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**UNIDO – SRI LANKA**  
**INTERGRATED PROGRAMME**  
**ON**  
**SOFTWARE DEVELOPMENT WORK**

**UNIDO PROJECT NO. TF/SRI/04/001**

**CONTRACT NO : 2005/94**

**PHASE ( I ) FINAL REPORT ON UPDATING THE REGISTRY  
FIVE DELIVERABLES**

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**To** : Dr. Alex Korns, UNIDO Consultant

**From** : D.C.A. Gunawardena, Director, Dept. of Census and Statistics

**Subject** : Phase I : Final Report on updating the registry-Five deliverables  
Sri Lanka integrated programme to update Industrial Establishments Registry.

There were five deliverables for Phase I.

(1). An enhanced DCS registry for 2002 and an enhanced Census List for 2004 (Note: The full electronic file which is confidential has been sent to Dr. Alex Korns, UNIDO Consultant. Attached are sample records.)

(2) A brief note describing steps in the preparation of the new lists.

(3). A brief note on steps in the enhancement of external source data.

(4) A brief note on rules for standardizing the manner of writing establishment names in Census List, and

(5). Revised Questionnaires for the field work (ASI-2 and DI-2).(Attached file name-ASI-2&DI-2)

**2. A brief note describing steps in the preparation of the new lists.**

**Census List – 2004**

In 2004, Department of Census and Statistics (DCS) conducted a Census of Industry covering all part of Sri Lanka. The Census registry was based mainly on notation made during door-to-door canvassing in mid-2001 for the Census of population and Housing.

Lists of establishments by GN (extracted from the CPH lists) were sent in mid-2003 to each GN with a request that they be updated for industrial establishments (mostly newer ones) that were launching in the 2001 list, and for closures of older ones.

During 2004, extensive data collection took place for reference period 2003 for establishments in the Census list, including all establishments with 20 or more workers. About 70 percent of the establishments responded on a large form similar to the Annual Survey of Industries (ASI-1).

The questionnaire included extensive questions about phone numbers, an exact address for the establishments and contact person etc. During the months of May-August, 2005 DCS staff entered the following variables into a new registry (called as census list 2004) based on the census list and thus produced an enhanced Census list as Census 04.

1. Establishment      Tel. number  
                                 Fax Number  
                                 Mobile Number  
                                 E-mail address.
2. Establishment type
3. Name and address of Head Office
4. Type of Legal Organisation
5. Type of Registration
6. Ownership
7. Current ISIC
8. Main Product
9. Name of Contact Person
10. Position of Contact Person
11. Tel. No. of Contact Person
12. Fax No. of Contact Person

This new registry, with 60 fields has already provided to Genesis for development of the system.

#### **DCS 02 Registry**

For the Western Province, DCS had a Core registry that would be valid for late 2002, when we went to the field and checked the status of Establishments. This would be based on the legacy registry for 2001, purged of closures as found in ASI-2. This will call that the DCS 2002 in WP (DCS02).

It is recommended that add several hundred establishments from outside WP to the old WP core. This included the set of establishments outside WP that replied to the ASI-1. Sometime between 1998 and 2002 and show at least 20 workers on their most recent ASI report.

As suggested the data parsing of names, address and telephone numbers work carried out to facilitate the matching process for the DCS 02 outside of WP as in the case DCS02 WP.

In order to merge two data sets for WP and outside WP, field sizes of all variables in the both data sets have been set equal and add certain information to various records. The two data sets were combined into a single data set as DCS02.

The DI-2 discoveries of 2002 considered as separate data set for Phase II. DCS has matched the DI-2 data against the Core registry for 2002 (DCS02) and removed all duplicates if exist. It is worthwhile to note that there were some 750 DI-2 records that is qualified and did not watch with census list, and that there have been included in the DCS02 directory for WP for further investigation in the field.

The census list which was by product of Census of Industry 2004 covered the entire island. During the Census operation, there was not enough time to link the field data (census list) to the old registry (DCS02). Therefore, it should be matched the census list to Old registry to identifying the duplicate as well as missing once in the Census list. The other purpose for matching the DCS02 to census list is to link Old and new establishment ID number, so that longitudinal histories can be compiled for establishments that were in the ASI before the census.

