



**GOVERNMENT OF INDIA
MINISTRY OF SCIENCE & TECHNOLOGY
DEPARTMENT OF SCIENCE & TECHNOLOGY
NEW DELHI-110016**

**NATIONAL SURVEY ON RESOURCES DEVOTED TO SCIENTIFIC
AND TECHNOLOGICAL (S&T) ACTIVITIES**

2009-10

QUESTIONNAIRE – II

(For Private and Public Sector Industries)

Please read the instructions before filling the questionnaire

(Please don't detach this page)

INSTRUCTIONS FOR FILLING UP THE QUESTIONNAIRE-II

- (i) The questionnaire contains **4** sections marked as **A, B, C** and **D**.
- (ii) Please ensure that the number of characters/alphabets does not exceed the number of boxes given. Wherever necessary, abbreviations may be used.
- (iii) All alphabets should be filled in **BLOCK LETTERS**.
- (iv) Please fill complete information for the items applicable to your industry. **IN CASE EXACT DATA ARE NOT AVAILABLE, USE ESTIMATES**.
- (v) Please indicate any provisional or estimated figures with an asterisk (*)
- (vi) Please stick to the units in which figures are asked e.g. **Rs Lakhs** should be given in **Rs. lakhs** only and not in Rs. thousands or crores.
- (vii) Please ensure that in each case the numeric values are filled up-to two decimal places in proper unit (leaving aside **SECTION – C**) e.g. Rs. 20.434 lakhs should be written as:
Rs. 20.43
- (viii) List of Major Scientific Agencies, Central Government Ministries/Departments and State Governments with appropriate code numbers are given in **ANNEXURE – A** Please consult **ANNEXURE – A** before filling the information in the boxes against **Question IV** in **Section – A**.
- (ix) The information regarding expenditure on new plant and machinery asked in **Q. XI** in **Section - A** is for whole company and so, it should include plant and machinery for production purpose as well as for R&D acquired during the year.
- (x) Please indicate the location of Research and Development (R&D) unit with the help of State code given in **ANNEXURE – A** for **Q. III** of **SECTION – B**.
- (xi) **Please seek any clarification on the Questionnaire from Sh. Rakesh Chetal/ Dr. Parveen Arora/ Mrs. Namita Gupta/ Dr. A.N.Rai**

The completed Questionnaire should be returned to:

Dr. Parveen Arora
Scientist-F/Director
NSTMIS Division
Department of Science & Technology
Technology Bhawan
New Mehrauli Road
New Delhi – 110016

Phone : 011-26590331, 011-26590371
011-26961579

Telfax : 011-26523432

Email : parora@nic.in , namita@nic.in

GENERAL INFORMATION
SECTION A

Q.I Name of the Company: _____

Postal Address: _____

State/UT Name: _____

Pin Code: _____

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Phone number with code														
Fax number with code														
Website:														

Q.II Details of contact person for seeking clarifications on the filled questionnaire.
Name _____

Phone number with code														
Fax number with code														
Email Address:														

Q.III Month and Year of Set-up of the company:

MONTH

--	--

YEAR

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Q.IV Is yours a Public Sector or joint Sector Company? If yes, fill in the appropriate code number as given in the ANNEXURE -A. (Choose the code depending on whether the controlling authority is either a **Central Ministry/Department/Agency or a State Government/UT or Private Sector**)

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Q.V Category of the firm. Please tick (✓) the appropriate Box against each item.

	Yes	No
A. Small Scale Unit *	<input type="checkbox"/>	<input type="checkbox"/>
B. Medium or Large Scale Unit	<input type="checkbox"/>	<input type="checkbox"/>
C. Multinational Company*	<input type="checkbox"/>	<input type="checkbox"/>
D Registered with DSIR	<input type="checkbox"/>	<input type="checkbox"/>

Note: *Please see Annexure 'C' for definition of Multinational & Small Scale Industry.

