

GENERAL INSTRUCTIONS

- ⇒ Provide best estimates if exact figures are not available in your records. Indicate N.A. for items not applicable.
- ⇒ Refer to the relevant explanatory notes and definitions provided in specific items when providing responses for each item/question.
- ⇒ Include only Philippine-based activities, including imports and exports, of this establishment.

GENERAL INFORMATION ABOUT THIS ESTABLISHMENT

1. Business and Registered Name in 2018, Tax Identification Number (TIN), Business Address, and Company Website of this Establishment

A. Business Name: _____

B. Registered Name: _____

C. Establishment TIN:

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D. Business Address: _____

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PROV	MUN	BGY			

E. Company Website: _____

2. Economic Activity or Business in 2018

⇒ Describe in detail the main activity and other activities of this establishment. Specify major products or goods sold or type of services rendered.

A. Main Economic Activity (Refers to the activity that contributes the biggest or major portion of the gross income or revenue of this establishment.)

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2009 PSIC					
I-O CODE					

1. Top two (2) products/goods produced or sold or type of service rendered, **specify:**

- a. _____
- b. _____

B. Secondary Activity (Refers to the activity that contributes the second biggest portion of the gross income or revenue of this establishment.)

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2009 PSIC					
I-O CODE					

1. Top two (2) products/goods produced or sold or type of service rendered, **specify:**

- a. _____
- b. _____

C. Other Activities (Refer to activities carried out by this establishment in addition to the main activity and in which the output, like that of the main activity, must be suitable for delivery outside this establishment.)

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2009 PSIC					
I-O CODE					

1. Top two (2) products/goods produced or sold or type of service rendered, **specify:**

- a. _____
- b. _____

LN
NO

01

02

03

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09

CONCEPTS AND DEFINITION OF TERMS

INCOME refers to cash received and receivables for products/by-products sold and services rendered.

Valuation: Products and by-products sold and services rendered should be in **producer price** (ex-establishment) net of discounts and allowances.

Producer price is the amount receivable by the producer from the purchaser for a unit of a product (good or service produced) as output, minus any VAT or similar deductible tax, invoiced to the purchaser. It excludes any transport charge invoiced separately by the producer.

Include:

- ✓ Goods transferred and services rendered to other establishments belonging to the same enterprise as this establishment. This should be treated as sales and valued as if sold to a customer.
- ✓ Income from products made elsewhere for this establishment on a contractual basis from materials supplied by this establishment.
- ✓ Sale of products/by-products to domestic market, transferred to other plants or establishments belonging to the same enterprise, directly exported and sold to exporters.

Sales to domestic market refer to sales of products/by-products of this establishment to another establishment of a different enterprise, and other consumers/users, including interplant transfers.

Interplant transfers are shipments of products/by-products produced to other domestic plants or establishments belonging to the same enterprise as this establishment. These should be valued as though sold.

Exports refer to direct exports and sales to exporters.

Sales to exporters refer to products/by-products produced and sold locally to exporters by this establishment.

Direct exports refer to products/by-products produced and shipped directly outside the country by this establishment.

EXPENSE refers to cost incurred by this establishment during the year whether paid or payable.

Valuation: Goods and services should be in **purchaser price**.

Purchaser price is the amount paid by the purchaser, excluding any VAT or similar deductible tax, in order to take delivery of a unit of a good or service. It includes any transport charges paid separately by the purchaser to take delivery at the required time and place.

Include:

- ✓ Goods received from and services rendered by other establishments belonging to the same enterprise as this establishment. These should be valued as though purchased.

Purchased from domestic market refers to all goods bought by this establishment within the country or sourced from domestic market.

Imports refer to all goods purchased outside the country by this establishment.

INVENTORIES refer to stocks of goods owned by or under the control of the establishment as of a fixed date, regardless of where the stocks are located.

Valuation:

- Stocks of materials, fuels and supplies should be at current **replacement cost in purchaser price** at the indicated dates.

Replacement Cost is the cost of an item in terms of its present price rather than its original price.

