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Confidential

2016 Industry and Services Census
Construction Industry Survey Form A

Organized by DGBAS



1. This survey is conducted according to the regulation prescribed in Article 20 of the Statistics Act...
2. The information filled in this form is provided for the application of establishing overall industrial development plan and administrative policies.

Name of Enterprise (Please enter full name)
Person-in charge
Contact Name
Person completing the form
Facsimile ()
Tel. ()
E-mail

(If the person completing the form is identical to the contact Person, the name and telephone can be omitted)

Actual Business Address
County, Township, City, Vil., Rd., St., Sec., Lane, Alley, No., F., Rm.

- (1) This form is applicable to operators in the business of building construction, civil construction, road construction, public business facility construction, special construction, land leveling, foundation and structure construction, garden landscape construction, electromechanical, telecommunication, power circuit equipment installation, refrigeration, air conditioning and pipe layout construction, building completion decoration construction etc.
(2) The investigation subject of this form is based on "Company Unit", if there is any branch unit, the number entered in this form shall include the information of the headquarter management unit and all of its branch units.
(3) For unit level of 8, in addition to the completion of the information of your company, your company shall also complete a census form for headquarter management unit (unit level of 3) based on the unit of location, and a general status form for the headquarter management unit and its branch units.
(4) The content of this form includes the business records of the departments of financial, accounting, human resource, warehouse and general affairs of your company.
(5) The term of "full-year" in the form refers to the period of January 1 to December 31 of 2016.
(6) Historical industrial and service business census result website: http://www.dgbas.gov.tw

Table with columns: Census No., Township (town, city, district), Village (li), Serial No., Determination No., Form Code, Unit level, Unified Business No. of Profit-Seeking Business and Withholding Unit, Business category code (Primary, Secondary).

[the above fields shall be completed by the enumerator]

[00] Organization type: [Please select one item]

Other organization: refers to other legal entity organization, such as the companies of credit, production, consumer cooperative unit, farmer and fishermen's association, legal foundation etc.

Table for Organization Type: Private (1. Company, 2. Ownership or Partnership, 3. Others) and Public (4. Company, 5. Non-company & Others)

[01] Actual business commencement date: Year Month

For those with business commencement date before 1912, please enter January 1, 1912.

[02] Business operation items in 2016:

1. Primary: (Please describe the primary construction type and operation method), for example: constructions of various types of buildings, roads and civil projects; constructions of land leveling, structure, garden landscape, building completion decoration etc.; constructions of electromechanical, channel, telecommunication (power) cable layout etc.; indoor (outdoor) waterproof, soundproof construction of buildings; constructions of scaffolds, modeling plates, crane, house relocating etc.

2. Secondary: (Please enter items for the main category of business only, and such items entered shall be the ones with greater production, sales, service values)

[03-1] Persons engaged and Salaries in 2016:

[Persons engaged]: refer the employees receiving salaries at the end of year and currently employed, including workers assigned by manpower staffing agency, foreign workers and workers under cooperative education program as well as self-employed operators without permanent salaries and family relative workers without pay.

- (1) Employees: refer to the personnel of regularly employed, temporary employee (such as temporary construction workers) and hourly workers as well as proprietor receiving salaries and family relative workers.
(2) Officer: including supervisors and supervision personnel, professional personnel (such as various types of engineers and technicians), technical staff and assistant professional personnel (such as construction site supervisor, various types of technicians, purchasers, draftspeople), office supporting personnel (such as accountants, general affairs personnel).
(3) Workers: including foreman, technical workers (such as operators, cement workers, civil workers), labor workers, drivers, securities and genitors etc.
(4) Self-employed operators and family relative workers without pay: refer to proprietors without permanent salaries and family relative workers participating at work for an average of above 15 hours per week in December 2017 without receiving salary payment.
(5) Employees stationed at overseas offices for long time: refer to the employees with the working period of time accumulated to exceed more than half a year of expected to exceed more than half a year at the overseas offices of your company by the end of the year, including branch company, office, subsidiary company and affiliate company.

