



ECONOMIC SURVEYS

SEWERAGE, WASTE MANAGEMENT AND REMEDICATION ACTIVITIES 2016

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PREFACE

The report provides information on the Sewerage, Waste Management and Remediation Activities in 2016. The information was gathered from establishments that were engaged in activities related to the management (including collection, treatment and disposal) of various forms of waste, such as solid or non-solid industrial or household waste as well as contaminated sites.

The important numbers presented are the macro-economic aggregates such as Gross Output, Intermediate Consumption, Value Added, Compensation of Employees, Consumption of Fixed Capital and Gross Fixed Capital Formation. These aggregates are combined with similar information on other industries to provide an estimate of GDP, which is a measure of our economy's side. Information made available in this report will allow us to work out the industry's contribution to the economy. Information contained in this report constitutes inputs to a national accounts system which basically provides a quantitative image of the whole economy.

Information on the Sewerage, Waste Management and Remediation industry would be useful to a good number of users, for instance the;

- 1) Economist who needs to analyze the supply and demand for such services.
- 2) Planner who uses the data to forecast the economy's performance.
- 3) Investor who wishes to have a closer look at opportunities available in this industry sector.

The cooperation of those who supplied the information presented in this report is hereby acknowledged. The Bureau of Statistics will continue to seek their support as we need to continually provide reliable statistics for evidence based planning. I also would like to thank the staffs who were engaged in the conduct of the survey and the preparation of this report.



Epeli Waqavonovono [Mr]
Government Statistician

NOTES

1 The interpretation of the symbols used in this report is as follows:

0 Nil or a figure less than half the given value

2 Total values are subject to rounding errors.

3 Key to Abbreviations:

BR	Business Register
CFC	Consumption of Fixed Capital
COE	Compensation of Employees
FBoS	Fiji Bureau of Statistics
FSIC	Fiji Standard Industrial Classification
GDP	Gross Domestic Product
GFCF	Gross Fixed Capital Formation
GO	Gross Output
IC	Intermediate Consumption
OS	Operating Surplus
SAS	Statistical Analysis System
VA	Value Added

4 VA in the report refers to Gross Value Added.

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1 INTRODUCTION

1.1 History of Surveys undertaken

A brief description of previous studies done on this sector is given below in chronological order.

2002: Census of Other Community, Social and Personal Services

Sewerage, waste management and remediation activities were covered under the scope of this survey that was conducted by the FBoS because of the need by its National Accounts Business Unit to re-base the constant price Gross Domestic product to 2002.

2003 – 2007: Manufacturing

Recycling of metal waste and scrap activities were covered under the scope of the Manufacturing survey.

2008 and 2009: Census of Sewerage, Waste Management and Remediation

Sewerage, waste management and remediation activities are produced annually on its own.

2010 and 2011: Census of Water Supply; Waste Management and Remediation

This report contains the results of the survey carried out for the 2010 and 2011 Water supply; Sewerage, Waste Management and Remediation activities (refer 2.2 on Coverage and Scope) together with the relevant information on the industry.

2012: Census of Sewerage, Waste Management and Remediation

Since 2012 the survey has been produced annually excluding the Water supply activities. This report contains the results of the survey carried out for the 2016 Sewerage, Waste Management and Remediation activities (refer 2.2 on Coverage and Scope) together with the relevant information on the industry.

1.2 Need for statistics relating to Sewerage, Waste Management and Remediation Services

Sewerage, waste management and remediation activities are an important economic activity, whether in terms of the sector to the Gross Domestic Product (GDP) or in terms of its share of total employment and Gross Fixed Capital Formation (GFCF).

Statistics on sewerage, waste management and remediation activities are therefore needed for the preparation of national accounts so that a meaningful study of the whole economy can be made. The data can also be used to construct the input-output table that shows the inter-connection of the sewerage, waste management and remediation activities with other industries. Policy makers too require the data for formulating sound economic and social policies. In addition, the establishments engaged in the sewerage, waste management and remediation activities find the data helpful in assessing the future directions of their business.

2 METHODOLOGY

2.1 Legal Basis

The surveys were conducted under the provisions of the Statistics Act (Cap 71). This Act protects the confidentiality of the information submitted by the establishment and stipulates the completion of the questionnaire as well.

2.2 Coverage and Scope

The 2016 survey covered all establishments operating in the sewerage, waste management and remediation activities defined by the Fiji Standard Industrial Classification (FSIC) 2010 Section E. It is nevertheless possible that some small units not employing regular paid workers may have been omitted due to difficulties in identifying them, but the nature of such units do not affect the overall results in any significant way.

The businesses in sewerage, waste management and remediation activities are engaged in the collection, treatment supply and disposal of various forms of waste (refer Appendix II on Industrial Classification Used).

2.3 Statistical Unit

The unit of reporting was the establishment (refer Appendix I on Concepts and Definitions). In cases where establishments operated more than one type of business, efforts were made to obtain accounts for each activity. Where this was not feasible, the establishment was classified according to the type of activity that brought in the most revenue.

2.4 The Frame

The frame utilised to survey the establishments engaged in the sewerage, waste management and remediation activities in 2016 was the list of establishments maintained by the Fiji Bureau of Statistics (FBoS). This list is known as the Business Register (BR), which is kept updated on the basis of information supplied to the FBoS by the Fiji Revenue and Customs Authority, Registrar of Companies and the City and Town Councils.

