

Welcome to the questionnaire

How to complete the questionnaire

We advise you to complete the questionnaire on a desktop computer or laptop.

How to navigate

You can navigate through the questionnaire using the table of contents on the left or using the 'Back' and 'Next' buttons.

Agreeing with the content

By clicking on 'Agree and next' you indicate that a screen has been completed correctly. Before sending the questionnaire, all screens have to be approved.

Additional information

The  button means that additional information is available. Click this button if you want to read the information.

Save

Data is only saved automatically when you browse between screens. If you work in one screen for a longer period of time, it is therefore advisable to save the data regularly yourself by clicking the 'Save' button at the top right of the screen.

Save and close

You can take a break from filling in the questionnaire by clicking on the 'Save and quit' button. This will save the answers you have already entered.

Print

You can create a PDF document of the questionnaire at any time using the 'Print' button and save and/or print it for your own use.

Do you have any further questions?

Do not hesitate to contact us at (045) 570 6400 or send an email to contactcenter@cbs.nl.
You can reach us from Monday to Friday between 9.00 and 17.00 hrs.

Click 'Agree and next' to continue the questionnaire.

IFRS

From 1-1-2019, listed companies will be obliged to account for their accounts according to certain international rules. This so-called IFRS 16 standard requires the rights of use of operating leases to appear on the balance sheet and the corresponding lease liabilities to be recognised as a liability. However, there are also unlisted companies that use these rules for their accounting.

Do you use the IFRS 16 standard for your accounting?

☐ Yes

☒ No

Reference year

	Start date	End date
Reference year, financial year (mmddyyyy) <i>Record the start and end dates of the reference year that you are reporting on. In most cases, this is the calendar year 2021. If your company has a fiscal year that does not coincide with the calendar year, please report for the fiscal year ending on a date after 3-31-2021 and before 4-1-2022.</i>		

Employed persons

Please provide below the average number of persons in the reporting period, including part-time personnel

Employees

Average number of persons
(not ftes)

Employees on the payroll

INCLUDE:

- persons who work in the company, but whose payroll is maintained by a parent, sister or subsidiary company;
- persons on the own payroll, incl. salaried persons of state pension age or older and those who have worked in a foreign branch or project for less than a year;
- directors of NV's and BV's on the own payroll, including director-major shareholders (DMS's) and their salaried family members.

Do NOT include:

- personnel whose company has the payroll, but who actually work at an affiliated (e.g. sister) company;
- persons who are completely incapacitated for work (WIA, disability pension etc.);
- persons who are working in a foreign branch or project for more than one year.

Loaned (own) employees

Persons on the payroll who actually work for another company, not being an affiliated (for example sister) company

Loaning is when own employees are under the direct authority of the hiring company.

Actual employees



Employed persons

Please provide below the average number of persons in the reporting period, including part-time personnel

Other persons employed

Active owners

Non-salaried owners, partners and family members.
Does not apply to BV and/or NV

Characteristic for companies without legal
personality: sole proprietorship, partnership, general
partnership and limited partnership.

Temporary workers

And other hired personnel, recruited from temporary
employment agencies, secondment agencies etc.

Other hired personnel

Hired personnel from other companies and self-
employed persons without employees (freelancers),
so not appearing on the payroll of a parent, sister
and/or subsidiary company (state this at 'Employees
on the payroll')

There is no question of hiring personnel in the
absence of a relationship of authority, such as
external officers who (temporarily) provide audit or
automation services in the company.

Non-employed persons



Total number of persons employed

0

Employed persons

Please provide below the average number of persons in the reporting period, including part-time personnel

Full time equivalents (ftes)

Ftes (rounded to 1 decimal place, if required)

Employees on payroll (in ftes) 0
Item 'Employees on the payroll' converted to ftes

Total number of persons employed (in ftes) 0
Item 'Total number of persons employed' converted to ftes

Net revenue

Round off all amounts to the nearest thousand. Write down € 23,669 as 24

The explanation below applies to all revenue questions in this box.

Revenue: the value (excl. VAT) of the invoiced goods and services after deduction of:

- discounts, bonuses on sales;
- return packaging;
- invoice value for returns.

