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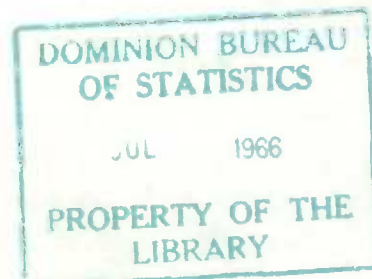
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ANNUAL



PEN AND PENCIL AND TYPEWRITER
SUPPLIES MANUFACTURERS
1964

ANNUAL CENSUS
OF MANUFACTURES



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PEN AND PENCIL AND TYPEWRITER SUPPLIES MANUFACTURERS

1964

SECTION 1. PEN AND PENCIL MANUFACTURERS, 1964

In terms of the revised Standard Industrial Classification and the New Establishment Concept, this industry is defined as comprising those "Establishments primarily engaged in manufacturing fountain pens and parts; ball-point pens; lead and mechanical pencils; and crayons".

Table 12 presents the details of materials used in manufacturing, whereas Table 13 gives the shipments of goods of own manufacture by the industry. The shipments of ball-point pens by all industries are shown in Table 14.

A list of the establishments classified to the industry in the 1964 survey will be found at the end of this section of the report.

SYMBOLS

The following standard symbols are used in Dominion Bureau of Statistics publications:

- .. figures not available.
- ... figures not appropriate or not applicable.
- nil or zero.
- amount too small to be expressed.
- ▷ preliminary figures.
- ′ revised figures.
- x confidential to meet secrecy requirements of the Statistics Act.

TABLE 1. Principal Statistics, 1961-64

Year and province	Establishments	Manufacturing activity							Total activity				
		Production and related workers			Cost of fuel and electricity	Cost of materials and supplies	Value of shipments of goods of own manufacture	Value added	Working owners and partners		Employees		Value added
		Number	Man-hours paid	Wages					Number	Withdrawals	Number	Salaries and wages	
	No.		'000			\$'000				\$'000		\$'000	
1961													
Totals	18	765	1,561	1,997	91	6,445	15,051	8,350	x	x	1,188	4,251	8,368
1962													
Totals	19	773	1,623	2,138	97	6,873	16,266	9,392	x	x	1,176	4,542	9,439
1963													
Newfoundland	-	-	-	-	-	-	-	-	-	-	-	-	-
Prince Edward Island	-	-	-	-	-	-	-	-	-	-	-	-	-
Nova Scotia	-	-	-	-	-	-	-	-	-	-	-	-	-
New Brunswick	-	-	-	-	-	-	-	-	-	-	-	-	-
Quebec	9	339	697	878	38	3,414	7,483	3,978	x	x	468	1,869	3,974
Ontario	9	412	865	1,173	62	4,207	8,999	4,731	-	-	635	2,562	5,105
Manitoba	-												
Saskatchewan	-												
Alberta	1												
British Columbia	-	-	-	-	-	-	-	-	-	-	-	-	-
Yukon and Northwest Territories	-	-	-	-	-	-	-	-	-	-	-	-	-
Totals	19	751	1,562	2,052	100	7,621	16,481	8,708	x	x	1,103	4,431	9,080
1964													
Newfoundland	-	-	-	-	-	-	-	-	-	-	-	-	-
Prince Edward Island	-	-	-	-	-	-	-	-	-	-	-	-	-
Nova Scotia	-	-	-	-	-	-	-	-	-	-	-	-	-
New Brunswick	-	-	-	-	-	-	-	-	-	-	-	-	-
Quebec	6	304	625	642	37	3,400	7,491	4,123	x	x	435	1,810	4,174
Ontario	9	400	823	1,136	67	3,975	9,665	5,449	-	-	633	2,631	5,544
Manitoba	-												
Saskatchewan	-												
Alberta	1												
British Columbia	-	-	-	-	-	-	-	-	-	-	-	-	-
Yukon and Northwest Territories	-	-	-	-	-	-	-	-	-	-	-	-	-
Totals	18	704	1,447	1,978	104	7,374	17,156	9,571	x	x	1,068	4,441	9,719

TABLE 2. Principal Statistics classified by Size Group based on Value of Shipments of Goods of Own Manufacture, 1963 and 1964

Size group	Estab- lish- ments	Manufacturing activity							Total activity				
		Production and related workers			Cost of fuel and elec- tricity	Cost of materials and supplies	Value of shipments of goods of own manu- facture	Value added	Working owners and partners		Employees		Value added
		Number	Man- hours paid	Wages					Number	With- drawals	Number	Salaries and wages	
	No.		'000			\$'000				\$'000		\$'000	
1963													
Under \$10,000	4												
\$ 10,000 to \$ 24,999													
25,000 " 49,999													
50,000 " 99,999													
100,000 " 199,999													
200,000 " 499,999	5	109	217	274	16	936	1,774	770	x	x	153	533	810
500,000 " 999,999	5	214	452	550	30	1,745	3,697	2,019	—	—	310	1,126	2,071
1,000,000 " 4,999,999	5	404	847	1,177	49	4,779	10,646	5,728	—	—	605	2,677	6,005
5,000,000 and over	—	—	—	—	—	—	—	—	—	—	—	—	—
Head offices, sales offices and auxiliary units
Totals	19	751	1,562	2,052	100	7,621	16,481	8,708	x	x	1,103	4,431	9,080
1964													
Under \$10,000	3												
\$ 10,000 to \$ 24,999													
25,000 " 49,999													
50,000 " 99,999													
100,000 " 199,999													
200,000 " 499,999	5	96	189	247	14	820	1,703	860	—	—	126	455	896
500,000 " 999,999	4	132	272	365	28	1,361	2,889	1,484	—	—	209	787	1,475
1,000,000 " 4,999,999	6	461	956	1,335	60	5,106	12,383	7,134	—	—	716	3,162	7,255
5,000,000 and over	—	—	—	—	—	—	—	—	—	—	—	—	—
Head offices, sales offices and auxiliary units
Totals	18	704	1,447	1,978	104	7,374	17,156	9,571	x	x	1,068	4,441	9,719

TABLE 3. Principal Statistics classified by Size Group based on Manufacturing Value Added, 1963 and 1964

Size group	Estab- lish- ments	Manufacturing activity							Total activity				
		Production and related workers			Cost of fuel and elec- tricity	Cost of materials and supplies	Value of shipments of goods of own manu- facture	Value added	Working owners and partners		Employees		Value added
		Number	Man- hours paid	Wages					Number	With- drawals	Number	Salaries and wages	
	No.		'000			\$'000				\$'000		\$'000	
1963													
Under \$10,000	5												
\$ 10,000 to \$ 24,999													
25,000 " 49,999													
50,000 " 99,999													
100,000 " 199,999													
200,000 " 499,999	3	57	114	144	9	510	956	440	x	x	73	233	438
500,000 " 999,999	5	181	373	461	28	1,597	3,198	1,660	—	—	259	942	1,697
1,000,000 " 4,999,999	6	468	985	1,339	53	5,110	11,554	6,328	—	—	695	3,020	6,663
5,000,000 and over	—	—	—	—	—	—	—	—	—	—	—	—	—
Head offices, sales offices and auxiliary units
Totals	19	751	1,562	2,052	100	7,621	16,481	8,708	x	x	1,103	4,431	9,080
1964													
Under \$10,000	3												
\$ 10,000 to \$ 24,999													
25,000 " 49,999													
50,000 " 99,999													
100,000 " 199,999													
200,000 " 499,999	3	56	112	135	10	408	822	391	—	—	67	187	391
500,000 " 999,999	6	172	350	477	32	1,773	3,769	1,952	—	—	268	1,055	1,979
1,000,000 " 4,999,999	6	461	956	1,335	60	5,106	12,383	7,134	—	—	716	3,162	7,255
5,000,000 and over	—	—	—	—	—	—	—	—	—	—	—	—	—
Head offices, sales offices and auxiliary units
Totals	18	704	1,447	1,978	104	7,374	17,156	9,571	x	x	1,068	4,441	9,719

