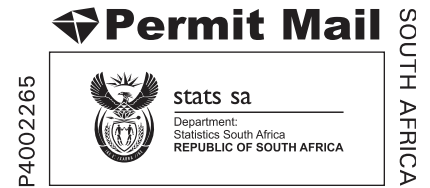


Manufacturing industry large sample survey, 2021

Manufacture of paper and paper products; publishing and printing; reproduction of recorded media

↓ *When contacting Stats SA, please quote this number:*

Reference number	
Legal name	
Trading name	
Address	
Postal code	



↑ *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

Please complete this questionnaire and return it by email, fax or business reply service envelope to Stats SA by2022.

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:
- Website: www.statssa.gov.za
- Postal address: Statistics South Africa
Private Bag X44
Pretoria
0001

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

Indicate the period covered by this questionnaire.

From							
D	D	M	M	Y	Y	Y	Y

To							
D	D	M	M	Y	Y	Y	Y

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).

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-digit 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 use computers/electronic devices for business purposes?.....

Yes	No
-----	----

5.2 Which mode(s) of telecommunication is (are) used for business purposes? (may choose more than one option)?.

Fixed line	Fixed-mobile	Mobile phone	Other	None
------------	--------------	--------------	-------	------

5.3 Does this enterprise use the Internet for business purposes?.....

Yes	No
-----	----

5.4 What factors prevent your company from using Internet or digital innovation?.....

			Slow Internet connection
High price of data	Employees do not have the necessary skills to use Internet	ICT is not necessary to conduct our business	Other

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

5.7 (a) Does this enterprise have a web page for business purposes?.....

Yes	No
-----	----

(b) What is the main purpose of the website?.....

Advertising of own business
Selling goods and services
Update clients with news related to your business
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
-----	----

6. Services subcontracted/outsourced

Note:			
<ul style="list-style-type: none"> Report all monetary values in rand thousands (R'000). 			
Type of service subcontracted/outsourced	Local (R'000)	Imported (R'000)	For office use
	A	B	
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/outsourced by the enterprise (sum of Question 6.1 to 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

- Directors who received a salary and/or received a fee.
- Executive, managerial, casual and any other employees who received payment but who are not included on the main payroll.
- Employees who were absent for part or all of the reference period but received payment through the payroll, including those who commenced or terminated employment.
- 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.

Exclude

- Subcontractors and consultants who are self-employed.
- Labour/employment brokers (**include in Question 8**).
- Any employees who were not paid during the reference period.
- Employees based in South Africa but paid from outside South Africa.

Employment	Male employees	Female employees	Total employees
7.1 Full-time			
7.2 Part-time			
7.3 Total			
7.4 Number of employees brought by subcontractors, including contractors , who are engaged in specific activities on the enterprise premises for the last pay period ended on or before 30 June 2021			

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.

Part 3 – Income items

9. Total sales of goods, **excluding VAT and discount allowed (sum of Question 9.1 to Question 9.3)**..... R'000

9.1 Sales and transfers-out of own manufactured products (report net value after discounts given) **(must correspond with Part 8, Question 34)**..... R'000

Include

- Sales and transfers-out of goods produced by this enterprise or for this enterprise on commission.
- Sales and transfers-out of factored and finished goods, intermediate products and partially completed goods from related enterprises.
- Export sales (free on board).
- Progress payments billed for long-term contracts.
- Customers not invoiced with separate delivery and installation charges.
- Railage and transport-out.
- Export freight charges.

Exclude

- Interest received **(include in Question 12).**
- Rent, leasing and hiring income **(include in Question 11).**

9.2 Sales of finished goods not produced by this enterprise and sold without further processing or packaging R'000

9.3 Sales of finished goods not produced by this enterprise but packed by this enterprise R'000

Note:

Finished goods are goods that are sold in the same state as purchased, i.e. without further processing.

