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IWH-FDI-Micro-Database

Questionnaire 2013

Poland, Czech Republic, Slovak Republic,
Hungary, Romania and East Germany

3rd survey round (services and manufacturing)

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Employment, investment and finance

The first set of questions relates to business functions of your enterprise. We differentiate between the primary and six ancillary business functions. The primary business function concerns the production of goods or services intended for your final market or sales to third parties. The primary business function yields the income for your enterprise. All other business functions are ancillary activities carried out to facilitate the production of goods or services. Their outputs are not directly intended for the market or third parties and generate no direct revenues for your enterprise.

1. Our records show that the primary business functions of your enterprise is "...". Is this correct?

Note: The recorded primary business function stems from the code of statistical classification of economic activities and relate to your location.

	Yes	No
Our records for the primary business function are correct.	<input type="checkbox"/>	<input type="checkbox"/>

2. If this is not correct, please tell us the primary business functions or the main thing it makes or does to generate revenue.

Filter: Q2 only if Q1 "no".

The primary business function is "..."

3. Please indicate the share of employees in total employment working currently in one of the following business functions of your enterprise.

Note: Employment refers to all full and part time employees, however, no internships, leasing workers or temporary personnel. Persons undertaking more than one function should be assigned according to their main activity. If the enterprise has no employees in a particular business function or the business function does not exist, please enter 0. In case the primary business function (1) coincides with ancillary business functions (2-6), please declare the share of employees in the primary business function and note 'does not apply' for the according ancillary business function. All shares need to sum-up to 100%.

	%
1: Production of goods or services: in the primary business function	
2: Distribution and logistics: transportation, warehousing and order processing functions	
3: Marketing, sales services and after sales services: market research, advertising, direct marketing services, exhibitions, fairs and other marketing or sales services, call-centre/after sales or customer supports services	
4: ICT Services: Hardware and software consultancy, software data processing and database services, web-hosting and other computer related and information services	
5: Administrative and management functions: procurement, legal services, accounting, book-keeping and auditing, business management and consultancy, HR management, corporate financial and insurance services	
6: R&D, engineering and related technical services: research, experimental/applied development, design, construction, testing, analysis and certification	
7: Other support functions	
<i>Total employment</i>	100

4. Please describe this other ancillary business functions of your enterprise shortly.

Filter: Q4 only if option 7 in Q 3>0

5. What is currently the share of employees in total employment of your enterprise that holds a higher education degree?

	%
Share of employees with a higher education degree	

6. What is currently the share of employees with a higher education degree in total employment of each business function?

Filter: Q6 only if Q5 > 0 and < 996. Option 1-7 if respective option in Q3 positive and > 0.

	%
1: Production of goods or services: in the primary business function	
2: Distribution and logistics: transportation, warehousing and order processing functions	
3: Marketing, sales services and after sales services: market research, advertising, direct marketing services, exhibitions, fairs and other marketing or sales services, call-centre/after sales or customer supports services	
4: ICT Services: Hardware and software consultancy, software data processing and database services, web-hosting and other computer related and information services	
5: Administrative and management functions: procurement, legal services, accounting, book-keeping and auditing, business management and consultancy, HR management, corporate financial and insurance services	
6: R&D, engineering and related technical services: research, experimental/applied development, design, construction, testing, analysis and certification	
7: Other support functions	

7. What did your enterprise on average invest in plants, machinery, equipment and ICT between 2011-2013 in percent of annual turnover?

	%
Average share of total investment in annual turnover (2011 – 2013)	

8. How were these investments in plants, machinery, equipment and ICT financed? Please estimate the average share of the following sources for finances for investment in the years 2011-2013.

Filter: Q8 only if Q7 > 0 and skip if Q7 'no answer' (code=997) or 'do not know' (code= 998).

	%
1: Internal funds from your own enterprise including reinvested earnings, cash, reserves	
2: Funds provided by a shareholder of your foreign investor	
3: Venture capital	
4: Bank credit (short-term with maturity below one year)	
5: Bank credit (long-term with maturity above one year)	
6: Public funding (subsidies)	
7: Other	
<i>Total</i>	<i>100</i>

9. Please indicate the name of the bank that has played the most important role for the financing of your investments in the years 2011-2013, i.e. of your "house bank"

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10. Between 2011 and 2013, did a lack of finance influence your business operations and/or growth of your enterprise?

	Yes	No
Lack of finance 2011-2013		

11. How important were the following factors for the lack of finance experienced by your enterprise between 2011 and 2013? Please choose between: not important (1), important (2) and very important (3).