TABLE 4. Principal Statistics classified by Size Group based on Total Value Added, 1963 and 1964

Size group	Estab- lish- ments	Manufacturing activity							Total activity				
		Production and related workers			Cost of fuel and elec- tricity	Cost of materials and supplies	Value of shipments of goods of own manu- facture	Value added	Working owners and partners		Employees		Value added
		Number	Man- hours paid	Wages					Number	With- drawals	Number	Salaries and wages	
	No.		'000			\$'000				\$'000		\$'000	
1963													
Under \$10,000	5												
\$ 10,000 to \$ 24,999		45	91	107	11	404	773	281	x	x	76	235	282
25,000 " 49,999													
50,000 " 99,999													
100,000 " 199,999		3	57	114	144	9	510	956	x	x	73	233	438
200,000 " 499,999	5	181	373	461	28	1,597	3,198	1,660	—	—	259	942	1,697
500,000 " 999,999	3	214	457	566	26	1,919	4,424	2,498	—	—	318	1,227	2,532
1,000,000 " 4,999,999	3	254	528	773	27	3,191	7,130	3,830	—	—	377	1,794	4,131
5,000,000 and over	—	—	—	—	—	—	—	—	—	—	—	—	—
Head offices, sales offices and auxiliary units
Totals	19	751	1,562	2,052	100	7,621	16,481	8,708	x	x	1,103	4,431	9,080
1964													
Under \$10,000	3												
\$ 10,000 to \$ 24,999		15	29	31	1	87	182	93	x	x	17	37	93
25,000 " 49,999													
50,000 " 99,999													
100,000 " 199,999		3	56	112	135	10	408	822	—	—	67	187	391
200,000 " 499,999	6	172	350	477	32	1,773	3,769	1,952	—	—	268	1,055	1,979
500,000 " 999,999	6	461	956	1,335	60	5,106	12,383	7,134	—	—	716	3,162	7,255
1,000,000 " 4,999,999													
5,000,000 and over	—	—	—	—	—	—	—	—	—	—	—	—	—
Head offices, sales offices and auxiliary units
Totals	18	704	1,447	1,978	104	7,374	17,136	9,571	x	x	1,068	4,441	9,719

TABLE 5. Principal Statistics classified by Size Group based on Total Employed, 1963 and 1964

Size group	Estab- lish- ments	Manufacturing activity							Total activity				
		Production and related workers			Cost of fuel and elec- tricity	Cost of materials and supplies	Value of shipments of goods of own manu- facture	Value added	Working owners and partners		Employees		Value added
		Number	Man- hours paid	Wages					Number	With- drawals	Number	Salaries and wages	
	No.		'000			\$'000				\$'000		\$'000	
1963													
Under 5 employed	3	10	18	22	4	78	197	110	x	x	16	43	112
5 - 14 employed													
15 - 49 "		153	306	375	25	1,220	2,495	1,203	x	x	218	744	1,239
50 - 99 "		237	505	634	28	2,577	5,136	2,584	—	—	350	1,335	2,630
100-199 "		351	733	1,021	43	3,747	8,652	4,812	—	—	519	2,309	5,099
200-499 "	—	—	—	—	—	—	—	—	—	—	—	—	—
500 employed and over	—	—	—	—	—	—	—	—	—	—	—	—	—
Head offices, sales offices and auxiliary units
Totals	19	751	1,562	2,052	100	7,621	16,481	8,708	x	x	1,103	4,431	9,080
1964													
Under 5 employed	3	15	29	31	1	87	182	93	x	x	17	37	93
5 - 14 employed													
15 - 49 "		121	244	319	23	1,029	2,263	1,225	—	—	171	630	1,263
50 - 99 "		235	492	632	29	2,518	5,526	2,932	—	—	350	1,376	2,946
100-199 "		333	683	996	50	3,741	9,165	5,322	—	—	530	2,398	5,417
200-499 "	—	—	—	—	—	—	—	—	—	—	—	—	—
500 employed and over	—	—	—	—	—	—	—	—	—	—	—	—	—
Head offices, sales offices and auxiliary units
Totals	18	704	1,447	1,978	104	7,374	17,136	9,571	x	x	1,068	4,441	9,719

TABLE 6. Principal Statistics classified by Type of Organization, 1963 and 1964

Type of organization	Establishments	Manufacturing activity							Total activity				
		Production and related workers			Cost of fuel and electricity	Cost of materials and supplies	Value of shipments of goods of own manufacture	Value added	Working owners and partners		Employees		Value added
		Number	Man-hours paid	Wages					Number	Withdrawals	Number	Salaries and wages	
	No.		'000			'000				'000		'000	
1963													
Individual ownerships	19	751	1,562	2,052	100	7,621	16,481	8,708	x	x	1,103	4,431	9,080
Partnerships													
Incorporated companies													
Co-operatives	-	-	-	-	-	-	-	-	-	-	-	-	-
Head offices, sales offices and auxiliary units
Totals	19	751	1,562	2,052	100	7,621	16,481	8,708	x	x	1,103	4,431	9,080
1964													
Individual ownerships	18	704	1,447	1,978	104	7,374	17,156	9,571	x	x	1,068	4,441	9,719
Partnerships													
Incorporated companies													
Co-operatives	-	-	-	-	-	-	-	-	-	-	-	-	-
Head offices, sales offices and auxiliary units
Totals	18	704	1,447	1,978	104	7,374	17,156	9,571	x	x	1,068	4,441	9,719

TABLE 7. Calculation of Output, Input and Value Added, 1963 and 1964

	Manufacturing activity		Non-manufacturing activities		Total activity	
	1963	1964	1963	1964	1963	1964
	\$'000					
Output						
1. Shipments and other revenue	16,481	17,156	1,033	806	17,514	17,962
Inventories—Goods of own manufacture:						
Add closing—Goods in process	894	785	894	785
Finished goods	1,390	1,242	1,390	1,242
Deduct opening—Goods in process	958	810	958	810
Finished goods	1,378	1,324	1,378	1,324
2. Net inventory change	(52)	(107)	(52)	(107)
3. Gross output (1 + 2)	16,429	17,049	1,033	806	17,462	17,855
Input						
4. Purchases of goods not of own manufacture	550	545	550	545
Inventories—Goods not of own manufacture:						
Add opening	78	86	78	86
Deduct closing	87	78	87	78
5. Cost of goods sold (not of own manufacture)	541	553	541	553
6. Materials, supplies, etc.	7,621	7,374	120	105	7,741	7,479
7. Fuel and electricity	100	104	100	104
8. Gross input (5 + 6 + 7)	7,721	7,478	661	658	8,382	8,136
Value added (3 - 8)	8,708	9,571	372	148	9,080	9,719

