# Manufacturing industry large sample survey, 2021

# Manufacture of household appliances; office, accounting and computing machinery

 $\downarrow$ When contacting Stats SA, please quote this number:

| Reference number |     |     |  |          |
|------------------|-----|-----|--|----------|
| Legal name       |     |     | rmit Mail  | ري<br>در |
| Trading name     |     | VIC |  |          |
| Address          | 65  |     | stats sa   | H H      |
|                  | 022 |     | Department:<br>Statistics South Africa<br>REPUBLIC OF SOUTH AFRICA |          |
| Postal code      | P40 |     | REPUBLIC OF SOUTH AFRICA   |          |

**↑** *Please correct any errors in the address label above.* 

#### Purpose of the survey

The manufacturing industry large sample survey is conducted periodically. The survey collects data on the nature (activities) and structure of the manufacturing industry. The collected information is used by government for policy formulation and decision-making, and to monitor performance of the industry. These statistics can also be used in analysis of comparative business and investment decisions.

The results will be published in a statistical report (Report No. 30-02-03 and Report No. 30-02-04) by the end of September 2023. These results will also be made available on our website: www.statssa.gov.za. Previous reports can also be viewed on this website.

# **Collection authority**

The information required is collected under section 16 of the Statistics Act, 1999 (Act No. 6 of 1999). Your cooperation is sought in completing and returning this questionnaire by the due date. According to the Act, the provision of the information sought is compulsory.

### Confidentiality

Also, according to section 17 of the Statistics Act, 1999 (Act No. 6 of 1999), your completed questionnaire will be treated as strictly confidential by Statistics South Africa (Stats SA). Results are presented in an aggregated form only.

#### **Reference period**

This questionnaire must be completed for your financial year ending on any date between 01 July 2020 and 30 June 2021.

# Due date

# Stats SA recommends that you retain a copy to refer to in the event of a query.

#### Help available

If you experience problems completing this questionnaire, or find that it will be difficult for you to meet the due date, please contact:

- Name:
- Telephone number:
- Fax number:
- Email address:

 Postal address: Statistics South Africa Private Bag X44 Pretoria 0001

• Website: www.statssa.gov.za

### Person whom Stats SA should contact if any queries arise regarding the completed questionnaire:

| Name              | Telephone number |  |
|-------------------|------------------|--|
| Position or title | Cellphone number |  |
| Signature         | Fax number       |  |
| Date              | Email address    |  |

# Please note:

- All figures should exclude value added tax (VAT), discount allowed and discount received.
- Only the **South African-based activities** of the enterprise should be included in the questionnaire.
- Information reported in this questionnaire should comply with South African Generally Accepted Accounting Practice (SA GAAP) or International Financial Reporting Standards (IFRS).
- If exact figures are not available, provide careful estimates.
- The items listed under '**Include**' and '**Exclude**' are only examples and should not be taken as a complete list of items to be included or excluded.
- Report all monetary values in **rand thousands** (R'000). For example, if the value is R6 000, write 6, if it is R79 000, write 79, if it is R1 980 000, write 1 980 and so on.

### Definition

An **enterprise** is a legal unit or a combination of legal units that includes and directly controls all functions necessary to carry out its business activities.

# Part 1 – General information

### 1. Registration of the business and the location of the business or head office

| Registered/legal name        |            |  |  |
|------------------------------|------------|--|--|
| Trading name(s)              |            |  |  |
| Company registration number  |            |  |  |
| Income tax number            |            |  |  |
| VAT number                   |            |  |  |
| Street number                |            |  |  |
| Street name                  |            |  |  |
| Province                     |            |  |  |
| Village/town/city            |            |  |  |
| Physical address postal code |            |  |  |
| GPS co-ordinates             | Latitude:  |  |  |
|                              | Longitude: |  |  |

#### 2. Indicate your type of ownership or type of organisation (Mark the appropriate box with an 'X')

| Individual (Sole Proprietor)                             |  |
|--|--|
| Partnership  |  |
| Public company (Ltd)                                     |  |
| Private company (Pty) Ltd                                |  |
| Public corporation                                       |  |
| Close corporation (CC)                                   |  |
| Incorporated (Inc.)                                      |  |
| Cooperative society (Co-op)                              |  |
| State-owned enterprise (SOE)                             |  |
| Non-profit institution/company/organisation (section 21) |  |
| Joint venture  |  |
| Trust  |  |
| Other (specify)  |  |

### 3. Period covered by this questionnaire

#### Note:

This questionnaire should be completed for the financial year of the enterprise that **ends on any date between 01 July 2020 and 30 June 2021, according to your usual reporting schedule.** 

#### Examples

- 01 August 2019 31 July 2020
- 01 October 2019 30 September 2020
- 01 January 2020 31 December 2020
- 01 February 2020 31 January 2021
- 01 March 2020 28 February 2021
- 01 April 2020 31 March 2021
- 01 July 2020 30 June 2021

|                                | From |   |   |   |   |   |   |   |  |   | Т | 0 |   |   |   |   |   |
|--------------------------------|------|---|---|---|---|---|---|---|--|---|---|---|---|---|---|---|---|
| Indicate the period covered by | D    | D | Μ | Μ | Υ | Υ | Υ | Υ |  | D | D | Μ | Μ | Υ | Υ | Υ | Υ |
| this questionnaire.            |      |   |   |   |   |   |   |   |  |   |   |   |   |   |   |   |   |

If the period covered by this questionnaire is not 12 months, please give reasons.

