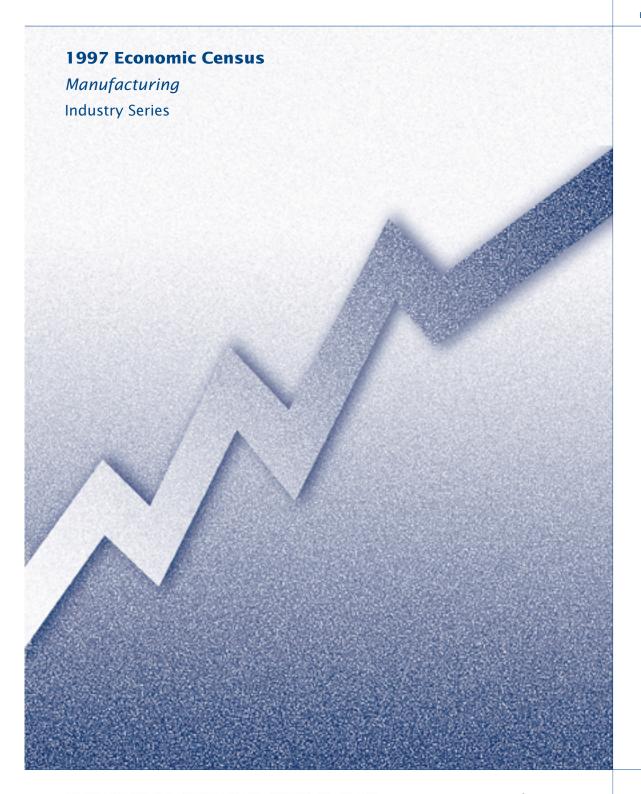
## Institutional Furniture Manufacturing

1997

ssued August 1999

EC97M-3371F





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#### ACKNOWLEDGMENTS

The staff of the Manufacturing and Construction Division prepared this report. Judy M. Dodds, Assistant Chief for Census and Related Programs, was responsible for the overall planning, management, and coordination. Kenneth Hansen, Chief, Manufactured Durables Branch, assisted by Mike Brown, Renee Coley, Raphael Corrado, and Milbren Thomas, Section Chiefs, Michael Zampogna, Former Chief, Manufactured Nondurables Branch, assisted by Allen Foreman, Robert Miller, Robert Reinard, and Nat Shelton, Section Chiefs, and Tom Lee, Robert Rosati, and Tom Flood, Special Assistants, performed the planning and implementation. Stephanie Angel, Brian Appert, Stanis Batton, Carol Beasley, Chris Blackburn, Larry Blumberg, Vera Harris-Bourne, Brenda Campbell, Suzanne Conard, Vance Davis, Mary Ellickson, Matt Gaines, Merry Glascoe, Kay Hanks, Karen Harshbarger, Nancy Higgins, James Hinckley, Walter Hunter, Jim Jamski, Evelyn Jordan, Robert Lee, John Linehan, Paul Marck, Keith McKenzie, Philippe Morris, Joanna Nguyen, Betty Pannell, Joyce Pomeroy, Venita Powell, Cynthia Ramsey, Chris Savage, Aronda Stovall, Sue Sundermann, Thanos Theodoropoulos, Dora Thomas, Ann Truffa, Ronanne Vinson, Keeley Voor, Denneth Wallace, Tempie Whittington, Lissene Witt, and Mike Yamaner provided primary staff assistance.

**Brian Greenberg,** Assistant Chief for Research and Methodology Programs, assisted by **Stacey Cole,** Chief, Manufacturing Programs Methodology Branch, and **Robert Struble,** Section Chief, provided the mathematical and statistical techniques as well as the coverage operations. **Jeffrey Dalzell** and **Cathy Ritenour** provided primary staff assistance.

**Mendel D. Gayle,** Chief, Forms, Publications, and Customer Services Branch, assisted by **Julius Smith Jr.** and **Baruti Taylor,** Section Chiefs, performed overall

coordination of the publication process.

Kim Credito, Patrick Duck, Chip

Murph, Wanda Sledd, and Veronica

White provided primary staff assistance.

The Economic Planning and Coordination Division, Lawrence A. Blum, Assistant Chief for Collection Activities and Shirin A. Ahmed, Assistant Chief for Post-Collection Processing, assisted by Dennis Shoemaker, Chief, Post-Collection Census Processing Branch, Brandy Yarbrough, Section Chief, Sheila Proudfoot, Richard Williamson, Andrew W. Hait, and Jennifer E. Lins, was responsible for developing the systems and procedures for data collection, editing, review, correction and dissemination

The staff of the National Processing Center, **Judith N. Petty,** Chief, performed mailout preparation and receipt operations, clerical and analytical review activities, data keying, and geocoding review.

