

The **beneficiary** will provide the Commission with one excel file containing two worksheets, via e-mail on a monthly basis:

The first worksheet will contain the summarised results of the survey. The results obtained for each question will be broken down by category of respondents according to the nomenclature attached to the consumer questionnaire in this annex and expressed as percentages of replies (figures with at least 1 decimal).

The second worksheet will contain the complete set of individual answers including the weight for each person.

The **beneficiary** will also provide a detailed description of the sample used. The sample size by category will be communicated in a separate file, together with the individual answers.

1.3.2 For the **Industry, Investment, Construction, Retail trade and Services** surveys:

The **beneficiary** will provide the Commission, via e-mail, with one excel file for each survey carried out. The results obtained for each question will be broken down according to the nomenclature attached to the questionnaires in this annex and expressed as percentage of replies, except for those numerical questions, i.e. assured months of production, capacity utilisation, percentage change in investment, etc (all figures with at least 1 decimal).

1.3.3 Files with the exact **layout** of the results are available and should be requested from the **Commission** by e-mail: ECFIN-BCS-MAIL@EC.EUROPA.EU

The **results** will be sent **in an excel format according to the exact layout and specifications set out by the Commission** to the following electronic addresses, or to such other addresses as may be notified to the **beneficiary** from time to time in accordance with Article I.5 of the framework partnership agreement:

Results for surveys in **Consumers**: ECFIN-BCS-CONS@EC.EUROPA.EU

Results for surveys in **Industry**: ECFIN-BCS-INDU@EC.EUROPA.EU

Results for surveys in **Investment**: ECFIN-BCS-INVE@EC.EUROPA.EU

Results for surveys in **Construction**: ECFIN-BCS-BUIL@EC.EUROPA.EU

Results for surveys in **Retail trade**: ECFIN-BCS-RETA@EC.EUROPA.EU

Results for surveys in **Services**: ECFIN-BCS-SERV@EC.EUROPA.EU

2 THE JOINT HARMONISED EU INDUSTRY SURVEY

2.1 Industry survey - Questionnaire

Answers to all questions should be given by abstracting from seasonal variations.

Monthly questions

- Q1** How has your production developed over the past 3 months? It has...
- + increased
 - = remained unchanged
 - decreased
- Q2** Do you consider your current overall order books to be...?
- + more than sufficient (above normal)
 - = sufficient (normal for the season)
 - not sufficient (below normal)
- Q3** Do you consider your current export order books to be...?
- + more than sufficient (above normal)
 - = sufficient (normal for the season)
 - not sufficient (below normal)
- Q4** Do you consider your current stock of finished products to be...?
- + too large (above normal)
 - = adequate (normal for the season)
 - too small (below normal)
- Q5** How do you expect your production to develop over the next 3 months? It will...
- + increase
 - = remain unchanged
 - decrease
- Q6** How do you expect your selling prices to change over the next 3 months?
They will...
- + increase
 - = remain unchanged
 - decrease

Q7 How do you expect your firm's total employment to change over the next 3 months? It will...

- + increase
- = remain unchanged
- decrease

Quarterly questions (January, April, July and October)

Q8 What main factors are currently limiting your production?

- none
- insufficient demand
- shortage of labour force
- shortage of material and/or equipment
- financial constraints
- other factors

Q9 Considering your current order books and the expected change in demand over the coming months, how do you assess your current production capacity?
The current production capacity is....

- + more than sufficient
- = sufficient
- not sufficient

Q10 How many months of production are assured by your current overall order books?
Our production is assured for □□.□ months

Q11 How have your orders developed over the past 3 months?
They have...

- + increased
- = remained unchanged
- decreased

Q12 How do you expect your export orders to develop over the next 3 months?
They will...

- + - increase
- = - remain unchanged
- - decrease

Q13 At what capacity is your company currently operating (as a percentage of full capacity)?

The company is currently operating at □□.□ % of full capacity.

Q14 How has your competitive position on the domestic market developed over the past 3 months? It has...

- + improved
- = remained unchanged
- deteriorated

Q15 How has your competitive position on foreign markets inside the EU developed over the past 3 months? It has...

- + improved
- = remained unchanged
- deteriorated

Q16 How has your competitive position on foreign markets outside the EU developed over the past 3 months? It has...