TABLE 8. Employment and Payroll, 1963 and 1964

Year and province	Employees										Salaries and wages				
	Production and related workers				Adminis- trative and office		Sales and distribution		Total		Production and related workers		Adminis- trative and office	Sales and distrib- ution	Total
	Manufacturing		Other												
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Manufacturing	Other			
number										\$'000					
1963															
Newfoundland	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Prince Edward Island	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Nova Scotia	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
New Brunswick	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Quebec	116	223	2	3	33	32	49	10	200	268	878	30	546	414	1,869
Ontario	110	302	1	2	72	67	75	6	258	377	1,173	4	843	541	2,562
Manitoba															
Saskatchewan															
Alberta															
British Columbia	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Yukon and Northwest Terri- tories	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Totals	226	525	3	5	105	99	124	16	458	645	2,052	34	1,389	955	4,431
1964															
Newfoundland	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Prince Edward Island	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Nova Scotia	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
New Brunswick	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Quebec	105	199	2	3	33	25	56	12	196	239	842	39	451	478	1,810
Ontario	99	301	1	-	75	69	80	8	255	378	1,136	4	890	601	2,631
Manitoba															
Saskatchewan															
Alberta															
British Columbia	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Yukon and Northwest Terri- tories	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Totals	204	500	3	3	108	94	136	20	451	617	1,978	43	1,341	1,078	4,441

TABLE 9. Production and Related Workers, - Manufacturing Activity, 1963 and 1964

Month	1963		1964	
	Male	Female	Male	Female
	number			
Establishments reporting monthly detail (large establishments only):				
January	228	522	201	534
February	226	494	204	508
March	231	475	195	473
April	225	502	204	469
May	227	516	203	462
June	222	501	208	474
July	226	506	203	509
August	230	547	207	511
September	225	554	209	512
October	222	566	209	526
November	225	587	205	519
December	222	556	205	480
Averages	226	525	204	500
Establishments reporting annual averages (small establishments only)
Average for all establishments	226	525	204	500

TABLE 10. Inventories, 1964

Province	Manufacturing				Non-manufacturing	Total inventories
	Materials, supplies, etc.	Goods in process	Finished goods of own manufacture	Total	Products or materials purchased for resale	
book value \$'000						
Opening:						
Newfoundland	-	-	-	-	-	-
Prince Edward Island	-	-	-	-	-	-
Nova Scotia	-	-	-	-	-	-
New Brunswick	-	-	-	-	-	-
Quebec	775	114	430	1,319	16	1,335
Ontario	1,535	695	893	3,124	70	3,194
Manitoba						
Saskatchewan						
Alberta						
British Columbia	-	-	-	-	-	-
Yukon and Northwest Territories	-	-	-	-	-	-
Totals	2,310	810	1,324	4,443	86	4,530
Closing:						
Newfoundland	-	-	-	-	-	-
Prince Edward Island	-	-	-	-	-	-
Nova Scotia	-	-	-	-	-	-
New Brunswick	-	-	-	-	-	-
Quebec	771	174	438	1,383	18	1,401
Ontario	1,262	611	803	2,676	60	2,736
Manitoba						
Saskatchewan						
Alberta						
British Columbia	-	-	-	-	-	-
Yukon and Northwest Territories	-	-	-	-	-	-
Totals	2,033	785	1,242	4,059	78	4,137

TABLE 11. Purchased Fuel and Electricity Used in Manufacturing Activity, 1963 and 1964

Description		1963		1964	
		Quantity	Cost	Quantity	Cost
			\$'000		\$'000
1. Large establishments reporting commodity detail:					
Bituminous coal:					
(a) From Canadian mines	ton	-	-	-	-
(b) Imported	"	511	8	483	7
Sub-bituminous coal (from Alberta mines only)	"	-	-	-	-
Anthracite coal	"	-	-	-	-
Lignite coal	"	-	-	-	-
Coke	"	-	-	-	-
Gasoline (including gasoline used in cars and trucks)	imp. gal.	13,050	6	14,457	7
Fuel oil including kerosene or coal oil	"	255,298	29	228,412	27
Wood	cord	-	-	-	-
Gas:					
(a) Liquefied petroleum gases	imp. gal.	2,998 ^f	1	4,485	2
(b) Other manufactured gas	M cu. ft.	-	-	-	-
(c) Natural gas	"	367	--	16	--
Other fuel	-	...	-
Electricity purchased	kwh.	3,773,994	52	3,874,653	55
Steam purchased	-	...	-
2. Small establishments not reporting commodity detail:					
Estimate for fuel and electricity	5	...	6
3. All establishments:					
Total fuel and electricity used	100	...	104

TABLE 12. Materials and Supplies - Manufacturing Activity, 1963 and 1964

Description	1963		1964	
	Quantity	Cost	Quantity	Cost
		\$'000		\$'000
1. Materials used:				
Rubber	lb. 186,890	121	177,841	123
Plastics	" 980,692	322	584,988	304
Crayon materials 192	311
Gold alloys 28	26
Gold leaf --	14
Silver	oz. 2,891	13	1,930	2
Iridium	" 130	14	566	16
Leads 511	577
Ink and ink ingredients 327	236
Pen and pencil parts 3,768	3,331
Glue	lb. 34,017	13	56,360	13
Lacquer	gal. 10,886	86	16,743	91
Wood 417	430
All other materials and components used ¹ 465	494
2. Containers and other packaging materials and supplies used 1,073	1,147
3. Operating, maintenance and repair supplies used (excluding fuel) 268	210
4. Amount paid out to others for work done on materials owned by establishments 5	49
Totals 7,621	7,374

¹ No detailed information on materials used was collected from small establishments, the estimated costs for which are included here. These estimated costs were \$161,901 in 1963 and \$160,707 in 1964.

TABLE 13. Shipments of Goods of Own Manufacture, 1963 and 1964

Description	1963		1964	
	Quantity	Value	Quantity	Value
		\$'000		\$'000
1. Products:				
Fountain pens	doz. 134,201	1,892	¹ 1	¹ 1
Fountain pen nibs, holders and other parts 384	436
Ball point pens	doz. 4,400,056	6,036	¹ 1	¹ 1
Refills for ball point pens and liquid lead pencils	" 2,487,713	1,089	2,983,403	1,078
Non-mechanical pencils, black lead	gross 553,861	2,383	668,337	2,682
Non-mechanical pencils, other	¹ 1	¹ 1	¹ 1	¹ 1
Pencils, mechanical	doz. 82,776	499	86,826	445
Leads for pencils 130	142
Desk sets	doz. 10,445	247	9,580	275
Other stationery supplies 3,515	11,820
All other products 249	262
2. Amount received in payment for work done on materials and products owned by others 62	20
Less adjustment for value of sales taxes, excise duties and outward transportation charges which could not be deducted from individual commodity items described above (5)	(5)
Total adjusted value of shipments and work done 16,481	17,156

¹ Included in "Other stationery supplies".

TABLE 14. Shipments of Selected Goods of Own Manufacture - All Industries, 1963 and 1964
(Includes shipments from other industries which manufacture, as a secondary activity, the commodities listed)

Description	1963		1964	
	Quantity	Value	Quantity	Value
	doz.	\$'000	doz.	\$'000
Ball point pens	4,656,110	7,005

List of Establishments classified to This Industry, 1964

(Does not include establishments classified to other industries, which as a secondary activity, manufacture products typical of this industry)

Name	Location
Quebec:	
Eagle Pencil Co. of Canada Ltd.	201 St. Jean St., Drummondville
Eberhard Faber (Canada) Ltd.	1100 Bernard St., Acton Vale
Jacomar Pen, The	2555 Ave. De Vitre, Québec 3
La Manufacture Canadienne de Crayons Inc.	101 St. Charles, Marieville
Lion Pen Co.	636 St. Paul St. W., Montreal 3
National Merchandise Mfg. Co. Inc.	180 Bates Rd., Town of Mount Royal
North-Rite Ltd.	105 René-Philippe, Ville Lemoyne
Pronto Precision Products Ltd.	180 Bates Rd., Town of Mount Royal
Ontario:	
Canada Crayon Company Ltd.	95 Lindsay St. N., Lindsay
Dixon Pencil Company Limited	531 Davis Drive, Newmarket
Esterbrook Pen Co. of Canada Ltd., The	110 Jutland Rd., Toronto 18
Parker Pen Co. Ltd.	45 Green Belt Drive, Don Mills
Rice, Frank Sales Limited	60 Front St. W., Toronto
Scripto of Canada Ltd.	161 Barkley Drive, Toronto 16
Sheaffer, W.A. Pen Co. of Canada Ltd.	Huron Rd., Goderich
Truform Industries Limited	61 Milvan Drive, Weston
Venus Pencil Co. Limited	1325 The Queensway, Toronto 18
Alberta:	
Truline Pen Co. Ltd.	2212 Centre St. N., Calgary

SECTION 2. TYPEWRITER SUPPLIES MANUFACTURERS, 1964

In terms of the revised Standard Industrial Classification and the New Establishment Concept, this industry is defined as comprising those "Establishments primarily engaged in manufacturing carbon paper, stencil paper, inked ribbons and other typewriter supplies".

The 1964 level of activity in this industry was somewhat higher than in 1963. Table 12 presents the detail of materials used in manufacturing and Table 13, covering shipments of goods of own manufacture, has been somewhat abridged in presentation. The two main products of the industry, namely, carbon paper and machine equipment ribbons, are also made by firms not classified to this industry, and this abridgement of Table 13 was necessary in order to present the shipments of these two commodities by all industries in Table 14.

A list of the establishments classified to the industry in the 1964 survey will be found at the end of this section of the report.

TABLE 1. Principal Statistics, 1961-64

Year and province	Establishments	Manufacturing activity							Total activity				
		Production and related workers			Cost of fuel and electricity	Cost of materials and supplies	Value of shipments of goods of own manufacture	Value added	Working owners and partners		Employees		Value added
		Number	Man-hours paid	Wages					Number	Withdrawals	Number	Salaries and wages	
	No.		'000			\$'000				\$'000		\$'000	
1961													
Totals	10	325	745	958	58	3,871	7,700	3,782	-	-	543	2,146	3,792
1962													
Totals	10	354	761	1,064	64	4,653	8,390	3,681	-	-	583	2,243	3,799
1963													
Newfoundland	-	-	-	-	-	-	-	-	-	-	-	-	-
Prince Edward Island	-	-	-	-	-	-	-	-	-	-	-	-	-
Nova Scotia	-	-	-	-	-	-	-	-	-	-	-	-	-
New Brunswick	-	-	-	-	-	-	-	-	-	-	-	-	-
Quebec	3	x	x	x	x	x	x	x	-	-	x	x	x
Ontario	6	301	653	1,011	53	3,807	7,349	3,530	-	-	457	1,948	3,851
Manitoba	-	-	-	-	-	-	-	-	-	-	-	-	-
Saskatchewan	-	-	-	-	-	-	-	-	-	-	-	-	-
Alberta	-	-	-	-	-	-	-	-	-	-	-	-	-
British Columbia	1	x	x	x	x	x	x	x	-	-	x	x	x
Yukon and Northwest Territories	-	-	-	-	-	-	-	-	-	-	-	-	-
Totals	10	369	805	1,227	70	4,653	8,875	4,162	-	-	567	2,394	4,274
1964													
Newfoundland	-	-	-	-	-	-	-	-	-	-	-	-	-
Prince Edward Island	-	-	-	-	-	-	-	-	-	-	-	-	-
Nova Scotia	-	-	-	-	-	-	-	-	-	-	-	-	-
New Brunswick	-	-	-	-	-	-	-	-	-	-	-	-	-
Quebec	4	x	x	x	x	x	x	x	-	-	x	x	x
Ontario	6	308	710	1,078	53	4,095	7,918	3,835	-	-	470	2,031	3,851
Manitoba	-	-	-	-	-	-	-	-	-	-	-	-	-
Saskatchewan	-	-	-	-	-	-	-	-	-	-	-	-	-
Alberta	-	-	-	-	-	-	-	-	-	-	-	-	-
British Columbia	1	x	x	x	x	x	x	x	-	-	x	x	x
Yukon and Northwest Territories	-	-	-	-	-	-	-	-	-	-	-	-	-
Totals	11	383	865	1,319	69	5,047	9,759	4,734	-	-	592	2,525	4,799

TABLE 2. Principal Statistics classified by Size Group based on Value of Shipments of Goods of Own Manufacture, 1963 and 1964

Size group	Estab- lish- ments	Manufacturing activity							Total activity				
		Production and related workers			Cost of fuel and elec- tricity	Cost of materials and supplies	Value of shipments of goods of own manu- facture	Value added	Working owners and partners		Employees		Value added
		Number	Man- hours paid	Wages					Number	With- drawals	Number	Salaries and wages	
	No.		'000				\$'000			\$'000		\$'000	
1963													
Under \$10,000	-	-	-	-	-	-	-	-	-	-	-	-	-
\$ 10,000 to \$ 24,999	-	-	-	-	-	-	-	-	-	-	-	-	-
25,000 " 49,999	-	-	-	-	-	-	-	-	-	-	-	-	-
50,000 " 99,999	5	61	136	203	22	654	1,294	632	-	-	88	379	701
100,000 " 199,999													
200,000 " 499,999													
500,000 " 999,999													
1,000,000 " 4,999,999	5	308	669	1,024	48	3,998	7,582	3,531	-	-	479	2,016	3,573
5,000,000 and over	-	-	-	-	-	-	-	-	-	-	-	-	-
Head offices, sales offices and auxiliary units
Totals	10	369	805	1,227	70	4,653	8,875	4,162	-	-	567	2,394	4,274
1964													
Under \$10,000	-	-	-	-	-	-	-	-	-	-	-	-	-
\$ 10,000 to \$ 24,999	-	-	-	-	-	-	-	-	-	-	-	-	-
25,000 " 49,999	-	-	-	-	-	-	-	-	-	-	-	-	-
50,000 " 99,999	6	58	133	213	21	767	1,495	676	-	-	88	391	671
100,000 " 199,999													
200,000 " 499,999													
500,000 " 999,999													
1,000,000 " 4,999,999	5	325	732	1,106	48	4,280	8,264	4,058	-	-	504	2,134	4,128
5,000,000 and over	-	-	-	-	-	-	-	-	-	-	-	-	-
Head offices, sales offices and auxiliary units
Totals	11	383	865	1,319	69	5,047	9,759	4,734	-	-	592	2,525	4,799

TABLE 3. Principal Statistics classified by Size Group based on Manufacturing Value Added, 1963 and 1964