2.5 Questionnaire Design

Data were collected through a questionnaire designed to cover the activities of the sewerage, waste management and remediation industry. It sought information on the particulars of the establishment e.g type of organisation; income; expenditure; stocks; assets and employment (refer Appendix IV for Sample Questionnaire).

2.6 Data Collection and Survey Procedures

The questionnaires were posted on 29th June, 2017 and replies were required within a month. Response by the due date was low; therefore personal visits to obtain the questionnaires were made to those establishments that did not respond.

Once the questionnaires were received in the office, scrutiny and editing of data contained in them followed. Errors and omissions if found, called for more correspondence, telephone calls or personal visits in an attempt to obtain complete and correctly filled up returns, which were then placed in files sorted by activity and passed on for data entry.

On completion of data entry, data was edited, tables were run, data was analysed and report was prepared.

2.7 Data Processing

Data was processed by FBoS' Information Technology Business Unit using Statistical Analysis System (SAS) software.

2.8 Reference Period

The establishments contacted were to submit details for the calendar year 2016. Where the accounting year differed from the calendar year, establishments were asked to provide information for the accounting year that covered the major part of the calendar year 2016.

2.9 Non-responding Establishments

All the establishments operating in the sewerage, waste management and remediation activities responded.

3. RESULTS

All data contained in this report are in Fijian Dollars and in current prices.

All tables in this report contain data inclusive of estimates for non-response; exceptions are tables 1A, 2 to 5B and 8 to 10 that contain actual survey data.

Results of sub-classes [37001 and 38301] have been grouped together in order to protect the confidentiality of the information supplied by them.

3.1 Survey Response Rate

Table 1A: Survey Response Rate

FSIC 2010		SURVEY FRAME	RETURNS RECEIVED	RESPONSE RATE %
SUB-CLASS	ACTIVITY			
37001	Sewerage	7	7	100
38301	Materials recovery			
	TOTAL	7	7	100

Table 1B: Responding Establishment Contribution

INDUSTRY	TOTAL GO OF INDUSTRY	GO OF RESPONDING ESTABLISHMENT (as per survey)	% CONTRIBUTION OF RESPONDING ESTABLISHMENT TO TOTAL GO
Sewerage, Waste Management and Remediation Activities	15,186,721	15,186,721	100

3.2 Legal Status of Establishments

Table 2: Legal Status of Establishments

FSIC 2010		Individual Ownership	Partnership	Private Limited Company	Public Limited Company	Government Owned Entities	Non-Profit Organisation	Total
SUB-CLASS	ACTIVITY							
37001	Sewerage	3	0	4	0	0	0	7
38301	Materials recovery							
	TOTAL	3	0	4	0	0	0	7

3.3 Ownership of Establishments

Table 3: Ownership of Establishments

FSIC 2010		FIJI OWNED	BRANCH OF AN OVERSEAS COMPANY	SUBSIDIARY OF AN OVERSEAS COMPANY	TOTAL
SUB-CLASS	ACTIVITY				
37001	Sewerage	6	0	1	7
38301	Materials recovery				
	TOTAL	6	0	1	7

3.4 Size of Establishments

Table 4: Size of Establishments

FSIC 2010		NUMBER OF PERSONS ENGAGED GROUPS						
SUB-CLASS	ACTIVITY	1-4	5-9	10-19	20-49	50-99	100+	Total
37001	Sewerage	0	1	3	2	1	0	7
38301	Materials recovery							
	TOTAL	0	1	3	2	1	0	7

3.5 Number of Persons Engaged as at 30 June 2016

Table 5 A: Number of Persons Engaged

FSIC 2010		WORKING WITH PAY		WORKING WITHOUT PAY		Total
		Local	Expatriates	Working proprietors	Unpaid family workers	
SUB-CLASS	ACTIVITY					
37001	Sewerage	199	0	2	0	201
38301	Materials recovery					
	TOTAL	199	0	2	0	201

Table 5 B: Number of Persons Engaged by Gender

FSIC 2010		Male	Female	Total
SUB-CLASS	ACTIVITY			
37001	Sewerage	171	30	201
38301	Materials recovery			
	TOTAL	171	30	201

3.6 Macroeconomic Aggregates

Table 6: Macroeconomic Aggregates

FSIC 2010		GO	IC	VA	COE	CFC	OS
SUB-CLASS	ACTIVITY						
37001	Sewerage	15,186,721	10,018,041	5,168,680	1,796,070	697,461	2,675,149
38301	Material recovery						
	TOTAL	15,186,721	10,018,041	5,168,680	1,796,070	697,461	2,675,149

3.7 Gross Fixed Capital Formation

Table 7: Gross Fixed Capital Formation

TYPE OF CAPITAL FORMATION	FSIC 2010 SUB - CLASS	TOTAL
	37001/38301	
Land development and improvement	0	0
Buildings	0	0
Plant and machinery	1,618,223	1,618,223
Furniture, fixtures and office equipment	38,264	38,264
Transport vehicles and related equipment	0	0
Computer software	0	0
Water and distribution equipment	0	0
Sewerage equipment	0	0
Entertainment literary or artistic originals	0	0
Valuables	0	0
Others	0	0
GRAND TOTAL	1,656,487	1,656,487

3. Average Turnover per Establishment

Table 8: Average Turnover per Establishment

FSIC 2010		NUMBER OF ESTABLISHMENTS	TURNOVER (as per survey)	AVERAGE TURNOVER PER ESTABLISHMENT
SUB-CLASS	ACTIVITY		\$	\$
37001	Sewerage	7	14,306,716	2,043,817
38301	Materials recovery			
	TOTAL	7	14,306,716	2,043,817