- + improved
- = remained unchanged
- deteriorated

2.2 Industry survey - Classification of sectors (NACE Rev. 2) and allocation of NACE headings to main industrial groupings

NACE CODE	DESCRIPTION	MIG
10	Manufacture of food products	
10.1	Processing and preserving of meat and production of meat products	CNDU
10.2	Processing and preserving of fish, crustaceans and molluscs	CNDU
10.3	Processing and preserving of fruit and vegetables	CNDU
10.4	Manufacture of vegetable and animal oils and fats	CNDU
10.5	Manufacture of dairy products	CNDU
10.6	Manufacture of grain mill products, starches and starch products	INTM
10.7	Manufacture of bakery and farinaceous products	CNDU
10.8	Manufacture of other food products	CNDU
10.9	Manufacture of prepared animal feeds	INTM
11	Manufacture of beverages	CNDU
12	Manufacture of tobacco products	CNDU
13	Manufacture of textiles	
13.1	Preparation and spinning of textile fibres	INTM
13.2	Weaving of textiles	INTM
13.3	Finishing of textiles	INTM
13.9	Manufacture of other textiles	CNDU
14	Manufacture of wearing apparel	CNDU
15	Manufacture of leather and related products	CNDU
16	Manufacture of wood and of products of wood and cork, except furniture; manufacture of articles of straw and plaiting materials	INTM
17	Manufacture of paper and paper products	INTM
18	Printing and reproduction of recorded media	CNDU
19	Manufacture of coke and refined petroleum products	
20	Manufacture of chemicals and chemical products	
20.1	Manufacture of basic chemicals, fertilisers and nitrogen compounds, plastic and synthetic rubber in primary forms	INTM
20.2	Manufacture of pesticides and other agrochemical products	INTM
20.3	Manufacture of paints, varnishes and similar coatings, printing ink and mastics	INTM
20.4	Manufacture of soap and detergents, cleaning and polishing preparations, perfumes and toilet preparations	CNDU
20.5	Manufacture of other chemical products	INTM
20.6	Manufacture of man-made fibres	INTM
21	Manufacture of basic pharmaceutical products and pharmaceutical preparations	CNDU
22	Manufacture of rubber and plastic products	INTM
23	Manufacture of other non-metallic mineral products	INTM
24	Manufacture of basic metals	INTM
25	Manufacture of fabricated metal products, except machinery and equipment	
25.1	Manufacture of structural metal products	INVE
25.2	Manufacture of tanks, reservoirs and containers of metal	INVE
25.3	Manufacture of steam generators, except central heating hot water boilers	INVE
25.4	Manufacture of weapons and ammunition	INVE
25.5	Forging, pressing, stamping and roll-forming of metal; powder metallurgy	INTM
25.6	Treatment and coating of metals; machining	INTM
25.7	Manufacture of cutlery, tools and general hardware	INTM
25.9	Manufacture of other fabricated metal products	INTM
26	Manufacture of computer, electronic and optical products	
26.1	Manufacture of electronic components and boards	INTM
26.2	Manufacture of computers and peripheral equipment	INVE
26.3	Manufacture of communication equipment	INVE

	26.4	Manufacture of consumer electronics	CDUR
	26.5	Manufacture of instruments and appliances for measuring, testing and navigation; watches and clocks	INVE
	26.6	Manufacture of irradiation, electromedical and electrotherapeutic equipment	INVE
	26.7	Manufacture of optical instruments and photographic equipment	CDUR
	26.8	Manufacture of magnetic and optical media	INTM
27		Manufacture of electrical equipment	
	27.1	Manufacture of electric motors, generators, transformers and electricity distribution and control apparatus	INTM
	27.2	Manufacture of batteries and accumulators	INTM
	27.3	Manufacture of wiring and wiring devices	INTM
	27.4	Manufacture of electric lighting equipment	INTM
	27.5	Manufacture of domestic appliances	CDUR
	27.9	Manufacture of other electrical equipment	INTM
28		Manufacture of machinery and equipment n.e.c.	INVE
29		Manufacture of motor vehicles, trailers and semi-trailers	INVE
30		Manufacture of other transport equipment	
	30.1	Building of ships and boats	INVE
	30.2	Manufacture of railway locomotives and rolling stock	INVE
	30.3	Manufacture of air and spacecraft and related machinery	INVE
	30.4	Manufacture of military fighting vehicles	INVE
	30.9	Manufacture of transport equipment n.e.c.	CDUR
31		Manufacture of furniture	CDUR
32		Other manufacturing	
	32.1	Manufacture of jewellery, bijouterie and related articles	CDUR
	32.2	Manufacture of musical instruments	CDUR
	32.3	Manufacture of sports goods	CNDU
	32.4	Manufacture of games and toys	CNDU
	32.5	Manufacture of medical and dental instruments and supplies	INVE
	32.9	Manufacturing n.e.c.	CNDU
33		Repair and installation of machinery and equipment	INVE
CDUR		Durable consumer goods	
CNDU		Non-durable consumer goods	
FOBE		Food and beverages industry (10.1-10.5, 10.7-10.8, 11, 12)	
CONS		Consumer goods (CDUR+CNDU)	
INTM		Intermediate goods (excluding mining and quarrying)	
INVE		Investment goods	
TOTA		Total manufacturing = CONS + INTM + INVE + 19	

