

## Instructions for completing the questionnaire

### Section C. Research and Development (R&D) activities

R&D is creative work undertaken on a systematic basis in order to create new or improved products, processes, services or other applications. R&D is distinguishable from other activities by the presence of an appreciable element of novelty and by the resolution of problems and uncertainties using scientific or technological means.

#### Question 1. Turnover

The figures entered should be the net amounts invoiced to customers after deductions for trade and quantity discounts and allowances for returns (including containers), but not cash discounts.

Include: Duties and taxes paid or payable, e.g. excise duties, but not VAT  
Amounts charged by you to customers for transport of goods, whether by your own employees or by carriers

Exclude: VAT  
Revenues from sales of capital assets  
Subsidies from State funds or the EU, e.g. export refunds  
Dividends from subsidiaries or from other investments.

#### Question 2. Purchases

The figures entered should relate to the actual costs of goods and services purchased (**excluding VAT**) and should be the amounts paid after deducting trade and quantity discounts given by suppliers and credit for returns (including containers).

**If you think you may be double counting any purchases because of difficulty with apportioning based on our classification methods, please only include once under the heading you believe is most appropriate. Contact the CSO for assistance if necessary.**

#### Question 2(i)(a). Purchases of materials during the year

Include: Raw materials, materials for repairs, small tools, materials purchased for the production of capital goods by your enterprise for your own use, packaging, office supplies, etc.

Exclude: Fuel, power, services and goods purchased for resale without further processing (proper to question 2(ii)).

#### Question 2(ii)(b). Purchases of fuel and power

Purchase of all energy products during the reference period should be included **only if they are purchased to be used as fuel**. Energy products purchased as a raw material or for resale without transformation should be excluded from this question but included in 2(i)(a) and 2(ii)(a).

Include: Other duties and taxes paid or payable. Exclude: Deductible VAT.

#### Question 3. Operating subsidies

This question covers only operating subsidies paid to the enterprise on a continuing basis. If in doubt as to whether a particular item is relevant, include it with a detailed description. These operating subsidies should not be included in section 1 (turnover invoiced by the enterprise).

Include: Export refunds, employment subsidies, etc. Exclude: Capital grants, once-off non-repayable grants, tax rebates, etc.

#### Question 5. Stocks and work in progress

Include: **Excise duty** (in the case of **finished goods**, it should be the actual amount if this has already been levied; if not yet levied, the amount shown should reflect the rate in force on the balance sheet date).

Exclude: VAT.

#### Question 6. Changes in capital assets of the enterprise during the year

Include: Installation costs, professional fees, overheads, etc., major repairs and alterations to existing assets, if capitalised. Own produced tangible goods valued at production cost - include labour costs and cost of materials used during the year. Capital value of assets acquired during the year through direct purchase, finance leasing or hire purchase agreement (but exclude finance charges), items bought but leased under operational leasing agreements to other enterprises.

Exclude: Deductible VAT (VAT on passenger cars is not deductible) and items obtained under operational leasing or rental agreements.

#### Question 7. Employment and gross earnings

Include: **All** employees and seasonal/temporary workers engaged during the year.

Exclude: Persons absent for an indefinite period, silent or inactive partners, non executive directors.

Gross earnings should be the gross amounts paid to all employees on the payroll before deduction of tax, employees' PRSI, etc.

Include: All employees and seasonal/temporary workers engaged during the year

Exclude: Redundancy payments and pensions to former employees (include under question 8(iii)), payment of travelling expenses (include under question 2(ii)(m)), other labour costs not forming part of employee earnings, e.g. employer's PRSI contributions (see question 8), directors' remuneration for attendance at board meetings (proper to section 2(ii)(m)), payments for agency workers (proper to section 2(ii)(l)).

Confidential

Form F



#### Enquiries to

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Website: www.cso.ie

If above details are incorrect, please amend and tick this box

## Census of Industrial Production 2019



**Notice is served under Section 26 of the Statistics Act, 1993.**  
**You are obliged by law to complete and return this form to the Central Statistics Office.**

**Statutory Basis:** This statutory inquiry is conducted under the Statistics (Structural Business Inquiries) Order, 2017 (S.I. No.572 of 2017) made under the Statistics Act, 1993.

**Confidentiality:** The information you provide will be treated as strictly confidential in accordance with Section 33 of the Statistics Act, 1993 and with EU law. Data collected will only be used for statistical purposes.