Q.VI Major products manufactured (Give name(s) of only one or two Products)

1. _____
 2. _____

Q.VII Major product(s) manufactured which best describe the objective of your company's R&D Activities. (See **ANNEXURE-B** for codes)

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Q.VIII Industry group to which your company/enterprise could be best classified? (See **ANNEXURE-D** for codes)

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Q.IX Branch of economic activity to which your company/ enterprise could be best classified? (See **ANNEXURE-E** for codes).

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Q.X Gross Turnover

GROSS TURNOVER (IN RUPEES CRORES UPTO TWO DECIMAL PLACES)

2005-06	2006-07	2007-08	2008-09	2009-10

Q.XI. Expenditure on advertisement and new plant and machinery for the whole company including R&D in Rs. Lakhs. Please fill as indicated in the example e.g. Rs.28.466 lakhs should be written as Rs. 28.47 Lakhs.

Year	Expenditure on Advertising (Rs. Lakhs)	* Expenditure on new plant and machinery (Rs. Lakhs)																
2005-06	<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td> </tr> </table>									<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td> </tr> </table>								
2006-07	<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td> </tr> </table>									<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td> </tr> </table>								
2007-08	<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td> </tr> </table>									<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td> </tr> </table>								
2008-09	<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td> </tr> </table>									<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td> </tr> </table>								
2009-10	<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td> </tr> </table>									<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td> </tr> </table>								

* See **GENERAL INSTRUCTIONS (IX)**

SECTION – B

INFORMATION ON SCIENCE AND TECHNOLOGY (S&T) EXPENDITURE

Q.I Estimated Percentage of Time/Resources devoted to the following activities. For example 25% may be indicated in the Boxes as:

0 | 2 | 5

1.	Basic Research	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	Applied Research	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	Experimental Development	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.	Other Activities	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Total (1+2+3+4)	1	0	0

DEFINITIONS

1. BASIC RESEARCH

Basic Research may be defined as any experimental or theoretical work undertaken primarily to acquire new knowledge of the underlying foundations of phenomena and observable facts, without any particular or specific application or use in view.

2. APPLIED RESEARCH

Applied Research may be defined as any original investigation undertaken in order to acquire new knowledge. It is, however, directed primarily towards a specific practical aim or objective.

3. EXPERIMENTAL DEVELOPMENT

Experimental Development may be defined as any systematic work, drawing on existing knowledge gained from research and/or practical experience that is directed to produce new materials, products and devices, to install new processes, systems and services, and to improve substantially those already produced or installed.

4. OTHER ACTIVITIES

Other activities would include S&T services provided by libraries information and documentation centers, Data banks and information processing departments museums of science and/or technology, botanical & zoological gardens, geological & hydrological surveying, routine statistical work, testing by recognized methods & activities related to patents & licences etc.

Q.II Month and Year of Set-up of R&D unit:

MONTH **YEAR**

Q.III Location of R&D unit (Please see Annexure 'A' for state code)

Q.IV Expenditure on R&D (e.g. Rs. 19.345 lakhs should be written as Rs. 19.35 lakhs).

R & D EXPENDITURE (RUPEES IN LAKHS)

Expenditure	Year	Actual 2005-06	Actual 2006-07	Actual 2007-08	Actual 2008-09	BE or RE or Actual * 2009-10
Revenue/Recurring Expenditure						
Capital/Non-Recurring						
Total Expenditure						
Foreign Exchange Component in Total Expenditure						

NOTE: If you have more than one **R&D** unit please fill the **Q.II** to **Q.IV** above separately for each of such R&D unit

* In the absence of actual expenditure, provide estimated expenditure.

DEFINITIONS

1. REVENUE/RECURRING EXPENDITURE

Revenue or recurring expenditure includes the cost of wages salaries and all related labour costs, minor equipment expendable supplies expenditure on office and labour supplies, materials, books, journals, rent of buildings, travel and postal services.

