



## BUSINESS ACTIVITY SURVEY OF TIMOR-LESTE 2012



DIRECÇÃO GERAL DE ESTATÍSTICA  
TIMOR-LESTE

## PREFACE

We are very proud to be able to present the third edition of the Business Activity Survey (BAS) in Timor-Leste. The publication presents data for 2012 and revised data for 2010 and 2011. The results of the survey give the Government and other interested parties a clear picture of the performance, composition and growth of the non-petroleum producing business sector and the size of its contribution to the national economy and our Gross Domestic Product (GDP).

The BAS 2012 comprises a sample of 2,654 out of 5,879 businesses of the kind considered in this study. These non-petroleum producing businesses are spread out across the country and mainly located in the major towns of each district. The BAS includes all public and private financial enterprises (banks and insurance companies) as well as all public and private non-financial businesses, with a few major exceptions: general government agencies (administration, health, education etc.), agricultural production and other informal economic activities conducted by households. Not-for-profit institutions (NGOs, charities, churches etc.) were surveyed only if they earned more than 50 per cent of their income in 2012 from trading activities. Estimates of the economic contribution of subsistence farming and other informal economic activities can be made based on data previously collected in household surveys.

The BAS is a vital source of information for the development and monitoring of economic policies. The data will help the Government identify and address policy issues concerning the performance of the Timorese business environment as a whole, or related to the progress of specific sectors of the economy. The survey also gives the Government and other stakeholders, including the business sector itself, an idea of employment numbers and the size and composition of the revenues, expenses and profits of enterprises acting in different parts of the economy. The BAS is also a key input in the compilation of the Timor-Leste National Accounts for the non-petroleum producing business sector.

A closer look at the results of BAS 2012 indicates that between 2011 and 2012 industry value added increased by 3.4 per cent in Timor-Leste. 'Dili' continued to employ over 80 per cent of all persons employed (52,600) and contributed 96 per cent to the industry value added during 2012. Between 2011 and 2012, industry value added increased by 3.4 per cent in 'Dili' compared with 3.3 per cent in the 'Districts' outside Dili.

The BAS was conducted by the General Directorate of Statistics (GDS) with technical support from the Australian Bureau of Statistics, which in turn received financial support from the Australian Department of Foreign Affairs and Trade. We are very grateful for the support of both institutions in assisting us with the development of official statistics in Timor-Leste.

Finally we would like to express our immense gratitude to the business community for its support of this survey and to the specific businesses that provided us with detailed information about their activities.



Antonio Freitas  
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Dili, July 2014

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# BUSINESS ACTIVITY SURVEY OF TIMOR-LESTE 2012

## INTRODUCTION

This publication presents the results from the third Business Activity Survey (BAS) of Timor-Leste, conducted by the General Directorate of Statistics (GDS), Ministry of Finance, in respect of the 2012 calendar year. The publication also presents revised BAS 2010 and 2011 estimates. The BAS provides detailed measures of the performance and structure of non-petroleum producing businesses operating in Timor-Leste.

The scope of the BAS includes the non-petroleum producing business sector of Timor-Leste that actively traded during the 2012 calendar year. This includes:

- Private non-financial businesses (excluding agricultural production)
- Private financial businesses
- Public non-financial and financial businesses where more than 50 per cent of their revenue was generated from trading activities
- Not-for-profit institutions earning more than 50 per cent of their revenue from trading activities

The survey scope excludes petroleum producing businesses, general government agencies (e.g. administration, health, education) and the informal economic activity of households. The informal sector is expected to involve a large number of very small businesses, however their collective contribution to the economic estimates for industries presented in this report is expected to be very small.

Results are presented in two chapters, with chapter one including details on employment, income, expenses and profit. Chapter two presents BAS results using national accounting concepts. The results are presented by geography (Dili and Districts) and by industry (Manufacturing, Construction, Retail and Wholesale Trade, Accommodation and Food, and Other industries).

Technical notes, a glossary of terms and the questionnaire are presented at the end of this report.

The GDS is fully committed to improving the statistical information released to the public. The GDS welcomes comments and suggestions from users regarding future surveys of Timor-Leste businesses.

The BAS was conducted with financial support from the Australian Department of Foreign Affairs and Trade and with technical support from the Australian Bureau of Statistics. GDS wishes to express its appreciation to both organisations for their support in developing official statistics in Timor-Leste.

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## ABBREVIATIONS

BAS	Business Activity Survey
COE	Compensation of Employees
GDS	General Directorate of Statistics, Ministry of Finance
GDP	Gross Domestic Product
ISIC	International Standard Industrial Classification
IVA	Industry Value Added
RSE	Relative Standard Error
TIN	Tax Identification Number

## **CHAPTER 1 KEY DATA ITEMS**

This chapter contains summary information about non-petroleum producing businesses for selected employment, income, expense and profit data items.

### **Employment**

As at December 2012 there were 63,200 persons employed in Timor-Leste businesses. This represented 12 per cent growth in employment since December 2011. About 74 per cent of the total persons employed were male (or 47,000 persons). Between 2011 and 2012, growth in male employment was stronger than female employment (13 per cent and 8.6 per cent growth respectively).

The majority of the persons employed in Timor-Leste were employed in businesses operating in Dili (83 per cent or 52,600 persons).

In 2012 average wages per employee was \$2,000 in Timor-Leste. The wages per employee was higher in Dili (\$2,200) than in the other Districts (\$900).

The 'Retail and Wholesale Trade' industry had the highest level of employment, accounting for 35 per cent (or 21,900 persons) of all employed persons. The second largest individual industry was 'Construction' industry contributing 27 per cent (or 17,000 persons) to total employment.

### **Income**

During 2012 non-petroleum producing businesses in Timor-Leste generated a total income of \$1,848.8m, up 2.3 per cent since 2011. About 97 per cent (or \$1,788.7m) was generated by businesses operating in Dili.

The 'Retail and Wholesale Trade' and the 'Construction' industries together accounted for the majority (78 per cent or \$1,448.9m) of total income generated in Timor-Leste during 2012.

### **Expenses**

During 2012 total operating expenses incurred by non-petroleum producing businesses in Timor-Leste was \$1,472.1m, up 2.8 per cent since 2011.

About 97 per cent (or \$1,427.9m) of total operating expenses was incurred by businesses operating in Dili. Purchases of supplies, materials and finished goods accounted for 63 per cent (or \$925.6m) of all operating expenses. The 'Retail and Wholesale Trade' industry accounted for \$562.4m. Total labour costs accounted for 10 per cent (or \$154.2m) of total operating expenses.

### **Profit**

Total profit generated by Timor-Leste businesses during 2012 was \$376.7m. This represented a 0.3 per cent increase since 2011. The 'Construction' industry accounted for 45 per cent (or \$168.9m) of all profit generated during the year, the highest proportion of all industries.

