

# **The Egyptian Industrial Firm Behavior Survey (2020/2021)**

**15<sup>th</sup> November 2020**

## **Form 1: for open and operating firms**

All data are confidential and will only be used for research purposes
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Amirah El-Haddad designed the two questionnaires for open and closed firms, with inputs from May Gadallah and Chahir Zaki. Zakaria Othman conducted the sampling. CDB collected the data. The German Institute of Development and Sustainability (IDOS) provided the financial contribution under MENA project #: 9002101 directly funded by the Federal Ministry of Economic Cooperation and Development (Germany), the BMZ. ERF cleaned and harmonized the respective data files for public access through OAMDI, 2023.

Introduction to the interviewee: Good morning, my name is ..... We are conducting a survey to assessing COVID virus impact on the industrial sector and how companies will respond to the crisis. Your participation is important to us, and will help guide the government to adopt the most beneficial policies for the sector and your establishment during the crisis. We guarantee the confidentiality of your data.

## **Screening Questions:**

F1	What is the current status of this establishment?	Exited the market.....1 → click form 2
		Temporary closed.....2 →click form 2
		Partially functioning.....3 →click form 1
		Fully functioning.....4 →click form 1

**Administrative questions:** The interviewer answers the questions **for any establishment** that **did not fully complete this form**, either for respondent's refusal, or establishment closure before April 2020, or for any other reason described below.

No.	Questions	Code			
A1	Is the establishment data fully collected? <b>This question will be entered after completing the interview</b>	Yes.....1 ➔ <b>A4</b> No.....2			
A2	Did the respondent refuse to answer this questionnaire?	Yes.....1 No.....2			
A3	What is the state of this establishment?	Demolished.....1			
		Has not been located.....2			
		Converted into a house.....3			
		Different institution was found.....4			
		Closed on or before 30 April 2020.....5			
		Other ( <b>mention</b> ).....6			
A4	Please specify the dates of all interviews	First interview	Day... <b>1</b> <div><div></div><div></div></div>	Month.. <b>2</b> <div><div></div><div></div></div>	Year... <b>3</b> <div><div></div><div></div></div>
		Second interview	Day... <b>1</b> <div><div></div><div></div></div>	Month.. <b>2</b> <div><div></div><div></div></div>	Year... <b>3</b> <div><div></div><div></div></div>
		Third interview	Day... <b>1</b> <div><div></div><div></div></div>	Month.. <b>2</b> <div><div></div><div></div></div>	Year... <b>3</b> <div><div></div><div></div></div>
A5	Interviewer’s name				
A6	Interviewer’s number				
A7	Interviewer’s notes				

## Form 1 for open and operating firms

### 1. Identification data (applicable law, region and sector)

1.1 to 1.10 to be completed by the enumerator prior to the interview.

Establishment manager answers starting from 1.11.

1A	Respondent name		
1B	Respondent phone number		
1C	Respondent title		
1.1.	Establishment CDB ID		
1.2.	Establishment name	..... .....	
1.3.	Chairman / managing director name	..... .....	
1.4.	Establishment full address	..... .....	
1.5.	Establishment phone number	..... .....	
1.6.	Email	.....	
1.7.	Administration address if different from the establishment address	..... .....	
1.8.	Governorate <div style="border: 1px solid black; width: 40px; height: 20px; margin: 5px auto;"></div>	Code	Governorate
		01	Cairo
		02	Alexandria
		03	Port Said
		04	Suez
		05	Damietta
		06	Dakahlia
		07	Sharqia
		08	Qalyubia
		09	Kafr El Sheikh
		010	Gharbia
		011	Monufia
		012	Behira
		013	Ismailia
		014	Giza
		015	Bani Sweif
		016	Fayoum
		017	Minya
		018	Asyut
		019	Sohag
		020	Qena
		021	Aswan
		022	Luxor
		023	The Red Sea
		024	New Valley
		025	Matrouh
		026	North Sinai
		027	South Sinai
1.9.	Establishment type	Main establishment with branches.....1	
		Main establishment without branches. 2 → 1.14	

		Branch of a local establishment .....3 → 1.13				
		Branch of a foreign establishment..... 4 → 1.13				
		An independent establishment .....5 → 1.14				
1.10.	Number of branches?					branches
1.11.	Name of the parent (or holding) company?					
1.12.	Establishment year (what year did this establishment start operating?)	If after 2018 do not complete the interview				
1.13.	Is this establishment located in a free zone?	yes.....1	no.....2			
1.14.	Is this establishment located in an industrial zone?	yes.....1	no.....2			
1.15.	Is this establishment located in a technological zone?	yes.....1	no.....2			
1.16.	Is this establishment located in a Qualifying Industrial Zone (QIZ)?	yes.....1	no.....2			
1.17.	Is this establishment located in a special economic zone?	yes.....1	no.....2		→ 1.21	
1.18.	Is this establishment located in	North West Suez Special Economic Zone.....1				
		Suez Canal Economic Zone (SCZone) 2015...2				
		Golden Triangle Econ. Zone (GTZone) 2017..3				
1.19.	Is this establishment located in a private or public zone?	private.....1	public.....2			
1.20.	If this establishment is located in any of the previously mentioned zones, is this zone managed by its own board of directors?	yes.....1	no.....2			
1.21.	Is the developer of this zone primarily a foreigner?	yes.....1	no.....2 → 1.23			
1.22.	What nationality?	Chinese.....1 Russian.....2 European.....3 American.....4 Arab.....5 Other (mention).....6				
1.23.	Is this a governmental sector or public business sector establishment?	yes.....1	no.....2			
1.24.	What is the legal status of this establishment?	sole proprietorship.....1				
		limited shares partnership.....2				
		limited liability.....3				
		general partnership .....4				
		limited partnership.....5				
		shareholding company with tradeable shares in the stock market.....6				
		shareholding company with non-tradable shares or with privately tradable shares.....7				

		Other (mention).....8			
1.25.	What law does this establishment follow?	Investment Law No. 8 of 1997.....1			
		Investment Zone Law No. 19 of 2007.....2			
		Special Economic Zones (SEZ) Law No. 83 of 2002.....3			
		Law No. 27 of 2015.....4			
		QIZ agreement of 2004.....5			
		Other (mention) .....6			
1.26.	Does this establishment have a commercial register?	Yes ..... 1 No ..... 2 → 1.30			
1.27.	Since when?	year			
1.28.	Does the establishment have an operating license?	Yes.....1 No.....2 → 1.32			
1.29.	When did the establishment start obtaining an operating license?	the year			
1.30.	Does the establishment have a tax record?	Yes.....1 No.....2 → 1.34 should be 1.32			
1.31.	Since when?	the year			
1.32.	Does this establishment have regular accounting records?	Yes.....1 No.....2			
1.33.	What is the main activity of this establishment?  Interviewer: record the main activity in detail.  	Code	Sector		
		State the activity	1.35.1.....		
		10	Manufacture of food products (meat – dairy products – fats and oils – juices and tea)		
		11	Manufacture of beverages (mineral water – alcoholic beverages – soft drinks)		
		12	Manufacture of tobacco products (processing of an agricultural product, tobacco, into a form suitable for final consumption)		
		13	Manufacture of textiles (e.g. household linen, blankets, rugs, cordage etc.) don't include wearing apparel		
		14	Manufacture of wearing apparel (all items of clothing in all materials)		
		15	Manufacture of leather and related products (transformation of hides into leather – fabricating leather into products for final consumption as footwear and luggage – includes leather substitutes)		
		16	Manufacture of wood and of products of wood and cork, except furniture; manufacture of articles of straw and plaiting materials (all wood products except manufacture of furniture)		
17	Manufacture of paper and paper products (manufacture of paper and paperboard etc. – paper and paperboard articles as envelopes and containers of paper)				

		18	Printing and reproduction of recorded media (printing of products, such as newspapers, books, and periodicals – reproduction copies of compact discs and tapes)
		19	Manufacture of coke and refined petroleum products (transformation of crude petroleum and coal into usable products and characteristic products e.g. coke, butane, kerosene etc. – manufacture of coke oven products)
		20	Manufacture of chemicals and chemical products (fertilizers, plastics and rubber – organic compounds and alcohols – pesticides and soap – toilet preparations – paints)
		21	Manufacture of pharmaceuticals, medicinal chemical and botanical products
		22	Manufacture of rubber and plastics products (all products made of rubber and plastics e.g. tyres and rubber surfaces – tubes and pipes – reservoirs – tableware)
		23	Manufacture of other non-metallic mineral products (glass – porcelain – brick – building materials and porcelain tableware – cement and lime)
		24	Manufacture of basic metals (manufacture of iron and steel – manufacture of precious metals – casting of metals)
		25	Manufacture of fabricated metal products, except machinery and equipment (weapons and ammunition – reservoirs and boilers – metal frameworks or skeletons for towers and bridges)
		26	Manufacture of computers, electronic and optical products (components and key boards – computer peripherals – communication devices – measuring equipment, navigation devices, monitoring instruments, and watches)
		27	Manufacture of electrical equipment (manufacture of products that generate and distribute electrical power – motors, generators and electrical transformers – manufacture of batteries – fiber optic cables – light equipment – household appliances)
		28	Manufacture of machinery and equipment n.e.c. (multi-function devices – engines and turbines except for plane engines and car engines – hydraulic components – gears – blast furnaces – office machines)
		29	Manufacture of motor vehicles, trailers and semi-trailers (automobiles and trucks – structures and trailers)
		30	Manufacture of other transport equipment (ships and boats – tractors – space and aerial vehicles – bikes and motorbikes)
		31	furniture (furniture and wood products, n.e.c.)
		32	Other manufacturing (jewelry – musical instruments – sportive tools – games and toys – dentistry tools and equipment)
		33	Repair and installation of machinery and equipment (repair of fabricated metal products, machinery – repair of electronic – repair of electrical equipment – installation of industrial machinery and equipment)
1.34.	Establishment location GPS		

## 2. Establishment Size and Employment

**The manager may refer you to other managers to answer the questions. Include the full name and the position in your notes for each section.**

