

## THE ESTABLISHMENT CENSUS IN VIET NAM

The 1<sup>st</sup> Establishment Census was nation-wide conducted in Viet Nam in 1995, the 2<sup>nd</sup> Census was in 2002 and the 3<sup>rd</sup> Census was in 2007. This Census aims to collect basic information on number of establishments, number and qualification of labor engaging in economic establishments, operating results and IT appliances ... The general results of the Census shows the colorful panorama on the distribution of establishments and labours in the entire economy, of business and non-business sectors, of economic geography regions and localities in the country.

### I. OBJECTS, CONTENT AND SURVEY METHODS

#### 1.1. Survey objects:

##### 2.1.1. *Survey objects of business establishments :*

- Single business (without branch).
  - Head office of the enterprise (in case enterprise has at least 01 branch locating in other area).
  - Branch or representative office of enterprise (including cases like branches which were founded according to the Enterprise Law, or branches in other areas due to the narrow campus of the head office). Particularly, branches consist of direct branches, the level 2, 3 branches ..., representative offices (including representative offices of foreign enterprises); production and business establishments managed by administrative, civil servicing divisions (not considering as enterprises).
  - Production and business plants such as workshops that produce end-products or that work as assistant units (only participating in one part of production line, for instance the tailoring workshop of the garment factory);
  - Storage, station, freight yard with manager
  - Outlet, shop, separated stall (outside the head office) of the company/ main shop.
  - Individual production and business establishments.

##### 2.1.2. *Survey objects of the administrative, civil servicing member sector include :*

Government agencies, political organizations, socio-political organizations at central and local levels

- Civil servicing divisions
- Agencies of vocational- socio organizations
- Agencies of social organizations
- Religious establishments
- Branches and units under the above organizations.

#### 1.2. Coverage of the Census

- (i) Agricultural cooperatives, individual production and business households belonging to the Agriculture, Forestry and Fishery which were surveyed in the 2006 rural, agricultural and fishery census;
- (ii) Units belonging to diplomatic corps and foreign Embassies being in operation in Vietnam;
- (iii) Economic establishments closed down or waiting for disbanding or bankrupting or stopping operation and shifting to other groups;

**1. 3. Content of the Census:**

1.3.1 Information on establishment:

- Name;
- Address;
- Tax code;
- Type of establishments (enterprises and their branches; individual establishments; government agencies; Party and membership associations, civil servicing units...);
- Types of establishment organization;

1.3.2. Information on labor;

- Information on manager or leader of establishment;
- Labors (classifying by family workers, hire employees, foreign employees, trained qualification, gender and age), labor income (for administrative units, civil servicing divisions and membership associations).

1.3.3. Information on operating results and IT appliances

- Turnovers (for production and business establishments);
- Main products (for production and business establishments);
- IT appliances (the number of computer, labors used computer for their work, establishments connected to internet and e-commerce).

The Census includes general information of 4 types of survey unit. The contents of the questionnaire are following:

Order	Survey units are enterprises	Survey units are branch establishments	Survey units are administrative and civil servicing establishments	Survey units are Individual business establishments
1	2	3	4	5
<b>1</b>	<b>Name of enterprise</b>	<b>Name of establishment</b>	<b>Name of establishment</b>	<b>Name of establishment</b>
	- Business name	- Business name	- Business name	-
<b>2</b>	<b>Address</b>	<b>Address</b>	<b>Address</b>	<b>Address</b>

	- Phone number	- Phone number	- Phone number	- Phone number
	- Fax number	- Fax number	- Fax number	- Fax number
	- email	- email	- email	- email
<b>3</b>	<b>Information on director</b>	<b>Information on director</b>	<b>Information on director</b>	<b>Information on owner</b>
	- Full name	- Full name	- Full name	- Full name
	- Gender	- Gender	- Gender	- Gender
	- Date of birth	- Date of birth	- Date of birth	- Date of birth
	- Ethnicity	- Ethnicity	- Ethnicity	- Ethnicity
	- Nationality	- Nationality	- Nationality	- Nationality
	- Education	- Education	- Education	- Education
<b>4</b>	<b>Foundation year</b>	<b>Year of operation</b>	<b>Foundation year</b>	<b>Year of starting production and business</b>
<b>5</b>	<b>Type of enterprise</b>	<b>Type of organization</b>	<b>Type of establishment</b>	
	- Central state-owned enterprise	- Central state-owned enterprise	Government agency	
	- Local state-owned enterprise	- Local state-owned enterprise	Public civil servicing unit	
	- Collective enterprise	- Collective enterprise	- Semi-public civil servicing unit	
	- Private enterprise	- Private enterprise	- Private civil servicing unit	
	- Partnership company	- Partnership company	- Political organization	
	- One member Limited company	- One member Limited company	- Socio – Political organization	
	- Two member and more Limited company	- Two member and more Limited company	- Vocational –social organization	
	State-capital joint-stock company	State-capital joint-stock company	- Social organization	
	Non-state-capital joint-stock company	Non-state-capital joint-stock company	- Fully legal entity	
	- 100% foreign-capital enterprise	- 100% foreign-capital enterprise	- Dependently legal entity	
	- Joint-venture	- Joint-venture state-		