Size group	Estab- lish- ments	Manufacturing activity							Total activity				
		Production and related workers			Cost of fuel and elec- tricity	Cost of materials and supplies	Value of shipments of goods of own manu- facture	Value added	Working owners and partners		Employees		Value added
		Number	Man- hours paid	Wages					Number	With- drawals	Number	Salaries and wages	
	No.		'000				\$'000			\$'000		\$'000	
1963													
Under \$10,000	-	-	-	-	-	-	-	-	-	-	-	-	-
\$ 10,000 to \$ 24,999	-	-	-	-	-	-	-	-	-	-	-	-	-
25,000 " 49,999	4	46	101	143	9	458	847	378	-	-	63	255	448
50,000 " 99,999													
100,000 " 199,999													
200,000 " 499,999													
500,000 " 999,999	3	64	143	215	25	771	1,521	711	-	-	112	479	767
1,000,000 " 4,999,999	3	259	562	869	36	3,424	6,507	3,074	-	-	392	1,660	3,058
5,000,000 and over	-	-	-	-	-	-	-	-	-	-	-	-	-
Head offices, sales offices and auxiliary units
Totals	10	369	805	1,227	70	4,653	8,875	4,162	-	-	567	2,394	4,274
1964													
Under \$10,000	-	-	-	-	-	-	-	-	-	-	-	-	-
\$ 10,000 to \$ 24,999	-	-	-	-	-	-	-	-	-	-	-	-	-
25,000 " 49,999	5	45	102	159	11	552	1,016	439	-	-	64	278	436
50,000 " 99,999													
100,000 " 199,999													
200,000 " 499,999													
500,000 " 999,999	3	68	139	217	21	803	1,717	896	-	-	119	494	945
1,000,000 " 4,999,999	3	272	625	942	38	3,691	7,027	3,398	-	-	409	1,754	3,417
5,000,000 and over	-	-	-	-	-	-	-	-	-	-	-	-	-
Head offices, sales offices and auxiliary units
Totals	11	383	865	1,319	69	5,047	9,759	4,734	-	-	592	2,525	4,799

TABLE 4. Principal Statistics classified by Size Group based on Total Value Added, 1963 and 1964

Size group	Estab- lish- ments	Manufacturing activity							Total activity				
		Production and related workers			Cost of fuel and elec- tricity	Cost of materials and supplies	Value of shipments of goods of own manu- facture	Value added	Working owners and partners		Employees		Value added
		Number	Man- hours paid	Wages					Number	With- drawals	Number	Salaries and wages	
	No.		'000			\$'000				\$'000		\$'000	
1963													
Under \$10,000	-	-	-	-	-	-	-	-	-	-	-	-	-
\$ 10,000 to \$ 24,999	4	46	101	143	9	458	847	378	-	-	63	255	448
25,000 " 49,999													
50,000 " 99,999													
100,000 " 199,999													
200,000 " 499,999	3	64	143	215	25	771	1,521	711	-	-	112	479	767
500,000 " 999,999	3	259	562	869	36	3,424	6,507	3,074	-	-	392	1,660	3,058
1,000,000 " 4,999,999													
5,000,000 and over	-	-	-	-	-	-	-	-	-	-	-	-	-
Head offices, sales offices and auxiliary units
Totals	10	369	805	1,227	70	4,653	8,875	4,162	-	-	567	2,394	4,274
1964													
Under \$10,000	-	-	-	-	-	-	-	-	-	-	-	-	-
\$ 10,000 to \$ 24,999	5	45	102	159	11	552	1,016	439	-	-	64	278	436
25,000 " 49,999													
50,000 " 99,999													
100,000 " 199,999													
200,000 " 499,999	3	66	139	217	21	803	1,717	896	-	-	119	494	945
500,000 " 999,999	3	272	625	942	38	3,691	7,027	3,398	-	-	409	1,754	3,417
1,000,000 " 4,999,999													
5,000,000 and over	-	-	-	-	-	-	-	-	-	-	-	-	-
Head offices, sales offices and auxiliary units
Totals	11	383	865	1,319	69	5,047	9,759	4,734	-	-	592	2,525	4,799

TABLE 5. Principal Statistics classified by Size Group based on Total Employed, 1963 and 1964

Size group	Estab- lish- ments	Manufacturing activity							Total activity				
		Production and related workers			Cost of fuel and elec- tricity	Cost of materials and supplies	Value of shipments of goods of own manu- facture	Value added	Working owners and partners		Employees		Value added
		Number	Man- hours paid	Wages					Number	With- drawals	Number	Salaries and wages	
	No.		'000			\$'000				\$'000		\$'000	
1963													
Under 5 employed	-	-	-	-	-	-	-	-	-	-	-	-	-
5- 14 employed	7	110	244	358	34	1,229	2,368	1,088	-	-	175	734	1,215
15- 49 "													
50- 99 "													
100-199 "													
200-499 "	3	259	562	869	36	3,424	6,507	3,074	-	-	392	1,660	3,058
500 employed and over	-	-	-	-	-	-	-	-	-	-	-	-	-
Head offices, sales offices and auxiliary units
Totals	10	369	805	1,227	70	4,653	8,875	4,162	-	-	567	2,394	4,274
1964													
Under 5 employed	-	-	-	-	-	-	-	-	-	-	-	-	-
5- 14 employed	8	111	240	377	31	1,356	2,732	1,335	-	-	183	771	1,382
15- 49 "													
50- 99 "													
100-199 "													
200-499 "	3	272	625	942	38	3,691	7,027	3,398	-	-	409	1,754	3,417
500 employed and over	-	-	-	-	-	-	-	-	-	-	-	-	-
Head offices, sales offices and auxiliary units
Totals	11	383	865	1,319	69	5,047	9,759	4,734	-	-	592	2,525	4,799

TABLE 6. Principal Statistics classified by Type of Organization, 1963 and 1964

Type of organization	Establishments	Manufacturing activity							Total activity				
		Production and related workers			Cost of fuel and electricity	Cost of materials and supplies	Value of shipments of goods of own manufacture	Value added	Working owners and partners		Employees		Value added
		Number	Man-hours paid	Wages					Number	Withdrawals	Number	Salaries and wages	
	No.		'000			'000				'000		'000	
1963													
Individual ownerships	-	-	-	-	-	-	-	-	-	-	-	-	-
Partnerships	-	-	-	-	-	-	-	-	-	-	-	-	-
Incorporated companies	10	369	805	1,227	70	4,653	8,875	4,162	567	2,394	4,274
Co-operatives	-	-	-	-	-	-	-	-	-	-	-
Head offices, sales offices and auxiliary units
Totals	10	369	805	1,227	70	4,653	8,875	4,162	-	-	567	2,394	4,274
1964													
Individual ownerships	-	-	-	-	-	-	-	-	-	-	-	-	-
Partnerships	-	-	-	-	-	-	-	-	-	-	-	-	-
Incorporated companies	11	383	865	1,319	69	5,047	9,759	4,734	592	2,525	4,799
Co-operatives	-	-	-	-	-	-	-	-	-	-	-
Head offices, sales offices and auxiliary units
Totals	11	383	865	1,319	69	5,047	9,759	4,734	-	-	592	2,525	4,799

