Unified Enterprise Survey - Annual

Capital Expenditures

Preliminary Estimate for 1999 and Forecast for 2000

Target date is 30 days from Date of Receipt

FORM FN2

Si vous préférez recevoir ce questionnaire en français, veuillez cocher ou téléphoner. ☐

Correct pre-printed label information if necessary using the corresponding boxes below:

Legal Name ____	Mail Contact Name ____
Business Name ____	Title ____
	c/o ____
	Address ____ postal (ZIP) code
Location ____	Telephone No. ( ) - Extension
Principal Activity ____	Fax Number ( ) -
Type of Ownership (Please see Reporting Guide) ____	**For Statistics Canada Use Only** ☐ H.R.'d ☐ SMO V. ☐ Bx. F. ☐ Corr.

A – Introduction

SURVEY PURPOSE:

This survey collects data on capital expenditures in Canada. The information is used by Federal and Provincial governments and agencies, trade associations, universities and international organizations for policy development and as a measure of regional activity.

CONFIDENTIALITY:

Statistics Canada is prohibited by law from publishing any statistics which would divulge information obtained from this survey that relates to any identifiable business without the previous written consent of that business. The data reported on this 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 either the *Access to Information Act* or any other legislation.

Returning your questionnaire:

Please complete a questionnaire for the operation(s) and location(s) described on the address label above. You should only report for those operations located in Canada. Please send the completed questionnaire(s) in the enclosed envelope to I**nvestment and Capital Stock Division, Statistics Canada, Ottawa Ontario K1A 0T6**. If you wish to send the questionnaire by facsimile, please see Reporting Guide for details. Thank you.

Do you have any questions? Do you need another questionnaire?

Please call (613) 951-9815 or 1-800-345-2294

Fax (613) 951-0196 or 1-800-606-5393

REPORTING PERIOD:

For the purpose of this survey, please report information for your **12 month fiscal period** for which the **FINAL DAY** occurs on or between January 1, 1999 and December 31, 1999.

If your fiscal year ends in January, February or March, and you wish to provide information for your most recent fiscal year ending in early 2000, please do so. Please clearly indicate below the period covered by this report.

	YYYY	MM	DD		YYYY	MM	DD
1999 From				To			
2000 From				To			

DATA SHARING AGREEMENTS

To avoid duplicating survey activity, Statistics Canada has entered into agreements with provincial and territorial statistical agencies for the sharing of data. This is done in accordance with the Federal *Statistics Act* and corresponding provincial and territorial legislation. Details are outlined in the accompanying Reporting Guide. **Please note that Statistics Canada does not share any individual responses with Revenue Canada.**

Name of person completing this questionnaire: (please print)

First Name ____ Family Name ____

Title:

Telephone No.	Ext.	Fax No.	Date completed: YYYY MM DD

Signature: ____

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

5-4600-350.1: 2000-01-13 STC/STC-475-02500

Statistics Canada Statistique Canada

Canada

SECTION A: Information Related to Project

1. Joint venture project
   a) Is this project a joint venture?
      1☐ Yes   2 ☐ No
   b) If yes, are you reporting for the entire venture?
      1☐ Yes   2 ☐ No
   c) List other participants and their share of venture:
      ______________________ %
      ______________________ %
      ______________________ %
2. Business activity at this location: ______________________
3. Physical address of project: ______________________
4. Size of structure(s) (square metres): ______________________

5. Construction starting date: Month Year
6. Construction completion date: Month Year
7. Total project value representing:
   a) Construction $ 000.00
   b) Machinery and equipment $ 000.00
8. Do you have the value or estimate of the work put in place on a monthly or quarterly basis?
   1☐ Yes   2 ☐ No

PRELIMINARY ESTIMATE 1999

SECTION B: Capital Expenditures*

(Include additions to work in progress)	New Assets Renovation Retrofit * (1)	Purchase of Used Assets in Canada * (2)	Total Capital Expenditures *(Columns 1 + 2)* (3)
	(thousands of dollars)		
1. Land *	100 000.00	XXXXXXXXXXXX XXXXXXXXXXXX	XXXXXXXXXXXXX XXXXXXXXXXXXX
2. Residential Construction *	101 000.00	102 000.00	XXXXXXXXXXXXX XXXXXXXXXXXXX
3. Non-Residential Construction * *(include assets acquired for lease to others)*	103 000.00	104 000.00	105 000.00
4. Machinery and Equipment * *(include assets acquired for lease to others)*	107 000.00	108 000.00	109 000.00

SECTION C: Capacity utilization *

Section "C" applies only to organizations with manufacturing operations. *

Expected Production Starting Date: Month Year

Preliminary Estimate 1999
% 820

If production has started, at what percentage of its capacity has this plant been operating in 1999?
(If the year 1999 is not completed when you fill in this questionnaire, report for the year to date) . . . .