Filter: Q11 only if answer to Q10 was "yes", skip if Q10 'no answer' (code 7) or 'do not know' (code 8).

1: Lack of internal funds in your own enterprise including earnings, cash reserves or savings	
2: Lack of internal funds provided by shareholder(s) of your enterprise	
3: Lack of external finance through bank credit, venture capital, or leasing	
4: Lack of external finance from public funding	

Only for firms with foreign shareholders

12. Does your enterprise have one or more foreign shareholder(s)?

Note: A foreign shareholder holds directly a minimum of 10 % equity/voting rights, a minimum of 25 % indirect equity/voting rights, or is the ultimate owner of your enterprise. Foreign shareholders include enterprise group, physical persons, foundations, financial investors located abroad.

	Yes, one	Yes, more than one	No
Foreign shareholder(s)			

Filter: If Q12 „no“ or „don't know“ please go to Q21 for outward FDI and Q26 otherwise.

Note: The following questions deal with your foreign investor. In case your enterprise has more than one foreign investor, the following questions refer to the investor, who holds most shares or voting-rights in your enterprise as of today.

13. What was the year of first entry by your foreign shareholder into your enterprise or the year in which the foreign shareholder newly founded your enterprise?

Year of foundation or first entry	
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14. What describes best the initial entry mode of your foreign shareholder. Please choose one of the following three option.

	Yes	No
1: The foreign investor created a new legally independent enterprise		
2: The foreign investor partially acquired an existing legally independent enterprise		
3: The foreign investor fully acquired an existing legally independent enterprise		

15. Did your enterprise operate as an independent contractor to your foreign shareholder before he acquired ownership of your enterprise?

	Yes	No
Enterprise operated as a contractor to the foreign shareholder		

16. Is your enterprise a spin off from your foreign shareholder's enterprise group?

Filter: Q16 if option 1 in Q14 "Yes", skip if Q14 'no answer' (code 7) or 'do not know' (code 8)

	Yes	No
Your enterprise is a spin off from the foreign shareholder's enterprise group		

17. What was the share of employees in total employment working in each business functions at the time of initial entry by your foreign shareholder (or at start of operations in case of a new foundation).

Note: In case of a new foundation by the foreign shareholder, we refer to the first year of operations.

	%
1: Production of goods or services: in the primary business function	
2: Distribution and logistics: transportation, warehousing and order processing functions	
3: Marketing, sales services and after sales services: market research, advertising, direct marketing services, exhibitions, fairs and other marketing or sales services, call-centre/after sales or customer supports services	
4: ICT Services: Hardware and software consultancy, software data processing and database services, web-hosting and other computer related and information services	
5: Administrative and management functions: procurement, legal services, accounting, book-keeping and auditing, business management and consultancy, HR management, corporate financial and insurance services	
6: R&D, engineering and related technical services: research, experimental/applied development, design, construction, testing, analysis and certification	
7: Other support functions	
<i>Total employment</i>	100

18. What was the share of employees with a higher education degree in total employment at the time of entry of your foreign shareholder (or at start of operations in case of a new foundation)?

	%
Share of employees with a higher education degree	

19. Who takes the following decisions? Please choose between (1) only your enterprise, (2) mainly your enterprise, (3) equally your enterprise and your foreign investor, (4) mainly your foreign investor, or (5) only your foreign investor.

1: Location choice for production activities/service delivery	
2: Location choice for research and development	
3: Decisions on the focus of research and development	
4: Decisions on the adoption of major advanced technologies	
5: Decisions related to sales and marketing	
6: Decisions on which suppliers will be used	
7: Decisions on investment	
8: Decisions on financing	

20. How has the influence of your enterprise over decisions in investment and finance been changing since the entry of your foreign shareholder (or since start of operations in case of a new foundation)? Please choose between: (1) decreased, (2) not changed, or (3) increased.

1: Our influence over decisions in the area of investment has...	
2: Our influence over decisions in the area of finance has...	

Only firms with foreign affiliates

21. Is your enterprise shareholder in one or more affiliate(s) located abroad?

Note: As a shareholder of a foreign affiliate your enterprise either has a minimum of 10 percent direct ownership of equity/voting rights, a minimum of 25 percent indirect equity ownership, or is the ultimate owner of a legally independent enterprise located abroad.

	Yes	No
Ownership in one or more foreign affiliate(s)		

Filter: If the answer to question 21 is "No", please double-check with the information supplied. If it can not be confirmed, please continue with question 24.