2A	Respondant's name	
2B	Respondant's phone number	
2C	Respondant's job title	

No.	Questions	Code																													
2.1.	Issued capital <b>complete only one, i.e. allow respondent to choose currency</b>									LE	2.1.1.																				
										\$	2.1.2.																				
2.2.	Total employment (including all employees and managers)	<b>2.2.1.</b> At 1 <sup>st</sup> year of operation If s/he does not remember, use the last s/he remembers and mention year				<b>2.2.2.</b> In the last completed financial year (LCFY) prior to Corona.				<b>2.2.3.</b> This month																					
		<div> <div></div><div></div><div></div><div></div> </div>																													
		<b>2.2.1.1</b> The year if s/he does not remember the first year ↓ <div> <div></div><div></div><div></div><div></div> </div>				<div> <div></div><div></div><div></div><div></div> </div>				<div> <div></div><div></div><div></div><div></div> </div>																					
2.3.	Give average employees' numbers by formality status (formal/informal)? <b>Note: informal empl. are those</b> 1) without a work contract and/or 2) without social security insurance <b>remind the respondent of answers in q 2.2.</b>	<table border="1"> <tr> <td><b>2.3.1</b></td><td><b>2.3.2</b></td></tr> <tr> <td>Formal</td><td>Informal</td></tr> <tr> <td><div></div></td><td><div></div></td></tr> </table>				<b>2.3.1</b>	<b>2.3.2</b>	Formal	Informal	<div></div>	<div></div>	<table border="1"> <tr> <td><b>2.3.3</b></td><td><b>2.3.4</b></td></tr> <tr> <td>Formal</td><td>Informal</td></tr> <tr> <td><div></div></td><td><div></div></td></tr> </table>				<b>2.3.3</b>	<b>2.3.4</b>	Formal	Informal	<div></div>	<div></div>	<table border="1"> <tr> <td><b>2.3.5</b></td><td><b>2.3.6</b></td></tr> <tr> <td>Formal</td><td>Informal</td></tr> <tr> <td><div></div></td><td><div></div></td></tr> </table>				<b>2.3.5</b>	<b>2.3.6</b>	Formal	Informal	<div></div>	<div></div>
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Ensure that the total is 100%				Ensure that the total is 100%				Ensure that the total is 100%																							

2.5.	<p>Give average numbers of employees on average in the stated periods by production status (i.e. production/non-production workers).</p> <p>Prod.: a technical worker or factory worker  * NonProd: manager, accountant ... desk work more generally</p> <p><b>The respondent is reminded of the number in 2.2</b></p>	<table border="1"> <tr> <td colspan="4">2.5.1 Prod.</td> <td colspan="4">2.5.2 NonProd</td> </tr> <tr> <td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> </table> <p>Ensure that the sum of the two types adds up to the sum of the corresponding period in 2.2</p>	2.5.1 Prod.				2.5.2 NonProd												<table border="1"> <tr> <td colspan="4">2.5.3 Prod.</td> <td colspan="4">2.5.4 NonProd</td> </tr> <tr> <td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> </table> <p>Ensure that the sum of the two types adds up to the sum of the corresponding period in 2.2</p>	2.5.3 Prod.				2.5.4 NonProd												<table border="1"> <tr> <td colspan="4">2.5.5 Prod.</td> <td colspan="4">2.5.6 NonProd</td> </tr> <tr> <td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> </table> <p>Ensure that the sum of the two types adds up to the sum of the corresponding period in 2.2</p>	2.5.5 Prod.				2.5.6 NonProd											
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2.6.	<p>Give the distribution of employees on average between production and non-production employment?</p> <p>Prod.: a technical worker or factory worker  * NonProd: manager, accountant ... desk work more generally</p>	<table border="1"> <tr> <td colspan="4">2.6.1 Prod.</td> <td colspan="4">2.6.2 NonProd</td> </tr> <tr> <td></td><td></td><td></td><td>%</td> <td></td><td></td><td></td><td>%</td> </tr> </table> <p>Check adds up to 100%</p>	2.6.1 Prod.				2.6.2 NonProd							%				%	<table border="1"> <tr> <td colspan="4">2.6.3 Prod.</td> <td colspan="4">2.6.4 NonProd</td> </tr> <tr> <td></td><td></td><td></td><td>%</td> <td></td><td></td><td></td><td>%</td> </tr> </table> <p>Check adds up to 100%</p>	2.6.3 Prod.				2.6.4 NonProd							%				%	<table border="1"> <tr> <td colspan="4">2.6.5 Prod.</td> <td colspan="4">2.6.6 NonProd</td> </tr> <tr> <td></td><td></td><td></td><td>%</td> <td></td><td></td><td></td><td>%</td> </tr> </table> <p>Check adds up to 100%</p>	2.6.5 Prod.				2.6.6 NonProd							%				%
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2.7.	<p>Give average numbers of employees by fulltime/part-time status?</p> <p>Part-time means either:  1) Works only for some days of the week and / or  2) Works a daily number of hours less than that for full-time employment in the establishment and / or  3) Works number of months less than that for full-time employment.</p> <p><b>The respondent is reminded of the number in 2.2</b></p>	<table border="1"> <tr> <td colspan="4">2.7.1 F</td> <td colspan="4">2.7.2 P</td> </tr> <tr> <td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> </table> <p>Ensure that the sum of the two types adds up to the sum of the corresponding period in 2.2</p>	2.7.1 F				2.7.2 P												<table border="1"> <tr> <td colspan="4">2.7.3 F</td> <td colspan="4">2.7.4 P</td> </tr> <tr> <td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> </table> <p>Ensure that the sum of the two types adds up to the sum of the corresponding period in 2.2</p>	2.7.3 F				2.7.4 P												<table border="1"> <tr> <td colspan="4">2.7.5 F</td> <td colspan="4">2.7.6 P</td> </tr> <tr> <td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> </table> <p>Ensure that the sum of the two types adds up to the sum of the corresponding period in 2.2</p>	2.7.5 F				2.7.6 P											
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2.8.	<p>What is the distribution of employees on average by full- and part-time status?</p>	<table border="1"> <tr> <td colspan="4">2.8.1 F</td> <td colspan="4">2.8.2 P</td> </tr> <tr> <td></td><td></td><td></td><td>%</td> <td></td><td></td><td></td><td>%</td> </tr> </table> <p>Check adds up to 100%</p>	2.8.1 F				2.8.2 P							%				%	<table border="1"> <tr> <td colspan="4">2.8.3 F</td> <td colspan="4">2.8.4 P</td> </tr> <tr> <td></td><td></td><td></td><td>%</td> <td></td><td></td><td></td><td>%</td> </tr> </table> <p>Check adds up to 100%</p>	2.8.3 F				2.8.4 P							%				%	<table border="1"> <tr> <td colspan="4">2.8.5 F</td> <td colspan="4">2.8.6 P</td> </tr> <tr> <td></td><td></td><td></td><td>%</td> <td></td><td></td><td></td><td>%</td> </tr> </table> <p>Check adds up to 100%</p>	2.8.5 F				2.8.6 P							%				%
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2.9.	Give average numbers of employees by gender? <b>The respondent is reminded of the number in 2.2</b>	2.9.1 Males	2.9.2 Females	2.9.3 Males	2.9.4 Females	2.9.5 Males	2.9.6 Females
		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
		Ensure that the sum of the two types adds up to the sum of the corresponding period in 2.2		Ensure that the sum of the two types adds up to the sum of the corresponding period in 2.2		Ensure that the sum of the two types adds up to the sum of the corresponding period in 2.2	
2.10.	What is the distribution of employees on average by gender?	2.10.1 Males	2.10.2 Females	2.10.3 Males	2.10.4 Females	2.10.5 Males	2.10.6 Females
		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
		Check adds up to 100%		Check adds up to 100%		Check adds up to 100%	

### 3. State of the establishment since the COVID crisis and expectations regarding exit, entry and operation

3A	Respondant's name	
3B	Respondant's phone number	
3C	Respondant's job title	

No.	Questions	Code	
3.1.	Has the establishment been temporarily closed for any period since the beginning of the COVID crisis?	Yes.....1 No.....2 →3.6	
3.2.	How many times has this establishment closed since the start of the crisis?	Once.....1 Twice.....2 Three.....3 Other (mention).....4 <input type="text"/>	
3.3.	For how long did the first closure last? <b>Answer units:</b> Day ..... 1 week ..... 2 month ..... 3	3.3.1 code	3.3.2 number
		<input type="text"/>	<input type="text"/>
3.4.	At what date exactly did you start your 1 <sup>st</sup> closure? <b>If the day is not known, an approximate answer is given for the day.</b>	3.4.1 day	3.4.2 month
		<input type="text"/>	<input type="text"/>
3.5.	Give the date for the <b>last time</b> the establishment was temporarily closed? <b>If it was closed once, this date will match the date in 3.4.</b> <b>If the day is not known, an approximate answer is given for the day.</b>	3.5.1 day	3.5.2 month
		<input type="text"/>	<input type="text"/>

3.6.	What is the current status of this establishment?	Partially functioning.....1 Fully functioning.....2→3.9 <input type="text"/>
3.7.	Do you expect this establishment to ever resume full operation?	Yes.....1 No.....2→3.9 <input type="text"/>
3.8.	How long do you expect the establishment will need to be able to resume full operation?	1-2 months ...1 3-4 months ... 2 5-6 months... 3 6 months to a year ..... 4 one year ..... 5 2 years ..... 6 other (mention)..... 7 <input type="text"/>
3.9.	In your estimate, how long will you be able to continue paying salaries in full?	1-2 months.....1 3-4 months ..... 2 5-6 months ..... 3 6 months to a year ..... 4 one year ..... 5 2 years .....6 I don't expect to ever stop.....7 other (mention)..... 8 <input type="text"/>
3.10.	In your estimate, how long will the establishment hold up for before it exits the market?	1-2 months.....1 3-4 months ..... 2 5-6 months ..... 3 6 months to a year ..... 4 one year ..... 5 2 years .....6 I don't expect to ever exit the market.....7 <input type="text"/>
3.11.	How have sales changed since the beginning of the COVID crisis?	increased...1 didn't change....2 decreased....3 <input type="text"/>
3.12.	Did you offer any price reductions after the COVID crisis?	Yes.....1 No.....2 <input type="text"/>