Indicate **any changes** that have occurred in this enterprise during the financial year (e.g. change of financial year, takeover, merger, acquisition, new location, liquidation, closure).

Also indicate any **major events** that impacted significantly on sales and/or services rendered (e.g. economic downturn, natural disaster, fire, crime, new contracts).

| <br> | <br> |
|------|------|
|      |      |
| <br> | <br> |
| <br> | <br> |
|      |      |

# 4. Indicate the main activity, as well as any secondary activity/activities from which the enterprise derived its income during the reporting period

#### Definition

The main activity of the enterprise is the activity from which the largest part of its income is derived.

### Note:

Describe the main and/or secondary activities as clearly as possible in the appropriate space.

4.1 Main activity:

|      | For official use |  |  |  |
|------|------------------|--|--|--|
| 5-di | git SIC          |  |  |  |

# 4.2 Secondary activities:

# 5. Information and communication technology (ICT) usage (Mark the appropriate box with an 'X')

Definitions

**Computer**: An electronic device that is capable of receiving information (data) in a particular form and of performing a sequence of operations in accordance with a predetermined but variable set of procedural instructions (program) to produce a result in the form of information or signals. These include desktop, portable laptop and handheld computers (e.g. personal digital assistants), minicomputers and mainframes. A computer does not include computer-controlled machinery or electronic tills.

**Electronic commerce (e-commerce)**: The buying and selling of goods, services and information products via an electronic medium such as the Internet.

**Internet banking**: An electronic payment system that enables customers of a bank or other financial institutions to conduct a range of financial transactions through the financial institution's website.

**Electronic government (e-government)**: The employment of the Internet for delivering government information and services to citizens, private companies and other public, profit, and non-profit organisations.

**Digital innovation:** The process of transforming a company's existing value chain with digital equivalents.

**Fixed-mobile:** Any physical network that allows cellular telephone sets to function smoothly with the fixed network infrastructure.

| 5.1 | Does this enterprise  | Yes  | No                       |  |      |    |  |  |  |
|-----|---|--|--------------------------|--|------|----|--|--|--|
| 5.2 | Which mode(s) of te<br>business purposes                                | Other  | None                     |  |      |    |  |  |  |
| 5.3 | <b>5.3</b> Does this enterprise use the Internet for business purposes? |  |                          |  |      |    |  |  |  |
| 5.4 | What factors prever   | Slow In<br>conne   |                          |  |      |    |  |  |  |
|     | High price of data  | Employees do not have the necessary skills to use Internet | ICT is not n conduct out |  | Othe | ər |  |  |  |
|     |   |  |                          |  |      |    |  |  |  |

 5.5
 Which Internet connection is used? .....
 Broadband fixed line (greater than 1 Mbps) e.g. FTTB, FTTH, ADSL, Cable.

 Broadband mobile (greater than 1 Mbps) e.g. 4G.

# 5.6 What are the main uses of Internet or digital innovation in the enterprise (may choose more than one option)

| Email                   | Business<br>promotions<br>(advertising) | e-commerce  | e-government         | e-learning                 | Social networks          | ICT-based<br>supply<br>chains (e.g.<br>tracking<br>systems) to<br>conduct<br>business |
|-------------------------|---|---|----------------------|----------------------------|--------------------------|---|
| Information<br>services | Internet<br>banking                     | Virtual teams,<br>remote<br>working,<br>telecommunity | VoIP<br>(i.e. Skype) | Receive<br>orders/bookings | Place<br>orders/bookings | Other   |

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| 5.7 | (a) Does this enterprise have a web page for business purposes?                   | [   | Yes                                | No                 |
|-----|---|-----|------------------------------------|--------------------|
|     | (b) What is the main purpose of the website?                                      | Adv | vertising of busines               |                    |
|     |   | Sel | ling good<br>service               |                    |
|     |   |     | late clien<br>s related<br>busines | ts with<br>to your |
|     |   |     | Other                              |                    |
|     | (c) Can financial transactions with your enterprise be undertaken on the website? | [   | Yes                                | No                 |
| 5.8 | Is the ICT department of this enterprise outsourced (whether partially or fully)? |     | Yes                                | No                 |
| 5.9 | Does this enterprise invest in ICT training?                                      |     | Yes                                | No                 |