### **Capital Expenditure**

During 2012 the purchase of capital assets was \$61.2m. The 'Retail and Wholesale Trade' and 'Construction' industries reinvested the greatest proportion of their profit into capital expenditure, \$27.5m and \$17.7m of capital expenditure respectively.

**Table 1.1 Key structural data by geography, non-petroleum producing businesses, 2010-2012**

		Dili			Districts		
		2010	2011	2012	2010	2011	2012
<b>Employment</b>							
Male *	n	26,700	34,600	38,700	5,600	7,000	8,300
Female *	n	12,400	13,500	13,900	1,600	1,300	2,300
<b>Total employment *</b>	<b>n</b>	<b>39,200</b>	<b>48,100</b>	<b>52,600</b>	<b>7,200</b>	<b>8,300</b>	<b>10,600</b>
<b>Income</b>							
Income from sales of goods and services	\$m	1,216.0	1,719.8	1,763.2	54.0	61.3	58.4
Other income	\$m	17.6	22.7	25.5	3.1	4.3	1.7
<b>Total income</b>	<b>\$m</b>	<b>1,233.7</b>	<b>1,742.5</b>	<b>1,788.7</b>	<b>57.2</b>	<b>65.5</b>	<b>60.1</b>
<b>Expenses</b>							
Labour Costs							
Wages and salaries	\$m	77.1	102.1	115.7	6.7	8.6	9.9
Non-wage benefits	\$m	10.4	38.6	27.0	0.7	1.6	1.6
Total labour costs	\$m	87.5	140.8	142.7	7.4	10.2	11.5
Purchases of supplies, materials and finished goods	\$m	571.5	818.4	898.7	23.9	30.7	26.9
Other expenses	\$m	283.3	426.8	386.5	2.6	5.7	5.8
<b>Total expenses</b>	<b>\$m</b>	<b>942.4</b>	<b>1,385.9</b>	<b>1,427.9</b>	<b>34.0</b>	<b>46.5</b>	<b>44.2</b>
<b>Profit</b>	<b>\$m</b>	<b>291.3</b>	<b>356.6</b>	<b>360.8</b>	<b>23.2</b>	<b>19.0</b>	<b>15.9</b>
<b>Average wages per employee **</b>	<b>\$</b>	<b>2,000</b>	<b>2,100</b>	<b>2,200</b>	<b>900</b>	<b>1,000</b>	<b>900</b>
<b>Capital expenditure</b>	<b>\$m</b>	<b>37.5</b>	<b>27.2</b>	<b>52.4</b>	<b>8.3</b>	<b>11.5</b>	<b>8.8</b>

		Total Timor-Leste				
		2010	2011	2012	% Change	
		2010-11	2011-12			
<b>Employment</b>						
Male *	n	32,400	41,600	47,000	28.5	13.1
Female *	n	14,000	14,900	16,200	5.9	8.6
<b>Total employment *</b>	<b>n</b>	<b>46,400</b>	<b>56,500</b>	<b>63,200</b>	<b>21.7</b>	<b>11.9</b>
<b>Income</b>						
Income from sales of goods and services	\$m	1,270.1	1,781.1	1,821.6	40.2	2.3
Other income	\$m	20.8	27.0	27.2	29.8	0.9
<b>Total income</b>	<b>\$m</b>	<b>1,290.8</b>	<b>1,808.0</b>	<b>1,848.8</b>	<b>40.1</b>	<b>2.3</b>
<b>Expenses</b>						
Labour Costs						
Wages and salaries	\$m	83.8	110.7	125.5	32.1	13.4
Non-wage benefits	\$m	11.1	40.2	28.6	261.6	(28.8)
Total labour costs	\$m	94.9	150.9	154.2	59.0	2.2
Purchases of supplies, materials and finished goods	\$m	595.5	849.1	925.6	42.6	9.0
Other expenses	\$m	286.0	432.4	392.3	51.2	(9.3)
<b>Total expenses</b>	<b>\$m</b>	<b>976.3</b>	<b>1,432.4</b>	<b>1,472.1</b>	<b>46.7</b>	<b>2.8</b>
<b>Profit</b>	<b>\$m</b>	<b>314.5</b>	<b>375.6</b>	<b>376.7</b>	<b>19.4</b>	<b>0.3</b>
<b>Average wages per employee **</b>	<b>\$</b>	<b>1,800</b>	<b>2,000</b>	<b>2,000</b>	<b>8.6</b>	<b>1.3</b>
<b>Capital expenditure</b>	<b>\$m</b>	<b>45.9</b>	<b>38.7</b>	<b>61.2</b>	<b>(15.6)</b>	<b>58.2</b>

\* Estimates of employment have been rounded to the nearest 100 persons.

\*\* Estimates of average wages per employee have been rounded to the nearest \$100.

**Table 1.2 Key structural data by industry, non-petroleum producing businesses, 2010-2012**

		Manufacturing			Construction		
		2010	2011	2012	2010	2011	2012
<b>Employment</b>							
Male *	n	2,000	2,000	1,600	8,200	15,400	15,000
Female *	n	500	300	400	1,800	1,200	2,000
<b>Total employment *</b>	<b>n</b>	<b>2,600</b>	<b>2,300</b>	<b>2,100</b>	<b>10,000</b>	<b>16,600</b>	<b>17,000</b>
<b>Income</b>							
Income from sales of goods and services	\$m	31.0	30.3	32.2	424.0	828.8	682.3
Other income	\$m	0.4	0.2	0.2	3.3	4.0	3.1
<b>Total income</b>	<b>\$m</b>	<b>31.4</b>	<b>30.5</b>	<b>32.4</b>	<b>427.3</b>	<b>832.8</b>	<b>685.4</b>
<b>Expenses</b>							
Labour Costs							
Wages and salaries	\$m	3.9	3.7	3.4	15.6	37.3	37.1
Non-wage benefits	\$m	0.1	0.2	0.1	9.0	34.7	22.5
Total labour costs	\$m	4.0	4.0	3.5	24.6	72.1	59.6
Purchases of supplies, materials and finished goods	\$m	20.7	21.3	21.8	137.7	303.2	229.0
Other expenses	\$m	4.3	2.9	3.1	138.5	284.6	227.9
<b>Total expenses</b>	<b>\$m</b>	<b>29.0</b>	<b>28.1</b>	<b>28.4</b>	<b>300.8</b>	<b>659.9</b>	<b>516.5</b>
<b>Profit</b>	<b>\$m</b>	<b>2.4</b>	<b>2.4</b>	<b>4.0</b>	<b>126.6</b>	<b>172.9</b>	<b>168.9</b>
<b>Average wages per employee **</b>	<b>\$</b>	<b>1,500</b>	<b>1,600</b>	<b>1,600</b>	<b>1,600</b>	<b>2,200</b>	<b>2,200</b>
<b>Capital expenditure</b>	<b>\$m</b>	<b>2.8</b>	<b>0.5</b>	<b>3.7</b>	<b>8.1</b>	<b>12.7</b>	<b>17.7</b>