22. In which year did your enterprise for the first time acquire ownership in a foreign enterprise or did establish an affiliate located abroad?

	Year
First ownership or establishment	

23. In which of the following business functions do your foreign affiliates operate for your enterprise?

Note: If one of the listed business functions is not executed please indicate "No".

	Yes	No
1: Production of goods or services: in the primary business function		
2: Distribution and logistics: transportation, warehousing and order processing functions		
3: Marketing, sales services and after sales services: market research, advertising, direct marketing services, exhibitions, fairs and other marketing or sales services, call-centre/after sales or customer supports services		
4: ICT Services: Hardware and software consultancy, software data processing and database services, web-hosting and other computer related and information services		
5: Administrative and management functions: procurement, legal services, accounting, book-keeping and auditing, business management and consultancy, HR management, corporate financial and insurance services		
6: R&D, engineering and related technical services: research, experimental/applied development, design, construction, testing, analysis and certification		
7: Other support functions		

Only firms with domestic affiliates

24. Is your enterprise shareholder in one or more affiliate(s) located within your country?

Note: As a shareholder of a domestic affiliate your enterprise either has a minimum of 10 percent direct ownership of equity/voting rights, a minimum of 25 percent indirect equity ownership, or is the ultimate owner of a legally independent enterprise located within your country.

	Yes	No
Ownership in one or more domestic affiliate(s)		

25. In which of the following business functions do your domestic affiliates operate for your enterprise?

Filter: Q25 only if Q24 "Yes". *Note:* If one of the business functions is not executed please indicate "No".

	Yes	No
1: Production of goods or services: in the primary business function		
2: Distribution and logistics: transportation, warehousing and order processing functions		
3: Marketing, sales services and after sales services: market research, advertising, direct marketing services, exhibitions, fairs and other marketing or sales services, call-centre/after sales or customer supports services		
4: ICT Services: Hardware and software consultancy, software data processing and database services, web-hosting and other computer related and information services		
5: Administrative and management functions: procurement, legal services, accounting, book-keeping and auditing, business management and consultancy, HR management, corporate financial and insurance services		
6: R&D, engineering and related technical services: research, experimental/applied development, design, construction, testing, analysis and certification		
7: Other support functions		

Research & Development

The next part of the survey deals with research and development (R&D) of your enterprise. This refers not only to experimental or theoretical work undertaken to acquire new knowledge but also to its application in development.

26. Did your enterprise have any labour, other current or capital expenditures for in-house R&D during 2011-2013?

Note: In-house R&D does not include expenditures on R&D performed by another units, firms or organisation. In case of Hungary expenditures could be registered or unregistered.

	Yes	No
Expenditures for in-house R&D (2011-2013)		

27. Please approximate the expected share of in-house R&D expenditures in total turnover of your enterprise in 2013.

Filter: Q27 only if Q26 is "Yes".

	%
Share of in-house R&D expenditures in total turnover (2013)	

28. How many employees work in the area of R&D in your enterprise currently?

Filter: Q28 only if Q27>0. *Note:* This includes full and part time staff but no internships, leasing workers or temporary personnel. If the enterprise has no own R&D employees please enter "0".

Current number of in-house R&D employees	
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29. Did your enterprise have any expenditures on external R&D services performed by other units, firms or organisations during 2011-2013?

Note: This includes acquisition of R&D services performed by others and grants given to others for performing R&D. In case of Hungary expenditures could be registered or unregistered.

	Yes	No
Expenditures for external R&D services (2011-2013)		

30. Please estimate the expected share of expenditures for external R&D services in total turnover of your enterprise in the year 2013.

Filter: Q30 only if Q29 is "Yes".

	%
Share of expenditures for external R&D services in total turnover (2013)	

Innovation

The next part of the survey deals with innovations in your enterprise. Innovations are new or significantly improved products or processes. The introduced innovation must be new to your enterprise but may have been developed by your enterprise alone or in collaboration with others.

31. Did your enterprise introduce product innovations i.e. new or significantly improved products during 2011 to 2013?

Note: Product innovations imply significant improvements in technical specifications, components and materials, incorporated software, user friendliness, or other functional characteristics. Product innovations in services can include significant improvements in how they are provided (for example, in terms of their efficiency or speed), the addition of new functions or characteristics to existing services, or the introduction of entirely new services. Purely aesthetic modifications of products (such as colour, style, and packaging) are no product innovation. The resale of new products bought from other enterprises does not constitute a product innovation.