10. Income from services rendered, **excluding VAT and discount allowed** R'000

Include

- Income and fees from repairs or services.
- Contract, subcontract and commission income.
- Income from consulting services.
- Management fees/charges from related and unrelated establishments.
- Subscription and membership fees.
- Administrative charges received as an agent.

Exclude

- Advertising income **(include in Question 13.1).**
- Interest received **(include in Question 12).**
- Rent, leasing and hiring income **(include in Question 11).**

11. Rental, leasing and hiring income R'000

Include

- Leasing and hiring of motor vehicles and other transport equipment under operating leases **without driver/operator.**
- Leasing and hiring of plant, machinery and equipment **without driver/operator.**
- Rental and leasing of land, buildings and other structures.

Exclude

Income/interest from finance leases **(include in Question 12).**

R'000

12. Interest

- 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 debentures.
 - Interest on derivatives.

- Exclude**
- Capital repayments received.

R'000

13. Total other income (sum of Question 13.1 to Question 13.3)

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

Specify the nature and amount of the two largest items included in 'Other income' in Question 13.3.

Description of other income	R'000
	<input style="width: 100%; height: 100%;" type="text"/>
	<input style="width: 100%; height: 100%;" type="text"/>

R'000

14. Total income, excluding VAT and discount allowed (sum of Question 9 to Question 13)

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

17. Total purchases and transfers-in of goods and materials, **excluding VAT and discount received** (sum of Question 17.1 to Question 17.5) R'000

Include

- Raw materials, components, consumables and fuel **used in production**.
- Purchases and transfers-in of factored and finished goods, intermediate products and partially completed goods from related enterprises.
- Containers and packaging materials.

Exclude

- Subcontract and commission expenses.
- Motor vehicle running expenditure, including parts and fuel **if not part of operation (include in Question 23)**.
- Capitalised purchases of materials for capital work done by own employees.
- Opening and closing inventory.

17.1 Purchases and transfers-in of raw materials and components used in production (must correspond with Part 7, Question 31) R'000

17.2 Purchases and transfers-in of fuel and gas used in production (must correspond with Part 7, Question 32)

17.3 Purchases and transfers-in of finished goods

Include

- Finished goods not intended for packaging by this establishment.
- Finished goods intended for packaging by this establishment.

17.4 Other purchases including materials used for maintenance (must correspond with Part 7, Question 33) R'000

17.5 Purchases of containers and packaging materials

18. Total subcontractors and labour/employment brokers (sum of Question 18.1 and Question 18.2) R'000

Include
Commission paid (e.g. outside concerns).

Exclude

- Commission paid to own employees (include in Question 19).
- Payments for transport subcontracted (include in Question 22).

18.1 Subcontractors, **excluding labour/employment brokers** R'000

18.2 Labour/employment brokers

Definition
Employment costs is the total cost of employment, including salaries, wages, service and other bonuses, allowances (including car allowances), overtime payments, retirement benefits, contributions to medical, pension and provident funds, unemployment insurance, accident funds and housing subsidies.

19. Total staff-related costs (sum of Question 19.1 and Question 19.2) R'000

19.1 Employment cost R'000

- Include**
- Salaries and/or fees paid to directors, executives and managers.
 - Commission paid.
 - Employer’s contribution to pension, provident, medical aid, sick pay and other funds, e.g. Unemployment Insurance Fund (UIF) and the Compensation Fund.
 - Payments made from South Africa to employers or employees based abroad.
 - Payments for all types of leave.
 - Incentives payments for piecework, or profit-sharing schemes.
 - Fringe benefits paid in cash, e.g. housing, mortgage and rent subsidies, transport and cellphone allowances.
 - Allowances and penalty payments.
 - Value of any salary sacrificed.
 - Bonuses.
 - Payments that were made during the reference period, but that relate to other pay periods, e.g. annual leave thirteenth cheque and leave gratuity payments.

- Exclude**
- **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)**.
 - Severance, termination and redundancy payments **(include in Question 19.2)**.
 - Payments paid from abroad to employers or employees based in South Africa.
 - Reimbursement of expenses, e.g. travel, entertainment, meals and other expenses.
 - The imputed value of fringe benefits.
 - Fringe benefits tax.
 - Staff welfare including amenities (canteen, crèche, gym).