[Payrolls, year-round of 2016]:

- (1) Referring to the Payrolls, year-round of 2016, total of the domestic workers, including the base salary, overtime payment, subsidy, all types of bonuses and employee remunerations etc., and also including the salaries paid by the end of year to employees already resigned. However, it shall not include the labor health insurance expense, welfare subsidy, retirement fund, pension, severance pay etc. covered by the employer; in addition, please do not include the salaries paid to workers stationed at overseas offices for long term.
(2) The Payrolls, year-round of 2016 of Own-account workers and unpaid family workers include the cash and object depreciation value used by the proprietor and its relatives in your company.
(3) Excluding the outsourced construction wages; if there is any outsourced construction wage, please enter in item (02) "Outsourced construction fee" in Question [06].

Table for Persons engaged and Salaries in 2016: Columns include Item(s), Number of persons engaged, end of 2016 (people), and Payrolls, year-round of 2016 (dollars). Rows include Employees (Officer, Worker), Own-account workers and unpaid family workers, and Total.

[03-2] Use of contracted workers status at end of year of 2016:

During the entire year, has your company signed labor contracts for contracted workers with other companies in order to assign workers to your company and to provide labor services under the work assignment and supervision by your company? (Excluding manpower of outsourced business)

- 1. Yes. During January to December, a maximum number of people and a minimum number of are used per month, and during the month with such uses, typically, of people are used; the full-year expense is dollars;
2. None

[03-3] Business labor assignment status at end of year of 2016:

During the entire year, has your company signed labor contractors for providing contracted workers to other companies such that the contract workers receive works assigned by the company and are supervised by the company, for which your company collect a service fee? (Manpower not stationed in the subsidiary company)

- 1. Yes. During January to December, a maximum number of people and a minimum number of are assigned to other companies per month, and during the month with such assignments, typically, of people are assigned; the full-year income for the assignment service is dollars;
2. None

[04-1] Actual asset utilization status at end of year of 2016:

- For those with accounts, please enter the values according to the balance sheet of "surplus before allocation" at the end of 2016; (if there is accumulated depreciation (consumption) of the assets, allowance evaluation items (such as accumulated loss, accumulated fair value variations, allowance for uncollectible accounts, allowance for reduction of inventory loss etc.), please enter the amount after the deduction (i.e. the net value)).
For the self-owned fixed assets (including investment property (rent, land, idle etc.) and the part pending for sale), without accounts, please calculate the net value by subtracting the consumed usages from the market price at the end of 2016 (i.e. the price amount to be paid for purchasing the same type of asset at the present time), and please enter the estimation respectively (if the market estimation cannot be obtained, the estimation can be obtained from the current taxation listed on the house tax, and the announced land current value for the land for estimation respectively).
For assets of overseas branch unit, please enter such assets in the "Overseas" item of "Long term investment"; for assets of domestic branch units in agriculture, forestry, fishery and husbandry etc., please enter such assets in the "Domestic" item of "Long term investment".

Table for Actual asset utilization status at end of year of 2016: Columns include Item(s) and Amount (dollars). Rows include Current asset (Material inventory, Construction land, etc.), Fixed asset (Land, Net value of House and building, etc.), Investment Property, Long term investment, Net value of intangible asset, Other assets, Total asset (net value), and Rented or borrowed fixed asset.

[04-2] Full-year self-owned fixed assets change in 2016:

(including the investment property and fixed asset pending for sale)

Increased dollars, discarded dollars and sold dollars.

- Excluding re-classification part, and also excluding the increased fixed asset due to merger, fixed asset domination and increased/decreased value after re-evaluation, and the self-owned fixed asset change of overseas branch unit and branch unit in the business of agriculture, forestry, fishery and husbandry.
Please enter information according to the original sum total of the "increased", "discarded" and "sold" parts of the full-year self-owned fixed asset. Please do not enter the amount after deduction for these three items.
For the "increased" part, please calculate based on the cost of purchase, including the import tax and storage as well as transportation fees, including construction, purchase, expansion, improvement and major repair; for the "discarded" part, please enter according to the remaining value of the account; for the "sold" part, please enter according to the sale price.

【04-3】 Inventory at the beginning of year of 2016 if _____ dollars.

