

BANCA D'ITALIA

Survey of industrial firms – 2007

20 - 49 employees

Confidentiality notice (Legislative Decree 196/2003). – The purpose of this survey is to collect information on the main economic and financial variables in the industrial sector. Your co-operation is important but not compulsory and any refusal to take part will bear no consequences. The information provided will be used for research purposes only and will not be published outside the Bank except in aggregate form. The firms taking part will be sent an extract of the main results of the survey. The data will be processed entirely inside the Bank and appropriate devices will be put in place to ensure the safety and confidentiality of all information. The only people with access to individual data are those in charge of data handling and the staff engaged in processing and analysis. Firms enjoy the rights granted under the terms of Article 7 of the Decree, including the right to correct and integrate information concerning them. In charge of data handling: Head of the Economic Research Department of the Bank of Italy, Via Nazionale 91, 00184 ROME, Italy. Responsible for data handling: Bank of Italy (Organization Department), Via Nazionale 91, 00184 ROME, Italy..

PART A – General information

Bank of Italy codes: Branch code Firm code
(to be entered by BI branch)
Registered office Type (sub-group)⁽¹⁾

Tax identification number

Name of firm

Legal status 1 2 3 4 5 6 7 8
SRL SPA SAPA SCRL SCRI SAS SNC Other

for SPA (public limited company) only: Did the firm adopt a governance model other than the traditional one?

no yes dualistic monistic

Branch of activity - Istat Ateco2002⁽²⁾ Year founded

Does the firm belong to a group yes no

If the firm belongs to a group (i.e. a set of firms directly or indirectly controlled – through one or more chains of control – by the same legal persons or the same public entity)

Is the firm the parent company? yes no

Name of group Name of parent company

Nationality of group 1 2 3 4
Italian Other EU on 31-12-03 Other European country Rest of world

Was the firm involved in extraordinary operations in 2007? yes no

If yes, are you able to provide homogenous data for 2006 and 2007? (see instructions) yes no

Name and surname of managing director or head of business
name surname

(1) See Centrale dei Rischi. Nuova classificazione della clientela bancaria, 1991. - (2) See ISTAT. Classificazione delle attività economiche. Metodi e norme, 2002.

PART B - Workforce and wages

(number)	Total workforce	Total workers & apprentices	Total fixed-term contracts	Total non-EU workforce
<u>2006</u> Average workforce				
Workforce at end of year				
Hirings				
Terminations				
<u>2007</u> Average workforce				
Workforce at end of year				
Hirings				
- of which: with work experience in firms in same sector (%) ..	<input type="text"/> <input type="text"/> <input type="text"/> %			
Terminations				
- of which: resignations (%)	<input type="text"/> <input type="text"/> <input type="text"/> %			
<u>2008</u> Average workforce (projection)				

Total actual hours worked by payroll employees
- of which: per cent overtime

2006	2007
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> %

Wages and salaries in 2007Total gross annual wages per capita (€)⁽¹⁾Minimum national contract wage (€)⁽²⁾
(approximate per cent of total)

Workers & apprentices	Clerks & managers	General average
<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %

(1) Includes social security and tax withheld on behalf of employees; does not include company payments on behalf of INPS and other social security institutes. - (2) The part covered by national contract includes minimum rates of pay, cost-of-living allowance, 13th month's pay (*tredicesima*) and other additional months' pay, meal allowance, overtime, and shift allowance.

Supposing the firm needs to recruit workers for "key" roles in the business, how many **weeks** would it normally take to find such a person?

How does the firm's location affect search times?

helpful impediment irrelevant

(firms with multiple locations should refer to "key" workers employed in the main factory or office)

Do you consider that, on average, your "key" workers are **suitable** for the tasks required of them? (1=yes, they have the necessary qualifications and experience; 2=no, the firm needs people with better qualifications and more experience; 3=no, lower qualifications and less experience would be sufficient)

Number of **days of formal training** (see instructions) received on average in 2007 by your firm's 'key' worker (do not include mandatory training)

PART C - Gross fixed investment in Italy (please enter amounts in € thousands; enter 0 for no investments)

	2006	2007	2008 projection
Total expenditure on tangible assets ⁽¹⁾			
- of which: property			
Total expenditure on software, databases and mineral exploration ⁽²⁾			

(1) Tangible assets include property, plant, machinery and equipment and means of transport. - (2) Includes expenditure on original copyright on entertainment and works of literature and art.

PART D - Turnover, spending on goods and services, prices and operating result

Turnover (€ thousands)	2006	2007	2008 projection
Turnover from sales of goods & services in year			
- of which: for export			
Purchases of goods and services ⁽¹⁾			
- of which: spending on services ⁽¹⁾ (%)	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %

(1) Use provisional balance-sheet data for 2007 and projections for 2008.