**Transparency:** <https://www.cso.ie/en/methods/tn/censusofindustrialproduction/>

**Completing this form:** Census forms must be completed and returned within 30 days of receipt.

An electronic version of this form is available for completion at <https://launch.survey.cso.ie/>



*Pádraig Dalton*  
Pádraig Dalton  
Director General

#### A. Year covered by this return

2019 calendar year or nearest accounting year - ending between May 2019 and April 2020. If the period covered by this return is not 12 months please give an explanation

|      | Day                  | Month                | Year                 |
|------|----------------------|----------------------|----------------------|
| From | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| To   | <input type="text"/> | <input type="text"/> | <input type="text"/> |

#### B. Please give an accurate description of the company's main activity

#### C. Research and Development (R&D) activities - see instructions on the back page

Did the business engage in any Research and Development activities in 2019?

Yes  No   
016

#### D. Family Business

Is this a family business?

Yes  No   
014

#### E. Information may be returned in Euro € or US \$

Indicate the currency used (mark with X)

Euro €  US \$   
012



**F. Please list all local units (i.e. separate locations) operated by this enterprise within the State whether industrial or non-industrial**

| Name/Address | Main Activity | Persons Engaged Annual Average |
|--------------|---------------|--------------------------------|
| 1. ....      | .....         | .....                          |

(List any additional local units on a separate page)

**G. How many locations are covered in this return?**

**H. Location of ownership (ultimate beneficial owner) (mark with X)**

i.e. the top company in the corporate structure. In the case of a joint venture, the location of both parent companies should be included

Ireland  Elsewhere (specify).....  
009

**EXAMPLE: Turnover of €4,121,324 would be entered as follows:**  
Please show all monetary amounts to the nearest thousand

 ,  ,  , 

**1. Total turnover invoiced by the enterprise - see instructions on the back page**

**(i) Turnover from**

Value (000's)

(a) Goods produced by the enterprise

 ,  ,  ,  <sup>101</sup>

(i) Percentage of which produced in Ireland only

 %

(b) Industrial services provided by the enterprise to others  
(e.g. work done on commission or contract, repairs and maintenance, research work, etc.)

 ,  ,  ,  <sup>102</sup>

(c) Goods resold without further processing  
(purchases of goods for resale in the same condition as received should be included in 2(ii)(a))

 ,  ,  ,  <sup>107</sup>

(d) Other items of turnover  
(e.g. rents, licence fees, royalties, canteen sales, etc.)

 ,  ,  ,  <sup>108</sup>

**Total Turnover**

 ,  ,  ,  <sup>110</sup>

**(ii) Exports**

Value (000's)

(a) State the amount of total turnover from goods produced by the enterprise as per 1(i)(a) above which is accounted for by exports

 ,  ,  ,  <sup>111</sup>

(b) State the amount of total turnover from industrial services provided by the enterprise to others as per 1(i)(b), which is accounted for by exports

 ,  ,  ,  <sup>127</sup>

(c) State the amount of total turnover from goods resold without further processing as per 1(i)(c), which is accounted for by exports

 ,  ,  ,  <sup>128</sup>

(d) State the amount of total turnover from other items of turnover as per 1(i)(d), which is accounted for by exports

 ,  ,  ,  <sup>129</sup>

**Total Exports**

 ,  ,  ,  <sup>130</sup>

(e) State the % (best estimate) of turnover from goods produced and industrial services provided in 1(i)(a) and 1(i)(b) above which is accounted for by exports and give a breakdown by destination shown

|                                  |                                  |                                  |                                  |                                  |                                  |                                  |     |
|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|-----|
| % Exports of 1(i)(a) and 1(i)(b) | GB                               | NI                               | Euro Zone                        | Rest of EU                       | USA                              | Elsewhere                        | %   |
| <input type="text" value="000"/> | <input type="text" value="000"/> | <input type="text" value="000"/> | <input type="text" value="000"/> | <input type="text" value="000"/> | <input type="text" value="000"/> | <input type="text" value="000"/> |     |
|                                  | 112                              | 131                              | 132                              | 126                              | 114                              | 115                              | 116 |

(Note: GB + NI + Euro Zone + Rest of EU + USA + Elsewhere must add to 100% of exports)

(iii) (a) Of the total turnover in 1(i) above, state the % (best estimate) invoiced to affiliates  % <sup>124</sup>

(b) Of the total turnover in 1(i) above, state the % (best estimate) resulting from orders submitted using e-mail, EDI (Electronic Data Interchange) or the internet  % <sup>904</sup>

**9. Data Validation**

Value (000's)

(i) Cost of goods sold  ,  ,  ,  <sup>910</sup>

These figures are used to validate the information already given and will not be published in any form

(ii) Operating profit/loss  ,  ,  ,  <sup>911</sup>

Please indicate profit/loss  
Profit  Loss  <sup>919</sup>

(iii) Depreciation  ,  ,  ,  <sup>918</sup>

Operating profit/loss should be similar to the following calculation based on data already supplied.  
**Total Turnover + Operating Subsidies + Changes in Stocks - Total Purchases - Total Staff Earnings - Personnel Costs - Total Indirect Taxes Payable**

If the above calculation does not equate to the data you are supplying on this form, please list income or expenditure which have not been accounted for. Also please ensure that no costs are restated in more than one category

**Income**

Value (000's)

 ,  ,  <sup>912</sup>

**Expenditure**

Value (000's)

 ,  ,  <sup>915</sup>
 ,  ,  <sup>913</sup>
 ,  ,  <sup>914</sup>
 ,  ,  <sup>916</sup>
 ,  ,  <sup>917</sup>

**10. Comments and feedback**

How long did it take you to complete this form?  Minutes <sup>920</sup>

**If the physical location of the business is different from the postal address used on this form, please give the business location address below.**

You may add any comments that would help us interpret the data provided and avoid further queries.