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| <i>Note:</i><br>● Re | eport all monetary values in rand thousands (R'000).                 |                  |                     |            |
|----------------------|--|------------------|---------------------|------------|
| Туре                 | of service subcontracted/outsourced                                  | Local<br>(R'000) | Imported<br>(R'000) | For office |
|                      |  | Α                | В                   | - 450      |
| 6.1                  | Manufacturing services   |                  |                     | 30000 0000 |
| 6.2                  | Transport and storage  |                  |                     | 70000 0000 |
| 6.3                  | IT, computer and related activities                                  |                  |                     | 86000 0000 |
| 6.4                  | Research and development   |                  |                     | 87000 0000 |
| 6.5                  | Legal services   |                  |                     | 88110 0000 |
| 6.6                  | Accounting, bookkeeping and auditing activities                      |                  |                     | 88120 0000 |
| 6.7                  | Security services  |                  |                     | 88920 0000 |
| 6.8                  | Market research and public opinion polling                           |                  |                     | 88130 0000 |
| 6.9                  | Technical testing and analysis                                       |                  |                     | 88220 0000 |
| 6.10                 | Advertising  |                  |                     | 88300 0000 |
| 6.11                 | Labour recruitment and provision of personnel                        |                  |                     | 88910 0000 |
| 6.12                 | Packaging and labelling  |                  |                     | 88950 0000 |
| 6.13                 | Building and industrial plant cleaning services                      |                  |                     | 88930 0000 |
| 6.14                 | Product design service (furniture, fittings, machinery or equipment) |                  |                     | 88211 0000 |
| 6.15                 | Fashion design services  |                  |                     | 88990 5000 |
| 6.16                 | Other services subcontracted/outsourced                              |                  |                     | OTHER OUTS |

Specify the nature and amount of the largest items included in 'Other services subcontracted/outsourced' in Question 6.16.

| Description of other services subcontracted/outsourced | R'000 | R'000 |   |
|--|-------|-------|---|
|  |       |       | - |

| 6.17 Total local and imported services subcontracted/<br>outsourced by the enterprise (sum of Question 6.1 to<br>Question 6.16) |  |  | SUBL IMPT |
|---|--|--|-----------|
|---|--|--|-----------|

| 6.18 | Total expenditure from services subcontracted/outsourced by the enterprise (sum of Question 6.17, Column A plus Column B) |  | TOTAL SUB |
|------|---|--|-----------|
|------|---|--|-----------|

# Part 2 – Employment

#### Definitions

- **Employee** is a person (permanently, temporarily or casually/seasonally employed) who normally works the agreed hours in his/her present job.
- Full-time employees are those (permanent, temporary or casual) who normally work the agreed hours, i.e. 40 hours or more per week.
- Part-time employees are those (permanent, temporary or casual) who usually work less than 40 hours per week.
- **Labour/employment brokers** are agents who recruit and administer workers on behalf of the enterprise. They do not provide any other service.

# 7. Number of working proprietors and employees who received salaries and wages for the last pay period *ended on or before 30 June 2021*

#### Include Exclude Directors who received a salary and/or received a fee. Subcontractors and consultants who are Executive, managerial, casual and any other employees self-employed. Labour/employment brokers (include in who received payment but who are not included on the . main payroll. **Question 8).** Employees who were absent for part or all of the reference Any employees who were not paid during period but received payment through the payroll, including the reference period. those who commenced or terminated employment. Employees based in South Africa but paid • from outside South Africa. Employees on paid leave or on leave without payment. People paid by commission only, with no salary or wage component. Employees paid on a commission basis and a retainer, • wage or salary. Employees who received payment through the payroll from . the Compensation Fund. Employees based abroad but paid from South Africa. Working proprietors/working partners of unincorporated businesses who are paid.

| Employment |  | Male employees | Female employees | Total employees |
|------------|--|----------------|------------------|-----------------|
| 7.1        | Full-time  |                |                  |                 |
| 7.2        | Part-time  |                |                  |                 |
| 7.3        | Total  |                |                  |                 |
| 7.4        | Number of employees h<br>who are engaged in spe<br>pay period ended on o |                |                  |                 |

8. Number of employees employed through labour/employment brokers for the last pay period ended on or before 30 June 2021

Exclude

- Employees of service providers.
- Employees of subcontractors other than labour/employment brokers.

R'000

# Part 3 – Income items

9. Total sales of goods, excluding VAT and discount allowed (sum of Question 9.1 to Question 9.3).

| 9.1                | Sales and transfers-out of own manufactured  |     |  |               |
|--------------------|--|-----|--|---------------|
|                    | after discounts given) (must correspond with   | Pa  | art 8, Question 34)  |               |
| Inc<br>•<br>•<br>• | Sales and transfers-out of goods produced by<br>this enterprise or for this enterprise on<br>commission.<br>Sales and transfers-out of factored<br>and finished goods, intermediate products<br>and partially completed goods from related<br>enterprises.<br>Export sales (free on board).<br>Progress payments billed for long-term<br>contracts.<br>Customers not invoiced with separate delivery<br>and installation charges.<br>Railage and transport-out.<br>Export freight charges. |     | <ul> <li>Exclude</li> <li>Interest received<br/>(include in Question 12).</li> <li>Rent, leasing and hiring income<br/>(include in Question 11).</li> </ul>  |               |
| 9.2                | Sales of finished goods not produced by this e further processing or packaging   |     |  |               |
| 9.3                | Sales of finished goods not produced by this er enterprise   |     |  |               |
| Fin                | <i>te:</i><br>ished goods are goods that are sold in the same<br>ocessing.   | sta | ate as purchased, i.e. without further   | <b>B</b> '000 |
| 10.                | Income from services rendered, excluding VA  | Тa  | and discount allowed   | R'000         |
| Inc                | lude   | ]   | Exclude  |               |
| • • • •            | Income and fees from repairs or services.<br>Contract, subcontract and commission<br>income.<br>Income from consulting services.<br>Management fees/charges from related and<br>unrelated establishments.<br>Subscription and membership fees.<br>Administrative charges received as an agent.   |     | <ul> <li>Advertising income<br/>(include in Question 13.1).</li> <li>Interest received<br/>(include in Question 12).</li> <li>Rent, leasing and hiring income<br/>(include in Question 11).</li> </ul> |               |
| 11.                | Rental, leasing and hiring income  |     |  | R'000         |
| Inc                | clude  | I   | Exclude  |               |
| •                  | Leasing and hiring of motor vehicles and other transport equipment under operating leases without driver/operator.   |     | Income/interest from finance leases<br>(include in Question 12).   |               |