	2007/2006	2008/2007 projection
Average annual percentage change in prices of goods and services sold (Italy and abroad)	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %

Please describe the firm's **operating result** for 2007

large profit moderate profit

broad balance moderate loss large loss

PART E - Financing

Please state whether, at the terms and conditions (cost and collateral) currently applied, the firm would like to **borrow** more from banks or other lenders

yes

no

If yes, please say:

- whether the firm would be willing, at present, to pay a higher rate of interest or even to accept worse terms and conditions (e.g. more collateral) in order to borrow more
- why do you think the firm has not been able so far to borrow as much as it would like?
(only one answer possible)

no

yes

- no banks or other lenders have been contacted for that purpose because it is assumed they will answer no to any request for more financing

no

yes

- no banks or other lenders have been contacted yet for other reasons

no

yes

- the lenders that have been contacted are not willing to increase the volume of lending to the firm

no

yes

PART F – Governance (see instructions)Is your firm directly or indirectly controlled by a person (or a family)? ☐ yes ☐ no**If yes**, please give the name and surname of the leading shareholder name surnameHas the person or family with **control** had that control since the business started? ☐ no ☐ yes**If no**: in what year did they gain control of the firm?
was the firm previously controlled by a person or a family? ☐ yes ☐ no**PART G – Sub-contract work and outsourcing** (see instructions)Does the firm have sub-contractor turnover ? **2004** ☐ no ☐ yes **2007** ☐ no ☐ yesContinue this section only if the firm has **sub-contractor turnover in at least one of the two years**Indicate the share of turnover in 2004 and 2007 from **sub-contract work**

2004	2007
<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %

If the firm belongs to a group, was the sub-contract work performed mainly for members of the group?**2004** ☐ no ☐ yes **2007** ☐ no ☐ yesAssuming the total value of **sub-contractor turnover** to be equal to 100, please give a breakdown by location of the contractor in 2004 and 2007:

	2004	2007
located in Italy	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
located abroad	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
Total in Italy and abroad	1 0 0 %	1 0 0 %

Has the firm subcontracted purchases? **2004** ☐ no ☐ yes **2007** ☐ no ☐ yesContinue this section only if the firm has **subcontracted purchases in at least one of the two years**Indicate the share of **subcontracted purchases** in 2004 and 2007 as a percentage of total purchases

2004	2007
<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %

If the firm belongs to a group, were subcontracted purchases made mainly within the group?**2004** ☐ no ☐ yes **2007** ☐ no ☐ yesAssuming the total value of **subcontracted purchases** equal to 100, please give a breakdown by location of the seller in 2004 and 2007:

	2004	2007
located in Italy	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
located abroad	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
Total Italy and abroad	1 0 0 %	1 0 0 %

PART H – Corporate support services (see instructions)Please indicate whether the firm used the following **support functions** in 2004 and 2007, performed either **internally or by outsourcers**. If yes, please indicate the nature of the provider. For 2007, please state also the country of origin of the main company to which the service is outsourced.

	2004			2007			
	performed internally		performed mainly by ⁽¹⁾	performed internally		performed mainly by ⁽¹⁾	main country ⁽²⁾
distribution and logistics	☐ no ☐ yes	☐	<input type="text"/>	☐ no ☐ yes	☐	<input type="text"/>	<input type="text"/>
marketing, advertising, promotions, market research, trademarks	☐ no ☐ yes	☐	<input type="text"/>	☐ no ☐ yes	☐	<input type="text"/>	<input type="text"/>
sales and after-sales service	☐ no ☐ yes	☐	<input type="text"/>	☐ no ☐ yes	☐	<input type="text"/>	<input type="text"/>
IT and telecommunications	☐ no ☐ yes	☐	<input type="text"/>	☐ no ☐ yes	☐	<input type="text"/>	<input type="text"/>
personnel management, accounting, etc.	☐ no ☐ yes	☐	<input type="text"/>	☐ no ☐ yes	☐	<input type="text"/>	<input type="text"/>
engineering and design	☐ no ☐ yes	☐	<input type="text"/>	☐ no ☐ yes	☐	<input type="text"/>	<input type="text"/>
R&D-related services	☐ no ☐ yes	☐	<input type="text"/>	☐ no ☐ yes	☐	<input type="text"/>	<input type="text"/>
other services	☐ no ☐ yes	☐	<input type="text"/>	☐ no ☐ yes	☐	<input type="text"/>	<input type="text"/>

(1) 1=internally; 2=by another firm in the group; 3=by another firm. – (2) 1=same region of Italy; 2=other region; 3=EU country on 31-12-2003; 4=other European country; 5=China or India; 6=USA or Canada; 7=rest of the world.

How would you rate the effort involved in completing the questionnaire? ☐ modest ☐ average ☐ large ☐ excessive

Comments: