



Prices Division

Price Report for Informatics Professional Services and Software Development, XXXX

CONFIDENTIAL when completed.

Collected under the authority of the Statistics Act, Revised Statutes of Canada, 1985, Chapter S19. Completion of this questionnaire is a legal requirement under this Act.

Si vous préférez recevoir ce questionnaire en français veuillez composer le (613) 951-6916.

Please correct the pre-printed information, if necessary, using the boxes below:

Legal Name	
Business Name	
Contact Name	
Address	
City	
Province / State	Postal Code / Zip Code
Country	

Purpose of this survey

This survey collects financial, wage and contractor fee information that is used to produce price indexes. These indexes measure change in prices for informatics professional services and in software development. Businesses use these indexes to evaluate their performance, to track costs, and to index long-term contracts. Statistics Canada uses them to better measure the volume of activity in the computer services industry.

Confidentiality

Statistics Canada is prohibited by law from publishing any statistics which would divulge information relating to your business without your prior written consent. **The data reported on your questionnaire will be treated in strict confidence, used for statistical purposes and published in aggregate form only.** The confidentiality provisions of the Statistics Act are not affected by the Access to Information Act or by any other legislation.

Your participation is important

Your participation is vital to ensuring that the information collected in this survey is accurate and comprehensive. Completion of this questionnaire is a legal requirement under the Statistics Act.

Return Procedures

We ask that you complete and return this questionnaire within 30 days of receipt to:

Statistics Canada
Prices Division 13th Floor,
Jean Talon Bldg Ottawa,
Ontario K1A 0T6

Need Help?

If you require assistance in completing this questionnaire or expect delays in returning the survey, please contact:

Kim Lacroix
Telephone: (613) 951-6916
Fax: (613) 951-2848
E-Mail: kim.lacroix@statcan.ca

Please complete and return this questionnaire within 30 days of receipt.

A. Reporting Period

Please report information for your fiscal year ending between January 1, XXXX and December 31, XXXX.

Please indicate your fiscal year end:

DD	MM	YYY

Number of months reported:

B. Main Business Activity

Please check below the one industry that most accurately describes your firm's main business activity for the fiscal year reported in Section A.

511210

Software Publishers: Includes software development, packaged software and publishing

518210

Data Processing, Hosting and Related Services: Includes web hosting, streaming services, application hosting, processing and preparation of reports from data supplied by the customer, optical scanning data services, data entry and validation, etc.)

541510

Computer Systems and Related Services: Includes computer information technology consultants, development of custom software, systems and network design, systems development and analysis, computer programming to meet a customer's specifications)

Other: Please specify

Is this a change from the previous year?

No

Yes... If yes please provide details

C. Operating Revenue and Expenses from Informatics Professional Services and Software Development By Province and Territory

For the fiscal year you indicated in Section A on page 1, please complete STEPS 1 to 3 for each province/territory in which your firm maintains operations. Report all revenue and expenses in Canadian dollars.

Province or Territory	Step 1	Step 2	Step 3		
	Number of Business Units	Operating Revenue from Informatics Professional Services and Software Development	Operating Expenses from Informatics Professional Services and Software Development (reimbursed and non-reimbursed by clients)		
	Please report the number of business units. A business unit is the lowest level of your firm for which separate records are kept for revenue, expenses and employment.	Using the definitions, please report your firm's operating revenue from sales of informatics professional services and software development.	Expenses for Employees Please report the wages, salaries, benefits and bonuses paid to full-time, part-time and temporary employees for their work on informatics professional services and software development. Exclude expenses for administrative and general staff as well as GST refunded by government.	Expenses for Contract Workers Please report the fees paid to contract workers for their work on informatics professional services and software development. Contract workers are individuals engaged for the duration of a specific project or term. Exclude GST refunded by government.	Other Expenses Please report all other expenses incurred for work on informatics professional services and software development. (i.e., Software, hardware upgrades, office expenses, travel and accommodations). Exclude overhead expenses and GST refunded by government.
Nfld. & Lab.					
P.E.I.					
N.S.					
N.B.					
Que.					
Ont.					
Man.					
Sask.					
Alta.					
B.C.					
Yukon					
N.W.T.					
Nunavut					
Total					

Definitions:

Operating revenue from sales of informatics professional services and software development

'Informatics' is the term we are using to encompass all businesses included in the scope of the survey. This would include all businesses involved in Software Publishing, Computer Systems and Design and Related Services and Data Processing, Hosting and Related Services.