- Finished products, work-in-progress and goods for resale should be valued at **producer price**.

Finished products refer to products of this establishment that are ready for sale/shipment.

Work-in-progress refers to products of this establishment that have not yet reached the final desired state and are not ready for sale/shipment.

INCOME and INVENTORY**3. Income and Inventory in 2018**

LN NO	COMMODITIES (1)	I-O CODE <i>(For PSA Use Only)</i> (2)	VALUE OF SALES (In PHP, omit centavos)
			SALES TO DOMESTIC MARKET (3)
01	Yarn and thread; woven and tufted textile fabrics	099	
02	Textile articles other than apparel	100	
03	Knitted or crocheted fabrics; wearing apparel	101	
04	Leather and leather products	102	
05	Footwear	103	
06	Pulp, paper and paperboard products	107	
07	Wholesale trade services	150	
08	Retail trade services	151	
09	Manufacturing services on physical inputs owned by others (sub-contract)	190	
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30	TOTAL <i>(sum of all entries from lines 1 to 29)</i>		

Please use additional sheets if necessary

Continued on Page 5



VALUE OF SALES (In PHP, omit centavos)		INVENTORIES (In PHP, omit centavos)		LN NO
EXPORTS (4)	TOTAL (Col.3 + Col.4) (5)	As of 01 January 2018 (6)	As of 31 December 2018 (7)	
				01
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Please use additional sheets if necessary

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EXPENSE AND INVENTORY**4. Expense and Inventory in 2018**

LN NO	COMMODITIES (1)	I-O CODE <i>(For PSA Use Only)</i> (2)	VALUE OF PURCHASES (In PHP, omit centavos)
			PURCHASED FROM DOMESTIC MARKET (3)
01	Abaca	033	
02	Electrical energy	063	
03	Water	065	
04	Yarn and thread; woven and tufted textile fabrics	099	
05	Textile articles other than apparel	100	
06	Knitted or crocheted fabrics; wearing apparel	101	
07	Leather and leather products	102	
08	Pulp, paper and paperboard products	107	
09	Refined petroleum products	111	
10	Plastics in primary forms and synthetic rubber	113	
11	Paints and varnishes and related products; artists' colours; ink	114	
12	Soap, detergents and cleaning preparations	116	
13	Other chemicals and chemical products, n.e.c.	118	
14	Man-made fibres	119	
15	Rubber products	120	
16	Plastic products	121	
17	Wholesale trade services	150	
18	Retail trade services	151	
19	Land transport services of freight	158	
20	Supporting transport services	162	
21	Credit-granting services	165	
22	Real estate services	172	
23	Accounting services	176	
24	Telephony and other telecommunications services	178	
25	Maintenance, repair and installation (<u>except</u> construction) services	189	
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29			
30	TOTAL (sum of all entries from lines 1 to 29)		

Please use additional sheets if necessary

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VALUE OF PURCHASES (In PHP, omit centavos)		INVENTORIES (In PHP, omit centavos)		LN NO
IMPORTS (4)	TOTAL (Col.3 + Col.4) (5)	As of 01 January 2018 (6)	As of 31 December 2018 (7)	
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Please use additional sheets if necessary

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5. Remarks**6. Certification**

I hereby certify that this report for the period _____ to _____ has been completed as accurately as the records of this establishment allow and with the best estimates in some instances.

Name _____ Signature _____

Title/Designation _____ Date _____

7. Contact Person

Person to be contacted for queries regarding this form:

Name _____ Address _____

Title/Designation _____

Tel. No. _____ Fax No. _____ E-mail Address _____

THANK YOU FOR ACCOMPLISHING THIS FORM!

8. Processing Information: Do Not Fill (For PSA Use Only)

Activity	Name	Signature	Number of items with Errors	Date
Field Office:				
Distributed by				/ /
Collected by				/ /
Field Edited by				/ /
Manually Processed by				/ /
Machine Processed by				/ /
Central Office:				
Validated by				/ /
				/ /