		Retail and Wholesale Trade			Accommodation and Food Services		
		2010	2011	2012	2010	2011	2012
<b>Employment</b>							
Male *	n	8,000	12,300	15,500	2,000	2,600	2,700
Female *	n	4,700	6,000	6,300	4,200	3,700	3,600
<b>Total employment *</b>	<b>n</b>	<b>12,800</b>	<b>18,300</b>	<b>21,900</b>	<b>6,300</b>	<b>6,300</b>	<b>6,300</b>
<b>Income</b>							
Income from sales of goods and services	\$m	433.7	575.5	755.7	76.1	84.0	67.3
Other income	\$m	6.1	8.5	7.8	0.5	1.1	2.3
<b>Total income</b>	<b>\$m</b>	<b>439.8</b>	<b>584.0</b>	<b>763.5</b>	<b>76.7</b>	<b>85.1</b>	<b>69.5</b>
<b>Expenses</b>							
Labour Costs							
Wages and salaries	\$m	22.0	30.4	35.5	8.8	9.5	10.6
Non-wage benefits	\$m	1.1	3.1	2.3	0.2	0.5	1.1
Total labour costs	\$m	23.0	33.5	37.8	9.0	10.0	11.7
Purchases of supplies, materials and finished goods	\$m	315.0	414.7	562.4	27.1	34.0	26.6
Other expenses	\$m	26.2	39.2	55.8	19.3	20.3	17.6
<b>Total expenses</b>	<b>\$m</b>	<b>364.3</b>	<b>487.4</b>	<b>656.1</b>	<b>55.3</b>	<b>64.3</b>	<b>55.8</b>
<b>Profit</b>	<b>\$m</b>	<b>75.5</b>	<b>96.6</b>	<b>107.4</b>	<b>21.4</b>	<b>20.8</b>	<b>13.7</b>
<b>Average wages per employee **</b>	<b>\$</b>	<b>1,700</b>	<b>1,700</b>	<b>1,600</b>	<b>1,400</b>	<b>1,500</b>	<b>1,700</b>
<b>Capital expenditure</b>	<b>\$m</b>	<b>27.7</b>	<b>18.6</b>	<b>27.5</b>	<b>4.0</b>	<b>3.1</b>	<b>2.7</b>



**Table 1.2 Key structural data by industry, non-petroleum producing businesses, 2010-2012 (cont.)**

		Other industries			Total Timor-Leste		
		2010	2011	2012	2010	2011	2012
<b>Employment</b>							
Male *	n	12,100	9,300	12,200	32,400	41,600	47,000
Female *	n	2,700	3,600	3,700	14,000	14,900	16,200
<b>Total employment *</b>	<b>n</b>	<b>14,800</b>	<b>12,900</b>	<b>15,900</b>	<b>46,400</b>	<b>56,500</b>	<b>63,200</b>
<b>Income</b>							
Income from sales of goods and services	\$m	305.2	262.5	284.2	1,270.1	1,781.1	1,821.6
Other income	\$m	10.4	13.2	13.8	20.8	27.0	27.2
<b>Total income</b>	<b>\$m</b>	<b>315.6</b>	<b>275.7</b>	<b>298.0</b>	<b>1,290.8</b>	<b>1,808.0</b>	<b>1,848.8</b>
<b>Expenses</b>							
Labour Costs							
Wages and salaries	\$m	33.5	29.8	38.9	83.8	110.7	125.5
Non-wage benefits	\$m	0.8	1.6	2.7	11.1	40.2	28.6
Total labour costs	\$m	34.3	31.4	41.6	94.9	150.9	154.2
Purchases of supplies, materials and finished goods	\$m	94.9	75.9	85.8	595.5	849.1	925.6
Other expenses	\$m	97.7	85.4	87.9	286.0	432.4	392.3
<b>Total expenses</b>	<b>\$m</b>	<b>227.0</b>	<b>192.7</b>	<b>215.3</b>	<b>976.3</b>	<b>1,432.4</b>	<b>1,472.1</b>
<b>Profit</b>	<b>\$m</b>	<b>88.6</b>	<b>83.0</b>	<b>82.7</b>	<b>314.5</b>	<b>375.6</b>	<b>376.7</b>
<b>Average wages per employee **</b>	<b>\$</b>	<b>2,300</b>	<b>2,300</b>	<b>2,400</b>	<b>1,800</b>	<b>2,000</b>	<b>2,000</b>
<b>Capital expenditure</b>	<b>\$m</b>	<b>3.2</b>	<b>3.8</b>	<b>9.6</b>	<b>45.9</b>	<b>38.7</b>	<b>61.2</b>

\*Estimates of employment have been rounded to the nearest 100 persons.

\*\* Estimates of average wages per employee have been rounded to the nearest \$100.

## **CHAPTER 2 ECONOMIC DATA ITEMS**

This chapter presents data and analysis of some key economic data items.

### **Industry Value Added**

Industry Value Added (IVA) is a measure of industry contribution to the national economy. It is calculated as the difference between the market value of the output of an industry (output) and the purchases of materials and expenses incurred in the production of that output (intermediate use).

During 2012 total IVA for all non-petroleum producing businesses operating in Timor-Leste was \$579.4m. This was 3.4 per cent more than 2011. Businesses operating in 'Dili' accounted for 96 per cent (\$553.7m) of total IVA.

The 'Construction' industry was the largest contributor to IVA, accounting for 41 per cent (\$235.1 m) of total IVA in 2012. The 'Retail and Wholesale Trade' industry contributed 27 per cent (\$157.9m) to total IVA.

### **Compensation of Employees**

Compensation of employees (COE) is a measure of the total remuneration, in cash or in-kind, payable by a business to an employee in return for work done by the employee during the calendar year. COE includes salaries and wages, non-wage benefits such as meals and private use of motor vehicles and own account capitalised wages.

During 2012 the total COE for all non-petroleum businesses operating in Timor-Leste was \$173.6m, 5.8 per cent more than 2011. Businesses operating in 'Dili' accounted for 93 per cent (\$162.1m) of total COE. The 'Construction' industry accounted for 35 per cent of total COE (\$60.6m).

**Table 2.1 Key economic data by geography, non-petroleum producing businesses, 2010-2012**

		Dili			Districts		
		2010	2011	2012	2010	2011	2012
<b>Output</b>							
Income from sales of goods and services	\$m	1,216.0	1,719.8	1,763.2	54.0	61.3	58.4
(less) Purchases of finished goods	\$m	343.9	426.6	563.9	9.3	10.0	7.3
Other output	\$m	37.1	50.7	61.5	-	-	-
<b>Total output</b>	\$m	<b>909.2</b>	<b>1,343.9</b>	<b>1,260.8</b>	<b>44.8</b>	<b>51.3</b>	<b>51.1</b>
<b>Intermediate use</b>							
Purchases of supplies and materials	\$m	227.6	391.8	334.9	14.7	20.7	19.6
Other intermediate use	\$m	281.6	416.8	372.3	2.6	5.7	5.8
<b>Total intermediate use</b>	\$m	<b>509.2</b>	<b>808.6</b>	<b>707.1</b>	<b>17.3</b>	<b>26.4</b>	<b>25.4</b>
<b>Industry value added</b>	\$m	<b>400.0</b>	<b>535.3</b>	<b>553.7</b>	<b>27.5</b>	<b>24.9</b>	<b>25.7</b>
<b>Compensation of employees</b>	\$m	<b>89.3</b>	<b>153.9</b>	<b>162.1</b>	<b>7.4</b>	<b>10.2</b>	<b>11.5</b>

		Total Timor-Leste				
		2010	2011	2012	% Change	
					2010-11	2011-12
<b>Output</b>						
Income from sales of goods and services	\$m	1,270.1	1,781.1	1,821.6	40.2	2.3
(less) Purchases of finished goods	\$m	353.2	436.6	571.2	23.6	30.8
Other output	\$m	37.1	50.7	61.5	36.7	21.4
<b>Total output</b>	\$m	<b>953.9</b>	<b>1,395.2</b>	<b>1,311.9</b>	<b>46.3</b>	<b>(6.0)</b>
<b>Intermediate use</b>						
Purchases of supplies and materials	\$m	242.3	412.5	354.5	70.3	(14.1)
Other intermediate use	\$m	284.2	422.5	378.1	48.7	(10.5)
<b>Total intermediate use</b>	\$m	<b>526.5</b>	<b>835.0</b>	<b>732.5</b>	<b>58.6</b>	<b>(12.3)</b>
<b>Industry value added</b>	\$m	<b>427.5</b>	<b>560.2</b>	<b>579.4</b>	<b>31.0</b>	<b>3.4</b>
<b>Compensation of employees</b>	\$m	<b>96.7</b>	<b>164.1</b>	<b>173.6</b>	<b>69.7</b>	<b>5.8</b>

- Nil or rounded to zero.

**Table 2.2 Key economic data by industry, non-petroleum producing businesses, 2010-2012**

		Manufacturing			Construction		
		2010	2011	2012	2010	2011	2012
<b>Output</b>							
Income from sales of goods and services	\$m	31.0	30.3	32.2	424.0	828.8	682.3
(less) Purchases of finished goods	\$m	-	0.7	-	0.2	0.7	1.4
Other output	\$m	0.2	-	-	1.2	0.8	3.4
<b>Total output</b>	\$m	<b>31.2</b>	<b>29.7</b>	<b>32.2</b>	<b>424.9</b>	<b>828.9</b>	<b>684.3</b>
<b>Intermediate use</b>							
Purchases of supplies and materials	\$m	20.7	20.6	21.8	137.5	302.5	227.6
Other intermediate use	\$m	3.1	1.4	2.3	136.0	282.0	221.6
<b>Total intermediate use</b>	\$m	<b>23.8</b>	<b>22.0</b>	<b>24.1</b>	<b>273.5</b>	<b>584.6</b>	<b>449.2</b>
<b>Industry value added</b>	\$m	<b>7.4</b>	<b>7.6</b>	<b>8.0</b>	<b>151.5</b>	<b>244.3</b>	<b>235.1</b>
<b>Compensation of employees</b>	\$m	<b>4.1</b>	<b>4.0</b>	<b>3.5</b>	<b>24.6</b>	<b>72.1</b>	<b>60.6</b>

		Retail and Wholesale Trade			Accommodation and Food Services		
		2010	2011	2012	2010	2011	2012
<b>Output</b>							
Income from sales of goods and services	\$m	433.7	575.5	755.7	76.1	84.0	67.3
(less) Purchases of finished goods	\$m	308.8	409.0	553.7	0.0	0.6	0.9
Other output	\$m	7.0	8.5	13.6	0.1	0.4	0.2
<b>Total output</b>	\$m	<b>131.9</b>	<b>175.0</b>	<b>215.5</b>	<b>76.2</b>	<b>83.8</b>	<b>66.6</b>
<b>Intermediate use</b>							
Purchases of supplies and materials	\$m	6.3	5.7	8.8	27.1	33.5	25.7
Other intermediate use	\$m	22.5	33.5	48.9	17.7	18.2	16.6
<b>Total intermediate use</b>	\$m	<b>28.8</b>	<b>39.2</b>	<b>57.7</b>	<b>44.8</b>	<b>51.6</b>	<b>42.3</b>
<b>Industry value added</b>	\$m	<b>103.2</b>	<b>135.8</b>	<b>157.9</b>	<b>31.4</b>	<b>32.1</b>	<b>24.2</b>
<b>Compensation of employees</b>	\$m	<b>24.1</b>	<b>34.5</b>	<b>38.6</b>	<b>9.0</b>	<b>10.1</b>	<b>11.7</b>

**Table 2.2 Key economic data by industry, non-petroleum producing businesses, 2010-2012 (cont.)**

		Other industries			Total Timor-Leste		
		2010	2011	2012	2010	2011	2012
<b>Output</b>							
Income from sales of goods and services	\$m	305.2	262.5	284.2	1,270.1	1,781.1	1,821.6
(less) Purchases of finished goods	\$m	44.2	25.7	15.2	353.2	436.6	571.2
Other output	\$m	28.6	41.0	44.4	37.1	50.7	61.5
<b>Total output</b>	\$m	<b>289.6</b>	<b>277.8</b>	<b>313.4</b>	<b>953.9</b>	<b>1,395.2</b>	<b>1,311.9</b>
<b>Intermediate use</b>							
Purchases of supplies and materials	\$m	50.7	50.2	70.6	242.3	412.5	354.5
Other intermediate use	\$m	104.8	87.3	88.6	284.2	422.5	378.1
<b>Total intermediate use</b>	\$m	<b>155.5</b>	<b>137.5</b>	<b>159.2</b>	<b>526.5</b>	<b>835.0</b>	<b>732.5</b>
<b>Industry value added</b>	\$m	<b>134.1</b>	<b>140.3</b>	<b>154.2</b>	<b>427.5</b>	<b>560.2</b>	<b>579.4</b>
<b>Compensation of employees</b>	\$m	<b>34.9</b>	<b>43.4</b>	<b>59.2</b>	<b>96.7</b>	<b>164.1</b>	<b>173.6</b>

- Nil or rounded to zero.