**Table 1 : No. of establishments by employees size class & activity status  
Western Province - DCS02**

Employees size class	Activity Status		Total
	Active (A)	Permanently closed (P)	
20 - 29	172	19	191
30 - 49	237	20	257
50 - 99	330	34	364
100 +	802	50	852
<b>Total</b>	<b>1,541</b>	<b>123</b>	<b>1,664</b>

**Table 2 : No. of establishments by employees size class & activity status  
Outside of the Western Province - DCS02**

Employees size class	Activity Status			Total
	Unknown (U)	Active (A)	Permanently closed (P)	
20 - 29	71	31		102
30 - 49	95	50		145
50 - 99	149	72		221
100 +	70	57	1	128
<b>Total</b>	<b>385</b>	<b>210</b>	<b>1</b>	<b>596</b>

### 3. A brief note on steps in the enhancement of source data.

UNIDO organized a registry updating project for the Western Province starting March of 2002 and lasting a little over a year. The purpose was to develop a methodical approach to registry updating that could be applied annually by Department of Census and Statistics (DCS). The Old DCS, which was based on the registry that DCS had kept up through 2001, Ministry of Industry and Investment Promotion (MIIP), Board of Investment (BoI), Ceylon Electricity Board (CEB) and Employees Provident Fund (EPF) were identified for Phase I as external sources.

For the Phase II, the three external sources (MIIP, CEB and BoI) were selected and obtained their registries with more data than was the case in Phase I.

#### **BoI**

The BoI data base, 2002 consisted of 16 variables in original source file as follows.

<b>Field Name</b>	<b>Description</b>
STATUSDES	Current status of the establishment
ENT_NAME	Name of the establishment
HOADD1	Head Office address1
HOADD2	Head Office address2
HOADD3	Head Office address3
HOADD4	Head Office address4
FACADD1	Location address1
FACADD2	Location address2
FACADD3	Location address3

PROD_DES	Description of the production
L_CONTI	Name of the contact person
L_TELNO1	Telephone number of the contact person
EMP_CAP	Employment Capacity
DISTRICT	Name of the district
CODE	Identification number at BoI
YEAR_DECL	Year declaration was filed, if available

The BoI registry data has been enhanced and now includes a year of commencement and contact details of Establishment and head office.

The following variables have been included in to the BoI database.

DATE_COM	:	Date of Commencement
HOTEL NO	:	Telephone number & the head office
HOTELEX	:	Telex number of the head office
HOFAX	:	Fax number of the head office
HOEML	:	Email of the head office
HOWEB	:	Web site of the head office
FACTELNO	:	Telephone number of the Factory
FACFAX	:	Fax number of the Factory
FACEML	:	Email of the Factory

BoI provided DCS with the full data set for sections 16 and 17 projects. The variables names are the same for the tow files. DCS continued the two files in to a system files and adding a new variable that indicates whether the establishment came from the section 16 of section 17 projects.

## CEB

At CEB, the database has not been upgraded. So that CEB could not provided much more data for each connection than the case in 2002. The CEB data are limited to only 10 variables as against 8 variables in 2002 including the monthly total consumption in KVA. This item is important, as it provides the sole criteria for ranking establishment for size of the establishment.

- AREA\_CODE      Area Code/Name
- ACC\_NBR        ID Number; Account No.
- Name            Name of the Establishment
- Address\_L1     Location Address 1

- Address\_L2                      Location Address 2
- CITY                                Location Postal City
- TARIFF                              Zone
- PEAK\_LOAD                        Peak load Capacity in KVA
- TOT\_MYOS\_CONS                Total Consumption in May, 2005 (New variable)
- YRREG                              Year of Registration (new variable)

In addition to the above 10 variables. The following four new variables (blank) has been included into the CEB database as CEB intends to collect these information in future.

ADD_VAR	}	to be included next year.
TEL		
FAX		
EML		

The following tables gives the size distribution of the electricity consumption data based on the data provided by CEB.

**Distribution of Establishments by Electricity Consumption size class**

Monthly Electricity Consumption (KVA )	No. of Establishments
0 - 100	1656
100 - 200	667
200 - 300	184
300 - 400	91
400 - 500	57
500 - 750	67
750 - 1000	26
1000+	44
Unknown	513
	3305

There were missing data for consumption which involved 513 records. This issue was discussed with relevant officials at CEB and it would be resolved early.



## Ministry of Industrial, Investment Promotion (MIIP)

MIIP, which has been provided data in the same structure with additional 4 variables (Viz: Status of Company, District, District Secretariat(DS), Date of Commencement. However their data contains only few discoveries. MIIP data structure with variables and description are given below.