R'000

19.2 Severance, termination and redundancy payments.....

R'000

20. Leasing and hiring of plant, machinery, equipment and vehicles under operating leases.....

Exclude

Rental on land and buildings **(include in Question 21)**.

R'000

21. Rental and leasing of land, buildings and other structures under operating leases.....

22. Railage and transport-out

Include

- Freight (by rail, road, sea and air).
- Distribution costs.

R'000

23. **Motor vehicle running expenditure (sum of Question 23.1 and Question 23.2)**

Include

- Fuel for other vehicles **not part of operation**.
- Spare parts (if not part of operation) and repairs done by own employees.
- Motor vehicle clearance fees.
- Motor vehicle licence fees and permits.
- Motor vehicle parking fees.

Exclude

Fuel, lubricants (including oils), gas, tyres, tubes and spare parts, **if part of operating expenditure (included in Question 17)**.

R'000

23.1 Road tolls

R'000

23.2 Other motor vehicle running expenditure

R'000

24. Total other expenditure (sum of Question 24.1 to Question 24.13)

R'000

24.1 Interest (finance cost).....

24.2 Insurance.....

24.3 Customs duties.....

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.....

24.13 Other expenditure.....

Include

Any other expenditure item not listed above in **Question 17 to Question 24.12.**

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)

Part 6 – Profit or loss, company tax, dividends, capital expenditure on assets for the financial year

Note:

- Provide the actual profit or loss figure as in the income statement of this enterprise for the reporting period.
- Report the result before taking into account the previous year’s losses, if any.

	R'000
26. Net profit or loss <i>before tax</i> (Question 14 minus Question 15 plus Question 16 minus Question 25)	
27. Company tax	
28. Net profit or loss <i>after tax</i> (Question 26 minus Question 27)	
29. Dividends paid or provided for	
30. Capital expenditure on assets (sum of Question 30.1 to Question 30.7)	

Include
Assets acquired, include renovations and additions during the financial period.

	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	

Specify the nature and amount of the two largest items included in ‘Other capital expenditure’ in Question 30.7.

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](#).

31. Purchases and transfers-in of raw materials and components used in production by this enterprise

Include

All raw materials and components used by this enterprise's manufacturing activities.

Exclude

- Fuel consumed during production ([include in Question 32](#)).
- Materials for maintenance ([include in Question 33](#)).
- Containers and packaging.
- Contract, subcontract and commission expenses.
- Capitalised purchases of materials for capital work done by own employees.

Raw materials and components used in production	Purchases and transfers-in (R'000)	For office use
Pulp, paper or paperboard		
Pulp of wood		321101m
Pulp of other fibrous cellulosic materials (e.g. paper fibres)		321131m
Newsprint, hand-made paper or other uncoated paper or paperboard		321211m
Toilet or facial tissue stock, towel or napkin stock		321311m
Cellulose wadding or webs of cellulose fibres		321312m
Uncoated kraftliner; miscellaneous papers		321321m
Processed paper or paperboard		321401m
Corrugated paper or paperboard		321511m
Other pulp, paper or paperboard products		321991m
Reclaimed paper or paperboard		
		321223m
Printed matter for further processing or included in final product		326901m
Photographic plates, film and printing blocks		389411m
Gelatine or other animal collagen protein products		211751m
Starches and starch products		232201m
Cotton, whether or not ginned		019211m
Sewing yarn or thread		260001m
Yarn, thread or cord		264009m
Paints, varnishes, artists' colours, ink, masterbatch and the like		351101m

