Outline of the Current Survey of Production

Industrial Statistics Office, Research and Statistics Department,
Economic and Industrial Policy Bureau,
Ministry of Economy, Trade and Industry
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Overview of Current Survey of Production

I. Overview of Current Survey of Production

1. Purpose of the survey

The Current Survey of Production has been conducted since 1948 on a monthly basis to monitor month-to-month changes in manufacturing and mining outputs in Japan and obtain basic data on the industries available for policymakers.

Manufacturers are now, mainly helped by advances in innovations, developing more sophisticated and higher value-added products as well as making their goods smaller, more multifunctional and more energy-efficient.

Ways of production are also rapidly changing to respond to changes in environments around manufacturers, especially diversifying needs of consumers. Life-cycles of their products are getting shorter, and they are required to produce in smaller lots.

In such circumstances, items covered by the survey must be replaced, so that it can reflect diversifying ways of production and monitor changes in actual conditions of industries on a monthly basis. Such adjustments are more needed than ever.

The Current Survey of Production, the eleventh statistics designated according to the Statistics Law, is the only monthly survey that monitors industrial outputs in Japan. It is essential to calculate indices of industrial production (IIP) and prepare other indices and statistics. Since the first survey in 1948 it has been used by a range of government agencies, researchers, businesses, and other organizations and individuals.

The survey covers around 1,800 items of goods among those under the charge of the Ministry of Economy, Trade and Industry. For the items, outputs, shipments, and inventories are reported. Raw materials, manufacturing facilities, and workforce used for the outputs are also surveyed.

A survey period starts on the first day of a month and ends on the last day. The results are announced on the preliminary report in the late next month, and the revised report is published around the middle of the following month. The annual report, which compiles findings of the year, is released in June or July next year. Reports are available both in print and on the website of the METI. Data can be downloaded on the site. METI offers the data online to its regional bureaus and prefecture governments, which use the information to produce IIPs for their own regions.

2. History of the survey

The origin of surveys conducted to monitor current conditions of production in Japan can be traced back to the late 1920’s.

Economic circumstances those days naturally made policymakers recognize necessity for statistical surveys of current conditions of industries that should cover a short period, less than one year, to obtain basic data for designing industry policies.

In 1927, the Monthly Survey of Textile Production was introduced.
In 1930, the Monthly Survey of Production of Important Goods got started, covering, in addition to textile, mining products, such as sulfur and coal, nonferrous metals, including gold, silver, and copper, and steel and steel products.

In 1942, the survey was renamed Survey of Important Factories. It was succeeded by the Current Survey of Production, which started in 1946.

For two years from 1946, just after the World War II, surveys conducted by industrial associations had been substituted for official statistics of current industrial outputs.

In 1947, the Statistics Law, fundamental legislation for official statistics in Japan, was enacted. An application was filed to have the Current Survey of Production designated according to the Law, and it was recognized as designated statistics in December of the year.

Next year, after establishing the Regulations for the Current Survey of Production, the Ministry of Commerce and Industry, predecessor of METI, issued a notification, announcing the survey shall be inaugurated.

When the survey was introduced in 1948, Japan was still in the state of postwar chaos. The ration system was in place, and industrial products were also distributed through the system.

At the time of introduction of the survey, therefore, the most important objective was to examine outputs of goods to be rationed and conditions for the production (production capacity, raw materials, etc.).

It was in 1950 when the survey covered the largest number of items. After the economic control was abolished in 1951, the coverage got narrowed. In 1952, a large portion of the budget was slashed as a result of the shrunk coverage of the survey. Its role of offering data for economic control and rationing came to an end, and the survey made a fresh start as a genuine economic statistics.

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In October 1952, the Guidelines for Development of the Current Survey of Production were prepared as the first step for streamlining the existing survey items and improving quality of the survey. On April 1 next year, the then Ministry of International Trade and Industry promulgated the revised Regulations for the Current Survey of Production, and the ministerial ordinance came into effect on the day. At the same time the ministry issued the Notification for Specifying Forms of Questionnaires to start the survey.

Since then survey items and questions have been reviewed and replaced to satisfy demands of the time, as new products appear while traditional goods disappear, and needs of policy makers arise and vanish. Revisions are also made to save respondents time and labor for filling out questionnaires. At the same time information technology is being adopted. Tabulation of data by hand has been replaced by sophisticated data processing by computers, and questionnaires are submitted online from 2000.

II. Legal basis of the survey

Public agencies conduct statistical surveys either for Designated Statistics, Approved Statistics, or Notified Statistical under the Statistics Law with approval of the Ministry of Internal Affairs and Communications. This Current Survey of Production is conducted as a survey for Designated Statistics due to its significance until March 2009. In addition, designated statistics will be renamed to fundamental statistics in April 2009.

Designated statistical surveys involve duties under law, including the duties of reporting, publication of survey results, and nondisclosure.
III. How the survey is conducted

1. Responsible agencies

Agencies that actually conduct this survey include the following:

The Industrial Statistics Office of the Research and Statistics Department of the METI, Survey Departments of the Regional Bureaus of Economy, Trade and Industry (the METI Okinawa under the Okinawa General Bureau, Cabinet Office for Okinawa), Prefectural statistical survey departments, and Statistical enumerators.

Also involved with this Survey are the Economy Statistical Information Office that maintains the statistics processing system and procures equipment needed for its operation and the Economic Analysis Office that develops secondary statistics such as Indices of Industrial Production (Production, Shipment, and Inventory) (IIP) using the survey results, in the Research and Statistics Department.

Roles of each responsible agency

- Industrial Statistics Office of this ministry (Ministry of Economy, Trade and Industry or METI): Examines, aggregates and publicizes survey data, develops survey planning, and revises survey forms and rules concerned.
- The Regional Bureaus of Economy, Trade and Industry, and prefectural statistical survey departments: Distributes questionnaires, and collects and examines completed questionnaires. Appoints and supervises statistical enumerators. Manages entities subject to survey (to grasp new entries, suspension of business, and business shutdown, etc.)

2. Survey routes

Distributed questionnaires are submitted from those surveyed along three routes as classified below:

(1) Direct submission to the METI

The Research and Statistics Department directly delivers questionnaires for the Current Survey of Production to establishments subject to survey without relying on the Regional Bureaus of Economy, Trade and Industry or prefectural governments, and those establishments return the completed questionnaire directly to the Research and Statistics Department. Generally, direct submission is used for establishments belonging to large-scale companies.

(2) Submission via the Regional Bureaus of Economy, Trade and Industry

This is the main survey route of the Current Survey of Production. A majority of questionnaires go through this route when distributed and collected. The Regional Bureaus of Economy, Trade and Industry distributes and collects questionnaires by mail or by using statistical enumerators, and then submits them to the Research and Statistics Department.

(3) Submission via prefectural governments

This type of submission is similar to submission via the Regional Bureaus of Economy, Trade and Industry above. One main characteristic is a majority of entities surveyed using this route are small-to medium-sized enterprises compared to those surveyed using the route via the Regional Bureaus of Economy, Trade and Industry.
1) A relatively large number of entities are surveyed with one questionnaire (exceeding 1,000 in some cases).

2) Local industries are surveyed (businesses unique to the local area, such as those producing textile products or ceramics).

3. **Survey methods**

Survey methods used include visiting survey, mail survey and on-line survey.

1) **Visiting survey**, Statistical enumerators visit entities to be surveyed, deliver questionnaires, and collect completed questionnaires later.

   Statistical enumerators are quasi-public servants that are appointed by the director of the Regional Bureaus of Economy, Trade and Industry or the Governors of Prefectures. Their major duties are to distribute and to collect questionnaires.

2) **Mail survey**

   The METI, the Regional Bureaus of Economy, Trade and Industry, and prefectural governments directly deliver and collect questionnaires and other related documents.

3) **On-line survey**

   The METI (and the Regional Bureaus of Economy, Trade and Industry as well as prefectural governments) are linked to each other via the Internet so that data in the questionnaire can be submitted on line.

   Regardless of the route category, any entities that wish to use the on-line method can submit questionnaires on line by completing the relevant procedure for on-line data submission.
4. **Survey period and due date**

The due date of the survey is the last day of every month. As a principle, the survey period is one month from the first day to the last day of the month.

5. **Due date of questionnaire submission**

The due date of submission varies among different survey route categories. Survey questionnaires must be submitted by 10th every month for entities using routes via prefectural governments or the Regional Bureaus of Economy, Trade and Industry, while they must be submitted by 15th for those using the direct submission to the METI.

6. **Survey targets**

Basically, establishments producing items listed on the questionnaire are subject to this survey.

- Cases where other entities submit reports include the following:
  
  1. Specified establishment survey
     
     In case sales or inventory data cannot be readily reported from an establishment subject to this survey, the establishment controlling that establishment (such as its parent company) may report such data.
  
  2. Unified survey
     
     A specified representative establishment may report acting for other establishments only if it is the only possible way to submit data on production and other related survey items.
  
  3. Union survey
     
     Local cooperative business associations, parent companies, or manufacturing wholesalers report aggregated data, representing member companies or sub-contractors.

IV. **Survey contents**

At present, the Current Survey of Production covers about 2,000 items. These items are classified according to the industry type, the characteristics of the production processes, and respective inquiry items, and 114 types of questionnaires are created according to this classification.

The questionnaire formats greatly differ from industry to industry. For some items (such as steel products), a questionnaire consists of seven sheets, allowing a comprehensive grasp of the processes involved, from raw material input to input/output of semi-manufactured and finished products, and to facilities and labor conditions. For other items (such as machinery and tools), raw materials and facilities are surveyed in a very brief manner although final products are surveyed in detail.

1. **Characteristics of the Current Survey of Production**

As a survey focusing on production, the Current Survey of Production has the following characteristics:

a) Any specified production items are surveyed even if they are input to the following processes (that is,
b) Questionnaires are structured according to the standard industrial classification by item group of products manufactured in the relevant industry.

c) Since this survey, while being an establishment-based survey, focuses on production items, a single establishment may be required to complete and submit two or more questionnaires.

2. Basic survey items

a. Product: Volumes of the product produced, received, consumed, shipped or stocked
b. Raw material: Volumes of consumption and inventories
c. Labor: The number of employees at the end of the month and the total number of actual workers for the month
d. Production capacity and facilities

The actual manufacturer of an item subject to survey is required to report on its production. If consigned production is involved, the consignee that actually produced the item is required to complete the questionnaire. This approach is referred to as the principle of actual production.

Shipping is reported as of the date of actual shipping. While a product still remains within the enterprise even after entering a purchase-sale contract, it is added as inventory, which is referred to as the principle of actual shipping.

3. Criteria for selecting survey items

In 1948 when the Government started the Current Survey of Production, Japan was having a time of postwar confusion and supply shortage. Mineral products and manufactured goods were distributed under a quota system. Thus, the major purpose of this survey in its early years was to grasp the state concerning the trends and conditions (such as production capacities and raw materials) concerning production of those items controlled under the quota system.

Later, as the Japanese economy developed along a growth track, it became more increasingly important to grasp the position of each item against the trend of the entire economy and against the condition of the relevant industry segment compared to other industry segments in addition to the micro-level need for statistics on individual items and industry segments to be satisfied for policy development.

In order to reflect those needs, survey items have been added or deleted as appropriate. However, the position of a survey item in the relevant industry segment (as represented by a share or weight, that is the ratio of its production volume against the entire industry it belongs to) does not always accord the significance of the policy-level need for statistics. Thus, some items having a long survey history are covered in details while emerging growth items are briefly surveyed as some experts point out (which is referred to as “the older the more detailed.”)

V. Operating procedures

Operation of this survey is roughly divided into two: yearly and monthly procedures.

1. Yearly procedures

a) Revision of the questionnaire format
Hearings are undertaken for requests for improvement of the questionnaires among the departments (organizations) concerned in the second half of the year two years before the survey year. Based on responses, a questionnaire improvement proposal is consolidated by May every year. Then, the survey rules related to the revision of the questionnaire are amended and publicized in Government's gazettes.