INCLUDE:

- recharged freight costs paid to third parties;
- recharged own transport and installation costs;
- revenues from assembly of parts purchased on own account;
- EU taxes (including in the iron and steel industry);
- excise duties charged to customers. Report for the payments of this levy under 'Excise duty paid';
- correction of returns.

Do NOT include:

- export refunds received, operating subsidies. Report these at 'Export subsidies and refunds' and/or 'Other subsidies and refunds';
- receipts for posted workers. Report these at 'Fees for loaned personnel';
- damage payments received. Report these at 'Claim payments received'.

Invoiced revenue from domestically self-manufactured products € ,000.-
Products manufactured in the Netherlands under your ownership or control

Invoiced revenue from non-domestic self-manufactured products € ,000.-
Products manufactured abroad, on your own property or under your management.

Subtotal € 0 ,000.-

Industrial services invoiced to domestic customers € ,000.-
To domestic customers

Industrial services invoiced to non-domestic € ,000.-

Subtotal € 0 ,000.-

Trade revenue € ,000.-
Sales of goods that are not self-manufactured, which are bought and resold without further processing

Net revenue

Round off all amounts to the nearest thousand. Write down € 23,669 as 24

The explanation below applies to all revenue questions in this box.

Revenue: the value (excl. VAT) of the invoiced goods and services after deduction of:

- discounts, bonuses on sales;
- return packaging;
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- receipts for posted workers. Report these at 'Fees for loaned personnel';
- damage payments received. Report these at 'Claim payments received'.

Other revenue

€ ,000.

Revenue from other activities. These are activities that are an integral part of the company's business operations, but are not part of its industrial activity.

INCLUDE resale of self-produced electricity or steam

Total net revenue

€ 0 ,00

Charged freight costs

€ ,000.-

Freight costs of outsourced freight invoiced in revenue, is part of 'Total net revenue'

Round off all amounts to the nearest thousand. Write down € 23,669 as 24

Opening stock of finished products and work in progress € ,000.-
Of stock not yet invoiced

Export subsidies and refunds	€ ,000.-
<i>Under EU regulation</i>	

Other subsidies and refunds € ,000.-
With the exception of subsidies to wages and salaries, see for this the heading Personnel costs, question 'Wage (cost) subsidies and tax deduction'

Capitalised production	€ ,000.-
Value of self-manufactured production for your own company	
Sum of direct and indirect costs (wages, materials etc.) spent on self-manufactured fixed assets intended for your own business	

Management fees	€ ,000.-
<i>Intra-group fees for general management services</i>	

Fees for loaned personnel	€ ,000.-
<i>Fees for loaned personnel which are declared under 'Loaned (own) employees'.</i>	

Revenue from licenses / royalties / copyrights	€ ,000.-
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Claim payments received	€ ,000.-
Excluding sickness benefits received, see for this the heading Personnel costs, question 'Sickness benefit received' and excluding claims intended for the replacement of property, plant and equipment.	

Other operating income	€ ,000.-
<i>Not previously mentioned</i>	
<i>Revenues not previously reported, such as:</i>	
<i>- non-commercial revenues (such as use of official residence, company car).</i>	

Total other operating income	€ 0 ,000.-
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Purchase value

Round off all amounts to the nearest thousand. Write down € 23,669 as 24

Direct costs of sales

Opening stock of raw and auxiliary materials € ,000.-

For operating activities, including revaluations. No work in progress

Purchases of raw and auxiliary materials for self-manufactured products and/or industrial services domestically € ,000.-

All raw and auxiliary materials and materials that are directly required for the production process of products manufactured in the Netherlands under your ownership or control.

Raw and auxiliary materials are all goods and materials that go directly into the production process. Report the invoiced value of raw and auxiliary materials supplied by third parties, after deduction of:

- discounts, bonuses on purchases;
- return packaging and the invoiced value of returns;
- relieved import duties, excise duties and levies.

INCLUDE:

- the costs of single use of disposables materials;
 - import duties and customs clearance costs;
 - EU import duties;
 - temporary stock storage costs;
 - transport costs and transport insurance costs;
- Do NOT include purchases of trade goods here, but at 'Purchase of trade goods'.*

CAUTION: Only if you have completed 'Capitalised production', please read the following: if your company uses raw and auxiliary materials for self-manufactured assets that are also used in the regular production process, then account for the purchases required for this with 'Purchases of raw and auxiliary materials for self-manufactured products and/or industrial services domestically' and 'Purchases of raw and auxiliary materials for self-manufactured products and/or foreign industrial services'. If, on the other hand, other (non-regular) raw and auxiliary materials are used, then record the corresponding purchases under the heading 'Other operating costs', question 'Other general costs'.