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 and transfers-in (R'000)	For office use
Glues, gelatine, peptones, caseinates, albuminates and other binding materials		354201m
Synthetic resins		347401m
Chemical products		354000m
Tanning or finishing chemicals		343200m
Other colouring matter or dyes		343003m
Prepared pigments, colours, tints, glazes, opacifiers and the like		351102m
Woven fabrics		267901m
Knitted or crocheted fabrics		281900m
Felt or non-woven fabrics		279201m
Special woven fabrics (e.g. tulles, lace, narrow fabrics, trimmings, embroidery)		279101m
Other textile articles		279901m
Tanned or dressed leather; composition/synthetic leather		291001m
Articles of leather		292901m
Natural rubber in primary forms or in latex or bales		032001m
Synthetic rubber and mixtures thereof in primary forms or in latex or bales		348001m
Other rubber products		362001m
Polymers (plastics raw materials) (e.g. chips, powders, granules)		347001m
Articles of plastic		369901m
Fabricated metal products		429999m
Non-ferrous metals and articles therefrom		416001m
Electronic components		471003m
Other materials (specify)		000000m
Total raw materials (must correspond with Part, Question 17.1)		TOT031m

32. Purchases and transfers-in of fuel and gas

Fuel and gas used for 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 towel, 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 unit	Local sales and quantities for local market		Export sales and quantities for foreign markets		For office use
		Quantity A	(R'000) B	Quantity C	(R'000) D	
34.1 Pulp						
Chemical wood pulp, dissolving grade	t					32111 0009
Chemical wood pulp, other than dissolving grade	t					32112 0009
34.2 Uncoated paper or paperboard in rolls or sheets						
Newsprint	t					32121 1009
Printing or writing paper, including paper being of a kind used for graphic purposes with basic mass less than 80 g/m ²	t					32129 0009
Printing or writing paper, including paper being of a kind used for graphic purposes with basic mass above 80 g/m ² but not exceeding 150 g/m ²	t					32129 1109
Printing or writing paper, including paper being of a kind used for graphic purposes with basic mass above 150 g/m ² but less than 250 g/m ² , uncoated	t					32129 1209
Printing or writing paper, including paper being of a kind used for graphic purposes with basic mass above 250 g/m ² , uncoated	t					32129 1219
34.3 Toilet or facial tissue stock, towel or napkin stock and similar paper, in rolls or sheets	t					32131 1109

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

Description of item	Measure unit	Local sales and quantities for local market		Export sales and quantities for foreign markets		For office use
		Quantity A	(R'000) B	Quantity C	(R'000) D	
34.4 Packaging or wrapping paper or paperboard in rolls or sheets, uncoated						
Liner boards, kraft liners, unbleached	t					32132 1009
Liner boards, other kraft liners (white top kraft)	t					32132 2009
Packaging or wrapping paper, kraft paper or paper board	t					32133 1009
Fluting paper, including straw and semi-chemical	t					32134 3009
Test liner (recycled liner board) or chip liner	t					32135 1009
34.5 Other paper in rolls or sheets						
Industrial papers (e.g. felt, filter papers)	t					32136 1009
Other speciality paper grades	t					32137 5009
34.6 Processed paper or paperboard, in rolls or sheets						
Composite paper or paperboard, not surface coated or impregnated	t					32141 1009
34.7 Paper or paperboard, coated, impregnated, covered, surface-coloured, surface-decorated or printed, in rolls or sheets						
Paper or paperboard, coated with ethylene polymers or copolymers, in rolls or sheets	t					32143 1009
Other coated, impregnated, covered, surface-coloured, surface-decorated or printed paper or paperboard, in rolls or sheets	t					32149 0009
34.8 Corrugated paperboard, in sheets						
Single wall paperboard, B or C flute	t					32151 0109
Double wall paperboard, BC flute	t					32151 1009
Double wall paperboard, EB flute	t					32151 2009

