

BCI Short Form 2023

BCI Survey Instructions

You are completing this for CSO (Central Statistics Office)

If the company details or structure have changed contact us on +353 (21) 4535400 or email construction@cso.ie

Building and Construction Inquiry 2023 - (Including the Allied Trades)

The purpose of this survey is to measure economic activity in the construction sector of the Irish economy and facilitate political decision making at National and European level.

The Building and Construction Inquiry is a statutory statistical survey conducted each year under the provisions of the Statistics (Structural Business Inquiry) Order 2022 (S.I. No 268 of 2022).

Under Sections 26 and 27 of the Statistics Act 1993 you are obliged by law to complete and return this form. Any person who fails or refuses to provide this information or who knowingly provides false information may be subject to prosecution under Part VI of the Act.

In the case of a group of companies, a separate electronic Questionnaire should be returned for each company within the group, parent or subsidiary, each in respect of its own direct activities. In certain circumstances with prior approval, a return that treats a group of companies as a single enterprise will be accepted. Transactions between companies within a group should be treated in the same way as transactions with third parties.

If your accounts will not be ready until later in the year please email our office and we will put reminders on hold until then.

Please read the following carefully prior to completion of the questionnaire:

A return must be completed in respect of each enterprise whose sole or principal activity during the year was in the construction sector or its allied trades. To check if the activity of your enterprise is relevant for this survey, please consult codes 4110 – 4399 at the URL below:

Construction & Allied Trades NACE Codes

It is extremely important to read the instructions in the Survey Booklets in conjunction with the form.

Survey Booklet

Enterprise Details

Only answer this question if Mandatory

Q1.1 What is the company name?

Only answer this question if This is a Mandatory question

Q1.2 Principal type of work

Only answer this question if This question is Mandatory

Q1.3 Location of ownership

Ireland

Elsewhere

Only answer this question if Q1.3 = Elsewhere

Q1.3.1 Location of ownership - Elsewhere

Enter the first 3 letters of the country and then select from the list.

List of Standard Countries

Only answer this question if This question is Mandatory

Q1.4 Did the business engage in any research and development (R&D) activities in {{Survey Year}}?

Yes

No

Research and Development (R&D) is creative work undertaken on a systematic basis in order to create new or improved products, processes, services or other applications.

R&D is distinguishable from other activities by the presence of an appreciable element of novelty and by the resolution of problems and uncertainties using scientific or technological means.

Activities such as routine software development, routine monitoring/analysis or pre-production preparation, where there is no appreciable novelty or problem resolution, are not considered to be R&D for the purposes of this survey.

Only answer this question if This question is Mandatory

Q1.5 Is this a family business?

A family business is defined as an enterprise where:
One family holds more than 50% of voting shares and/or One family supplies a significant proportion of the senior management and effectively controls the business and or a family relationship influences the enterprise and the latter is perceived to be a family business.

Yes
 No

Only answer this question if Mandatory

Q2. Year covered by this return
2023 calendar year or nearest accounting year between July 2022 and June 2024.

Please note that a minimum of six months data relating to 2023 must be included.

If the period is not 12 months, please give an explanation in the comments box at the end of the survey.

From: Day Month Year
To: Day Month Year

Turnover

Breakdown of Turnover (on either invoice or cash receipts basis) on Work Done as a Principal Contractor, on Own Account or as a Subcontractor

Reporting Period: {{reference period selected}}

Please provide all monetary amounts to the nearest Euro.

If figure is nil, please enter zero

Include:

Construction, reconstruction, improvement of buildings and work carried out by allied trades
Turnover accruing from work done as a principal contractor, on own account or as a subcontractor

Exclude: VAT.

Only answer this question if Mandatory

Q3.1.1 Work done as a principal contractor or on own account

 €

Only answer this question if Mandatory

Q3.1.2 Work done as a subcontractor

 €

Only answer this question if Mandatory

Q3.1.3 Other turnover

Include:

Sales of goods made by the business and not used in above work (e.g. joinery)

Goods resold without processing

Other receipts (e.g. rents, licence fees, royalties)

 €

Only answer this question if Mandatory

We have calculated your total turnover during the reporting period {{Period selection}}

Please review your answers and confirm these are correct

Breakdown of Turnover (on either invoice or cash receipts basis) on Work Done as a Principal Contractor, on Own Account or as a Subcontractor

Total Turnover {{sum of Q3.1.1 + Q3.1.2 + Q3.1.3}}

Confirm

Skip If We have calculated your total turnover during the reporting period [From:] - [To:] = 0

Q3.1.4 Of the Turnover {{total turnover}} state the % (best estimate) resulting from...

Reporting Period: {{Selected period}}

Financial transactions conducted online using websites, apps or via Electronic Data Interchange (EDI):

Exclude: Emails.