	state-own enterprise	own enterprise		
	- Joint-venture enterprise	- Joint-venture enterprise		
		- Government agency		
		- Civil servicing unit		
		- Political organization		
		- Socio – Political organization		
		- Vocational –social organization		
		- Social organization		
<b>6</b>	<b>Business activity</b>	<b>Main business activity</b>	<b>Main activity</b>	<b>Main business activity</b>
	<b>Main business activity</b>	Main business activity	-	-
	<b>Other business activity</b>	Other business activity	-	-
<b>7</b>	<b>Turnover 6 months</b>	<b>Turnover 6 months</b>	<b>Total turnover (whole year, 6 months)</b>	<b>Turnover, June</b>
<b>8</b>	<b>Labor</b>	<b>Labor</b>	<b>Labor</b>	<b>Labor</b>
	- PhD	- PhD	- PhD	- PhD
	- Master	- Master	- Master	- Master
	- Bachelor/University	Bachelor/University	-Bachelor/University	- Bachelor/University
	- College	- College	- College	- College
	- Professional secondary	- Professional secondary	- Professional secondary	- Professional secondary
	- Technical worker	- Technical worker	- Technical worker	- Technical worker
	- Others	- Others	- Others	- Others
<b>9</b>	<b>IT appliances</b>	<b>IT appliances</b>	<b>IT appliances</b>	<b>IT appliances</b>
	- Number of computer	- Number of computer	- Number of computer	- Number of computer
	- Number of labors used computer	- Number of labors used computer	- Number of labors used computer	-
	- Establishment	- Establishment	- Establishment	-

	linked to LAN	linked to LAN	linked to LAN	
	- Establishments with computer connected to Internet	- Establishments with computer connected to Internet	- Establishments with computer connected to Internet	-
	- Establishment with Website	- Establishment with Website	- Establishment with Website	-
	- Establishment with e-commerce transaction	- Establishment with e-commerce transaction	- Establishment with e-commerce transaction	-

<b>10</b>	<b>Dependent branch</b>	<b>Information on governing body</b>	<b>Information on governing body</b>	<b>Business registration</b>
<b>11</b>	<b>Labor of entire enterprise</b>	<b>Auxiliary unit</b>	<b>Management level</b>	Tax status
<b>12</b>	<b>Labor income</b>		<b>Budget source for operating</b>	Months expect for production and business
<b>13</b>	<b>Total assets</b>		<b>Financial revenues and expenditures</b>	
<b>14</b>	<b>Total capital sources</b>			
<b>15</b>	<b>Total turnover and other incomes</b>			
<b>16</b>	<b>Total profits</b>			
<b>17</b>	<b>Taking responsibility to the Government</b>			
<b>18</b>	<b>Realized development investment</b>			
<b>19</b>	<b>Finished constructions</b>			
<b>20</b>	<b>Vocational training</b>			
<b>21</b>	<b>Industrial accident</b>			
<b>22</b>	<b>IT qualification of enterprise</b>			
<b>23</b>	<b>Environment protection</b>			
<b>25</b>	<b>Industry</b>			

26	Construction			
27	Trade			
28	Restaurant			
29	Traffic and storage			
30	Tourism			
31	Other services			
32	Banking			
33	Insurance			
34	Agriculture, forestry and fishery			

*Source: Materials for the 2007 Establishment Census*

#### **1.4. Survey method**

This census was carried out by 2 phases, including:

*1.4.1. Listing establishments:* implementing by 4 steps

- Identifying enumeration areas
- Forming/Preparing the primary list
- Forming the real list (Listing establishments by enumeration areas)
- Tabulating the list of survey units

**Step 1:** Identifying enumeration area: the lowest administrative level

- For urban area, an enumeration area is defined as an inhabitant ward/ block (or an inhabitant quarter);
- For rural area, an enumeration area is defined as a hamlet (small village).
- For mountainous area, an enumeration area is defined as a mountain village/ hamlet.

