



___ Quarter

2024 QUARTERLY SURVEY OF PHILIPPINE BUSINESS AND INDUSTRY

Please enter the Establishment's Tax Identification Number (TIN) here. ▶			-			-			-		
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FN – QN (For PSA use only)									
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Dear Sir/Madam:

The Philippine Statistics Authority (PSA) is conducting the **2024 Quarterly Survey of Philippine Business and Industry (QSPBI)** to provide quarterly data on the identified leading industry major groups in all sectors of the economy, except those in agriculture, forestry and fishing section, as input in the generation of Quarterly National Accounts of the Philippines and in the construction of Quarterly Economic Indices, which measure the performance of the Philippine Economy. These data will be used by government planners, policymakers, and program developers in formulating economic development plans, policies, and programs.

The conduct of the 2024 QSPBI is in accordance with Republic Act (RA) No. 10625 (Philippine Statistical Act of 2013), which authorizes the PSA to prepare and conduct periodic censuses on various sectors of economy, and Executive Order No. 352 mandating the conduct of QSPBI every year.

Pursuant to Section 25 of RA No.10625, the National Statistician identified the above statistical inquiry or survey to be conducted with obligation to provide information. Considering this, all respondents whether natural or legal persons shall be liable to reply to the statistical inquiry of survey. The respondents are also required to give truthful and complete answers to the said statistical inquiries or surveys of the PSA and other statistical offices of the Philippine Statistical System. We are requesting you to provide complete and truthful answers to all the questions.

Rest assured that the data you will furnish in the above-mentioned survey shall be treated with strict confidentiality and shall be considered PRIVILEGED COMMUNICATION, hence, inadmissible as evidence in any proceeding as provided for in Section 26 of RA No.10625. The PSA also complies with the Data Privacy Act of 2012 and assures that all collected personal information are processed in accordance with the law and other issuances.

This survey was reviewed and cleared under the Statistical Survey Review and Clearance System (SSRCS) with clearance number PSA-2405 and expiration date 31 March 2025.

We appreciate your utmost cooperation and support for the success of the 2024 QSPBI. Thank you very much.

CLAIRE DENNIS S. MAPA, PhD
 Undersecretary
 National Statistician and Civil Registrar General

For inquiries, contact:
PSA Field Office
 Telephone No.: _____
 E-mail Address: _____

PSA Central Office
 Telephone No.: (02) 8376-2090
 E-mail Address: qspbi@psa.gov.ph

CERTIFICATION

I HEREBY CERTIFY that the information provided in this inquiry is substantially accurate to the best of my knowledge.

 Signature over Printed Name of the Accomplishing Official

Date: _____ Designation: _____
 Contact Number: _____ E-mail Address: _____
 Company Website: _____

	Description of this establishment's Main Economic (Principal) Activity:
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LN No.	ITEM DESCRIPTION	PREVIOUS QUARTER
	(1)	(2)
01	I. TOTAL EMPLOYMENT (<i>sum of A and B</i>) Report the total number of persons who worked in or for this establishment during the period nearest to the 15th of the reference month. Employment in column (2) refers to the <u>average number</u> of persons who have worked or received pay during the previous quarter. Exclude workers on subcontract arrangement.	
02	A. WORKING OWNERS AND UNPAID WORKERS <u>Working owners</u> are those actively engaged in the management of the establishment but do not receive regular pay, i.e. not included in the payroll. Managers and directors of corporation working for pay should be reported as managers. <u>Unpaid workers</u> are persons working for at least 1/3 of the working time normal to the establishment without regular pay.	
03	B. PAID OFFICIALS AND WORKERS (<i>sum of 1 to 3</i>) Includes full-time/part-time workers, on sick or maternity leave, on paid vacation or holiday, and employees working away from this establishment paid by and under the control of this establishment. Exclude workers <u>not in the payroll</u> of this establishment.	
04	1. MANAGERS AND EXECUTIVES All salaried directors, managers, executives, officers, administrative, and other officials of the same category. " Working Owners " who are receiving regular pay should be included in this category.	
05	2. PRODUCTION/CONSTRUCTION WORKERS - For Industrial Sections only All employees directly engaged in the production/construction activities of establishments, including manual workers, clerical personnel, working foreman, and seasonal workers who fabricate, process, assemble, construct, install, etc. Exclude supervisory employees above working foreman level.	
06	3. OTHER EMPLOYEES Supervisory employees above working foreman level and all other employees not included above.	
07	II. TOTAL COMPENSATION (PhP) (<i>sum of A and B</i>) Report salaries and wages before deduction for employees SSS/GSIS contributions, withholding taxes, etc. Include employer's counterpart contribution to SSS, GSIS, PHILHEALTH, and others.	
08	A. TOTAL SALARIES AND WAGES (<i>sum of 1 to 3</i>) Include basic pay; overtime pay; cost-of-living allowances; vacation and sick leave pay; commissions; bonuses; dismissal or retirement pay; back pays and other benefits prior to deductions for employees SSS/GSIS, withholding taxes, etc.	
09	1. SALARIES OF MANAGERS AND EXECUTIVES	
10	2. SALARIES AND WAGES OF PRODUCTION/CONSTRUCTION WORKERS	
11	3. SALARIES AND WAGES OF OTHER EMPLOYEES	
12	B. EMPLOYER'S CONTRIBUTION TO SOCIAL SECURITY SYSTEM (SSS), GOVERNMENT SERVICE INSURANCE SYSTEM (GSIS), PHILHEALTH, AND OTHERS Include all payments made by the employer in behalf of his employees to SSS, GSIS, Employees Compensation Commission, PHILHEALTH, pension, and similar schemes.	
13	III. TOTAL VALUE OF PRODUCTION (PhP) - For Mining and Quarrying, and Manufacturing Sections only Report the value of all goods produced and working progress during the reference quarter. Valuation should be at producer's price, that is, the amount receivable by the producer from the purchaser for a unit of a product as output, minus any value added tax (VAT) or similar deductible tax, invoiced to the purchaser. It excludes any transport charges invoiced separately by the producers.	
14	IV. TOTAL REVENUE/SALES (PhP) (<i>sum of A and B</i>) Report cash received or receivables for goods sold and/or services rendered. It also refers to the value of shipment of products manufactured or mined, sales of goods or commodities intended for resale in the condition as received, industrial services or industrial work done for others, and non-industrial services rendered to others.	
15	A. REVENUE/SALES FROM MAIN ECONOMIC ACTIVITY <i>Specify Main Activity: _____</i>	
16	B. OTHER INCOME - Income from activities other than those reported under main activity. <i>Specify Other Activities: _____</i>	
17	V. TOTAL INVENTORY (PhP) (<i>sum of A to F</i>) Report the value of stock of goods owned by and under the control of the establishment at the end of the reference quarter, regardless of where the stocks are located. It is valued at current replacement cost based on market prices. Valuation of good is at ex-plant price (producer price) for Manufacturing.	
18	A. FINISHED GOODS	
19	B. WORK-IN-PROGRESS	
20	C. RAW MATERIALS	
21	D. CONSTRUCTION-IN-PROGRESS/PROJECT-IN-PROGRESS	
22	E. GOODS FOR RESALE	
23	F. OTHER INVENTORIES Include supplies and materials, fuels, lubricants, oils and greases, etc.	
	VI. CAPACITY UTILIZATION RATE (in percent) - For Mining and Quarrying, Manufacturing, Electricity and Water Supply Sections only	