	Yes	No
Product innovations (2011-2013)		

32. Who developed these product innovations? Please select the most appropriate option.

Filter: Q32-Q35 only if answer in question 31 is "Yes". Otherwise please go to Q37.

Option only for inward FDI, **Option only for outward FDI (skip if Q21 "no"), *Option only if Q24 "Yes".*

1: Mainly your enterprise	
2: Other units of your foreign shareholder's enterprise group*	
3: Headquarter of your foreign shareholder's enterprise group*	
4: Domestic affiliate(s) owned by your enterprise***	
5: Foreign affiliate(s) owned by your enterprise**	
6: External enterprises or organisations	

33. Between 2011 and 2013 did your enterprise introduce a product innovation on your target market before any other of your competitors, that has already been available on other markets before?

	Yes	No
Product innovation new to the market		

34. Between 2011 and 2013 did your enterprise introduce a product innovation that has not been available on any other market so far?

	Yes	No
Product innovation new to the world		

35. Please estimate the share of product innovations in total turnover of your enterprise in 2013.

	%
Share of product innovations in total turnover (2013)	

36. Please shortly describe the product innovation with the highest share in total turnover of your enterprise in 2013.

Filter: Q36 only if Q35>0.

Product innovation

37. Did your enterprise introduce one of the following process innovations during 2011 to 2013?

Note: Process innovation relate to new or improved methods in respect to techniques, equipment or software. The result of process innovation should have an effect on the production output, quality or distribution of goods or services. Pure organisational changes or the introduction of new management techniques are not counted as process innovations in that sense.

	Yes	No
1: New or significantly improved methods for producing your goods or delivering your services		
2: New or significantly improved logistics, delivery or distribution methods for your goods or services		
3: New or significantly improved supporting activities for your processes (for example maintenance systems or operations for purchasing, accounting, or computing)		

38. Who developed these process innovations? Please select the most appropriate option.

Filter: Q38 only if option 1,2 or 3 in Q37 is "yes",

*Option only inward FDI, **Option only outward FDI (skip if Q21 is "No"), ***Option only if Q24 id "Yes".

1: Mainly your enterprise	
2: Other units of your foreign shareholder's enterprise group*	
3: Headquarter of your foreign shareholder's enterprise group*	
4: Domestic affiliate(s) owned by your enterprise***	
5: Foreign affiliate(s) owned by your enterprise**	
6: External enterprises or organisations	

39. Please estimate the average share of the following sources used to finance R&D and innovation expenditures of your enterprise between 2011 and 2013.

Filter: Q39 only if Q26, Q29, Q31 or one option of Q37 is "Yes".

	%
1: Internal funds from your own enterprise including reinvested earnings, cash or savings	
2: Internal finance provided by the enterprise group of your foreign shareholder	
3: External funds including bank loans, bonds or venture capital	
4: Direct government procurement of R&D and/or innovation	
5: Government grants or financial incentives for R&D and/or innovation	
<i>Total 2011-2013</i>	<i>100</i>

Diffusion of R&D and innovation

40. Did your enterprise co-operate for R&D or innovation activities with any other units, external firms or organisations between 2011 and 2013?

Filter: Q40 only if Q26, 29, 31 or one option of Q37 is "Yes"; *Note:* Co-operation excludes pure contracting out of work with no active participation on R&D or innovation of each partner.

	Yes	No
R&D or innovation co-operation (2011-2013)		

41. Please indicate the importance of the following cooperation partners as source for knowledge relevant for R&D and innovation in your enterprise. Please choose between: (1) not important, (2) important and (3) very important.

Filter: Q41 only if Q40 is "yes"; *Option only for inward FDI (skip if Q12 is "no"), **Option only for outward FDI (skip if Q21 "no"), *** Option only if Q24 is "Yes".

	1	2	3
1: Other affiliates of your foreign shareholder*			
2: Headquarters of your foreign shareholder*			
3: Other affiliate(s) owned by your enterprise within your country***			
4: Foreign affiliate(s) owned by your enterprise**			
5: External suppliers within your country			
6: External suppliers abroad			
7: External customers within your country			
8: External customers abroad			
9: External firms of the same sector within your country			
10: External firms of the same sector abroad			
11: Universities and other public sector research within your country			
12: Universities and other public sector research within your abroad			

42. To which extent does the technological development of your foreign investor depend upon R&D and/or innovation activities of your enterprise? Please choose one option.