**Certification**

I hereby declare that the information provided in this return is complete and correct to the best of my knowledge and belief

Signature .....

Date.....

Status in business .....

Phone (  )

Eircode

E-mail

905

**Thank you for your co-operation with this Census**



27020

27020



## 7. Employment and gross earnings - see instructions on the back page

Indicate the currency used for the earnings and labour costs data (mark with X)

Euro €  US \$  701

### (i) Number of persons engaged

(include all employees on the payroll i.e. persons engaged)

Persons engaged  
Annual Average

Number

(a) Proprietors and family members working in the enterprise **not paid** a fixed wage or salary

704

(b) **All** other employees

727

**Total Persons Engaged**

731

Of the total persons engaged, please state the number of persons engaged **part-time**  
(exclude seasonal and temporary workers)

733

### (ii) Total gross earnings for the year

(exclude other labour costs e.g. employer's PRSI contributions -proper to question 8)

Value (000's)

**Total Gross Earnings**      ,        
732

## 8. Other labour costs

Include: Charges borne by the enterprise

Exclude: Any part of costs paid by the employees  
Amounts included as earnings in section 7 (e.g. sick pay)

Value (000's)

(i) Employer's contributions to the Pay Related Social Insurance scheme (PRSI)

,        
801

(ii) Employer's contributions to superannuation funds, PRSA's and other pension schemes (include payments of life assurance premiums on behalf of employees)

,        
803

(iii) All other personnel costs

**Include:**

Redundancy payments, less rebates received  
Payments of life assurance on behalf of employees  
Training costs (e.g. levies less rebates received)  
Social expenditure excluding payments in kind (net of receipts)  
All labour costs of a social nature (e.g. family allowances, canteen subsidies, medical services, sports and social facilities, libraries, etc.)  
Pensions, PRSA's and retirement benefits (other than out of superannuation funds/pension schemes)  
Insurance premiums which are additional to statutory requirements  
Employer's liability insurance  
Private health insurance premiums paid on behalf of employees

,        
806

**Total Personnel Costs**      ,        
807

## 2. Purchases - see instructions on the back page

### (i) Purchases of materials during the year

(a) Total purchases of materials

Value (000's)  
     ,            
27020 302

(b) State the % (best estimate) of materials purchased

(i) that was purchased within Ireland

%  
345

(ii) % of which was imported by the enterprise and give breakdown by origin shown

% Imports of 2(i)(a) =    =    +    +    +    +    +    %  
303 380 381 356 305 306 307

(Note: GB + NI+ Euro Zone + Rest of EU + USA + Elsewhere must add to 100% of imports)

(c) State the % of materials in 2(i)(a) above that was purchased from affiliates (best estimate)

%  
315

### (ii) Other purchases and operating expenditure during the year

(a) Goods for resale without further processing (turnover from goods resold in the same condition as received should be included in 1(i)(c))

Value (000's)  
     ,            
333

(b) (i) Energy products purchased for use as fuel and power

,            
370

(ii) Energy products for use as a raw material for energy regeneration or for resale without transformation

,            
371

(c) Industrial services supplied to the enterprise by others (work done on commission or contract, amounts paid for repairs and maintenance, etc.)

,            
335

(d) Total non capital expenditure on environmental protection

,            
357

(e) Water charges

,            
358

(f) Refuse charges

,            
360

(g) Research and Development services supplied to the enterprise (exclude capitalised research and development (appropriate to section 6 (i)(j)))

,            
336

(h) Hire and operational leasing of plant, machinery, equipment and vehicles

,            
337

(i) Freight charges for transport of the enterprise's products (cost of own account transport should be included under fuels, wages, etc.)

,            
338

(j) Royalties on technical know-how, fees for use (as distinct from definitive purchase appropriate to 6(i)(m)) of copyrights, patents and licence fees, etc.