3.9 Average Turnover per Paid Employee

Table 9: Average Turnover per Paid Employee

FSIC 2010		TURNOVER (as per survey)	PAID EMPLOYEE	AVERAGE TURNOVER PER PAID EMPLOYEE
SUB-CLASS	ACTIVITY	\$	NUMBER	\$
37001	Sewerage	14,306,716	199	71,893
38301	Materials recovery			
	TOTAL	14,306,716	199	71,893

3.10 Average Compensation of Employees per Paid Employee

Table 10: Average Compensation of Employees per Paid Employee

FSIC 2010		COMPENSATION OF EMPLOYEES (as per survey)	PAID EMPLOYEE	AVERAGE COMPESATION PER PAID EMPLOYEE
SUB-CLASS	ACTIVITY	\$	NUMBER	\$
37001	Sewerage	1,796,070	199	9,025
38301	Materials recovery			
	TOTAL	1,796,070	199	9,025

3.11 Loans and Advances

Table 11: Loans and Advances

FSIC 2010		Closing Balances		TOTAL
SUB CLASS	ACTIVITY	ABROAD	LOCAL	
37001	Sewerage	0	668,109	668,109
38301	Material Recovery	0	0	0
	TOTAL	0	668,109	668,109

3.11 2016 Results Compared with 2015 Results

Table 11: 2016 Results compared with 2015 Results

MACRO AGGREGATES	2015		2016		Percentage change
	\$	Aggregates expressed as % of GO	\$	Aggregates expressed as % of GO	
GO	13,975,157		15,186,721		8.67
IC	9,590,303	68.62	10,018,041	65.97	4.46
VA	4,384,854	31.38	5,168,680	34.03	17.88
COE	1,798,382	12.87	1,796,070	11.83	-0.13
CFC	661,839	4.74	697,461	4.59	5.38
OS	1,924,633	13.77	2,675,149	17.62	39.00
GFCF	1,504,977		1,656,487		10.07
NUMBER OF PERSONS ENGAGED	203		201		-0.99

Reference can be made to Appendix I for the Concepts and Definitions, Appendix II for the Industrial Classification Used and Appendix III for the Composition of Macroeconomic Aggregates and Appendix IV for Sample Questionnaire.

APPENDIX I

CONCEPTS AND DEFINITIONS

All concepts and definitions used in this report are based upon the recommendations of the United Nations for their World Programme on Industrial Statistics. The major concepts and definitions and their treatment are briefly explained below.

<i>Compensation of Employees</i>	Includes payments, whether in cash or in kind, made by the employer during the inquiry period for the work done to all persons included in the count of employees. It includes all cash payments, commissions, bonuses, cost of living allowances and wages paid during periods of vacation and sick leave, contributions in respect of their social security and pension and payments in kind.
<i>Consumption of Fixed Capital</i>	In theory this is the value of the current replacement cost of fixed assets used up during the accounting period as a result of normal wear and tear. The consumption of fixed capital shown in this report is derived from the information supplied by the firm. This is expected to conform largely to the requirements of Income Tax Act.
<i>Employees</i>	This includes all persons who work in the establishment and receive regular pay and persons working away from the establishment when paid by and under the control of the establishment, including persons on sick leave, holiday or vacation. Also included are salaried managers, and directors of incorporated businesses except when paid solely for their attendance at board of directors meetings. This category excludes working proprietors and unpaid family workers.
<i>Establishment</i>	An establishment can be referred to as an enterprise that engages in one or predominantly one kind of economic activity, at or from one location, for which data are available or can be meaningfully compiled, that allow the calculation of the operating surplus.
<i>Fixed Assets</i>	Fixed assets include the value of all physical assets expected to have a productive life of more than one year and intended for use by the establishment. Included are major additions, alterations and improvements to existing fixed assets that extend their normal economic life or raise their productivity.
<i>Foreign Owned</i>	Subsidiary of an overseas company is always considered foreign owned, whereas a branch of an overseas company is only considered foreign owned if 51 per cent of its equity is held abroad.
<i>Government Owned Entities</i>	These include commercial companies and commercial statutory authorities either wholly owned by Government or in which the Government has a majority shareholding.
<i>Gross Fixed Capital Formation</i>	This is the outlay on new and second-hand durable goods less their sales plus their own account capital construction work done.

<i>Gross Output</i>	This is the gross value of all goods and services produced during the accounting period, the value of own account capital construction and other income.
<i>Intermediate Consumption</i>	Intermediate consumption consists of non-durable goods and services which have a lifetime of use of less than one year. Compensation of employees do not form part of intermediate consumption, but expenditure such as travelling expenses of management personnel are included. Intermediate consumption differs from total purchases of raw materials, fuels etc. by the amount of stock changes of such goods. Valuation of intermediate consumption is at purchasers' value i.e. it is inclusive of all costs incurred by producers in the acquisition of the required goods and services.
<i>Local Owned</i>	All companies with 51 per cent or more of its equity held in Fiji are considered locally owned.
<i>Operating Surplus</i>	This is the excess of value added by producers over compensation of employees, consumption of fixed capital and net indirect taxes.
<i>Payments in kind</i>	This is defined as the net cost to the employer of those goods and services furnished to employees free of charge or at markedly reduced cost that are clearly and primarily of benefit to the employees as consumers. The item includes food, beverages, clothing (except uniforms for civilians as these are not worn off-duty) and lodging etc.
<i>Persons Engaged</i>	This is defined as the total number of persons who worked in or for the establishment during the reference period, including working proprietors, active business partners, unpaid family workers and regular paid workers.
<i>Statistical Unit</i>	Statistical unit is the Unit for which information is collected.
<i>Unpaid Family Workers</i>	Unpaid family workers are persons living in the household of any of the proprietors of the owning establishment and working in the establishment without regular pay for at least one third of the working time normal to the establishment.
<i>Value Added</i>	Value added is the difference between the gross output and the intermediate consumption. It provides a useful way of measuring without duplication the economic importance of an industry or industrial sector.
<i>Working Proprietors</i>	Working proprietors are owners of establishments who are actively engaged in the work of the establishment. Excluded are silent or inactive partners.