CODE	ID number of the establishment "Industry Code"
CNAME	Name of the establishment
CHEADOF	Head Office address
LMADR1	} Location address
LMADR2	
LMPOF	Location Postal Name
CPOF	Head Office Postal Name
EMP	Person Engaged
PMSERIAL	Production Serial Number
PMNAME	Production Description
PMUNIT	Production Unit
CCONTMRS	Contact Person's Status
CCONTACT	Name of the contact person
CTEL	Telephone number of the contact person
CDATEREG	Date of Registered
CANCELLED	Whether cancelled
DATECANCELLED	Date of cancellation
CFORM	Form of Company (New Variable)
LMDIST	Name of the District: Location (New Variable)
LMAGA	Name of the DS: Location (New Variable)
LMDATE	Date of commenced

#### (4). A brief note on rules for standardizing the manner of writing establishment names in Census List.

The section D-Data cleaning and Representation of Mr. Week, UNIDO Consultant, report on Register software and Register Cleaning was adopted for cleaning up the name and address information of the function of registry is to provide data that is exposed to public view. If the register is not well organized its use as a Survey frame and exposed to the public in the form of mailing labels etc. will be followed. So, we have followed the following topics of Mr. Weeks, UNIDO Consultant, report to make consistency of name and address at the registry.

1. Capitalization
2. Initialization
3. Quoted word
4. Parenthesis

The variable of name of establishment is standardize during the data parsing stage to facilitate the matching process.

A standard format for Establishment Name.

The establishment name is entered into the computer using the following standards.

Terms referring to the establishment incorporation such as "Ltd.", "Pvt.", "Co." etc. are separated from the establishment name and considered as separate field of the name variable as suffix. There were nine suffixes were used during the data parsing stage namely Co.op.; Co.op.(Ltd.); Cor.(Ltd.); Cor. (Pvt.) Ltd. ; (Pvt.) Co. Ltd. ; Co. Ltd. ; Ltd. ; (Pvt.) Ltd.

E.g. (1) Establishment Name : Asia Tex (Pvt.) Ltd.  
 Name of the Establishment without suffix : Asia Tex  
 Suffix : Pvt. (Ltd.)

(2) Establishment Name : Richard Pieris Tyre Co. Ltd.  
 Name of the Establishment without suffix : Richard Pieris Tyre  
 Suffix : Co. Ltd.

Punctuation, Capitalization and other mistakes

Punctuation and Capitalization used in the name of the Establishment: followed the rules below.

Capitalization : Instructions were given to data encoders to follow standard rules of capitalizing the names of establishment which is appropriate. Eg. Woodman lanka International does not follow the rules. lanka should be capitalized. In such case the word lanka has been changed as Lanka. Most of the inconsistencies are as obvious as this one.

- |                                     |        |                                 |
|-------------------------------------|--------|---------------------------------|
| 1. T.K. Pieris                      | —————> | T K Pieris                      |
| 2. Miami apparel Expo               | —————> | Miami Apparel Expo              |
| 3. Jahahitha Coir Factory           | —————> | Janahitha Coir Factory          |
| 4. Tea Factory Millapitiya watta    | —————> | Millapitiyawatta Tea Factory    |
| 5. Tea Factory Kongaha watta Estate | —————> | Konhagawatta Estate Tea Factory |

Initials are not consistently punctuated. Sometimes initials are followed by a space instead of a period. We have Y.K.K. Lanka and Y.K.K. Lanka and Y K K Lanka for establishment name, only the third of these, which is used is appropriate. That is initials and name were separated from only a one

- |                              |        |                      |
|------------------------------|--------|----------------------|
| 1. Mr. G.G. Pradeep Hemantha | —————> | G G Pradeep Hemantha |
| 2. Y. B. Yatawara            | —————> | Y B Yatawara         |
| 3. Y. Amaladas               | —————> | Y Amaladas           |
| 4. W. S. Silva               | —————> | W S Silva            |
| 5. A. N. Senevirathna        | —————> | A N Senevirathna     |

#### Other

- |   |        |  |
|---|--------|--|
| 1. St. Annas' Mills   | —————> | St Annas Mills                                   |
| 2. St. Annes' Factory   | —————> | St Annes Factory                                 |
| 3. Tea Factory "Tea Shakthi"<br>Tea Holding development Authority | —————> | Tea Shakthi Tea Holding development<br>Authority |
| 4. St. James Tea Factory  | —————> | St James Tea Factory                             |

#### Quoted words

Establishment name field contains either quotation marks or parents in sometime. All quotation marks and parents were removed.

There are quite a few instances where the name of the owner appeared instead of establishment name. In such cases, owner name was recorded as establishment name.