If figure is nil or not applicable, please enter zero.

 %

Breakdown of Turnover {{Calculated amount}} for Building/Construction
Reporting Period: {{period selected}}

Skip If We have calculated your total turnover during the reporting period [From:] - [To:] = 0

Q3.2.1 Residential building/construction

Local Authority & Voluntary Housing, Affordable Housing, Private Housing.

 %

Skip If We have calculated your total turnover during the reporting period [From:] - [To:] = 0

Q3.2.2 Non residential building/construction (Public & Private) Include:

- Education Health and other public or semi state buildings
- Commercial
- Industry
- Agriculture
- Tourism
- Sport & Recreation
- Other

 %

Skip If We have calculated your total turnover during the reporting period [From:] - [To:] = 0

Q3.2.3 Civil engineering works

Transport (Roads, Public Transport, Seaports/Airports), Water, Sanitary, Energy, Telecommunications, Other.

 %

Q4. Goods and Services

Reporting Period: {{Period selected}}

Please provide all monetary amounts to the nearest euro.

Include:

- Materials, fuel and power
- Industrial services supplied to the business by others
- Goods for resale without further processing
- Operating lease and hire of plant, machinery, equipment and vehicles
- Rent on premises
- Insurance premiums paid on plant, vehicles, premises, public liability and insurance bonds on contracts Bank charges
- Travel and subsistence
- Other goods and services

Exclude:

VAT

- Indirect taxes
- Depreciation
- Interest charges
- Motor tax
- Rates
- Labour costs
- Subcontractors

Only answer this question if This question is Mandatory

Q4. Total cost of all goods and services other than capital items

If figure is nil, please enter zero.

 €

Only answer this question if Q4 is Greater than 0

Q4.1 Of the total cost of goods and services {{Pur_Total}}, state the % (best estimate) resulting from...

Reporting Period: {{Period selected}}

Financial transactions conducted online using websites, apps or via Electronic Data Interchange:

Exclude: Emails.

If figure is nil or not applicable, please enter zero.

 %

Q5. Cost of Agency Workers

Reporting Period: {{Period selected}}

Please provide all monetary amounts to the nearest euro.

Include: Amounts paid or payable to temporary employment agencies and similar organisations supplying workers to clients' businesses for the provision of personnel which is not linked to the provision of a particular industrial or other non-industrial service.

Exclude:

- VAT
- Payments for the provision of personnel which is linked to the provision of a particular industrial or non-industrial service

Only answer this question if Mandatory

Q5. Total cost of agency workers

If figure is nil, please enter zero.

Q6.Subcontractors

(Building and Construction Subcontractors)

Reporting Period: {{Period selected}}

Please provide all monetary amounts to the nearest euro.

If figure is nil, please enter zero.

Only answer this question if This question is mandatory

Q6.1.1 Total number of subcontractors engaged during the year

Only answer this question if This question is mandatory

Q6.1.2 Total cost of subcontractors

Exclude: VAT.

Employment and Gross Earnings

Q7. Breakdown of Average Annual Number of Persons Employed Reporting

Period: {{Period Selected}}

Only answer this question if Mandatory

Q7.1.1 Proprietary directors and owners

Only answer this question if Mandatory

Q7.1.2 Managerial, clerical and technical employees

Exclude: Proprietary directors and owners.

Only answer this question if Mandatory

Q7.1.3 Supervisory and operatives

Include:

- Foreman & supervisors
- Apprentices
- Skilled operatives
- Unskilled or semi skilled operatives on adult or juvenile pay rates

Exclude: Proprietary directors and owners.

We have calculated your Average Annual Number of Persons Employed during the reporting period {{Period selected}}

Please review your answers and confirm these are correct

Total Average Annual Number of Persons Employed {{Sum of Q7.1.1 + Q7.1.2 + Q7.1.3}}

Confirm

Q7.2 Proprietors and Part-timers

Reporting Period: {{Period selected}}

Skip If We have calculated your Average Annual Number of Persons Employed during the reporting period [From:] - [To:] = 0

Q7.2.1 Number of proprietors, partners and family members engaged during the year but not on the payroll

Skip If We have calculated your Average Annual Number of Persons Employed during the reporting period [From:] - [To:] = 0

Q7.2.2 Of the persons employed/engaged during the year {{Calculated sum of employees}, state the number of persons engaged part-time

Exclude: Seasonal and temporary workers.

Skip If We have calculated your Average Annual Number of Persons Employed during the reporting period
[From:] - [To:] = 0

Q7.3 Gross annual earnings of annual number of persons employed {{Calculated employee number}}

Reporting Period: {{Period selected}}

Please provide all monetary amounts to the nearest euro.