Guidance is given in July or August on the revisions of the questionnaires to the Regional Bureaus of Economy, Trade and Industry and prefectural governments.

b) Creation and delivery of survey-related documents

1) Documents to be delivered to establishments subject to the survey

   - Letter of request for cooperation to the statistical survey (two versions: one for establishments surveyed for the first time and the other for existing establishments)
   - Questionnaires
   - Guidance on entry
   - Newsletter of statistics (return material distributed to previous survey targets)

2) Other documents

   - Explanation on survey items

c) Review of the publicized format (maintenance of the macro for publicized figures)

d) Maintenance of data examination and aggregation systems

e) Acceleration drive for response submissions

f) Yearly correction and publication of annual reports

After creating data for the months of December, checking is performed for any discontinuation or irregularities of data against corresponding months of the previous year. Additional work may be required even after completing work on figures for final monthly reports when completed questionnaires are submitted behind the schedule or some establishments notify errors to be corrected after submitting completed questionnaires. These figures need to be consolidated as final figures for that year (covering January through December) (yearly correction).

Finalized figures are publicized in the final report for February of the following year (publicized in April), printed and bound up into a book, and released as an annual report around the end of June of the following year.

2. Monthly procedures

a) Work for preliminary reports

   1) Data development

   - Questionnaires are returned around 15th of each month, from surveyed establishments are submitted to the METI via the Regional Bureaus of Economy, Trade and Industry, and prefectural governments. Personnel in charge of the respective industry segments file them and perform preliminary examination. After that, they assign recording of the checked data on
magnetic media to data inputting businesses in three lots.

- Those personnel that have questionnaires receive after placing order for data inputting need to input data themselves.

2) Examination/aggregation of data, and requesting for delayed responses

- Responsible personnel load data delivered from the data inputting operators and check the data on the balances of data on production, shipping and inventory and for error values that are outside the allowable ranges. Then they make inquiries concerning questionable points if any to the relevant establishments via the mediating organization concerned to correct data or to grasp factors behind the irregularities.
- They also make request for submission of completed questionnaires to those establishments that have failed to do no later than the due date via calls to the relevant mediating organizations in order to ensure accuracy of preliminary reports. For example, the post-correction error of the comprehensive preliminary and final reports of Indices of Industrial Production (Production, Shipment, and Inventory) (IIP), which are developed using the current Survey of Production results, achieve accuracy with an error below a value after the decimal point.

3) Study and publication of aggregated values

- Aggregated values are compared with values for the same month of the previous year and the previous month to check for irregular changes in the trend by survey item. If any major changes in trends of production, shipping, or inventory are found, inquiries are made with the relevant establishments in order to identify factors behind such changes, and also study meetings are held by item and by industry segment.
- Preliminary reports are publicized for about 500 items (amounting to about 1,300 survey-end items), carrying statistics on production, shipping, and inventory of those items.
- The statistics are publicized at the end of the month following the month of survey at 8:50 in the morning in the form of paper media and on the Internet in conjunction with the IIP indices, which are publicized before any other economic indices in Japan. As such, the publication of these data attracts strong attention among business operators, bankers, and economic analysts.

b) Work for final reports

1) Data development: the same procedure as for preliminary reports

2) Examination/aggregation of data, and requesting for delayed responses: the same procedure as for preliminary reports

3) Study and publication of aggregated values

- For final reports, factors behind changes are checked for all survey items (about 1,800 items) and for raw materials, labor, and capacities (as represented by production facilities) to ensure reliability of aggregated values.
- The statistics are publicized at 1:30 in the afternoon in the middle of the month two months after every survey for perusal in the office and on the Internet. Additional two weeks or so are needed for printing and bookbinding, and so printed reports come out around 25th every month.
- As a principle, statistics publicized in final reports remain unchanged until the final report for
VI. Utilization of survey results

The results of the survey is utilized extensively not only within the METI but also by other national administrative organizations, local governments, industry associations, enterprises, banks and research and survey institutes. Also, these statistics are used as the basis for Indices of Industrial Production (Production, Shipment, and Inventory) (IIP), Input-Output table of inter-industrial relations (IO) and other secondary-processed statistics are developed. The following are examples of typical usages of the survey results.

1. Usages within the METI

The METI is carrying out various measures for promoting industry. These statistics are used as essential material that helps grasp the state of each industry segment and the trend of supply and demand. They are also used as basic material for developing supply and demand forecast as well as modernization/rationalization planning. In addition, they are effectively utilized in the area of the trade policy for identifying the relationship between export and import and the state of competition between domestic products and imported ones.

Moreover, the statistics are used as the basic material that helps develop small- to medium-sized enterprises in optimization of the production scale and promotion of facility modernization. They are also aggregated by Regional Bureau of Economy, Trade and Industry and by prefecture for helping develop the industrial location policy and the regional promotion policy.

2. Usages by individual enterprises

This survey is characteristic in that reporters of data are also users of the survey results. Business operators that have submitted the data regularly look at survey results as references for developing management planning, checking the company's market share, the supply and demand trend, reference information for determining the optimal production scale, and the supply and demand forecast.

3. Usages for Indices of Industrial Production (Production, Shipment, and Inventory) (IIP)

Results obtained from this survey serve as the basis of Indices of Industrial Production (Production, Shipment, and Inventory). This survey is the most extensive source of data for Indices of Industrial Production (Production, Shipment, and Inventory) as it is a comprehensive survey on manufactured and mineral products.

4. Usages for Preliminary Quarterly Estimates of GDP (QE) and System of National Account (SNA)

The results of the survey is utilized as basic statistics for estimate of manufacturing industry.
Definitions of Survey Items

This section explains survey items common to all types of questionnaires used in the Current Survey of Production by the Ministry of Economy, Trade and Industry (METI). Although these are common items, some of them are handled in a special way depending on the type of questionnaire.

1. “Product” column

(1) Production

The figure entered in this field represents the volume, weight, or number of units of the subject product (the item listed in the questionnaire) produced by the responding establishment in a factory in Japan (excluding products in process).

Note that the following items are included:

a) Products produced or worked by commissioning, and
b) Items to be used to produce other products or to be consumed at the same factory.

(2) Reception

Concerning the same item (the item listed in the questionnaire) that was produced by the surveyed establishment during the target survey period, the volume of reception into the factory or a warehouse is entered here. Specifically, the following reception volumes are included:

a) Items purchased from other enterprises (including imported items)
b) Items accepted from other factories belonging to the same enterprise as the subject establishment
c) Products that were produced or worked at commissioned factories, which the consigners received from the consignees (sub-contractors)
d) Returned products (excluding condemned ones)

(3) Consumption

The figure entered in this field represents the volume of the subject product (the item listed in the questionnaire) consumed by the responding establishment as material or for use in processing of other products in the subject establishment.

Note: Among those consumed, items used by the establishment for captive use, including purposes of investment, sample presentation, offering as a gift, exhibition, or testing and research are excluded (they are entered under “(4) Shipping, b) Others”).

(4) Shipping

The figure entered in this field represents the volume of the subject product that was actually shipped from the responding establishment or a warehouse or storage rented by the establishment (including shipped items out of the received ones).

Note that the “Shipping” section may be divided into two: “Sale” and “Others” fields, in which case figures need to be entered according to the definitions under “a) Sale” and “b) Others” below. If this field is not divided into two, then the figure represents volumes of both categories as defined under “a) Sale” and “b) Others” below.
a) Sale

a. Products directly sold to distributors or other consumer enterprises
b. Products shipped to the main office or relay points (including a warehouse and the like rented by the responding establishment) for the purpose of selling
c. Commissioned products shipped to the consigner that is a distributor of the item
d. Products shipped to other factories belonging to the same enterprise that are not producing the same product as the listed survey item

b) Others

a. Products shipped to other factories belonging to the same enterprise that are producing the same product as the listed survey item
b. Products shipped as material for use at other factories belonging to the same enterprise
c. Products shipped as material for use in commissioned production
d. Products shipped for additional commissioned processing
e. Commissioned products shipped to the consigners (including consumers) that are manufacturers
f. Products consumed in house (items for samples, gifts, exhibits, and those for use in testing and research)
g. Returned products once received

(5) Sales amount

The sales amount is evaluated based on the contract price or producer's selling price.

a) The terms “contract price” and “producer's selling price” used here represent the amount of the enterprise's selling price after subtracting loading charges, fares, insurance expenses, and other overhead expenses plus consumption taxes.

For items requiring packaging and/or packing for shipping, the product price includes the packaging and/or packing expenses.

Note: Other overhead expenses include unloading charges, bonded warehousing charges, coastal carriage fares, and embarkation expenses.

b) The price of an item for which raw material is supplied and processing fees are receivable is assessed on a basis of the market price of the material at the time of the supply, as if the material were purchased at that time.

(6) Month-end inventory

The figure in this field represents the volume of the survey item (the item listed in the questionnaire) produced and stocked at the establishment or in a warehouse or storage rented by the establishment and the volume of the same item received.

Note that the inventory includes those already sold but not handed over yet. Commissioned products that are kept at the consignee are added to the consignee's inventory.

Note: For a company having only one factory, a warehouse whose affiliation is not clarified for the accounting purpose is assumed to belong to the factory.
2. “Raw material, fuel and power” column

(1) Consumption

The figures in these fields represent volumes of raw materials, fuel, and electric power that were actually consumed for producing the product (survey item) following the rules below.

If the survey item can virtually represent the item group, it is accepted that the figures in this column include consumptions for other items in the same item group.

(The term “item group” means a group of products that are considered to belong to the range indicated by the questionnaire name stated at the top of the form, whether or not it is the survey item or not.)

a) If it is difficult to enter the consumptions of raw materials and fuel, it is allowed to enter the volumes carried out from the warehouse to the plant for the purpose of inputting into manufacturing processes.

b) When an integral plant or a dual plant produces products belonging to two or more item groups, the consumptions should be divided into portions for the respective item group. If this division is difficult, then it is allowed to divide the consumptions according to the ratio of production (volume or value), facilities, or allocation of expenses for cost calculation.

(2) Month-end inventory

The figures in these fields represent the volumes of raw materials and fuel (including raw materials and fuel received for commissioned production) produced and stocked at the establishment or in a warehouse or storage rented by the establishment.

When an integral plant or a dual plant produces products belonging to two or more item groups, the month-end inventory of raw materials and fuel should be divided into portions for the respective item group. If this division is difficult, then it is allowed to enter the gross consumption in the most representative questionnaire. In this case, questionnaire forms that do not carry the month-end inventories must include a statement in its “Remarks” column that the relevant data are included in the Monthly Report on XX.

3. “Labor” column

(1) Month-end number of full-time employees

This figure represents the number of full-time employees that are actually and regularly engaged in production, management, or other operations as of the last day of the survey period.

a) Regular employees include the following, excluding those who are on a leave over a month or full-time union activists:

   a. Those who are employed for an unlimited time or over a month,

   b. Those who have been employed on a daily basis or for a fixed period of a month that were employed by the same employer for 18 days or more in the preceding two months,
c. Workers on loan from the parent company or an affiliated company and those who are dispatched by a manpower supply company shall be handled according to definitions (a) and (b).

d. Executive officers and directors that are in full-time service and receive monthly compensation, and
e. Business owners of a private enterprise and family laborers that are engaged in full-time operation at the factory and receive compensation.

b) The term employees of “the subject department” refers to full-time employees engaged in production of the survey item.

When an integral plant or a dual plant produces products belonging to two or more item groups, the number of employees is separately entered for each item group. The numbers of employees working for those item groups concurrently and those who belong to departments handling common operations such as assisting work and management may be divided as appropriate (on a basis of the value of production, for example).

As a principal, employees working at the headquarters are not included in this figure. However, in case a factory is located on the same site as the headquarters and dividing the number of employees is difficult, it is allowed to include them in this figure.

c) Employees of “the establishment” refers to all full-time employees working at that enterprise (factory).

d) Employees of “the company” refers to all full-time employees working for the enterprise.

(2) Gross number of employees that actually worked during the month

This figure represents a cumulative number of employees that actually worked for the survey month, regardless of the length of daily work, or whether the day worked is a working day or a holiday. In other words, one employee is counted as one even in a case of late arrival, early leave, or overtime.

Note:

a) An employee who worked overtime is counted as one unless the overtime extended into the following day. If the overtime was worked over two days, then it is converted into two workers. However, if the same worker worked for another full day, it is counted as two, and not as three.

Thus, a gross number of monthly working days of one employee never exceeds the number of days in the month.

b) The number of part-timers shall be calculated by converting their actual working hours into the number of the standard working days at the factory.

<Equation for conversion>
Gross monthly actual working hours ÷ the number of standard daily working hours = gross number of actual monthly workers
4. **“Production capacity” column**

The figure in this column represents the monthly production capacity of the surveyed establishment concerning the item specified in the questionnaire as of the last day of the survey period, according to the production capacity assessment standard. In case it is difficult to determine the monthly production capacity, a figure obtained by dividing the annual production capacity (for the calendar or fiscal year) by twelve will do.

Note: The production capacity assessment standard is defined by survey item. The procedure for entering this figure is described on each questionnaire form.

(1) The general assessment standard for production capacity

a) Production capacity is defined as the maximum output volume (or maximum output value) possibly achieved with the production facilities of the surveyed establishment under the standard production conditions at the surveyed establishment. If items other than the surveyed are also produced with the same production facilities, guidance is given to such establishments to calculate the production capacity for the surveyed item based on compositions of production in the past whenever it is possible. Additional consideration is required concerning possible factors that may affect the production capacity besides the capacity of the facilities when assessing the production capacity.

b) As a principle, the extent of production facilities is defined as facilities currently owned by the establishment. However, this definition excludes facilities owned but out of operation and will be eliminated in the future, or will require major modification close to facility renewal before it could be reused.

c) The operating hours and days are defined as the standard values at the surveyed establishment. Fluctuations of operating hours or days due to temporary supply-demand condition or production restriction set on the establishment by factors such as a cartel or administrative restriction or strikes are regarded as fluctuations of the capacity utilization, and they are excluded from assessment of the production capacity.

d) Labor force is defined as standard employees engaged in work at the production facilities (or in the production processes) of the surveyed establishment. Temporary changes of the number of employees shall be excluded from assessment of production capacity.

5. **“Remarks” column**

(1) Guidance is given for cases where there has been a major change against the previous month in the production, sales volume, or inventory of the surveyed item to enter primary reasons for the change as much as possible using wordings as follows, for example: “Increased/decreased demand for products for XX,” “Entering/returning from periodical maintenance,” “Accident,” “Discontinuation of production,” “Stock taking,” and “Disaster.”

Additionally, it is requested to add the following and previous periodical maintenance periods when naming it as a reason for the change.

(2) Guidance is given to enter a statement on consumption or inventory of raw materials concerning changes in the raw material compositions due to technological changes or switching over to alternative materials.
(3) Also, guidance is given to enter description of the nature of a change of the production capacity if any, using wordings such as “Facility extension,” “Facility shutdown,” or “Re-examining relevance of the production capacity.”
Revisions of Current Survey of Production

Emerging new products developed with technological innovations in Japan's production activities are affecting industrial and economic trends. In order to grasp those impacts and the actual state of domestic products (items) produced in efforts to cope with such current changes, the Current Survey of Production has been subject to yearly review and revision of questionnaire forms used. In this process, considerations are given to reduction of respondents' burden by eliminating and adding survey items as appropriate.

In particular, the “Unified Standards” were adopted for radical review of this survey from various viewpoints (including reduction of respondents' burden and maintenance/improvement of statistical accuracy, etc.), starting with revision for FY 2002 Current Survey of Production. These standards served and are serving as a basis of subsequent revision initiatives.

I. Necessity for revision

Among the parties concerned, a growing need had been felt for accurate identification of changing economic conditions driven by the recent drastic development of globalization, its impact on the Japanese economic structure, and the accompanying micro trends in the manufacturing activities such as an increasing number of businesses promoting production transfer to overseas. Meanwhile, the Government's initiatives for administrative reform also included a direction for rationalization of the national official statistical surveys. Thus, starting with the revision for the 2002 survey, the following viewpoints for revision have been shared:

a) Review reflecting changes in the industrial structure → The need for correcting the previous drawback as described as “the older the more detailed”

b) Review for streamlining and rationalization of statistics → Efficient operation of statistical survey activities (with review of the target scope)

c) Reduction of respondents' burden

For reviewing questionnaire forms, the Unified Standards were developed based on the following concepts.

1. Basic concepts for reviewing survey forms

a) On one hand, the survey needs to enable accurate identification of production activities on micro levels. On the other hand, they should provide source data for developing indices including Indices of Industrial Production (Production, Shipment, and Inventory) (IIP) that indicate macro-level economic trends. Accuracy must be maintained in these two aspects while survey efficiency needs to be improved in order to deliver data in a timelier manner.

b) Previously, statistical data on production activities were collected mainly on a basis of volume. However, value-based survey items need to be developed more in the future so that both aspects of volume and value are covered for industrial activities. On the other hand, questionnaire forms should be simplified to reduce respondents’ burden through grouping of fragmented items, and rationalizing breakdown items in the “Product” as well as the “Raw material” column.

c) Survey items need to be consolidated for those with small-scale markets in order to correct imbalances among items.
d) Along with degradation of the survey environment in recent years, the scope of target establishments needs to be reviewed for segments where there are excessive numbers of target businesses and survey efficiency is dropping.

e) A unified standards should be developed to address points 1 through 4 above, and this survey should be reviewed generally every fifth year, taking into account revision of the standards for the IIP indices.

2. “Unified Standards” for survey review

1. Reviewing questionnaire forms and survey items

   (1) Review of the “Product” column

   a) Volume-based items

   Volume-based items are screened out to the six basic items below, consisting of a minimum required for grasping micro-level production activities. Survey entries should be configured with considerations given on the characteristics of the respective survey items. Specifically, entries are only needed for production on consigned items in segments of chemical machinery, paper-manufacturing machines, and steel structures (such as bridges and steel towers), while entries on consumer goods such as clothes, cosmetics, and TV sets need to cover production, shipping, and inventory as well as industrial goods including steel stock, oil products, and plastics.

   • Production
   • Reception
   • Consumption
   • Shipping for sale
   • Shipping for other purposes
   • Month-end inventory

   b) Value-based items

   The Current Survey of Production has been conducted with emphasis on volume-based surveys. In the future, however, in order to facilitate development of data for macro-level judgment on the economic condition besides providing data on micro-level production activities, value-based analysis will be required along with volume-based analysis. In this context, further effort should be made to add value-based survey items to the monthly reports on the material industries that are currently non-correction segments.

   (Reference)
   Monthly reports without value-based survey items
   Monthly reports on steel, chemical fibers, spun yarn, fabrics, metal and minerals, oil products

   c) Breakdown items

   Under the section for reception, production, shipping and sales breakdown, breakdown items related to import/export were previously subject to survey for the purpose of grasping the trend of items with high import/export ratios. However, statistics on import/export trends can be substituted with foreign trade statistics. Therefore, surveys on breakdown items should be discontinued to reduce respondents’ burden.
For breakdown items of production, consumption and shipping (sales), basically, survey should be limited to priority breakdown items that have high administrative needs, for example.

(2) Review of the “Raw material” column

The “Raw material” used to be essential since statistics in this column enabled identification of unit consumptions (= volume of raw material per product) that were significant factors when technological changes in production gave severe impacts on economy as they brought about reduction of manufacturing costs, improvement of product performance, development of alternative raw materials, and arrivals of new products. Today, however, advancement of technological innovations has led to a lower need for analysis of unit consumption data, reducing the need for the survey on this item itself. (The raw material indices previously included in the IIP indices were terminated with December 2000 IIP.) Thus, survey in this field will be eliminated except for environment/energy-related horizontal items and items with particular policy-related importance, including surveys on refuse iron, used paper, fuel and electric power.

(3) Review of the “Labor” column

The “Month-end number of full-time employees” will remain since it is useful for determining the employment trend and the scope of establishments to be surveyed.

The “Gross number of employees that actually worked during the month” will be eliminated since diversification of employment arrangement has developed and unified survey has become more and more difficult to conduct. Exceptions include processing/assembling-type manufacturing segments in the machinery and secondary fabric product industries where surveys of “facilities and production capacity” themselves are difficult to conduct and these surveys on labor may possibly help grasp trends of capacity utilization.

(4) Review of the “Production capacity and facilities” column

The existing survey entry fields on the subject topics will remain; they will be used for developing the production capacity index and capacity utilization index included in the IIP indices.

The survey on some industries including the machinery industry will be further extended to cover more segments while studies will be carried out for possible entry methods since the degree of segment representation is low for the production capacity and utilization indices compared to the production index (that is, items reflected in the production index outnumber items reflected in the production capacity and utilization indices, and each segment is represented to a relatively low degree in those indices.)

2. Review of survey items

The current survey items will remain as a basis but consolidation will be undertaken with considerations given to the characteristics of the respective industry segments and items involved under the policies below:
< Unified Standards >

a) Among items under the product classification for industrial statistics (six-digit classification, also applicable to subsequent discussion), products with an annual shipping value is below 10 billion yen are excluded from the survey.

For products (items) with a high in-house consumption volume such as pig iron, basic steel and ethylene, the value corresponding to the in-house consumption will be calculated and added to the annual shipping value (applicable to the subsequent policies).

If a single product category under the product classification for industrial statistics does not exceed 10 billion yen in its annual shipping value but can be combined with similar products to form a group whose annual shipping value exceeds 10 billion yen, the figure for the combined products will be adopted.

b) Out of items under the product classification for industrial statistics, those items whose annual shipping value exceeds 100 billion yen and are currently not covered by the Current Survey of Production will be included in the survey.

c) Generally, product categories in the Current Survey of Production shall be organized so that the annual production value for a single category exceeds 10 billion yen by consolidating similar categories as appropriate.

d) Despite the Unified Standards above, adjustment shall be made according to characteristics of subject industry segments or product items. For example, those items will be subject to survey as showing a significant production growth that may continue for some time or those items statistics on which are essential for some administrative purposes.

3. Review of the scope of establishments subject to survey

Initially, this survey was undertaken on a basis of complete enumeration. Because of procedural constraints and considerations for survey efficiency, that approach was later switched to a bottom-cutoff approach in which establishments smaller than a certain size were excluded from surveys for some industry segments and items while addressing the issue of how to ensure adequate representation of each segment including those excluded establishments.

As the survey environment is rapidly becoming more cumbersome, a decision has been made to review the scope of surveyed establishments in segments with particularly large numbers of establishments to be surveyed that are prone to poor survey efficiency.

4. Review of the questionnaire forms

In order to streamline survey-related clerical works and to reduce respondents' burden, questionnaire forms shall be consolidated among segments for which questionnaires only include a limited number of survey items or among segments having survey items similar to those for each other.
II. Areas of improvement from respondents' point of view

Statistics are aggregations of numerical data developed from information offered by respondents. Reporters are playing significant roles in the process of statistics development. Not only used for the administrative purposes, survey results are also used by general public. Considering such nature of statistical surveys, it is required to reduce the burden of data submission as much as possible.

Social and economic changes including the development of the information-intensive society over the recent years have caused the needs for information to grow, driving development of statistics. This, in turn, has invited a greater burden on survey respondents. As those respondents are also required or requested to submit administrative reports or to respond to private statistical surveys, there have been greater calls for reduction of respondents' burden.

Under this circumstance, in order to conduct statistical surveys smoothly and to ensure permanent maintenance of the statistics processing systems, it is essential to give adequate considerations to the position of respondents as much as to the necessity of contents of surveys and to make effort to reduce their burden through the entire processes from development of statistics processing systems to planning and conducting statistical surveys.

The following summarizes major issues in the area of improvement from the viewpoint of respondents of this particular survey:

1. Reduction of survey topics and items (concerning the product, raw material, and labor columns)
2. Reduction of questionnaire forms subject to submission
3. Review of the scope of establishments surveyed (raising the bottom-cutoff line)
4. Unification of due dates for submitting forms by survey route
5. Introduction of new-generation statistics processing systems

1. Reduction of survey topics and items (concerning the product, raw material, and labor columns)

<table>
<thead>
<tr>
<th></th>
<th>2001</th>
<th>2002</th>
<th>2003</th>
<th>2004</th>
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<th>2006</th>
<th>2007</th>
<th>2008</th>
<th>2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monthly reports</td>
<td>138</td>
<td>117</td>
<td>116</td>
<td>115</td>
<td>115</td>
<td>114</td>
<td>114</td>
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<tr>
<td>Questionnaire forms</td>
<td>143</td>
<td>117</td>
<td>116</td>
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<td>115</td>
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</tr>
<tr>
<td>Items</td>
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<td>1,794</td>
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<tr>
<td>Breakdowns</td>
<td>511</td>
<td>360</td>
<td>351</td>
<td>291</td>
<td>283</td>
<td>280</td>
<td>283</td>
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<tr>
<td>Raw materials</td>
<td>1,002</td>
<td>353</td>
<td>353</td>
<td>339</td>
<td>328</td>
<td>295</td>
<td>295</td>
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<td>Workers</td>
<td>273</td>
<td>236</td>
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<td>233</td>
<td>232</td>
<td>232</td>
<td>232</td>
<td>232</td>
</tr>
<tr>
<td>Facilities</td>
<td>350</td>
<td>327</td>
<td>333</td>
<td>330</td>
<td>323</td>
<td>322</td>
<td>326</td>
<td>326</td>
<td>326</td>
</tr>
</tbody>
</table>

Note: No revision for 2009

2. Reduction of questionnaire forms subject to submission

In 2000 survey revision, the number of copies of questionnaire forms subject to direct submission to the METI (Ministry of Economy, Trade and Industry) was changed from two to one.