## TECHNICAL NOTES

### Introduction

This publication presents results from the BAS of Timor-Leste for the 2012 reference period. The publication also presents revised data for 2010 and 2011.

Although financial estimates relate to the full twelve months, employment estimates relate to the last day of December 2012. As a result, estimates of wages and salaries per person employed may be affected by fluctuations in employment during the reference period.

All financial estimates in this report are in \$US.

### Classifications

The businesses that contribute to the statistics in this publication are classified by:

- Industry – in accordance with the International Standard Industrial Classification of All Economic Activities, Rev 4. (ISIC), 2006 edition (<http://unstats.un.org/unsd/default.htm>)
- Geography – Dili and the remainder of Timor-Leste under the category 'Districts'

Data are presented for the four largest non-petroleum producing industries operating in Timor-Leste – 'Manufacturing', 'Construction', 'Retail and Wholesale Trade' and 'Accommodation and Food Services'. The remaining industries, as defined in ISIC, were combined into an 'Other Industries' category.

### Scope

The scope for the BAS includes the non-petroleum producing business sector of Timor-Leste that actively traded during the 2012 calendar year.

The scope includes businesses whose primary income is generated from the following activities:

- Private non-financial businesses (excluding agricultural production)
- Private financial businesses
- Public non-financial and financial businesses where more than 50 per cent of their revenue was generated from trading activities
- Not-for-profit institutions earning more than 50 per cent of their revenue from trading activities

Public trading enterprises where a majority of their income (more than 50 per cent) was generated from the direct provision of services were also in-scope of BAS.

The scope excludes the following types of businesses:

- The petroleum producing businesses that submit tax through the National Directorate of Petroleum Revenue
- General government agencies (such as administration, education and health)
- Public trading enterprises, where the majority of their income was received from government transfers or payments
- Non-businesses or non-trading enterprises (such as embassies and missions)
- The informal sector of the economy, including:
  - Subsistence agricultural production
  - Piecemeal and informal manufacturing
  - Street vendors

The BAS does not include the informal sector as there are no robust survey frames from which to survey these micro-businesses. Although this sector is expected to involve a large number of very small businesses, their collective contribution to gross domestic product is expected to be very small. Included in the informal sector

are a large number of own account taxi and truck drivers, a large number of (mostly female) piecemeal manufacturing contractors and businesses in agriculture production (subsistence farming).

## **Survey Frame**

A list frame was used for the BAS. The 2011 survey frame was used as the starting point for 2012, with updates and adjustments applied. It comprised of businesses:

- that remitted tax for the 2012 calendar year (or were expected to do so) to the National Directorate of Domestic Revenue (approximately 3,395 businesses)
- awarded government contracts that were not on the tax list (330 businesses). The list was obtained from the National Directorate of Treasury. Businesses on this list were included on the frame if they were not required or expected to remit tax through Domestic Revenue for the calendar year 2012.

The survey frame consisted of 5,879 businesses, of which 314 were in the completely enumerated strata. 4,525 businesses were in Dili and 1,354 businesses in the 'other Districts'.

## **Coverage**

The primary coverage source for non-petroleum producing businesses was the list of businesses as described under 'Scope' above.

A number of administrative data sources were used for compiling information on the banking industry and the Public Trading Enterprises.

## **Statistical Unit**

The statistical unit is the business or entity associated with a tax identification number (TIN) as assigned by the National Directorate of Domestic Tax. For businesses taken from the eProcurement Portal the statistical unit is the vendor identification.

## **Survey Design**

A stratified simple random sample was used to enumerate 2,654 businesses from a total survey frame count of about 5,879 businesses. This resulted in 1,174 live responses.

Stratified number raised estimation was used for the BAS. Weights were applied to businesses that participated in the survey to account for those businesses that were either not surveyed or did not participate in the survey.

## **Forms Strategy**

A two questionnaire strategy was adopted to limit the reporting load on small businesses. A long questionnaire consisting of 33 questions was used for larger businesses operating in Dili, while a short questionnaire of 14 questions was used for all other businesses. An additional question on business ownership was included in 2012 for larger businesses.

The content of the long questionnaire included finer level breakdowns of income, expenses, taxes, inventories and capital acquisition and disposal of assets. This additional content is considered essential for compiling detailed national accounting aggregate data (see attached questionnaire).

## **Rounding**

Where figures have been rounded, discrepancies may occur between totals and the sums of the component items. Proportions, ratios and other calculated figures shown in this publication have been calculated using unrounded estimates and may be different from, but are more accurate than, calculations based on the rounded estimates.

Estimates of employment have been rounded to the nearest 100 persons. Estimates of average wages per employee have been rounded to the nearest \$100.

### Reliability of data

The data estimated from the BAS have been obtained from a sample of businesses. As such, these data are subject to sampling variability, that is, they may differ from the figures that would have been produced if the data had been obtained from all businesses in the population.

One measure of the likely difference is given by the standard error, which indicates the extent to which an estimate might have varied by chance because the data were obtained from a sample of units. There is about a 67 per cent chance that a sample estimate will differ by less than one standard error from the figure that would have been obtained if all units had been included in the survey, and about a 95 per cent chance that the difference will be less than two standard errors.

Sampling variability can also be measured by the relative standard error (RSE) which is obtained by expressing the standard error as a percentage of the estimate to which it refers. The RSE is a useful measure in that it provides an immediate indication of the percentage errors likely to have occurred due to the effects of random sampling and this avoids the need to refer also to the size of the estimate.

To illustrate, the estimate of total income for Timor-Leste in 2012 was \$1,848.8m (see Table 3.1). The RSE of this estimate is shown as 4.0%, giving a standard error of approximately \$74.0m. Therefore, there is a 95% chance (i.e., a confidence interval of 95%) that the figure would have been within the range of \$1,700.9m to \$1,996.7m.

**Table 3.1 Relative standard errors by geography, non-petroleum producing businesses, 2012**

		Dili		Districts		Total Timor-Leste	
		Estimate	RSE (%)	Estimate	RSE (%)	Estimate	RSE (%)
Total employment*	n	52,600	3.5	10,600	14.1	63,200	3.0
Total income	\$m	1,788.7	4.1	60.1	14.4	1,848.8	4.0
Total expenses	\$m	1,427.9	4.2	44.2	13.2	1,472.1	4.1
Total output	\$m	1,260.8	2.6	51.1	10.6	1,311.9	2.5
Total intermediate use	\$m	707.1	2.2	25.4	11.2	732.5	2.2
Industry value added	\$m	553.7	4.6	25.7	15.4	579.4	4.4
Compensation of employees	\$m	162.1	2.7	11.5	10.3	173.6	2.5
Capital expenditure	\$m	52.4	7.5	8.8	12.8	61.2	6.6

\*Estimates of employment have been rounded to the nearest 100 persons.