- Leasing and hiring of plant, machinery and equipment without driver/operator.
- Rental and leasing of land, buildings and other structures.

| Include         • Interest from hire purchase arrangements and loans and advances made to related and unrelated enterprises.         • Interest on finance leases.         • Earnings on discounted bills.         • Interest from deposits in banks and non-bank financial institutions.         • Interest on decentralisation benefits.         • Interest on decentralisation benefits.         • Interest on deposits in banks and non-bank financial institutions.         • Interest on decentralisation benefits.         • Interest on deposities.         • R'000         13.1 Sundry trading income.         • Sales of electricity  |   | 300                                    | <b>01 - (3580, 3590) E</b><br>R'000 |
|---|---|--|-------------------------------------|
| Interest from hire purchase arrangements and loans and advances made to related and unrelated enterprises.     Interest on finance leases.     Earnings on discounted bills.     Interest from depositis in banks and non-bank financial institutions.     Interest on decentralisation benefits.     Interest on decentralisation transmitter benefits.     Interest on decentralisation benefits.     Interest on decentralisation transmitter benefits.     Interest on decentralisation transmitter benefits.     Sales of electricity (if self-generated).     Gas (self-produced).     Charges for the rental of own manufactured goods.     Interest on decentralisation benefits.     Interest on decentrelisation benefits. | 12. Interest  |  |                                     |
| <ul> <li>Interest from deposits in banks and non-bank financial institutions.</li> <li>Interest on decentralisation benefits.</li> <li>Interest on decentralisation benefits.</li> <li>Interest on derivatives.</li> </ul> 8'000 13. Total other income (sum of Question 13.1 to Question 13.3) 13. Total other income (sum of Question 13.1 to Question 13.3) 13. Total other income (sum of Question 13.1 to Question 13.3) 13. Total other income (sum of Question 13.1 to Question 13.3) 13. Total other income (sum of Question 13.1 to Question 13.3) 13. Total other income (sum of Question 13.1 to Question 13.3) 13. Total other income (sum of Question 13.1 to Question 13.3) 13. Sundry trading income relating to manufacturing activities 6. Advertising income. 8. Sales of electricity (if self-generated). 6. Gas (self-produced). 9. Charges for the rental of own manufactured goods. 13. Government subsidies and incentives received (only from South African government). 13. Other income 13. Other income 13. Other income 13. Other income 13. R'000 13. Description of other income 13. R'000  | <ul> <li>Interest from hire purchase arrangements and<br/>loans and advances made to related and<br/>unrelated enterprises.</li> <li>Interest on finance leases.</li> </ul>   |  |                                     |
| 13. Total other income (sum of Question 13.1 to Question 13.3)       R'000         13.1 Sundry trading income relating to manufacturing activities       R'000         13.1 Sundry trading income relating to manufacturing activities       R'000         Include       •         • Advertising income.       •         • Sales of electricity (if self-generated).       •         • Gas (self-produced).       •         • Charges for the rental of own manufactured goods.       R'000         13.2 Government subsidies and incentives received (only from South African government)       •         13.3 Other income       •         Specify the nature and amount of the two largest items included in 'Other income' in Question 13.3.         Description of other income       R'000  | <ul> <li>Interest from deposits in banks and non-bank<br/>financial institutions.</li> <li>Interest on decentralisation benefits.</li> <li>Interest on debentures.</li> </ul> |  |                                     |
| R'000         13.1 Sundry trading income relating to manufacturing activities         Include         • Advertising income.         • Sales of electricity (if self-generated).         • Gas (self-produced).         • Charges for the rental of own manufactured goods.         13.2 Government subsidies and incentives received (only from South African government).         13.3 Other income         I3.3 Other income         I3.4 Description of other income         R'000   |   |  | R'000                               |
| 13.1 Sundry trading income relating to manufacturing activities         Include         • Advertising income.         • Sales of electricity (if self-generated).         • Gas (self-produced).         • Charges for the rental of own manufactured goods.         R'000         13.2 Government subsidies and incentives received (only from South African government).         13.3 Other income         R'000         Specify the nature and amount of the two largest items included in 'Other income' in Question 13.3.         Description of other income  | 13. Total other income (sum of Question 13.1 to   | Question 13.3)                         |                                     |
| Include         • Advertising income.         • Sales of electricity (if self-generated).         • Gas (self-produced).         • Charges for the rental of own manufactured goods.         13.2 Government subsidies and incentives received (only from South African government).         13.3 Other income         Specify the nature and amount of the two largest items included in 'Other income' in Question 13.3.         Description of other income  |   | R'000                                  |                                     |
| Advertising income.     Sales of electricity (if self-generated).     Gas (self-produced).     Charges for the rental of own manufactured goods.      R'000      Sovernment subsidies and incentives received (only from South African government).      Sovernment).      Specify the nature and amount of the two largest items included in 'Other income' in Question 13.3.      Description of other income   | 13.1 Sundry trading income relating to manufacturing  | g activities                           |                                     |
| 13.2 Government subsidies and incentives received (only from South African government)         13.3 Other income         13.3 Other income         Specify the nature and amount of the two largest items included in 'Other income' in Question 13.3.         Description of other income         R'000  | <ul> <li>Advertising income.</li> <li>Sales of electricity (if self-generated).</li> <li>Gas (self-produced).</li> </ul>  | ds.                                    |                                     |
| Specify the nature and amount of the two largest items included in 'Other income' in Question 13.3.          Description of other income       R'000  | •   | only from South African                |                                     |
| Description of other income R'000   | 13.3 Other income   |  |                                     |
|   | Specify the nature and amount of the two largest it   | ems included in 'Other income' in Ques | ation 13.3.                         |
| R'000   | Description of other income   | e                                      | )                                   |
| R'000   |   |  |                                     |
|   | L   |  | R'000                               |

# Part 4 – Inventory

| Note:                                   |  |
|---|--|
| Complete details only where applicable. |  |

# **Opening values**

|      |   | R'000 |
|------|---|-------|
| 15.  | Total opening values (sum of Question 15.1 to Question 15.4)  |       |
| 15.1 | Raw materials or materials for processing, packaging materials, fuel, consumables and maintenance stores, e.g. spares |       |
| 15.2 | Work in progress (partially completed)  |       |
| 15.3 | Finished goods produced by this enterprise  |       |
| 15.4 | Finished goods not produced by this enterprise, but purchased for resale  |       |

# **Closing values**

|      |   | R'000 |
|------|---|-------|
| 16.  | Total closing values (sum of Question 16.1 to Question 16.4)  |       |
| 16.1 | Raw materials or materials for processing, packaging materials, fuel, consumables and maintenance stores, e.g. spares |       |
| 16.2 | Work in progress (partially completed)  |       |
| 16.3 | Finished goods produced by this enterprise  |       |
| 16.4 | Finished goods not produced by this enterprise, but purchased for resale  |       |

# Part 5 – Expenditure items

|   | R'000   |
|---|---|
| 17. Total purchases and transfers-in of goods and mater<br>(sum of Question 17.1 to Question 17.5)  |   |
| Include   |   |
| <ul> <li>Raw materials, components,<br/>consumables and fuel used in<br/>production.</li> <li>Purchases and transfers-in of factored<br/>and finished goods, intermediate<br/>products and partially completed goods</li> <li>Su</li> <li>Mo<br/>pa</li> <li>Ca<br/>wo</li> </ul> | becontract and commission expenses.<br>botor vehicle running expenditure, including<br>rts and fuel <b>if not part of operation</b><br><b>iclude in Question 23).</b><br>upitalised purchases of materials for capital<br>ork done by own employees.<br>beening and closing inventory.<br>R'000 |
| 17.1 Purchases and transfers-in of raw materials and cu<br>used in production (must correspond with Part 7  |   |
| 17.2 Purchases and transfers-in of fuel and gas used in correspond with Part 7, Question 32)  |   |
| 17.3 Purchases and transfers-in of finished goods   |   |
| <ul> <li>Include</li> <li>Finished goods not intended for packaging by this est</li> </ul>  | ablishment.   |
| Finished goods intended for packaging by this establi   | shment.<br>R'000  |
| 17.4 Other purchases including materials used for mair with Part 7, Question 33)  | ntenance (must correspond   |
| 17.5 Purchases of containers and packaging materials.   |   |
| 18. Total subcontractors and labour/employment be Question 18.2).   |   |
| Include       Exc         Commission paid (e.g. outside concerns).       •         •       •  | clude<br>Commission paid to own employees<br>(include in Question 19).<br>Payments for transport subcontracted<br>(include in Question 22).   |
|   | R'000   |
| 18.1 Subcontractors, <i>excluding labour/employment k</i>   | orokers   |
| 18.2 Labour/employment brokers  |   |
| <b>Definition</b><br><b>Employment costs</b> is the total cost of employment, in<br>bonuses, allowances (including car allowances),<br>contributions to medical, pension and provident funds, un<br>housing subsidies.  | overtime payments, retirement benefits,   |
|   |   |
| 19. Total staff-related costs (sum of Question 19.1   | and Question 19.2)  |
|   | R'000   |
| 19.1 Employment cost  |   |

- Motor vehicle clearance fees.
- Motor vehicle licence fees and permits.
- Motor vehicle parking fees.

Include

•

Salaries and/or fees paid to directors,

provident, medical aid, sick pay and

• Employer's contribution to pension,

executives and managers.

Commission paid.

Payments to subcontractors and consultants

•

who are self-employed and not part of this

enterprise (included in Question 18.1).

Payments to labour/employment brokers

(included in Question 18.2).