Exclude Employer's PRSI

 €

Q8. Other Labour Costs

Reporting Period: {{Period selected}}

Please provide all monetary amounts to the nearest euro.

The figures in this question should cover the charges borne by the business; any part of the costs paid by the employees should be excluded.

The costs should cover all employees listed in the previous section but any amounts that have already been included as earnings in that section (e.g. sick pay) should be excluded.

Only answer this question if Mandatory

Q8.1.1 Employer's PRSI

If figure is nil, please enter zero and give an explanation in the comments box at the end of the survey.

 €

Only answer this question if Mandatory

Q8.1.2 Other Labour Costs

 €

We have calculated your total other labour costs during the reporting period {{Period selected}}
Please review your answers and confirm these are correct

Total other labour costs{{Q8.1.1+Q8.1.2}}

Confirm

Q9. Indirect Taxes (payable)

Reporting Period: {{Period selected}}

Please provide all monetary amounts to the nearest euro.

If figure is nil/not applicable please enter zero

Include:

- VAT charged on total turnover of the business on either invoice or cash receipts basis
- Other Indirect Taxes: Motor tax on all vehicles, license fees, local authority rates, stamp duty etc.

Exclude:

- Reverse charge VAT
- VRT
- Corporation tax/income tax
- Import duties etc.

Only answer this question if Mandatory

Q9.1.1 VAT charged on total turnover of the business VAT:

VAT: Either invoice or cash receipts basis.

Exclude: Reverse charge VAT.

If figure is nil, please enter zero and give an explanation in the comments box at the end of the survey

 €

Only answer this question if Mandatory

Q9.1.2 Excise duty paid or payable

 €

Only answer this question if Mandatory**Q9.1.3** Other indirect taxes paid or payable

Include: Motor tax on all vehicles, licence fees, local authority rates, stamp duty etc.

Exclude: VRT, Other VAT, corporation tax/income tax, import duties etc.

 €

We have calculated your total indirect taxes (payable) during the reporting period {{Selected period}}

Please review your answers and confirm these are correct

Total indirect taxes (payable) {{sum of Q9.1.1+Q9.1.2+Q9.1.3}}

 Confirm

Changes in Capital Assets

Changes in Capital Assets of the Enterprise during the Year

Reporting Period: {{Period selected}}

Please provide all monetary amounts to the nearest euro.

Enter the total value (excluding VAT) of purchases (or increases) and proceeds from sales (or disposals) during the year in the physical assets of the business.

If figure is nil, please enter zero.

Include:

- Cost of major alterations or repairs to existing assets
- Cost of purchases, installations, and other fees in the case of plant, machinery, scaffolding, etc.
- Cost of work done during the year in the case of new building work, including extensions to existing buildings for your own use and not for sale
- The full cash value of assets acquired under hire purchase, finance lease and other credit agreements (excluding VAT and credit charges) entered into during the year
- All disposals of physical capital assets at the actual prices received (excluding VAT)

Exclude:

- VAT
- Capital goods acquired under operating lease or rental arrangements (annual leasing and rental costs should be included in Question 4)
- Depreciation, amortisation, and amounts written off for accounting purposes
- Payments in respect of hire purchase and finance lease agreements entered into in previous years

Only answer this question if This is a Mandatory question

Q10.1.1 Purchases/Increases during the year

 €

Only answer this question if This is a Mandatory question

Q10.1.2 Total proceeds from Sales/Disposals during the year

 €

Stocks and Work in Progress

Stocks and Work in Progress

Reporting Period: {{Period selected}}

Please provide all monetary amounts to the nearest euro.

For developers of building projects, NACE 41.10, please do not include values here for 'housing stock' constructed for sale.

Stocks should be valued (exclusive of VAT) as for accounting purposes and should cover the business as a whole.

If figure is nil, please enter zero.

Include: Fuels and materials for use by the business, work in progress, finished work undertaken by the business, goods purchased for resale without further processing.

Exclude: VAT.

Only answer this question if This is a mandatory question

Q11.1.1 Beginning of year

Opening stocks and work in progress figures should correspond with closing figures from previous year.

 €

Only answer this question if This is a mandatory question

Q11.1.2 End of year

€

Comments, Administration Burden and Contact Details

Please add any comments that would help us to interpret the data provided and avoid further queries.

How many minutes did it take you to collect the data for this form?

Declaration

Please note: Queries or future surveys from the CSO may be directed to the email or phone number provided by you.

EQ ANNOTATION 1: Drop down list required for "Position" options include ('Accountant', 'Director', 'Executive', 'Financial Controller', 'Manager', 'Owner', 'Secretary', 'Other')

Contact

Details

Name:

Position:

Phone:

Email:

Website of Enterprise:

Eircode of Enterprise: