

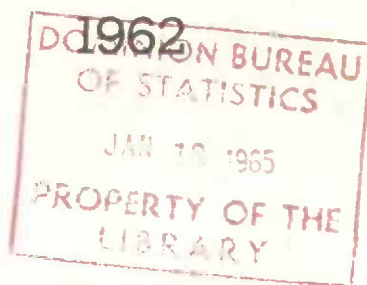
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ANNUAL



BROOM, BRUSH AND MOP INDUSTRY



ANNUAL CENSUS
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SYMBOLS

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- .. figures not available.
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BROOM, BRUSH AND MOP INDUSTRY

1962

Under the New Establishment Concept, this industry is defined as comprising those "Establishments primarily engaged in manufacturing household, industrial and street-sweeping brooms; household, paint and tooth brushes; floor, dust and dish mops".

For the 1962 survey, a change was made to the total activity approach as fully outlined in the Explanatory Notes contained at the end of this report. These total data were also collected in the 1961 survey, but were not published at that time. Many tables in this report reflect this increase in activity coverage, presenting both 1961 and 1962 figures.

Despite the slight drop in the number of establishments in this industry from 1961 to 1962, there was a sizeable increase in manufacturing activity over the same period, as reflected in most of the tables in this report. The shipments of goods of own manufacture by the industry proper are presented in Table 6 and herein certain products have been deliberately concealed in order that the more important information covering the shipments of these commodities by all industries might be shown in Table 8.

A list of the establishments classified to this industry in the 1962 survey will be found at the end of this report.

TABLE 1. Principal Statistics - Manufacturing Activity,¹ 1957-61
 Basis: Revised Standard Industrial Classification and New Establishment Concept²

Year	Estab-lish-ments	Employees						Cost of fuel and elec-tricity ⁴	Cost of materials and supplies used ⁴	Value of shipments of goods of own manu-facture ⁴	Value added ⁴
		Production and related workers ⁴		Administrative and office employees ³		Total ⁴					
		Number	Wages	Number	Salaries	Number	Salaries and wages				
	No.		\$'000		\$'000				\$'000		
1957	99	1,641	3,690	506	2,013	2,147	5,703	197	9,457	19,928	..
1958	94	1,629	3,773	492	2,020	2,121	5,793	176	8,703	18,686	9,528
1959	97	1,668	4,029	502	2,194	2,170	6,223	196	8,710	19,453	10,623
1960	99	1,590	4,031	533	2,502	2,123	6,534	187	8,790	20,902	11,931
1961	96	1,624	4,148	494	2,444	2,118	6,591	199	10,200	22,576	12,809

See footnotes following Table 3A.

TABLE 1 A. Principal Statistics - Manufacturing Activity and Total Activity,¹ 1961 and 1962
 Basis: Revised Standard Industrial Classification and New Establishment Concept²

Year and province	Estab-lish-ments	Manufacturing activity							Total activity				
		Production and related workers ⁴			Cost of fuel and elec-tricity ⁴	Cost of materials and supplies used ⁴	Value of shipments of goods of own manu-facture ⁴	Value added ⁴	Working owners and partners ⁶		Total employees ^{7,9}		Total value added ⁸
		Number	Man-hours paid	Wages					Number	With-drawals	Number	Salaries and wages	
	No.		'000			\$'000			\$'000		\$'000		
1961													
Quebec	40	342	728	700	36	1,988	3,758	1,762	31	134	449	1,104	1,921
Ontario	36	848	1,771	2,291	105	5,912	14,027	8,384	16	49	1,435	6,329	10,945
Manitoba	6	126	240	313	9	649	1,279	658	4	22	142	396	658
Newfoundland	1	265	565	719	45	1,473	3,034	1,712	3	8	365	1,226	1,722
New Brunswick	1												
Saskatchewan	3												
Alberta	2												
British Columbia	7	43	84	126	4	179	478	293	5	20	63	203	340
Totals	96	1,624	3,389	4,148	199	10,200	22,578	12,809	59	231	2,454	9,259	15,585
1962													
Quebec	39	341	727	728	35	2,118	4,072	1,920	29	93	437	1,145	2,035
Ontario	36	806	1,695	2,231	124	7,484	16,399	9,198	16	38	1,375	6,289	11,164
Manitoba	6	133	246	323	9	750	1,346	635	10	10	146	429	633
Newfoundland	1	244	520	682	43	1,432	3,232	1,679	10	10	368	1,160	1,688
New Brunswick	1												
Saskatchewan	2												
Alberta	2												
British Columbia	6	39	74	117	5	175	483	320	5	18	56	198	354
Totals	93	1,563	3,263	4,081	216	11,958	25,534	13,752	55	171	2,382	9,221	15,874

See Table 2 and footnotes following Table 3 A.

TABLE 1B. Principal Statistics classified by Size Groups based on Shipments of Goods of Own Manufacture, 1961 and 1962
Basis: Revised Standard Industrial Classification and New Establishment Concept¹

Size group	Estab- lish- ments	Manufacturing activity						Total activity					
		Production and related workers ⁴			Cost of fuel and elec- tricity ⁵	Cost of materials and supplies used ⁶	Value of shipments of goods of own manu- facture ⁴	Value added ⁴	Working owners and partners ⁶		Total employees ⁷		Total value added ⁸
		Number	Man- hours paid	Wages					Number	With- drawals	Number	Salaries and wages	
No.		'000			\$'000			\$'000		\$'000			
1961													
Under \$10,000	17	7	14	15	3	39	94	56	18	33	9	18	64
\$ 10,000 to \$ 24,999	19	30	57	62	5	110	326	211	16	77	33	71	239
25,000 "	18	49	109	116	8	235	621	377	17	81	62	149	387
50,000 "	8	54	115	120	8	351	609	252	3	15	78	197	276
100,000 "	11	215	426	443	20	812	1,549	768	4	24	274	644	876
200,000 "	12	329	672	756	27	2,049	3,884	1,819	1	1	459	1,266	1,985
500,000 "	5	353	764	840	37	1,871	4,032	2,235	—	—	432	1,318	2,301
1,000,000 "	6	587	1,231	1,796	91	4,733	11,460	7,091	—	—	1,107	5,594	9,457
5,000,000 and over	—	—	—	—	—	—	—	—	—	—	—	—	—
Head offices, sales offices and auxiliary units
Totals	96	1,624	3,389	4,148	199	10,200	22,578	12,809	59	231	2,454	9,259	15,585
1962													
Under \$10,000	18	5	11	12	2	28	94	63	18	35	7	15	66
\$ 10,000 to \$ 24,999	13	16	32	33	3	80	207	127	12	32	18	37	133
25,000 "	17	37	81	83	8	209	548	329	15	55	48	105	341
50,000 "	11	63	149	148	11	432	819	378	7	34	87	234	412
100,000 "	9	179	364	409	20	636	1,317	687	2	9	217	589	834
200,000 "	12	290	584	681	26	1,729	3,615	1,875	1	6	377	1,062	1,973
500,000 "	5	298	650	666	27	1,717	3,362	1,580	—	—	370	1,054	1,646
1,000,000 "	8	675	1,392	2,050	120	7,127	15,571	8,713	—	—	1,258	6,125	10,471
5,000,000 and over	—	—	—	—	—	—	—	—	—	—	—	—	—
Head offices, sales offices and auxiliary units
Totals	93	1,563	3,263	4,081	218	11,958	25,534	13,752	55	171	2,382	9,221	15,874

See footnotes following Table 3 A.

TABLE 1C. Principal Statistics classified by Size Groups based on Manufacturing Value Added, 1961 and 1962
Basis: Revised Standard Industrial Classification and New Establishment Concept¹

Size group	Estab- lish- ments	Manufacturing activity						Total activity					
		Production and related workers ⁴			Cost of fuel and elec- tricity ⁵	Cost of materials and supplies used ⁶	Value of shipments of goods of own manu- facture ⁴	Value added ⁴	Working owners and partners ⁶		Total employees ⁷		Total value added ⁸
		Number	Man- hours paid	Wages					Number	With- drawals	Number	Salaries and wages	
No.		'000			\$'000			\$'000		\$'000			
1961													
Under \$10,000	24	15	28	31	4	69	183	114	24	56	18	36	125
\$ 10,000 to \$ 24,999	29	66	137	158	11	391	875	470	28	136	84	205	512
25,000 "	12	157	311	307	17	526	976	437	3	16	191	410	456
50,000 "	10	196	404	420	17	928	1,702	762	4	24	250	565	764
100,000 "	8	191	389	482	19	1,323	2,538	1,242	—	—	292	910	1,473
200,000 "	5	274	612	582	24	1,346	2,935	1,626	—	—	332	931	1,687
500,000 "	8	725	1,508	2,171	107	5,618	13,366	8,159	—	—	1,267	6,201	10,568
1,000,000 "	—	—	—	—	—	—	—	—	—	—	—	—	—
5,000,000 and over	—	—	—	—	—	—	—	—	—	—	—	—	—
Head offices, sales offices and auxiliary units
Totals	96	1,624	3,389	4,148	199	10,200	22,578	12,809	59	231	2,454	9,259	15,585
1962													
Under \$10,000	25	13	26	26	4	68	186	116	25	52	15	29	122
\$ 10,000 to \$ 24,999	25	48	104	108	10	375	818	430	23	83	63	140	455
25,000 "	10	79	184	193	13	388	797	400	4	21	103	280	424
50,000 "	8	202	399	433	17	786	1,360	554	2	9	231	543	557
100,000 "	9	183	320	381	20	1,226	2,411	1,178	1	8	231	699	1,370
200,000 "	10	500	1,048	1,199	48	3,556	6,865	3,315	—	—	624	1,953	3,421
500,000 "	6	558	1,182	1,741	105	5,558	13,097	7,759	—	—	1,115	5,577	9,525
1,000,000 "	—	—	—	—	—	—	—	—	—	—	—	—	—
5,000,000 and over	—	—	—	—	—	—	—	—	—	—	—	—	—
Head offices, sales offices and auxiliary units
Totals	93	1,563	3,263	4,081	218	11,958	25,534	13,752	55	171	2,382	9,221	15,874

See footnotes following Table 3 A.

TABLE 1 D. Principal Statistics classified by Size Groups based on Total Value Added, 1961 and 1962
Basis: Revised Standard Industrial Classification and New Establishment Concept²

Size group	Estab-lish-ments	Manufacturing activity						Total activity					
		Production and related workers ⁴			Cost of fuel and elec-tricity ⁵	Cost of materials and supplies used ⁴	Value of shipments of goods of own manu-facture ⁴	Value added ⁴	Working owners and partners ⁶		Total employees ⁷		Total value added ⁸
		Number	Man-hours paid	Wages					Number	With-drawals	Number	Salaries and wages	
No.		'000			\$'000			\$'000		\$'000			
1961													
Under \$10,000	22	12	20	22	4	62	161	99	22	49	14	26	104
\$ 10,000 to \$ 24,999	29	66	136	154	11	338	808	454	28	128	81	197	474
25,000 " 49,999	15	172	344	340	18	636	1,168	519	7	42	222	457	565
50,000 " 99,999	9	184	380	397	17	878	1,600	711	2	12	226	535	714
100,000 " 199,999	4	116	236	261	8	784	1,344	557	-	-	161	437	549
200,000 " 499,999	9	349	765	802	35	1,885	4,129	2,310	-	-	463	1,404	2,611
500,000 " 999,999	8	725	1,508	2,171	107	5,618	13,366	8,159	-	-	1,287	6,201	10,568
1,000,000 " 4,999,999													
5,000,000 and over
Head offices, sales offices and auxiliary units
Totals	96	1,624	3,389	4,148	199	10,200	22,576	12,809	59	231	2,454	9,259	15,585
1962													
Under \$10,000	25	13	26	26	4	68	186	116	25	52	15	29	121
\$ 10,000 to \$ 24,999	23	43	93	99	8	320	717	385	19	62	57	130	403
25,000 " 49,999	11	76	174	178	13	422	828	397	8	42	99	255	419
50,000 " 99,999	9	210	419	457	17	807	1,429	602	2	9	241	577	615
100,000 " 199,999	7	128	264	305	13	844	1,706	857	1	6	167	461	852
200,000 " 499,999	12	535	1,104	1,275	55	3,938	7,569	3,636	-	-	688	2,191	3,940
500,000 " 999,999	6	558	1,182	1,741	105	5,558	13,097	7,759	-	-	1,115	5,578	9,525
1,000,000 " 4,999,999													
5,000,000 and over
Head offices, sales offices and auxiliary units
Totals	93	1,563	3,263	4,081	216	11,958	25,534	13,752	55	171	2,382	9,221	15,874

See footnotes following Table 3 A.

TABLE 1 E. Principal Statistics classified by Size Groups based on Total Employed,¹¹ 1961 and 1962
Basis: Revised Standard Industrial Classification and New Establishment Concept²

Size group	Estab-lish-ments	Manufacturing activity						Total activity					
		Production and related workers ⁴			Cost of fuel and elec-tricity ⁵	Cost of materials and supplies used ⁴	Value of shipments of goods of own manu-facture ⁴	Value added ⁴	Working owners and partners ⁶		Total employees ⁷		Total value added ⁸
		Number	Man-hours paid	Wages					Number	With-drawals	Number	Salaries and wages	
No.		'000			\$'000			\$'000		\$'000			
1961													
Under 5 employees	46	54	114	128	11	318	779	455	47	171	61	149	500
5- 14 employees	15	74	155	163	11	367	781	403	7	35	106	255	427
15- 49 "	24	522	1,049	1,180	59	3,224	6,629	3,400	5	25	710	1,971	3,628
50- 99 "	6	346	730	855	29	2,453	4,773	2,352	-	-	463	1,433	2,460
100-199 "	5	628	1,340	1,821	89	3,839	9,614	6,199	-	-	1,114	5,451	8,570
200-499 "													
500 employees and over	-	-	-	-	-	-	-	-	-	-	-	-	-
Head offices, sales offices and auxiliary units
Totals	96	1,624	3,389	4,148	199	10,200	22,576	12,809	59	231	2,454	9,259	15,585
1962													
Under 5 employees	43	42	91	94	9	311	759	437	38	101	50	111	448
5- 14 employees	16	80	189	190	15	450	987	523	12	42	109	296	567
15- 49 "	22	481	949	1,137	55	3,464	6,363	2,885	5	28	628	1,862	3,135
50- 99 "	7	338	751	890	31	2,828	5,985	3,168	-	-	489	1,707	3,257
100-199 "	5	622	1,283	1,770	106	4,904	11,441	6,739	-	-	1,106	5,244	8,467
200-499 "													
500 employees and over	-	-	-	-	-	-	-	-	-	-	-	-	-
Head offices, sales offices and auxiliary units
Totals	93	1,563	3,263	4,081	216	11,958	25,534	13,752	55	171	2,382	9,221	15,874

See footnotes following Table 3 A.