**Table 3.2 Relative standard errors by industry, non-petroleum producing businesses, 2012**

		Manufacturing		Construction		Retail and Wholesale Trade	
		Estimate	RSE (%)	Estimate	RSE (%)	Estimate	RSE (%)
Total employment*	n	2,100	32.2	17,000	21.1	21,900	10.5
Total income	\$m	32.4	24.7	685.4	6.4	763.5	26.3
Total expenses	\$m	28.4	14.2	516.5	6.6	656.1	24.9
Total output	\$m	32.2	24.9	684.3	6.4	215.5	25.7
Total intermediate use	\$m	24.1	14.7	449.2	6.7	57.7	12.7
Industry value added	\$m	8.0	58.5	235.1	12.1	157.9	34.0
Compensation of employees	\$m	3.5	22.7	60.6	10.4	38.6	16.2
Capital expenditure	\$m	3.7	57.3	17.7	49.3	27.5	31.9



		Accommodation and Food Services		Other industries	
		Estimate	RSE (%)	Estimate	RSE (%)
Total employment*	n	6,300	32.0	15,900	8.9
Total income	\$m	69.5	19.3	298.0	4.2
Total expenses	\$m	55.8	19.6	215.3	3.7
Total output	\$m	66.6	20.2	313.4	4.6
Total intermediate use	\$m	42.3	18.5	159.2	4.0
Industry value added	\$m	24.2	36.9	154.2	6.7
Compensation of employees	\$m	11.7	40.3	59.2	5.2
Capital expenditure	\$m	2.7	82.7	9.6	14.4

\*Estimates of employment have been rounded to the nearest 100 persons.

### Revisions to BAS 2010 and 2011

In this publication the results for BAS 2010 and 2011 have been revised. Specifically analysis was done at the industry level to ensure businesses were located in the correct industries in 2010, 2011 and 2012. Further comparison between BAS 2012 data and reported BAS 2010 and 2011 data enabled data to be improved, especially around income, expenses, inventories and capitalised wages and salaries. These amendments to the 2010 and 2011 data ensure greater comparability with BAS 2012 results.

The impact of these revisions is shown in Table 3.3. The original published data for 2010 and 2011 are presented next to the revised data. The percentage change between the two estimates is in the last column. In summary the 2010 revisions decreased employment by about 4.2 per cent, increased income by 20.3 per cent and decreased IVA by 3.7 per cent, while the 2011 revisions decreased employment by about 2.9 per cent, increased income by 22.3 per cent and decreased IVA by 3.7 per cent.

**Table 3.3 Revisions to BAS 2010 and 2011 data**

		Total Timor-Leste			Total Timor-Leste		
		2010 original	2010 revised	% Change	2011 original	2011 revised	% Change
<b>Total employment*</b>	n	48,400	46,400	(4.2)	58,200	56,500	(2.9)
<b>Total income</b>	\$m	1,072.9	1,290.8	20.3	1,478.7	1,808.0	22.3
<b>Total expenses</b>	\$m	817.8	976.3	19.4	1,123.6	1,432.4	27.5
<b>Profit</b>	\$m	255.1	314.5	23.3	355.1	375.6	5.8
<b>Average wages per employee</b>	\$	1,900	1,800	(5.4)	2,000	2,000	(4.3)
<b>Capital expenditure</b>	\$m	53.5	45.9	(14.3)	46.6	38.7	(16.9)
<b>Total output</b>	\$m	819.2	953.9	16.4	1,175.0	1,395.2	18.7
<b>Total intermediate use</b>	\$m	375.5	526.5	40.2	593.5	835.0	40.7
<b>Industry value added</b>	\$m	443.8	427.5	(3.7)	581.5	560.2	(3.7)
<b>Compensation of employees</b>	\$m	160.5	96.7	(39.8)	194.4	164.1	(15.6)

\*Estimates of employment have been rounded to the nearest 100 persons.

## **GLOSSARY**

### **Accommodation and food services**

Accommodation and food services refers to the industry defined under 'Section I – Accommodation and food service activities' of the International Standard Industrial Classification of All Economic Activities, Revision 4.

This industry includes the provision of short-stay accommodation for visitors and other travellers and the provision of complete meals and drinks fit for immediate consumption.

### **Average wages per employee**

Average wages is a measure of the average annual cash wages and salaries paid by businesses to persons working for that business.

Average wages per employee is defined as wages and salaries *divided by* total employment.

### **Capital expenditure**

Capital expenditure refers to the expenditure on capital assets.

Capital expenditure includes expenditure on:

- land
- dwellings
- other buildings and structures
- plant, machinery and equipment
- motor vehicles

### **Capitalised purchases of materials**

Capitalised purchases of materials refer to capitalised purchases of goods for use in capital work done by the employees or proprietors of a business, for the business' own use.

### **Capitalised wages and salaries**

Capitalised wages and salaries refers to capitalised payments for work done by own employees in manufacturing, constructing, installing or repairing assets.

### **Change in inventories**

Change in inventories is equal to the value of total inventories at the end of the reference period, *less* the value of total inventories at the start of the reference period.

Change in inventories is defined as:

- closing inventories of raw materials
- *plus* closing inventories of work in progress
- *plus* closing inventories of finished goods
- *less* opening inventories of raw materials
- *less* opening inventories of work in progress
- *less* opening inventories of finished goods

### **Change in inventories of finished goods**

Change in inventories of finished goods is equal to the value of inventories of finished goods at the end of the reference period, *less* the value of inventories of finished goods at the start of the reference period.

Inventories of finished goods include goods, merchandise and trading stock that are bought with the intention of resale, without transformation.

### **Change in inventories of raw materials**

Change in inventories of raw materials is equal to the value of inventories of raw materials at the end of the reference period, *less* the value of inventories of raw materials at the start of the reference period.

Inventories of raw materials include supplies and materials used as inputs, by a business, in producing goods and services.

### **Change in inventories of work in progress**

Change in inventories of work in progress is equal to the value of inventories of work in progress at the end of the reference period, *less* the value of inventories of work in progress at the start of the reference period.

Inventories of work in progress include manufacturing and construction projects that have commenced but are not completed at the end of the reference period.

### **Construction**

Construction refers to the industry defined under 'Section F – Construction' of the International Standard Industrial Classification of All Economic Activities, Revision 4.

This industry includes general construction and specialized construction activities for buildings and civil engineering works. It includes new work, repair, additions and alterations, the erection of prefabricated buildings or structures on the site and also construction of a temporary nature.

### **Compensation of employees**

Compensation of employees (COE) is a measure of the total remuneration, in cash or in-kind, payable by a business to an employee in return for work done by the employee during the accounting period.

COE is defined as:

- wages and salaries
- *plus* non-wage benefits
- *plus* capitalised wages and salaries

### **Dili**

Dili refers to the district of Dili, including the island of Atauro.