On the other hand, the number of questionnaire form copies was maintained for those subject to submission via prefectural governments or the Regional Bureaus of Economy, Trade and Industry, remaining to be two. One of the copies is for submission to the METI, and the other is to be retained by
prefectural governments or the Regional Bureaus of Economy, Trade and Industry. Those retained copies are necessary for cross-examining the contents reported against the contents of the subsequent survey forms.

However, since it is indeed one significant factor that facilitates cooperation of respondents to reduce respondents' burden from creation of two copies to one, it is important to continue to explore ways for eliminating redundant copies by utilizing introduction of new-generation statistics processing systems.

3. Unification of due dates for submitting forms by survey route

Previously, the due date for submitting survey forms to prefectural governors was the 5th of the following month. This due date was changed to the 10th of the following month in 2002 revision so that all form submission dates are now unified.

Factors behind this change of the due date included elimination of data aggregation by prefectural or municipal administrations, the introduction of new-generation statistics processing systems that enabled sharing of survey results and the fact that it was difficult for a majority of establishments surveyed to submit survey forms by the 5th of the following months. In addition, publication of survey results would hardly be affected by this change the 10th.

In conjunction with this unification, the due dates for submitting survey forms to directors of the Regional Bureaus of Economy, Trade and Industry or the METI minister were changed to the 10th and 15th of the following month, respectively.

4. Introduction of new-generation statistics processing systems

Increasing numbers of enterprises and business establishments are introducing computer and other electronic equipment in the wake of the spread of computers and information/telecommunications devices supported by development of information and telecommunications technologies, the advancement of information network development, the development of the PC-based communications networks and development of telecommunications and software businesses.

At these enterprises and establishments, the range of computer-aided operations is being extended, represented by cost reduction initiatives for office works, faster information exchange using computers, and introduction of electronic data exchanges that enables online order placements.

With such spread of information and communications equipment across enterprises and establishments in the background, collection of statistical data also requires efforts for achieving higher efficiencies of operation and reduction of respondents' burden through use of magnetic media and telecommunications lines. In developing statistical survey reports using the same data formats repeatedly as in monthly reports, computer-based data management drastically reduces the burden on respondents once they have developed relevant programs; output of required reports is substantially automated as the programs utilize data stored on respondents’ computer systems. In fact, there were growing request for introduction of magnetic media and online data transfer via telecommunication lines among enterprises and establishments.

Meanwhile, on the side of organizations responsible for the survey projects, simplification of office work such as orderly management of questionnaire forms and streamlined data entry operations were contributing to reduction of hours needed for data aggregation and the likeliness of earlier publication of survey results.

In January 2000, the METI developed a “new-generation statistics processing system,” a wide-area
network system for statistical survey operations that is the first of the kind in the world and launched the operation. In this system, enterprises and establishments surveyed, prefectural departments concerned, the respective Regional Bureaus of Economy, Trade and Industry, and the METI are linked online, enabling online submission of questionnaire data. This system development has given rise to expectations for reduction of respondents’ burden and improved data reference services on the side of survey respondents and for securing of agility cost performance on the side of the responsible parties.

(1) Advantages of the new-generation statistics processing system

a) Creation of questionnaire-based data

- Switching over from batch processing on a general-purpose host computer to client/server-type statistics processing systems enables real-time loading of corrections for data from questionnaire responses into individual form data.
- Previously, directory management was performed on a basis of individual questionnaire forms. Therefore, different codes were entered for one enterprise or establishment on different forms, disabling unified directory management. The introduction of the new-generation systems makes it possible to unify establishment names and central management of directories listing establishments surveyed. As a result, it becomes easier to correct information in each directory and to identify which questionnaire forms are used for a certain enterprise or establishment.
- On-line data submission reduces time for collecting data from questionnaire forms. It also eliminates time and costs of digitizing (inputting) data.

b) Reporting of data in response to questionnaire forms

- As data in questionnaire forms can be reported online, entering data into questionnaire forms can be eliminated.
- Quick checking of data to be reported
  A quick checking function is provided for data reported along with opportunities for confirming the checking result in a browser. After confirmation, the reporter can correct errors, if any, and resubmit corrected data online.
- Batch transfer of files for submission
  For establishments with massive questionnaire data to submit every month, it is possible to improve work efficiency by editing the data into the METI-specified formats and document forms and performing batch transfer of those files from the data upload screen on the user's PC.
- Batch transfer of files from a main office
  For enterprises that previously prepared questionnaire forms for all affiliated establishments, great effect of efficiency improvement can be expected now that it is possible for the main office to perform batch transfer of files of questionnaire data on all establishments concerned.

c) Data utilization

Various data are now available for downloading through online search for data of interest, including national aggregation statistics created based on the contents prepared by enterprises/establishments. Those data are made available in formats supporting manipulation on spreadsheet software on PCs.
Additionally, enterprises/establishments that have been reporting online can search for data that they have submitted previously and can download them online.

<table>
<thead>
<tr>
<th>Trend in the Offline Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Offline Rate</strong></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

Note: 1. The percentage is as of the end of each year
2. Figures in parenthesis are the difference from the previous year.

### III. Areas of improvement from statistics users' point of view

**Request from users of the survey outcome**

The basic request among users of the survey outcome is early publication of accurate survey results. In addition to this, there are various needs among them, including clarification of definitions of survey items, diversification of publication formats, offering of time-series data, availability of data in electronic media and over the Internet, etc.

The METI has been addressing those requests by taking the following measures.

1. **Unification of titles and definitions of survey items**

   In 1999 revision, measures were taken toward unification of survey terms and definitions in conjunction with revisions of survey items.

   a) Unification of terms for survey topics used in the “Product” column

      The term “input to the next process,” which was previously used for surveys related to the fabric, paper and pulp industries, was replaced with “consumption” commonly used for all industry segments.

   b) Unification of the order of survey topics in the “Product” column

      Previously, surveys on steel and chemical industries proceeded from reception, production, shipping and inventory, in that order. This order was changed to start with production to proceed to reception, shipping and inventory for the chemical industry. The same revision was made for the steel industry in 2000.

   c) Unification of definitions of survey topics

      Definitions of the terms, production, reception, production, shipping and inventory, were unified, as well as the wordings used (details omitted).

* Production: volume of the subject product actually produced at the surveyed factory that has passed final inspections (excluding repaired, modified, recycled or in-process semi-final articles)
* Reception: volume of the subject product actually accepted at the surveyed factory or warehouse
* Consumption: volume of the subject product actually produced/received and have been actually consumed in the subsequent processes in house as raw materials or articles for processing
* Shipping: volume of products produced/received and shipped from the subject factory or a warehouse or storage rented by the factory
* Sales volume: Volume of the subject product shipped from the subject factory or warehouse to be delivered to distributors or consumers. For articles exported, the figure includes the volume through with the customs and embarking.
* Sales value: values of selling prices set by the producer or values under contracts
* Other shipping volumes: shipping volumes of articles not for sale
* Month-end inventory: inventory of articles produced/received and actually stocked in the subject factory or warehouse or storage rented by the factory

2. Diversification of publication formats

Currently, survey results are publicized in the following formats:

- **Printed matters:** preliminary, final, and annual reports
- **Web pages on the Internet:** preliminary reports (bimonthly), final reports (reports publicized every third and second years, every fifth quarter, and for 15 months) (Based on key time series), annual reports (since 2006 edition)
- **Magnetic media:** final reports (by the Research Institute of Economy, Trade and Industry, from 1985)

Previously, users had to visit the Research Institute of Economy, Trade and Industry in order to obtain preliminary reports, leading to differentials in terms of regional availability and timeliness. Now that publication has been extended to the Internet, survey results are available as soon as they are publicized.

However, further diversification of survey publication formats are under the process of application for approval of the Ministry of Internal Affairs and Communications concerning specific publication formats. Currently, the official statistics system does not allow issuance of a report with re-aggregated data on a certain area without approval of the ministry, even if some users were in need of such a report.

- **Publication of survey results over the Internet**

Preliminary reports are posted to the Internet at the end of the month following the month of survey at 8:50 in the morning, while final reports are publicized at 1:30 in the afternoon in the middle of the month two months after every survey at the same time as press release with explanation. To indicate the use of the Internet, a monthly access count is about 13,000 for both preliminary and final reports.

3. Maintenance and improvement of statistical accuracy

For this survey, effort has been focused on a) maintenance and improvement of the questionnaire recovery rate and b) review of industry segments and items subject to survey.

a) Maintenance and improvement of the questionnaire recovery rate

In order to maintain the accuracy of survey results, it is essential to ensure reporting of accurate data by respondents. However, business administration at enterprises and establishments that are reporters of data for this survey is faced with increasingly difficult situations, being exposed to needs for rationalization and restructuring, just like the Japanese economy itself. This trend is palpable at departments in charge of preparation of questionnaire responses and compiling data to be submitted; restructuring has led to labor shortage for survey handling operations and delays or even refusals of
To cope with this situation, personnel handling of questionnaire responses make phone calls to establishments surveyed for requesting submission of forms and collect data by hearing when consolidating data for preliminary or final reports. September through November are specified as a special three-month reporting promotion period, during which METI, Regional Bureaus of Economy, Trade and Industry, prefectural administrations, statistical enumerators, and other agencies involved are mobilized in a drive for promoting report submission. Specifically, these organizations make phone calls or dispatch personnel in charge to those establishments that have failed to submit reports in time or at all, publicizing the importance of the statistical survey and asking for their cooperation.

<table>
<thead>
<tr>
<th>Reasons of non-cooperation</th>
<th>Number of non-cooperative establishments</th>
<th>Refusal of submission</th>
<th>Having no time for the survey</th>
<th>Reluctance of disclosing the real condition</th>
<th>Having no record of current production (being out of business)</th>
<th>Business size not exceeding the minimum for this survey</th>
<th>Business discontinuation or switching</th>
<th>Others</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>1,425</td>
<td>317</td>
<td>538</td>
<td>10</td>
<td>10</td>
<td>38</td>
<td>26</td>
<td>208</td>
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<tr>
<td>The Regional Bureaus of Economy, Trade and Industry</td>
<td>245</td>
<td>85</td>
<td>68</td>
<td>0</td>
<td>0</td>
<td>3</td>
<td>5</td>
<td>42</td>
</tr>
<tr>
<td>Prefectural statistical departments</td>
<td>1,180</td>
<td>232</td>
<td>470</td>
<td>470</td>
<td>10</td>
<td>35</td>
<td>21</td>
<td>166</td>
</tr>
</tbody>
</table>

Note: The number of establishments and that of reasons given do not match as one or more reasons were accepted per establishment.

<table>
<thead>
<tr>
<th>Total actions taken</th>
<th>Total action results</th>
<th>Telephone call</th>
<th>Statistical enumerator's intervention</th>
<th>Staff member's intervention</th>
<th>Earlier submission</th>
<th>Promise of submission</th>
<th>Refusal of submission, etc.</th>
<th>Others</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>1,425</td>
<td>450</td>
<td>84</td>
<td>666</td>
<td>1,425</td>
<td>40</td>
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<td>221</td>
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<tr>
<td>The Regional Bureaus of Economy, Trade and Industry</td>
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<tr>
<td>Prefectural statistical departments</td>
<td>1,180</td>
<td>416</td>
<td>44</td>
<td>576</td>
<td>1,180</td>
<td>40</td>
<td>153</td>
<td>221</td>
</tr>
</tbody>
</table>

Note: “Intervention” by enumerators or staff members includes visits to establishments, delivery of letters of request, etc., with redundant counts of phone calls.

b) Review of survey industry types and items necessitated by changes in production activities

Japan's production activities have close relationships with Asia, America and other regions around the world in raw material supplies and transfer of production units among other aspects. In addition, there
are emerging numbers new products highly value-added products and multi-functional products that are brought about by drastic changes in production technologies and advancement of science and technologies. This survey is designed to help grasp actual condition of Japan's production activities through scrapping and building up of survey items and regular review of survey items including subdivision or integration of item categories.

c) Other initiatives

Enhancement of value-based survey

Previously, the Current Survey of Production has been conducted focusing on volume-based survey by item. However, not all items can be effectively surveyed by applying unit prices and trends toward production of high-value added products are not adequately developed. As it is also essential to perform value-based analysis in order to enhance macro-level judgment, efforts are being made to include value-based surveys on segments currently excluded from them, while discussing possible ways to conduct such surveys with the industry associations and individual respondents concerned.
Reception and Examination of Data

I. Overview

The following shows a rough flow of reception and examination of questionnaire forms.