APPENDIX II

INDUSTRIAL CLASSIFICATION USED

SECTION E: WATER SUPPLY; SEWERAGE, WASTE MANAGEMENT AND REMEDIATION ACTIVITIES

This section includes activities related to the management (including collection, treatment and disposal) of various forms of waste, such as solid or non-solid industrial or household waste, as well as contaminated sites. The output of the waste or sewage treatment process can either be disposed off or become an input into other production processes. Activities of water supply are also grouped in this section, since they are often carried out in connection with, or by units also engaged in, the treatment of sewage.

DIVISION	GROUP	CLASS	SUB-CLASS	DESCRIPTION
36				WATER COLLECTION, TREATMENT AND SUPPLY
	360	3600		<p>Water collection, treatment and supply</p> <p>This sub-class includes:</p> <ul style="list-style-type: none"> -collection of water from rivers, lakes, wells etc., as well as rain water -purification of water for water supply purposes -treatment of water for industrial and other purposes -desalting of sea or ground water to produce water as the principal product of interest -distribution of water through mains, by trucks or other means for domestic and industrial needs -operation of irrigation canals <p>This sub-class excludes:</p> <ul style="list-style-type: none"> -operation of irrigation equipment e.g. sprinklers for agricultural purposes, see 01619 -treatment of wastewater in order to prevent pollution, see 37001
37				SEWERAGE
	370	3700		<p>Sewerage</p> <p>This sub-class includes:</p> <ul style="list-style-type: none"> -operation of sewer systems or sewer treatment facilities -collecting and transporting of human or industrial wastewater from one or several users, as well as rain water by means of sewerage networks, collectors, tanks and other means of transport (sewage vehicles etc.) -emptying and cleaning of cesspools and septic tanks, sinks and pits from sewage; servicing of chemical toilets -treatment of wastewater (including human and industrial wastewater, water from swimming pools etc.) by means of physical, chemical and biological processes like dilution, screening, filtering, sedimentation etc. -maintenance and cleaning of sewers and drains, including sewer rodding

DIVISION	GROUP	CLASS	SUB-CLASS	DESCRIPTION
38				WASTE COLLECTION, TREATMENT AND DISPOSAL ACTIVITIES; MATERIALS RECOVERY
	381	3810		<p>Collection of waste</p> <p>This sub-class includes collection of :</p> <ul style="list-style-type: none"> -non-hazardous waste i.e. solid waste or garbage e.g. - recyclable materials, used cooking oils and fats, construction and demolition waste, debris such as brush and rubble, waste output of textile mills etc from within a local area such as public places, households and businesses by means of refuse bins, wheeled bins, containers etc. -hazardous waste i.e. the collection of solid and non-solid waste e.g. explosive, oxidizing, flammable, toxic, irritant, carcinogenic, corrosive, infectious and other substances and preparations harmful for human health and environment. It may also entail identification, treatment, packaging and labeling of waste for the purposes of transport. <p>This sub-class excludes:</p> <ul style="list-style-type: none"> -operation of landfills for the disposal of non-hazardous waste, see 38201 -operation of facilities where commingled recoverable materials such as paper, plastics, etc. are sorted into distinct categories, see 38301 -remediation and clean up of contaminated buildings, mine sites, soil, ground water, e.g. asbestos removal, see 39001
	382	3820		<p>Waste treatment and disposal</p> <p>This sub-group includes the disposal and treatment prior to disposal of various forms of waste by different means, such as waste treatment of organic waste with the aim of disposal; treatment and disposal of toxic live or dead animals and other contaminated waste; treatment and disposal of transition radioactive waste from hospitals, etc.; dumping of refuse on land or in water; burial or ploughing-under of refuse; disposal of used goods such as refrigerators to eliminate harmful waste; disposal of waste by incineration or combustion with or without the resulting production of electricity.</p> <p>Included is also the generation of electricity resulting from waste incineration processes.</p> <p>This group excludes:</p> <ul style="list-style-type: none"> -treatment and disposal of wastewater, see 37001
	383	3830		<p>Materials recovery</p> <p>This sub-class includes:</p> <ul style="list-style-type: none"> -processing of metal and non-metal waste and scrap and other articles into secondary raw materials, usually involving a mechanical or chemical transformation process -recovery of materials from waste streams in the form of: <ul style="list-style-type: none"> ▪ separating and sorting recoverable materials from non-hazardous waste streams (i.e. garbage) ▪ separating and sorting of commingled recoverable materials, such as paper, plastics, used beverage cans and metals, into distinct categories

DIVISION	GROUP	CLASS	SUB-CLASS	DESCRIPTION
				<p>Examples of the mechanical or chemical transformation processes that are undertaken are:</p> <ul style="list-style-type: none"> -mechanical crushing of metal waste such as used cars, washing machines, bikes etc. with subsequent sorting and separation -dismantling of automobiles, computers, televisions and other equipment for materials recovery -mechanical reduction of large iron pieces -shredding of metal waste, end-of-life vehicles etc. -other methods of mechanical treatment as cutting, pressing to reduce the volume -ship-breaking -reclaiming metals out of photographic waste, e.g. fixer solution or photographic films and paper -reclaiming of rubber such as used tires to produce secondary raw material -sorting and pelleting of plastics to produce secondary raw material for tubes, flower pots, pallets and the like -processing (cleaning, melting, grinding) of plastic or rubber waste to granulates -crushing, cleaning and sorting of glass -crushing, cleaning and sorting of other waste such as demolition waste to obtain secondary raw material -processing of used cooking oils and fats into secondary raw materials -processing of other food, beverage and tobacco waste and residual substances into secondary raw materials <p>This sub-class excludes:</p> <ul style="list-style-type: none"> -manufacture of new final products from (whether or not self-produced) secondary metal raw materials, such as spinning yarn from garmetted stock, making pulp from paper waste, retreading tyres or production of metal from metal scrap, see corresponding classes in section C (Manufacturing) -treatment and disposal of non-hazardous waste, see 38201 -treatment of organic waste for disposal, see 38201 -energy recovery from non-hazardous waste incineration processes, see 38201 -disposal of used goods such as refrigerators to eliminate harmful waste, see 38201 -treatment and disposal of transition radioactive waste from hospitals etc., see 38201 -treatment and disposal of toxic, contaminated waste, see 38201 -dismantling of automobiles, computers, televisions and other equipment to obtain and resell usable parts, see section G -wholesale of recoverable materials, see 46699
39				REMEDIATION ACTIVITIES AND OTHER WASTE MANAGEMENT SERVICES
	390	3900		<p>Remediation activities and other waste management services</p> <p>This sub-class includes:</p> <ul style="list-style-type: none"> -decontamination of soils and groundwater at the place of pollution, either in situ or ex situ, using e.g. mechanical, chemical or biological methods -decontamination of industrial plants or sites, including nuclear plants and sites

DIVISION	GROUP	CLASS	SUB-CLASS	DESCRIPTION
				<p>-decontamination and cleaning up of surface water following accidental pollution, e.g. through collection of pollutants or through application of chemicals</p> <p>-cleaning up of oil spills and other pollutions on land, in surface water, in ocean and seas, including coastal areas</p> <p>-asbestos, lead paint, and other toxic material abatement</p> <p>-clearing of landmines and the like (including detonation)</p> <p>-other specialized pollution-control activities</p> <p>This sub-class excludes:</p> <p>-treatment and disposal of non-hazardous waste, see 38201</p> <p>-treatment and disposal of hazardous waste, see 38201</p> <p>-outdoor sweeping and watering of streets etc., see 81201</p>

APPENDIX III
COMPOSITION OF MACROECONOMIC AGGREGATES 2016
GROUP: 370 SEWERAGE
383 MATERIALS RECOVERY

SUB-CLASS	37001/38301 Sewerage & Materials Recovery	GRAND TOTAL 37001/38301 Sewerage & Materials Recovery
<u>INCOME</u>		
Primary Activity	14,306,716	14,306,716
Revenue from sales and services	14,306,716	14,306,716
Secondary Activity	880,005	880,005
Subsidies received	0	0
Business insurance claims received	528,967	528,967
Rent received for the hiring of building	0	0
Receipts from industrial services rendered to others	0	0
Other income	351,038	351,038
Change in work in progress	0	0
GROSS OUTPUT	15,186,721	15,186,721
MISCELLANEOUS INCOME	64,923	64,923
Insurance claims received	0	0
Profit or Loss received from any other business in which you have an interest	0	0
Property income received		
Rent received from land	0	0
Interest received	1,059	1,059
Dividends received	0	0
Royalty received	0	0
Bad and doubtful debts recovered	0	0
Exchange gain	63,864	63,864
Gain on sales of fixed assets	0	0
VAT charged on goods and services provided	0	0
TOTAL INCOME	15,251,644	15,251,644
<u>EXPENDITURE</u>		
Purchases of materials for use in the business	6,466,024	6,466,024
Opening stock of materials, fuels suppliers and component	1,055,207	1,055,207
Less closing stock of materials, fuels, suppliers and component	978,443	978,443
Purchase of fuel, electricity and water	1,215,135	1,215,135
Petrol/Automotive diesel fuel	561,255	561,255
Industrial diesel fuel	48,533	48,533
Kerosene	0	0
Liquid petroleum gas	0	0
Electricity	516,853	516,853
Water	88,494	88,494
Repairs & maintenance for on vehicles, buildings etc	373,401	373,401
Vehicles	190,579	190,579
Buildings	42,843	42,843
Others	139,979	139,979
Cartage and haulage expenses paid to other firms	284,821	284,821