### **Districts**

Districts refer to all 12 districts in Timor-Leste outside of Dili. This includes the districts of Ainaro, Aileu, Baucau, Bobonaro, Covalima, Ermera, Liquica, Lautem, Manufahi, Manatuto, Oecusse and Viqueque.

## Employment

Employment refers to all employees on the payroll during the last pay period ending in December 2011. Employees absent on paid or prepaid leave and owners of the business who also work for the businesses are included. This item includes both Timorese and foreign nationals.

## Income from sale of goods and services

This item includes both income from the sales of goods and income from the provision of services.

Income from the sale of goods includes income from the sale of goods:

- not produced (e.g. imported goods, retail or wholesale sales)
- produced (e.g. goods manufactured)

Income from the provision of services includes:

- income generated from restaurant and hotel operations
- income from accounting, legal service or consulting services
- income from repair and maintenance services
- rent leasing and hiring income
- management fees and charges
- installation charges (e.g. air conditioning installation)
- income from construction services
- income from transport services
- bank fees and bank charges
- other income from the provision of services

Income from sales of goods and services excludes interest income and the profit on the sale of assets.

## Industry value added

Industry value added (IVA) is a measure of industry contribution to a national economy. It represents the value added by an industry to the intermediate inputs used by the industry. IVA is calculated as the difference between the market value of the output of an industry (output) and the purchases of materials and expenses incurred in the production of that output (intermediate use).

IVA is defined as output *less* intermediate use.

## Intermediate use

Intermediate use is a measure of the value of inputs required by an industry to produce that industry's outputs.

Intermediate use is defined as:

- purchases of supplies and materials
- *plus* other intermediate expenses
- *plus* capitalised purchases of materials
- *less* change in inventories of raw materials

Intermediate use does not include any labour costs or any other remuneration payable to employees. It also excludes bad and doubtful debts, interest expenses and depreciation and amortisation.

## **Labour costs**

Labour costs are defined as wages and salaries *plus* non-wage benefits.

## **Manufacturing**

Manufacturing refers to the industry defined under 'Section C – Manufacturing' of the International Standard Industrial Classification of All Economic Activities, Revision 4.

This industry includes the physical or chemical transformation of materials, substances or components into new products.

## **Non-wage benefits**

Non-wage benefits are the estimated costs of providing in-kind and non-cash remuneration to employees in return for labour. Examples include meals provided to employees or an employee's private use of a business's motor vehicle.

## **Other expenses**

Other expenses refer to all expenses other than labour costs and the purchases of supplies, materials and finished goods. Other expenses exclude capitalised expenditure, but includes.

- contract, subcontract and commission expenses
- rent, leasing and hiring expenses
- telecommunication services
- payments for electricity
- transportation and storage services
- printing and marketing services
- legal and accounting services
- bad and doubtful debts
- depreciation and amortisation
- interest expenses
- other payments for services

In contrast other intermediate expenses do not include bad and doubtful debts, interest expenses and depreciation and amortisation.

## **Other income**

Other income includes all income other than income from the sales of goods and income from the provision of services.

Other income includes:

- interest income
- income from the sale of assets
- donations

## **Other industries**

Other industries refer to all industries other than 'Manufacturing', 'Construction', 'Retail and Wholesale Trade' and 'Accommodation and Food Services'.

Other industries are defined as being the industries that make up the following sections of the International Standard Industrial Classification of All Economic Activities, Revision 4:

- A Agriculture, forestry and fishing
- B Mining and quarrying
- D Electricity, gas, steam and air conditioning supply
- E Water supply; sewerage, waste management and remediation activities
- H Transportation and storage
- J Information and communication
- K Financial and insurance activities
- L Real estate activities
- M Professional, scientific and technical activities
- N Administrative and support service activities
- P Education
- Q Human health and social work activities
- R Arts, entertainment and recreation
- S Other service activities

As the petroleum producing industry of Timor-Leste is out of scope of this survey, estimates of other industries are exclusive of petroleum producing businesses.

### **Other intermediate expenses**

Other intermediate expenses are the value of inputs used by an industry in creating outputs other than purchases of supplies and materials.

Other intermediate expenses are defined as:

- other expenses
- *less* bad and doubtful debts
- *less* interest expenses
- *less* depreciation and amortisation

Other intermediate expenses exclude capitalised expenditure.

### **Other intermediate use**

Other intermediate use refers to all intermediate use other than purchases of supplies and materials.

### **Other output**

Other output refers to all output other than income from the sales of goods and income from the provision of services.

### **Output**

Output is a measure of the market value of production in an industry. It includes the value of goods produced by an industry, *plus* the value of services provided by an industry, *plus* the margin on goods resold by an industry.

Output is defined as:

- income from the sale of goods and services
- *less* purchases of finished goods
- *plus* change in inventories of finished goods
- *plus* capitalised purchases of materials
- *plus* capitalised wages and salaries
- *plus* change in inventories of work in progress

## **Profit**

Profit is a measure of operating profit (or loss) during the reference period. Profit is derived as:

- total income
- *less* total expenses
- *plus* change in inventories

## **Purchases of finished goods**

Purchases of finished goods are purchases of goods, merchandise and trading stock that are bought with the intention of resale, without transformation. Purchases of finished goods are the major cost incurred by businesses in the 'Retail and Wholesale Trade' industry.

Purchases of finished goods exclude purchases of supplies and materials, payments for services and capitalised purchases.

## **Purchases of supplies and materials**

Purchases of supplies and materials are the cost of non-capitalised goods used in the production of the output of a business.

Purchases of supplies and materials include:

- raw materials used in manufacturing and construction
- foodstuffs for use in preparing meals and take away food
- parts and fuels for motor vehicles
- guest supplies for use in hotel rooms
- other purchases of supplies and materials

Purchases of supplies and materials exclude purchases of finished goods and trading stock that are resold without transformation. It also excludes contract, subcontract and commission expenses, payments for services and capitalised purchases.

## **Purchases of supplies, materials and finished goods**

Purchases of supplies, materials and finished goods are defined as purchases of supplies and materials *plus* purchases of finished goods.

## **Retail and wholesale trade**

Retail and wholesale trade refers to the industry defined under 'Section G – Wholesale and retail trade; repair of motor vehicles and motorcycles' of the International Standard Industrial Classification of All Economic Activities, Revision 4.

This industry includes wholesale and retail sales (that is, sales without transformation) of any type of goods and the provision of services incidental to the sale of these goods. Also included in this industry are the repair of motor vehicles.

## **Wages and salaries**

Wages and salaries refer to the cash wages and salaries paid to employees of the business in return for labour.

## **QUESTIONNAIRE**

A questionnaire was used to collect data on individual businesses operating in Timor-Leste. A two questionnaire strategy was used to collect these data. Specifically, a long questionnaire was used to collect business activity from the largest businesses operating in Dili. A shorter questionnaire was used for all other businesses to reduce reporting burden imposed on the smaller operations.

