

APPENDIX - II

Q U E S T I O N N A I R E

A) INTRODUCTORY INFORMATION :

1. Name of the Unit :
2. Manufacturers of :
3. Address :
4. Constitution : (Tick off the relevent items)
  - (a) Proprietary concern.
  - (b) Partnership concern.
  - (c) Co-operative concern.
  - (d) Private Limited Company.
  - (e) Public Limited Company.

If partner ship concern, State the number of partner and indicate whether partners are from the same family.

5. Date of Establishment :
6. Date of acquisition by the present owners :
7. Mode of acquisition : (Tick off the relevant items)
  - (a) Inherited
  - (b) Purchased
  - (c) Started by the owners.
  - (d) Leased in by the onwers.
  - (e) Others.
8. Initial amount of capital with which the concern was started : Rs.

9. Source of initial capital : (Tick off the relevant items)

- (a) Own funds.
- (b) Bank loan.
- (c) Friend's and relative's loan.
- (d) Money lenders.
- (e) Govt. Agencies.
- (f) Other.

10. Occupation before starting the present industry.

11. What are the reasons for choosing this industry ?

(Tick off the relevant items.)

- (a) Inherited.
- (b) Had the know-how and requisite qualifications.
- (c) Attracted by the Govt. facilities.
- (d) Encouraged by friends.
- (e) Encouraged by previous employer.
- (f) Encouraged by relatives.

B) FIXED ASSETS :

1. Land and Building :

Area Sq.ft.	Original value.	Book value	Present value.	Annual rent if hired.	Hired fully & partly.
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Land

Bldg.

2. Building Structure.

3. Sources of funds for the purchase of land and building.

Source	Proportion.	Rate of interest.
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- (a) Bank
- (b) Friend & Relative
- (c) Money lender
- (d) Govt. Agencies.

4. Plant and machinery and other fixed assets :

Price  
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- (a) Machinery
- (b) Jigs & fixtures
- (c) Furniture
- (d) Vehicle

5. Sources of funds for the purchase of items mentioned in (4) above.

Proportion	Rate of Interest
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- (a) Banks
- (b) Friends & relatives
- (c) Money lender
- (d) Govt. agencies
- (e) Own funds

6. Total fixed capital : Rs. \_ \_ \_ \_ \_

C) WORKING CAPITAL :

1. Sources of working capital :

	Amount	Propor- tion.,	Rate of interest	Security
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(a) Banks				
(b) Friends and relatives				
(c) Money lender				
(d) Own funds.				

E) COST & PROFITABILITY :

Total production  
Total sales  
Wages & salaries  
Raw material consumed  
Electricity, power & fuel  
Repairs, maintenance of machinery  
Interest  
Depreciation  
Insurance  
Transport  
Taxes (Local)  
Rent  
Other expenses, if any.  
Net Profit :

F) CAPACITIES :

(a) Installed capacity :

Total installed capacity	Units	Value
One shift		
Two shifts		
Three shifts		

(b) Present utilised capacity (annual) %

(c) In case of unutilised capacity tick off the relevant items.

- (1) Lack of demand
- (2) Lack of finance
- (3) Shortage of raw materials
- (4) Shortage of trained labour
- (5) Shortage of power
- (6) Any other reason.

G) BANKING HABITS :

(a) details of borrowing :

From whom borrowed.	Amount borrowed	Rate of interest	Duration	Security
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(b) Name of the Bank/Banks with whom you maintain accounts.

Name - Branch

- - - - -

- 1.
- 2.
- 3.

(c) Name of the bank/banks from whom you have borrowed :

Name - Branch  
- - - - -

- 1.
- 2.
- 3.

(d) Reasons for choosing the banks.

- (1) Near to working place.
- (2) Introduced by friends.
- (3) Attracted by advertisements.
- (4) Bankers approached me.
- (5) Give good banking facilities.
- (6) Give adequate credit facilities.
- (7) Give concessional rate of interest.
- (8) Have more sympathetic attitude

Your assessment of your bank's service :

- (a) Excellent
- (b) Very good
- (c) Good
- (d) Fair
- (e) Bad

(e) Difficulties in getting loan/capital.

(Tick off the relevant items).

- (1) Ignorance of Govt. Schemes
- (2) The complicated nature of the information required from the borrowers.
- (3) Delay in sanctioning of loans.

- (4) Red-tapism in the Govt. administration
- (5) Strict requirement of security
- (6) Others.

H) MARKETING OF THE PRODUCTS :

- (1) Customers of product is local industries.
- (2) In Maharashtra State
- (3) Out of Maharashtra
- (4) All over India
- (5) Foreign countries.

I) MANAGEMENT :

- (a) Workers participation in management : Yes/No
- (b) Difficulties of the management :

J) LABOUR AND EMPLOYMENT :

- (a) No. of workers :
- (b) Workers by skill :
  - (1) Skilled workers :
  - (2) Unskilled workers :
  - (3) Semi-skilled workers :
  - (4) Others :
- (c) Worker working temporary or permanent :
  - (1) No. of temporary workers :
  - (2) No. of permanent workers :
- (d) Recruitment of workers. (Tick off relevant items)
  - (1) Directly from market.
  - (2) Through contractors.

(3) Through employment exchange.

(e) Basis of payment. (Tick off relevant items)

(1) Monthly payment.

(2) Weekly payment.

(3) Daily wages.

(f) (1) Advantage of Provident Fund : Yes/No

(Tick off relevant items.)

(2) Bonus facilities : Yes/No

(Tick off relevant items)

(3) % of Bonus :

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