#### 4. Changes in investment, production, revenues, financial conditions, numbers of workers, working hours and working remotely in response to COVID

4A	Respondant's name	
4B	Respondant's phone number	
4C	Respondant's job title	

No.	Questions		Code
4.1.	Did you intend to make some expansions before the COVID crisis?	Yes.....1 No.....2→4.3	
4.2.	Pertaining to these expansions, do you intend on	undertaking them as planned ..... 1 postponing or scaling down expansions.....2 canceling expansions altogether ..... 3	

<b>4.3.</b>	Did you reduce working hours during the COVID crisis?  The exact reason for hours' reduction is not the focus of this question (whether due to the lockdown or another reason). What matters is whether there was a reduction in the first place.	Yes.....1 No.....2 →4.7		
<b>4.4.</b>	For how many times did you reduce working hours since the beginning of the crisis?	Once...1 Twice...2 Three times...3 More than 3 times..4 <div style="border: 1px solid black; width: 50px; height: 20px; margin: 0 auto;"></div>		
<b>4.5.</b>	By what percentage did you cumulatively reduce working hours on average, compared to the financial year preceding the crisis?  It does not matter the reason for the reduction (because of the prohibition or succession, what matters is the percentage of reduction).	<div style="border: 1px solid black; width: 100px; height: 20px; display: flex; justify-content: space-between; align-items: center;"><div></div><div></div><div></div><div>%</div></div>		
<b>4.6.</b>	On average by how much have working hours been cumulatively reduced compared to the financial year preceding the crisis?  Give all that apply	<b>Possible options</b>	<b>4.6.1</b> Code	<b>4.6.2</b> number
		number of hours per day....1	1.	1.
		number of days per week....2	2.	2.
		number of weeks per month3	3.	3.
<b>4.7.</b>	What proportion of this establishment's total output is currently being produced XX?  insert one of the following three options instead of XX  Ensure that the total of answers reaches 100%.	<b>4.7.1</b> at this establishment's location	<div style="border: 1px solid black; width: 100px; height: 20px; display: flex; justify-content: space-between; align-items: center;"><div></div><div></div><div></div><div>%</div></div> If it is 100% →4.10	
		<b>4.7.2</b> Remotely (due to lockdown measures)	<div style="border: 1px solid black; width: 100px; height: 20px; display: flex; justify-content: space-between; align-items: center;"><div></div><div></div><div></div><div>%</div></div>	
		<b>4.7.3</b> other (mention)	<div style="border: 1px solid black; width: 100px; height: 20px; display: flex; justify-content: space-between; align-items: center;"><div></div><div></div><div></div><div>%</div></div>	
<b>4.8.</b>	Have you sent any of the workers to work remotely during the CORONA crisis?	Yes.....1 No.....2 →4.10		
<b>4.9.</b>	What is the total number of workers working remotely during this month on average? What is their distribution between the different groups?  * If there are no workers working remotely in this category, insert 0. In the absence of workers in a particular category at all, place n.a. * The number in 4.9.1 cannot be greater than the number in 2.2.3. That is, the total number of remote workers shown in 4.9.1 cannot exceed the number of employment shown in 2.2.3			
<b>4.9.1</b>	<b>4.9.2</b>	<b>4.9.3</b>	<b>4.9.4</b>	<b>4.9.5</b>
<b>Total</b>	females	males	Prod	Non prod
	This sum should equal the value in 4.9.1		This sum should equal the value in 4.9.1	
<b>4.10.</b>	Have you laid off any employees during the CORONA crisis?	Yes.....1 No.....2 →4.14		

**4.11.**

What is the total number of employees who have been laid off since the beginning of the CORONA crisis?  
What is their distribution between the different groups?

i.e. how many have you laid off since the beginning of the crisis?

\*in case no worker has been laid off in a specific category insert 0. If there was no employment in any particular category in the first place insert n.a.

\*The number in 4.11.1 cannot be greater than the number in 2.2.3.

4.11.1	4.11.2	4.11.3	4.11.4	4.11.5	4.11.6	4.11.7	4.11.8	4.11.9
Total	females	males	Prod	Non prod	formal	informal	full time	part time
	This sum should equal the value of 4.11.1		This sum should equal the value of 4.11.1		This sum should equal the value of 4.11.1		This sum should equal the value of 4.11.1	

**4.12.**

Are you planning on bringing back all employees at the end of the CORONA crisis?

Ask this question only if the answer to question 4.10 is yes = 1. That is, if any worker has been laid off.

Yes.....1 →4.14

No.....2

Can't determine.... →4.14

**4.13.**

Which categories/types of labor will not be brought back?

Choose all that apply

Labor category	Code
Informal employment.....1	
Formal employment.....2	
Males.....3	
Females.....4	
Production workers.....5	
Non-production workers .....6	
Skilled workers.....7	
Unskilled workers.....8	
Part-time employment.....9	
Full-time employment.....10	
Seasonal employment.....11	
Other.....12	

**4.14.**

On average, have total monthly wages including basic salary or any bonus or commission the employee receives changed compared to the previous financial year?

Yes.....1 No.....2 →4.18

**4.15.**

On average, what is the percentage change in **total monthly wages** (basic salary + any bonus or commission paid to the worker) compared to the average total wages in the last financial year prior to the pandemic? And in your view what changes in total wages occurred for the different groups?

If wages have declined insert a negative sign before the percentage, for example - 20%, and if they have increased insert + 20%. Do not write the number without a clear specification of + or -

<b>4.15.1</b>	<b>4.15.2</b>	<b>4.15.3</b>	<b>4.15.4</b>	<b>4.15.5</b>	<b>4.15.6</b>	<b>4.15.7</b>	<b>4.15.8</b>	<b>4.15.9</b>
<b>Total</b>	females	males	Prod.	Non prod.	formal	informal	full time	part time
	%	%	%	%	%	%	%	%

  

<b>4.16.</b>	Do you intend to raise all wages to their previous levels after the end of the pandemic? <b>Ask only if the answers to any of 4.15 questions are negative, that is, <u>if the wages were reduced.</u></b>	Yes.....1 <b>→4.18</b> No.....2 <div style="border: 1px solid black; width: 50px; height: 20px; margin: 0 auto;"></div>																										
<b>4.17.</b>	Which labour categories' wages will not be raised to their previous levels? <b>Choose <u>all</u> that apply</b>	<table border="1"> <thead> <tr> <th>Labor category</th> <th>Code</th> </tr> </thead> <tbody> <tr><td>Informal employment .....</td><td>1</td></tr> <tr><td>Formal employment .....</td><td>2</td></tr> <tr><td>Males .....</td><td>3</td></tr> <tr><td>Females .....</td><td>4</td></tr> <tr><td>Production employment.....</td><td>5</td></tr> <tr><td>Non-production employment... ..</td><td>6</td></tr> <tr><td>Skilled Workers .....</td><td>7</td></tr> <tr><td>Unskilled workers .....</td><td>8</td></tr> <tr><td>Part-time employment .....</td><td>9</td></tr> <tr><td>Full-time employment .....</td><td>10</td></tr> <tr><td>Seasonal Employment .....</td><td>11</td></tr> <tr><td>Other .....</td><td>12</td></tr> </tbody> </table>	Labor category	Code	Informal employment .....	1	Formal employment .....	2	Males .....	3	Females .....	4	Production employment.....	5	Non-production employment... ..	6	Skilled Workers .....	7	Unskilled workers .....	8	Part-time employment .....	9	Full-time employment .....	10	Seasonal Employment .....	11	Other .....	12
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Informal employment .....	1																											
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<b>4.18.</b>	Compared to the last completed financial year prior to the CORONA crisis:																											
	<b>4.18.1.</b> <u>Compared to the last completed financial year prior to the CORONA crisis:</u> Has XXX <b>Replace XXX with the 4 options shown below.</b> decreased ..... 1 remained unchanged ..... 2 increased..... 3	<b>4.18.2.</b> <u>By what percentage did XXX decrease or increase compared to the last completed financial year prior to the CORONA crisis.</u>																										
	1. Production quantity a. <div style="border: 1px solid black; width: 40px; height: 20px; display: inline-block;"></div> <b>If answer is 2 →4.18.1.2</b>	b <div style="border: 1px solid black; width: 40px; height: 20px; display: inline-block;"></div> %																										
	2. Value of production or sales a. <div style="border: 1px solid black; width: 40px; height: 20px; display: inline-block;"></div> <b>If answer is 2 →4.18.1.3</b>	b <div style="border: 1px solid black; width: 40px; height: 20px; display: inline-block;"></div> %																										
	3. Export quantity a. <div style="border: 1px solid black; width: 40px; height: 20px; display: inline-block;"></div> <b>If answer is 2 or n.a. →4.18.1.4</b> <b>Insert n.a. if there hasn't been any exports either prior or after the crisis.</b>	b <div style="border: 1px solid black; width: 40px; height: 20px; display: inline-block;"></div> %																										
	4. Value of exports a. <div style="border: 1px solid black; width: 40px; height: 20px; display: inline-block;"></div> <b>If answer is 2 or n.a. →4.19</b>	b <div style="border: 1px solid black; width: 40px; height: 20px; display: inline-block;"></div> %																										