TABLE 1F. Principal Statistics classified by Type of Organization, 1961 and 1962

Basis: Revised Standard Industrial Classification and New Establishment Concept²

Type of organization	Estab-lish-ments	Manufacturing activity							Total activity				
		Production and related workers ⁴			Cost of fuel and elec-tricity ⁵	Cost of materials and supplies used ⁴	Value of shipments of goods of own manu-facture ⁴	Value added ⁴	Working owners and partners ⁶		Total employees ⁷		Total value added ⁹
		Number	Man-hours paid	Wages					Number	With-drawals	Number	Salaries and wages	
1961	No.		'000			'000				'000		'000	
Individual ownerships	40	111	237	261	15	551	1,177	613	40	171	128	308	654
Partnerships	10	21	41	42	4	141	303	158	19	60	35	53	167
Incorporated companies	46	1,492	3,111	3,845	180	9,509	21,095	12,039	2,291	8,898	14,764
Cooperatives	-	-	-	-	-	-	-	-	-	-	-
Head offices, sales offices and auxiliary units
Totals	96	1,624	3,389	4,148	199	10,200	22,576	12,809	59	231	2,454	9,259	15,585
1962													
Individual ownerships	36	92	187	226	14	477	1,077	590	35	105	103	257	601
Partnerships	12	26	54	51	5	185	360	172	20	66	36	65	189
Incorporated companies	45	1,445	3,021	3,805	197	11,297	24,097	12,990	2,243	8,899	15,084
Cooperatives	-	-	-	-	-	-	-	-	-	-	-
Head offices, sales offices and auxiliary units
Totals	93	1,563	3,263	4,081	216	11,958	25,534	13,752	55	171	2,382	9,221	15,874

See footnotes following Table 3 A.

TABLE 2. Industry Outputs, Inputs and Value Added, 1961 and 1962

Basis: Revised Standard Industrial Classification and New Establishment Concept²

Item	1961	1962
	\$'000	
Manufacturing activity:		
Value of shipments—Goods of own manufacture		25,534
Add: Closing inventory—Goods in process	851	786
Finished goods	2,524	2,838
Deduct: Opening inventory—Goods in process	753	810
Finished goods	1,989	(3,232)
Gross output—Manufacturing activity		25,926
Deduct: Cost of materials and supplies used in manufacturing activity	10,200	11,958
Cost of fuel and electricity used	199	(12,174)
Value added—Manufacturing activity	12,609	13,752
Non-manufacturing activities:		
Value of shipments—Goods not of own manufacture	4,941
Added: All other revenue	10
Closing inventory—Goods purchased for resale	738	775
Deduct: Purchases of goods for resale as such	2,741
Opening inventory—Goods not of own manufacture	1,024	737
Cost of all other materials and supplies used	(3,604)
Value added—Non-manufacturing activities	2,776	2,122
Total value added	15,585	15,874

See footnote following Table 3 A.

TABLE 3. Employment and Payroll, 1961 and 1962
Basis: Revised Standard Industrial Classification and New Establishment Concept¹

Year and province	Employees										Salaries and wages				
	Production and related workers				Adminis-trative and office ^{6,9}		Sales, and distribution ⁸		Total employees ^{7,9}		Production and related workers		Admin-istrative and office	Sales, and distribution	Total salaries and wages
	Manufacturing ⁴		Other ⁵		Male	Female	Male	Female	Male	Female	Manufacturing	Other			
	Male	Female	Male	Female											
1961	number										\$'000				
Quebec	224	118	292	157	700	1,104
Ontario	516	332	951	484	2,291	6,329
Manitoba	98	28	109	33	313	396
Newfoundland	168	97	233	132	719	1,226
New Brunswick															
Saskatchewan															
Alberta															
British Columbia	33	10	47	16	126	203
Totals	1,039	585	1,632	822	4,149	9,258
1962	number										\$'000				
Quebec	223	118	1	2	42	28	23	-	289	148	728	1	340	75	1,145
Ontario	495	311	-	2	129	123	290	25	914	461	2,231	2	1,302	2,755	6,289
Manitoba	102	31	-	-	8	4	1	-	111	35	323	-	104	3	429
Newfoundland	163	81	-	-	37	36	44	7	244	124	682	-	261	217	1,160
New Brunswick															
Saskatchewan															
Alberta															
British Columbia	28	11	-	-	6	7	4	-	38	18	117	-	63	18	198
Totals	1,011	552	1	4	222	198	362	32	1,596	786	4,081	3	2,069	3,068	9,221

See footnotes following Table 3A.

TABLE 3 A. Production and Related Workers,⁴ - Manufacturing Activity, by Months, 1962
Basis: Revised Standard Industrial Classification and New Establishment Concept²

Month	Establishments reporting monthly detail	
	Male	Female
	number	
January	894	520
February	897	519
March	898	511
April	888	510
May	916	526
June	926	516
July	910	529
August	920	544
September	917	551
October	930	559
November	929	555
December	923	539
Average for establishments reporting monthly detail (collected only for large establishments)	917	533
Average for small establishments (only annual averages collected)	94	19
Average for all establishments	1,011	552

¹ See Table 2 and Explanatory Notes concerning manufacturing and non-manufacturing activities.

² See Explanatory Notes.

³ This category, in this table only, includes working owners and partners. Since administrative and office employees are engaged in a variety of activities they have been excluded from manufacturing activity beginning with the revised 1961 series shown in the following tables. They are included here for purposes of comparison with the tabulations of previous years.

⁴ Conceptually identical to previous years. See Explanatory Notes.

⁵ Cannot be reported separately for manufacturing and non-manufacturing activities but related substantially to manufacturing activity. Identical concept to previous years.

⁶ Working owners and partners were included with administrative and office employees in the "Manufacturing series" published in former years. See Explanatory Notes.

⁷ Includes production and related workers, administrative and office employees, sales distribution and other employees. See Explanatory Notes for the treatment of head office employees and those employed in auxiliary units.

⁸ Value of total shipments and other operational revenue less total cost of materials, supplies, fuels used and purchases of products and materials for resale in the same condition; all adjusted for inventory changes where required. See Table 2 and Explanatory Notes.

⁹ Sales and distribution workers and production workers (non-manufacturing) are included for the first time as a result of the full implementation of the new definition of the establishment. The figures for production workers (non-manufacturing), administrative and office employees and sales and distribution workers are not yet available for 1961 but form part of total employees. Sales and distribution workers may include some employees that are reported as part of a manufacturing establishment but are not working at the establishment's location. Head offices, sales offices, etc., which report separately are included in the figures for the province in which they are located.

¹⁰ Confidential data.

¹¹ Includes paid employees and working owners but excludes unpaid family workers.

Note: Figures may not add due to rounding.

TABLE 4. Materials and Supplies Used in Manufacturing Activity, 1962

Basis: Revised Standard Industrial Classification and New Establishment Concept¹

Description	Quantity	Cost
		\$'000
1. Materials used:		
Broom, corn	lb. 3,301,932	875
Fibre, all kind.....	" 860,234	462
Bristles:		
Animal	" 358,273	1,805
Other (Including nylon)	" 291,177	579
Yarns:		
Cotton	" 2,214,320	1,133
Other	" 71,063	111
Fabrics:		
Cotton	yd. 17,615	4
Other	" ...	43
Wire	lb. 1,082,411	212
Lumber and wooden blocks	" ...	416
Handles, all kind	" ...	576
Mops parts, metal	" ...	202
Cellulose sponge	" ...	100
Metals and metallic products	" ...	9
Paints, lacquers and varnishes	gal. 17,501	71
Plastic moulding powder	lb. 1,228,832	384
All other materials and components used ²	" ...	3,549
2. Containers and other packaging materials and supplies used		1,101
3. Operating, maintenance and repair supplies used (excluding fuel)		305
4. Amount paid out to others for work done on materials owned by establishments		22
Total		11,959

¹ See Explanatory Notes.

² No detailed information on materials used was collected from small establishments, the estimated costs for which are included here. In 1962 these estimated costs were \$622,661.

