

## STRUCTURAL BUSINESS SURVEY for the \_\_\_\_\_ quarter 2020

The obligations to provide data for statistical purposes are stipulated in Article 26, and penalty provisions for cases of non-response providing incomplete and erroneous data are stipulated in Article 52, of the Law on Official Statistics (Official Gazette of RS, No 104/2009).  
**The data shall be used for statistical purposes only and shall not be published as individual data.**  
**All data are subject to professional confidentiality.**

This questionnaire can be filled in electronically. The electronic form is available at: [pod2.stat.gov.rs/unos](http://pod2.stat.gov.rs/unos) or [www.stat.gov.rs](http://www.stat.gov.rs) (part Surveys) or [www.euprava.gov.rs](http://www.euprava.gov.rs).

### DATA ON THE REPORTING UNIT

1. Trade name \_\_\_\_\_
2. Registration number \_\_\_\_\_
3. Municipality \_\_\_\_\_ Place \_\_\_\_\_
- Complete Address \_\_\_\_\_ Tel. No. \_\_\_\_\_
- e-mail \_\_\_\_\_
5. Principal activity (CA 2010) \_\_\_\_\_  
(text and code)

### TO BE FILLED IN BY STATISTICS

_ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _	
Register number	
_ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _	
Municipality	
_	_ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _
Reg.	No in sample
	_ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _
	Activity
_	2   0   2   0
Quarter	Year

### Dear Sirs,

The Statistical Office of the Republic of Serbia (Office) is conducting in 2020 the regular Quarterly Structural Business Survey. All enterprises and other a part of other market-oriented legal entities producing goods and service (which income from sales of goods, products and services exceeds 50% of the operating income). We would be very grateful to you if you would fill in correctly this questionnaire and send it to the relevant regional statistical office, the address and phone number of which you will find in the covering letter.

**The data reported in this questionnaire will be treated in strict confidence, and will be used only for statistical purposes.**

- Aim of the statistical report → The results of this report will be used for the evaluation of the structure and dynamics of the economic activity of enterprises and overall economic trends. They will also serve the purpose of calculating quarterly macroeconomic aggregates.
- Who completes this report → This report should be filled in by an accountant or other responsible person, making use of the instructions given below. Groups of accounts and accounts are given in separate items according to current accounting legal acts of the Republic of Serbia and accounting framework for enterprises, cooperatives and entrepreneurs and Accounting framework for other legal entities.
- You are expected to → Provide exact information on your business activity based on the documentation. **If it is incomplete, please give reliable estimates for the entire reference period.** If the report, duly completed, reaches us in due time, we will be able to timely put the aggregate data at the disposal of our users, and spare you from our written or telephone reminders.

Note:

TABLE 1. OPERATING INCOME for the \_\_\_\_\_ quarter 2020

In thousands RSD

		Group of accounts or account	Total for the reporting quarter	Data by month to be filled in only by those reporting units whose main activity is classified in the following Sections of the Classification of Activities (CA): H – Transportation and storage, I – Accommodation and food service activities, J – Information and communications, L – Real estate activities, M – Professional, scientific and technical activities and N – Administrative and support service activities (Divisions CA from 49 to 82, except 72 and 75) Remark: The sum of the values by months (columns 5 + 6 + 7) should be equal to the value in the column 4		
				From total:		
				First month of the reporting quarter	Second month of the reporting quarter	Third month of the reporting quarter
1	2	3	4=5+6+7	5	6	7
1	<b>TOTAL (2+3+4+5)</b>	<b>(60+61+62+640+65)</b>				
2	Revenues from sales of goods, products and services	60, 61 (for other legal entities 60)				
2a	Of which: revenues from sales of goods, products and services on foreign market	601+603+605+611+613+615				
3	Revenues from capitalized production	62 (for other legal entities 61)				
4	Revenues from premiums, subsidies, recourse, donations, etc	640 (for other legal entities 64)				
5	Other operating income	65 (for other legal entities 63,65)				

**TOTAL** – This item is the sum of items 2, 3, 4 and 5.

**Revenues from sales of goods, products and services** – indicate the revenues from sales of goods (account 60) and revenues of finished products and the values of services delivered (account 61). The value of sales should include all costs charged to the customers (transportation, packaging, insurance, etc.) even when those costs are shown separately in the invoice. Revenues from sales are to be indicated reduced for rebate, discount, cash accounts, excise, VAT and other taxes which are calculated at the time of products sales.

Of which: revenues from sales of goods, products and services on foreign market – indicate the value of revenues from sales of goods (accounts 601, 603 and 605), products and services on foreign market (accounts 611, 613 and 615). The value of this datum (row 2a) is the part of the value to be indicated in row 2, thus it is not to be included in row 1 – “TOTAL”.

**Revenues from capitalized production** – indicate the value realized by capitalized production or consumption of goods, products and services for own use for reproduction purposes (account 62).

**Revenues from premiums, subsidies, recourse, donations, etc.** – indicate the value of revenues realized from premiums, subsidies, donations, recourses, compensations and from tax refund (account 640).

**Other operating income** – indicate the value of revenues realized from rentals (land, machinery, transport means and inventories, warehouses, business premises, etc.), memberships, royalties and royalty payments (based on: patents, trade marks, copyrights and other rights) and from other operating income (account 65).

TABLE 2. OPERATING COSTS for the \_\_\_\_ quarter 2020

In thousands RSD

		Group of account or account	Total for the reporting quarter
1	<b>TOTAL (2+3+4+5+6)</b>	<b>(50+51+52+53+55) -(555+556)</b>	
2	Purchase value of goods sold	50	
3	Raw material and energy costs	51	
4	Costs of salaries, remuneration and other personnel costs	52	
5	Costs of Industrial services	53	
6	Costs of non-industrial services, <b>excluding</b> taxes and social contributions	55, <b>excluding</b> 555 и 556	

**TOTAL** – this item is the sum of items 2, 3, 4, 5 and 6.

**Purchase value of goods sold** – indicate the value of goods sold and purchasing value of real estate purchased for resale (land, building facilities and other real estate) as well as that of fixed assets for sale (account 50).

**Raw materials and energy costs** Indicate the value of raw materials for the manufacture of (raw materials, direct and indirect materials, packaging), materials overhead, fuels and energy (electricity, other costs of fuels such as: coal, petroleum and petroleum derivatives, gas, used steam and hot water), spare parts and, tools and inventory write off (account 51).

**Costs of salaries, remuneration and other personnel costs** –indicate the costs of remunerations to persons other than employees (remunerations based on service contract, work for hire, temporary and occasional works contract signed with physical persons, and remunerations to physical persons paid on the basis of other contracts), costs of remunerations to managers, i.e. members of administration and supervisory bodies as well as other personal expenses and compensations (severance payments, jubilees, daily allowances for business trips, allowances for field work, etc.). (account 52).

**Costs of industrial services** – indicate the value spent for the production of services, such as: output, transport services, maintenance, costs of rentals (power equipment, transport equipment, operating inventories and equipment, warehouses and business premises), fairs, advertisement and propaganda, researches, development being capitalized and costs of other services (protection at work, waste water treatment, etc.). (account 53).

**Costs of non-industrial services, excluding taxes and social contributions** – indicate the value of non-industrial services (costs for health, legal, cleaning, accountancy, counseling, security, personnel's professional training, etc.); the value of costs of representation, insurance premiums (for fixed assets, stocks, production, employees during work, insurance premium of placements and claims); the value of payment operations costs (commissions and other bank charges and fees) and the value of memberships costs (professional associations, chambers, federations, etc.); **excluding** taxes and contributions (account 55, **excluding** accounts 555 and 556).