SUB-CLASS		
Travel expenses	155,424	155,424
Air	101,832	101,832
Water	8,009	8,009
Land	45,583	45,583
Value of contract and commission work done	0	0
Audit and accounting	114,070	114,070
Legal fee	25,025	25,025
Advertising & promotion	12,351	12,351
Bank charges	180,687	180,687
Postage	7,770	7,770
Telephone & telecommunications	64,640	64,640
Office stationery & supplies	31,462	31,462
Management & consultation fees	356,391	356,391
Rent paid for building , plant machinery etc	301,927	301,927
Building	179,737	179,737
Plant & machinery	120,262	120,262
Transport and related Equipment	1,928	1,928
Business insurance	127,196	127,196
Other expenditure	224,953	224,953
INTERMEDIATE INPUT	10,018,041	10,018,041
MISCELLANEOUS EXPENDITURE	151,366	151,366
Casualty insurance	0	0
Property income paid		
Rent paid for land	2,155	2,155
Interest paid	101,083	101,083
Dividend paid	0	0
Royalty paid	0	0
Bad & doubtful debts written off	7,368	7,368
Business licenses, rates on property paid to central or local government	17,074	17,074
TPAF levy	12,710	12,710
Exchange losses	10,976	10,976
Loss on sale of fixed assets	0	0
VAT paid on supplies of goods and services	0	0
COMPENSATION OF EMPLOYEES	1,796,070	1,796,070
Wages and salaries	1,644,723	1,644,723
FNPF	146,108	146,108
Payment in kind	5,239	5,239
CONSUMPTION OF FIXED CAPITAL	697,461	697,461
TOTAL EXPENDITURE	12,662,938	12,662,938

NOTE: Under the 2010 Fiji Standard Industrial Classification, Water Supply; Sewerage, Waste Management and Remediation Activities includes all units mainly engaged in water supply, sewage and refuse disposal.

ORGANISATIONAL STRUCTURE

- 1 A business can have more than one establishment involved in similar or different activities at different locations. State the location, the type of activity engaged in and the Gross Turnover of each establishment during the year.

FORM OF OWNERSHIP

- 4 (1) Fiji owned:
This is an establishment operating in Fiji in which 51% or more equity is held locally.
- (2) Branch of an overseas company:
This is an establishment operating in Fiji which is controlled by or supervised by an overseas head office and which is an integral part of the foreign parent organisation. Branch has no equity share capital.
- (3) Subsidiary of an overseas company:
A company is a subsidiary of another if that other company owns this subsidiary wholly or holds more than half the nominal value of the equity share capital of this subsidiary company.

EQUITY PARTICIPATION

- 6 Give the proportion of the share capital held by residents of Fiji. Equity share capital held by companies or individuals on behalf of residents of Fiji should also be included.

NATURE OF WORK

- 7 In cases where establishments are involved in more than one activity at a single location, please state the major activity involved in.

OPERATING STATUS

- 8 If you are no longer in business, a **STATUTORY DECLARATION** must be attached to one copy of the questionnaire with the words "**CLOSED BUSINESS**" written across the questionnaire and returned to the Fiji Bureau of Statistics. The Statutory Declaration must be signed by a Magistrate or a Barrister\Solicitor, Justice of Peace or a member of the Notary Public acting on your behalf. The Statutory Declaration must state the name of the business, nature of its activity and the date on which it ceased operation. If your business operated for part of the year 2016 please provide information for the duration your business operated.

QUESTIONNAIRE

Please answer all relevant questions with clear and correct figures. Estimates will be accepted where actual data are not available. Values, **excluding VAT**, are to be expressed in Fiji Dollars.

ORGANISATIONAL STRUCTURE

1	Does this business operate at more than one location?			
	Please tick the appropriate box: No Yes If yes, please give details below:			
	NAME OF ESTABLISHMENT\BRANCH (1)	PHYSICAL LOCATION OF BUSINESS (2)	MAIN TYPE OF BUSINESS OR ACTIVITY (3)	GROSS TURNOVER (4)
Note: This return is required for the addressed establishment only. In case this is not possible, a combined return with similar main activities may be submitted. If the information cannot be provided on this basis, please state the reasons:				
Remark: Please comment here to assist in the interpretation of data supplied:				

ACCOUNTING PERIOD

2	Please state the accounting period: From \ 2016 To \ 2016
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LEGAL STATUS OF ORGANISATION

3	Please tick appropriate box			
	001 Sole Trader	1	Partnership	2
	Private Limited Company	3	Public Limited Company	4
	Co-operative	5	Government Owned Trading Entity	6
	Statutory Board	7	Central Government	8
	Local Authority	9	Local Government	10
	Joint Venture and Consortia	11	Non-profit organization	12
	Trusts and Estates	13	Consulates and Foreign	14
	Branch of a Company	15	Societies and Associations	16
	Other Business Type (specify)			17

INTERNATIONAL TRADE

4	Please tick appropriate box	Yes	No
	Does the establishment import or export any type of goods or services		

FORM OF OWNERSHIP

5	Please tick appropriate box			
	002 Fiji owned	1	Branch of an overseas company	2
	Subsidiary of an overseas company	3	Others (specify)	4

EQUITY PARTICIPATION

6	Please indicate in the appropriate box equity capital held by Fiji Citizens.			
	(a) As at end of 2015 %	(b) As at end of 2016 %		

NATURE OF WORK

7	Please give a brief description of the main activity of the establishment\s covered by this return:			
		003	FOR OFFICIAL USE ONLY	

OPERATING STATUS

8	Please state whether the establishment in question (tick appropriate box)			
	Operated during the whole of the accounting period specified		1	
	Operated during part of the accounting period specified (specify mths)		2	
	Had not commenced business during the accounting period specified		3	

REVENUE FROM SALES AND SERVICES

- 9 **SALES:** This should be the actual selling value net of any discount or rebates allowed to the buyer. Also include:
- (i) Delivery charges and installation costs if borne by the seller, and
 - (ii) Inter-branch transfers recorded at cost.

Exclude VAT charged on goods and services provided.