		Insert n.a. if there hasn't been any exports either prior or after the crisis.																					
4.19.	Did you switch to producing new products other than those produced before the crisis?	Yes.....1 No.....2 →4.21																					
4.20.	Switched from product X to product Y? Give some examples	<b>a. From product</b> 1. 3. 5.	<b>b. To product</b> 2. 4. 6.																				
		a. <b>Prior</b> to Corona	b. <b>After</b> Corona																				
4.21.	Has this establishment taken any bank loans during the indicated periods?	Yes.....1 No.....2 <input type="text"/>	Yes.....1 No.....2 <input type="text"/>																				
4.22.	Did you make any profits during the indicated periods?	Yes.....1 No.....2 <input type="text"/>	Yes.....1 No.....2 <input type="text"/>																				
4.23.	Has the demand for your products increased, decreased or remained unchanged? Decreased ..... 1 Unchanged ..... 2 Increased ..... 3	a. <b>Prior</b> to Corona compared to the preceding years <input type="text"/>	b. <b>After</b> Corona compared to the last completed financial year prior to Corona <input type="text"/>																				
4.24.	On average, give establishment productive capacity utilization during the indicated periods.	a. Prior to Corona <input type="text"/> <input type="text"/> <input type="text"/> % If the answer 100% <b>skip question 4.25.a</b>	b. After Corona <input type="text"/> <input type="text"/> <input type="text"/> % If the answer 100% <b>skip question 4.25.b</b>																				
4.25.	What is the <b>most important reason</b> for not utilizing the establishment's full productive capacity? Choose the most important reason only. Note that causes 6 and 7 cannot be applied in 4.25.a.																						
		a. <b>Prior</b> to Corona	b. <b>After</b> Corona																				
	1. insufficient demand for my products ..... 1																						
	2. increase in input prices.....2																						
	3. unavailability of production inputs ..... 3																						
	4. insufficient financial liquidity ..... 4																						
	5. limited access to electricity ..... 5																						
	6. fear of getting infected with the Corona virus..... 6																						
	7. due to the lockdown..... 7																						
	8. other (mention) ..... 8																						
4.26.	Give average monthly revenue during the last financial year prior to the Corona outbreak. If respondent gives annual revenue, divide the number by 12 to calculate monthly revenue.	<table border="1"> <tr> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td>LE</td> <td>4.26.1.</td> </tr> <tr> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td>\$</td> <td>4.26.2.</td> </tr> </table>		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	LE	4.26.1.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$	4.26.2.
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	LE	4.26.1.														
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$	4.26.2.														
4.27.	Give average monthly revenue during this financial year and since the Corona crisis? Note that the year is not over yet, so we ask about the average monthly revenue.	<table border="1"> <tr> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td>LE</td> <td>4.27.1.</td> </tr> <tr> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td>\$</td> <td>4.27.2.</td> </tr> </table>		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	LE	4.27.1.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$	4.27.2.
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	LE	4.27.1.														
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$	4.27.2.														

## 5. Transmission channels of the COVID crisis: commercial, financial, health, trade, logistics and administrative constraints

5A	Respondant's name	
5B	Respondant's phone number	
5C	Respondant's job title	
<p><b>5.1.</b> On a scale from 0-10, with 0 being “no problem at all” and 10 being “extremely problematic”, how serious were the problems the firm faced as a result of the Corona crisis?  <b>Absolutely no problem at all → 0.....10 ← extremely problematic</b>  <b>If problem does not apply to the establishment insert n.a. *show 5A card</b></p>		
	1. sufficient financial liquidity (to pay wages, rent, utilities, supplies, installments & other payments).	
	2. ability to access to affordable financial products and services with reasonable conditions	
	3. renegotiation of bank loans' conditions taken out prior to the Corona crisis taken loans. (insert n.a. if the establishment has not taken out any loans. That is, the answer to question 4.21.a is no = 2)	
	4. concern over potential levied penalties <b>if tax is not paid on time</b>	
	5. concern over potential penalties <b>if earlier debt service is not paid on time</b> (e.g. either from banks or other financial intermediaries). (insert n.a. if the establishment has never taken out any loans prior to Corona. That is the answer to question 4.21.a is no = 2)	
	6. inability/delayed product delivery to your domestic clients	
	7. ability to <b>find alternative distribution channels</b> to reach your clients	
	8. reduction/cancellation of previous orders from your Egyptian clients	
	9. reduction/cancellation of previous orders from your foreign clients (insert n.a. if not dealing with foreign clients)	
	10. ability to find alternative clients	
	11. delays in receiving payments from your clients	
	12. establishment ability to procure the necessary products and services for operation from the domestic market	
	13. ability to find alternative domestic suppliers	
	14. customs delays on your imported inputs	
	15. other Egyptian government restrictions imposed on your imported inputs other than customs	
	16. ability to pay for your imported inputs	
	17. foreign countries' imposed restrictions on exporting products to your country/establishment	
	18. Egyptian customs delays on your <b>exported products</b> to other countries.	
	19. Other Egyptian restrictions imposed on your exported products (e.g. bans on exports)	
	20. foreign country imposed restrictions on your exported products (e.g. bans on imports in the receiving country)	
	21. depletion of raw materials inventory	
	22. depletion of products inventory	
	23. fear of infection with the Corona virus among managers and workers of your establishment	
	24. actual infection of your employees with the Corona virus	
	25. predictability of imposed taxation	

## 6. Ownership and management characteristics

6A	Respondant's name	
6B	Respondant's phone number	
6C	Respondant's job title	

No.	Questions	Code
6.1.	How was this establishment originally established?  <div style="border: 1px solid black; width: 50px; height: 50px; margin: 10px auto;"></div>	as a private sector company .....1
		As a privatized state-owned firm.....2
		a private subsidiary of a former state-owned firm.....3
		state-owned firm.....4
		Other (mention).....5
6.2.	What percentage of this establishment is owned by each of the following: The total answer should sum 100%	Private domestic individuals, companies, or organizations <b>6.2.1</b> <div style="border: 1px solid black; width: 30px; height: 20px; display: inline-block;"></div> % <b>If 100% → 6.4</b>
		Private foreign individuals, companies or organizations <b>6.2.2</b> <div style="border: 1px solid black; width: 30px; height: 20px; display: inline-block;"></div> % <b>If 6.2.1+6.2.2= 100% → 6.4</b>
		Government or state <b>6.2.3</b> <div style="border: 1px solid black; width: 30px; height: 20px; display: inline-block;"></div> %
6.3.	What are the nationalities of all foreign owners and their share in <b>total foreign ownership value</b> ?  Note that reference here is to foreign ownership. Total shares should add up to 100%. Please start with the nationality with the largest ownership share.	<b>Nationality</b> <b>Share of all foreigners</b>
		<div style="border: 1px solid black; width: 100%; height: 100%;"></div> <b>6.3.1.</b> <div style="border: 1px solid black; width: 30px; height: 20px; display: inline-block;"></div> %
		<div style="border: 1px solid black; width: 100%; height: 100%;"></div> <b>6.3.2.</b> <div style="border: 1px solid black; width: 30px; height: 20px; display: inline-block;"></div> %
		<div style="border: 1px solid black; width: 100%; height: 100%;"></div> <b>6.3.3.</b> <div style="border: 1px solid black; width: 30px; height: 20px; display: inline-block;"></div> %
		Other (mention) <b>6.3.4.</b> <div style="border: 1px solid black; width: 30px; height: 20px; display: inline-block;"></div> %
6.4.	Are there any females amongst establishment owners?	yes.....1     no.....2 → 6.7 <div style="border: 1px solid black; width: 50px; height: 20px; display: inline-block;"></div>
6.5.	Is the principal owner, or one of the principal owners, a woman? (the principal owner is the person or persons with the largest ownership share)	yes.....1     no.....2 <div style="border: 1px solid black; width: 50px; height: 20px; display: inline-block;"></div>



6.6.	What is the ownership share of women in this establishment?	<input type="text"/> <input type="text"/> <input type="text"/> %
6.7.	Are there any women in top management?	yes.....1    no.....2 <input type="text"/>
6.8.	How many years of experience of working <b><u>in this sector</u></b> does the top manager have?	<input type="text"/> <input type="text"/> years
6.9.	What is the highest level of education completed by the top manager?	read and write.....1 → 7.1
		primary education .....2 → 7.1
		preparatory education.....3 → 7.1
		secondary school including vocational ....4 → 7.1
		bachelor's degree .....5
		Masters degree.....6
		PhD .....7
		other (mention).....8
6.10	From what university did the top manager receive the highest degree?	Cairo University.....1
		Ain Shams University.....2
		Other public Egyptian university...3
		American University .....4
		Other private Egyptian university...5
		Foreign University (mention).....6
		Other (mention).....7
		<input type="text"/>
6.11	What is the top manager's field of education?	MBA.....1
		Other (mention).....2
		<input type="text"/>

## 7. Innovation

7A	Respondant's name	
7B	Respondant's phone number	
7C	Respondant's job title	

No.	Questions	Code
7.1.	Does this establishment have (or did it ever have) an R&D department, unit or someone who works on R&D?	yes.....1    no.....2 <input type="text"/>
7.2.	During the last few years prior to Corona, had this establishment spent on R&D other than market research surveys, whether undertaken by this establishment directly or by companies it contracted with?	yes.....1    no.....2 → 7.5 <input type="text"/>