(1) Sorting of forms
(2) Registration of questionnaire forms
(3) Preliminary examination of forms
(4) Outsourcing of data digitization
(5) Reception and entry of data
(6) Examination of individual forms
(7) Request for submission of delayed reports
(8) External data entry
(9) Summation examination and creation of summation values
(10) Summation examination

(1) Sorting of forms

Questionnaire forms submitted by surveyed establishments are sent back by direct mail delivery to the statistical survey-related departments or via the Regional Bureaus of Economy, Trade and Industry or prefectural governments around 15th of the following month. Those forms are sorted by questionnaire type and delivered to operators in charge of handling of questionnaire forms.

(2) Registration of questionnaire forms

Each operator selects (registers) questionnaire forms (paper documents) that have arrived from the lists displayed on the screen of the assigned PC. Upon this reception, information on this reception date is added to the stored information. Online forms are received automatically.

The points below should be checked:

1) Examine the contents below in received forms:
   a) Survey date
   b) Establishment No.
   c) Correct association of the name and the number of the establishment

2) Upon reception, carefully check moves such as being out-of-service, refusal, new entry, business discontinuation, and renaming of the establishment.
   a) Check to see if discontinued establishments are back in business.
   b) Make request of data submission to refusing establishments.
   c) Grasp moves of new entry, shutdown and renaming information on establishments from media reports, etc.

(3) Preliminary examination of forms

Preliminary examination is performed on questionnaire forms (paper documents). The preliminary examination covers the topics below, referring to forms from the previous month.
Simplified examination is performed on online questionnaire forms when statistical data are entered at surveyed establishments (for row/column-wise entry displacement and against the previous month).

(4) Outsourcing of data digitization

Questionnaire forms through with preliminary examination are grouped in the order of establishment code number by questionnaire type, and then sent for data digitization by external businesses. Resulting data are delivered on magnetic data (CDs).

This outsourcing of data digitization is undertaken in three lots before the date of finalizing figures for preliminary reports and in two lots before the date of finalizing figures for final reports.

(5) Reception and entry of digitized data

Data on CDs delivered by data-digitizing businesses are input into the system.

After the delivery of digitized data, the following steps are followed:

a) Check to see if the number of sheets of questionnaires handed over and the number of sheets returned match.

b) Check the number of establishments covered in the input data against the number as confirmed on questionnaire forms that were digitized.

c) If any off-code errors occur upon data input, always check the cause(s), correct errors and re-input corrected data.

Common possible off-code errors:

a) Entry of non-existent numbers for questionnaire forms, establishments, survey item numbers, item names

b) Entry of data for establishments that are not registered yet

c) Redundant data entry

(6) Examination of individual forms

After data input, individual form checking is performed on PCs. If any errors are found, inquiries are made with the relevant establishments, correction is made of necessary, and data examination is performed again.

(7) Request for submission of delayed reports

Request is made for early submission of data to establishments that have failed to submit by one day before the date of finalizing data for preliminary reports. (The system outputs a list of establishments over due.) In particular, establishments having a major share for the relevant item are focused on.

(8) External data entry

Operators manually input data in questionnaire forms arriving after the last data digitizing order, using the system's external data entry function, before data finalization.
(9) Creation of summation values

After individual form checking, summation values are created. At this time, estimated values are used for individual form data on establishments over due.

(10) Summation examination

After aggregation of summation values, summation examination is performed. In case of suspicious values, individual forms are checked again, and inquiries are made concerning data involved if necessary. After corrections are entered, steps from (6) to (10) are repeated.
II. Examination items

1. Preliminary examination

(1) Checking of basic items

- Date of survey
- Establishment code number
- Accordance between the names and code numbers of establishments

(2) Examination on survey items

- Entries of fractions below the decimal point should be rounded.
- Entries, if obscure, should be redone (particularly on faxed data).
- Negative values should be corrected after checking the contents.
- Check for unit errors (“kg” versus “t,” etc).
- Check for row/column displacement.
- Check for corresponding data for the previous month (particularly carefully for new item entries).
- Vertical balance checking: to see if the sums of breakdown values for the item match the grand total
- Horizontal balance checking: Inventory at the end of the previous month + production for the current month + reception for the current month - consumption for the current month - shipping for the current month (for sale or others) = inventory at the end of the current month
- Check for substantial data fluctuations.
- Check for significant increases in the unit price.
- Check to see if the sum of the breakdown values in the Product column matches the sum in the Breakdown column.
- Check for presence/absence of production items and corresponding raw materials.
- Check that data are entered in the Labor column.
- Check for abnormal increases in the number of employees.
- Check for entry field errors in the Labor column concerning the number of employees in the subject department and that of the entire enterprise.
- Check that all product items have corresponding entries for production capacity
- Check that number of the operating days is relevant (the total number of actual workers for the month/the number of employees at the end of the month).
- Check for a change in the production capacity against the previous month.
- Check that the capacity utilization rate is relevant (production/production capacity)

2. System examination

(1) Off-code checking

Check that all basic items entered (survey date, establishment code number, item number, item name) are correct.
(2) Examination of data in individual forms (Contents of examination are specified for questionnaire type.)

- Vertical balance checking: to see if the sums of breakdown values for the item match the grand total
- Horizontal balance checking: Inventory at the end of the previous month + production for the current month + reception for the current month - consumption for the current month - shipping for the current month (for sale or others) = inventory at the end of the current month
- Checking against the previous month: Check that the changes are within the allowable range against the value for the previous month.
- Checking that mandatory data are entered: Check for missing entries for mandatory entry items (for labor, etc.)
- Checking on presence/absence of data for the previous month
- Checking on differentials against the previous month
- Volume checking
- Checking for errors of digit places
- Checking on unit price ratios
- Cross-item checking
- Checking on shaded items
- Checking on changes in the number of employees
- Checking on the number of operating days (the total number of actual workers for the month/the number of employees at the end of the month)
- Checking on the capacity utilization rate (production/production capacity)

(3) Examination of summation data (Contents of examination are specified by questionnaire type.)

- Vertical balance checking
- Horizontal balance checking
- Checking against the previous month
- Checking on presence/absence of data for the previous month
- Checking on unit price ratios
- Checking on the number of operating days
- Checking on the capacity utilization rate
Estimation

I. Objectives of estimation

Estimation of data is performed to supplement data on establishments whose data have not arrived on the due date to ensure data continuity and to improve statistical accuracy.

II. Estimation methods and their characteristics

(1) Types of estimation techniques

<table>
<thead>
<tr>
<th>Estimation Technique</th>
<th>Estimating Procedure</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Slide estimation using data for the previous month</td>
<td>The data for the previous month are used as estimated data for the current month for establishments whose data have not arrived.</td>
</tr>
<tr>
<td>b) Slide estimation using data for the same month of the previous year</td>
<td>The data for the same month of the previous year are used as estimated data for the current month for establishments whose data have not arrived.</td>
</tr>
<tr>
<td>c) Estimation using a ratio against the previous year</td>
<td>A ratio against the same month of the previous year is calculated based on an aggregation of sampled figures for the current month and an aggregation of sampled figures for the same month of the previous year, using data on establishments that submitted data. For an establishment that failed to submit data in time, figures for the same month of the previous year are multiplied by this ratio to obtain estimated data.</td>
</tr>
<tr>
<td>d) Growth rate-based estimation</td>
<td>A ratio against the previous month is calculated based on an aggregation of sampled figures for the current month and an aggregation of sampled figures for the previous month, using data on establishments that submitted data. For an establishment that failed to submit data in time, figures for the previous month are multiplied by this growth rate to obtain estimated data.</td>
</tr>
<tr>
<td>e) Seasonal slide estimation (not supported in the New Generation Statistics System)</td>
<td>For an establishment that failed to submit data in time, figures for the previous month are multiplied by the ratio against the previous month provided in the Seasonal indices.</td>
</tr>
</tbody>
</table>

(2) Advantages and disadvantages of each estimation technique

<table>
<thead>
<tr>
<th>Estimation Technique</th>
<th>Advantages</th>
<th>Disadvantages</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Slide estimation using data for the previous month</td>
<td>□ No problem if data on influential establishments are input</td>
<td>□ A gap may grow between the preliminary and final reports if data on influential establishments are not input.</td>
</tr>
<tr>
<td></td>
<td>□ Not affected by changes in yearly corrections for other establishments</td>
<td>□ Seasonal fluctuations are not taken into account.</td>
</tr>
<tr>
<td></td>
<td>□ Not affected by changes in retrospective corrections for other establishments</td>
<td>□ Not suitable for production-by-order items (also true with other estimation techniques)</td>
</tr>
<tr>
<td></td>
<td>□ Not affected by change due to special factors concerning other establishments</td>
<td></td>
</tr>
<tr>
<td>b) Slide estimation using data for the same month of the previous year</td>
<td>□ Seasonal production patterns by establishment can be reflected to some extent under an assumption that the production capacity is fixed through the year (It is not possible for special demand. Actually, capacity review,</td>
<td>□ Fluctuations that may have occurred through capacity review after the same month of the previous year are not taken into account.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ Possible new item entries or missing data on some items within the preceding one year may not be taken into account.</td>
</tr>
<tr>
<td>c) Estimation using a ratio against the previous year</td>
<td>Useful to some extent if seasonal fluctuations of data on the subject item occur in a certain pattern, and if there are relatively many establishments operating the segment of this item</td>
<td>Estimation cannot be obtained if there were no actual records for the same month of the previous year due to a fact that it is a new entry without past data or that missing data were supplemented.</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>□ Not suitable for an irregular industry segment involving questionnaire revisions, new industry entry, production by order, or frequent periodical repairs</td>
<td>□ Prone to underestimation or overestimation if major fluctuations occurred during the past year</td>
<td>□ AFFECTED BY OCCURRENCES OF YEARLY CORRECTION, RETROSPECTIVE CORRECTION, OR DEVIATION DUE TO SPECIAL FACTORS (RE-ESTIMATION IS REQUIRED WHENEVER ANY OF THE ABOVE TAKES PLACE.)</td>
</tr>
<tr>
<td>d) Growth rate-based estimation</td>
<td>Useful to some extent if seasonal fluctuations of data on the subject item occur in a certain pattern, and if there are relatively many establishments operating the segment of this item</td>
<td>Prone to underestimation or overestimation if a major error is included in received data and that error has been overlooked</td>
</tr>
<tr>
<td>□ Not suitable for production-by-order items (also true with other estimation techniques)</td>
<td>□ Estimation does not reflect the actual state if data on influential establishments are not input, and estimation for an item involving a small number of establishments would be affected by data on influential ones.</td>
<td>□ Re-estimation is required whenever any of yearly correction, retrospective correction, or deviation due to special factors has occurred</td>
</tr>
<tr>
<td>e) Seasonal slide estimation</td>
<td>Seasonal trends are taken into account to some extent based on the past data for items covered in the Seasonal indices.</td>
<td>Actual figures often deviate in the opposite direction of the trends in the seasonal indices (reversal phenomenon)</td>
</tr>
<tr>
<td>□ Not suitable if a large number of items are isolated from the past records due to questionnaire revisions</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
III. Present state of estimation in the Current Survey of Production

(1) Estimation of individual form data

Since the Current Survey of Production is not a sample-based survey, aggregations of data form individual forms should match the corresponding summations in principle. In other words, summations cannot be estimated.

→ Estimation is not possible for an establishment without any past data.

(2) Estimating data on establishments over due before aggregating data to obtain summations

With data collected on a certain number of establishments, approximate summation data can be obtained.

(3) Estimation method

The New Generation Statistics System allows a user to select from methods a) to d) for the estimation method by sub-category. However, estimation method a) is adopted for all questionnaire forms with some exceptions. (e) is not systematized.)