TABLE 5. Fuel and Electricity Used¹ in Manufacturing Activity,² 1962

Basis: Revised Standard Industrial Classification and New Establishment Concept³

Description	Quantity	Cost
		\$'000
1. Large establishments which reported commodity detail:		
Bituminous coal:		
(a) From Canadian mines	ton 1,284	16
(b) Imported	" 729	11
Sub-bituminous coal (from Alberta mines only).....	" 95	1
Anthracite coal	" 4	--
Lignite coal	" --	--
Coke	" --	--
Gasoline (including gasoline used in cars and trucks)	Imp. gal. 40,912	14
Fuel oil including kerosene or coal oil	" 114,449	19
Wood	" --	--
Gas:		
(a) Liquefied petroleum gases	Imp. gal. 1,221	1
(b) Other manufactured gas	" --	--
(c) Natural gas	M cu. ft. 35,347	32
Other fuel	" --	10
Electricity purchased	kwh. 5,870,383	91
Steam purchased	" ...	--
2. Estimate for small establishments for which no data were collected:		
Fuel and electricity	" ...	22
3. All establishments:		
Total fuel and electricity used	" ...	216

¹ Does not include fuel and electricity produced for own use.

² Includes only fuel and electricity purchased. Conceptually identical to previous years in that it also includes relatively small amounts used in non-manufacturing activities since these cannot be reported separately.

³ See Explanatory Notes.

TABLE 6. Shipments of Goods of Own Manufacture, 1962
Basis: Revised Standard Industrial Classification and New Establishment Concept¹

Description	Quantity	Value
	dozen	\$'000
1. Products:		
Brooms:		
Corn	214,951	2,720
Fibre	31,563	623
Hair	6,742	249
Plastic	5,923	102
Toy	3,001	10
Other brooms	14,650	259
Whisks	30,547	120
Brushes:		
Clothes	29,138	146
Cosmetic	927	5
Floor polisher	10,688	57
Hair	96,688	698
Nail	38,075	62
Paint (excluding artists)		2
Shaving	18,414	146
Shoe	49,535	172
Snow, auto		3
Toilet bowl	31,307	182
Tooth (including denture)		2
Other household use		2
Other industrial use (including chimney)	141,462	1,673
All other brushes	1,090
Mops:		
Floor, wet	242,247	1,855
Floor, dry		
Floor, cellulose sponge, including refills	56,059	719
Dish	60,336	83
Other mops (including toy)		2
Other products:		
Handles of all kinds	2	466
Paint rollers complete	2	2
Paint roller kits, replacement rollers and parts		2
All other products	14,348
2. Amount received in payment for work done on materials and products owned by others		27
Less adjustment for value of sales taxes, excise duties and outward transportation charges which could not be deducted from individual commodity items described above		(259)
Total adjusted value of shipments and work done		25,534

¹ See Explanatory Notes.
² Included in "All other products".
³ Included in "All other brushes".

TABLE 7. Industry Inventories, 1962¹
Basis: Revised Standard Industrial Classification and New Establishment Concept²

Province	Manufacturing				Non-manufacturing	Total inventories
	Raw materials and supplies	Goods in process	Finished goods of own manufacture	Total manufacturing	Products or materials purchased for resale	
	book value \$'000					
Opening:³						
Quebec	418	38	150	606	61	667
Ontario	2,261	325	1,487	4,073	651	4,724
Manitoba	223	30	111	364	2	366
Newfoundland						
New Brunswick	434	413	658	1,505	3	1,508
Saskatchewan						
Alberta						
British Columbia	75	5	15	95	21	116
Totals⁴	3,412	810	2,422	6,644	737	7,381
Closing:						
Quebec	407	48	141	596	126	722
Ontario	2,504	327	1,892	4,723	623	5,346
Manitoba	233	24	165	422	2	424
Newfoundland						
New Brunswick	369	376	615	1,360	3	1,363
Saskatchewan						
Alberta						
British Columbia	83	11	25	119	22	141
Totals⁴	3,597	786	2,838	7,221	775	7,996

¹ Values represent book values of inventories owned in Canada. Inventories held for which progress payments have been received are not included. Where progress payment accounts are maintained the change in these accounts is treated as a net adjustment to shipments.

² See Explanatory Notes.

³ The opening inventories may differ from the closing inventories for the previous survey year because of changes in classification, the receipt of revised data, the inclusion of new establishments and the removal of establishments which did not operate during the survey year.

⁴ Figures may not add due to rounding.

TABLE 8. Shipments of Goods of Own Manufacture - All Industries, 1 1961 and 1962

Description	1961		1962 ^P	
	Quantity	Value	Quantity	Value
	dozen	\$'000	dozen	\$'000
Brushes:				
Tooth (including denture)	647,352	1,014	719,563	1,087
Paint	590,104	4,456	581,549	4,746
Other household use	316,077	1,133	291,293	1,134
Mops:				
Dry	78,065	1,205	84,541	1,326
Other mops and mopping equipment	290	...	239
Other products:				
Paint rollers complete, paint roller kits, replacement rollers and parts	924	...	1,043
Total shipments	9,022	...	9,575

¹ Includes shipments from other industries which manufacture, as a secondary activity, the commodities listed above

TABLE 9. Capital and Repair Expenditures, 1960-62

Year	Capital expenditures			Repair expenditures			Total capital and repair expenditures		
	Construction	Machinery and equipment	Sub-total	Construction	Machinery and equipment	Sub-total	Construction	Machinery and equipment	Total
	\$'000								
1960
1961
1962	62	328	390	44	221	265	106	549	655

Source: Business Finance Division. - DBS.

List of Firms in the Broom, Brush and Mop Industry, 1962

Name	Address
Newfoundland:	
Canadian National Institute for the Blind	1-3 Military Road, St. John's
New Brunswick:	
T.S. Simm & Company, Limited	Lancaster
Quebec:	
American Broom Company	330, Rue de l'Église, St-Basile-de-Portneuf
Atomic Mop & Broom Co.	5615 Delorimier Ave., Montréal 35
Balais-Bonaventure	3146, rue Ste-Catherine est, Montréal
Balais Bourassa, Enr.	264, rue Principale, St-Stanislas
Balais Remon, Enrg.	392, Route Nationale, St-Augustin
Balais & Vadrouilles de Shawinigan	213, 21 ^{ème} Rue, Shawinigan
Bonneaventure Broom, Reg'd.	3146, St-Catherine Est, Montréal 4
Canada Broom Supply Co. Ltd.	55 Ann St., Montréal 3
Canadian Cotton & Wool Waste Co. Ltd.	415 Des Recollets St., Montréal
Canis Paul	7399 De Lormier Ave., Montréal
City Brush Mfg. Co.	86 Bernard Ave. W., Montréal
Crown Brush Co. Ltd.	6230 Chambord St., Montréal 8
De Ladurantaye, A. & Fils	7861 De Gaspé, Montréal
Dominion Brush Manufacturing Co. Ltd.	501 Cowie Street, Granby
Graff Brushes, Ltd.	642 De Courcelle St., Montréal 30
Granby Industrial Brush, Reg'd.	430 St. Denis Granby
Imperial Mops and Brooms, Ltd.	9850 St. Urbain St., Montréal 12
La Cie de Balais de Montmagny Limitée	Bldv. St-Nicholas, Montmagny
La Cie de Balais St-Félix Ltée	St-Félix de Kingsey
La Cie Manufacturière de Balais, Enrg.	554 1 ^{re} Avenue, Beauceville-Est
L'Association Canadienne Française Des Aveugles, Inc.	900 est, rue Beaubien, Montréal 10

