

## Appendix 2

### Outline of “the Monthly Survey on Service Industries”

#### 1 Survey Objective

The main aim of the survey is to provide the best possible estimates of sales and persons working at the location of establishment for the service industries and subsequently to enhance the accuracy of economic indicators such as Quarterly Estimates (QE) of GDP.

#### 2 Legal Basis

This survey has been conducted as the general statistical survey pursuant to the provision of the Statistics Act (Act No.53 of 2007).

#### 3 Establishments and Enterprises, etc. Surveyed

The population of the survey is based on the 2014 Economic Census for Business Frame. Establishments and enterprises, etc. surveyed are selected using a statistical method\*<sup>1</sup> from establishments and enterprises, etc. throughout the country mainly engaging in the service sector\*<sup>2</sup>. About 38,000 establishments and enterprises, etc. are surveyed.

\*1 Refer to Appendix 3 for details on the selection method.

\*2 Refer to Appendix 6 for details on sub-sectors covered by this survey.

#### 4 Types of Questionnaires and Survey Items

##### (1) Types of Questionnaires

“Questionnaire for the first month” is used at the beginning of the survey while the “Monthly questionnaire” is used from the second month and onward. Both questionnaires have two types: one for establishments and another for enterprises, etc.

##### (2) Survey Items

Questionnaire items are presented in the table shown below.

		Monthly sales	Categories of main business of establishments	Number of persons working at the location of establishment and breakdowns
For establishments	Questionnaire for the first month	○ (* )	○	○ (* )
	Monthly questionnaire	○	-	○
For enterprises, etc.	Questionnaire for the first month	○(* ) (By business activity)	-	○ (* )
	Monthly questionnaire	○ (By business activity)	-	○

\*Each survey item of survey month and the previous month is surveyed.

Note: Survey item “Demand situation” was deleted since January 2017.

## **5 Implementation of the Survey**

The Statistics Bureau of Japan (SBJ) entrusts the implementation of the survey to research companies. Questionnaires are distributed and collected by mail or online.

However, for establishments for which questionnaires have yet to be collected, the enumerators can directly visit the surveyed establishment and collect questionnaires.

<About burden reduction measures>

In order to reduce the burden on respondents, if the surveyed business establishments or enterprises, etc. of this survey overlap with the statistical survey\* conducted by the Ministry of Economy, Trade and Industry, we do not distribute the questionnaire of our surveys. Instead, we receive the questionnaire information obtained from the survey conducted by the METI.

\*“Survey of Selected Service Industries”

## **6 Tabulation of the Survey**

The SBJ entrusts the tabulation to the National Statistics Center.

## **7 Release of the Survey Results**

The results are shown on the SBJ website and laid open for public inspection.

- Preliminary report: In principle, released in late the second month after the survey month.
- Final report: In principle, released in late the fifth month after the survey month.