IV. Problems arising from estimation in the Current Survey of Production

(1) Deviations between preliminary and final reports involving estimated data on establishments over due

Monthly publication of this survey includes preliminary and final reports. A substantial gap may exist between the two if estimated data on establishments whose data did not arrive in time for the preliminary report are significantly different from the data actually collected for the final report.

(2) Deviations between estimated data and the actual state of establishments resulting from accumulation of estimations over time

In case a period elapsing without submission of questionnaire forms extends over a long time, possible changes in the industrial structure, business suspension or termination may lead to deviations of estimated data from the reality.

V. Effective estimation method

(1) Questionnaire items

- Labor (production, shipping, inventory, reception, and consumption)
- Employees
- Production capacity and facilities
(2) Establishments (survey items, questionnaire forms)

- Facility development industries such as steel and chemical industries
- Survey items involving a high ratio of large-scale establishments
- Questionnaire forms targeting at a large number of establishments
- Questionnaire forms mainly for small- to medium-size enterprises
- Questionnaire forms experiencing a high rate of non-arrival or non-submission before the due date
- Establishments engaged in long-term production (of bridges, etc.)
Publications

I. Tabulation method

The New Generation Statistics System lately introduced performs macro-based tabulation based on data in the database to generate publications and internal study materials (that is, survey results are output to electronic sheets in a spreadsheet application).

II. Contents of publications

1. Preliminary report (released at the end of the month following the survey month)

This report carries statistics on production, shipping, and inventory on major items (mostly those items covered in IIP), covering figures for the previous and current months as well as increase/decrease rates against the previous month and those against the same month of the previous year.

2. Monthly report (Final report. Data are released in the middle of the month two months after the survey month, and the corresponding printed report is issued at the end of the month two months after the survey month)

Notes for effective use
Revisions of questionnaire forms
Connectivity coefficient
Time series of related indices
Time series of major items and sub-categories (publicized every third and second years, every fifth quarter, and for 15 months)
Product column (data for the current month on all items)
Raw material column (data for the previous and current months)
Labor column (data for the previous and current months)
Production capacity (data for the previous and current months, increase/decrease rate against the previous month, capacity utilization rate: production/production capacity)

3. Annual report (Released on the publication date for February Final Report of the year following the survey year. The print version is issued at the end of June.)

Notes for effective use
Revisions of questionnaire forms
Connectivity coefficient
Time series of related indices
Product column (publicized every fifth and second years, every fourth quarter, and for 12 months)
Raw material column (publicized every fifth and second years, every fourth quarter, and for 12 months)
Labor column (publicized every fifth and second years, every fourth quarter, and for 12 months)
Production capacity (publicized every fifth and second years, every fourth quarter, and for 12 months, increase/decrease rate against the previous month, capacity utilization rate: production/production capacity)
Index of survey items
III. Confidentiality

Secrecy of information reported by establishments subject to this survey is protected under the Statistics Law. To that effect, in case less than two establishments/enterprises are involved with a certain survey item, measures are taken for the confidentiality purpose (to mask relevant data with an “x”).

- Is the wording “less than two” used on a basis of an item or a sub-category?
- Are there any exceptional cases where data are publicized even though the involved parties do not exceed two?

IV. Connectivity coefficient

In case any discontinuation arises in statistical data from factors other than economic activities, a connectivity coefficient is created in order to ensure integrity of the time series, allowing comparison between different points in time such as between the current month and the previous month or the same month of the previous year.

Factors that may necessitate creation of a connectivity coefficient:

- Adding data on establishments that have not submitted actual data
- Finding of a fact that some wrong data have been reported continuously
- Revisions of questionnaire forms that accompany changes of the scope of items covered (definitions), etc.
Study and Analysis of Aggregated Data

Personnel in charge of establishments subject to this survey collect information on factors behind changes against the previous month through hearings from the establishments that they are in charge. This way, they make sure that the trends of survey items judged from collected information is consistent with aggregated results, which procedure helps maintain accuracy of the statistical data. In some cases, aggregated results may not correctly reflect the actual trends of survey items. Hearings help identify the factors behind the trends reported to determine the actual trends correctly.

Results of hearings from this procedure and collected information are utilized in studying and analyzing survey results on respective industry segments and survey items.

1. Flow of study and analysis of data in the Current Survey of Production

   (1) Preliminary report study meeting
       Discusses preliminary data by industry segment and by item

   (2) Final report study meeting
       • Discusses differentials between the preliminary and final data
       • Compares production capacity data against the previous month

   (3) Analysis of Industry Activity Indices (Publicized every quarter)
       Trend analysis for major items by industry segment for each quarter

   (4) Retrospective study for the year, overview of the annual report
       Yearly trend analysis for major items by industry segment

2. Information collection

Use of general newspapers, industry journals, industry statistics, other related statistics (foreign trade statistics), etc.

3. Study items

   • Environment surrounding survey items
   • Demand trend, demand-side groups
   • Special factors
   • Item-related regulations and impact of system modifications
Analysis: Case 1

The production of hot-rolled steel increased by 0.3% from the preceding term, up for the four consecutive terms mainly because outputs of light bars rose by 5.6%, the first increase in six terms, and also because those of heavy, medium and light shapes grew by 5.8% for the first time in two terms. (Figure 1)

Figure 1  (1)  Trend in production of major hot rolled steel products
(Year 2005 = 100, seasonally adjusted)

Figure 2  (2)  Trend in production of major steel products
(Year 2005 = 100, seasonally adjusted)
Analysis: Case 2

(1) The production of passenger cars fell by 0.2% from the preceding term, down for the two consecutive terms.

By type of car, the production of large passenger cars declined by 1.1% for the first time in five terms due to decreases in outputs for the US and Southeastern Asia, though those for the domestic market grew thanks to new models effects. The production of small passenger cars also decreased by 0.6%, down for the first time in four terms due to reduced production for the domestic market, as well as for the Middle East and United States, though those for Europe and ASEAN increased thanks to strong demand overseas for fuel-efficient cars, boosted by rising oil prices. The midget passenger cars production, on the other hand, increased by 1.7%, up for the first time in two terms. (Figure 2)

Figure 2  Trend in production, shipment and inventory of passenger cars
(Year 2005 = 100, seasonally adjusted)

1) Trend in production, shipment and inventory of passenger cars

2) Trend in production of passenger cars by type of car
Analysis: Case 3

(4) The production of garments fell by 4.0% from the preceding term, down for the 37 consecutive terms, because production declined in knitted and textile outer garments, though that of underwear increased. The shipment decreased by 8.7%, down for the first time in two terms, because that of textile and knitted outer garments declined, though that of underwear increased. The inventory at the end of the term increased by 1.4%, up for the first time in two terms, mainly because that of textile outer garments and underwear increased, though that of knitted outer garments declined.

Production of each item was as follows. Knitted outer garments declined by 7.7% from the preceding term, down for the two consecutive terms, mainly due to decrease in sports wears, reflecting continued weak demand. Textile outer garments fell by 3.8%, down for the 22 consecutive terms, as student uniforms, among others, declined. Hosiery also fell, by 3.5%, for the six consecutive terms. Underwear, on the other hand, increased by 6.4%, for the first time in the seven terms, thanks to growth in underpants. (Figure 3 and 4).

![Figure 3 Trend in production of major garments](image)

![Figure 4 Trend in the total supply of garments](image)

(Note) Figures as shown on the lists above were estimated on the basis of the Current Survey of Production and Trade Statistics.
References

List of reports

Industrial production trend statistics surveillance

Mineral and related products

8010 Metal and Mineral
8020 Monthly report on Nonmetal mineral
8040 Monthly report on Crude oil and natural gas

Steel and steel products

1010 Monthly report on Iron and steel (Part 1) Pig iron, Ferro-alloys, Crude steel, Semi-finished steel, Steel forgings, Steel castings
1020 Monthly report on Iron and steel (Part 2) Ordinary hot-rolled steel
1040 Monthly report on Iron and steel (Part 4) Ordinary cold finished steel, Metallic-coated steel, Cold-formed steel shapes
1050 Monthly report on Iron and steel (Part 5) Special rolled steel (hot-rolled steel, cold finished steel)
1060 Monthly report on Iron and steel (Part 6) Steel pipes and tubes
1070 Monthly report on Iron and steel (Part 7) Special cold-finished steel bars, Steel wire rods, Cast iron pipes, Iron and steel processed goods
1090 Monthly report on Iron and steel (Part 9) Workers and facilities

General machinery

2010 Monthly report on Machines and instruments (Part 1) Boilers and motors
2020 Monthly report on Machines and instruments (Part 2) Machinery for civil construction, Mining machinery, Crushers, Mills, and Sorters
2030 Monthly report on Machines and instruments (Part 3) Chemical machines and Storage tanks
2040 Monthly report on Machines and instruments (Part 4) Machines for pulp and paper-making, Plastic forming machines, Machines for printing, plate-making, book binding and paper cutting
2060 Monthly report on Machines and instruments (Part 6) Pumps, Compressors and Fan and blowers
2070 Monthly report on Machines and instruments (Part 7) Oil-hydraulic equipment and Pneumatic equipment
2080 Monthly report on Machines and instruments (Part 8) Machines for transportation and Robots for industry
2090 Monthly report on Machines and instruments (Part 9) Transmissions
2100 Monthly report on Machines and instruments (Part 10) Agricultural appliances and Wood working machinery
2110 Monthly report on Machines and instruments (Part 11) Metal working machinery
2120 Monthly report on Machines and instruments (Part 12) Metal processing machinery and Casting machines
2140 Monthly report on Machines and instruments (Part 14) Food product machinery and Wrapping and packing machinery
Monthly report on Machines and instruments (Part 16)  Office machines
Monthly report on Machines and instruments (Part 17)  Sewing machines and Fiber machinery
Monthly report on Machines and instruments (Part 18)  Refrigerators and Miscellaneous applied refrigerators
Monthly report on Machines and instruments (Part 19)  Vending machines, Automated ticket control gates and Industrial washing machines
Monthly report on Machines and instruments (Part 20)  Bearings
Monthly report on Machines and instruments (Part 23)  Stamping dies and Plastic molds
Monthly report on Machines and instruments (Part 24)  Machine tools
Monthly report on Machines and instruments (Part 57)  Semiconductor manufacturing system and Flat-panel display manufacturing system

Electrical machinery

Monthly report on Machines and instruments (Part 28)  Rotary electric machines and appliances
Monthly report on Machines and instruments (Part 29)  Static electric machines and appliances
Monthly report on Machines and instruments (Part 30)  Switchgears and controlling equipment
Monthly report on Machines and instruments (Part 31)  Consumer electric appliances
Monthly report on Machines and instruments (Part 32)  Incandescent lamps, Wiring devices and Electric lighting equipment
Monthly report on Machines and instruments (Part 33)  Communication equipment and Radio devices
Monthly report on Machines and instruments (Part 34)  Consumer electronic equipment
Monthly report on Machines and instruments (Part 35)  Electronic components
Monthly report on Machines and instruments (Part 36)  Electronic tubes, Semiconductor devices and Integrated circuits
Monthly report on Machines and instruments (Part 37)  Computers and Peripheral devices
Monthly report on Machines and instruments (Part 38)  Electric measuring instruments and Electronic devices
Monthly report on Machines and instruments (Part 39)  Batteries

Transport equipment

Monthly report on Machines and instruments (Part 40)  Automobiles
Monthly report on Machines and instruments (Part 41)  Automobile parts and Electric and electronic parts for internal combustion engines
Monthly report on Machines and instruments (Part 42)  Motor cycles and Cycle parts
Monthly report on Machines and instruments (Part 43)  Bicycles and Wheel chairs
Monthly report on Machines and instruments (Part 44)  Industrial vehicles
Monthly report on Machines and instruments (Part 45)  Airplanes

Precision instruments

Monthly report on Machines and instruments (Part 46)  Measuring machines and instruments
2470 Monthly report on Machines and instruments (Part 47) Optical equipment, Clocks and Watches
2490 Monthly report on Machines and instruments (Part 49) Fire arms and Hunting guns

Fabricated metals

2210 Monthly report on Steel structures and Transmission line hardware
2220 Monthly report on Springs
2250 Monthly report on Valves and Pipe fittings
2260 Monthly report on Pneumatic tools, Machinist hand tools, Saw blades, Knives for industry and Machine tools for automobiles
2270 Monthly report on Gas and oil equipment for cooking, boiling and heating, and Solar water heaters
2510 Monthly report on Sintered products
2520 Monthly report on Forgings from billets and bars
2530 Monthly report on Iron castings
2540 Monthly report on Malleable cast iron and Precision castings
2550 Monthly report on Non-ferrous metal castings
2560 Monthly report on Die casting