The report should cover the three months operation of your establishment for the ___ Quarter of the year 2024			DO NOT FILL <i>(For PSA use only)</i>	REMARKS	LN No.
FIRST MONTH	SECOND MONTH	THIRD MONTH			
(3)	(4)	(5)	(6)		
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BEGINNING		ENDING			17
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REMARKS:**GENERAL INSTRUCTIONS**

- The report should only cover the Philippine-based activities or the operations, including imports and exports of the particular establishment referred to in the printed address stub.
- The activities and operations of **all branches** should be included in this report for establishments engaged in the following:
 - *financial and insurance activities;*
 - *construction;*
 - *electric cooperatives;*
 - *real estate activities;*
 - *security and investigation activities;*
 - *telecommunication activities and other reservation services and related activities;*
 - *transport and storage; and*
 - *travel agency and tour operator activities*
- If internet facility is available, please access the online questionnaire and provide the needed information.
- If internet facility is not available, accomplish this form to be collected by the PSA field staff.
- Values should be reported in Philippine Peso (PhP). Omit centavos.
- If report is not yet available, preliminary estimates are acceptable. However, the final report will be required for re-submission through email or during the next visit of the PSA field staff.

DEFINITION OF TERMS

- For manufacturing and mining establishments,** *revenue* refers to the value of shipments of products manufactured or mined. Shipments include sales and interplant transfers. Valuation of goods shipped is at ex-establishment price (including indirect taxes) and net of discounts, allowances and returned goods.
- For construction, electricity and water supply establishments,** *revenue* refers to the value of goods and service rendered from electric power generation, transmission and distribution, and operation of electric and gas utilities; water collection, treatment and distribution; and general construction and specialized construction activities for buildings and civil engineering works including net revenue from construction activities abroad.
- For wholesale and retail trade establishments, repairs of motor vehicles, motorcycles establishments,** *revenue* refers to the sales of goods, and commissions and fees earned, *when not in combination* with manufacturing or wholesale or retail of these goods.
- For transportation/communication/storage establishments,** *revenue* refers to value of services rendered arising from the passenger's transportation, parking lots and total roads/bridges operation, rental of transport vehicle; telephone, telegraph and other communication services, local letter and parcel delivery, including messengerial services, and storage and warehousing services.
- For financing, insurance, real estate establishments,** *revenue* refers to interest/discount on loans, deposits, financing, bonds, and money market; service charges; dividend on equity investment securities, stock, others (for banking and other commercial finance); net premiums earned (for insurance companies); sale of real estate (for real estate companies); professional fees, business and other service fees (for business services); and commissions and fees earned.
- For service establishments,** *revenue* refers to the value of services rendered, e.g. tuition and matriculation fees for schools; medical, dental, and optical fees for hospitals, and clinics; professional fees; revenue from operation of hotels, restaurants, movie theaters, radio and television stations; laundries; barber and beauty shops and other personal services; and revenue from transactions outside the country.

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

Activity	Name	Signature	Number of Items	Date
Field Office:				
Distributed by				/ /
Collected by				/ /
Field Edited by				/ /
Manually Processed by				/ /
Machine Processed by				/ /