List of Firms in the Broom, Brush and Mop Industry, 1962 - Concluded

Name	Address
Quebec - Concluded:	
Le Balai Laviolette, Enr.	405, rue St-Léon, St-Tite
Les Broses Provinciales, Enr.	Sainte Claire, Cté Dorchester
Legault, Valmore	Route Rurale no 4, Granby
Mann Brush Mfg. Co. Ltd.	4443 St. Dominique St., Montréal
Modern Mop and Broom Company	2131 St. Catherine St., East Montréal 1
Montreal Association for the Blind, Inc.	6980 Sherbrooke St. West, Montréal
Montreal Broom Manufacturing Co.	5639 Monk Blvd., Montreal 20
Montreal Mop Mfg. Co.	75 Napoleon St., Montreal 18
Moppes St-Léon, Enr.	455 des Bouleaux Est, Québec
National Broom & Mop Mfg. Co.	12533 Desy, Montreal
Peerless Brush Manufacturing Co.	2375 Ekers Ave., Montréal 26
Raymond, Aurèle	224 Bélanger, St-Jérôme
Royal Brush Mfg. Inc.	Chambly Road, St-Hubert
Royal Mop Co.	1347 Notre Dame St. E., Montréal 24
Smith, Harold E., Limited	2551 Chateauguay St., Montréal 22
Superior Brush Manufacturing Co.	8680 - 8th Avenue, Ville St. Michel
United Broom Sales Co.	3468 Park Ave., Montreal 18
Viking Brush Co.	4550 Berré St., Montreal
Ontario:	
Austin-Bennington Brush Co. Ltd.	44 Church St., Weston
Bissell Ltd.	2934 Montrose Rd., Niagara Falls
Blind Workers' Association	504 Carlaw Ave., Toronto 6
Boeckh Company Limited, The	24 Noble Street, Toronto 3
Brandon, Harry G.	550 Maple Ave., Burlington
Brushcraft, Limited	468 Queen St. E., Toronto 2
Canadian National Institute for the Blind, The	1929 Bayview Ave., Toronto 17
Canest Brushes, Ltd.	190 Adelaide St. South, London
Card Brush, Limited	Main Street, Newburgh
Dixon, W E., Mfg. Limited	107 McGill St., Toronto 2
Dorsch, J.	45 Princess St., Waterloo
Drockett Co. of Canada Ltd., The	411 Albert St., Stratford
Felton, S.A., and Son Company (Canadian Division)	29 Harriett Street, Hamilton
Fort William Broom Mfg. Company	710 McTavish St., Fort William
Fuller Brush Company, Limited	1115 Guelph Line, Burlington
Gibson Broom Company, Ltd.	168-70 Christie Street, Toronto 4
Grumbacher M., of Canada, Ltd.	64 Princess Street, Toronto 2
Hamel, Irvin W. and Son	18 Noecher Street, Waterloo
Harriston Broom Co.	Margaret St., Harriston
Jiffy Wax Applicator	631 Lillian St., Peterborough
Lees & Lees	Brock St. Norwich
Maltarp Mfg. Limited	140 Victoria Street, Barrie
Meakins & Sons, Limited	125 Wellington St. N., Hamilton
Pyroll-Master Mfg. Co. Ltd.	87 Colville Rd., Toronto 15
Queen City Broom Manufacturing	Rear 163 Manning Ave., Toronto 3
Richardson, J.W.	407 Bay St. N., Hamilton
Rubberset Company (Canada), Limited	First St., Gravenhurst
Rudy Broom Co.	465 Third Street, London
Steffen Broom & Brush Mfg.	Flora St., Teeswater
Stevens-Hepner Company, Limited	Port Elgin
Superior Brush & Broom Company	312 King St. East., Hamilton
Tarbox Brothers, Limited	30 Morrow Avenue, Toronto 3
Tek Hughes Brushes, Ltd.	974 Lakeshore Road E., Port Credit
Webb Manufacturing & Sales	Maple Street, Victoria Harbour
West, Taylor, Bickie & Co. Ltd.	Main St. W., Norwich
Wilson Broom Company, The	16 James Street, Ridgeway
Manitoba:	
Atlas Brush, Limited	576 McDermot Avenue, Winnipeg
Canadian National Institute for the Blind	1031 Portage Avenue, Winnipeg 10
Johnson, Wilmar	488 Balmoral St., Winnipeg 2
Ring Easy Mop Co.	205 Aikins St., Winnipeg 4
Standard Broom Mfg. Company	744 Wall Street, Winnipeg 10
Winnipeg Modern Brush Company	422 Notre Dame St., Winnipeg
Saskatchewan:	
Broom-Craft Company, Limited	2520 Dewdney Ave., Regina
Mid-Western Broom Co.	519 Avenue L. South, Saskatoon
Alberta:	
Calgary Brush	735- 10th Avenue S.W., Calgary
Klean Sweep Brush Mfrs. Ltd.	222-35th Ave. N.E., Calgary
British Columbia:	
B.C. Lokmop	4843 Sophia St., Vancouver
Brodie Brush Co. Limited	891 Cambie Street, Vancouver 3
Crown Broom Works Co.	7170 Antrim Ave., Burnaby 1
Empire Brush Works	356 West 9th Ave., Vancouver 10
Hamilton Products Co.	628 East Georgia Street, Vancouver 4
Pacific Coast Brush & Mop Co. (1952), Ltd.	752 East Hastings St., Vancouver 4

EXPLANATORY NOTES

This report is one in a series of about 140 publications which present the results of the 1962 Census of Manufactures. Most reports in this series refer to specific industries, but there are summary reports for Canada and the provinces and special reports on geographical distribution and on type of ownership and size of establishments.

With the publication of the results of the 1962 Census of Manufactures, the Bureau has completed a major revision in the classification and concept of its annual census of manufacturing establishments. Because of its size and complexity, this project had to be carried out in three stages. The first stage was the change in classification and the results of the 1960 Census, together with the re-compilation of the 1957, 1958 and 1959 Censuses were published in the 1960 reports on the basis of the revised Standard Industrial Classification. This part of the project was confined entirely to a re-coding of existing reporting units. The second stage consisted of the implementation of the new definition of the reporting unit i.e. "establishment" as it applied to **manufacturing activities** of manufacturing establishments (See following note on "Establishment"). Results of the 1961 Census reflected this change in concept and, in order to provide comparability of data for recent years, the 1961 reports contained principal statistics on the basis of the new establishment definition for years back to 1957.

The third stage which was the extension of the definition of the establishment to cover **total activities** of manufacturing establishments is reflected in the statistics for 1961 and 1962 contained in this report. This full implementation of the new definition of the establishment has resulted in an extension of the data to non-manufacturing activities of manufacturing establishments and in additional changes in the 1961 statistics of manufacturing activities. Statistics on manufacturing activities will continue to be shown separately as in the past but, beginning with 1961, data on all operations (total activity) of manufacturing establishments will also be given. By definition "total activity" relates to all operational data and excludes such non-operational items as rent, interest and dividends. In addition, statistics on man-hours paid will be included as part of the regular series of industry statistics. For many industries, adjustments and revisions were made to the 1961 data on **manufacturing activities** which were published during the second stage to bring them in line with reporting procedures followed in the 1962 Census and to reflect the final application of the new concept. The 1961 statistics on manufacturing activities contained in this report are thus not entirely comparable with those published in the 1961 reports. However, the 1961 statistics are shown in this publication in both their original and revised forms in order to provide a link with the immediate past. A more complete account of recent changes and additions and brief descriptions of the principal industry statistics are given in following sections of these notes.

Standard Industrial Classification

The revised Standard Industrial Classification which was introduced with the 1960 Census of Manufactures and applied to the results of the 1957, 1958 and 1959 censuses provides for a breakdown of the manufacturing universe into 140 industries arranged in 20 major groups. Custom Tailoring Shops is the only industry class in the Manufacturing Industries Division of the classification which is not covered in the annual Census of Manufactures. It is surveyed as part of the Decennial Census of Merchandising and Service Establishments. Of the 140 "three-digit" industry classes in the Manufacturing Industries Division, 21 are further broken down into 67 "four-digit" sub-classes. With the exception of the Wood Preservation and Sound Recording industries, the figures for which are at present confidential and have to be included with those of related industries, the statistics for all of the "four-digit" sub-classes are published regularly. Thus, at the Canada level, principal statistics are compiled for 183 industries. These cannot all be published separately by province because of the confidential nature of the data in certain provinces.