Filter: Q42 only inward FDI (skip if Q12 is "no") and if Q26, 29, 31 or one option of Q75 is "Yes".

	1	2	3	4
1: Not at all				
2: In particular areas of a specific technology				
3: In a specific technology in general				
4: In different technologies				

Relationship with suppliers

The concluding part of the survey deals with your relationship to suppliers and customers.

43. Please approximate the percentage share of the following suppliers in total supplies and intermediate inputs of your enterprise in 2013.

Filter: *Option only for inward FDI (skip if Q12 "no"), **Options only for outward FDI (skip if Q21 is "No"), *** Option only if Q24 is "Yes". *Note:* Indicated % must sum to 100.

	%
1: Headquarter or other units of your foreign shareholder abroad*	
2: Foreign affiliates owned by your enterprise**	
3: External foreign enterprises	
4: Other units of your foreign shareholder within your country*	
5: Domestic affiliates owned by your enterprise***	
6: External domestic enterprises	
Total	100

44. Please evaluate the complexity of the supplies or intermediates sourced from the following suppliers. Please choose between (1) very low, (2) low, (3) high or (4) very high.

Filter: Option 1-6 in Q44 only if option in Q43>0 & skip if option 'no answer' (code 7)/ 'do not know' (code 8).

1: Headquarter or other units of your foreign investor abroad*	
2: Foreign affiliates owned by your enterprise**	
3: External foreign enterprises	
4: Other units of your foreign investors' group within your country*	
5: Domestic affiliates owned by your enterprise***	
6: External domestic enterprises	

45. Do your external domestic suppliers include...

Filter: Q45 only if option 6 in Q43 is > 0 & skip if 'no answer' (code 7) or 'do not know' (code 8).

	Yes	No
1: Enterprises with foreign shareholder or investor		
2: Enterprises without foreign shareholder or investor		

46. During 2011 to 2013, has your enterprise initiated one of the following measures undertaken by your external domestic suppliers that have foreign shareholders/investors? Multiple options possible.

Filter: Q46 only if option 6 in Q43 is > 0 and option 1 in Q45 is 'Yes'.

	Yes	No
1: Increase of production		
2: Introduction of product innovations		
3: Introduction of process innovations		

47. During 2011 to 2013, has your enterprise initiated one of the following measures undertaken by your external domestic suppliers that have no foreign shareholders/investors? Multiple options possible.

Filter: Q47 only if option 6 in Q43 is > 0 and option 2 in Q45 'Yes'. If option 1 and 2 if 'no answer' (code 7) or 'do not know' (code 8) Q47 text without '...that have no foreign shareholders/investors'.

	Yes	No
1: Increase of production		
2: Introduction of product innovations		
3: Introduction of process innovations		

Relationship with customers

48. Please approximate the percentage share of the following buyers in total turnover of your enterprise in 2013.

Filter: *only for inward FDI (skip if Q12 is "No"). **only for outward FDI (skip if Q21 is "No"), ***Option only if Q24 is "Yes". *Note: Indicated % must sum to 100.*

	%
1: Headquarters or other units of your foreign shareholder abroad*	
2: Foreign affiliates owned by your enterprise**	
3: External foreign buyers	
4: Other units of your foreign shareholder within your country*	
5: Domestic affiliates owned by your enterprise***	
6: External domestic buyers	
Total	100

49. Please name the foreign countries in which your enterprise generated the highest shares in total turnover in 2013. Please indicate three countries at most.

Filter: Q49 only if option 1, 2, or 3 in Q48 is > 0.

Top-three export destination countries in 2013	
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50. During 2011 to 2013, did your enterprise start any new export relationships?

	Yes	No
Start of new export relationship during 2011-2013		

51. During 2011 to 2013, did any export relationship of your enterprise end?

	Yes	No
End of export relationship during 2011-2013		

52. Please tell us whether your enterprise confronted any major challenges that affected the enterprise performance during 2011 to 2013. This is an open question.

Note: A "major challenge" refers to a change in the internal or external environment that affected the performance of your enterprise. Examples include (a) a sudden and unforeseen change in management or ownership, (b) illness or death of a central person in your enterprise, (c) a natural catastrophe, (d) the introduction of a new legal regulation (trade liberalisation, R&D subsidies, changes in taxation, other), (e) political changes in your home market, (f) political changes in important foreign markets, or (e) any other.

...

All questions have the additional option for answering 'no answer' and 'do not know'. The questions 3, 8, 9, 11, 17 and 39 have also the option 'does not apply'.