# R'000

|        |   | 3001 - (358 | 80, 3590) E |  |
|--------|---|-------------|-------------|--|
|        |   | R'000       |             |  |
| 23.1   | Road tolls  |             |             |  |
|        |   | B'000       |             |  |
|        |   | R'000       |             |  |
| 23.2   | Other motor vehicle running expenditure   |             |             |  |
|        |   |             | R'000       |  |
|        |   | Г           | 11000       |  |
| 24.    | Total other expenditure (sum of Question 24.1 to Question 24.13)                      |             |             |  |
|        |   | R'000       |             |  |
| 24.1   | Interest (finance cost)   |             |             |  |
|        |   |             |             |  |
| 24.2   | Insurance   |             |             |  |
| 27.2   |   |             |             |  |
| 2/ 3   | Customs duties  |             |             |  |
| 24.5   |   |             |             |  |
| 04.4   |   |             |             |  |
| 24.4   | Excise duties   |             |             |  |
|        |   |             |             |  |
| 24.5   | Advertising, marketing, promotions  |             |             |  |
|        |   |             |             |  |
| 24.6   | Utilities (water and electricity)   |             |             |  |
|        |   |             |             |  |
| 24.7   | Royalties   |             |             |  |
|        |   |             |             |  |
| 24.8   | Repairs and maintenance   |             |             |  |
|        |   |             |             |  |
| 24.9   | Printing and stationery   |             |             |  |
|        |   |             |             |  |
| 24.10  | Telecommunication and ICT   |             |             |  |
|        |   |             |             |  |
| 24 11  | Security services (for both property and tracking services)                           |             |             |  |
|        |   |             |             |  |
| 24 12  | Depreciation and amortisation   |             |             |  |
| 24.12  |   |             |             |  |
| 24 4 2 | Other expenditure   |             |             |  |
| 24.13  | Other expenditure   |             |             |  |
|        | Include   |             |             |  |
| Any    | Any other expenditure item not listed above in <b>Question 17 to Question 24.12</b> . |             |             |  |
|        |   |             |             |  |

Specify the nature and amount of the two largest items included in 'Other expenditure' in Question 24.13.

| Description of other expenditure | R'000 |       |
|----------------------------------|-------|-------|
|                                  |       |       |
|                                  |       |       |
|                                  |       | R'000 |

25. Total expenditure, excluding VAT and discount received (sum of Question 17 to Question 24)

# 3001 - (3580, 3590) E Part 6 – Profit or loss, company tax, dividends, capital expenditure on assets for the financial year

| Not  | e:  |                  |                                |
|------|---|------------------|--------------------------------|
|      | Provide the actual profit or loss figure as in the income statement of this e reporting period.   |                  |                                |
| •    | Report the result before taking into account the previous year's losses, i  | f any.           |                                |
|      |   |                  | R'000                          |
| 26.  | Net profit or loss <i>before tax</i> (Question 14 minus Question 15 plus minus Question 25)   |                  |                                |
| 27.  | Company tax   |                  |                                |
| 28.  | Net profit or loss after tax (Question 26 minus Question 27)  |                  |                                |
| 29.  | Dividends paid or provided for  |                  |                                |
| 30.  | Capital expenditure on assets (sum of Question 30.1 to Question 3   | 30.7)            |                                |
| Incl |   |                  |                                |
| Ass  | ets acquired, include renovations and additions during the financial perio  | od.              |                                |
|      |   | R'000            |                                |
| 30.1 | Capital expenditure on land, buildings and construction works, roads, parking areas and leasehold improvements                              |                  |                                |
| 30.2 | Capital expenditure on plant, machinery, furniture and fittings, construction equipment, manufacturing equipment and other office equipment |                  |                                |
| 30.3 | Capital expenditure on computers, network equipment and other ICT equipment   |                  |                                |
| 30.4 | Capital expenditure on motor vehicles, trucks, aircraft, boats, trailers, locomotives, fleet and other transport equipment                  |                  |                                |
| 30.5 | Capital work in progress (property, plant and equipment)  |                  |                                |
| 30.6 | Capital expenditure on intangible assets (e.g. software, goodwill)  |                  |                                |
| 30.7 | Other capital expenditure   |                  |                                |
|      | y the nature and amount of the two largest items included ion 30.7.   | in 'Other capita | l expenditure' <mark>ir</mark> |

| Description of other capital expenditure | R'000 |
|--|-------|
|  |       |
|  |       |
|  |       |

# Part 7 – Purchases and transfers-in of materials

Note:

This part of the questionnaire seeks details of the value of raw materials, components, etc. used in production by this enterprise during the financial year reported as in **Part 5**, **Question 17**.