Chemical and allied products

6010 Monthly report on Fertilizer, Lime and Industrial sodium chemicals
6080 Monthly report on Coal-tar products, Cyclic intermediates, Synthetic dyes
6090 Monthly report on Industrial organic chemicals
6100 Monthly report on Petroleum chemical products
6110 Monthly report on Sensitive materials for photography
6121 Monthly report on Industrial inorganic chemicals and Gunpowder
6122 Monthly report on Catalyst
6140 Monthly report on High compressed gas
6160 Monthly report on Plastic materials
6171 Monthly report on Oil and fat products, Soap, Synthetic detergents and Surface-active agents
6175 Monthly report on Cosmetics
6180 Monthly report on Paints and Printing inks

Rubber products and Plastic products

6201 Monthly report on Rubber products (Automobile tires)
6202 Monthly report on Rubber products (Excluding automobile tires)
6210 Monthly report on Plastic products

Ceramics, Stone and clay products and Building materials

5120 Monthly report on Glass products and Enameled ironware
5130 Monthly report on Ceramics wares
5140 Monthly report on Fine ceramics
7220 Monthly report on Cement
7340 Monthly report on Cement product
7230 Monthly report on Flat glass, Safety glass, Pair glass and Glass fiber
Monthly report on Refractory bricks and Monolithic refractories
Monthly report on Carbon products and Grinding wheels
Monthly report on Boards and Panels
Monthly report on Metallic building materials

Textile products

Monthly report on Synthetic fiber
Monthly report on Spun yarn
Monthly report on Woven fabrics production
Monthly report on Carpets, Felt and Non-woven fabrics
Monthly report on Dyeing and finishing process
Monthly report on Knit fabrics
Monthly report on Secondary products (Carding, Futon, Ropes, Nets, Narrow width woven fabrics, Braided ropes and Lace)

Pulp and paper

Monthly report on Pulp
Monthly report on Paper
Monthly report on Paperboard
Monthly report on Corrugated cardboard
Monthly report on Printing

Miscellaneous consumer goods

Monthly report on Musical instruments
Monthly report on Furniture
Monthly report on Light metal sheet products
Monthly report on Stationery
Monthly report on Toys
Monthly report on Leather boots and shoe
Monthly report on Leather

Petroleum and coal

Monthly report on Petroleum products
Monthly report on Coal cokes

Non-ferrous metals

Monthly report on Aluminum
Monthly report on Non-ferrous products (Elongated copper)
Monthly report on Non-ferrous products (Silicon wafer, Solder and Copper alloy ingot, etc)
Monthly report on Non-ferrous products (Aluminum rolled products)
Monthly report on Non-ferrous products (Electric wires and cables)
Monthly report on Optical fiber products
Monthly report on Non-ferrous metals
Job Flowchart

Job flowchart of Production Statistic Survey of METI

A. Planning and design of survey
   - Survey items/survey review
   - Design of survey vouchers/Preparation of format entering procedures
   - (hearing opinions of related sections and organizations)

B. Distribution of survey vouchers
   - Printing of survey-related documents
     - Survey purpose, survey voucher and description procedure, survey guidance, investigator license, pamphlet for safety, materials to be returned to the investigated
     - (Preparation of article-explanation manual and job manuals)
   - Revision of investigation rules
   - Announcement
   - Meetings for explanation of investigation
   - Sending of investigation-related documents
     - (Distribution of one lot of documents for next year)
   - Regional Bureaus of Economy and Industry (RBEI)
     - (9 organizations across the country)
   - Prefecture
     - (47 organizations nationwide)
   - By post
   - Distribution of investigation vouchers by post or by investigator

C. Recovery of investigation vouchers
   - Business establishments to be investigated (mainly large-sized factories)
     - On-line report or report by post (mainly middle-sized factories)
     - Business establishments to be investigated (mainly small-sized factories)
     - Collection of investigation vouchers on line, by post and by investigator
   - RBEI
     - (9 organizations across the country)
   - Prefectures
     - (47 organizations across the country)
   - Submission on-line or by post
   - Collection for urgent report (by telephone)
   - Report on-line or by post

Deadline: 10th of the next month
G. Correction work during the year (Correction of the previous year’s data)

Treatment of investigation vouchers after being submitted every month after publicizing. (Investigation vouchers after being used and reported for tabulation of finally confirmed data) (Report on the correction of data for report-finished business establishments)

Examination of individual vouchers, aggregations and summary examination

Data-determination job (data check, preparation of reports)

Preparation of seasonal indexes

Preparation of the Indices of Industrial Production (IIP) (Recalculation of IIPs, data checking, etc.)

Publicizing of final determined values

Yearly Statistic Report on XXXX
Electronic media (CD-ROM, etc.)
External organizations issuing the reports: Research Institute of Economy, Trade and Industry, Economy, Trade and Industry Statistics Association

H. Handling of investigation vouchers

Handling of investigation vouchers, etc.

Incineration

- The original vouchers for investigation shall be reserved for one year.
- The electromagnetic media including investigation vouchers and tabulations shall be maintained permanently.
The publications of the survey results are as follows.

**List of Publications on Production Trend Statistics**

<table>
<thead>
<tr>
<th>Preliminary report</th>
<th>Monthly report</th>
<th>Annual report</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preliminary reports on the statistics of iron &amp; steel, non-ferrous metals, fabricated metal products</td>
<td>Monthly report on the statistics of iron &amp; steel, non-ferrous metals and fabricated metal products</td>
<td>Annual report on the statistics of iron &amp; steel, non-ferrous metals, fabricated metal products</td>
</tr>
<tr>
<td>Preliminary statistic report on machines and equipment</td>
<td>Monthly statistic report on machines and equipment</td>
<td>Annual on the statistics of machines and equipment</td>
</tr>
<tr>
<td>Preliminary report on the statistics of fiber and life commodities</td>
<td>Monthly report on the statistics of fiber and life commodities</td>
<td>Annual report on the statistics of fiber and life commodities</td>
</tr>
<tr>
<td>Preliminary report on the statistics of chemical industry</td>
<td>Monthly report on the statistics of chemical industry</td>
<td>Annual report on the statistics of chemical industry</td>
</tr>
<tr>
<td>Preliminary report on the statistics of ceramic industry and construction materials</td>
<td>Monthly report on the statistics of ceramic industry and construction materials</td>
<td>Annual report on the statistics of ceramic industry and construction materials</td>
</tr>
<tr>
<td>Preliminary report on the statistics of resources and energy</td>
<td>Monthly report on the statistics of resources and energy</td>
<td>Annual report on the statistics of resources and energy</td>
</tr>
</tbody>
</table>
New-generation Statistics Processing Systems

Basic workflow of data processing with the New-generation Statistics Processing Systems

1. Acceptance Work

Survey sheets arrive by mail. The survey sheets are accepted by the new-generation statistical system.

Click the Receipt button, and the screen changes to Fig. 2.

(Fig. 1: Top screen of the new-generation statistical system)
Select a industrial sector, click the Receipt button, and the screen changes to Fig.3.

(Fig.2: Business category selection screen <only business categories for which each employee is responsible are displayed>)

Select an establishment for which data will be input, click the Receipt button, and the acceptance work is finished.

(Fig.3: List of business establishments)
2. Data Input Work

When accepted, input the data of a relevant business establishment into the new-generation statistical system.

(Fig.4: Top screen of the new-generation statistical system)

Return to the top screen of the new-generation statistical system, click the External Data Entry button, and the screen changes to Fig.5.

(Fig.5: Data input screen)

Enter the survey date, survey sheet number, business establishment number, production, shipment, inventory, labor, and production capacity, click the Update button, and inputting the data is complete.
3. **Examination Work**

Examine the input data.

(Fig.6: Top screen of the new-generation statistical system)

Return to the top screen of the new-generation statistical system; click the Examine & Aggregate button, and the screen changes to Fig.7.

(Fig.7: Examination compilation item selection screen)

Select the Individual Sheet Examination radio button, click the OK button, and the screen changes to Fig.8.
Since the establishment for which data were input previously is waiting to be examined, select it and click the Examination Execute button. If there is no problem in the examination, it will end automatically. If there is any problem, confirm on the Error Confirmation screen (Fig. 9).

Confirm the error, inquire the local statistical bureau if necessary, and if there is no problem, the examination is finished.
4. **Preparation of National Compilation Value (National Summary Value)**

Perform the individual sheet examination for all the subject business establishments, and prepare a national compilation value.

(Fig.10: Top screen of the new-generation statistical system)

(Fig.11: Examination compilation item selection screen)
Select an industrial sector, click the Compile button, and compilation will be performed automatically.

(Fig.12: List of business establishments waiting for summary examination)

(Fig.13: List of business establishments waiting for summary examination)

When all the individual examinations are finished, and summary examination of the relevant industrial sector is finished, the national compilation value (summary value) of the month will be created. The created value can be checked by clicking the Summary Value Confirmation button (Fig.14).
### Fig. 14: Summary value window (total of Japan)

<table>
<thead>
<tr>
<th>Year and month selected</th>
<th>Total of Japan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Industrial No.</td>
<td>Name of Industry</td>
</tr>
<tr>
<td>2014/08</td>
<td>Rotating electrical machinery</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Previous month</td>
<td>2014/07</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Production</td>
<td></td>
</tr>
</tbody>
</table>
## Form of Survey Sheets

### Current Survey of Production, Ministry of Economy, Trade and Industry

**Machinery and Equipment Monthly Report (No. 18)**

**Refrigerating Machines and Refrigerating Machine Applied Products**

**for (month) 2008**

### 1. Product

<table>
<thead>
<tr>
<th>Item</th>
<th>Section</th>
<th>Production</th>
<th>Receipt</th>
<th>Consumption</th>
<th>Shipment</th>
<th>Others</th>
<th>Month-end inventory</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Q'ty (units)</td>
<td>Value (¥ mil.)</td>
<td>Q'ty (units)</td>
<td>Value (¥ mil.)</td>
<td>Q'ty (units)</td>
<td>Value (¥ mil.)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>A</td>
<td>B</td>
<td>C</td>
<td>D</td>
<td>E</td>
<td>F</td>
</tr>
<tr>
<td>Compressors for general air conditioning</td>
<td>Reciprocating type, rotary type (including scroll)</td>
<td>Less than 0.4 kW (*2)</td>
<td>0101</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>0.4 kW to less than 0.75 kW</td>
<td>0102</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>0.75 kW to less than 7.5 kW</td>
<td>0103</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Over 7.5 kW</td>
<td>0104</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Less than 7.5 kW</td>
<td>0108</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Window wall type</td>
<td>0110</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Over 4.0 kW to 7.1 kW</td>
<td>0112</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Over 7.1 kW</td>
<td>0113</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Over 4.0 kW to 7.1 kW</td>
<td>0115</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Over 7.1 kW</td>
<td>0116</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Single package type (incl. remote condenser type)</td>
<td>0117</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Air Handling unit</td>
<td>0119</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Compressors for passenger vehicle ACs (incl. for trucks)</td>
<td>Built-in air conditioning type</td>
<td>0120</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Refrigeration unit</td>
<td>0121</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Air dryer</td>
<td>0124</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ice-making machine</td>
<td>0125</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Chilling unit (incl. heat pump type)</td>
<td>0127</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Refrigeration unit</td>
<td>0128</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Air handling unit</td>
<td>0131</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cooling tower for refrigeration</td>
<td>0132</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| *1: Compressors for general air conditioning consist of reciprocating type, rotary type (including scroll type), and screw type.

*2: "KW" used in capacity classification for item numbers 0101 to 0104, 0108, and 0109 is an unit representing power of compressors.

*3: Condensing units exclude those for air conditioners. Type of compressor used is no object.

*4: "kW" used in capacity classification for item numbers 0111 to 0116 is an unit representing cooling capability. Larger value of cooling capabilities is used as reference when the rated frequency is common to 50 Hz and 60 Hz.