7.3.	<p><b><u>Since the establishment of the firm on average and before Corona,</u></b> how much has the establishment spent annually on R&amp;D, whether within the establishment or by those contracted with? <b>The respondent is allowed to choose his/her preferred currency.</b></p>	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>LE</td><td>7.3.1.</td> </tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>\$</td><td>7.3.2.</td> </tr> </table>													LE	7.3.1.										\$	7.3.2.
									LE	7.3.1.																	
									\$	7.3.2.																	
7.4.	<p><b><u>Since establishment on average and before Corona,</u></b> what is the share of total expenditure (indicated in 7.3) on R&amp;D directed to each of the following?  <b>Total shares should add up to a 100%.</b></p>	7.4.1. Products		<table border="1"> <tr> <td></td><td></td><td></td> </tr> </table>				%																			
		7.4.2. Machines		<table border="1"> <tr> <td></td><td></td><td></td> </tr> </table>				%																			
		7.4.3 Design		<table border="1"> <tr> <td></td><td></td><td></td> </tr> </table>				%																			
		7.4.4 Marketing		<table border="1"> <tr> <td></td><td></td><td></td> </tr> </table>				%																			
		7.4.5 Production processes		<table border="1"> <tr> <td></td><td></td><td></td> </tr> </table>				%																			
7.5.	<p>Since establishment, has there been any development in the following aspects:  <b>New production processes include new methods or processes in product manufacturing or in service provision; in transport and logistics or in distribution processes of inputs, products, or services; or in activities supporting production processes.</b></p>	7.5.1. Products	Yes .....	1	No .....	2																					
		7.5.2. Machines	Yes .....	1	No .....	2																					
		7.5.3 The design	Yes .....	1	No .....	2																					
		7.5.4 Marketing	Yes .....	1	No .....	2																					
		7.5.5 Production processes	Yes .....	1	No .....	2																					
		<b>If all answers are No → 7.7</b>																									
7.6.	<p><b>7.6.1. mistake in original q numbering.</b>          What is the number and description of the most important developed item (7.5.1, 7.5.3, 7.5.2, etc...)  <table border="1"> <tr> <td></td><td></td><td></td><td></td> </tr> </table>           .....          .....          .....          .....          ....</p>					<p><b>7.6.2. mistake in original q numbering.</b>          How did this establishment develop the most important new or significantly improved product, machine or service?</p> by <b>reproducing</b> a product or service already sold or provided by another firm.....1 by <b>modifying</b> a product or service already sold or provided by another firm.....2 the establishment created this innovative product or service.....3 other .....4 <table border="1"> <tr> <td></td><td></td> </tr> </table>																					
7.7.	<p>Did this establishment receive any kind of R&amp;D support <u>prior to Corona</u>, and/or did the establishment cooperate with any entity to develop the newly developed or improved</p>	<p>yes.....1    no.....2 → <b>next section</b></p> <table border="1"> <tr> <td></td> </tr> </table>																									

	product(s) and/or service(s)? A 'yes' response to either parts of the question suffices to raise the following question.		
7.8.	What type of entity or institution provided this support or cooperated with the establishment? List all that apply. Start with the most important.	Egy. governmental (e.g. research or academic).....1	
		Foreign governmental (e.g. research or academic)..2	
		Local parent company .....3	
		Foreign parent company .....4	
		Egyptian consulting firm .....5	
		Foreign consulting firm .....6	
		Egyptian Technology Centers .....7	
		The Egyptian establishment to which you sell your products .....8	
		The foreign establishment to which you sell your products .....9	
		Egyptian non-governmental organization (NGO).10	
		Foreign NGO .....11	
		International organization (such as the World Bank, EBRD, IFC) .....12	
		Other (mention).....13	
		7.9.	What is the name of the institution (s) that provided this support?
7.10.	What was the form of that support?  yes.....1 no.....2	<b>Form of support</b>	<b>Code</b>
		1. financial (money)	
		2. technical	
		3. machines or equipment	
		4. other (mention)	

## 8. Management Practices and Use of IT

8A	Respondant's name	
8B	Respondant's phone number	
8C	Respondant's job title	

No.	Questions	Code
8.1.	In the last few years prior to Corona what best describes how it was dealt with when a problem in the production process arose?	we fixed it but did not take further action .....1
		we fixed it and took action to make sure it did not happen again.....2
		we fixed it and took action to make sure it did not happen again, and have undertaken continuous improvement processes to allow the anticipation of similar problems.....3
		no action was taken .....4
		other (mention).....5
		<input type="text"/>
8.2.	Prior to Corona did this establishment monitor any performance indicators?	yes.....1    no.....2 ➔ 8.4 <input type="text"/>
8.3.	In the last few years prior to Corona, how many performance indicators were monitored at this establishment?	1-2 indicators.....1
		3-9 indicators .....2
		10 or more indicators .....3
		<input type="text"/>
8.4.	In the years prior to Corona did the estab. specify any performance indicators or <b>production targets</b> ? Examples of production targets: production volume, quality, efficiency, waste, and on-time delivery.	yes.....1    no.....2 ➔ 8.8 <input type="text"/>
8.5.	What best describes the time frame of these production targets?	main focus was on the short term, less than one year.....1
		main focus was on long term, one year or more.....2
		combination of short-term and long-term targets.....3
		I don't think about the time frame at all.....4
		<input type="text"/>
8.6.	How easy is it for the establishment to achieve the specified production targets?	achieved without much effort.....1
		achieved with some effort.....2
		achieved with a reasonable amount of effort...3
		achieved with quite a lot of effort.....4
		achieved with extraordinary effort.....5
		the targets were not achieved.....6
<input type="text"/>		

8.7.	Who is most aware of this establishment's production targets? <b>Choose only one</b>	only senior managers.....1												
		most managers and <b>some</b> production workers.....2												
		most managers and <b>most</b> production workers.....3												
		all managers and <b>most</b> production workers.....4												
		<input type="text"/>												
8.8.	In any of the years preceding the Corona crisis, did managers receive any performance bonus?	yes.....1    no.....2 → 8.10 <input type="text"/>												
8.9.	What are managers' performance bonuses mostly based on? <b>Provide the most important one</b>	their own performance.....1												
		their team's performance.....2												
		the establishment's performance....3												
		the firm's performance .....4 <b>if the establishment is not part of a multi-establishment firm, do not use this option</b>												
		other ( <b>mention</b> ).....5 <input type="text"/>												
8.10.	What is the primary way non-managers are promoted at this establishment? <b>List the most important, then less important:</b> <table border="1" data-bbox="267 976 634 1073"> <tr> <td>1.</td><td>2.</td><td>3.</td><td>4.</td><td>5.</td><td>6.</td> </tr> <tr> <td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td> </tr> </table>	1.	2.	3.	4.	5.	6.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	based solely on performance and ability.....1
1.	2.	3.	4.	5.	6.									
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>									
based on <b>the length of employment at this establishment</b> ...2														
based on <b>family ties</b> .....3														
non-managers are typically not promoted.....4														
there is no hierarchy in this establishment.....5														
other.....6 <input type="text"/>														
8.11.	Typically, how long does it take to fire an under-performing non-manager?	within 6 months of identifying underperformance..1												
		after 6 months of identifying underperformance....2												
		this rarely happens.....3												
		Not applicable. ....n.a												
		<input type="text"/>												
8.12.	Did this establishment ever have or does it currently have a government or state official among its managers, owners, or board of directors?	yes.....1    no.....2 <input type="text"/>												

## 9. Production Costs

9.1.	Prior to Corona, how much were the average annual productions costs of this establishment? (include non-incurred costs to the annual costs)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	LE	9.1.1.	
		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	\$	9.1.2.	
Respondent is allowed to choose the currency					
9.2.	On average what is the share in yearly production costs spent on:  All should sum to 100%	9.2.1. energy (electricity, gas, fuel) <input type="text"/> <input type="text"/> <input type="text"/> %			
		9.2.2. wages and salaries <input type="text"/> <input type="text"/> <input type="text"/> % (all including the director's)			
		9.2.3. land rental (actual or shadow price) <input type="text"/> <input type="text"/> <input type="text"/> %			
		9.2.4. intermediate inputs and production supplies <input type="text"/> <input type="text"/> <input type="text"/> %			
		9.2.5. other (mention) <input type="text"/> <input type="text"/> <input type="text"/> %			

## 10. Obstacles to Operation

10A	Respondant's name	
10B	Respondant's phone number	
10C	Respondant's job title	

**10.1.** On a scale from 0-10, with 0 being “no problem at all” and 10 being “extremely problematic”, how serious are these constraints to firm operation?

**no problem at all → 0.....10 ← extremely problematic**

**If the obstacle does not apply to the establishment insert n.a. \* Show respondent card 10A**

Constraints	a. <u>Before</u> Corona crisis			b. <u>After</u> the crisis		
1. Access to finance (if didn't seek financing, insert n.a.)						
2. Disputes with clients						
3. Disputes with suppliers						
4. Any other disputes in the courts not mentioned in either 2. or 3.						
5. Government administration of the tax system						
6. Tax rates						
7. Work licenses and permits						
8. Corruption (such as bribes)						
9. Political stability						
10. Commercial and customs laws						
11. Unskilled manpower [original numbering was wrong (was 12)]						
12. Labor turnover rate (i.e. walk off and leave company quickly/regularly)						
13. Workers' recurrent absenteeism						
14. Strict labor laws						
15. Limited market demand on my products						
16. Skills of those in charge of managing the project						
17. Available information on raw material and product markets						
18. Availability of high-quality inputs and production supplies						
19. Permanent marketing outlets						
20. Technical support to marketing operations abroad						
21. Participation in exhibitions						
22. Competition from other formal competitors in the market						
23. Competition from other informal competitors (under the ladder)						
24. Access to and quality of public utilities (such as water, gas, electricity, roads, public transport, security)						
25. Availability of foreign exchange						

**10.2.** On a scale from 0-10, with 0 being “no problem at all” and 10 being “extremely problematic”, how serious were these constraints to firm operation **within your establishment’s geographical area**?

**No problem at all → 0.....10 ← extremely problematic**

**Give the respondent all options so s/he can see them on the card and think for a minute before answering. If the constraint does not apply to the establishment insert n.a.**

<b>Constraints</b>	<b>10.2.1. <u>Before</u> Corona crisis</b>	<b>10.2.2. <u>After</u> Corona crisis</b>
1. public transport (availability, quality and price)		
2. sewage and sanitation		
3. water for production purposes		
4. repeated electricity cuts and shortages		
5. natural gas		
6. high utility and services prices		
7. road conditions		
8. security in your area (e.g. crime and theft)		
9. Internet connection		
10. other ( <b>mention</b> )		

**10.3.** On a scale from 0-10, with 0 being “no problem at all” and 10 being “extremely problematic”, how serious were the problems you experienced with the following institutions?