| <b>Include</b><br>All raw materials and components used<br>by this enterprise's manufacturing<br>activities. | <ul> <li>w materials and components used in production by this enterprise</li> <li><i>Exclude</i></li> <li>Fuel consumed during production (include in Question 32).</li> <li>Materials for maintenance (include in Question 33).</li> <li>Containers and packaging.</li> <li>Contract, subcontract and commission expenses.</li> <li>Capitalised purchases of materials for capital work done by or<br/>employees.</li> </ul> |   |                   |  |  |
|--|--|---|-------------------|--|--|
| Raw materials and components used i  | in production  | Purchases<br>and<br>transfers-in<br>(R'000) | For office<br>use |  |  |
| Domestic appliances and parts therefore  | or   |   | 448001m           |  |  |
| Office accounting and computing mac  | hinery   |   |                   |  |  |
| Office and accounting machinery and part   | rts and accessories therefor   |   | 451001m           |  |  |
| Computing machinery and parts and acc  | essories therefor  |   | 452001m           |  |  |
| Electrical machinery and apparatus   |  |   | 469009m           |  |  |
| Electronic components  |  |   | 471003m           |  |  |
| Plates, sheets, film, foil or strips of pla  | astics   |   | 363301m           |  |  |
| Plastic products, excluding packaging  | l  |   | 369902m           |  |  |
| Metal ores and concentrates  |  |   | 142909m           |  |  |
| Semi-finished products (e.g. castings) stainless steel   | of basic iron and steel, including   |   | 411201m           |  |  |
| Rolled, drawn or folded products of ire stainless steel  | on and alloy steel, including  |   | 410009m           |  |  |
| Non-ferrous metals and articles theref   | rom  |   | 416001m           |  |  |
| Wastes and scraps  |  |   | 399991m           |  |  |
| Fabricated metal products  |  |   | 429999m           |  |  |
| General purpose machinery and parts  | thereof  |   | 439300m           |  |  |
| Products of wood, cork, straw and oth  | er plaiting materials  |   | 319001m           |  |  |
| Other pulp, paper or paperboard produ  | ucts   |   | 321991m           |  |  |
| Felt or non-woven fabrics  |  |   | 279201m           |  |  |
| Other textile articles   |  |   | 279901m           |  |  |
| Twine, cordage, rope and articles the  | refrom   |   | 273001m           |  |  |

# 3001 - (3580, 3590) E 31. Purchases and transfers-in of raw materials and components used in production by this enterprise (concluded)

| Raw materials and components used in production                                | Purchases<br>and<br>transfers-in<br>(R'000) | For office<br>use |
|--|---|-------------------|
| Coke oven products; refined petroleum products                                 |   | 335002m           |
| Chemical products  |   | 354000m           |
| Paints, varnishes, artists' colours, ink, masterbatch and the like             |   | 351101m           |
| Glues, gelatine, peptones, caseinates, albuminates and other binding materials |   | 354201m           |
| Synthetic resins   |   | 347401m           |
| Rubber products  |   | 362009m           |
| Other stone, sand or clay  |   | 150001m           |
| Chemical minerals  |   | 161901m           |
| Natural abrasives  |   | 163202m           |
| Non-metallic minerals  |   | 163901m           |
| Glass and glass products   |   | 371102m           |
| Non-metallic mineral products not elsewhere specified                          |   | 379909m           |
| Other materials (specify)  |   | 000000m           |
|  |   |                   |
|  |   |                   |
| Total raw materials (must correspond with Part 5, Question 17.1)               |   | TOT031m           |

| Fuel and gas used in production   | R'000 | For office use |
|---|-------|----------------|
| Petrol  |       | 333111f        |
| Diesel  |       | 333601f        |
| Other petroleum fuel products   |       | 333901f        |
| Coal for fuel   |       | 110101f        |
| Lubricants  |       | 333801f        |
| Gas for fuel  |       | 334001f        |
| Other gases   |       | 334101f        |
| Waste products of manufacturing processes for fuel  |       | 399901f        |
| Total purchases and transfers-in of fuel and gas (must correspond with Part 5, Question 17.2) |       | TOT032f        |

# 33. Purchases of materials for maintenance and other purchases

| Materials used for maintenance   | R'000 | For office use |
|--|-------|----------------|
| Protective clothing excluding Covid-19 personal protective equipment   |       | 271901c        |
| Cleaning materials excluding Covid-19 sanitisers and disinfectants   |       | 353001c        |
| Covid-19 personal protective equipment (PPE) (e.g. masks, gloves, sanitisers and disinfectants, digital thermometers, paper towels, eye and face protection) |       | 300001c        |
| Hand tools   |       | 429201c        |
| Other materials for maintenance  |       | 439301c        |
| Other purchases (specify)  |       | 429991c        |
| Total materials for maintenance and other purchases (must correspond with Part 5, Question 17.4)   |       | TOT033c        |

# Part 8 – Sales and transfers-out of own manufactured products

### 34. Sales and transfers-out of own manufactured products

Note:

- Report the quantity and sales value of goods produced by this enterprise (include goods produced by other enterprises on commission from materials provided by this enterprise).
- The total sum of the sales value must correspond with the value reported as in Part 3, Question 9.1.