3 THE JOINT HARMONISED EU INVESTMENT SURVEY

3.1 Investment survey - Questionnaire

March/April survey

Investment plans:

Q1 State percentage change in investment last year (t-1) on investment two years ago (t-2):
□□□.□ %

Q2 State percentage change in investment this year (t) on investment last year (t-1):
□□□.□ %

October/November survey

Investment plans:

Q1 State percentage change in investment this year (t) on investment last year (t-1):
□□□.□ %

Q2 State percentage change in investment next year (t+1) on investment this year (t):
□□□.□ %

Structure of the investment:

Investment carried out this year and planned investment for next year is, or will be, of the following kind (choose the appropriate category or categories):

- Replacement of worn-out plant or equipment
- Extension of production capacity
- Investment designed to streamline production
- Other investment objectives (pollution control, safety, etc.)

Factors influencing investment: for this year (t) and next year (t + 1)

- **Demand**

This heading covers the capacity utilisation rate and sales prospects. The degree of certainty as to how these variables will change is likely to be as relevant as the change itself.

- ++ very stimulating
- + stimulating
- = no influence
- limiting
- very limiting
- N no answer

- **Financial resources or expected profits**

This heading covers the availability of resources for investment (and their cost) together with the return on investment and the lack of opportunities for the company to use its resources more profitably than by investment (notably by purely financial operations).

- ++ very stimulating
- + stimulating
- = no influence
- limiting
- very limiting
- N no answer

- **Technical factors**

The main ones are technological developments, the availability of labour and its attitude towards the new technologies, and the technical conditions set by the public authorities before they grant the investment permit.

- ++ very stimulating
- + stimulating
- = no influence
- limiting
- very limiting
- N no answer

- **Other factors**

This may include the policy of the public authorities, notably with regard to taxation, and whether or not production can be transferred abroad.

- ++ very stimulating
- + stimulating
- = no influence
- limiting
- very limiting
- N no answer

3.2 Investment survey - Classification by sectors and by size of firms

29	Manufacture of motor vehicles, trailers and semi-trailers
CDUR	Durable consumer goods
CNDU	Non-durable consumer goods
FOBE	Food and beverages industry (10.1-10.5, 10.7-10.8, 11, 12)
CONS	Consumer goods (CDUR+CNDU)
INTM	Intermediate goods (excluding mining and quarrying)
INVE	Investment goods (includes 29)
SIZ1	Businesses employing fewer than 50 people
SIZ2	Businesses employing 50-249 people
SIZ3	Businesses employing 250-499 people
SIZ4	Businesses employing 500 people or more
SIZ5	Businesses employing fewer than 250 people
SIZ6	Businesses employing 250 people or more
TOTA	Total manufacturing industry = CONS + INTM + INVE + 19

4 THE JOINT HARMONISED EU CONSTRUCTION SURVEY

4.1 Construction survey - Questionnaire

Answers to all questions should be given by abstracting from seasonal variations.

Monthly questions

Q1 How has your building activity developed over the past 3 months? It has...

- + increased
- = remain unchanged
- decreased

Q2 What main factors are currently limiting your building activity?

- none
- insufficient demand
- weather conditions
- shortage of labour force
- shortage of material and/or equipment
- financial constraints
- other factors

Q3 Do you consider your current overall order books to be...?

- + more than sufficient (above normal)
- = sufficient (normal for the season)
- not sufficient (below normal)

Q4 How do you expect your firm's total employment to change over the next 3 months?
It will...

- + increase
- = remain unchanged
- decrease

Q5 How do you expect the prices you charge to change over the next 3 months?
They will...

- + increase
- = remain unchanged
- decrease

Quarterly question (January, April, July and October)

Q6 Assuming normal working hours, about how many months' work is accounted for by the work in hand and the work already contracted for?