Purchases of raw and auxiliary materials for self-manufactured products and/or foreign industrial services € ,000.-

All raw and auxiliary materials and materials that are directly required for the production process of non-domestic manufactured products in your own property or under your control.

Raw and auxiliary materials are all goods and materials that go directly into the production process. Report the invoiced value of raw and auxiliary materials supplied by third parties, after deduction of:

- discounts, bonuses on purchases;
- return packaging and the invoiced value of returns;
- relieved import duties, excise duties and levies.

INCLUDE:

- the costs of single use of disposables materials;
 - import duties and customs clearance costs;
 - EU import duties;
 - temporary stock storage costs;
 - transport costs and transport insurance costs;
- Do NOT include purchases of trade goods here, but at 'Purchase of trade goods'.*

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Purchase value

Round off all amounts to the nearest thousand. Write down € 23,669 as 24

Direct costs of sales

		+	
Subtotal	€ 0 ,000.-		
Closing stock of raw and auxiliary materials	€ ,000.-		
<i>For the production process, including revaluations. No work in progress</i>			
Purchase value of raw and auxiliary materials		-	€ 0 ,000.-

Opening stock of trade goods
Including revaluations

Purchase of trade goods
Goods purchased with the intention of reselling them without further processing

Report the invoiced value of the commercial goods delivered by third parties, including the costs of one-off means of packaging, temporary storage, transport, transport insurance, import duties etc. and after deduction of discounts, bonuses on commercial purchases, invoiced value of returns, return packaging and returned import duties, excise duties

		+	
Subtotal	€ 0 ,000.-		
Closing stock of trade goods	€ ,000.-		
<i>Including revaluations</i>			
Purchase value of trade goods		-	€ 0 ,000.-

Outsourced work and payroll services
€ ,000.-

Amount charged by third parties for subcontracted work and contract services, excluding costs of agency workers and hired personnel (see for this the heading Personnel costs, questions 'Temporary agency workers costs' and 'Other costs hired personnel')

It concerns the invoice value for work performed by third parties, such as industrial services and contracting services, for example on processing, maintenance, repair and installation. It does not include freight costs paid on purchases (which are added to the purchase value) and freight costs paid on sales (which are included under the heading 'Other operating costs', question 'Other services'). Contract work is the processing of raw materials, materials and semi-manufactured products supplied by third parties in order to make products for your

Purchase value

Round off all amounts to the nearest thousand. Write down € 23,669 as 24

Direct costs of sales

Other purchase value

Purchase value not previously mentioned, such as fuel used in resold, self-produced electricity or steam

€ ,000.-

_____ +

Total purchase value

€ 0 ,000.-

Personnel costs

Round off all amounts to the nearest thousand. Write down € 23,669 as 24

Gross wages and salaries

€ ,000.-

Of the employees specified under 'Employees on the payroll'

The gross wages are the wages, including the employee's share of social insurance, received sickness benefits, wages subsidies and tax deduction, wages in kind, deposits in the time savings fund, extra rewards in the form of bonuses overtime, 13th month etc., commuting allowance, contributions to (premium) savings schemes and benefits under severance schemes and payments for hired personnel (from parent, subsidiary and/or sister companies) whose status is comparable to that of (their own) employees.

Sickness benefit received

€ ,000.-

Total sickness benefits received. In case of reimbursement of previously received sickness benefits, place minus sign (-) in the input box

Wage (cost) subsidies and tax deduction

€ ,000.-

Total wage (cost) subsidies and tax deduction received. In case of reimbursement of previously received wage (cost) subsidies, place minus sign (-) in the input box.

Subtotal



€ 0 ,000.-

Gross wages and salaries

€ 0 ,000.-

Of the employees specified under 'Employees on the payroll', after deduction of sickness benefits and wage (cost) subsidies and tax deduction

Social security provisions and other social security charges

€ ,000.-

Employer's share of social insurance contributions, after deduction of contributions discounts and employer's share in costs for supplementing WAO gap, contributions to health insurance schemes, relocation costs, housing, childcare

This concerns ZVW, WW (AWF and sector funds) and the WIA. If the company is 'own risk bearer', the relevant payments must be included here. CAUTION: the requested premiums reduce with any premium discounts that may have been received.