**Step 2:** Forming the primary list, aims to:

- Estimate the number of establishments by type of survey object of province/city
  - Being a basic of :
    - + Calculating preliminarily the number of enumerators and supervisors
    - + Preparing budget, printed materials and questionnaire
  - Being a basic for comparing, checking the number of survey unit in the real list by area.

Data source for primary list:

a. Basing on data available in PSOs like:

- List of administrative units and civil servicing divisions (from the previous Establishment Census)
- List of enterprises (the previous Enterprise Survey)
- List of individual establishments (the previous individual economic establishment survey)

b. Other reference materials:

- The Administrative Yearbook of province/city
- Yellow Pages of Telephone number
- List of Enterprise register and Tax management

### **Step 3: Forming the real list**

Forming the real list is:

- \* Counting number of establishments
- \* Defining area, address
- \* Describing activity
- \* Identifying type of establishment locating in the area, by the time before conducting the Census
- \* Classifying and grouping the list of survey unit by type, supplying enumerators, supervisors for applying in enumerating and collecting the questionnaire later.

### **The form of the list of survey unit in enumeration are:**

Name of enumeration area:

Commune:

District:

Province/City:

Enumerator's fullname :

Order	Name of establishment	Address	Place of production and business	Activity description	Type of survey unit			
					Enterprise	Branch establishment	Individual establishment	Administrative & civil servicing unit
	.....							

### **Step 4: Completing the list of survey unit**

Commune level:

Lists of survey unit are tabulated according to objects carrying out each kind of questionnaire:

1. List of production and business establishment belonging to enterprise group
2. List of individual establishment
3. List of administrative and civil servicing divisions and religious units

#### *1.4.2. Data collection (the census)*

Combining between direct and indirect survey

- For objects in term of direct survey combining with indirect method (like questionnaires for enterprise, administrative and civil servicing groups), the enumerator

who brings the form to the survey unit and asks the person-in-charge to fill in, guide the content, how to record, supervise, check and collect the form in the right time (maximum from 5 to 10 days after delivery)

- For objects in term of direct interviewing, (like individual establishments), the enumerator has to visit each survey unit to interview directly and record in the form. The enumerator should combine between interviewing, observing, calculating, suggesting and persuading to have true responds

## **II. THE RESULTS ACHIEVED FROM 3 CENSUSES AND IMPROVING TENDENCY**

### **2.1. Assessments on the results:**

The general results of the Censuses through the years reflected the major features of the panorama on the socio-economic development of Viet Nam after 5 or 10 years, particularly in:

- Number of establishments and labor engaging in these establishments of every field and activity have increased rapidly. However, the increase is uneven between economic activities, focusing on service activities, especially a rapid growth in new services.

- Like number of establishments, the density of establishment has also increased but risen unevenly between regions and localities, urban and rural areas.

- Even though, the labor size of economic establishments, particularly the labor size of production and business establishments has improved as compared with the last 5 years, is still small.

- Labor quality in establishments has improved notably. This is an important factor to stimulate the development of these establishments in the coming years.

### **2.2. Some issues need improving:**

#### **(1) Unifying the opinions on census**

Viet Nam has conducted 3 Establishment Censuses. The coverage of the establishment census differs from that of the economic census. Some countries also carried out the establishment census but they have shifted to the economic census recently. Since 1995 Viet Nam has conducted 3 **establishment censuses** (1995, 2002, 2007). This census is not purely an economic census but adding information on finance of establishments or combining economic census with enterprise survey. Therefore, the next censuses can be shifted into economic census like what other countries did. The content of the establishment census should improve in tendency of **economic census**.

#### **(2) Improvement on census method**



Recently, the establishment censuses conducted in 1995, 2002, 2007 were implemented by the 2-step method

Step 1: List the name of establishments; Step 2: Conduct the census. The next census can be carried out in 3 steps as following:

**Step 1: Updating the map of enumeration area;**

**Step 2:** List all survey units;

**Step 3:** Surveying 100% large-size establishment and sample survey for medium and small size establishment (not conducting for all establishments).

### Diagram of the establishment census method