| Description of item  | Measure    | Local sales and quantities<br>for local market |           | Export sales a<br>for foreign | For office |            |
|--|------------|--|-----------|-------------------------------|------------|------------|
|  | unit       | Quantity A                                     | (R'000) B | Quantity C                    | (R'000) D  | use        |
| 34.1 Household appliances  |            |  |           |                               |            |            |
| Electric single-door refrigerators and refrigerator/<br>deep freeze combinations, household type                             | value only |  |           |                               |            | 44811 1119 |
| Electric ovens, for domestic use   | number     |  |           |                               |            | 44817 3209 |
| Microwave ovens  | number     |  |           |                               |            | 44817 3309 |
| Other cookers and similar electrical equipment<br>(e.g. cooking plates, grillers, roasters, hotplates)<br>and parts therefor | value only |  |           |                               |            | 44817 3609 |
| 34.2 Geysers   | value only |  |           |                               |            | 44817 3409 |
| 34.3 Heat exchangers   | value only |  |           |                               |            | 43911 3009 |
| 34.4 Heat pumps  | number     |  |           |                               |            | 43913 1009 |
| 34.5 Water-filtering and purifying machinery<br>and apparatus, except for internal<br>combustion engines                     | value only |  |           |                               |            | 43914 1009 |
| 34.6 Industrial refrigerating and freezing<br>equipment  | value only |  |           |                               |            | 43913 1409 |
| 34.7 Other industrial ventilating fans, blowers<br>or centrifuges  | value only |  |           |                               |            | 43931 1209 |
| 34.8 Solar panels and other photovoltaic equipment   | value only |  |           |                               |            | 46113 0009 |
| 34.9 Parts for household appliances  | value only |  |           |                               |            | 448311909  |

# 34. Sales and transfers-out of own manufactured products (concluded)

| Description of item  | Measure for le |                  | and quantities<br>I market | Export sales and quantities<br>for foreign markets |           | For office<br>use                                |
|--|----------------|------------------|----------------------------|--|-----------|--|
|  | unit           | Quantity A       | (R'000) B                  | Quantity C   | (R'000) D | 1  |
| 4.10 Office, accounting and computing machin   | ery            |                  |                            |  |           |  |
| ATMs and similar machines  | value<br>only  |                  |                            |  |           | 45142 1009                                       |
| Computers (e.g. laptops, notebooks)  | value<br>only  |                  |                            |  |           | 45220 9009                                       |
| Other office, accounting and computing machinery   | value<br>only  |                  |                            |  |           | 45160 9009                                       |
| 4.11 Electronic parts and components   | value<br>only  |                  |                            |  |           | 47173 2009                                       |
| 34.12 Other manufactured products (specify)  | value<br>only  |                  |                            |  |           | 00000 0034                                       |
|  |                |                  |                            |  |           |  |
|  |                |                  |                            |  |           |  |
|  |                |                  |                            |  |           |  |
|  |                |                  |                            |  |           |  |
|  |                |                  |                            |  |           |  |
| Total local and export sales and transfers-out (sur<br>Question 34.1 to 34.12)                       | m of column E  | 3 and column     |                            |  |           | TOTAL         TOTAL           0034b         0034 |
| Total of sales and transfers-out of own manufacture plus Column D) (must correspond with Part 3, Que |                | (sum of Question | 34, Column B               |  |           | TOTAL SALE                                       |

# Part 9 – Electricity generated by the enterprise

| 35. Did the enterprise have any installed capacity for electricity generation during the financial year? | . Yes     | No                |                         |
|--|-----------|-------------------|-------------------------|
| Electricity generated  | Megawatts | (MW) <sup>N</sup> | Megawatt-hours<br>(MWh) |
| <b>35.1</b> Installed capacity for electricity generation at the end of the financial year               |           |                   |                         |
| <b>35.2</b> Electricity the enterprise generated <b>for sale</b> during the financial year               |           |                   |                         |
| 35.3 Electricity the enterprise generated for own-consumption during the financial year                  |           |                   |                         |

# Part 10 – Geographical distribution of the activities of this enterprise

36. In the table below, indicate income from sales of goods, services rendered, number of employees, employment costs and detailed activity description of each establishment or branch by province, municipality, village, town or city where the activity took place

- An establishment is the smallest economic unit that functions as a separate entity, and is situated at a single location and in which only a single (non-ancillary) productive activity is carried out or in which the principal productive activity accounts for most of the value added.
- Report the number of employees as on the last pay period ended on or before 30 June 2021.

| Province | Local or<br>metropolitan<br>municipality | Village/town/city | Income from<br>sales of own<br>manufactured<br>goods<br>(R'000) | Income from<br>services rendered<br>(R'000)      | Number<br>of<br>employees                          | Employment<br>costs<br>(R'000)                      | Activity<br>description | For<br>office<br>use |
|----------|--|-------------------|---|--|--|---|-------------------------|----------------------|
|          |  |                   |   |  |  |   |                         |                      |
|          |  |                   |   |  |  |   |                         |                      |
|          |  |                   |   |  |  |   |                         |                      |
|          |  |                   |   |  |  |   |                         |                      |
|          |  |                   |   |  |  |   |                         |                      |
|          |  |                   |   |  |  |   |                         |                      |
|          |  |                   |   |  |  |   |                         |                      |
|          |  |                   |   |  |  |   |                         |                      |
|          |  |                   |   |  |  |   |                         |                      |
|          |  |                   |   |  |  |   |                         |                      |
| Total:   |  |                   |   |  |  |   |                         |                      |
|          |  |                   | (must correspond<br>with Part 3,<br>Question 9.1)               | (must correspond<br>with Part 3,<br>Question 10) | (must<br>correspond<br>with Part 2,<br>Question 7) | (must<br>correspond<br>with Part 5,<br>Question 19) | -                       |                      |