## **Annexes**

- Annex 1A - CENSUS04 data structure with sample data**
  - Annex 1B - DCS02 data structure with sample data**
  - Annex 1C - DI2\_2002 data structure with sample data**
  - Annex 1D - MIIP data structure with sample data**
  - Annex 1E - BOI data structure with sample data**
  - Annex 1F - CEB data structure with sample data**
- 
- Annex 2 - Form DI-2 : Updating of Directory of Large/Medium Industry**
  - Annex 3 - Form ASI-2 : Survey of Inactive, Moved, Non Responding Establishments -2005**

## CENSUS04 data structure with sample data

PROVDIST	11	21	21
DISTRCT_NAME	Colombo	Kandy	Kandy
DSD	33	3	6
DSD_NAME	Moraluwa	Thumpane	Poojapitiya
GND	35	265	170
GND_NAME	Borupana	Niyangoda	Wewala
SECTOR	1	2	2
MC/UC	13	43	42
MC/UC_NAME	Moratuwa MC	Thumpane PS	Poojapitiya PS
WVE	13	51	52
SERN0	11	1	1
NAME_OWNER	The Manager	The Manager	Padmasiri Jayasingha
NAME_ESTAB	Reckt & Colmen Of Ceylon	Salusala Handlooms Textile Industries	
NAME_ESTAB_SUF	Ltd.		
ADD_LO_ASSESSMENT	40		99/1
ADD_LO_FLOOR			
ADD_LO_BUILD_NAME			
ADD_LO_STREET_NAME	Parakum Mw		
ADD_LO_VILLAGE_WARD		Niyangoda	Wewala
ADD_LO_CITY	Ratmalana	Kuburegama	Harankahawa
ADD_LO_POSTCODE		20086	20092
ADD_LO_OTHER			
IND_ESTATE			
TEL_EST_PREF	011	081	
TEL_EST	2636051	2461757	
YEAR_OPERATION_OLD	1982	1965	1996
ISIC	2426	1711	1602
PERSON_ENGAGED	268	50	30
CENSUS_EIN	114024260006	214017110001	214016020002
STATUS	CL	C	C
TEL_EST2_PREF		081	
TEL_EST2		2461757	
FAX_EST_PREF			
FAX_EST			
MOBILE_EST			
EMAIL_EST			
EST_TYPE		1	1
NAME_HO		Salusala	
NAME_HO_SUF			
ADD_HO_ASSESSMENT		93	
ADD_HO_FLOOR			
ADD_HO_BUILD_NAME			
ADD_HO_STREET_NAME		Jawaththa Rd	
ADD_HO_VILLAGE_WARD			
ADD_HO_CITY		Colombo 05	
ADD_HO_POSTCODE			
ADD_HO_OTHER			
LEGAL_ORGANIZATION		5	4
OWNERSHIP		1	1
DATE_DIS			
REGISTRATION		3	3
CURRENT_ISICV3	2426	1711	1602
MAIN_PRODUCT	Manu.of mosquito-coils,chalk,candles,incense sticks	Manu.of fibre & yarn, weaving of textiles	C Manu.of cigarette, cigar and beady
ENTRY_PATH	5	5	5
REMARKS			
RESPONDED_03	6	1	1
YEAR_OPERATION	1982	1980	1958
MON_OPERATION			
CURRENT_STATUS		1	1
EMPLOYEES_03	268	49	30
NAME_CONTACT		R H Chandradasa	U G P Jayasingha
NAME_POSITION		Assistant Accountant	The Proprietor
TEL_CONTACT_PREF		011	078
TEL_CONTACT		2586415	8705926
FAX_CONTACT_PREF			
FAX_CONTACT			

## DCS02 data structure with sample data

ID	99	100	101
RMES_SEQ_NO			
oldEIN	01999001	01999002	01999003
SID	184	190	2422
PROVDIST			
DSD			
MCUC			
GND			
PHONE_CHECK_05			
EMPLOYEES_D12			
SOURCE	0	0	0
NAME_ESTAB	AUTO MOTIVE SPRINGS	CEYPA RUBBER INDUSTRIES	THREE STAR INDUSTRIES
NAME_ESTAB_SUF	Ltd.	(Pvt.)Ltd.	(Pvt.)Ltd.
NAME_OWNER			
NAME_CONTACT	LESLIE FERNANDO		M S A WAHID
NAME_POSITION	ACCOUNTANT		DIRECTOR
TEL_EST_PREF	011		011
TEL_EST	2509272		2597549
TEL_EST2_PREF			011
TEL_EST2			2502439
TEL_CONTACT_PREF			011
TEL_CONTACT			2597549
TEL_HO_PREF			
TEL_HO			
TEL_HO2_PREF			
TEL_HO2			
FAX_EST_PREF			
FAX_EST			
FAX_CONTACT_PREF			011
FAX_CONTACT			2502439
FAX_HO_PREF			
FAX_HO			
EMAIL_EST			
EMAIL_CONTACT			
ADD_LO_FLOOR			
ADD_LO_ASSESSMENT	139		287
ADD_LO_OTHER		10th MILEPOST	
ADD_LO_STREET_NAME	WEWA Rd		GALLE Rd
ADD_LO_BUILD_NAME			
ADD_LO_VILLAGE_WARD		KATUWAWALA	
ADD_LO_CITY	BORALESGAMUWA	BORALESGAMUWA	COLOMBO 4
ADD_LO_POSTCODE			
NAME_HO			
NAME_HO_SUF			
ADD_HO_FLOOR			
ADD_HO_ASSESSMENT			
ADD_HO_OTHER			
ADD_HO_STREET_NAME			
ADD_HO_BUILD_NAME			
ADD_HO_VILLAGE_WARD			
ADD_HO_CITY			
ADD_HO_POSTCODE			
DISTRICT_OLD	1	1	1
DSD_OLD	6	6	13
MCUC_OLD	0	0	0
GND_OLD	0	0	0
IND_ESTATE_OLD	0	0	0
OWNERSHIP	53	86	86
REGISTRATION	0	0	0
EMPLOYEES	9999	9999	9999
DATE_OIS	1	1	1
YEAR_OPERATION			
MON_OPERATION			
CURRENT_STATUS			
EST_TYPE			
ISICV2			