▲Please enter estimation according to the original cost of acquisition based on actual stocktaking, and please do not deduct the allowance evaluation loss.

【05】 Full-year income in 2016:

▲Please enter according to the accrual basis of accounting, and it shall include the payable accounts not yet paid, but excluding advance payments.
▲After the income and expense balance calculation of overseas branch units and branch units in agriculture, forestry, fishery and husbandry etc., if the result is a surplus, please enter in the item of "Investment gain and earnings of selling assets".

Item(s)		Amount (dollars)
Operating Revenues	Income of contracted construction (including the subcontracted construction part and the income from taking subcontracting works of operators in the same business) (01)	
	Income of repair and installation (02)	
	Income of sale of self-construction on own land and joint construction real estate (including land value) (03)	
	Income of sale of goods and materials (04)	
	Other business income (05)	
	Sub-total of operating revenues [(01)~(05)] (06)	
Non-operating revenues	Rental income (07)	
	Interests income (08)	
	Investment gain and earnings of selling assets (09)	
	Other non-operating revenues (10)	
	Sub-total of non-operating revenues [(07)~(10)] (11)	
Income total [(06)+(11)] (12)		

Referring to the construction with the use of "Percentage completion method", the construction part in 2016 shall be listed into income; and the constructions with the "Completed contract method" shall be listed into the income total in 2016.
Referring to miscellaneous income of repair and installation etc.
Referring to the total of the self-construction and joint construction of self-owned real estate sales income; as for the self-use real estate, it shall be entered in this item based on the cost invested.
Referring to the income of the sale of goods, building materials.
Including income from interests of stocks and notes.
Referring to the profit earned from investments, including evaluation profit, dividend income and profit exceeding the book net value of sale price of property sale.
Including the commission income, exchange gain, licensing fee income, gain on disposal of assets and government subsidies etc.

If there is any computer software and database expense in the above three items, please enter such expense in the item of "computer software, database".

【07】 Full-year intangible asset investment amount in 2016:

▲Intangible investment refers to direct or indirect investment activities helpful to increase the company competitiveness.
▲Cost and capital expense amount, referring to items related to the full-year cost expense in Question [06] and the actual asset utilization status at the end of year in Question [04-1] respectively.

- Research and development: cost expense is _____ dollars; capital expense is _____ dollars.
▲Including the expenses of the affairs fee, human resource fee, maintenance fee, material fee and outsourced research and development fee etc. of the research and development department; the capital expense includes the purchase of fixed assets of machinery and equipment for research and development purposes, and related intangible assets, such as patent rights etc.
- Employee training: cost expense is _____ dollars; capital expense is _____ dollars.
▲Including the cost expense of the instructor fee and place rental fee for conducting the training, application fee for training assignment, human resource and affairs of training department; the capital expense includes the land, building, machinery and equipment etc. of the employee training department center.
- Marketing and sales cost expense is _____ dollars; capital expense is _____ dollars.
▲Including the cost expense of advertisement, market research, package design, entertainment and the human resource as well as affairs of marketing department; the capital expense includes the hardware equipment and brand merger of the marketing department.
- Computer software, database: (Including the purchase cost and rental fees of each department, but excluding hardware equipment expense)
Cost expense is _____ dollars, and capital expense is _____ dollars

【08】 Full-year professional and technology transaction amount in 2016:

▲Referring to the purchase (sale) and licensing of trademarks, dealerships, patent rights, and the professional technology cooperation and transfer through contract engagement; (excluding: financial, commercial, managerial and legal technical assistance, licensed use of media products (including data) within the scope of copyright, and the transaction of design and software).

Item(s)		Domestic (dollars)	Overseas (dollars)
Professional technology	Sale (1)		
	Purchase (2)		

【09】 Full-year innovative activates in 2016:

▲Innovative activities are not required to be the first in the industry but shall be significantly different from the original technologies of activities of your company.