**No problem at all → 0.....10 ← extremely problematic**

**If the establishment did not deal with the mentioned institution insert n.a.**

<b>Institution</b>	<b>10.3.1. <u>Before</u> Corona crisis</b>	<b>10.3.2. <u>After</u> the crisis</b>
1. Civil Defense		
2. Ministry of Environment		
3. Ministry of Social Solidarity		
4. Ministry of Manpower		
5. Local councils / governorate		
6. Ministry of Health		
7. Industrial Development Authority		
8. Industrial Control Authority		
9. The Egyptian General Authority for Standardization and Quality		
10. Ministry of Trade and Industry		



**10.4.** On a scale from 0-10, with 0 being “an extremely poor service” and 10 being “an excellent service”, what is your assessment of the quality of the service provided by each of the following?  
**extremely poor service → 0..... ←10 excellent service**

**Insert n.a. if respondent is not familiar with their services**

Entity	10.4.1. <u>Before</u> Corona crisis	10.4.2. <u>After</u> the crisis
1. Chamber of Commerce		
2. Chamber of Industry		
3. Micro, small and medium Enterprise Development Agency (EDA)		
4. Federation of Egyptian Industries		
5. Industrial Training Council (ITC)		
6. Industrial Modernization Center (IMC)		
7. Institute of Productivity Efficiency		
8. Technology centers		
9. Any other institutions affiliated with the Ministry of Industry (mention)		

## 11. Feeding industries, production, exports, marketing and global value chains

11A	Respondant's name	
11B	Respondant's phone number	
11C	Respondant's job title	

**Inform the respondent that all questions of this module pertain to the LCFY prior to Corona.**

<b>11.1.</b> What was the value of all your inputs of production during the LCFY prior to Corona?														LE	<b>11.1.1</b>
														\$	<b>11.1.2</b>

**11.2.** List the two most important inputs of production during the LCFY prior to Corona. For each input, give the country or geographical region or governorate, and the free or industrial zone for your three most important suppliers. Also give the share of the establishment's purchases from this input.

\* After asking 11.2.1-11.2.8 for the first input, repeat the same questions for the next input, and so on. Therefore, the skip instructions are applied **horizontally** for this question.

\* If the firm does not deal with 'any' suppliers and produces "all" its inputs (the most important and the next in importance) itself, do not ask 11.2.5 and the following questions of this table.

11.2.1 List the two most important inputs of production during the LCFY prior to Corona.	11.2.2 What industry does this input belong to? Use the codes mentioned in 11.11 below.	11.2.3. What is the value of your total annual purchases of this input in the LCFY prior to Corona? * If the input is 'fully' produced at his establishment, respondent must give the annual value of his total production of this input in the LCFY preceding Corona (meaning that the input is NOT bought from the market but is being produced in house instead).	11.2.4 Do you 'fully' produce all your requirements from this input in house?	11.2.5 Give the governorate if the input is bought from Egypt or the country if it is imported for the three most important suppliers of this input.	11.2.6 Give the supplier's share of the total value of your purchases of this input (%).	11.2.7 Is the supplier located in the same geographical area, free zone, industrial or private area in which your establishment is located?	11.2.8 If the region differs from your geographical area, industrial or free zone, or ... What is the name of the free zone, industrial, special economic or geographical location in which this supplier is located? Insert the appropriate code from the booklet, or write the name and code later.																																
1. The most important input ..... ..... .....	<table border="1"><tr><td></td><td></td></tr></table>			<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>LE</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>\$</td></tr></table>											LE											\$	Yes ..... 1 → next input No ..... 2	a. <b>The most important supplier for the most important input</b> 1..... If from Egypt, ask: 2. Is the input sold to you by your supplier originally imported? <input type="checkbox"/> Yes.....1 No.....2  b. <b>The second most important supplier for the most important input</b> 1..... If from Egypt, ask: 2. Is the input sold to you by your supplier originally imported? <input type="checkbox"/> Yes..... No.....	<table border="1"><tr><td></td><td></td><td></td><td>%</td></tr></table> a. * If 100% insert a zero in 11.1.2.6.b and 11.1.2.6.c, and *do not ask about the 2 <sup>nd</sup> or 3 <sup>rd</sup> supplier *Continue asking the remaining questions for this supplier.  b. <table border="1"><tr><td></td><td></td><td></td><td>%</td></tr></table> * If the sum of 11.1.2.6.a and 11.1.2.6.b = 100% → *Insert a zero in 11.2.6.c * *Do not ask the 3 <sup>rd</sup> clients' questions. *continue asking the remaining questions for this supplier.				%				%	a. Yes...1 → next supplier no....2  b. Yes...1 → next supplier No....2	a..... ..... .....  b..... ..... .....
										LE																													
										\$																													
			%																																				
			%																																				

				<p>c. <b><u>The third most important supplier for the most important input</u></b></p> <p>1 .....</p> <p>If from Egypt, ask:</p> <p>2. Is the input sold to you by your supplier originally imported?</p> <p><input type="checkbox"/> Yes.....1 <input type="checkbox"/> No.....2</p>	<p>c. <input type="text"/> <input type="text"/> <input type="text"/> %</p> <p>yes...1 → <b>next input</b> No....2</p>	<p>c. .... ..... .....</p>																																					
<p>2. The second most important input</p> <p>.....</p> <p>.....</p> <p>.....</p>	<p><input type="text"/> <input type="text"/></p>	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>LE</td> </tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>\$</td> </tr> </table>																		LE																		\$	<p>Yes ..... 1 → <b>11.3</b></p> <p>No ..... 2</p> <p><input type="text"/></p>	<p>a. <b><u>The most important supplier for the second most important input</u></b></p> <p>1.....</p> <p>If from Egypt, ask:</p> <p>2. Is the input sold to you by your supplier originally imported?</p> <p>Yes.....1 No....2</p> <p><input type="text"/></p>	<p>a. <input type="text"/> <input type="text"/> <input type="text"/> %</p> <p>* If 100% insert a zero in <b>11.2.2.6.b</b> and <b>11.2.2.6.c</b>, and *do not ask about the 2<sup>nd</sup> or 3<sup>rd</sup> supplier</p> <p>*Continue asking the remaining questions for this supplier.</p>	<p>a. Yes...1 → <b>next supplier</b> no....2</p>	<p>a..... ..... .....</p>
																		LE																									
																	\$																										
				<p>b. <b><u>The second most important supplier for the second most important input</u></b></p> <p>1.....</p> <p>If from Egypt, ask:</p> <p>2. Is the input sold to you by your supplier originally imported?</p> <p>Yes...1 No....2</p> <p><input type="text"/></p>	<p>b. <input type="text"/> <input type="text"/> <input type="text"/> %</p> <p>* If the sum of <b>11.2.2.6.a</b> and <b>11.2.2.6.b</b> = 100% →</p> <p>*Insert a zero in <b>11.2.2.6.c</b> * *Do not ask the 3<sup>rd</sup> clients' questions.</p> <p>*continue asking the remaining questions for this supplier.</p>	<p>b. Yes...1 → <b>next supplier</b> No....2</p>	<p>b..... ..... .....</p>																																				

			<p>c. <b><u>The third most important supplier for the second most important input</u></b></p> <p>1 .....</p> <p>If from Egypt, ask:</p> <p>2 Is the input sold to</p> <div style="border: 1px solid black; width: 40px; height: 20px; margin: 5px auto;"></div> <p>you by your supplier originally imported?</p> <p>Yes...1 No....2</p>	<p>c.</p> <table border="1"> <tr> <td></td> <td></td> <td></td> <td>%</td> </tr> </table>				%	<p>c.</p> <p>yes...1 → <b>11.3</b></p> <p>No....2</p>	<p>c.....</p> <p>.....</p> <p>.....</p>
			%							

<b>11.3.</b> Does this establishment have an internationally recognized quality certification?	Yes.....1    No.... <b>→11.5</b> <input type="text"/>																																																																
<b>11.4.</b> Please specify all of your establishments' internationally recognized quality certificates? <table border="1" data-bbox="267 436 646 552"> <tr> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td> </tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>	1	2	3	4	5	6	7	8	9										<table border="1"> <tr> <td></td> <td><b>Certificates approved in Egypt</b></td> </tr> <tr><td>1</td><td>ISO 9001: 2015 Quality Management System</td></tr> <tr><td>2</td><td>ISO 14001:2015 Environmental Management System</td></tr> <tr><td>3</td><td>Food Safety System Certification FSSC 22000</td></tr> <tr><td>4</td><td>OHSAS 18001:2007 Occupational Health and Safety Management Systems</td></tr> <tr><td>5</td><td>ISO 13485: 2016 Medical Devices – Quality Management Systems</td></tr> <tr><td>6</td><td>IATF 16949: 2016 Automotive Quality Management System</td></tr> <tr><td>7</td><td>ISO/IEC 27001:2013 Information Security Management System</td></tr> <tr><td>8</td><td>ISO 50001 Energy Management System</td></tr> <tr><td>9</td><td>BRC Packaging certification</td></tr> <tr><td>10</td><td>Global Good Agricultural Practices certification</td></tr> <tr><td>11</td><td>IFS Food Certification</td></tr> <tr><td>12</td><td>CE Mark certificate</td></tr> <tr><td>13</td><td>ISO 22000 Food Safety Management System</td></tr> <tr><td>14</td><td>Food Packaging Material Manufacturing</td></tr> <tr><td>15</td><td>Organic certification</td></tr> <tr><td>16</td><td>Forest Stewardship Council (FSC) certification</td></tr> <tr><td>17</td><td>ISO 22000 Food Safety Management System</td></tr> <tr><td>18</td><td>ISO 45001:2018 occupational health and safety management system (OHSMS)</td></tr> <tr><td>19</td><td>BRC Global Standard for Food Safety</td></tr> <tr><td>20</td><td>ISO/IEC 20000-1 - IT Service Management Systems</td></tr> <tr><td>21</td><td>Q-Plus Product Certification</td></tr> <tr><td>22</td><td>Other (mention)</td></tr> </table>		<b>Certificates approved in Egypt</b>	1	ISO 9001: 2015 Quality Management System	2	ISO 14001:2015 Environmental Management System	3	Food Safety System Certification FSSC 22000	4	OHSAS 18001:2007 Occupational Health and Safety Management Systems	5	ISO 13485: 2016 Medical Devices – Quality Management Systems	6	IATF 16949: 2016 Automotive Quality Management System	7	ISO/IEC 27001:2013 Information Security Management System	8	ISO 50001 Energy Management System	9	BRC Packaging certification	10	Global Good Agricultural Practices certification	11	IFS Food Certification	12	CE Mark certificate	13	ISO 22000 Food Safety Management System	14	Food Packaging Material Manufacturing	15	Organic certification	16	Forest Stewardship Council (FSC) certification	17	ISO 22000 Food Safety Management System	18	ISO 45001:2018 occupational health and safety management system (OHSMS)	19	BRC Global Standard for Food Safety	20	ISO/IEC 20000-1 - IT Service Management Systems	21	Q-Plus Product Certification	22	Other (mention)
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<b>11.5.</b> What was the total value of your <b>products' sales</b> in the LCFY prior to Corona pandemic? Currency: LE=1, \$=2. <b>Complete one answer. Respondent is allowed to choose the currency.</b>  <b>Data entry for this question can be done like 11.1 above</b>	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>LE</td> </tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>\$</td> </tr> </table>														LE														\$																																				
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	21	Manufacture of pharmaceuticals, medicinal chemical and botanical products
	22	Manufacture of rubber and plastics products
	23	Manufacture of other non-metallic mineral products
	24	Manufacture of basic metals
	25	Manufacture of fabricated metal products, except machinery and equipment
	26	Manufacture of computers, electronic and optical products
	27	Manufacture of electrical equipment
	28	Manufacture of machinery and equipment n.e.c.
	29	Manufacture of motor vehicles, trailers and semi-trailers
	30	Manufacture of other transport equipment
	31	furniture (furniture and wood products, not elsewhere classified)
	32	Other manufacturing
	33	Repair and installation of machinery and equipment
	34	other