TABLE 7. Calculation of Output, Input and Value Added, 1963 and 1964

	Manufacturing activity		Non-manufacturing activities		Total activity	
	1963	1964	1963	1964	1963	1964
	\$'000					
Output						
1. Shipments and other revenue	8,875	9,759	302	572	9,177	10,331
Inventories— Goods of own manufacture:						
Add closing— Goods in process	222	313	222	313
Finished goods	384	432	384	432
Deduct opening— Goods in process	209	258	209	258
Finished goods	387	397	387	397
2. Net inventory change	10	90	10	90
3. Gross output (1 + 2)	8,885	9,849	302	572	9,187	10,421
Input						
4. Purchases of goods not of own manufacture	162	478	162	478
Inventories— Goods not of own manufacture:						
Add opening	17	14	17	14
Deduct closing	12	15	12	15
5. Cost of goods sold (not of own manufacture)	167	477	167	477
6. Materials, supplies, etc.	4,653	5,047	25	30	4,678	5,077
7. Fuel and electricity	70	69	70	69
8. Gross input (5 + 6 + 7)	4,723	5,116	192	507	4,915	5,623
Value added (3 - 8)	4,162	4,734	110	65	4,274	4,799

TABLE 8. Employment and Payroll, 1963 and 1964

Year and province	Employees										Salaries and wages				
	Production and related workers				Adminis- trative and office		Sales and distribution		Total		Production and related workers		Adminis- trative and office	Sales and distrib- ution	Total
	Manufacturing		Other								Manufacturing	Other			
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female					
	number										\$'000				
1963															
Newfoundland	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Prince Edward Island	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Nova Scotia	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
New Brunswick	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Quebec	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Ontario	196	105	-	-	48	38	58	12	302	155	1,011	-	490	448	1,948
Manitoba	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Saskatchewan	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Alberta	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
British Columbia	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Yukon and Northwest Terri- tories	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Totals	240	129	-	-	61	50	75	12	376	191	1,227	-	627	540	2,394
1964															
Newfoundland	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Prince Edward Island	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Nova Scotia	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
New Brunswick	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Quebec	x	x	-	-	x	x	x	-	x	x	x	-	x	x	x
Ontario	199	109	-	-	54	39	59	10	312	158	1,078	-	499	454	2,031
Manitoba	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Saskatchewan	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Alberta	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
British Columbia	x	x	-	-	x	-	x	-	x	x	x	-	x	x	x
Yukon and Northwest Terri- tories	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Totals	243	140	-	-	67	51	81	10	391	201	1,319	-	623	583	2,525

TABLE 9. Production and Related Workers, - Manufacturing Activity, 1963 and 1964

Month	1963		1964	
	Male	Female	Male	Female
	number			
Establishments reporting monthly detail (large establishments only):				
January	243	132	239	141
February	241	126	246	139
March	238	128	244	136
April	238	127	242	149
May	238	131	243	144
June	244	137	256	142
July	236	133	251	147
August	236	129	243	144
September	240	130	226	146
October	243	128	235	138
November	250	125	238	135
December	247	129	236	131
Averages	240	129	243	140
Establishments reporting annual averages (small establishments only)
Average for all establishments	240	129	243	140

TABLE 10. Inventories, 1964

Province	Manufacturing				Non-manufacturing	Total inventories
	Materials, supplies, etc.	Goods in process	Finished goods of own manufacture	Total	Products or materials purchased for resale	
book value \$'000						
Opening:						
Newfoundland	—	—	—	—	—	—
Prince Edward Island	—	—	—	—	—	—
Nova Scotia	—	—	—	—	—	—
New Brunswick	—	—	—	—	—	—
Quebec	x	x	x	x	x	x
Ontario	901	231	216	1,447	2	1,449
Manitoba	—	—	—	—	—	—
Saskatchewan	—	—	—	—	—	—
Alberta	—	—	—	—	—	—
British Columbia	x	x	x	x	x	x
Yukon and Northwest Territories	—	—	—	—	—	—
Totals	1,216	258	397	1,871	14	1,885
Closing:						
Newfoundland	—	—	—	—	—	—
Prince Edward Island	—	—	—	—	—	—
Nova Scotia	—	—	—	—	—	—
New Brunswick	—	—	—	—	—	—
Quebec	x	x	x	x	x	x
Ontario	884	284	328	1,496	2	1,498
Manitoba	—	—	—	—	—	—
Saskatchewan	—	—	—	—	—	—
Alberta	—	—	—	—	—	—
British Columbia	x	x	x	x	x	x
Yukon and Northwest Territories	—	—	—	—	—	—
Totals	1,147	313	432	1,893	15	1,980

TABLE 11. Purchased Fuel and Electricity Used in Manufacturing Activity, 1963 and 1964

Description	1963		1964	
	Quantity	Cost	Quantity	Cost
		\$'000		\$'000
1. Large establishments reporting commodity detail:				
Bituminous coal:				
(a) From Canadian mines	ton	—	—	—
(b) Imported	"	266	6	—
Sub-bituminous coal (from Alberta mines only)	"	—	—	—
Anthracite coal	"	—	—	—
Lignite coal	"	—	—	—
Coke	"	—	—	—
Gasoline (including gasoline used in cars and trucks)	Imp. gal.	3,960	2	4,118
Fuel oil including kerosene or coal oil	"	236,757	26	306,901
Wood	cord	—	—	—
Gas:				
(a) Liquefied petroleum gases	Imp. gal.	7,595 ^r	3	680
(b) Other manufactured gas	M cu. ft.	—	—	—
(c) Natural gas	"	368	—	—
Other fuel	—	...	—
Electricity purchased	kwh.	1,872,914	28	1,832,688
Steam purchased	—	...	—
2. Small establishments not reporting commodity detail:				
Estimate for fuel and electricity	5	...	1
3. All establishments:				
Total fuel and electricity used	70	...	69

TABLE 12. Materials and Supplies - Manufacturing Activity, 1963 and 1964

Description	1963		1964	
	Quantity	Cost	Quantity	Cost
		\$'000		\$'000
1. Materials used:				
Ribbon cloth, imported:				
(a) Cotton	490	...	494
(b) Other fibres	228	...	276
Paper, carbonizing:				
(a) Domestic	1,844	828	2,385	1,058
(b) Imported	703	752	848	874
Paper, other	704	238	614	202
Wax, carnauba	270,420	142	286,149	152
Wax, other	595,921	94	735,150	145
Carbon black	263,490	58	331,919	70
Colours and dyes	350,403	417	363,364	393
Ribbon spools	135	...	148
Mylar and polyethylene film	-	...	-
Carbon and ribbon inks	57,333	49	31,716	33
Oils	64,647	26	114,066	53
All other materials and components used ¹	968	...	884
2. Containers and other packaging materials and supplies used	147	...	170
3. Operating, maintenance and repair supplies used (excluding fuel)	80	...	90
4. Amount paid out to others for work done on materials owned by establishments	-	...	3
Totals	4,653	...	5,047

¹ No detailed information on materials used was collected from small establishments, the estimated costs for which are included here. These estimated costs were \$326,064 in 1963 and \$140,588 in 1964.

TABLE 13. Shipments of Goods of Own Manufacture, 1963 and 1964

Description	Value	
	1963	1964
	\$'000	
1. Products:		
Carbon paper, all types ¹	8,888	9,771
Ribbons, office equipment (typewriter, etc.) ¹		
All other products		
2. Amount received in payment for work done on materials and products owned by others		
Less adjustment for value of sales taxes, excise duties and outward transportation charges which could not be deducted from individual commodity items described above	(13)	(12)
Net adjustment for establishments receiving progress payments	-	-
Total adjusted value of shipments and work done	8,875	9,759

¹ See Table 14.