Reporting establishments are classified or allotted to specific industries in the classification system on the basis of the value of principal products made or shipped. In general, establishments primarily engaged in repair work (Shoe Repair Shops, Motor Vehicle Repair Shops etc.) are not included in manufacturing industries. Exceptions are establishments primarily engaged in furniture, ship, boat, aircraft and railroad rolling stock repairs which are classified to the manufacturing industries producing the products involved. Establishments primarily engaged in assembling parts into complete units have always been included in manufacturing industries.

Full details concerning the revised classification system are contained in the Standard Industrial Classification Manual, Catalogue No. 12-501, which is available from either the Queen's Printer or the Dominion Bureau of Statistics.

It should be noted that two new industries (Poultry Processors and Dental Laboratories) and three new groups of establishments (book publishers in the Publishing Industry, electro-plating establishments in the Metal Stamping, Pressing and Coating Industry and prescription branches in the Ophthalmic Goods Manufacturers Industry) have been included in the 1961 (revised) and 1962 Census statistics and will continue to be included thereafter. They were surveyed for the first time in the 1960 Census (1961 Census in the case of prescription branches) in line with the revised classification but, since they did not represent new production, they were removed from the 1960 and 1961 compilations published in the 1961 Census reports in order to provide complete comparability of data over the period 1957-61. Statistics for this period are repeated in the 1962 reports to supply a link with the revised 1961 data and the new 1962 statistics.

Establishment

The reporting unit in the Census of Manufactures is the **establishment**. The majority of establishments are firms, but many firms have more than one manufacturing establishment. Such firms are requested to submit a separate Census of Manufactures report for each manufacturing establishment which can meet the reporting requirements described below.

Beginning with the 1961 Census of Manufactures the establishment is defined as follows:

"The smallest unit which is a separate operating entity capable of reporting all the following principal statistics:

Materials and supplies used,
Goods purchased for resale as such,
Fuel and power consumed,
Number of employees and salaries and wages,
Inventories,
Shipments or sales."

Following is a description of the main features of the new establishment concept introduced in the 1961 Census, how they differ from those of the old "activity" concept and the steps taken to correct for breaks in continuity.

(a) The establishment is to be distinguished from smaller subdivisions or departments which do not have records that permit them to report all items required of an establishment. Prior to 1961, some establishments were required to submit two or more separate reports when they were engaged in activities which were classifiable to different industries. Beginning with 1961, separate reports for such activities are required only in cases where accounting records can provide the necessary input and output elements of principal statistics. Special reporting arrangements were made with respondents when the acceptance of combined reports would have seriously affected the statistics for particular industries or areas. Where continuity of industry statistics was affected by this change in reporting procedures, adjustments to the data were made back to 1957 in order to maintain comparability of the series for recent years.¹

(b) A manufacturing establishment is typically a factory, mill or plant principally engaged in manufacturing activities. Prior to 1961, the Census of Manufactures attempted to cover the manufacturing activities of all establishments, whether or not they were primarily engaged in manufacturing. Beginning with the 1961 Census, establishments (accounting entities) which are not primarily engaged in manufacturing are no longer included as manufacturing establishments in the basic industry statistics.¹

¹ Most of these adjustments were made when the results of the 1961 Census were being compiled. Since publication of these results in the 1961 reports additional adjustments were made to the 1961 data, as noted earlier, and these are reflected, where applicable, in the revised 1961 statistics contained in this report.

Again, adjustments were made to reflect the removal of such reporting units for the period 1957-60. These reporting units are now listed as establishments in other Bureau surveys, such as Wholesale Trade, Construction etc. This has resulted in a somewhat smaller universe represented by the Census of Manufactures. In terms of overall 1960 Census results, the number of establishments transferred to other industries totalled 2,786 or 8% but these represented only 0.7% of total employment and of total value of shipments of manufactured products. In order, however, to maintain complete coverage of certain commodity items produced mainly in manufacturing establishments, many non-manufacturing establishments are now surveyed by the Industry Division for commodity shipments only and the latter are included in those tables of industry reports showing shipments of certain commodities "from all industries".

(c) A manufacturing establishment may be, and often is, engaged in other activities in addition to its principal manufacturing activity. Prior to 1961 the main emphasis in the Census of Manufactures was on manufacturing activity. Beginning with 1961, each establishment reports on all the activities carried out within its accounting boundaries (except income from investments such as rent, interest and dividends) and data on different activities (manufacturing, trading in goods not of own manufacture, construction by own labour force, revenue from services etc.) are requested separately. However, the statistics published in the 1961 reports were confined to manufacturing activity only in order to maintain comparability with previous years and to permit a more thorough audit of the new data. The 1962 reports contain principal statistics on total activities of manufacturing establishments for 1961 and 1962 with the main elements of manufacturing activity shown separately as in the past. It should be noted that the statistics for separate activities are not completely consistent. Some respondents cannot distinguish in their records materials, shipments and inventories relating to own manufacturing activities from those relating to goods not of their own manufacture or to other activities and can report operational data in total only under manufacturing activity. This situation has always existed, however, and is not considered important enough to invalidate the use of the data in the measurement of manufacturing as an "activity". The values assigned by the respondent to materials and shipments of own manufactured goods include costs in varying degrees that relate to internal (to the establishment) transportation, warehousing and selling activities, but it is not possible to make adjustments to arrive at a uniform valuation for manufacturing activity only; although valuation at the establishment "boundary" must be accepted, the items valued under manufacturing activities still relate, in most cases, to "goods of own manufacture". In the case of employment only data on manufacturing production workers and manufacturing man-hours can be assigned, in total, to manufacturing activity; administrative and office employees can seldom be allocated to separate activities.

Complete consistency, therefore, can be obtained only at the "all operations" (total activity) level, and for studies or statistical measures requiring accurate co-ordinated data, the "total" statistics should be used.

(d) Additional changes resulted from intensive editing and follow-up consistent with the introduction of the new concept. An example of such changes is the provision for the elimination, in total, of sales taxes and outward transportation charges from value of shipments. Prior to 1961, although the value of shipments for each product was requested excluding taxes and transportation charges, no allowance had been made for the reporting of these items in total when the respondents' records did not permit their deduction from the values of the individual products. Another example is a change in the valuation of shipments where, prior to 1961, a manufacturing company operating warehouses or sales outlets was reporting value of shipments in terms of an estimated manufacturer's price in accordance with the old activity concept, even though his records were not kept on this basis. Since the accounting boundary in such cases extends to distribution operations, the respondent was instructed in 1961 to report shipments at the final selling price in order to obtain more realistic and accurate data.² Adjustments were made to the value of shipments for the period 1957-60 to reflect such changes and maintain continuity of the shipments data. Since no actual data to make these corrections were available for back years, 1961 adjustment ratios were applied to the previous years for each industry affected, on the assumption that the valuation changes in 1961 applied in equal proportions to the preceding period.³

(e) The new concept also demands that inventories held apart from plant be included with plant inventories if establishment boundaries extend to warehouses and sales outlets. Prior to 1961, compilations took into account only the inventories held at plant. In this case, however, most of the missing data were available from supplementary questions in the Annual Census and from the Monthly Inventories and Shipments Survey and actual corrections could be made for previous years.

² Some manufacturing firms operate sales branches or selling warehouses as separate sales establishments for which complete accounting records of receipts, expenses, employment and sales are maintained. In such cases the plants, in effect, "sell" to the sales outlets on much the same basis as they would to independent buyers. The value of plant shipments is based on factory prices and the "boundary" of the manufacturing establishment does not extend beyond the plant. The sales outlets in such cases constitute separate sales establishments and are classified to wholesale or retail trade. Some sales outlets of manufacturing firms, although they physically handle products of the plants, do not maintain separate accounts and are generally treated for statistical purposes as extensions of manufacturing operations. Special arrangements were made for separate reporting in a few cases where the treatment of such outlets as manufacturing extensions would seriously affect the significance of statistics for particular manufacturing and trade industries.

³ See footnote 1.