**11.12.** What are this establishment's two most important products produced in the LCFY prior to Corona? For each product, state the country or the geographical region or the governorate, the free zone or industrial zone for your three main clients, and their share in each product's sales.

*\*If the establishment does not deal with any clients as it sells **all** of its two most important products **directly** through its outlets to the final consumer, do NOT ask 11.12.6 and what follows in this table. \* After asking questions 11.12.1-11.12.11 for the first product, repeat the same questions for the next product. The skip instructions are applied **horizontally** for this question.*

11.12.1	11.12.2	11.12.3	11.12.4	11.12.5	11.12.6	11.12.7	11.12.8	11.12.9	11.12.10	11.12.11																																														
What were the two most important products produced by this establishment in the LCFY prior to Corona? Give product name	What was <b>the value of your annual sales</b> of this product in the LCFY prior to the crisis? <i>* This value cannot exceed the value given in 11.5 (which represents total annual sales of all products)</i>	What share was exported, whether directly or through an export office, of the total sales of this product in the LCFY prior to the crisis? <i>* Note that if this product is not exported, this percentage should = 0 * If 11.7 = 2 (i.e. the establishment didn't export before the crisis), insert the number 0 in all cells of this question</i>	What is the share of the total sales of this product sold as: (1) a finished product (FP), or as (2) input to another industry. <i>* insert the industry code * The sum of rations 1 and 2 must equal 100%</i>	Did you distribute <b>all of this product</b> on your own? <i>(i.e. there are no main clients buying your product, instead the establishment sells the product directly in the market via its own outlets /distribution channels)</i>	Give the country to which this product is exported to, or the governorate if the product is sold in Egypt for the 3 most important clients. <i>Enter area code</i>	What is the share of this client's purchases from your total sales for this product?	Are any of these clients a locally based multi-national corporation (MNC)?	Is this client's establishment located in the same geographical area, free zone, industrial or special economic zone as yours? <i>If <b>all</b> answers are yes → 11.12.11</i>	If client's region differs from yours, what is the name of the client's estab. geographical area, free zone, industrial or special economic zone <i>Insert the appropriate code from the booklet, or write the name and code later.</i>	Is this client's firm part of a global value chain (GVC)? <i>If the answer is yes, ask → Please give the name of the lead estab. in this GVC.</i>																																														
1. The most important product ..... ..... .....	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>LE</td> </tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>\$</td> </tr> </table>											LE											\$	1. <table border="1"><tr><td></td><td></td><td></td><td></td><td>%</td></tr></table>					%	1. FP if 100% → 2=zero → 11.12.5 for this product <table border="1"><tr><td></td><td></td><td></td><td>%</td></tr></table> 2. Input <table border="1"><tr><td></td><td></td><td></td><td>%</td></tr></table> 3. Industry code from 11.11 above <table border="1"><tr><td></td><td></td><td></td></tr></table>				%				%				Yes ..... 1 → next product No ..... 2 <table border="1"><tr><td></td></tr></table>		a. The most important client for the most <b>important product</b> 1..... <b>If from Egypt, ask:</b> 2. Does this client export the most important product that s/he buys from you? Yes...1 No...2 <table border="1"><tr><td></td></tr></table>		a. <table border="1"><tr><td></td><td></td><td></td><td>%</td></tr></table> <i>* If 100% → insert zero in 11.1.12.7.b and 11.1.12.7.c, and do not ask about the 2<sup>nd</sup> or 3<sup>rd</sup> client. * and continue asking the remaining questions for this client.</i>				%	a. Yes...1 No.....2 <table border="1"><tr><td></td></tr></table>		a. Yes ..... 1 → 11.12.11 for this client. No ..... 2 <table border="1"><tr><td></td></tr></table>		a..... ..... ..... 1. Yes ..... 1 No... ..... 2 → next client <table border="1"><tr><td></td></tr></table> 2. Name of the lead establish.... ..... .....	
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					<p>b. The second most <b>important client</b> for the most <b>important product</b></p> <p>1.....</p> <p>If from Egypt, ask:</p> <p>2. Does this client export the most important product that s/he buys from you?</p> <p>Yes...1 No...2</p> <div style="border: 1px solid black; width: 40px; height: 30px; margin-left: auto;"></div>	<p>b.</p> <div style="border: 1px solid black; display: inline-block; padding: 2px;"> <input type="text"/> <input type="text"/> <input type="text"/> %         </div> <p>* If the sum of 11.1.12.7.a and 11.1.12.7.b = 100% → *insert a zero in 11.1.12.7.c *</p> <p>and do not ask about the 3<sup>rd</sup> client.</p> <p>*continue asking the remaining questions for this client.</p>	<p>b.</p> <p>Yes...1 No.....2</p> <div style="border: 1px solid black; width: 40px; height: 30px; margin-left: auto;"></div>	<p>b.</p> <p>Yes ..... 1 → 11.12.11 for this client</p> <p>No ..... 2</p> <div style="border: 1px solid black; width: 40px; height: 30px; margin-left: auto;"></div>	<p>b.....</p> <p>1. Yes ..... 1 No..... 2</p> <p>→ next client</p> <div style="border: 1px solid black; width: 40px; height: 30px; margin-left: auto;"></div> <p>2. Name of the lead establish....</p> <p>.....</p> <p>.....</p>	<p>c. The third most <b>important client</b> for the most <b>important product</b></p> <p>1.....</p> <p>If from Egypt, ask:</p> <p>2. Does this client export the most important product that s/he buys from you?</p> <p>Yes...1 No...2</p> <div style="border: 1px solid black; width: 40px; height: 30px; margin-left: auto;"></div>	<p>c.</p> <div style="border: 1px solid black; display: inline-block; padding: 2px;"> <input type="text"/> <input type="text"/> <input type="text"/> %         </div>	<p>c.</p> <p>Yes...1 No.....2</p> <div style="border: 1px solid black; width: 40px; height: 30px; margin-left: auto;"></div>	<p>c.</p> <p>Yes ..... 1 → 11.12.11 for this client</p> <p>No ..... 2</p> <div style="border: 1px solid black; width: 40px; height: 30px; margin-left: auto;"></div>	<p>c.....</p> <p>1. Yes ..... 1 No..... 2</p> <p>→ next product</p> <div style="border: 1px solid black; width: 40px; height: 30px; margin-left: auto;"></div> <p>2. Name of the lead establish....</p> <p>.....</p> <p>.....</p>	
<p>2. The second most important product</p> <p>.....</p> <p>.....</p> <p>.....</p>	<table border="1" style="width: 100%;"> <tr> <td style="width: 80%;"></td> <td style="width: 5%; text-align: center;">LE</td> <td style="width: 15%;"></td> </tr> <tr> <td></td> <td style="text-align: center;">\$</td> <td></td> </tr> </table>		LE			\$		<p>2.</p> <div style="border: 1px solid black; display: inline-block; padding: 2px;"> <input type="text"/> <input type="text"/> <input type="text"/> %         </div>	<p>1. FP if 100% → 2=zero → 11.12.5</p> <div style="border: 1px solid black; display: inline-block; padding: 2px;"> <input type="text"/> <input type="text"/> <input type="text"/> %         </div> <p>2. Input</p> <div style="border: 1px solid black; display: inline-block; padding: 2px;"> <input type="text"/> <input type="text"/> <input type="text"/> %         </div>	<p>Yes ..... 1 → next section</p> <p>No ..... 2</p> <div style="border: 1px solid black; width: 40px; height: 30px; margin-left: auto;"></div>	<p>a. The most <b>important client</b> for the second most <b>important product</b></p> <p>1.....</p> <p>If from Egypt, ask:</p> <p>2. Does this client export the most important product that s/he buys from you?</p>	<p>a.</p> <div style="border: 1px solid black; display: inline-block; padding: 2px;"> <input type="text"/> <input type="text"/> <input type="text"/> %         </div> <p>* If 100% → insert zero in 11.2.12.7.b and 11.2.12.7.c, and do not ask about the 2<sup>nd</sup> or 3<sup>rd</sup> client.</p> <p>* and continue asking the</p>	<p>a.</p> <p>Yes...1 No.....2</p> <div style="border: 1px solid black; width: 40px; height: 30px; margin-left: auto;"></div>	<p>a.</p> <p>Yes ..... 1 → 11.12.11 for this client</p> <p>No ..... 2</p> <div style="border: 1px solid black; width: 40px; height: 30px; margin-left: auto;"></div>	<p>a.....</p> <p>1. Yes ..... 1 No..... 2</p> <p>→ next client</p> <div style="border: 1px solid black; width: 40px; height: 30px; margin-left: auto;"></div> <p>2. Name of the lead establish....</p>
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	\$														

			3. Industry code from 11.11 above <div><div></div><div></div></div>		Yes...1 No...2 <div></div>	remaining questions for this client.				..... .....
					b. The second most <b>important client</b> for the second most <b>important product</b> 1..... <b>If from Egypt, ask:</b> 2. Does this client export the most important product that s/he buys from you? Yes...1 No...2 <div></div>	b. <div><div></div><div></div><div></div><div></div>%</div> <b>* If the sum of 11.2.12.7.a and 11.2.12.7.b = 100% → *insert zero in 11.2.12.7.c *and do not ask about the 3<sup>rd</sup> client for this product. *continue asking the remaining questions for this client.</b>	b. Yes...1 No...2 <div></div>	b. Yes ..... 1 → 11.12.11 for this client No ..... 2 <div></div>	b..... ..... .....	b. 1.Yes ..... 1 No... ..... 2 → next client <div></div> 2. Name of the lead establish.... ..... .....
					c. The third most <b>important client</b> for the second most <b>important product</b> 1..... <b>If from Egypt, ask:</b> 2. Does this client export the most important product that s/he buys from you? Yes...1 No...2 <div></div>	c. <div><div></div><div></div><div></div><div></div>%</div>	c. Yes...1 No...2 <div></div>	c. Yes ..... 1 → 11.12.11 for this client. No ..... 2 <div></div>	c..... ..... .....	c. 1.Yes ..... 1 No... ..... 2 → next section <div></div> 2. Name of the lead establish.... ..... .....

