Aircrafts, trains, buses, cars and trucks.)						06
g. Machinery and equipment (sum of 1 to 4)						07
1. ICT machinery and equipment ( <b>INCLUDE:</b> Computer and peripherals; telecommunications equipment and apparatus.)						08
2. Specialized industrial machinery ( <b>INCLUDE:</b> Agricultural machineries; tractors; logging machineries.)						09
3. General industrial machinery and equipment ( <b>INCLUDE:</b> Air-conditioning and refrigeration equipment; pumps and compressor; power generating equipment; electronic machinery and equipment other than telecommunications.)						10
4. Other machinery and equipment ( <b>INCLUDE:</b> Professional and scientific and controlling instruments; photographic equipment and optical goods; and others.)						11
h. Valuables ( <b>INCLUDE:</b> Precious stones and metals; paintings; antiques; sculptures; etc.)						12
i. Other tangible fixed assets ( <b>INCLUDE:</b> Furniture and fixtures and other fixed asset not specified above.)						13
j. <b>Total</b> (sum of a to i)						14

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## CAPITAL EXPENDITURES FOR ALL TANGIBLE FIXED ASSETS BY MODE OF ACQUISITION

### 17. Capital Expenditures for All Tangible Fixed Assets by Mode of Acquisition in 2021

⇒ Report the full value of all tangible fixed assets **acquired in 2021** by mode of acquisition. Total in this item should be equal to the **Total** reported in Item 16 column 1.

**New tangible fixed assets** refer to brand new tangible fixed assets acquired during the year, including directly/newly imported tangible fixed assets. **Directly/newly imported tangible fixed assets** are considered new whether or not they were used before they were imported.

**Major alterations and improvements on tangible fixed assets** are done to increase the performance or capacity of existing tangible fixed assets or to significantly extend their previous expected service lives.

**Used tangible fixed assets** refer to those that have been previously used within the country.

**Tangible fixed assets produced on own account** refer to the physical assets produced by the establishment for its own use. It should be valued as the cost of all work put in place including overhead cost.

MODE OF ACQUISITION	VALUE IN PESOS (Omit centavos)	LN NO
a. New tangible fixed assets		01
b. Major alterations and improvements on tangible fixed assets		02
c. Land and used tangible fixed assets		03
d. Tangible fixed assets produced on own account		04
e. <b>Total</b> (sum of a to d)		05

## CAPITAL EXPENDITURES AND BOOK VALUE OF INTANGIBLE ASSETS

### 18. Capital Expenditures and Book Value of Intangible Assets in 2021

⇒ Report the full value of all intangible fixed assets **acquired in 2021** and **book value as of 31 December 2021**.

**Intangible assets** are non-financial produced fixed assets that mainly consist of mineral exploration, computer software, entertainment, literary or artistic originals intended to be used for more than one year.

TYPE OF INTANGIBLE ASSETS	VALUE IN PESOS (Omit centavos)		
	CAPITAL EXPENDITURES (1)	BOOK VALUE as of 31 December 2021 (2)	LN NO
a. Intangible non-produced assets <i>(INCLUDE: Purchased goodwill; patents; trademarks; franchises; licenses; processes; copyrights; concessions; leases and other transferable contracts.)</i>			01
b. Computer software and databases <i>(INCLUDE: Computer programs; Systems and applications software purchased; computer software developed in-house; computer databases purchased, and computer databases developed in-house.)</i>			02
c. Entertainment, literary and artistic originals <i>(INCLUDE: Original films, sound recordings, manuscripts, tapes, models, etc., on which drama performances, radio and television programming, musical performances, sporting events, literary and artistic output, etc., are recorded.)</i>			03
d. Research and development			04
e. Other intangible assets			05
f. <b>Total</b> (sum of a to e)			06

**TOTAL ASSETS****19. Total Assets as of 31 December 2021**

⇒ Report the total assets of this establishment as of 31 December 2021.

**Total assets** are resources including land owned and/or controlled by the establishment as a result of past transactions and events from which future economic benefits are expected to flow to the establishment.

Total Assets as of 31 December 2021	VALUE IN PESOS (Omit Centavos)	LN NO

**CAPACITY UTILIZATION****20. Average Capacity Utilization Rate of this Establishment in 2021 (Not applicable)****INVENTORIES****21. Inventories in 2021**

**Inventories** refer to stocks of goods owned by or under the control of this establishment as of a fixed date, regardless of where the stocks are located.

Stocks of materials, fuels and supplies should be at current replacement cost in purchaser price at the indicated dates. Finished products, work-in-progress and goods for resale should be valued at producer price.