Item(s)	Yes	None
1. Is there any launch of new or function significantly increased construction in 2016? ▲Including new series of product, catering and service items, contents and service processes, (such as: transaction, payment method) improvement, but excluding the product transaction without involving any technology improvements.	<input type="checkbox"/>	<input type="checkbox"/>
2. Is there any use of new or significantly improved construction technique in 2016? ▲Referring to the use of new or significantly improved technology, operation method or new equipment in order to build and manage constructions.	<input type="checkbox"/>	<input type="checkbox"/>
3. Is there any introduction of brand new or significantly improved marketing, organization strategy or management method in 2016? ▲Referring to the introduction of new information system or method to assist the internal management operation, such as financial, human resource, marketing, customer relationship management, strategic alliance, organization decision making, knowledge management etc.	<input type="checkbox"/>	<input type="checkbox"/>

【06】 Full-year All cost expense in 2016:

▲Please enter according to the accrual basis of accounting, and it shall include the payable accounts not yet paid, but excluding advance payments and temporary payments as well as operational capital expenses (such as the expense for the purchase of land or machinery equipment, new construction, large repair of machines etc.); for the expenses of manufacturing, marketing, management and research and development etc., please enter in the appropriate items according to their classes.
▲After the income and expense balance calculation of overseas branch units and branch units in agriculture, forestry, fishery and husbandry etc., if the result is a loss, please enter in the item of "Investment loss and loss of property sale".

Item(s)		Amount (dollars)
Operating Expenditures (For each item, please enter the sum of relevant items according to the operating cost and operating expenditures)	Construction material consumption value (excluding the material value provided by the owner or operator in the same business) (01)	
	Outsourced construction fee (excluding the material value provided by your company) (02)	
	Cost for construction under progress and house pending for sale at the beginning of year (excluding land cost) (03)	
	(Subtract): Cost of construction under progress and house pending for sale at the end of year (excluding land cost) (04)	(-)
	Add: Amount of construction under progress with "Percentage completion method" at the end of year (05)	
	(Subtract): Amount of construction under progress with "Percentage completion method" at the beginning of year (06)	(-)
	Cost of sale of real estate and land (07)	
	Cost of sale of goods and materials (08)	
	Salary, retirement and pension fund, severance pay, welfare expense (including direct and indirect labor cost) (09)	
	Water, electric and gas expense (10)	
	Construction machinery fuel consumption fee (11)	
	Construction machinery rental fee (12)	
	Other costs of construction site (13)	
	Rental expense (excluding rental fee of construction machinery) (14)	
	Taxation and official fees (excluding income tax and import tax) (15)	
	Depreciations (16)	
	Bad debt losses and transfer payments (including donation) (17)	
	Other operating expenditures (18)	
Sub-total of operating expenditures [(01)~(18)] (19)		
Non-operating expenditures	Interest expense (20)	
	Other non-operating expenditures (21)	
	Sub-total of non-operating expenditures [(20)+(21)] (22)	
All expense total [(19)+(22)] (23)		

Referring to the material value invested for the construction including the material value provided by your company for subcontracting construction (including inventory gain and loss).
Referring to the construction fee paid to other companies for subcontracting construction, including outsourced construction wages.
Referring to the contracted construction not yet completed or completed but not yet accepted, or construction of building on own land, or joint construction of building with others, and buildings not yet completed and completed but not yet sold.
"Percentage completion method" refers to the cost invested and the profit already realized; "Completed contract method" refers to the cost invested for the construction.
Referring to the total amount of the investment cost and the profit already realized.
Including the Payrolls, year-round of 2016 total in Question [03-1] and the non-salary remuneration, such as retirement fund, various insurance fee, severance pay, employee welfare allocation and other welfare expenses; for the employees not employed by your company but with wages of outsourced construction, please enter it into (02).
Referring to the construction machinery rental fee paid at for the construction site, excluding the machines with operators; if operators is equipped, it shall be included in the outsourced construction fee.
Referring to the cost and expense of transportation fee, facility material fee and construction machinery repair and maintenance fee etc. paid for the construction site.
Including non-value added business tax.
Including depreciation of investment property.
Any operating expenditures not belonging to the above shall fall into this item, such as traveling fee, training fee, inventory price reduction loss (or value recovery gain), commission expense, entertainment fee and miscellaneous expense etc.
Including investment loss, sale of property loss, asset reduction loss, disaster loss, exchange loss, business suspension and power shortage loss and other non-operating expenditures.