## 12.Export Obstacles

<b>12A</b>	Respondant's name	
<b>12B</b>	Respondant's phone number	
<b>12C</b>	Respondant's job title	

<b>12.1. This question is only directed to non-exporters</b> (i.e. those who answered no (2) to both questions 11.7 and 11.9) Ask: Why don't you export any of your products? Please state <u>the most important reason</u> .	Limited production .....	1
	The local market is more attractive .....	2
	Difficulty in finding suitable foreign markets.....	3
	My products don't meet the export requirements.	4
	others ( <b>mention</b> ) .....	5

Important note: Until the end of this section:

1. "Non-exporters" should be excluded from answering the rest of this section (those who answered no = 2 to 'both' questions 11.7 and 11.9 meaning those who have never exported and therefore sell all their production on the Egyptian local market).
2. Everyone who answered question 11.7 with No... 2 should be excluded from answering the prior Corona questions.
3. Everyone who answered question 11.9 with No...2 should be excluded from answering the after Corona questions.

**12.2** What are the most important ports and airports that you use when exporting?

**\*If s/he doesn't know, insert dk = don't know**

a. In the last financial year <b>before</b> Corona	b. After Corona
1. .....	1. ....
2. .....	2. ....
3. .....	3. ....

**12.3.** Rank the indicated obstacles in order of importance, and list the three biggest obstacles that you consider to be among the most impeding to your exports. **\* Show 12A card.**

	a. <u>before</u> <u>Corona</u>	b. <u>after</u> <u>Corona</u>
1. Your produced products don't meet the export specifications	<b>1</b> Biggest obstacle	<b>1</b> Biggest obstacle
2. Exporting my products is not authorized by the government	<input type="text"/>	<input type="text"/>
3. Technical barriers to trade in Egypt	<b>2</b> Second biggest obstacle	<b>2</b> Second biggest obstacle
4. Sanitary and phytosanitary measures in Egypt	<input type="text"/>	<input type="text"/>
5. Inspections in Egypt	<b>3</b> Third biggest obstacle	<b>3</b> third biggest obstacle
6. Bureaucratic and red tape barriers in Egypt	<input type="text"/>	<input type="text"/>
7. Limited connections with lead firms in GVCs		
8. Limited profit margins in exporting markets		
9. Tough competition in export markets		
10. High shipping costs		
11. Presence of special product shipping requirements		
12. Closure of international ports or airports		
13. other ( <b>mention</b> )		

**12.4** From the seven options indicated below, which are the **top 3 barriers** you face **at your destination markets**? **Order from top barrier to bottom. Show 12B card**

	<b>a. Before Corona crisis</b>			<b>b. After Corona crisis</b>		
	Top barrier	2 <sup>nd</sup> top barrier	3 <sup>rd</sup> top barrier	Top barrier	2 <sup>nd</sup> top barrier	3 <sup>rd</sup> top barrier
1. High tariffs						
2. Rules of origin						
3. Technical barriers to trade						
4. Sanitary and phytosanitary measures						
5. Inspections						
6. Bureaucratic and red tape barriers						
7. High shipping cost						
8. Other (mention)						

**12.5** If you face tough competition in your destination markets, please specify the nationality of your competitors. **If you do not face competition enter n.a.**

<b>a. Before Corona crisis</b>	<b>b. After Corona crisis</b>
1. ....	1. ....
2. ....	2. ....
3. ....	3. ....
4. Other (mention).....	4. Other (mention).....

### 13. Worker Training Prior to Corona

13A	Respondant's name	
13B	Respondant's phone number	
13C	Respondant's job title	

<b>13.1</b>	Does this establishment provide training for its workers?	yes.....1    no.....2 → 13.3													
<b>13.2</b>	How are your technical employees trained?	By the most experienced employees ..... 1 By foreign experts affiliated with this establishment.....2 By foreign experts affiliated with the parent company.....3 By Egyptian experts affiliated with this establishment.....4 By Egy. experts affiliated with the parent company.....5 In-house professional training ..... 6 Private training centers not affiliated with this establishment.....7													
	<table border="1"> <tr> <td>1.</td> <td>2.</td> <td>3.</td> <td>4.</td> <td>5.</td> <td>6.</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> Indicate all that applies. <b>Show 13A card</b>	1.	2.	3.	4.	5.	6.								
1.	2.	3.	4.	5.	6.										

		By independent experts not affiliated with this establishment.....8
		Government institutions..... 9
		By the Egyptian establishment (establishments) to which you sell your products ..... 10
		By the foreign establishment (establishments) to which you sell your products ..... 11
		Other (mention) ..... 12
13.3	How significant are the following topics in training your employees prior to Corona?  On a scale from 0-5, with 0 being “unimportant” and 5 being “extremely important”.	1. technical/occupational and <input type="checkbox"/> professional skills
		2. soft and personal skills <input type="checkbox"/>
		3. digital skills (e.g. computer) <input type="checkbox"/>
		4. other skills (mention) <input type="checkbox"/>
13.4	In your view, how important will the following training topics be in the coming years?  On a scale from 0-5, with 0 being “unimportant” and 5 being “extremely important”.	1. technical/occupational and <input type="checkbox"/> professional skills
		2. soft and personal skills <input type="checkbox"/>
		3. digital skills (e.g. computer) <input type="checkbox"/>
		4. other skills (mention) <input type="checkbox"/>

## 14. Government Support

14A	Respondant's name	
14B	Respondant's phone number	
14C	Respondant's job title	

<b>14.1.</b> On average, did the establishment receive any of the indicated types of government support during the indicated periods? <b>Yes ..... 1      No ..... 2      Not applicable..... n.a</b>		
Type of support	a. Since establishment until the start of the Corona crisis	b. After Corona
1. Financial support towards feasibility studies		
2. Financial support towards purchasing or renting land		
3. Financial support with legal fees		
4. Financial support towards workers' insurance payments		
5. Financial support towards relocating expenses		
6. Financial support to participate in exhibitions abroad		

7. Technical support towards submitting and preparing tenders, bids and auctions									
8. Technical support towards the production process									
9. Postponement of bank loans repayment									
10. Reduction or discount on bank loans									
11. Export drawback system									
12. Government paying out old dues with the state									
13. Delay in loan service payments after the due date									
14. Tax payments deferral (income / sales)									
15. Reduction or exemption from tax payments (income / sales)									
16. General financial support									
17. Financial support for the Corona crisis									
18. Other (mention)									
14.2. In which month or months in 2020 have you received the Corona related financial support? *indicate all months * Exclude everyone who answered no to 14.1.17	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.	Nov.	Dec.
14.3. If you are located in a special industrial or economic zone, did you receive any support from the country that developed the zone during the indicated periods? Yes ..... 1      No ..... 2 → 14.5      Not applicable n.a. .... 3 → 14.5									
14.4. What kind of support did you receive?	a. since establishment until the start of the Corona crisis				b. After Corona				
1. Financial support towards feasibility studies									
2. Financial support towards purchasing or renting land									
3. Financial support with legal fees									
4. Financial support towards workers' insurance payments									
5. Financial support towards relocating expenses									
6. Financial support to participate in exhibitions abroad									
7. Technical support towards submitting and preparing tenders, bids and auctions									
8. Technical support towards the production process									
9. Postponement of bank loans repayment									
10. Reduction or discount on bank loans									
11. Export drawback system									
12. Government paying out old dues with the state									
13. Tax payments deferral (income / sales)									
14. Reduction or exemption from tax payments (income / sales)									
15. General financial support									

16. Other		
<b>14.5.</b> Is the zone developer Chinese? Yes ..... 1 No ..... 2		
<b>14.6.</b> If the zone developer was Chinese did you receive support from any of the following Chinese institutions:		
1. Chinese Ministry of commerce (MOFCOM)	<b>14.6.1.1</b> yes.....1 no.....2 ➔ 14.6.2.1 <input type="checkbox"/>	<b>14.6.1.2</b> How? Describe the support ..... ..... .....
2. Chinese Ministry of Finance	<b>14.6.2.1</b> yes.....1 no.....2 ➔ 14.6.3.1 <input type="checkbox"/>	<b>14.6.2.2</b> How? Describe the support ..... ..... .....
3. Chinese fund for African SME	<b>14.6.3.1</b> yes.....1 no.....2 ➔ 14.6.4.1 <input type="checkbox"/>	<b>14.6.3.2</b> How? Describe the support ..... ..... .....
4. Any other Chinese institutions?	<b>14.6.4.1</b> yes....1 no...2 ➔ end the interview <input type="checkbox"/>	<b>14.6.4.2</b> How? Describe the support ..... ..... .....