DCS02 data structure with sample data

ENTRY_PATH			
REMARKS			
MATCH	TRUE	FALSE	FALSE
YEAR_CLOSED	2000	9999	
MONTH_CLOSED	3	99	
RESPONDED_02			
EMPLOYEES_02			
RESPONDED_01			
EMPLOYEES_01			
RESPONDED_00			
EMPLOYEES_00			
RESPONDED_99			
EMPLOYEES_99			
RESPONDED_98			
EMPLOYEES_98			
RESPONDED_97			
EMPLOYEES_97			

## DI2\_2002 data structure with sample data

ID	597	601	1447
RMES_SEQ_NO	02012165	02022050	02024154
SOURCE_CODE	2	2	4
SID	1191	1198	1190
PROVINCE	1	6	1
DISTRICT_OLD	1	17	2
DSD_OLO	2	81	2
MC_UC_OLD	11	34	32
GND_OLD	100	235	200
WVE	16	51	51
IND_ESTATE_OLD			
INDUSTRIAL_ESTATE_HO			
NAME_ESTAB	B C C Lanka	Silver mill Holdings	NEW ROYAL BAKERY
NAME_ESTAB_SUF	(Pvt.)Ltd.	(Pvt.)Ltd.	(Pvt.)Ltd.
ADD_LO_FLOOR			213/5
ADD_LO_ASSESSMENT			
ADD_LO_OTHER	P O Box 281		
ADD_LO_STREET_NAME	Miraniya St		GONAWALA RD
ADD_LO_BUILD_NAME			
ADD_LO_VILLAGE_WARD			
ADD_LO_CITY	Colombo 12	Giriulla	GONAWALA
ADD_LO_POSTCODE			
NAME_HO		S A Silva and Sons Lanka	NEW ROYAL BAKERY
NAME_HO_SUF		(Pvt.)Ltd.	(Pvt.)Ltd.
ADD_HO_FLOOR			213/5
ADD_HO_ASSESSMENT			
ADD_HO_OTHER			
ADD_HO_STREET_NAME			GONAWALA RD
ADD_HO_BUILD_NAME			
ADD_HO_VILLAGE_WARD		Lolluwagoda	
ADD_HO_CITY		Meerigama	GONAWALA
ADD_HO_POSTCODE			
PROV/DIST			
DSD			
MCA/JC			
GND			
TEL_EST_PREF	011	037	011
TEL_EST	2422111	2288039	2915362
TEL_EST2_PREF	011		
TEL_EST2	2422112		
TEL_HO_PREF		033	011
TEL_HO		2273263	2915362
TEL_HO2_PREF			
TEL_HO2			
FAX_EST_PREF	011	037	011
FAX_EST	2447139	2288106	2915362
FAX_HO_PREF		033	011
FAX_HO		2273791	2915362
EMAIL_EST	bcc@silnet.lk		roybak@eureka.lk
NAME_CONTACT	Sakunthala Silva	Prabath Silva	A Jayathiaka
NAME_POSITION	Assistant Human Resources	Finance Director	Managing Director
TEL_CONTACT_PREF	011	033	011
TEL_CONTACT	2422111	2273263	2915362
FAX_CONTACT_PREF	011		011
FAX_CONTACT	2447139		2915362
EMAIL_CONTACT			roybak@eureka.lk
REGISTRATION			
EMPLOYEES	435	350	100
SITUATION_STATUS	1	1	1
DATE_FIELDCHECK	12/16/2002	12/12/2002	12/2/2002
YEAR_OPERATION	1970	1920	1991
MON_OPERATION	7	99	12
ISICV2	3523	3121	3117
ENTRY_PATH	2	2	2
ABLE_TO_ENTER	1	1	1
FIT_FOR_REGISTRY	67	70	73



DI2\_2002 data structure with sample data

Annex 1C(contd.)