*5: Fan coil units exclude unit heaters only for heating, fan convector, etc.
<table>
<thead>
<tr>
<th>Item</th>
<th>Production</th>
<th>Receipt</th>
<th>Shipment</th>
<th>Sales</th>
<th>Others</th>
<th>Inventory</th>
<th>Month-end inventory</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>B</td>
<td>C</td>
<td>D</td>
<td>E</td>
<td>F</td>
<td>G</td>
<td></td>
</tr>
<tr>
<td>Plasma TV set (incl. Other color TV sets)</td>
<td>0401</td>
<td>0113</td>
<td>0111</td>
<td>0109</td>
<td>0106</td>
<td>0104</td>
<td></td>
</tr>
<tr>
<td>Video tape recorder set (except broadcasting use)</td>
<td>0402</td>
<td>0112</td>
<td>0110</td>
<td>0108</td>
<td>0105</td>
<td>0103</td>
<td></td>
</tr>
<tr>
<td>Video camera (except broadcasting use)</td>
<td>0403</td>
<td>0111</td>
<td>0109</td>
<td>0107</td>
<td>0104</td>
<td>0102</td>
<td></td>
</tr>
<tr>
<td>Portable audio equipment</td>
<td>0404</td>
<td>0112</td>
<td>0110</td>
<td>0108</td>
<td>0105</td>
<td>0103</td>
<td></td>
</tr>
<tr>
<td>Audio equipment for household use</td>
<td>0405</td>
<td>0113</td>
<td>0111</td>
<td>0109</td>
<td>0106</td>
<td>0104</td>
<td></td>
</tr>
<tr>
<td>Audio equipment for automobiles</td>
<td>0406</td>
<td>0113</td>
<td>0111</td>
<td>0109</td>
<td>0106</td>
<td>0104</td>
<td></td>
</tr>
<tr>
<td>Car navigation equipment</td>
<td>0407</td>
<td>0113</td>
<td>0111</td>
<td>0109</td>
<td>0106</td>
<td>0104</td>
<td></td>
</tr>
<tr>
<td>Hearing aid</td>
<td>0408</td>
<td>0113</td>
<td>0111</td>
<td>0109</td>
<td>0106</td>
<td>0104</td>
<td></td>
</tr>
<tr>
<td>(Note) If your establishment received products manufactured at any of your overseas factories, they should be counted at “Receipt”, not “Production.”</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### 1-1. Product

<table>
<thead>
<tr>
<th>Item</th>
<th>Section</th>
<th>Production</th>
<th>Receipt</th>
<th>Shipment</th>
<th>Month-end inventory</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Q'nty (units)</td>
<td>Value (¥1 mil.)</td>
<td>Q'nty (units)</td>
<td>Value (¥1 mil.)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>A</td>
<td>B</td>
<td>C</td>
<td>D</td>
</tr>
<tr>
<td></td>
<td></td>
<td>0101</td>
<td></td>
<td>0102</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Light motor vehicle/displacement: 660 ml or less</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>0104</td>
<td></td>
<td>0105</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Small vehicle/displacement: more than 660 ml and 2,000 ml or less</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>0106</td>
<td></td>
<td>0107</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Light vehicle</td>
<td>Light vehicle</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>0108</td>
<td></td>
<td>0109</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Small vehicle</td>
<td>Small vehicle</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>0110</td>
<td></td>
<td>0111</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ordinary vehicle</td>
<td>Ordinary vehicle</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>0112</td>
<td></td>
<td>0113</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Special vehicle</td>
<td>Special vehicle</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Trailer</td>
<td>Trailer</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### 1-2. Product

<table>
<thead>
<tr>
<th>Item</th>
<th>Section</th>
<th>Production</th>
<th>Receipt</th>
<th>Shipment</th>
<th>Month-end inventory</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Q'nty (units)</td>
<td>Value (¥1 mil.)</td>
<td>Q'nty (units)</td>
<td>Value (¥1 mil.)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>A</td>
<td>B</td>
<td>C</td>
<td>D</td>
</tr>
<tr>
<td>Body</td>
<td>Passenger vehicle body</td>
<td>Passenger vehicle body</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Small bus body</td>
<td>Small bus body</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Large bus body</td>
<td>Large bus body</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Small truck body</td>
<td>Small truck body</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Small truck driver stand</td>
<td>Small truck driver stand</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Small truck carrier</td>
<td>Small truck carrier</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ordinary truck body</td>
<td>Ordinary truck body</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ordinary truck driver stand</td>
<td>Ordinary truck driver stand</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ordinary truck carrier</td>
<td>Ordinary truck carrier</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Body</td>
<td>Small special body</td>
<td>Small special body</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Freight-passenger vehicle body</td>
<td>Freight-passenger vehicle body</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Other small special bodies</td>
<td>Other small special bodies</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ordinary special body</td>
<td>Ordinary special body</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### 3. Labor

**Labor (Unit: persons)**

<table>
<thead>
<tr>
<th>Section</th>
<th>Month-end regular employees</th>
<th>Monthly total of actual workers</th>
</tr>
</thead>
<tbody>
<tr>
<td>For items surveyed</td>
<td>0301</td>
<td>A</td>
</tr>
<tr>
<td>At the establishment</td>
<td>0302</td>
<td>A</td>
</tr>
</tbody>
</table>

### 4. Production capacity

**Production capacity (Unit: sets)**

<table>
<thead>
<tr>
<th>Section</th>
<th>Monthly production capacity</th>
<th>A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Passenger vehicle</td>
<td>0401</td>
<td></td>
</tr>
<tr>
<td>Ordinary vehicle</td>
<td>0402</td>
<td></td>
</tr>
<tr>
<td>Small truck (incl. light trucks)</td>
<td>0403</td>
<td></td>
</tr>
</tbody>
</table>

(Note) At the column of “Production capacity”, “Ordinary vehicle” should include ordinary trucks, tractors and buses.

---

**Statistical survey No.** 11

**Statistics of Production Survey, Ministry of Economy, Trade and Industry**  
Submitted to Ministry of Economy, Trade and Industry  
Submitted on 15th day of the following month  
Copies submitted 2 copies  
Director-General, Economic and Industrial Policy Bureau  
10th day of the following month  
Copies submitted 2 copies  
Prefecture Governor 10th day of the following month  
Copies submitted 2 copies

Ministry of Economy, Trade and Industry (Office of Current Survey for Mining and Manufacturing)
Current Survey of Production (Typical example of data entry)  1/3

( Assume that you produce the same single item. On the list below, blank spaces at an explanation are irrelevant to it, and spaces marked with a dash (-) should no be filled in. )

<table>
<thead>
<tr>
<th>Type of production at your factory</th>
<th>Type of production at a customer to whom you ship products from your factory, etc.</th>
<th>Items</th>
<th>Production Quantity</th>
<th>Receipt Quantity</th>
<th>Consumption Quantity</th>
<th>Shipment Month-end Inventory Quantity</th>
</tr>
</thead>
</table>

1. Contract-production (in this case, 100% of the products are manufactured under contract)
Your factory produces 100 sets (units, pieces, etc.) of an item at your factory under contract with a customer, and all the 100 sets are shipped to the customer.

- **A:** The customer also manufactures products of the same item.
- **B:** The customer does not manufacture products of the same item.

| | Television set | 100 | - | 100 |

2. Partial contract-production
You produce at your factory 100 sets (units, pieces, etc.) of an item, 20 sets of which are produced under contract with a customer, and the 20 sets are shipped to the contract-customer, and the other 80 sets are sold directly by your factory.

- **C:** The customer also manufactures products of the same item.
- **D:** The customer does not manufacture products of the same item.

| | Television set | 100 | 80 | 20 |

3. Partial reception
You produce 100 sets (units, pieces, etc.) of an item at your factory, and receive 30 sets of the same item, which are purchased, received from a contract-customer, or imported, and you ship the 130 sets, 20 of which are shipped to another contract-customer, and the other 110 sets are sold directly by your factory.

- **E:** The customer also manufactures products of the same item.
- **F:** The customer does not manufacture products of the same item.

| | Television set | 100 | 30 | 110 | 20 |

4. Your factory receives sets of an item, but do not produce any.
Your factory receives sets of an item from others and ship, but do not produce any.

- **G:** The customer also manufactures products of the same item.
- **H:** The customer does not manufacture products of the same item.

| | Television set | In these cases, your factory should be excluded from this survey in principle because actually you do not manufacture the products, whomever they are shipped to. |

5. Type of shipment
(1) Your produce at your factory 100 sets of an item, and all of them are shipped. (You ship products to sell.)

- **I:** Your factory sells products directly to a customer (sales dealer/consumer of another company).
- **J:** You ship products to the headquarters, a sales office or any division of your company which intends to sell them.
- **K:** You manufacture products at your factory under contract with a customer and ship them to the customer, who sells them.

| | Television set | 100 | 100 | - |

(2) Your produce at your factory 100 sets of an item, and all of them are shipped. (You ship products not to sell.)

- **L:** You ship products of an item to other factories of your company which also manufacture products of the same item.
- **M:** You ship products to other factories of your company which use them as materials.
- **N:** You ship products from your factory to a customer who uses them as materials for something the customer manufactures under contract.
- **O:** You ship products to the consigners (including consumers) that are manufacturers.

| | Television set | 100 | - | 100 |

---

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Current Survey of Production (Typical example of data entry)  2/3

(Assume that both consign/contract sides produce the same single item (television set). On the list below, blank spaces at an explanation are irrelevant to it, because hypothetically the type of transactions are not carried out.)

<table>
<thead>
<tr>
<th>Type of production at your factory</th>
<th>Type of production at a customer to whom you ship products from your factory, etc.</th>
<th>Items</th>
<th>Production Quantity</th>
<th>Receipt Quantity</th>
<th>Consumption Quantity</th>
<th>Shipment</th>
<th>Others</th>
<th>Month-end Inventory Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>6. 100% contract-production</td>
<td>[Your factory (A)] You produce 100 sets of television sets and ship to a customer (B), and count 100 sets as “Sales” regardless of the type of production (whether produce TV sets or not) at the customer.</td>
<td>Television set</td>
<td>100</td>
<td></td>
<td></td>
<td>A</td>
<td>B</td>
<td>C</td>
</tr>
<tr>
<td></td>
<td>[Your customer (B)] Your customer not only produce 50 sets of television sets but also receives 100 sets of television sets from the factory (A), the transaction (1), and counts 150 sets as “Production,” as well as “Sales.”</td>
<td>Television set</td>
<td>150</td>
<td></td>
<td></td>
<td>D</td>
<td>E</td>
<td>F</td>
</tr>
<tr>
<td></td>
<td>(1) + (2) 250</td>
<td></td>
<td>G</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>[Your factory (A)] You produce 100 sets of television sets and ship to a customer (B), and count 100 sets as “Sales” by the type of production (whether produce TV sets or not) at the customer.</td>
<td>Television set</td>
<td>100</td>
<td></td>
<td></td>
<td>A</td>
<td>B</td>
<td>C</td>
</tr>
<tr>
<td></td>
<td>[Your customer] Your customer produces television sets, and carries out consignment production.</td>
<td>Television set</td>
<td>150</td>
<td></td>
<td></td>
<td>D</td>
<td>E</td>
<td>F</td>
</tr>
<tr>
<td></td>
<td>(3) + (4) 150</td>
<td></td>
<td>G</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Partial contract-production</td>
<td>[Your factory (A)] You produce not only 100 sets of your own brand television sets but also produce 150 sets for other company on contract base. The total of 250 sets is counted as “Production,” and all of them are shipped. (Although your customer (B) produces television sets, total figure is counted as “Sales.”)</td>
<td>Television set</td>
<td>250</td>
<td></td>
<td></td>
<td>A</td>
<td>B</td>
<td>C</td>
</tr>
<tr>
<td></td>
<td>[Your customer] Your customer produces television sets, and carries out consignment production by other companies.</td>
<td>Television set</td>
<td>500</td>
<td></td>
<td></td>
<td>D</td>
<td>E</td>
<td>F</td>
</tr>
<tr>
<td></td>
<td>(5) + (6) 750</td>
<td></td>
<td>G</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(50+100)  Your customer produces 50 sets at its factory, and wrongly counts products it has received from you as “Production.” The products are counted twice as “Production.”

(350+150)  Your customer produces 350 sets at its factory, and wrongly counts products it has received from you as “Production.” The products are counted double.
(7) You produce 100 sets of your own brand television sets as well as 150 sets for other company on contract base. The total of 250 sets is counted as “Production,” and all of them are shipped.

(Your customer (B) also produces television sets.)

(8) Your customer counts 150 sets of television sets from the factory (A) as “Receipt,” and “Sales” as well.

(7) + (8)