Pension costs

€ ,000.-

Here also include amounts and annual additions to pension provisions and pre-pension

Supervisory Board remuneration

€ ,000.-

Insofar as not included on the payroll

Temporary agency workers costs

€ ,000.-

Includes costs of hired personnel, as specified at 'Temporary workers'

Other costs hired personnel

€ ,000.-

Of the personnel registered with 'Other hired personnel', including freelancers

Personnel costs

Round off all amounts to the nearest thousand. Write down € 23,669 as 24

Training costs

For training provided by third parties

€ ,000.-

Other personnel costs

Such as costs of canteen, occupational health and safety services, recruitment campaigns

€ ,000.-

_____ +

Total personnel costs

€ 0 ,000.-

Other operating costs

Round off all amounts to the nearest thousand. Write down € 23,669 as 24

Report amortisation / depreciation under the heading Profit and loss statement

Report reversals / impairments under the heading Profit and loss statement, question 'Balance of reversals / impairments'

Energy costs

€ ,000.-

Energy costs, including network services. No fuel costs external transport equipment, report these under 'Other costs of means of transport'

Including liquid and solid fuels, district heating, fuels for machinery (including means of internal transport) etc., hot water and steam for heating purposes.

Of which electricity € ,000.-

Of which natural gas € ,000.-

Of which network services (network services are defined as: fixed transport, capacity tariff, connection fee, meter costs and system services) € ,000.-

Housing rent / lease

€ ,000.-

Concerns rent / lease of buildings and land

Environmental levies and treatment costs

€ ,000.-

Such as sewerage rights and waterboard costs

Property tax

€ ,000.-

Other housing costs

€ ,000.-

Cleaning, maintenance / repair of buildings and land, insurance premiums for buildings and contents, fixtures and fittings, water consumption. Do NOT include the cost of water used in the production process, see for this value, question 'Purchases of raw and auxiliary materials for self-manufactured products and/or industrial services domestically' and 'Purchases of raw and auxiliary materials for self-manufactured products and/or foreign industrial

Rental and operating lease of machinery

€ ,000.-

Rental / lease of inventory, machinery, equipment, internal transport equipment and computers (excluding software, please specify these under 'Licenses etc.')

Other machine and inventory costs

€ ,000.-

Such as maintenance / repair, insurance of inventory, machines, installations and computers. This item also includes non-capitalised purchases of mentioned equipment in the reference year

When the purchases are capitalised, the corresponding amortisation is included in the amortisation in the profit and loss statement.

Other operating costs

Round off all amounts to the nearest thousand. Write down € 23,669 as 24

Report amortisation / depreciation under the heading Profit and loss statement
Report reversals / impairments under the heading Profit and loss statement, question 'Balance of reversals / impairments'

Rent and operating lease of means of transport	€ ,000.-
<i>Excluding internal transport equipment, see for this 'Rental and operating lease of machinery'</i>	

Private vehicle tax	€ ,000.-
<i>Vehicle tax</i>	

Other operating costs

Round off all amounts to the nearest thousand. Write down € 23,669 as 24

Report amortisation / depreciation under the heading Profit and loss statement

Report reversals / impairments under the heading Profit and loss statement, question 'Balance of reversals / impairments'

Other costs of means of transport € ,000.-

Such as maintenance/repair, insurance and fuel costs for means of transport (excluding internal means of transport, see for this 'Other machine and inventory costs' and 'Energy costs')

Sales costs € ,000.-

Such as advertising, trade fair, advertising costs, commissions, travel, accommodation and entertainment costs

Communication € ,000.-

Such as postage, telephone, fax, mobile phone, e-mail, internet

Automation € ,000.-

Costs of automation services provided by third parties. This item also includes non-capitalised purchases of custom software in the reference year and the costs of new releases. Transfer of software licences is not stated here, see for this 'Licenses etc.'