【10】 Is there any own brand business operation throughout the year in 2016?

▲Referring to registration of text or image as trademark according to the law and performing sales promotion in the market (excluding the brands under agency or brands of group and affiliate company)

1. Yes
 2. None

【11】 Business operation status digitization status in 2016:

Item(s)	Yes (Please select or enter the following information)	None (Please select)
1. Is computer or network equipment used?	<input type="checkbox"/>	<input type="checkbox"/>
↓ If "Yes" is selected, please continue to enter the following usage conditions		
2. Is it used for assisting the internal operation? ▲Foundation operations: referring to the arrangements on the human resource, salary, accounting, purchase order records, inventory, operation scheduling etc. that are helpful in simplifying the internal operations. ▲Management and decision making operations: except for the foundation operation, referring to operations with the further use of electronic systems to assist the internal management, including cost and profit analysis, product sale and inventory management, production planning, MRP material requirement planning, sales trend forecast, budget, human resource planning, knowledge management, decision analysis etc.	<input type="checkbox"/> (1) Only used in the foundation operation <input type="checkbox"/> (2) Used in foundation and management, decision making operations at the same time (please continue to (2) A) (2)A. Does the management decision operation use the following system or technology? (Multiple selection applicable) <input type="checkbox"/> ① Enterprise Resource Planning or Customer Relationship Management (CRM) operating system <input type="checkbox"/> ② Cloud computation (Obtained via internet network, excluding free uses) <input type="checkbox"/> ③ Big Data analysis <input type="checkbox"/> ④ None of the above	<input type="checkbox"/>
3. Is business information provided via network? ▲For example, the establishment of company website including social website, online advertisement listing, e-mail transmitting business information etc.	<input type="checkbox"/>	<input type="checkbox"/>
4. Is mobile payment function for sales transaction provided? (excluding network sales transaction) ▲Mobile payment via QR Code, APP, sensor and other technologies, use mobile devices of cellular phones for direct payment or collection of payment.	<input type="checkbox"/>	<input type="checkbox"/>
5. Is there any sales via the internet network? ▲Referring to the use of network to perform order receiving, sales operation on specific transaction platform, network or system (including EDI); excluding the mere use of e-mail for product information inquiry, social network for transmitting purchase orders. ▲Third party payment refers to that between the seller and buyer, a network electronic payment platform established by a third party is used to perform the fund collection and payment transfer services for both the seller and buyer in order to ensure the transaction security.	(1) Full-year transaction amount is _____ ten-thousand dollars, where the percentage of sale to general public (family) is _____ % (2) Is there any cross-border sale? <input type="checkbox"/> 1. Yes <input type="checkbox"/> 2. None (3) Is third party payment used? <input type="checkbox"/> 1. Yes <input type="checkbox"/> 2. None	<input type="checkbox"/>

[12] Full-year environmental protection expense in 2016 is _____ dollars. (including capital and cost expenses)

▲ Referring to the expenses including the fee for the investment (including personnel fee) of the company in the purchase, operation, maintenance, monitoring and inspection of pollution prevention equipment for waste gas, waste water, waste recycle and removal treatment, noise and vibration and toxic chemical substance management etc. and outsourced fee, pollution fee (such as fixed pollution source air pollution control fee, soil and underground water pollution treatment fee etc.) for joint treatment and paid to the government, environmental impact evaluation, research and development etc. expenses. Excluding the expenses of the cleaning and maintenance fee, industrial safety, local community event, compensation and penalty etc.

[13] Full-year construction engineering construction value in 2016:

▲ Construction value refers to the income total of the domestic contracted constructions, repair and installation, self-construction on own land and joint construction real estate (calculated based on the market price of your company in 2016), excluding the land cost, and deducting the outsourced construction fee amortized and the material value provided by your company for the outsourced construction in 2016.
 ▲ For the construction income with the use of completed contract method, please calculate the construction income according to the concept of the percentage completion method and based on the actual construction ratio in 2016.

Item(s)	Construction value (dollars) <small>(shall deduct the outsourced construction fee amortized in 2016 and the material value provided for the outsourced construction, excluding the land cost)</small>	Estimation value of materials provided by the owner and construction operation in the same business (dollars)
Residential construction (1)		
Other building construction (2)		
Public facility construction (3)		
Other constructions (4)		
Total [(1)~(4)] (5)		

← Referring to the constructions of residential buildings, apartments, dormitories, installation of building equipment, installation of electromechanical system and air conditioning system for new buildings, telecommunication, cable and pipeline construction, painting, brushing, decoration and repair etc.

← Referring to the construction of residential buildings, such as plants, shops, offices, theaters, hotels, stables, temples etc., installation of building equipment, installation of electromechanical system and air conditioning system for new buildings, telecommunication, cable and pipeline construction, painting, brushing, decoration and repair etc.

← Refers to the construction and repair construction of bridges, roads, harbors, airports, weirs, reservoirs, irrigation trenches and channels, ground and underground sewers, platforms, railways etc.

← Referring to the constructions of indoor cable layout, channels, telephone lines, radio station installation, wells, swimming pools, amusement parks, fence, landscape construction, environmental protection construction, crane construction, building removal, painting, brushing and decoration etc.

[14] Cross-border service transaction, investment plan and personnel interaction status in 2016:

Item(s)	Yes (Please select or enter the following information)						None (Please select)		
1. Is there any transaction of service or labor (excluding tangible products) with overseas companies throughout the year? <small>▲ Including construction, transportation, communication, travel, financial, insurance, technology, media creation, management, information, licensing, certification, repair or training etc., but excluding the making of commissions for being an intermediate of transactions.</small>	<input type="checkbox"/> (1) Procurement only <input type="checkbox"/> (2) Sales only <input type="checkbox"/> (3) Both						<input type="checkbox"/>		
2. Is there any assignment of domestic employees for business trips, training or working at overseas?	<input type="checkbox"/>						<input type="checkbox"/>		
3. Is there any foreign professional or foreign company (agency) worker on business trip, on training or working at your company throughout the year? <small>(Excluding foreign workers of production operators, labor workers, kitchen staff, care workers etc.)</small>	<input type="checkbox"/>						<input type="checkbox"/>		
4. Is there one single foreign shareholder holding more than 10%(inclusive) of the shares of your company at the end of the year? <small>▲ Referring to a single foreign natural person or foreign legal shareholder, excluding foreign joint fund investment</small>	The number of such type of shareholders is _____ people <small>(please enter the regional distribution of the shareholding percentage listed on the right for the location of such type of shareholder)</small>	Regional distribution of shareholding percentage <small>(please round off to integer)</small>	Total %	China <small>(including Hong Kong and Macau)</small> %	Asia <small>(excluding China)</small> %	America %	Europe %	Other regions %	<input type="checkbox"/>
5. Is there any overseas branch unit at the end of the year? <small>▲ Referring to the branch company or office established overseas, excluding subsidiary company or affiliate company.</small>	Total is _____ companies <small>(Please continue to enter the regional distribution on the right)</small>		China <small>(including Hong Kong and Macau)</small> companies	Asia <small>(excluding China)</small> companies	America companies	Europe companies	Other regions companies	<input type="checkbox"/>	
6. Is your company having the control capability over the single overseas company? <small>▲ Including direct control or control through re-investment of subsidiary, including paper company. ▲ Referring to the party in the company with foreign shareholding, with a shareholding percentage above 50%(inclusive) or shareholding less than 50% but having the capability to control its financial, operation, personnel or lead the decision of the board of directors.</small>	Total is _____ companies <small>(Please continue to enter the regional distribution on the right)</small>		companies	companies	companies	companies	companies	<input type="checkbox"/>	
	Accumulated investment amount is _____ dollars at the end of quarter								
7. Was there any other single company having control capacity on your company at the end of year? <small>▲ The control capability refers to the party having more than 50%(inclusive) of shares of your company, or having shares less than 50% but having the control on the financial, operation, human resource of your company or lead the decision of the board of directors.</small>	<input type="checkbox"/> (1) Yes (End of questions) <input type="checkbox"/> (2) No (Please continue on Question 8 on the right)								
	8. Considering the status of your company (including overseas branch units) and all of the domestic and overseas companies directly controlled or controlled via re-investment, is each one of the following businesses mainly operated domestically or overseas? (No multiple selection for domestic and overseas)								
			Domestic	Overseas	None				
	(1) Overall international business operation management <small>(including the decision affairs of financial, human resource, operation direction etc.)</small>		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>				
	(2) Order receiving, marketing, market survey		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>				
	(3) Material and product procurement		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
	(4) Research and development or professional technology, knowledge consultation		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
	(5) Manufacturing, construction, mining, pollution treatment		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
	(6) Product sale or service providing (Including product after-sale service)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