Capacity is defined as maximum production attainable under normal conditions. With regard to normal conditions, please follow the company's operating practices with respect to the use of productive facilities, overtime, workshifts, holidays, etc. When any of your facilities permit the substitution of one product for another, use a product mix at capacity which is most similar to the composition of your 1999 output.

If this plant has been operating at less than capacity during 1999 what is the principal reason? *(Please check the appropriate box)*

- insufficient orders 850 ☐
- insufficient labour available 851 ☐
- lack of materials or supplies 852 ☐
- strike or work stoppage 853 ☐
- plant shutdown (e.g. upgrading, equipment failure) 854 ☐
- startup of new operation 855 ☐
- sufficient inventory on hand 856 ☐
- other reasons - specify ______________ 857 ☐

If this plant has been operating at more than capacity during 1999, what is the principal reason? *(Please check the appropriate box)*

- stronger demand for product 858 ☐
- insufficient inventory on hand 859 ☐
- other reason - specify ______________ 860 ☐

Name of ***person*** responsible for reporting capacity utilization
(if different from name on page 1)
(print or type)

Telephone number ( ) - Ext.

FORECAST 2000

SECTION D: Capital Expenditures *

(Include additions to work in progress)	New Assets Renovation Retrofit * (1)	Purchase of Used Assets in Canada * (2)	Total Capital Expenditures *(Columns 1 + 2)* (3)
	(thousands of dollars)		
1. Land *	111 000.00	XXXXXXXXXXXX XXXXXXXXXXXX	XXXXXXXXXXXXX XXXXXXXXXXXXX
2. Residential Construction *	112 000.00	113 000.00	XXXXXXXXXXXXX XXXXXXXXXXXXX
3. Non-Residential Construction * *(include assets acquired for lease to others)*	114 000.00	115 000.00	116 000.00
4. Machinery and Equipment * *(include assets acquired for lease to others)*	118 000.00	119 000.00	120 000.00

COMMENTS

055

____
____
____

THANK YOU FOR THE INFORMATION

5-4600-350.1

Unified Enterprise Survey - Annual

Survey on Capital Expenditures
Preliminary Estimate for 1999 and Forecast for 2000

FN2

Reporting Guide

General Instructions

1) Reports Required

- Reports should be completed for Canadian operations and locations as described on the label.

2) Dollar Amounts and Percentages

- All dollar amounts reported should be rounded to THOUSANDS OF CANADIAN DOLLARS (e.g. $6,555,444.00 should be rounded to $6,555)
- Percentages should be rounded (e.g. 37%, 76%, 94%)
- Your best estimates are acceptable when precise figures are not available.
- Pre-printed cell numbers 100 to 860 are for identification purposes

3) Returning your Questionnaire

By Mail To **Investment and Capital Stock Division,**
Statistics Canada,
Ottawa, Ontario K1A 0T6

By Fax At **(613) 951-0196 or 1-800-606-5393**

Statistics Canada advises you that there could be a risk of disclosure during the facsimile communication process. However, upon receipt of your facsimile, Statistics Canada will provide the guaranteed level of protection afforded all information collected under the authority of the *Statistics Act*

4) Questions?

If you have any questions, please call up at **(613) 951-9815 or 1-800- 345-2294**

Data Sharing Agreements

To avoid duplicating survey activity, Statistics Canada has entered into the following data sharing agreements concerning this Survey.

Under section 11 of the Statistics Act, Statistics Canada has entered into data sharing agreements with the statistical bureaus of Newfoundland, New Brunswick, Quebec, Ontario, Manitoba, Saskatchewan, Alberta and British Columbia. Statistics Canada only enters into section 11 agreements with provincial statistical agencies which have statistic acts similar to the federal act. These agencies have the authority to collect this information and the same provisions for confidentiality and penalties for disclosure of information as the Federal Statistics Act.

Under section 12 of the Statistics Act, Statistics Canada has entered into data sharing agreements with the Prince Edward Island Department of the Provincial Treasury, the Nova Scotia Department of Finance, the Nova Scotia Department of Natural Resources, the Budget Planning and Economics Division of Alberta Treasury, the Northwest Territories Bureau of Statistics, the Nunavut Bureau of Statistics, the Yukon Bureau of Statistics and Natural Resources Canada. The agreements we have with these agencies require that they keep the information confidential and use it only for statistical and research purposes. Under section 12, respondents may object to the sharing of their information with any of these agencies by giving notice in writing to the Chief Statistician and by returning their letter of objection along with the completed questionnaire in the enclosed envelope.

Detach along perforated edge

Pre-Printed Label

Type of Ownership

Private – less than 50% of the voting rights are controlled by the government

Public – more than 50% of the voting rights are controlled by the government
– **specify** Federal, Provincial or Municipal

Definitions

What are Capital Expenditures

Capital Expenditures are the **gross expenditures** on fixed assets for use in the operations of your organization or for lease or rent to others. It **includes:**

- cost of all new buildings, engineering and machinery and equipment which normally have a life of more than 1 year and are charged to fixed asset accounts
- modifications, additions and major renovations
- capital costs such as feasibility studies, architectural, legal, installation and engineering fees
- subsidies
- capitalized interest charges on loans with which capital projects are financed
- work done by own labour force
- additions to work in progress

How to Treat Leases

- **include** assets acquired for lease to others, either as a capital lease or as an operating lease
- **exclude** assets acquired as a lessee through either a capital lease or an operating lease from others

Information for Governement Departments

The following applies to government departments only

- grants and/or subsidies to outside entities (i.e. municipalities, agencies, institutions or businesses) are not to be included
- Departments are requested to exclude from reported figures budgetary items pertaining to any departmental agency and proprietary crown corporation as they are surveyed separately
- Federal departments are to report expenditures paid for by the department, regardless of which department awarded the contract
- Provincial departments are to include any capital expenditures on construction (excluding outlays for land) and/or machinery and equipment, for use in Canada, financed from revolving funds, loans attached to revolving funds, other loans, the Consolidated Revenue Fund or special accounts

5-4600-350.1: 2000-01-13 STC/SCT-475-02500

DEFINITIONS

SECTIONS B AND D
Capital Expenditures

Report the value of the projects expected to be put in place during the year. Include the ***gross expenditures*** (including subsidies) on fixed assets for use in the operations of your organization or for lease or rent to others. Include all capital costs such as feasibility studies, architectural, legal, installation and engineering fees as well as work done by your own labour force.

New Assets, Renovation, Retrofit, includes both existing assets being upgraded and additions of new assets.

The following explanations, (a) & (b), are NOT applicable to Government Departments:

(a) ***INCLUDE*** – Capitalized interest charges on loans with which capital projects are financed.

(b) ***EXCLUDE*** – If you are capitalizing your leased fixed assets as a lessee in accordance with the Canadian Institute of Chartered Accountants' recommendations, please **exclude** the total of the capitalization of such leases during the year from capital expenditures***.***

Leases

In accordance with the recommendations of the Canadian Institute of Chartered Accountants, leases are divided into two types, operating and capital. ***For the present, purchases of all capital assets whether for own use or for lease to others, either as a capital lease or as an operating lease should be reported in the appropriate place in Columns 1 or 2 Sections A and C. Assets acquired as a lessee through either a capital lease or operating lease from others should not be reported in these columns.***

New assets acquired by means of a capital lease ***from others*** should not be included in Section A and C columns 1 or 2.

The following notes, (a) to (d) are applicable to Government Departments ***only*** :

(a) Grants and/or subsidies: to outside entities (i.e municipalities, agencies, institutions or businesses), are not to be included.

(b) Departments are requested to exclude from reported figures budgetary items pertaining to any departmental agency and proprietary crown corporation as they are surveyed separately.

(c) Federal departments are to report expenditures paid for by their department, regardless of which department awarded the contract.