Number of months: □□.□

4.2 Construction survey - Classification of sectors

NACE CODE	DESCRIPTION
41	Construction of buildings
42	Civil engineering
43	Specialised construction activities
TOTF	Total construction

5 THE JOINT HARMONISED EU RETAIL TRADE SURVEY

5.1 Retail trade survey - Questionnaire

Answers to all questions should be given by abstracting from seasonal variations.

Monthly questions

- Q1** How has (have) your business activity (sales) developed over the past 3 months?
It has... (They have...)
- + improved (increased)
 - = remained unchanged
 - deteriorated (decreased)
- Q2** Do you consider the volume of stock you currently hold to be...?
- + too large (above normal)
 - = adequate (normal for the season)
 - too small (below normal)
- Q3** How do you expect your orders placed with suppliers to change over the next 3 months? They will...
- + increase
 - = remain unchanged
 - decrease
- Q4** How do you expect your business activity (sales) to change over the next 3 months?
It (They) will...
- + improve (increase)
 - = remain unchanged
 - deteriorate (decrease)
- Q5** How do you expect your firm's total employment to change over the next 3 months?
It will...
- + increase
 - = remain unchanged
 - decrease
- Q6** How do you expect the prices you charge to change over the next 3 months?
They will...
- + increase
 - = remain unchanged
 - decrease

5.2 Retail trade survey - Classification of sectors

NACE CODE	Grouping	DESCRIPTION
45		Wholesale and retail trade and repair of motor vehicles and motorcycles
	MVS	Sale of motor vehicles (45.1)
	MVRM	Maintenance of motor vehicles and sale of accessories (45.2 - 45.4)
47		Retail trade, except of motor vehicles and motorcycles
	FBT	Retail sale of Food, Beverages, Tobacco (47.1, 47.2, 47.8)
	FUEL	Retail sale of automotive fuel (47.3)
	OTHERS	Retail sale of other goods (47.4 - 47.7, 47.9)
TOTR		45 + 47

6 THE JOINT HARMONISED EU SERVICES SURVEY

6.1 Services survey - Questionnaire

Answers to all questions should be given by abstracting from seasonal variations.

Monthly questions

- Q1** How has your business situation developed over the past 3 months? It has...
- + improved
 - = remained unchanged
 - deteriorated
- Q2** How has demand (turnover) for your company's services changed over the past 3 months? It has...
- + increased
 - = remained unchanged
 - decreased
- Q3** How do you expect the demand (turnover) for your company's services to change over the next 3 months? It will...
- + increase
 - = remain unchanged
 - decrease
- Q4** How has your firm's total employment changed over the past 3 months? It has...
- + increased
 - = remained unchanged
 - decreased
- Q5** How do you expect your firm's total employment to change over the next 3 months? It will...
- + increase
 - = remain unchanged
 - decrease
- Q6** How do you expect the prices you charge to change over the next 3 months? They will...
- + increase
 - = remain unchanged
 - decrease

Quarterly question (January, April, July and October)

Q7 What main factors are currently limiting your business?

- none
- insufficient demand
- shortage of labour force
- shortage of space and/or equipment
- financial constraints
- other factors

Q8 If the demand expanded, could you increase your volume of activity with your present resources? Yes –No

If so, by how much? ...%

6.2 Services survey - Classification of sectors

NACE CODE	DESCRIPTION
	Transportation and storage
49	Land transport and transport via pipelines
50	Water transport
51	Air transport
52	Warehousing and support activities for transportation
53	Postal and courier activities
	Accommodation and food service activities
55	Accommodation
56	Food and beverage service activities
	Information and communication
58	Publishing activities
	Motion picture, video and television programme production, sound
59	recording and music publishing activities
60	Programming and broadcasting activities
61	Telecommunication
62	Computer programming, consultancy and related activities
63	Information service activities
	Financial and insurance activities
64	Financial service activities, except insurance and pension funding
	Insurance, reinsurance and pension funding, except compulsory
65	social security
66	Activities auxiliary to financial services and insurance activities
68	Real estate activities
	Professional, scientific and technical activities
69	Legal and accounting activities
70	Activities of head offices; management consultancy activities
	Architectural and engineering activities; technical testing and
71	analysis
72	Scientific research and development
73	Advertising and market research
74	Other professional, scientific and technical activities
75	Veterinary activities
	Administrative and support service activities
77	Rental and leasing activities
78	Employment activities
	Travel agency, tour operator and other reservation service and
79	related activities
80	Security and investigation activities
81	Services to buildings and landscape activities
	Office administrative, office support and other business support
82	activities
	Arts, entertainment and recreation
90	Creative, arts and entertainment activities
91	Libraries, archives, museums and other cultural activities
92	Gambling and betting activities
93	Sports activities and amusement and recreation activities
	Other service activities
94	Activities of membership organisations
95	Repair of computers and personal and household goods
96	Other personal service activities
TOTS	Total

7 THE JOINT HARMONISED EU CONSUMER SURVEY

7.1 Consumer survey - Questionnaire

Monthly questions

Q1 How has the financial situation of your household changed over the last 12 months?
It has...