If any one of Questions 5 and 6 is selected with "Yes", please continue on Question 7

Remarks field		
	Enumerator	Supervising Reviewer
	Inspector	

2016 Industry and Services Census

Frequently Asked Questions for Form Completion

Question 06 "Full-year cost expense in 2016"

Q1: The company financial statement includes two main parts of operating cost and operating expenditures, which items shall such cost and expense be entered on the form?

A: The operating expenditures in this question includes the operating (sales) cost incurred during the company operation (such as the construction material consumption, cost for sale of real estate and land, direct labor etc.), and the operating fees (such as management, sales and research and development etc. fees). Please enter each item on the financial statement according to the classification principle for each item into their corresponding fields. For example: The 2016 annual operating cost of the company lists that the direct labor of 70,000,000 dollars, indirect labor of 20,000,000 dollars and the operating expenditures lists the salary and retirement pension of 8,000,000 dollars, then for item (09) "Salary, retirement and pension fund, severance pay, welfare expense" in this question shall be entered with the amount of 98,000,000 dollars (7,000,000 dollars +2,000,000 +8,000,000 dollars)

Q2: How to enter value for the "Construction building consumption value"?

- A:
1. Referring to the material value purchased and invested by your company for construction, and it also includes the material value provided by your company for the subcontracting construction.
 2. Excluding the "Facility material" and "Sold material"
 3. It shall not include the material value provided by the customer or operators in the same business of the subcontracted construction, and such expense shall be entered in the item of "Material estimation value provided by owner and construction operator in the same business" in Question 13 "Full-year construction engineering construction value in 2016".

How to enter value for the construction expense and fee?

Q3:

- A:
1. The salaries of the construction site workers belong to the direct labor, and the management unit personnel belong to the indirect labor, which shall both be entered in (09) Salary, retirement and pension fund, severance pay, welfare expense".
 2. The water expense, electric expense and gas expense used by the construction site shall be entered in "(10) Water, electric, gas expense"; the fuel expense for construction machinery shall be entered in "(11) Construction machinery fuel consumption expense".
 3. The construction machinery fee rented for the construction site shall be entered in "(12) Construction machinery rental fee".
 4. The transportation fee, facility material fee and construction machinery repair and maintenance fee etc. paid for the construction site shall be entered in "(13) Construction site other costs".

Question 09 "Full-year innovative activities in 2016"

Q1: What is the essence of innovation for construction industry?

A: For any new construction provided for the first time in 2016 with the essence different from the original business, such as a company originally in the business of construction of factories is now operating the secondary business of installation and repair construction of building elevators since 2016; or in 2016, new or technology significantly improved construction technique is used to increase the original building performance of construction efficiency, such as the introduction of new concrete mixing machine, in order to reduce the overall construction time and to increase the building quality, all of such shall be considered as innovative activities.

Q2: In a certain innovative activity, is it possible to belonging to the "Construction Engineering Innovation" and "Construction Technique Innovation"?

A: It is possible. For example, the RC (reinforced concrete) technique is originally used, and then the new method of SRC (steel reinforced concrete) technique is now used for construction of buildings. The improvement of the earthquake prevention function of building in construction belongs to the "Construction innovation", and the use of new technique belongs to the "Construction technique innovation".

Q3: Which type of marketing and sales method introduced or used by the company is considered to be an innovative activity?