(d) Provincial departments are to include any capital expenditures on construction (excluding outlays for land) and/or machinery and equipment, for use in Canada, **financed from revolving funds**, loans attached to revolving funds, other loans, the Consolidated Revenue Fund or special accounts.

Purchase of Used Fixed Assets

Definition: Used Fixed assets may be defined as existing buildings, structures or machinery and equipment which have been previously used by another organization in Canada that you have acquired during the time period being reported on this questionnaire.

Explanation: The objective of our survey is to measure gross annual new additions to fixed assets separately from the acquisition of gross annual used fixed assets in the Canadian economy as a whole.

Hence, the acquisition of a ***used fixed asset from within Canada*** should be reported separately since such acquisitions would not change the aggregates of our domestic inventory of fixed assets, it would simply mean a transfer of assets within Canada from one organization to another.

Imports of used assets, on the other hand, should be included with the new assets (Column 1) because they are newly acquired for the Canadian economy.

Work in Progress:

Work in progress represents accumulated or accrued costs on capital projects not completed and which are intented to be capitalized upon completion.

1. Land

Capital expenditures for land should include all costs associated with the purchase of the land that are not amortized or depreciated.

For oil and gas companies include in land, oil and gas rights acquisition and retention costs, and cost of land and lease purchased from other.

2. Residential Construction (excluding land)

Report the value of residential structures including the housing portion of multi-purpose projects and of townsites with the following EXCEPTIONS:

(1) buildings that have accommodation units without self-contained or exclusive use of bathroom and kitchen facilities (e.g., some student and senior citizen residences).

(2) the non-residential portion of multi-purpose projects and of townsites,

(3) associated expenditures on services.

The exceptions should be included in the appropriate construction (i.e., non-residential) asset.

3. Capital Expenditures for Non-Residential Construction (excluding land purchase and residential construction)

Report the total cost incurred during the year of building and engineering construction (contract and by own employees) whether for your own use or rent to others. Include also:

(1) the cost of demolition of buildings, land servicing and of site preparation,

(2) leasehold and land improvements,

(3) townsite facilities, such as streets, sewers, stores, schools,

(4) oil or gas pipelines, including pipe and installation costs,

(5) all preconstruction planning and design costs such as engineering and consulting fees and any materials supplied to construction contractors for installation.

(6) geological and geophysical expenditures, exploration drilling, development drilling, production facilities, enhanced, recovery projects and natural gas processing plants.

NOTE: Exploration and development expenditures: should be reported gross (whether capitalized or expensed) before deductions of any incentive grants, investment tax credit and insurance receipts.

4. Capital Expenditures for Machinery and Equipment

Report total cost incurred during the year of all new machinery, whether for your own use or for lease or rent to others. Any capitalized tooling should also be included. Include progress payments paid out before delivery in the year in which such payments are made. Receipts from the sale of your own fixed assets or allowance for scrap or trade-in should not be deducted from your total capital expenditures. Any balance owing or holdbacks should be reported in the year the cost is incurred.

SECTION C
Capacity Utilization

– Capacity use (utilization) is calculated by taking the actual production level for an establishment (production can be measured in dollars or units) and dividing it by the establishment's capacity production level.

– Capacity production is defined as maximum production attainable under normal conditions.

– To calculate capacity production, follow the establishment's operating practices with respect to the use of productive facilities, overtime, workshifts, holidays, etc. For example, if your plant normally operates with one shift of eight hours a day five days a week then capacity will be calculated subject to these conditions and not on the hypothetical case of three shifts a day, seven days a week.

Example

Plant "A" normally operates one shift a day, five days a week and given this operating pattern capacity production is 150 units of product "A" for the month. In that month actual production of product "A" was 125 units. The capacity use for plant "A" is (125/150) * 100=83%.

Now suppose that Plant "A" had to open for a shift on Saturdays to satisfy an abnormal surge in demand for product "A". Given this plant's normal operating schedule, capacity production remains at 150 units. Actual production has grown to 160 units, though, so capacity use would be (160/150) * 100=107%.

SECTION D
Changes in Capital Expenditures Plans

Complete this section only if this report shows significant changes from the capital expenditures reported previously on the "Revised Forecast 1999 ". The intent of this section is to clarify the reason(s) for major changes in the capital expenditures reported and thereby reduce possible further inquiries.