,            
339

(k) Management and marketing fees (include contributions to corporate overheads)

,            
340

(l) Payments to employment agencies for the provision of personnel

,            
341

(m) All other non-industrial services (include cleaning, audit and legal fees, rent of premises, bank charges (exclude interest), telecommunication and postal charges, travel expenses, insurance premiums paid on plant, vehicles and premises (exclude employer's liability insurance - see 8(iii)), etc.) **Exclude depreciation**

,            
342

**Total Other Purchases**

,            
344

### (iii) Imports

State the amount of other purchases in 2(ii)(b) to 2(ii)(l) above which is accounted for by **imports**

,            
359

### 3. Operating subsidies - see instructions on the back page

|   | Value (000's) |   |      |           |
|---|---------------|---|------|-----------|
| (i) State subsidies<br>(include employment subsidies) | □□□□          | , | □□□□ | , 000 201 |
| (ii) EU subsidies<br>(include export refunds etc.)    | □□□□          | , | □□□□ | , 000 202 |
| <b>Total</b>  | □□□□          | , | □□□□ | , 000 203 |

### 4. Indirect taxes

|   | Value (000's) |   |      |           |
|---|---------------|---|------|-----------|
| (i) Excise ( <b>home</b> ) duty paid or payable on goods produced by the enterprise (exclude excise (import) duty and customs duty) | □□□□          | , | □□□□ | , 000 401 |
| (ii) Other indirect taxes paid or payable (e.g. vehicle taxes, rates, licence fees, etc.) (exclude customs and excise duties)       | □□□□          | , | □□□□ | , 000 402 |
| <b>Total</b>  | □□□□          | , | □□□□ | , 000 403 |

### 5. Stocks and work in progress - see instructions on the back page

These should be valued on the accounting basis used by the enterprise

|  | Beginning of year |           | End of year   |           |
|--|-------------------|-----------|---------------|-----------|
|  | Value (000's)     |           | Value (000's) |           |
| (i) Materials for use by the enterprise (e.g. raw materials, materials for repairs, small tools, packaging, office supplies, etc.) | □□□□              | , 000 601 | □□□□          | , 000 602 |
| (ii) Fuels   | □□□□              | , 000 603 | □□□□          | , 000 604 |
| (iii) Work in progress   | □□□□              | , 000 605 | □□□□          | , 000 606 |
| (iv) Finished goods (include excise duty)  | □□□□              | , 000 607 | □□□□          | , 000 608 |
| (v) Goods purchased for resale without further processing (include customs and excise duty paid or payable)                        | □□□□              | , 000 609 | □□□□          | , 000 610 |
| <b>Total</b>   | □□□□              | , 000 611 | □□□□          | , 000 612 |

### 6. Changes in capital assets of the enterprise during the year - see instructions on the back page

This section refers to assets with a useful life of more than one year. It includes the value of assets manufactured or built by the enterprise with its own workforce for its own use

#### (i) Additions to capital assets

|  | Value (000's) |   |      |           |
|--|---------------|---|------|-----------|
| (a) Land (not built on)  | □□□□          | , | □□□□ | , 000 507 |
| (b) Purchase of existing buildings and structures  | □□□□          | , | □□□□ | , 000 506 |
| (c) Construction or alteration of buildings and structures carried out by the enterprise   | □□□□          | , | □□□□ | , 000 505 |
| (d) Transport equipment  | □□□□          | , | □□□□ | , 000 504 |
| (e) Computer and other equipment (include pre-loaded software)                             | □□□□          | , | □□□□ | , 000 501 |
| (f) Radio, TV and communication equipment  | □□□□          | , | □□□□ | , 000 518 |
| (g) Plant and equipment for the purposes of pollution control & anti-pollution accessories | □□□□          | , | □□□□ | , 000 519 |
| (h) Plant and equipment linked to cleaner technologies                                     | □□□□          | , | □□□□ | , 000 520 |
| (i) Other plant and equipment  | □□□□          | , | □□□□ | , 000 521 |
| (j) Capitalised Research and Development (R&D)   | □□□□          | , | □□□□ | , 000 508 |
| (k) Computer software (exclude own account)  | □□□□          | , | □□□□ | , 000 502 |
| (l) Other intangible fixed assets  | □□□□          | , | □□□□ | , 000 523 |
| (m) Copyrights, patents and licenses for intellectual property                             | □□□□          | , | □□□□ | , 000 524 |
| (n) Other capital assets   | □□□□          | , | □□□□ | , 000 509 |
| <b>Total value of additions to capital assets 6(i) (a) to (n)</b>                          | □□□□          | , | □□□□ | , 000 513 |
| <b>(ii) Of the total additions in 6(i) (a) to (n) above, state the amount that is:</b>     | Value (000's) |   |      |           |
| (a) manufactured or built by the enterprise with its own workforce for its own use         | □□□□          | , | □□□□ | , 000 514 |
| (b) acquired through financial leasing   | □□□□          | , | □□□□ | , 000 515 |
| <b>(iii) Total receipts on sales of tangible capital assets</b>                            | □□□□          | , | □□□□ | , 000 516 |