TABLE 14. Shipments of Selected Goods of Own Manufacture - All Industries, 1963 and 1964

(Includes shipments from other industries which manufacture, as a secondary activity, the commodities listed)

Description	Value	
	1963	1964
	\$'000	
Carbon paper, regular	2,563 ^r	2,358
Carbon paper, one-time	2,491	2,437
Ribbons, office equipment (typewriter, etc.)	2,738	3,100

List of Establishments classified to This Industry, 1964

(Does not include establishments classified to other industries, which as a secondary activity, manufacture products typical of this industry)

Name	Location
Quebec:	
Budge Carbon and Ribbons Ltd.	529, Cathedral St., Montréal 3
Kores Manufacturing Corporation	3465 Côte-De-Liesse Rd., Montréal 9
La Compagnie de Carbone du Québec Ltée	87 Crémazie St., Hull
Mid-City Ribbon and Carbon Mfg. Ltd.	420 Lagauchetière W., Montréal
Ontario:	
Atlas Carbon and Ribbon Co. Ltd.	431 Dundas St. E., Toronto, 2 B
Burroughs Business Machines Ltd.	35 Bertrand Ave., Scarborough
Canada Carbon and Ribbon Co. Ltd.	55 Bridgeland Ave., Toronto 19
Capital Carbon and Ribbon Co. Ltd.	120 Deschamps St., Eastview
Peerless Carbon and Ribbon Co. Ltd.	100 Industry St., Toronto 15
Underwood, John (Canada) Ltd.	90 Richmond St. E., Toronto
British Columbia:	
Kolok Pacific Carbon & Ribbon Ltd.	Granville Island, Vancouver 9

CONCEPTS AND DEFINITIONS

Census of Manufactures

General

The Census of Manufactures is an annual mail survey covering Canada's Manufacturing Industries. It is based on the Standard Classification of Industries and full details concerning the system may be found in the Standard Industrial Classification manual, Catalogue No. 12-501 which is available from the Queen's Printer or the Dominion Bureau of Statistics. In summary, the Classification as it relates to the manufacturing industries provides for a breakdown into 140 industries arranged in 20 major industry groups. Of the 140 (3 digit) industries, 18 are further broken down into 56 (4 digit) sub classes. At the Canada level, principal statistics are collected and compiled for 176 separate industries. They cannot all be published separately by province, however, because of the confidential nature of the data in certain provinces.

The reporting unit for the Census is designated as the **establishment** (see definition of "Establishment" in following section) and a return is requested from every establishment classified to a manufacturing industry. Although respondents are required to submit reports covering the calendar year, financial year reports other than the calendar year are accepted in instances where respondents find it impossible to supply calendar year data from accounting records. When an establishment is operated for only part of a year a report is required covering the period of operation.

There are four different questionnaires used in the Census of Manufactures; (a) short form (b) long form (c) head office questionnaire and (d) commodity questionnaire. The short and long forms are used to obtain principal statistics and commodities shipped from establishments classified to manufacturing industries and differ only in the amount of detail requested. The short form is a single-sheet questionnaire sent to small manufacturers generally reporting shipments of less than \$100,000; this cut-off, however, varies somewhat between industries. The head office questionnaire is generally used for company head offices and/or auxiliary units separately located from the manufacturing establishment(s), (see following notes on Head offices and auxiliary units). The Commodity questionnaire is used to survey certain establishments which are coded (on the basis of their principal activity) to industries other than manufacturing in the Standard Industrial Classification system, but which undertake some manufacturing as a subsidiary activity. This single-sheet questionnaire is designed to collect information on the quantity and value of goods of own manufacture shipped by such establishments in order to achieve full coverage of domestically manufactured commodities (see the following note under Shipments).

The results of the Census are presented in some 140 publications. In addition to these annual industry publications there are annual summary reports for Canada and the provinces and special reports giving principal statistics by detailed geographic areas, by type of ownership and size of establishment. A special annual report covering the shipments of all manufactured commodities arranged in alphabetical order is also published.

Since 1960 the following major changes have been implemented in the Census of Manufactures: (a) a revised Standard Industrial Classification (b) a new establishment definition and (c) an extension of the establishment definition to cover the non-manufacturing activities of manufacturing establishments. The statistics presented in the various 1963 reports reflect the complete implementation of these changes and enable comparisons to be made with the years 1961 and 1962. For a complete description of the procedures followed in establishing the revised series, reference should be made to the Explanatory Notes included in the 1960, 1961 and 1962 industry publications. The statistical framework within which the Census of Manufactures is now carried out is based on the following concepts and definitions which have been developed as part of a general programme to achieve a fully integrated system of economic statistics.

Establishment

A manufacturing establishment is typically a factory, mill or plant principally engaged in manufacturing activities. The majority of such establishments are firms but many firms have more than one establishment. Such firms are requested to submit a separate Census of Manufactures report for each manufacturing establishment which can meet the reporting requirements embodied in the following definition of the "establishment":

"The smallest unit which is a separate operating entity capable of reporting 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
- Man-hours worked and paid
- Inventories
- Shipments or sales."

Each establishment is required to report on all the activities carried out within its accounting boundaries (except income from investments such as rent, interest and dividends) and data on the different activities (manufacturing, trading in goods not of own manufacture, construction by own labour

force, revenue from services, etc.) are requested to be reported separately. It should be noted that the statistics for separate activities are not completely consistent since some respondents cannot distinguish, in their records, materials, shipments and inventories relating solely to their own manufacturing activities. For example, inventory of goods purchased for re-sale may not be distinguishable from inventory of own manufactured goods. Complete consistency, therefore, can be obtained only at the "all operations" (total activity) level and for studies or statistical measures requiring accurate coordinated data, the "total" statistics should be used.

The number of establishments represents the number of operating units that are principally engaged in the activities of the manufacturing industries to which they have been classified. These units do not necessarily represent the total number engaged in the production of a commodity mainly produced in a certain industry. Some commodities are produced as secondary products in other manufacturing and non-manufacturing industries. It should be noted that head offices and auxiliary units which are surveyed separately are not included in the establishment count, (see following notes on head offices and auxiliary units).

Head Offices and Auxiliary Units

All head offices and auxiliary units of companies classified to the manufacturing industries such as sales offices, administrative offices, warehouses, laboratories, etc. are now surveyed as part of the Census of Manufactures.

These head offices and auxiliary units are either included in an establishment report or are surveyed by means of the head office questionnaire. The former is the most common case where a single establishment firm has its executive personnel, sales office, etc. located at the site of the manufacturing plant (establishment). The special head office questionnaire is generally used where a firm, regardless of the number of establishments, has separately located offices or auxiliary units. Such offices or units do not constitute establishments within the Census of Manufactures as they do not normally generate operational revenues, but give rise only to costs of operations (mainly salaries and wages) which are automatically included in the value of shipments or sales. Although not considered as establishments, and hence, not included in the "establishment" count for an industry, the operational costs are reflected in either the "Industry" statistics (3 or 4 digit level) or the "Major group" statistics (2 digit level) according to the following rules:

(a) In the case of single establishment firms, statistics for separately located offices and units are classified to the same industry (3 or 4 digit) as the establishment;

(b) In the case of multi-establishment firms, the statistics for such offices and units are coded to the same industry as the establishments of the firm, when all establishments are in the same industry (3 or 4 digit). When establishments of

such firms are coded (1) to different industries within a major group, (2) to industries in different major groups or (3) to industries in different divisions of the Standard Industrial Classification, then the statistics are included in the major group totals (2 digit level) in which the major part of the company's operations are classified. Although this may result in some distortion of major group statistics in the case of (2) and (3) the statistics at the industry (3 or 4 digit) level in all cases will be left free of these company-wide data.