REMARKS	4	4	4
ENUMERATOR		†	31
LIST_STATUS		12/12/2002	12/6/2002
SEIN	101115005	†	1
SUPERVISOR	33	1	31
DATE_SUP	12/16/2002	12/23/2002	12/6/2002
DOUB_STATUS	1	2	3
IEIN	33	0	0
INSPECTOR	12/16/2002	350	100
DIS_FWD	2		
DATE_FWD	0		
DATE_INS	435		
SOURCEGROUP			
DOUBLE			
DOUBLE_WITH			
EMPLOYEES_DI2			
EMPLOYEES_01			

## MIP data structure with sample data

	1111001	1111002	1111003
CODE	1111001	1111002	1111003
CNAME	Premium Exports Ceylon Ltd.	International Dairy Products Ltd.	Eastern Food Specialities (Private)Ltd.
M_LMNUM	0	1	0
MLMPOF	Colombo 14.	Pelonnaruwa.	Colombo 10.
CHEADOF	258, Grandpass Road.	440, T.B. Jayah Mawalha,	440, T.B. Jayah Mawalha,
CCONTMRS	Mr	Mr	Mr
CCONTACT	B.G.Santhiapillai	Navin de croos	Navin De Croos
CPOF	Colombo 14.	Colombo 10.	Colombo 10.
CTEL	324281-9	699991-5	699991-5
COATEREG	8/5/1991	8/5/1991	8/5/1991
CFORM	Private Limited Liability Company.	Individual Ownership.	Private Limited Liability Company.
CANCELLED	Y		
DATECANCEL	9/15/1998		
NF	0	0	0
PMNUM	1	1	1
PMSERIAL	311	311	311
PMNAME	Prawns	Sweetened Condensed Milk	Coconut Milk Powder
LMNUM	0	1	0
LMADR1	258, Grandpass Road,		440, T.B. Jayah Mawa
LMADR2			tha,
LMPOF	Colombo 14.	Pelonnaruwa.	Colombo 10.
LMDATE	1/1/1984	1/1/1981	
LMDIST	11	31	11
LMAGA	01	04	01
EMP		B	F
YRCANCELLE	1998	0	0
YRGET	2002	2005	2005
REPORT00			
REPORT99			
REPORT98			
REPORT97			
REPORT96			
LATESTSP			
PMUNIT	M.T.	M.T.	M.T.

## BOI data structure with sample data

DATE_COM	11/1/2003	3/1/2004	10/22/2002
ENT_NAME	CHINA TOWN INTERNATIONAL TRADING (PVT) L	PEARL CONFECTIONERY COMPANY (PVT) LTD.	LANKA REFACTOIES LTD.
PROD_CAT	R13	A99	G99
PROD	9	1	6
PROD_DES	TRADING HOUSE	CONFECTIONERY ITEMS	CERAMICWARE, SANITORYWARE,
EMP_CAP	14	33	108
LOCATE	99	99	99
STATUSDES	IN COMMERCIAL OPERATION	IN COMMERCIAL OPERATION	IN COMMERCIAL OPERATION
L_CONT1	W G CHANG	ABDUL F M HASNAIN	J A P M JAYASEKARA
L_CONTADD1			MEEPE
L_CONTADD2			PADUKKA.
L_CONTADD3			
L_TELNO1	077-6068839	0777-369377	859173 / 859282
FAXNO	564488	4512669	
TELEXNO			
L_EMAIL			
HOADD1	NO. 8/A, SEA VIEW AVENUE,	NO. 18/105	MEEPE
HOADD2	COLOMBO 03.	6TH LANE, EVERGREEN PARK	PADUKKA.
HOADD3		COLOMBO 05.	
HOADD4			
HOTELNO	2504862	5355377	2859098/2859173
HOTELEX			
HOFAX	286133	4512669	2899098
HOEML			
HOWEB			
FACADD1	NO. 8	89 A, KONDURUWA	LANKA REFACTORIES LTD.
FACADD2	SEA VIEW AVE.	POLGASOVITA.	MEEPE
FACADD3	COLOMBO 03.		PADUKKA.
FACTELNO		2602158	
FACTELEX		2602158	
FACFAX		2602159	
FACEML			
DISTRICT	COLOMBO	COLOMBO	KALUTARA
CODE	6466/2002/16	6492/2002/16	6472/2002/16
YEAR_DECL	2003	2004	2002
GROUPCODE	16	16	16
STATUSCODE	1	1	1
YRGET	2005	2005	2005
YRDROP	0	0	0