2. CAPITAL/NON-RECURRING EXPENDITURE

Expenditure on purchase of major installation, machinery and equipment, land for building, new buildings or large scale improvements, modifications and repair to buildings and fixed installations, land improvement work and other expenditure are included under capital/non-recurring expenditure.

SECTION –C

INFORMATION ON MANPOWER EMPLOYED

Q.I Give number of **FULL TIME** manpower employed by type of work **as on April, 1, 2010**

ACTIVITY GENDER	* Total number of employees on the pay roll of the company (I)	**No. of scientific & technical (S&T) personnel employed (II)	***S&T personnel employed on R&D activities only (III)	***Personnel employed on auxiliary activities in R&D unit (IV)	***Personnel employed for administrative activities in R&D unit (V)
MALE(M)					
FEMALE (F)					
TOTAL(T)					

- * This will include all category of personnel employed viz. those employed in Finance, Production, Marketing, Sales, R&D etc.
- ** This will refer to all Scientific and Technical Personnel working in all department of organization i.e. in Finance, Production, Marketing, Sales, R&D etc.
- *** If you have more than one R&D unit, fill the columns (III), (IV) and (V) with total for all the R&D units.

DEFINITIONS

1. SCIENTIFIC AND TECHNICAL PERSONNEL (for filling column II above)

Scientific and technical personnel can be defined as the total number of people participating directly in S&T activities in an institution or unit and, as a rule, paid for their services. This group should include scientists and engineers technicians and auxiliary personnel.

2. R&D ACTIVITIES (for filling column III above)

Research and Development (R&D) activities can be defined as any systematic and creative work undertaken in order to increase the stock of knowledge and the use of this knowledge to devise new applications. R&D activities included any one or more of the categories of research such as basic research, applied research and experimental development.

3. AUXILIARY ACTIVITIES (for filling column IV above)

Auxiliary activities refer to those tasks such as maintenance and operation of specialised R&D (or S&T), equipment and machinery, preparing materials and equipment and carrying out experiments, tests and analyses, for example the activities carried out by medical assistants, computer programmers, surveyors, draughtsmen, Survey interviewers and investigators can be classified as auxiliary activities.

4. ADMINISTRATIVE ACTIVITIES (for filling column V above)

Administrative activities refer to those tasks which are clerical, secretarial and administrative in character. For example, personnel providing services such as security, janitorial and maintenance can be classified as administrative activities.

SECTION -D

INFORMATION ON R&D OUTPUT

Q.I Give information on the number of each item completed during the financial years given below.

Sl. No.	Items Completed	(Number)			
		2005-06	2006-07	2007-08*	2008-09*
01	Patents filed				
02	Patents sealed				
03	Copy rights obtained				
04	New products developed				
05	New processes developed				
06	Import substitutes developed				
07	Design prototypes developed				
08	Consultancy services rendered				
09	Papers published in International journals				
10	Papers published in National journals				
11	Books published				
12	Technical reports published				
13	Non-Technical reports published				
14	Papers presented in National conferences/seminars/symposia etc.				
15	Papers presented in International conferences/seminars/symposia etc.				
16	S&T personnel deputed for National conferences/seminars/symposia etc.				
17	S&T personnel deputed for International conferences/seminars/symposia etc.				
18	S&T personnel deputed for National training programmes				
19	S&T personnel deputed for International training programmes				
20	Any other items (Please specify)				

Note: * In case exact figures are not available give the best estimates

AGENCY/MINISTRY/DEPARTMENT/STATES AND CODE NUMBERS

ANNEXURE-A

Name of Major Central Ministries Scientific Agency/Department	Code	Name of Other Central Ministry/Department	Code
Council of Scientific and Industrial Research	101	Department of Rural Development	233
Defence Research and Development Organization	102	Ministry of Shipping	234
Department of Atomic Energy	103	Ministry of Social Justice and Empowerment	235
Department of Biotechnology	104	Ministry of Statistics and Programme Implementation	236
Department of Information Technology	105	Ministry of Steel	237
Department of Science and Technology	106	Ministry of Textiles	238
Department of Scientific & Industrial Research	107	Ministry of Urban Development	239
Department of Space	108	Ministry of Water Resources	240
Indian Council of Agricultural Research	109		
Indian Council of Medical Research	110		
Ministry of Earth Sciences	111		
Ministry of Environment and Forests	112		
Ministry of New and Renewable Energy	113		
		Name of State Government/UT	Code
		Andaman & Nicobr Island	301
		Andhra Pradesh	302
		Arunachal Pradesh	303
		Assam	304
		Bihar	305
		Chandigarh	306
		Chhattisgarh	307
		Dadar & Nagar Haveli	308
		Daman & Diu	309
		Delhi	310
		Goa	311
		Gujarat	312
		Haryana	313
		Himachal Pradesh	314
		Jammu & Kashmir	315
		Jharkhand	316
		Karnataka	317
		Kerala	318
		Lakshadweep	319
		Madhya Pradesh	320
		Maharashtra	321
		Manipur	322
		Meghalaya	323
		Mizoram	324
		Nagaland	325
		Orissa	326
		Puducherry	327
		Punjab	328
		Rajasthan	329
		Sikkim	330
		Tamil Nadu	331
		Tripura	332
		Uttar Pradesh	333
		Uttarakhand	334
		West Bengal	335
		Sector	Code
		Private Company	500
Name of Other Central Ministry/Department	Code		
Ministry of Agriculture			
Department of Agriculture and Co-operation	201		
Department of Animal Husbandry Dairying & Fisheries	202		
Ministry of Chemicals & Fertilizers			
Department of Chemicals & Petrochemicals	203		
Department of Fertilizers	204		
Department of Pharmaceuticals	205		
Ministry of Civil Aviation	206		
Ministry of Coal	207		
Ministry of Commerce and Industry			
Department of Commerce	208		
Department of Industrial Policy and Promotion	209		
Ministry of Communications and Information Technology			
Department of Post	210		
Department of Telecommunication	211		
Ministry of Consumer Affairs, Food and Public Distribution			
Department of Consumer Affairs	212		
Department of Food and Public Distribution	213		
Ministry of Culture	214		
Ministry of Defence			
Department of Defence			
Department of Defence Production & Supplies	216		
Ministry of Food Processing Industries	217		
Ministry of Health and Family Welfare	218		
Ministry of Heavy Industry and Public Enterprises			
Department of Heavy Industry	219		
Department of Public Enterprises	220		
Ministry of Home Affairs	221		
Ministry of Housing and Urban Poverty Alleviation	222		
Ministry of Human Resource Development	223		
Ministry of Information and Broadcasting	224		
Ministry of Labor & Employment	225		
Ministry of Micro, Small and Medium Enterprises	226		
Ministry of Mines	227		
Ministry of Petroleum and Natural Gas	228		
Ministry of Power	229		
Ministry of Railways	230		
Ministry of Road Transport and Highways	231		
Ministry of Rural Development			
Department of Drinking Water Supply	232		

OBJECTIVES AND CODE NUMBER

ANNEXURE-B

Objective	Code
Agricultural Production and Technology	01
Control & Care of the Environment	02
Defence	03
Exploration and Exploitation of Space	04
Exploration and Exploitation of the Earth	05
Industrial Production and Technology	06
Infrastructure and General Planning of Land Use	07
Non-oriented Research (Basic Research)	08
Production, Distribution and Rational Utilisation of Energy	09
Protection and Improvement of Human Health	10
Social Structures and Relationships (Including Socio Economic Services)	11
Other Aims	12

ANNEXURE-C

Multinational Company

The MNC can be defined as a corporation that has its management headquarters in one country, known as the *home country*, and operates in several other countries, known as *host countries*.