(f) Prior to 1961 the Census of Manufactures did not have complete coverage of head and administrative offices and had never surveyed separate sales offices, warehouses or laboratories operated by manufacturing firms. Beginning with the 1961 survey, complete coverage of these auxiliary units was effected. In the past the employment and salaries and wages of those head and administrative offices that were surveyed were either coded in total to the industry in which the greatest portion of the company's manufacturing activities was classified or else, in the case of certain large multi-unit firms with establishments in several industries, were pro-rated among the different industries involved. In the original 1961 statistics published in 1961 reports, the same coverage and treatment of head offices was applied to maintain comparability over the 1957-61 period. Beginning with the revised 1961 statistics, all head offices and auxiliary units are covered and are processed according to the methods described below.

1. Single-Establishment Companies

In the great majority of cases central administrative and executive personnel of companies consisting only of one establishment are generally located at the site of the manufacturing plant and are automatically included in the plant reports. Where head offices and auxiliary units are geographically separate from plant locations and employ a sizeable number of workers they are surveyed on special questionnaires.

Separately located head offices, sales offices, administrative offices and other separate auxiliary units (laboratories, warehouses, etc.) do not usually constitute separate establishments⁴ for purposes of industry statistics since they do not normally generate operational revenues but give rise only to costs of operation (mainly salaries and wages) which make up part of the selling price of manufactured products and which are thus included in the value of shipments or sales. Where such units belong to single-establishment companies, they will be considered as extensions of the establishment's boundaries and their operations consolidated with the establishment's total activity.

2. Multi-Establishment Companies

In the case of companies with more than one establishment the following rules are applied:

(i) Where all the establishments of a company are classified to the same (three-digit) industry, the head office and other auxiliary units are coded to that same industry.

(ii) Where the establishments of a company are not all classified to the same (three-digit) industry but are coded to different industries, or industries in different industry groups or even different divisions

⁴ See footnote 2 for exceptions.

of the Standard Industrial Classification, the inclusion of data for head office and auxiliary units in any one of the (three-digit) industries concerned would distort the relationship between items of principal statistics. In such cases, the auxiliary units are coded at the group (two-digit) level in tabulations of industry statistics. Where multi-establishment companies cut across group or major division lines of the Classification, the head office and auxiliary units will be coded to the (two-digit) industry group in which the major part of the company's operations are classified. Although this may result in some distortion of (two-digit) industry group statistics it will eliminate distortion within groups as it will leave statistics at the (three-digit) industry level free of these company-wide data.

Period Covered

Respondents are asked to submit figures for the calendar year, if at all possible, and most reports are on this basis. Financial year reports for periods differing from the calendar year are accepted in instances where respondents find it impossible to supply calendar year data from accounting records. However, the data on employees, salaries, wages and man-hours are requested on a calendar year basis in all cases.

When establishments are operated for only a portion of a year, a report is required covering the period of operation.

Working Owners or Partners

Beginning with the revised 1961 statistics working owners and partners of unincorporated businesses are shown as a separate category in the principal statistics and are neither included in the number of employees nor in salaries and wages; there is some duplication in numbers when a person owns more than one establishment and is reported as a working owner on each census return. In all previous reports of the Census of Manufactures these workers were included as part of the number of administrative and office employees and their withdrawals were included as part of salaries. Withdrawals are defined as amounts withdrawn by owners or partners for normal living expenses, excluding withdrawals for payment of income tax.

Number of Establishments

The number of establishments represents the number of operating units (accounting entities as per the new definition of the establishment) for which separate reports are submitted. Head offices located apart from establishments and which are surveyed separately and separate sales and administrative auxiliaries that are treated as extensions of manufacturing activities are not included in the establishment count. However, the operational statistics (employment, salaries etc.) of such auxiliary units which are coded at the "three-digit"

level are included in the principal statistics of industries coded at the same level; those units coded at the "two-digit" level are included with the statistics for groups of industries.

Employees

As noted above, the number of working owners and partners are excluded from the number of employees, beginning with the revised 1961 statistics. This change brings the definition of "employees" in the Census of Manufactures in line with that of "employees" in the Bureau's monthly Employment Survey and with that of "paid workers" in the Bureau's Labour Force Survey. For purposes of historical comparisons, the number of working owners and partners should be added to total employees (beginning with the revised 1961 data) in order to correspond with the figure of "total employees" published in previous reports concerned with the Annual Census of Manufactures.

In addition to production and related workers engaged in manufacturing activities, total employees include administrative, office, sales and distribution workers as well as any production workers employed in non-manufacturing activities such as construction undertaken for the use of the establishment by its own employees (when these are treated as a separate work force) or logging (mostly in connection with sawmills or planing mills). Number of employees represents as closely as possible equivalent annual full-time employment. Adjustments are made when reported figures indicate the existence of part-time or seasonal employment.

Administrative and office employees include all executive and supervisory officials such as presidents, vice-presidents, controllers, secretaries, treasurers etc., together with managers, professional, technical and research employees, superintendents and factory supervisors above the working foreman level, and clerical staffs. Also included are employees in activities such as advertising, credit collections, purchasing, personnel, legal, medical etc. Sales and distribution workers include office personnel whose salaries are charged to selling expense, travelling salesmen, driver salesmen, truck drivers and their helpers, etc. They exclude persons working on a commission basis who are not considered regular employees.

Production and related workers in manufacturing activities include, in addition to those engaged in processing and assembling, those employed in storing, inspecting, handling, packing, warehousing, etc. They also include employees in related activities such as maintenance, repair, janitorial and watchman services. Working foremen doing similar work to that of employees they supervise are also included. Production workers employed in non-manufacturing activities such as construction undertaken for the use of the establishment, logging

employees or outside piece-workers employed in certain industries are excluded from the number of production and related workers but are part of the total number of employees in those industries.

Production and related workers are reported as those receiving pay during the last pay period of each month, an average for the year being obtained by summing the monthly figures and dividing by twelve. This procedure is followed even though the plant did not operate in all months in order to derive equivalent annual full-time employment. The numbers are somewhat affected by turn over, in that employment is overstated when an employee changes employment within the same industry during a pay period. Other categories of workers are reported in the form of annual averages. Figures on employment and man-hours refer to the calendar year whether or not some establishments report other data on a financial year basis.

Man-hours of production and related workers in manufacturing activities represent total man-hours paid (total hours at work during the calendar year plus hours not worked but nevertheless paid for, such as paid vacations, sick leave, statutory holidays etc.). In reporting overtime hours, respondents are requested to report only hours actually at work. It should be noted that the division of hours paid into production and related workers payrolls results in **average** hourly earnings and does **not** represent hourly wage rates which are collected and published by the Department of Labour and which are based on selected occupations.

Salaries and Wages

Salaries and Wages refer to gross earnings of the employees described above, **before** deductions for income tax and employees' contributions to social services such as sickness, accident and unemployment insurance, pensions etc. They include all salaries, wages, bonuses, profits shared with employees, the value of room and board where provided, commissions (paid to regular employees only), as well as any other allowance forming part of the workers' earnings. Payments for overtime are included.

Wages refer to amounts paid to production and related workers engaged in manufacturing operations as defined above. Salaries refer to amounts paid to all other categories of employees including relatively small numbers of production workers engaged in construction and extractive operations or who are employed as outside piece-workers. Figures on salaries and wages refer to the calendar year whether or not some establishments reported other data on a financial year basis.

Fuel and Electricity

Figures for fuel refer to amounts actually used (including fuel used in cars, trucks, locomotives etc.) not to purchases unless the quantities are

substantially the same. **Any fuel and electricity produced by establishments for internal consumption are not included in the total cost.** Values represent laid-down cost at the establishment including freight, duty etc.

Materials and Supplies

(a) Used in manufacturing activities. Figures represent quantities and laid-down cost values, at the establishment, of materials, supplies and purchased components owned and used during the year in manufacturing activities and related processes. The statistics represent only commodity items or physical goods (costs of services or overhead charges such as advertising, insurance, depreciation etc. are not included) whether purchased from others or received as transfers (in the form of materials, components or semi-processed goods) from other establishments of the reporting company. Respondents are required to report materials and supplies **used** not **purchased**. Included are maintenance and repair supplies not chargeable to fixed assets accounts and any amounts charged by other establishments for work done on materials owned by the reporting establishment. Cost of repairs or maintenance done by outside contractors and cost of returnable containers are not included.

(b) Purchases for resale as such. Figures represent the cost of materials or products purchased from others by the reporting establishment (or received as transfers from other establishments of the reporting company) for re-sale as such in the same condition as purchased. Included are any finished products received on consignment from other countries.

(c) Other materials and supplies used. Figures represent the cost of materials and supplies, if any, used in new construction and in the production of machinery and equipment (for the use of the reporting establishment) by the establishment's own employees. Included are materials used for any capital repairs and alterations carried out by the establishment's employees. Value of construction and repair work done by outside contractors is not included nor is the cost of purchased machinery and equipment. Also included is the cost of office supplies not chargeable to fixed assets accounts and the cost of such other items of materials and supplies used as food, beverages and supplies for establishment-operated cafeterias and lunch counters, first aid medical supplies, laboratory supplies etc.

Shipments

In general the figures represent revenue from all production, sales, services and related activities of reporting establishments. Non-operating revenues such as rent, interest and dividends and the sale of used fixed assets are excluded.

(a) Shipments of goods of own manufacture

These figures represent shipments of goods made from own materials either in the reporting establishments or by other manufacturers on the basis of a charge to the reporting establishments for work done. Included are revenue from repair and custom work, amounts received in payment for work done on materials owned by other establishments and the cost of any goods shipped on a rental basis.

All products and by-products of own manufacture shipped from the establishment are covered, including transfer shipments to sales outlets, distributing warehouses or to other manufacturing plants of the reporting firm when such units are treated as separate establishments. (See notes on "Establishment").

Such shipments are net of returned goods, and value figures at the establishment exclude discounts, returns, allowances, sales taxes and excise duties, returnable containers, and charges for outward transportation by common or contract carriers. Transportation or delivery expenses incurred by the reporting establishments' own carriers are not deducted.

The unsold portion, at year-end, of consignment shipments in Canada, is treated as inventory and not as shipments, but all shipments to foreign countries, for which form B.13 "Customs Canada, Export Entry" has been completed, are treated as shipments.

In four industries, viz. Fabricated Structural Metal Industry, Aircraft and Parts Manufacturers, Railroad Rolling Stock Industry and Shipbuilding and Repair, where work on principal products extends over a relatively long period, the value of production, rather than the value of shipments, is recorded. For these industries value of production is computed from the value of deliveries of complete units during the year plus the value of work done during the year on unfinished units less the value of work done in previous years on units delivered in the year under review. Adjustments to the value of shipments are also made for firms in these industries and in some other industries which operate on the basis of progress payments. The latter are treated as sales and not as inventory, so that for firms which use a progress payments account, an adjustment to the value of shipments is made for the net change in this account during the year.

(b) Shipments of goods not of own manufacture

These figures represent the net selling value at the establishment (less discounts, returns, allowances, sales taxes and excise duties and transportation charges by common or contract carriers) of all products or materials (including products transferred from other establishments of the reporting firm) sold as such in the same condition as purchased or received as transfers. For those industries which ship goods on a rental basis value of shipments represents the book value of such goods. All sales of consignment goods from other countries are included.

(c) Other revenue

Figures represent the book value of fixed assets, if any, (new construction and machinery and equipment including major repairs and alterations, additions, modifications, installation and assembly work) produced during the year for the use of reporting establishments by the establishments' own employees and for which depreciation accounts are maintained. Included also are any revenues from the sale of electricity and from any operations performed by the establishments' own employees, such as revenue from goods produced for rental (the book value of such goods are included as part of factory shipments), servicing revenues, commissions on sales (when not included in value of sales), revenue from company-operated cafeterias and lunch counters and revenue from outside installation or construction work not related to the establishments' own products, sale of used materials (excluding sale of used fixed assets), research and development work etc. As mentioned previously the figures do not include non-operating revenue such as rent, dividends, interest, etc.

Inventories

(a) Manufacturing inventory

Values represent the book value of manufacturing inventory owned in Canada. The value of inventory held for which progress payments have been received is treated as shipments and is not included in inventory owned. Figures consist of inventory owned at the plant and at warehouses or selling outlets which are treated as extensions of establishments for the purpose of reporting shipments. Inventory owned in transit in Canada or on consignment in Canada is included. Inventory owned abroad has already been reported as shipments and is excluded.

(b) Inventory of goods purchased for re-sale

Figures represent the book value of inventory of goods purchased for re-sale as such without further processing, owned by reporting establishments and held at the plants and at any warehouses or selling outlets which are treated as extensions of establishments. Inventory owned in transit in Canada or on consignment in Canada is included.

Because of changes in classification, the receipt of revised data, the inclusion of new establishments or the removal of old establishments which did not operate during the latest year, the opening inventory for the latest year does not necessarily coincide with the closing inventory of the preceding year.

Value Added

(a) By manufacturing activities

Figures are compiled by deducting the cost of materials and fuel and electricity consumed from the value of production (value of shipments adjusted for changes in the value of inventories of finished goods and goods in process).

(b) By total activities

Figures consist of value added by manufacturing activities plus value added by non-manufacturing activities and is compiled by deducting the cost of goods purchased for re-sale and the cost of other materials and supplies used from the value of shipments of goods not of own manufacture plus other revenue, adjusted for changes in the value of inventories of goods purchased for re-sale.

"Value added" is sometimes referred to as net production. However, to arrive at the National Accounts concept of net production, or "Gross domestic product at factor cost", it would be necessary to subtract also the cost of advertising, insurance and other business expenses which are not collected in the annual Census of Manufactures. "Value added" figures for the primary industries, manufacturing and construction are published in DBS publication Catalogue No. 61-202, Survey of Production.

Short Forms

Since 1949, in order to ease the reporting burden for smaller firms, a one-page short form has been used asking for only a limited amount of detail. For purposes of publication, missing data were estimated on the basis of appropriate ratios. Beginning with the 1959 census, the general limit for short forms was raised from \$50,000 (the limit used since 1949) to \$100,000 value of shipments and a new medium form was used. This form is a shortened version of the long form in that some of the general questions were pared down and the detailed lists of materials and products were limited to the more important items. The general limits for firms in this category were set at between \$100,000-\$500,000 value of shipments, but in the case of both the

short and medium forms there are lower cut-offs for a number of industries in which the smaller firms account for a larger share of total shipments.

Prior to 1961, the short form was limited to a question on the principal items of factory shipments. In the 1961 and 1962 censuses, in addition to the question on shipments of goods of own manufacture, general questions on employment and payroll and on total revenue were added on all short forms. The other elements of principal statistics, viz. value of materials, fuel and electricity and inventories, were estimated by using ratios based on the change in the value of shipments reported in 1961 and 1962. This was done to permit the complete compilation of basic industry statistics by industry and by geographic location. The proportions of the estimated data was generally less than 5 per cent of the total in each category of principal statistics.

Beginning with the 1963 census, general questions on total purchases of materials, fuel and electricity and on total inventory were added on the short forms. The two questions, however, were designed so that the data can be easily derived from respondents' regular accounting records. This will permit a complete tabulation of principal statistics without the necessity of estimating missing items and will result in increased accuracy for rural area statistics where small firms account for a relatively important part of industrial output.

The addition of extra questions on the short form in recent years has also permitted an increase in the cut-off limits for short forms in many industries. This has meant that many more firms are now receiving the short form instead of the long or medium form. It has also resulted in the withdrawal of the medium form in a number of industries, thus further simplifying collection and tabulation procedures.

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