Ref No. :	RMES Seq. No.:
Address Label	
Sticker Size : 11cm x 4cm	

**Form DI - 2 : Updating of Directory of Large/Medium Industry**

For Survey Year 2005 : Candidate Establishment

BLOCK 1 - Filled by the Enumerator									
RMES seq No.					Source code				
1. Province & District				2. Urban/Rural/Estate*					
3. D.S. Division				4. MC/UC/PS*					
5. Ward/Village/Estate*				6. G.N. Division					
7. Establishment situation/status 2005									
- in commercial production, employing 20 or more workers ..... 01									
- in commercial production, employing <20 workers (record in block IV) ..... 02									
- To be rechecked next year ..... 03									
- Existed before but now closed ..... 04 (if code 2, 6 or 99, go to item 15) <input type="checkbox"/>									
- Located at known address ..... 05									
- Moved with unknown address ..... 06									
- Head Office (write down for one establishment in item 8 (col.1) and if it is more, indicate other establishments information in Block IV) ..... 07									
- Non-Industry(specify) ..... 08									
- Not found (specify) ..... 99									
8. Establishment Particulars			Field check for location			Field check for Head office			
(a) Owner's Name									
(b) Establishment Name									
suffix									
(c) Industrial Estate									
(d) Address									
Assessment No.									
Floor No.									
Building Name or complex									
Street Name									
Village/ward name									
City/ town name									
Postal code									
Other(P.o.Box, Mile post,etc.)									
(e) Telephone No.(prefix/number)									
Telephone No.(prefix/number)									
(f) Fax No.(prefix/number)									
(g) E-mail address									
9. Average No. of Persons Engaged during 2004								No	
10. Description of Industry								ISIC	
11. Year started commercial production			month .....		year .....		mth.		yr.
12. Contact person									
Name									
Position									
Telephone No.(prefix/number)									
Fax no. (prefix/number)									
E-mail address									
13. Is this establishment registered with following agencies(multiple answers accepted)				1. DCS 2. MIIP 3. BOI 4. EPF 5. CEB 6. IDB 7. EDB 8. TQB 9. Other(specify).....					
14. Mode of filling out this Questionnaire (Encircle appropriate code) if 3 is coded, explain from whom you got this information in Block IV				Interview by telephone		1			
				Field visit including entry into the Estb.		2			
				Field visit w/o entry into the Estb.		3			
15. Enumerator Name & ID			Name :			ID. :			
16. Signature and Enumeration Date			Signature :			Date :			

\*) Cross out

## CEB data structure with sample data

AREA_CODE	35	46	43	27
ACC_NBR	3570101703	4670001191	4370000777	2779902124
Num_List	1	1	1	1
NAME	505 APPARELS (PVT) LTD.,	609 INDUSTRIAL CHEMICAL	A A M ANSAR ,	A C L Plastic Ltd,
ADDRESS_L1	GARMENT FACTORY,	(PVT) LTD.,	CENTRAL COPPRA	Temple Rd, Ekala,
ADDRESS_L2	HOLSROOK ,	D. 15, SEETHAWAKA, IND. PARK,	STORES ,DAMBOKKA ,	Ja-Ela
CITY	ARGARAPATHANA.	AVISSAWELLA.	BOYAGANE .	
TARIFF	IP2	IP2	IP2	IP2
PEAK_LOAD	0	6	41	300
TOT_MAY_05_CONS	0	1026	2437	80540
YRGET	2005	2002	2005	2002
YRDROP	0	0	0	0
YRREG	1	0	0	99
ADD_VAR				
TEL				
FAX				
EML				



ASI-2

EIN 

Address Label :

Sticker Size : 11cm x 4 cm

(Choose one of the following)

<b>Block II. Newly Inactive</b>	
A. Newly closed	1
B. Newly Small	2
C. Newly Redundant	3
<b>Block III. Moved to other district</b>	4
<b>Block IV. Active non-respondent</b>	5

### Survey of Inactive, Moved, Non-Responding Establishments - 2005

#### Updating of Directory of Large/Medium Industry

This form is used in connection with Annual Survey of Industry Questionnaire ASI-1. It is filled by the enumerator for every establishment that was active last year (including those that were added to the directory at the last updating) but did not complete Annual Survey of Industry Questionnaire ASI-1 in their district because they are now:

**INACTIVE:** they have closed, become small or obsolete (filled at the time Annual Survey of Industry Questionnaire ASI-1 is distributed).