**Replacement cost** is the cost of an item in terms of its present price rather than its original price.

**Finished products** refer to the value of products produced by this establishment that are ready for sale/shipment.

**Work-in-progress** refers to the value of products of the establishment that have not yet reached the final desired state and are not ready for sale/shipment.

TYPE OF INVENTORIES	VALUE IN PESOS (Omit Centavos)		LN NO
	As of 1 January 2021 (1)	As of 31 December 2021 (2)	
	a. Finished products ( <b>INCLUDE:</b> Harvested agricultural crops; slaughtered animals; livestock, poultry, forestry, logging and fishery products.)		
b. Work-in-progress ( <b>INCLUDE:</b> Growing crops as well as standing timber; young animals and fowls not yet ready for sale; stocks of fish; work-in progress for the account of others irrespective of the arrangement of financing.)			02
c. Direct Materials and supplies ( <b>INCLUDE:</b> Feeds and rice bran; veterinary supplies; fertilizers; non-durable fishing gears; etc.)			03
d. Other materials and supplies			04
e. Goods for resale			05
f. Fuels, lubricants, oils and greases			06
g. Others, <b>specify:</b> _____			07
h. <b>Total</b> (sum of a to g)			08

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## BRANCHES AND PLANTS OWNED OR CONTROLLED

### 22. Branches and Plants Owned or Controlled (for Main Office)

⇒ Indicate the total number of branches and plants owned or controlled by this establishment. For each branch, plant, or other establishment that this establishment owns or controls, indicate the name, address, main economic activity, total employment as of 15 November 2021 and year started operation.

**Total Number of Branches/Plants in the Philippines**

	NAME OF BRANCH/PLANT	COMPLETE ADDRESS (1)	MAIN ECONOMIC ACTIVITY (2)	TOTAL EMPLOYMENT as of 15 November 2021 (3)	YEAR STARTED OPERATION (4)
1					
2					
3					
4					
5					

⇒ Please use additional sheets, if necessary.

### 23. Evaluation of this Questionnaire

	LN NO
⇒ Mark (✓) the appropriate box. If applicable, indicate your response in the space provided.	
a. How much time was devoted to complete this questionnaire? 1 <input type="checkbox"/> less than 3 days    2 <input type="checkbox"/> 4 to 5 days    3 <input type="checkbox"/> 6 to 10 days    4 <input type="checkbox"/> more than 10 days	01
b. Did you use the previous answers as reference to complete this current questionnaire? 1 <input type="checkbox"/> Yes                      2 <input type="checkbox"/> No	02
c. Were all the information needed to complete this questionnaire easy at hand? 1 <input type="checkbox"/> Yes                      2 <input type="checkbox"/> No	03
d. How many persons accomplished this questionnaire? 1 <input type="checkbox"/> 1 personnel            2 <input type="checkbox"/> 2 personnel            3 <input type="checkbox"/> more than 2 personnel	04
e. On average, how many years have you been working in this establishment? 1 <input type="checkbox"/> less than 5 years    2 <input type="checkbox"/> 6 to 10 years    3 <input type="checkbox"/> 10 to 15 years    4 <input type="checkbox"/> more than 15 years	05
f. Did you use the ASPBI online questionnaire, which can be accessed in <a href="https://aspbi.psa.gov.ph">https://aspbi.psa.gov.ph</a> , to respond to the survey? 1 <input type="checkbox"/> Yes → (Stop here.)                      2 <input type="checkbox"/> No → (Proceed to g.)	06
g. If no, please indicate your reason/s why you do not use the online questionnaire. _____ _____	07

*Continued on Page 16*

**24. Remarks**

⇒ Indicate any remarks that will help PSA understand the report.

**25. Certification**

I hereby certify that this report for the period \_\_\_\_\_ to \_\_\_\_\_ has been completed accurately.

Name \_\_\_\_\_

Signature \_\_\_\_\_

Title/Designation \_\_\_\_\_

Date \_\_\_\_\_

**26. Contact Person**

Person to be contacted for queries regarding this form:

Name \_\_\_\_\_

Address \_\_\_\_\_

Title/Designation \_\_\_\_\_

\_\_\_\_\_

Tel. No. \_\_\_\_\_ Fax No. \_\_\_\_\_

E-mail Address \_\_\_\_\_

**THANK YOU FOR ACCOMPLISHING THIS FORM!**

**27. Processing Information: Do Not Fill (For PSA Use Only)**

Activity	Name	Signature	Number of items with Errors	Date
<b>Field Office</b>				
Distributed by:				/ /
Collected by:				/ /
Field Edited by:				/ /
Manually Processed by:				/ /
Machine Processed by:				/ /
<b>Central Office</b>				
Validated by:				/ /
				/ /