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

Description of item	Measure unit	Local sales and quantities for local market		Export sales and quantities for foreign markets		For office use
		Quantity A	(R'000) B	Quantity C	(R'000) D	
34.9 Sacks and bags of paper or paperboard						
Flat and satchel	kg					32152 1009
Self-opening	kg					32152 3009
Multi-wall, potato pockets	kg					32152 5109
Multi-wall, cement	kg					32152 5209
Other multi-wall paper bags	kg					32152 5309
Other sacks or bags of paper or paperboard	kg					32152 5409
34.10 Boxes, letter files, box files and other packing containers						
Non-corrugated cardboard boxes or folding cartons	t					32153 1009
Corrugated (fluting) cardboard boxes or folding cartons	t					32153 2009
Fancy boxes or cartons (e.g. for jewellery, chocolates, cosmetics)	t					32153 3109
Other boxes or cartons (e.g. for medicines, other consumer goods)	t					32153 3209
Paper or paperboard food containers or cartons (e.g. frozen food, cream)	t					32153 3309
Bobbins, spools, reels, cones, cores, tubes and the like, of paper or paperboard	kg					32153 3509
Other packing containers of paper or paperboard of a kind used in offices, shops or the like	value only					32153 4219
34.11 Paper or paperboard, cut to size or shaped (e.g. plain cut paper, shirt fronts, cigarette paper, soft packs, bundle wraps, cork tipping paper, cellulose wadding or webs of cellulose fibres)	value only					32199 7109

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

Description of item	Measure unit	Local sales and quantities for local market		Export sales and quantities for foreign markets		For office use
		Quantity A	(R'000) B	Quantity C	(R'000) D	
34.12 Adhesive paper tape	value only					32191 1115
34.13 Envelopes	value only					32192 9009
34.14 Other paper or paperboard products						
Toilet paper, 1-ply	number of rolls					32193 4009
Toilet paper, 2-ply	number of rolls					32193 4019
Other toilet paper	value only					32193 4029
Tissues or paper handkerchiefs	1000s					32193 5009
Industrial or hospital paper products	value only					32193 6009
Paper toweling	kg					32193 6019
Serviettes (plain, printed or embossed) of paper	value only					32193 7009
Disposable nappies and nappy liners for babies (diapers)	1000s					32193 9019
Sanitary towels (pads) and tampons, and similar articles, of any material	1000s					32196 0009
Disposable nappies and nappy liners for adults	1000s					32196 1009
Wallpaper and similar wall coverings, window transparencies of paper	value only					32194 1009
Textile wall coverings, with paper backing	m2					32195 1009
Labels and tags, not printed (tie-on, self-adhesive, pressure-sensitive, paste-on) of paper or paperboard	value only					32197 3009
Printed paper or paperboard labels/tags/stickers, paste-on	value only					32197 5009

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

Description of item	Measure unit	Local sales and quantities for local market		Export sales and quantities for foreign markets		For office use
		Quantity A	(R'000) B	Quantity C	(R'000) D	
34.14 Other paper or paperboard products (concluded)						
Printed paper or paperboard labels/tags/stickers, self-adhesive, pressure-sensitive	value only					32197 6009
Moulded packaging of paper pulp (e.g. bottle trays, sleeves, egg trays)	kg					32199 0009
Decorations and entertainment articles of paper or paperboard	value only					32199 1009
Other paper or paperboard articles	value only					32199 9009
34.15 Books, brochures and leaflets						
Educational textbooks, excluding school textbooks, in print for own publication	value only					32210 0009
Brochures, leaflets, pamphlets, flyers and the like of a textual matter, other than advertising material	value only					32690 0009
Dictionaries (e.g. telephone, business) and encyclopedia including serial installments thereof, in print for own publication	value only					32230 0009
School text books, in print for own publication	value only					32291 1009
Professional books, in print for own publication	value only					32291 2009
Literature books, excluding fiction, for own publication	value only					32299 1009
Other books, in print for own publication	value only					32299 5009
Books printed for other publishers	value only					32299 8009