Employees

(a) Production and related workers – Manufacturing activities

In addition to those engaged in production and assembling activities, they include those employed in storing, inspecting, handling, packing, warehousing, etc. They also include employees engaged in maintenance, repair, janitorial and watchman services and line supervisors (working foremen) engaged in similar work to that of the employees they supervise. For those establishments reporting on the "long" form, production and related workers engaged in manufacturing activity 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 12. This procedure is followed even though the establishment did not operate in all months in order to arrive at equivalent annual full-time employment. The numbers are somewhat affected by turnover, in that employment is overstated when an employee changes employment during a pay period. In the case of those establishments reporting on the "short" form, respondents are requested to report average annual figures. The man-hours of production and related workers in manufacturing activity 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.). Data on man-hours are not collected from establishments reporting on the short form. Man-hours for these establishments are estimated on the basis of ratios derived from the 1958 census. During this census all establishments reported on the long form. 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.

(b) Production and related workers – Non-manufacturing activities

Such employees include those on manufacturing establishments' payrolls engaged in activities such as construction undertaken for the use of these establishments, some outside piece-workers employed in certain industries, logging employees who are reported as part of a sawmilling establishment and any other production workers who are not engaged in manufacturing-type operations.

(c) Administrative and office employees

This category includes all executive and supervisory officials such as presidents, vice-presidents, comptrollers, secretaries, treasurers, etc., together with managers, professional, technical and research employees, superintendents and factory supervisors above the line supervisor or working foreman level, and clerical staffs. Also included are employees in activities such as advertising, credit collections, purchasing, personnel, legal, medical, etc. It should be noted that prior to 1961 this category also included working owners and partners. Also included in this category are employees located at head offices or auxiliary units separately located from the establishment; these are generally included in the figures for the province in which they are located according to the rules outlined under "Head offices and auxiliary units" above.

(d) Sales and distribution workers

This category includes office personnel whose salaries are charged to selling expense, travelling salesmen, driver salesmen, truckdrivers and their helpers, etc. It may also include some sales employees who are reported as part of a manufacturing establishment but are not working at the establishment's location. These are generally broken down by province in cases where more than 15 employees are involved in any one province. The figures exclude persons working on a commission basis who are not considered regular employees of the establishment.

(e) Total Employees

This total comprises the foregoing categories including employees located at separately located head offices and auxiliary units. The numbers of employees included under categories (b), (c) and (d) are reported in the form of annual averages and represent as closely as possible full time employment; adjustments are made when reported figures indicate the existence of part time or seasonal employment. In all the above categories, figures on employment refer to the calendar year whether or not other establishment statistics can only be reported on a fiscal year other than the calendar year.

Working Owners or Partners

These are not now included in the statistics of employees and 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. Withdrawals of working owners are defined as amounts withdrawn by owners or partners for normal living expenses excluding withdrawals for payment of income tax.

Salaries and Wages

Salaries and wages refer to gross earnings of employees **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 worker's earnings. Payments for over-time are included. Figures on salaries and wages refer to the calendar year.

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. Although fuel and electricity used is considered part of manufacturing activity it should be noted that it also includes relatively small amounts used in non-manufacturing activities since these cannot be reported separately.

Materials and Supplies

(a) 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. These statistics represent only commodity items or physical goods (cost 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. 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) Non-manufacturing activities

1. Purchases for re-sale as such

Figures represent 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.

2. 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. Amounts paid to outside contractors for construction and repair work are 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 and medical supplies, laboratory supplies, etc.

Shipments

(a) General

The figures represent revenue from all production, sales, services and related activities of reporting establishments with shipments valued in Canadian dollars at the point at which the establishment relinquishes control. 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 the form B13 "Customs Canada Export Entry" has been completed, are treated as shipments.

In those industries where work on principal products extends over a relatively long period, (Fabricated Structural Metal Industry, Aircraft and Parts Manufacturers, Railroad Rolling Stock Industry and Shipbuilding and Repair Industry) the value of production rather than the value of shipments is recorded. There are certain establishments in other industries which also operate on a basis of progress payments. For these establishments, shipments are also adjusted to work put in place on the basis of the net change in progress payments over the year.

(b) 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 (book value) 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. The value of shipments are net of returned goods, discounts, returns, allowances, sales tax and excise taxes and duties, returnable containers and charges for outward transportation by common or contract carriers. Transportation or delivery expense incurred by the reporting establishment's own carriers are included.

Shipments of goods of own manufacture of establishments which are coded to some other division of the Standard Industrial Classification (on the basis of principal activity) but which are engaged in manufacturing as a subsidiary activity

are collected by means of the Commodity questionnaire referred to earlier. Such shipments together with shipments of goods of own manufacture of establishments forming the universe of manufacturing industries are compiled and recorded in the various industry publications.

(c) Shipments of goods not of own manufacture

These figures represent the net selling value at establishment (net of discounts, returns, allowances, sales taxes and excise duties and taxes 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 such goods on a rental basis, the value of shipments represents the book value of these goods. All sales of consignment goods from other countries are included.

(d) Other revenue

Figures represent the book value of fixed assets, if any, (new construction and machinery and equipment including major repairs, alterations, additions, modifications, installation and assembly work) produced during the year for the use of reporting establishments by the establishment's 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 establishment's own employees, such as revenue from goods produced or purchased for rental (the book value of such goods are included as part of shipments of goods of own manufacture or shipments of goods not of own manufacture), servicing revenues, commissions on sales (when not included in value of sales), revenue for company-operated cafeterias and lunch counters and revenue from outside installation or construction work not related to the establishment's 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 activities

Values represent the book values of manufacturing inventory 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. 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. Goods shipped abroad and held in inventory are included in shipments. Opening inventories may differ from the closing inventories of the previous 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.

(b) Non-manufacturing activities

Figures represent the book value of inventory of goods purchased for re-sale as such without further processing, owned by the reporting establishments and held at plants and at any warehouses or selling outlets which are treated as extensions of establishments. Other characteristics are the same as in (a) above.

Value Added

(a) By manufacturing activities

Figures are compiled by deducting the cost of manufacturing materials, supplies, etc. and fuel and electricity consumed from the (value of shipments of goods of own manufacture adjusted for changes in the value of inventories of finished goods and goods in process).

(b) By non-manufacturing activities

The figures are compiled by deducting the cost of goods purchased for re-sale (adjusted for changes in the value of inventories of goods pur-

chased for re-sale) and the cost of non-manufacturing materials and supplies used from the value of shipments of goods not of own manufacture, plus other revenue.

(c) By Total activities

The figures consist of value added by manufacturing activities plus value added by non-manufacturing activities. This total value added figure may, in some cases, be less than value added by manufacturing activities as a result of expenditures associated with non-manufacturing exceeding revenues from such activities or because of a decrease in inventory of goods not of own manufacture exceeding the mark-up on the sale of such goods. "Value added" is sometimes referred to as net output or 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 as part of 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".

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