- ++ got a lot better
- + got a little better
- = stayed the same
- got a little worse
- got a lot worse
- N don't know.

Q2 How do you expect the financial position of your household to change over the next 12 months? It will...

- ++ get a lot better
- + get a little better
- = stay the same
- get a little worse
- get a lot worse
- N don't know.

Q3 How do you think the general economic situation in the country has changed over the past 12 months? It has...

- ++ got a lot better
- + got a little better
- = stayed the same
- got a little worse
- got a lot worse
- N don't know.

Q4 How do you expect the general economic situation in this country to develop over the next 12 months? It will...

- ++ get a lot better
- + get a little better
- = stay the same
- get a little worse
- get a lot worse
- N don't know.

Q5 How do you think that consumer prices have developed over the last 12 months?
They have...

- ++ risen a lot
- + risen moderately
- = risen slightly
- stayed about the same
- fallen
- N don't know.

Q51 If question 5 was answered by 1, 2, 3 or 5:
By how many per cent do you think that consumer prices have gone up/down over the past 12 months? (Please give a single figure estimate).

Consumer prices have increased by % / decreased by %.

Q6 By comparison with the past 12 months, how do you expect that consumer prices will develop in the next 12 months? They will...

- ++ increase more rapidly
- + increase at the same rate
- = increase at a slower rate
- stay about the same
- fall
- N don't know.

Q61 If question 6 was answered by 1, 2, 3 or 5:
By how many per cent do you expect consumer prices to go up/down change in the next 12 months? (Please give a single figure estimate).

Consumer prices will increase by % / decreased by %.

Q7 How do you expect the number of people unemployed in this country to change over the next 12 months? The number will...

- ++ increase sharply
- + increase slightly
- = remain the same
- fall slightly
- fall sharply
- N don't know.

Q8 In view of the general economic situation, do you think that now it is the right moment for people to make major purchases such as furniture, electrical/electronic devices, etc.?

- ++ yes, it is the right moment now
- = it is neither the right moment nor the wrong moment
- no, it is not the right moment now
- N don't know.

Q9 Compared to the past 12 months, do you expect to spend more or less money on major purchases (furniture, electrical/electronic devices, etc.) over the next 12 months? I will spend...

- ++ much more
- + a little more
- = about the same
- a little less
- much less
- N don't know.

Q10 In view of the general economic situation, do you think that now is...?

- ++ a very good moment to save
- + a fairly good moment to save
- not a good moment to save
- a very bad moment to save
- N don't know.

Q11 Over the next 12 months, how likely is it that you save any money?

- ++ very likely
- + fairly likely
- not likely
- not at all likely
- N don't know.

Q12 Which of these statements best describes the current financial situation of your household?

- ++ we are saving a lot
- + we are saving a little
- = we are just managing to make ends meet on our income
- we are having to draw on our savings
- we are running into debt
- N don't know.

Quarterly questions (January, April, July and October)

Q13 How likely are you to buy a car over the next 12 months?

- ++ very likely
- + fairly likely
- not likely
- not at all likely
- N don't know.

Q14 Are you planning to buy or build a home over the next 12 months (to live in yourself, for a member of your family, as a holiday home, to let etc.)?

- ++ yes, definitely
- + possibly
- probably not
- no
- N don't know.

Q15 How likely are you to spend any large sums of money on home improvements or renovations over the next 12 months?

- ++ very likely
- + fairly likely
- not likely
- not at all likely
- N don't know.

7.2 Consumer survey - Categories

A. Income of the household

1st Quartile
2nd Quartile
3rd Quartile
4th Quartile

B. Occupation of respondent

Self-employed and professional
Self-employed farmers
Clerical and office employees
Skilled manual workers
Other manual workers
Total workers
Other occupations
Unemployed

C. Working regime of respondent

Work full-time
Work part-time

D. Education of respondent

Primary
Secondary
Further

E. Age of respondent

16-29
30-49
50-64
65+

F. Sex of respondent

Male
Female

Total of the sample

TOTAL (aggregated file)