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

Description of item	Measure unit	Local sales and quantities for local market		Export sales and quantities for foreign markets		For office use
		Quantity A	(R'000) B	Quantity C	(R'000) D	
34.16 Newspapers, journals and periodicals						
Newspapers appearing daily, broad sheet pages, printed for own publication (value to <u>include</u> subscriptions, but exclude value of advertisements)	value only					32300 1109
Newspapers appearing daily, tabloid pages, printed for own publication (value to <u>include</u> subscriptions, but exclude value of advertisements)	value only					32300 1209
Newspapers appearing daily, tabloid pages, printed for other publishers	value only					32300 2209
General interest newspapers appearing other than daily, broad sheet pages, printed for own publication (value to <u>include</u> subscriptions, but exclude value of advertisements)	value only					32410 0009
General interest newspapers appearing other than daily, tabloid pages, printed for own publication (value to <u>include</u> subscriptions, but exclude value of advertisements)	value only					32410 0019
General interest periodicals and magazines, appearing other than daily, printed for own publication (value to <u>include</u> subscriptions, but <u>exclude</u> value of advertisements)	value only					32410 1009
Newspapers appearing other than daily, tabloid pages, printed for other publishers	value only					32490 2009
Journals, periodicals and magazines, appearing other than daily, printed for other publishers	value only					32490 3009
34.17 Other printed matter						
Security printing (e.g. cheque forms, banknotes, document of title, certificates, pre-paid vouchers or cards, stamps, ballot papers)	value only					32610 0009
Trade catalogues and advertising brochures, leaflets, pamphlets and the like	value only					32620 1009
Shopping newspapers made up mainly of advertisements	value only					32620 2009
Other printed commercial advertising material	value only					32620 5009
General jobbing (job-printing according to clients' requirements and specifications)	value only					32690 3009

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

Description of item	Measure unit	Local sales and quantities for local market		Export sales and quantities for foreign markets		For office use
		Quantity A	(R'000) B	Quantity C	(R'000) D	
34.17 Other printed matter (concluded)						
Other printed matter, excluding stationery	value only					32690 5009
34.18 Stationery						
Manuscript books, hard cover (quarter bound), 192 pages, A4	100s					32700 1029
Writing or letter pads (bound), standard sizes (e.g. A4)	100s					32700 7039
Writing or letter pads (bound), other sizes	100s					32700 7049
Other paper or paperboard stationery, bound in books or pads	value only					32700 7069
Printed business forms, not bound in books or pads	value only					32700 7079
Typing or printing paper, not bound in books or pads	value only					32700 8009
Other paper or paperboard stationery, not bound in books or pads	value only					32700 8019
Continuous stationery (e.g. telex rolls, computer rolls, computer stationery)	value only					32700 9009
Printed office and personal stationery (e.g. letterheads, note paper)	value only					32700 9019
34.19 Bromides, printing plates and photographic plates	value only					32800 1009
34.20 Display, point of sale exhibition stands or advertising aids of paper or paperboard	value only					38996 0039
34.21 Aluminium foil (foil of aluminium)	t					41535 1109
34.22 Recorded media	value only					47600 9009

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

Description of item	Measure unit	Local sales and quantities for local market		Export sales and quantities for foreign markets		For office use		
		Quantity A	(R'000) B	Quantity C	(R'000) D			
34.23 Cards with a magnetic stripe and smart cards	value only						47910 0009	
34.24 Other products manufactured (specify):	value only						00000 0034	
Total local and export sales and transfers-out (sum of column B and column D, Question 34.1 to 34.24)							TOTAL 0034b	TOTAL 0034d
Total sales and transfers-out of own manufactured products (sum of Question 34, Column B plus Column D) (must correspond with Part 3, Question 9.1)							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)	Megawatt-hours (MWh)
35.1 Installed capacity for electricity generation at the end of the financial year.....		
35.2 Electricity the enterprise generated for sale 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

Note: <ul style="list-style-type: none"> 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 metropolitan municipality	Village/town/city	Income from sales of own manufactured goods (R'000)	Income from services rendered (R'000)	Number of employees	Employment costs (R'000)	Activity description	For office use
Total:								
			(must correspond with Part 3, Question 9.1)	(must correspond with Part 3, Question 10)	(must correspond with Part 2, Question 7)	(must correspond with Part 5, Question 19.1)		