**MOVED TO ANOTHER DISTRICT:** (filled when Annual Survey of Industry Questionnaire ASI-1 is dropped)

**STILL ACTIVE BUT HAS NOT RESPONDED:** (filled at the end of the deadline for submission of Annual Survey of Industry Questionnaire ASI-1).

DEPARTMENT OF CENSUS & STATISTICS

**Form ASI-2 : Survey of Inactive, Moved, Non-Responding Establishments - 2005**  
**Updating of Directory of Large/Medium Industry**

BLOCK 1 General Information (taken from DCS directory)			
			EIN
1. Province & District			2. Urban/Rural/Estate*
3. D.S. Division			4. MC/UC/PS*
5.G.N. Division			6. Ward/Village/Estate*
7. No. of persons engaged last year		No.	
Establishment particulars		Field check for location	Field check for Head Office
(a) Owner's name			
(b) Establishment name			
(c) Industrial Estate			
(d) Address			
Assessment No.			
Floor No.			
Building name or complex			
Street name			
Village/Ward name			
City /Town name			
Postal code			
Other (p.o. box, mile post etc)			
(e) Telephone No.(prefix/No)			
Telephone No.(prefix/No)			
(e) Fax No. (prefix / No.)			
(f) E-mail Address			
9. Annual Survey Questionnaire - ASI-I was not completed because (pick one) :			
Inactive Establishment	- Newly Closed	- 1	→ Go to Block II-A and VI
	- Newly Small	- 2	→ Go to Block II-B and VI
	- Newly Redundant/ obsolete	- 3	→ Go to Block II-C and VI
Establishment moved to another district		- 4	→ Go to Block III and VI
Establishment still active but not respondent		- 5	→ Go to Block IV and VI
10 Was interview conducted over the phone	Yes - 1	No - 2	

**BLOCK II Information regarding Inactive establishments**

<b>(A) Newly closed establishment (filled by enumerator)</b>			
1. Closed Starting from	: Month _____ Year _____	Month	Year
2. Closure status	: - Temporary	1	<input type="checkbox"/>
	- Permanent	2	<input type="checkbox"/>
<b>(B) Newly small establishment (filled by enumerator)</b>			
1. Average number of persons engaged during year 2004		Workers	
<b>(C) Newly redundant establishment (filled by enumerator)</b>			
1. Reason for redundancy / not used :			
- Double (duplicate) .....		1	
- Merger .....		2	
- "Blank" : at last updating was reported to qualify for addition to the directory, but in reality they do not. ....		3	
- Other (explain) .....		4	
2. If duplicated or merged, write down name of establishment's :			
Name :		EIN	

\* ) Cross out



**Form ASI-2: Survey of Inactive, Moved, Non-Responding Establishments - 2005**  
**Updating of Directory of Large/Medium Industry**

BLOCK III - Establishment that moved to another district (filled in by enumerator)			
1. Moved since	Month _____ Year _____	Month <input type="text"/> <input type="text"/>	Year <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
2. Move status:			
- New address unknown (status changes to newly closed)			1
- New address known:			
- Within the District (address, district / D.S. code are amended)			2
- To another District (status changes to newly closed)			3
3. If new address is known, write down: Province : _____			
District : _____		D.S. Div. : _____	
Address: _____			
BLOCK IV - Active establishment that is non respondent (only till at the end of the deadline for submission of Annual Survey Questionnaire ASI-1)			
1. Enumerator's first visit	Date _____	Month _____	
2. Enumerator's last visit	Date _____	Month _____	
3. Total number of visits:	_____ times		
4. Total No. of persons engaged (may be inquired from guard or neighbour)	_____		
BLOCK V - Check by District Office			
A. District Statistical Office			
1. If Block II-A is filled out:		2. If either (one of) Block II-A/B/C or III if filled out, result of field check :	
a. Number of workers (in Block I, item 7)		- Correct 1	
100 or more ?		- Incorrect 2	
Yes - 1 No - 2			
b. If Yes, recheck by District office by:		3. If Block IV if filled out, how many times did the supervisor make a visit	
- Going directly to field		1	District office : _____ times
- Telephone call		2	Official's name : _____
- No recheck		3	
B. Head Office (Fill in only if Block II-C, III or IV are filled out)			
1. If Block II-C is filled out, result of check:		- Correct 1	
		- Incorrect 2	
2. If Block III is filled out, Information concerning this move has been forwarded to the District Statistics Office at District : _____ Date: _____			
3. If Block IV is filled out, how many times did the Head Office Supervisor make a visit: _____ times			
Official's name : _____			
BLOCK VI Official's Identities			
Item	Enumerator	District Official	Head Official*
Name			
ID No.			
Signature			
Date			

\* Only needed if block II-C, III, or IV are filled out