

# **Outline of the Pilot Survey of 2011 Economic Census (EC2011) of Cambodia**

## **1. Purpose of the pilot survey**

Toward EC2011, the pilot survey aims to:

- (1) gain statistical data on the current Cambodian economy which are comparable with the results of EC2011;
- (2) gain the updated list of large-scaled establishments;
- (3) test the form and other documents; and
- (4) test the work procedures of every stage of the enumerators, supervisors, local government offices and NIS.

## **2. Reference date of the pilot survey**

The pilot survey is taken as of 1<sup>st</sup> March 2010.

## **3. Period of the pilot survey enumeration**

The pilot survey enumeration is conducted within one month period from 1<sup>st</sup> March to 31 March 2010.

## **4. Legal basis of the pilot survey**

The pilot survey is taken on the basis of the following legislation:

- (1) Statistics Law, Article 6 and 7; and
- (2) Sub-decree on Defining Date, Organizing and Proceeding of Cambodia 2011 Economic Census.

## **5. Coverage of the pilot survey**

The pilot survey covers all establishments which exist at the reference date in the territory of the Kingdom of Cambodia.

The following establishments, however, are excluded:

- (1) establishments classified into “Section A, Agriculture, forestry, and fishing” specified in the United Nations International Standard Industrial Classification of Economic Activities, Revision 4 (hereinafter, quoted as ISIC);
- (2) establishments classified into “Section O, Public administration and defense; compulsory social security” specified in ISIC;
- (3) establishments classified into “Section U, Activities of extraterritorial organizations and bodies” specified in ISIC; and
- (4) establishments classified into “Section T Activities of households as employers; undifferentiated goods-and services-producing activities of households for own use” specified in ISIC.

## **6. Enumeration unit**

The establishment as an enumeration unit for the pilot survey is defined as follows, according to UN definition:

The establishment can be defined as an economic unit that engages, under a single ownership or control - that is, under a single legal entity - in one, or predominantly one, kind of economic activity at a single physical location – for example, a mine, factory or workshop.

## **7. Implementation organization**

- (1) Administrative Chain of command

**Director General of the National Institute of Statistics, Ministry of Planning →  
Director of Provincial Planning Department → (District Chief → Commune**

Chief → **Supervisors** → **Enumerators**

(2) **RO and ARO**

RO (Regional Officer) and ARO (Assistant Regional Officer), which are appointed among from the staff of the NIS, are allocated to each province.

(3) **Main duties of RO and ARO**

- (a) coordinating pilot survey work with the NIS, the Provincial Planning Department and other organizations,
- (b) guiding or assisting the Provincial Planning Department, supervisors, enumerators, and others regarding implementation of the pilot survey, and
- (c) conducting the enumeration of the all large-scaled establishments with 100 and more persons engaged.

**8. Method of the pilot survey enumeration**

The pilot survey is carried out through the method that an enumerator visits every establishment within a certain village area or Enumeration Area, interviews the owner or manager of the establishment or his/her substitute who is entitled to represent the establishment, and fill in the pilot survey form.

In addition to this, the establishment, which prefers to fill in the form by itself, is surveyed by the self-enumeration method.

**9. Enumerators and AROs**

- (1) The enumerators are employed temporarily for the pilot survey. Each enumerator is assigned to one village area or one Enumeration Area to accomplish his/her duties on the prescribed way.
- (2) The AROs are in charge of the enumeration of the large-scaled establishments with 100 employees and more persons engaged.

**10. Training of local staff, supervisors, and enumerators**

The training of the local staff, ROs, AROs, supervisors, and enumerators are basically done by the eligible staff of the NIS.

**11. Mapping work**

Village Boundary Maps of the selected villages are drawn on the basis of Village Map of 2008 Population Census in order to instruct the survey area to the enumerators. Villages with 100 and more establishments are divided into Enumeration Areas. The Enumeration Area Maps are drawn in order to instruct the survey area to the enumerator.

**12. Submission of documents to the superior organizations**

- (1) The enumerators submit the documents including the pilot survey forms which are scrutinized completely to their supervisor no later than April 1<sup>st</sup> (Thursday) 2010.
- (2) Finally, ROs submit the documents handed from Directors of Provincial Planning Departments to the NIS staff concerned no later than April 7<sup>th</sup> 2010 after checking.

**13. Topics to be studied**

- (1) Name of establishment, Address of establishment, and Telephone number of establishment, Internet mail address, Contact person
- (2) Sex and Nationality of representative of establishment
- (3) Registration to Ministry of Commerce
- (4) Names of ministries which issued a license or approval for operating the business.
- (5) Ownership of establishment (Legal status)
- (6) Single unit, Head or branch office

- (7) Tenure, Kind and area of business place
- (8) Business hours
- (9) Year of starting business
- (10) Number of persons engaged by sex, employment status and nationality
- (11) Kind of main business activities (Industrial classification)

**[Topics (12) to (14) relate to the following establishments only.]**

- (a) Response of the topic (5) is **General partnership, Limited partnership, Private limited company, Public limited company or Subsidiary of foreign company;**
- (b) Response of the topic (6) is **Single unit or Head office.**
- (12) Number of branch offices
- (13) Total number of the entire regular employees at the end of December of 2009
- (14) Kind of main and second main businesses as the entire enterprise

**[Topics (15) to (21) relate to the following establishments only.]**

Response of the topic (6) is **Single unit or Head office.**

- (15) Does this establishment or this enterprise keep documents of the Capital Contributions, the Balance Sheet and the Income Statements?

[In case that the response of the topic (15) is “No”.]

- (16) Total amount of sales, operating expenses, and employees’ salaries and wage per day or per month, and number of working days in the recent month

[In case that the response of the topic (15) is “Yes”.]

- (17) Total amount of assets at the end of December 2009
- (18) Total amount of equity held at the end of December 2009
- (19) Total amount of non-current at the end of December 2009
- (20) Total amount of current liabilities at the end of December 2009
- (21) Amount of revenue and expense during 2009 under “Accrual basis accounting” which records revenues and related expenses during 2009.

#### **14. Samples**

- (1) All the villages were stratified into 72 strata by 24 provinces and 3 characteristics of villages (dominant industry in each village: B-F, G-I and J-U except T of ISIC), and 1-12 villages were sampled randomly from each stratum to select 199 villages/Enumeration Areas in total.
- (2) Establishments with 99 persons engaged or less existing in the 199 selected villages were enumerated, and appropriate multipliers were used to estimate national total figures from the data thus collected.
- (3) In addition, all the large-scaled establishments with 100 persons engaged and more (estimated to be around 600 establishments) were enumerated throughout the country.