Include:

- Fees charged to clients for employees and contract workers for their work on informatics professional services and software development.
- Expenses (cost + mark-up) recovered from clients (e.g. hardware, software, travel and accommodations, subcontracted services) for informatics professional services and software development.

Exclude:

- Software sales unrelated to informatics professional services.
- GST and all other taxes collected for remittance to a government agency.

Computer Systems and Related Services

Hardware Consultancy Services

Provide advice and assistance on the management of computer resources such as: assess the computer needs of an organization; plan an organization's acquisitions (including hardware and software); audit the computer operations of an organization.

Software Consultancy Services

Develop (analyse, design and program) custom software to meet the needs of a specific client.

Provide advice and assistance on technical matters related to computer systems such as: conduct feasibility studies on the implementation of a system; provide specifications for a database design; provide technical expertise for hardware and software integration.

Other Computer Consultancy Services

Provide other computer-related consultancy services such as: disaster recovery services; implementation planning services; system implementation support, quality assurance and integration services.

Computer Facilities Management Services

Provide personnel to manage and operate computer facilities on an on-going basis whether these facilities are located at the client's or supplier's site.

System Maintenance Services

Provide assistance to keep computer systems (software) in good working condition. The maintenance may be corrective or preventative.

D. Average Annual Percentage Changes in Labour Rates by Province and Territory

For the fiscal year you indicated in Section A on page 1, please complete STEPS 4 and 5 below for each province / territory in which your firm maintains operations.

Example: Your firm has 3 employees who charge their time to informatics professional services and software development. Two of these employees received annual increases of 1% and 5%. The third employee did not get an increase (0%).

The sum of the three wage rate changes (1% + 5% + 0%) is: **+6.0%**
 When you divide 6% by the number of employees (+6%/3 employees), the result is an average of annual % changes in wage rates of: **+2.0%**

Province or Territory	Step 4		Step 5	
	Average of Annual % Changes in Salaries and Wage Rates		Average of Annual % Changes in Fees Paid to Contract Workers	
	Using the example above, please report the average of annual percentage changes (+,-) in the salaries and wages paid to employees whose time is charged to informatics professional services contracts and software development. Exclude the salary or wage changes for general and administrative staff.		Using the example above, please report the average of annual percentage changes (+,-) in the fees paid to contract workers whose time is charged to informatics professional services contracts and software development. Exclude the salary or wage changes for general and administrative staff.	
Newfoundland & Labrador	10	%		%
Prince Edward Island	11	%		%
Nova Scotia	12	%		%
New Brunswick	13	%		%
Quebec	24	%		%
Ontario	35	%		%
Manitoba	46	%		%
Saskatchewan	47	%		%
Alberta	48	%		%
British Columbia	59	%		%
Yukon	60	%		%
Northwest Territories	61	%		%
Nunavut	62	%		%

E. Comments (if more space is needed, please attach a separate sheet)


We welcome any suggestions that you may have for improving our survey of prices for informatics professional services and software development. We would appreciate your comments on the following topics.

- Questionnaire Content
- Appropriateness of terminology
- Comprehension of questions (e.g. through definitions, examples, instructions)
- Layout of the questions
- Timing of receipt of questionnaire

F. Certification (I certify that the information contained herein is complete and correct to the best of my knowledge).

Signature of authorized person			Date Completed	
Name of person to contact for further information (please print)				
First Name			Last Name	
Title				
Telephone Number	Extension	Fax No.	E-mail address	

Time to complete questionnaire
 How long did you spend collecting and reporting the information needed to complete this questionnaire? Hour(s) _____

Please make a copy of this completed questionnaire for your records 

Thank you for your cooperation