A: The company establishes the Facebook fans club in 2016 or designs LINE images for the first time, or establishes the company, brand account on Instagram, or uses the micro-film method to promote the company (or company products) for the first time, or purchases keyword advertisements online for the first time; as long as new marketing techniques different from the past is used for the first time in 2016, such techniques belong to the marketing innovative activities.

Question 11 "Business operation digitalization status in 2016"

Q1: The company has the enterprise resource planning (ERP) operating system but it is only equipped with some functions, should this be considered to belong to the use in foundation and management, decision making operations?

A: The enterprise resource planning (ERP) operating system involves great aspects and its function is extremely powerful. General medium and small companies would first establish early stage operating system, followed by expanding the system functions gradually according to the company operation status. However, regardless the level of construction of the company, as long as it is established with the enterprise resource planning (ERP) operating system, it belongs to the use in the foundation and management, decision making operations.

Q2: When a company self-purchased servers, information equipment in order to construct a cloud system, should the item of "Cloud computation" of this question be selected?

A: No selection should be made. The cloud computation in this question refers to the payment and the computing resource obtained from the external via internet, such as payment to Amazon, Microsoft, Google, Chunghwa Telecom...etc. cloud vendor to purchase cloud data storage space, mainframe, software or information system etc. Therefore, the cloud computing resource self-constructed by the internal of the company does not belong to the scope of this question.

Question 13 [Full-year construction engineering construction value in 2016]

Q: How to enter the construction price for each construction?

- A:
- (1) Construction price refers to the total of the income from the construction contracted projects, repair and installation, self-construction on own land and joint construction and real estate of your company in the nation in 2016; in other words, it refers to the income to be listed for the constructions in 2016, which is not equivalent to the construction income on the company income statement.
 - (2) The construction income shall be deducted with the construction subcontracted fee for subcontracting to other similar companies or cooperating companies as well as the material value of the part provided for the subcontracting construction of your company (the amortization portion in 2016).
 - (3) For the construction income with the use of "Completed contract method", please calculate the construction income according to the concept of the percentage completion method and based on the actual construction ratio in 2016.
 - (4) For the self-constructed construction not yet sold, since the profit cannot be estimated, it can be calculated based on the cost.

Question 14 [Cross-border transaction, investment planning and personnel interaction status in 2016]

Q1: How calculate the foreign shareholder total shareholding percentage?

A: It only requires the sum of all individual foreign shareholders with more than 10% of company shares; if the shareholder is a mutual fund, then the shareholding percentage shall not be included in the calculation. For example: 4 foreign shareholders of A, B, C and D hold the company shares of 25%, 15%, 12% and 1% respectively, where A is a food manufacturing company, B is a mutual fund, C and D are natural person, then only the 2 shareholders of A and B are calculated, and the shareholding percentage total shall be 37% (25%+12%).

Q2: Does not an international company with domestic and foreign business allocations include the subsidiary company, affiliate company or branch company overseas? If its businesses operated in both domestic and overseas, how to make selection on the form?

A: The question here is mainly to understand the international business allocation distribution status of international business group; therefore, different from other questions, the form shall be completed based on the aspect of "overall international business group"; therefore, it shall include all domestic and overseas branch companies, subsidiary companies and re-investment businesses under the group invest and controlled by the company. If the business is operated in both domestic and overseas, then it shall be based on the business with high economic value contribution domestically or overseas, and either "Domestic" or "Overseas" shall be selected. For example: A company is a domestic constructor, and since 2006, the company establishes subsidiary companies B in the nation, and subsidiary companies C and D in China and Vietnam respectively, where B subsidiary company is responsible for construction research and development as well as receiving orders domestically and overseas, C and D are responsible for performing the construction and self-purchase the raw materials necessary for the construction, whereas A company is responsible for receiving orders and managing the entire group operation decisions, then the selections shall be made as follows:

Questions	Domestic	Overseas	None
(1) Overall international business operation management	V		
(2) Order receiving, marketing, market survey	V		
(3) Material and product procurement		V	
(4) Research and development or professional technology, knowledge consultation	V		
(5) Manufacturing, construction, mining, pollution treatment		V	
(6) Product sale or service providing			V