Small Scale Industry

Small scale industries engaged in the manufacturing or production of goods and services can be defined as enterprise, where the investment in plant and machinery is more than twenty-five lakh rupees but does not exceed five crore rupees. In the case of the enterprises engaged in providing or rendering of services, this limit is more than ten lakh rupees but does not exceed two crore rupees.

INDUSTRY GROUPS AND CODE NUMBERS**ANNEXURE-D**

Industry Group	Code
1. Metallurgical Industries	01
2. Fuels	02
3. Boilers & Steam Generating Plants	03
4. Prime Movers	04
5. Electricals & Electronics	05
6. Telecommunications	06
7. Transportation	07
8. Industrial Machinery	08
9. Machine Tools	09
10. Agricultural Machinery	10
11. Earth Moving Machinery	11
12. Misc. Mechanical Engineering Industries	12
13. Commercial, Office, Household Equipment	13
14. Medical & Surgical Appliances	14
15. Industrial Equipment	15
16. Scientific Instruments	16
17. Math. Surveying & Drawing Instruments	17
18. Fertilizers	18
19. Chemicals (other than fertilizers)	19
20. Photographic Raw Film & Paper	20
21. Dyestuffs	21
22. Drugs & Pharmaceuticals	22
23. Textiles (Dyed, Printed, Processed)	23
24. Paper & Pulp	24
25. Sugar	25
26. Fermentation Industries	26
27. Food Processing Industries	27
28. Vegetable Oil & Vanaspati	28
29. Soaps, Cosmetics, Toilet Preparations	29
30. Rubber Goods	30
31. Leather, Leather goods & Pickers	31
32. Glue & Gelatine	32
33. Glass	33
34. Ceramics	34
35. Cement & Gypsum Products	35
36. Timber Products	36
37. Defence Industries	37
38. Information Technology	38
39. Bio-technology	39
40. Consultancy Services	40
41. Miscellaneous Industries	41

BRANCH OF ECONOMIC ACTIVITY AND CODE NUMBERS**ANNEXURE-E**

Branch of Economic Activity	Code
Agriculture, Hunting and Related Service Activities	011
Forestry, Logging and Related Service Activities	020
Fishing, Operation of Fish Hatcheries and Fish Farms	050
Mining of Coal and Lignite, Extraction of Peat	101
Extraction of Crude Petroleum and Natural Gas	111
Mining of Uranium and Thorium Ores	120
Mining of Metal Ores, Other Mining and Quarrying	131
Manufacture of Food Products and Beverages	151
Manufacture of Tobacco Products	160
Manufacture of Textiles	171
Manufacture of Wearing Apparel, Dressing and Dyeing of Fur	181
Tanning and Dressing of Leather, Luggage Handbags etc.	191
Manufacture of Wood and Products of Wood and Cork	201
Manufacture of Paper and Paper Products	210
Manufacture of Coke, Refined Petroleum Products and Nuclear Fuel	231
Manufacture of Chemicals, Chemical Products & Fertilizers	241
Drugs & Pharmaceuticals	245
Biotechnology	247
Manufacture of Rubber and Plastic Products	251
Manufacture of Other Non-Metallic Mineral Products	261
Manufacture of Basic Metals	271
Manufacture of Fabricated Metal Products	281
Manufacture of Machinery and Equipment	291
Manufacture of Office, Accounting and Computing Machinery	300
Manufacture of Electrical Machinery and Apparatus	311
Manufacture of Radio, Television and Communication Equipment	321
Manufacture of Medical, Precision and Optical Instruments	331
Manufacture of Motor Vehicles	341
Manufacture of Other Transport Equipment	351
Electricity, Gas, Steam and Water Supply	401
Land Transport, Transport via Pipelines	601
Telecommunications	641
Computer and Related Activities	721
Public Administration and Defence	751
Education	801
Health and Social Work	851
Service Sector	900
Others Please Specify_____	910