Attached is a copy of the long questionnaire. Please note, not all data collected were directly published. They were used in the compilation of higher level aggregate data or were not of sufficient quality to publish.





BAS ID:

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DEMOCRATIC REPUBLIC OF TIMOR-LESTE

# BUSINESS ACTIVITY SURVEY 2012 BUSINESS QUESTIONNAIRE\_L

<b>PART 1. BUSINESS IDENTIFICATION</b>	
1. TIN	<input style="width: 100%; height: 20px; border: 1px solid black;" type="text"/>
2. Business Name	.....
3. District	..... <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>
4. Sub-District	..... <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>
5. Suco/Village	..... <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>
6. Location (e.g. Geocode, Location to landmark)	..... ..... .....
7. Name of person completing this form	..... .....
8. Contact telephone	<input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> or <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>

<b>PART 2. ENUMERATION PARTICULARS</b>				
Description	Interviewer	Field Supervisor	Office Editor	Data Entry
1. Name				
2. Code				
3. Date Finalised	(...../...../.....) (Day/Month/Year)	(...../...../.....) (Day/Month/Year)	(...../...../.....) (Day/Month/Year)	(...../...../.....) (Day/Month/Year)
4. Signature				
5. Status Codes	Visit Status 1	Visit Status 1	Visit Status 1	
<i>(Insert code)</i>				

## **Purpose of Collection**

The Business Activity Survey will provide key measures of the performance of Timor-Leste industries. These data will be used in the compilation of Timor-Leste National Accounts aggregates. The results will be used by analysts to address policy issues and to monitor actual changes in the operation, structure and performance of Timorese businesses.

## **Collection Authority**

The information asked for is collected under the authority of the Democratic Republic of Timor-Leste Government, Decree-Law No. 17/2003 (1st October 2003). Your co-operation is sought in completing and returning this form by the due date. The Act provides me with the power, if needed, to direct you.

## **Confidentiality**

Your completed form remains confidential to the National Directorate of Statistics.

## **Due Date**

Please complete this form by   /   / 2013.

Antonio Freitas  
Director General Directorate of Statistics

**PART 3. GENERAL INFORMATION**

**1. Period covered by financial data on this form**

Note: This form is for the period 1 January 2012 to 31 December 2012.

If you were not in business for the whole year, or you had an approved substituted accounting period, please specify the period to which this form relates:

		/			/				to		/			/			
Date			Month			Year				Date		Month			Year		

**2. Business Type** *(please tick one)*

- Private non-financial business .....
- Private financial enterprise .....
- Public non-financial enterprise .....
- Public financial enterprise .....
- Not-for-profit institution (NPI).....

If NPI:

What is your main activity (e.g. education)? *(please specify)*

.....

Is 50% or more of your revenue from trading activities?

*(Please tick one):*

Yes .....

No .....

Other .....

**3. Business Ownership** (Specify number of directors/owners)

	Male (i)	Female (ii)	Total (i) + (ii)
Total number of directors/owners.....			

**4. Please indicate (or describe) the activity from which this business/organization derives its main income. (please tick one)**

- Agriculture, forestry and fishing .....
- Mining and quarrying .....
- Manufacturing .....
- Electricity, gas, steam and air conditioning supply .....
- Water supply, sewerage, waste management and remediation activities .....
- Construction .....
- Wholesale and retail trade, repair of motor vehicles, motor cycles  
and personal household goods .....
- Accommodation and food services .....
- Transport and storage .....
- Information and communication .....
- Financial and insurance services .....
- Real estate activities .....
- Professional, scientific and technical activities .....
- Administrative and support service activities .....
- Education .....
- Human health and social work activities .....
- Other activities (*please specify*) .....

.....  
.....

**PART 4. EMPLOYMENT**

**5. Number of persons working for this business/organization as at 31 December 2012**

	Male (i)	Female (ii)	Total (i) + (ii)
(a) Timorese nationals: Full-time .....			
(b) Timorese nationals: Part-time .....			
(c) Foreign employment .....			
<b>Total number of persons</b> (a) + (b) + (c) .....			

**PART 5. INCOME in 2012**

**6. Sales of goods (Excluding sales of assets, include in Q33)**

(a) Produced by this business.....	\$											.	0	0
(b) NOT produced by this business.....	\$											.	0	0

**7. Income from Services** .....

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

**8. Interest income** .....

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

**9. Other income** .....

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

Please specify the nature and amount of the two largest items included in 'Other income'

(a) .....	\$											.	0	0
(b) .....	\$											.	0	0

**10. Total income for 2012** (Sum of Questions 5 to 8) .....

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

**11. Total income for 2011** .....

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

**PART 6. EXPENSES in 2012**

**12. Labour costs**

(a) Salaries and wages .....

\$															.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	---	---	---

(b) Non-wage benefits .....

\$															.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	---	---	---

**13. Purchases**

(a) Purchases of trading stock .....

\$															.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	---	---	---

(b) Purchases of supplies and materials .....

\$															.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	---	---	---

**14. Payments to other businesses for the provision of labour**

\$															.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	---	---	---

**15. Communication expenses** .....

\$															.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	---	---	---

**16. Rent paid on land, buildings and equipment**.....

\$															.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	---	---	---

**17. Interest expenses**.....

\$															.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	---	---	---

**18. Depreciation and amortisation** .....

\$															.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	---	---	---

**19. Bad and doubtful debts** .....

\$															.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	---	---	---

**20. Other expenses** .....

\$															.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	---	---	---

Please specify the nature and amount of the two largest items included in 'Other expenses'

(a) ..... 

\$															.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	---	---	---

(b) ..... 

\$															.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	---	---	---

**21. Total expenses for 2012** (Sum of Questions 11 to 19).....

\$															.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	---	---	---

**22. Total expenses for 2011** .....

\$															.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	---	---	---

**PART 7. TAXES PAID in 2012**

23. Custom duties .....

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

24. Excise taxes .....

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

25. Business licenses and other indirect taxes .....

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

**PART 8. INVENTORIES**

**26. Inventories**

Opening (1 January 2012)

Closing (31 December 2012)

(i)

(ii)

(a) Raw materials .....

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

(b) Work in progress ...

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

(c) Trading stock .....

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

**TOTAL** (a) + (b) + (c) ...

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

**PART 9. CAPITAL EXPENSES AND DISPOSAL OF ASSETS in 2012**

27. Purchases of land .....

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

28. Direct imports of capital goods .....

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

29. Purchases of other capital assets .....

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

30. Capitalized wages and salaries .....

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---

31. Capitalized purchases of materials .....

\$												.	0	0
----	--	--	--	--	--	--	--	--	--	--	--	---	---	---







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