OTHER INCOME

- 11 a] Include all claims arising from business insurance. Examples of business insurances are insurance against the risk of buildings, properties and stocks. Exclude life, education or any other personal insurance.
- b] Include all claims arising from casualty insurance. Examples of casualty insurance are insurance against the risk of accidents and illness to employees. Claims for life, education or any other form of personal insurance are to be excluded.
- 13 Include rent received for building, plant and machinery, furniture and fixtures, transport vehicles and related equipment. Exclude rent received for land which should be included in question 14a].

TURNOVER			
9		Report actual selling value net of any discount allowed to the buyer of sales	VALUE (\$)
	a	Water collection, treatment and supply	004
	b	Sewerage	005
	c	Collection of waste	006
	d	Waste treatment and disposal	007
	e	Materials recovery	008
	f	Remediation activities and other waste management services	009
		Total [Code 004 to 009]	010

OTHER INCOME			VALUE (\$)
10		Subsidies and grants received	011
11		Insurance claims received: a) Business insurance claims received	012
		b) Casualty insurance claims received	013
13		Profit or loss received from any other business in which you have an interest	014
14		Rent received from: a) Building	015
		b) Plant and Machinery	016
		c) Furniture and Fixtures	017
		d) Transport and Related Equipment	018
15		Income from: a) Rent received from land	019
		b) Interest received	020
		c) Dividends received	021
		d) Royalty received	022
16		Bad and doubtful debts recovered	023
17		Exchange gain	024
18		Gain on sale of fixed assets	025
19		Receipts from industrial services rendered to others e.g repairs & maintenance	026
20		Others (specify).	027
		Total other income [Code 011 to 027]	028

21		VAT charged on goods and services provided	029
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22		[GRAND TOTAL OF ALL INCOME RECEIVED (Codes 010+028+029)]	030
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PURCHASES OF MATERIALS DURING THE YEAR

- 23 State in detail the total value of all purchases of materials and supplies for use in the operation of the business.

Exclude VAT paid on supplies of goods and services.

FUEL, ELECTRICITY AND WATER

- 28-31 Fuel purchased, other than fuel purchased for resale, including gasoline and other fuel for vehicle etc should be included.
- 32 This should include the cost of electricity purchased for lighting, air conditioning, refrigeration etc.

OTHER EXPENDITURE

- 34 Repairs and maintenance costs paid to other firms covers the total costs of current repair and maintenance service provided by such firms on repairs done on vehicles, building etc of the establishment. Current repair and maintenance carried out by an ancillary repair and maintenance unit which has been treated as an independent establishment should be included.
- 35 Cartage and haulage expense includes payment for the transportation of goods and materials within the country. It excludes cost of transport carried out by your own equipment and employees.
- 37 Contract and commission work done by other establishments on your materials covers payments made by the establishment for contract and commission work done on materials controlled by your establishment.
- 48 a) Include payment in respect of leased\rented land. If it is not possible to separate payments made for land from building, please include expenditure in Question 47.

PURCHASES OF MATERIAL AND SUPPLIES		
	Please state supplies purchased in connection with the operation of your business.	VALUE (\$)
23		031
24		032
25		033
26		034
27		035
	Total [Code 031 to 035]	036

FUEL, ELECTRICITY AND WATER		
		VALUE (\$)
28	Petrol/Automotive diesel fuel	037
29	Industrial diesel fuel/Heavy fuel oil	038
30	Kerosene	039
31	Liquid petroleum gas	040
32	Electricity	041
33	Water	042
	Total [Code 37to 042]	043

OTHER EXPENDITURE		
		VALUE (\$)
34	Repairs and maintenance costs on: a] Motor vehicles	044
	b] Building	045
	c] Machinery and equipment	046
37	Cartage and haulage expenses paid to other firms	047
38	Travel expenses (e.g management, personal etc.) : a] Air	048
	b] Water	049
	c] Land	050
39	Value of contract and commission work done	051
40	Audit and accounting	052
41	Legal fee	053
42	Advertising and promotion etc	054
43	Bank charges	055
44	Postage	056
45	Telephone and telecommunication	057
46	Office stationery and supplies	058
47	Rent paid for: a] Building	059
	b] Plant and Machinery	060
	c] Transport and related Equipment	061
48	Expenditure on: a] Rent paid for land	062
	b] Interest paid	063
	c] Dividends paid	064
	d] Royalty paid	065
49	Management and consultation fee	066
50	Bad and doubtful debts written off	067
51	Business licenses, rates on property paid to central or local government etc	068
52	Insurance paid: a] Business insurance	069
	b] Casualty insurance	070
53	Fiji National University [FNU] Levy	071
54	Exchange losses	072
55	Loss on sale of fixed assets	073
56	Depreciation claimed (to agree with question 67(7))	074
57	All other costs and expenses	075
	Total other expenditure (Codes 044 to 075 excluding 063)	076

EMPLOYMENT AND COMPENSATION OF EMPLOYEES

- 58 Please note that the information in respect of employment is for the last payweek in June 2016 but the rest of the question requires data for the appropriate accounting year.

Gross wages and salaries includes overtime, sick and holiday pay, bonuses, payments under piece rate schemes, all allowances, severance and redundancy pay, sales commissions paid to own employees and directors fee etc.

Payment in kind is the cost to the employer for providing employees with housing, transport, clothing, food, drinks, fuels, etc free of charge or at a reduced rate.

Operatives includes all employees directly engaged in the activity of the establishment, eg those in fabrication, processing, assembling, shop messengers, warehouse men, packers and repair men etc. Casual workers should also be included here.

Others includes administrators, technical\clerical personnel, e.g managers, clerks etc.

Expatriates are non-Fiji citizens who stayed in Fiji.

Working proprietors include all individual proprietors and partners who are actively engaged in the work of the establishment. Silent or inactive partners should be excluded unless they participate actively in the work of the establishment.

Unpaid family workers include persons living in the household of any of the proprietors of the owning establishment and working in the establishment without regular pay for at least a third of the normal working hours of the establishment.

STOCKS

- 61 a) All trading stocks (stocks intended for resale) should be included. Stocks of capital goods intended for resale should also be included.
- b) This should include stocks of materials used by the business in its operations.

LOANS AND ADVANCES

- 62 Please provide information relating to any loan or advances taken during the period.

NET EARNINGS AND TAXES PAID

- 63 This is the net profit of your establishment\enterprise from the profit and loss account. The following method would enable you to check if all the information from the trading, profit and loss account has been entered onto the questionnaire:

Income [Code 027 + 101]	\$
less Expenditure [Code 095]	\$
equals Profit (+)\Loss (-) [Code 120]	\$

EMPLOYMENT AND COMPENSATION OF EMPLOYEES

58			NUMBER EMPLOYED (1)	GROSS WAGES AND SALARIES PAID (2)	EMPLOYER'S CONTRIBU. TO FNPf (3)	PAYMENT IN KIND (4)
a]	Fiji citizens	077				
b]	Expatriates	081				
	Total	085				
c]	Working without pay					
	i] Working proprietors	089				
	ii] Unpaid family workers	090				
	Total [085 + 089 + 090]	091				
d]	From the total number in employment given in code 091, please state:					
	Total Males	092		Total Females	093	

59	VAT paid on supplies of goods and services	094	
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60	GRAND TOTAL OF ALL EXPENDITURE INCURRED [Codes 036 +043+076+ 086 + 087+ 088 + 094]	095	\$
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STOCKS			VALUE OF STOCKS (\$)		
61	Please give the value of stocks held by your establishment		OPENING (1)	CLOSING (2)	CHANGE (2)-(1)=(3)
a]	Stock of finished goods bought for sale	096			
b]	Materials, fuel, supplies and components	099			
	Total	102			

LOANS AND ADVANCES							
62		Opening Balance 01/01/16	Additions during the year	Principle Repayment during the year	Other Changes	Closing Balance 31/12/16	Total Interest Payable for the Year
		\$ [1]	\$ [2]	\$ [3]	\$ [4]	\$ [5=1+2-3+4]	\$ [6]
Locally	105						
Abroad	111						
Total	117						

NET EARNINGS AND TAXES PAID			Amount (\$)
63	Net profit/loss of your establishment/enterprise. If this does not agree with question 64, please give reasons _____	123	
64	Taxable income of your establishment/enterprise	124	
65	Amount, if any, of previous year losses that was deducted before arriving at the taxable income	125	
66	Amount of Fiji Income Tax paid/payable by your establishment/enterprise.	126	

FIXED CAPITAL ASSETS

- 67 (7) Please ensure that: The value given for depreciation should agree with the value given in question 56.
- 67 (5) Own Account Construction: This is the cost of new fixed assets and additions to the existing fixed assets made by establishments own labour for its own use Cost should be equivalent to labour costs plus value of materials at cost.
- 67 (G) Valuables include:
- (a) Precious stones and metals (e.g. diamonds, non-monetary gold, Platinum and silver);
 - (b) Antiques and other art objects (e.g. painting and sculptures); and
 - (c) Other valuables (e.g. jewellery and collector items)

FIXED CAPITAL ASSETS										
67			VALUE (\$)							
			Opening book value	Purchase of new and second hand assets at cost		Land Development & Improvement	Own Account Capital cost	Sales of Capital assets	Depreciation	Closing Book value
				locally	from abroad					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)			
A]	Land	127								
B]	Non- residential Buildings	135								
	Residential Buildings	143								
C]	Plant and machinery	151								
D]	Furniture, fixtures and office equipment	159								
	ICT equipment	167								
	Other office equipment	175								
E]	Transport Vehicles and related equipment	183								
F]	Research & Development	191								
G]	Valuables (Antiques, Artistic Originals Precious Metals, etc)	199								
H]	Others (specify)	207								
	Total	215								

ENVIRONMENT RELATED QUESTIONS

68	Please tick the appropriate source of water for the establishments			
216	Metered Water	1		
	Rain Water	2		
	River / Creek	3		
	Bore Hole	4		
	Others (Please specify)	5		

69	Please tick the appropriate source of energy for the establishments If tick 2, please tick appropriate source below.			
217	Electricity [FEA]	1		
	Electricity [Own Generation]	2		
	(a) Solar		a	
	(b) Hydro		b	
	(c) Diesel / Thermal		c	
	(d) Windmill		d	

70	Please indicate the method of solid waste disposal of the establishments		
	218	Collection by City / Town Council	1
		Collection by Private Companies	2
		Private Incineration	3
		Private Dumpsite	4
		Recycled	5
		Others (Please specify)	6

71	Please indicate the method of liquid waste disposal of the establishments		
	219	Connected to Sewerage Line	1
		Septic Tank	2
		Disposal in the sea / river	3
		Others (Please specify)	4

Person we should contact if any queries arise regarding this form:

Name: _____
 Telephone: _____
 Facsimile: _____
 Email: _____
 Signature: _____
 Date: _____

Please indicate (√) or (×) in the boxes below:

- (1) The company hires a Chartered Accountant
- (2) The form has been filled by a Chartered Accountant

THANK YOU FOR COMPLETING THE QUESTIONNAIRE