Research & development € ,000.-

Research & development carried out by third parties

Other services € ,000.-

Such as bank charges (no interest charges), insurance, accountancy and consultancy fees, waste disposal and processing, freight costs paid on sales

Licenses etc. € ,000.-

Concerns remittance of software and other licenses, such as royalties and copyrights

Management costs € ,000.-

Costs of general management services charged by parent, subsidiary and/or sister companies, including management fees

Other rent and operating lease € ,000.-

Excise duty paid € ,000.-

Other operating costs

Round off all amounts to the nearest thousand. Write down € 23,669 as 24

Report amortisation / depreciation under the heading Profit and loss statement

Report reversals / impairments under the heading Profit and loss statement, question 'Balance of reversals / impairments'

Other cost-increasing taxes

€ ,000.-

Such as levies under EU schemes, administrative levies of public law business organisations (PBOs), insurance tax, stock exchange and transfer tax, import duties not previously mentioned.

Auxiliary materials

€ ,000.-

Materials that do not dissolve in the final product, such as cooling agents and lubricants that are constantly added during the production process

Hand and machine tools

€ ,000.-

Purchases of small tools and equipment directly charged to the operating account

Fees and duties of public authorities

€ ,000.-

Such as building permits, registration fees Chamber of Commerce, environmental management fees (permits), other fees (administrative matters)

Other general costs

€ ,000.-

All other costs not previously mentioned, except amortisation. These are disclosed in the profit and loss statement

For example:

- non-regular raw and auxiliary materials;*
- office supplies, subscriptions, professional literature;*
- other maintenance/repair not mentioned elsewhere.*

_____ +

Total other operating costs

€ 0 ,000.-

Profit and loss statement

Round off all amounts to the nearest thousand. Write down € 23,669 as 24

Operating income

Net revenue € 0 ,000.-
Reproduced from question 'Total net revenue'

Other operating income € 0 ,000.-
Reproduced from question 'Total other operating income'

Operating income total  + € 0 ,000.-

Profit and loss statement

Round off all amounts to the nearest thousand. Write down € 23,669 as 24

Operating costs

Purchase value € 0 ,000.-
Reproduced from question 'Total purchase value'

Personnel costs € 0 ,000.-
Reproduced from question 'Total personnel costs'

Other operating costs € 0 ,000.-
Reproduced from question 'Total other operating

Amortisation € ,000.-
On (in)tangible fixed assets. Include special increase/decrease of fixed assets in 'Balance of reversals / impairments'

Operating costs total  + € 0 ,000.-

Operating result € 0 ,000.-

Profit and loss statement

Round off all amounts to the nearest thousand. Write down € 23,669 as 24

Financial results

Balance book profits / losses € ,000.-

In case of sale / disposal of (in)tangible fixed assets;
In case of a negative balance, put a minus sign (-) in the input box

Balance of reversals / impairments € ,000.-

Appreciation / depreciation of fixed assets;
In case of a negative balance, place minus sign (-) in the input box

Balance of financial income / costs € ,000.-

Interest income or costs, income / costs from participating interests, dividends, profit / loss on investments and other financial income and costs;
In case of a negative balance, place a minus sign (-) in the input box.

Release of provision purchases € ,000.-

Via the P&L account

Addition to provisions € ,000.-

As far as not included in the heading 'Operating costs total'

Balance provisions € 0 ,000.-



Balance of extraordinary income / costs € ,000.-

In case of a negative balance, place minus sign (-) in the input box

_____ +

Profit before taxes € 0 ,000.-

Person completing the form

Who completed this questionnaire?

Title: ☐ Mr.
☐ Ms.

Initial(s):

Surname:

Telephone number:

Email address:

Person completing the form

Do you have a comment or question?

- ☐ Yes, my company/organisation is not (or no longer) operational / has filed for bankruptcy / the company
- ☐ Yes, I want to report a change of address / authorise someone / apply for extension / ask a question
- ☐ Yes, I want to clarify some details provided in the questionnaire
- ☐ No, I do not have a comment or question

Send

The questionnaire cannot be submitted yet.

Still to be completed

You can use the table of contents on the left to look up the corresponding screen. Is the table of contents not visible?
Maximise the window to view the table of contents.
Before sending the questionnaire, all screens have to be approved.
The following parts have not yet been completed:

- Reference year
- Employed persons
- Net revenue
- Other operating income
- Purchase value
- Personnel costs
- Other operating costs
- Profit and loss statement
- Contact