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The Economic Statistical Methods and Programming Division, Charles P. Pautler Jr., Chief, developed and coordinated the computer processing systems. Martin S. Harahush, Assistant Chief for Quinquennial Programs, assisted by Barbara Lambert and Christina Arledge were responsible for design and implementation of the computer systems. Gary T. Sheridan, Chief, Manufacturing and Construction Branch, Lori A. Guido and Roy A. Smith, Section Chiefs, supervised the preparation of the computer programs.

Computer Services Division, **Debra Williams**, Chief, performed the computer processing.

The staff of the Administrative and Customer Services Division, **Walter C. Odom,** Chief, performed planning, design, composition, editorial review, and printing planning and procurement for publications, Internet products, and report forms. **Cynthia G. Brooks** provided publication coordination and editing.

## Institutional Furniture Manufacturing

EC97M-3371F

#### **1997 Economic Census**

Manufacturing **Industry Series** 





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#### **CONTENTS**

	duction to the Economic Census	1 5
TABI	LES	
1. 2. 3. 4. 5. 6a. 6b. 7.	Industry Statistics on NAICS Basis With Distribution Among 1987 SIC-Based Industries: 1997. Industry Statistics for Selected States: 1997. Detailed Statistics by Industry: 1997. Industry Statistics by Employment Size: 1997. Industry Statistics by Industry and Primary Product Class Specialization: 1997. Products Statistics: 1997 and 1992. Product Class Shipments for Selected States: 1997 and 1992. Materials Consumed by Kind: 1997 and 1992.	7 7 8 9 10 11 12
APP	ENDIXES	
A. B. C. D. E. F.	Explanation of Terms NAICS Codes, Titles, and Descriptions Coverage and Methodology Geographic Notes Metropolitan Areas Footnotes for Products Statistics and Materials Consumed by Kind Comparability of Product Classes and Product Codes: 1997 to 1992	A-1 B-1 C-1    G-1
	Not applicable for this report.	

#### Introduction to the Economic Census

#### PURPOSES AND USES OF THE ECONOMIC CENSUS

The economic census is the major source of facts about the structure and functioning of the Nation's economy. It provides essential information for government, business, industry, and the general public. Title 13 of the United States Code (Sections 131, 191, and 224) directs the Census Bureau to take the economic census every 5 years, covering years ending in 2 and 7.

The economic census furnishes an important part of the framework for such composite measures as the gross domestic product estimates, input/output measures, production and price indexes, and other statistical series that measure short-term changes in economic conditions. Specific uses of economic census data include the following:

- Policymaking agencies of the Federal Government use the data to monitor economic activity and assess the effectiveness of policies.
- State and local governments use the data to assess business activities and tax bases within their jurisdictions and to develop programs to attract business.
- Trade associations study trends in their own and competing industries, which allows them to keep their members informed of market changes.
- Individual businesses use the data to locate potential markets and to analyze their own production and sales performance relative to industry or area averages.

#### ALL-NEW INDUSTRY CLASSIFICATIONS

Data from the 1997 Economic Census are published primarily on the basis of the North American Industry Classification System (NAICS), unlike earlier censuses, which were published according to the Standard Industrial Classification (SIC) system. NAICS is in the process of being adopted in the United States, Canada, and Mexico. Most economic census reports cover one of the following NAICS sectors:

21	Mining
22	Utilities
23	Construction
31-33	Manufacturing
42	Wholesale Trade
44-45	Retail Trade
48-49	Transportation and Warehousing
51	Information

52 Finance and Insurance 53

Real Estate and Rental and Leasing 54 Professional, Scientific, and Technical Services

55 Management of Companies and Enterprises 56 Administrative and Support and Waste

Management and Remediation Services

61 **Educational Services** 

Health Care and Social Assistance 62

Arts. Entertainment, and Recreation 71

72 Accommodation and Foodservices

Other Services (except Public Administration)

(Not listed above are the Agriculture, Forestry, Fishing, and Hunting sector (NAICS 11), partially covered by the census of agriculture conducted by the U.S. Department of Agriculture, and the Public Administration sector (NAICS 92), covered by the census of governments conducted by the Census Bureau.)

The 20 NAICS sectors are subdivided into 96 subsectors (three-digit codes), 313 industry groups (four-digit codes), and, as implemented in the United States, 1170 industries (five- and six-digit codes).

#### RELATIONSHIP TO SIC

While many of the individual NAICS industries correspond directly to industries as defined under the SIC system, most of the higher level groupings do not. Particular care should be taken in comparing data for retail trade, wholesale trade, and manufacturing, which are sector titles used in both NAICS and SIC, but cover somewhat different groups of industries. The industry definitions discuss the relationships between NAICS and SIC industries. Where changes are significant, it will not be possible to construct time series that include data for points both before and after 1997.

For 1997, data for auxiliary establishments (those functioning primarily to manage, service, or support the activities of their company's operating establishments, such as a central administrative office or warehouse) will not be included in the sector-specific reports. These data will be published separately.

#### **GEOGRAPHIC AREA CODING**

Accurate and complete information on the physical location of each establishment is required to tabulate the census data for the states, metropolitan areas (MAs), counties, parishes, and corporate municipalities including cities, towns, villages, and boroughs. Respondents were

required to report their physical location (street address, municipality, county, and state) if it differed from their mailing address. For establishments not surveyed by mail (and those single-establishment companies that did not provide acceptable information on physical location), location information from Internal Revenue Service tax forms is used as a basis for coding.

#### **BASIS OF REPORTING**

The economic census is conducted on an establishment basis. A company operating at more than one location is required to file a separate report for each store, factory, shop, or other location. Each establishment is assigned a separate industry classification based on its primary activity and not that of its parent company.

#### **DOLLAR VALUES**

All dollar values presented are expressed in current dollars; i.e., 1997 data are expressed in 1997 dollars, and 1992 data, in 1992 dollars. Consequently, when making comparisons with prior years, users of the data should consider the changes in prices that have occurred.

All dollar values are shown in thousands of dollars.

#### **AVAILABILITY OF ADDITIONAL DATA**

#### **Reports in Print and Electronic Media**

All results of the 1997 Economic Census are available on the Census Bureau Internet site (www.census.gov) and on compact discs (CD-ROM) for sale by the Census Bureau. Unlike previous censuses, only selected highlights are published in printed reports. For more information, including a description of electronic and printed reports being issued, see the Internet site, or write to U.S. Census Bureau, Washington, DC 20233-8300, or call Customer Services at 301-457-4100.

#### **Special Tabulations**

Special tabulations of data collected in the 1997 Economic Census may be obtained, depending on availability of time and personnel, in electronic or tabular form. The data will be summaries subject to the same rules prohibiting disclosure of confidential information (including name, address, kind of business, or other data for individual business establishments or companies) that govern the regular publications.

Special tabulations are prepared on a cost basis. A request for a cost estimate, as well as exact specifications on the type and format of the data to be provided, should be directed to the Chief of the division named below, U.S. Census Bureau, Washington, DC 20233-8300. To discuss a special tabulation before submitting specifications, call the appropriate division:

Manufacturing and Construction Division Service Sector Statistics Division

301-457-4673 301-457-2668

#### HISTORICAL INFORMATION

The economic census has been taken as an integrated program at 5-year intervals since 1967 and before that for 1954, 1958, and 1963. Prior to that time, individual components of the economic census were taken separately at varying intervals.

The economic census traces its beginnings to the 1810 Decennial Census, when questions on manufacturing were included with those for population. Coverage of economic activities was expanded for the 1840 Decennial Census and subsequent censuses to include mining and some commercial activities. The 1905 Manufactures Census was the first time a census was taken apart from the regular decennial population census. Censuses covering retail and wholesale trade and construction industries were added in 1930, as were some covering service trades in 1933. Censuses of construction, manufacturing, and the other business service censuses were suspended during World War II.

The 1954 Economic Census was the first census to be fully integrated: providing comparable census data across economic sectors, using consistent time periods, concepts, definitions, classifications, and reporting units. It was the first census to be taken by mail, using lists of firms provided by the administrative records of other Federal agencies. Since 1963, administrative records also have been used to provide basic statistics for very small firms, reducing or eliminating the need to send them census questionnaires.

The range of industries covered in the economic censuses expanded between 1967 and 1992. The census of construction industries began on a regular basis in 1967, and the scope of service industries, introduced in 1933, was broadened in 1967, 1977, and 1987. While a few transportation industries were covered as early as 1963, it was not until 1992 that the census broadened to include all of transportation, communications, and utilities. Also new for 1992 was coverage of financial, insurance, and real estate industries. With these additions, the economic census and the separate census of governments and census of agriculture collectively covered roughly 98 percent of all economic activity.

Printed statistical reports from the 1992 and earlier censuses provide historical figures for the study of long-term time series and are available in some large libraries. All of the census reports printed since 1967 are still available for sale on microfiche from the Census Bureau. CD-ROMs issued from the 1987 and 1992 Economic Censuses contain databases including nearly all data published in print, plus additional statistics, such as ZIP Code statistics, published only on CD-ROM.

#### SOURCES FOR MORE INFORMATION

More information about the scope, coverage, classification system, data items, and publications for each of the economic censuses and related surveys is published in the Guide to the 1997 Economic Census and Related Statistics at www.census.gov/econquide. More information on the methodology, procedures, and history of the censuses will be published in the History of the 1997 Economic Census at www.census.gov/econ/www/history.html.

#### ABBREVIATIONS AND SYMBOLS

The following abbreviations and symbols are used with the 1997 Economic Census data:

- Α Standard error of 100 percent or more.
- D Withheld to avoid disclosing data of individual companies; data are included in higher level totals.
- F Exceeds 100 percent because data include establishments with payroll exceeding rev-
- Ν Not available or not comparable.
- Revenue not collected at this level of detail for Q multiestablishment firms.
- S Withheld because estimates did not meet publication standards.

- V Represents less than 50 vehicles or .05 percent.
- Χ Not applicable.
- Υ Disclosure withheld because of insufficient
  - coverage of merchandise lines.
- Ζ Less than half the unit shown. 0 to 19 employees.
- a b
- 20 to 99 employees.
- 100 to 249 employees. C
- 250 to 499 employees. e
- f 500 to 999 employees.
- 1,000 to 2,499 employees. g
- h 2,500 to 4,999 employees.
- 5,000 to 9,999 employees.
- 10,000 to 24,999 employees.
- k 25,000 to 49,999 employees.
- 50,000 to 99,999 employees.
- 100,000 employees or more. m
- 10 to 19 percent estimated.
- р q 20 to 29 percent estimated.
- Revised. r
- Sampling error exceeds 40 percent.
- Not elsewhere classified. nec
- Not specified by kind. nsk
- Represents zero (page image/print only).
- (CC) Consolidated city.
- Independent city. (IC)

1997 ECONOMIC CENSUS INTRODUCTION 3 This page is intentionally blank.

### Manufacturing

#### **SCOPE**

The 1997 Economic Census – Manufacturing covers all manufacturing establishments with one or more paid employees. Manufacturing is defined as the mechanical, physical, or chemical transformation of materials or substances into new products. The assembly of components into new products is also considered manufacturing, except when it is appropriately classified as construction.

Establishments in the manufacturing sector are often described as plants, factories, or mills and typically use power-driven machines and materials-handling equipment. Also included in the manufacturing sector are some establishments that make products by hand, like custom tailors and the makers of custom draperies. While manufacturers typically do not sell to the public, some establishments like bakeries and candy stores that make products on the premises may be included.

#### **GENERAL**

This report, from the 1997 Economic Census – Manufacturing, is one of a series of 480 industry reports and 51 geographic area reports, each of which provides statistics for individual industries or states, respectively. Seven of the industry reports are for industries no longer in the manufacturing sector but are included with manufacturing for the 1997 census year. Also included for this sector are General, Product, and Materials Consumed Summary reports, a special report on Concentration Ratios in Manufacturing, and data files on Location of Manufacturing Plants.

Each industry report presents data for a six-digit North American Industry Classification System (NAICS) industry. A description of the particular NAICS industry may be found in Appendix B. These reports include such statistics as number of establishments, employment, payroll, value added by manufacture, cost of materials consumed, value of shipments, capital expenditures, etc. Explanations of these and other terms may be found in Appendix A. The industry reports also include data for states with 100 employees or more in the industry.

State reports, which include the District of Columbia, present similar statistics at the "all manufacturing" level for each state and its metropolitan areas (MAs) with 250 employees or more, and for counties, consolidated cities, and places with 500 employees or more. The state reports also include six-digit NAICS level data for industries with 100 employees or more in the state.

The General Summary report contains industry and geographic area statistics summarized in one report. It includes higher levels of aggregation than the industry and state reports, as well as revisions to the data made after the release of the industry and state reports.

The Products and Materials Consumed reports summarize the products and materials data published in the industry reports. The Product Summary report also includes data from the Current Industrial Reports (CIR) and a special table with data for products that are primary to more than one industry, which are not in the industry reports.

The Concentration Ratios report publishes data on the percentage of value of shipments accounted for by the 4-, 8-, 20-, and 50-largest companies for each manufacturing industry. Also shown in this report are Hirschmann-Herfindahl Indexes for each industry.

The Location of Manufacturing data files contain statistics on the number of establishments for the three- and six-digit NAICS industry by state, county, place, and ZIP Code by employment-size of the establishment.

#### **GEOGRAPHIC AREAS COVERED**

Statistics at the six-digit NAICS industry level are shown for states and the District of Columbia in both the state and industry reports for cells with 100 employees or more.

The state reports also include data at the "all manufacturing" level for a variety of geographies that meet the employment criteria.

Data are available for the metropolitan areas (MAs) with 250 employees or more. The term MA is a general term used to encompass all of the specifically defined metropolitan areas. A consolidated metropolitan statistical area (CMSA) is made up of two or more contiguous primary metropolitan statistical areas (PMSAs) with a combined population of at least 1 million. A PMSA is a subdivision of a CMSA that demonstrates very strong internal economic and social links separate from the ties to other portions of the CMSA. A metropolitan statistical area (MSA) is an integrated economic and social unit with a population of at least 50,000. An MA is made up of one or more counties meeting standards of metropolitan character. In New England, cities and towns, rather than counties, are the component geographic units. Determination of the MAs was made by the Office of Management and Budget (OMB) as of June 30, 1997. The population estimates were from the 1990 Census of Population or a subsequent special

census. When applicable, the make-up of an MA is included in Appendix E. Changes to geographical boundaries are noted in Appendix D.

The state reports include data for counties with 500 employees or more. These are the primary divisions of states, except in Louisiana where they are called parishes and in Alaska where they are called boroughs and census areas. Maryland, Missouri, Nevada, and Virginia have one or more places that are independent of county organizations. These places are treated as counties and places. The counties and places are defined as of January 1, 1997.

The state reports include data for places with 500 employees or more. Places are typically cities, towns, and villages. They may be incorporated municipalities, semiindependent municipalities, special economic urban areas (SEUAs), or other place equivalents.

The state reports also include data for consolidated cities with 500 employees or more. Consolidated cities are made up of separately incorporated municipalities.

#### COMPARABILITY OF THE 1992 AND 1997 CENSUSES

The adoption of the North American Industry Classification System (NAICS) has had a major impact on the comparability of data between the 1992 and 1997 censuses. Approximately half of the industries in the manufacturing sector of NAICS do not have comparable industries in the Standard Industrial Classification (SIC) system that was used in the past. If industries are not comparable between the two censuses, historic data are not shown. When applicable, Appendix G shows the product class and product comparability between the two systems.

While most of the change affecting the manufacturing sector was change within the sector, some industries left manufacturing and others came into manufacturing. Prominent among those leaving manufacturing are logging and portions of publishing. Prominent among the industries coming into the manufacturing sector are bakeries, candy stores where candy is made on the premises, custom tailors, makers of custom draperies, and tire retreading. Data for the industries coming into manufacturing as well as those leaving manufacturing are included in the manufacturing industry report series for 1997. However, the state and summary reports only include data for industries in the NAICS definition of manufacturing.

Another change resulting from the conversion to NAICS is that data for central administrative offices (CAOs) associated with manufacturing are not included along side the

manufacturing data. This change affects data in the state reports and the general summary.

#### **DISCLOSURE**

In accordance with Federal law governing census reports (Title 13 of the United States Code), no data are published that would disclose the operations of an individual establishment or company. However, the number of establishments classified in a specific industry or geography is not considered a disclosure, and may be released even when other information is withheld.

The disclosure analysis for the industry statistics files is based on the total value of shipments. When the total value of shipments cannot be shown without disclosing information for individual companies, the complete line is suppressed except for capital expenditures. However, the suppressed data are included in higher-level totals. A separate disclosure analysis is performed for capital expenditures that can be suppressed even though value of shipments data are published.

#### AVAILABILITY OF MORE FREQUENT ECONOMIC **DATA**

The Census Bureau conducts the Annual Survey of Manufactures (ASM) in each of the 4 years between the economic censuses. The ASM is a probability-based sample of approximately 58,000 establishments and collects many of the same industry statistics (including employment, payroll, value of shipments, etc.) as the economic census. However, there are selected statistics not included in the ASM. Among these are the number of companies and establishments, detailed product and materials data, and substate geographic data.

In addition to the ASM, the Census Bureau conducts a Current Industrial Reports (CIR) program. The CIR publishes detailed product statistics for selected manufacturing industries at the U.S. level annually and, in some cases, monthly and/or quarterly. For the 1997 Economic Census - Manufacturing, the annual CIR data are included in the Product Summary report.

The Census Bureau also conducts the monthly Manufacturers' Shipments, Inventories, and Orders (M3) program, which publishes detailed statistics for manufacturing industries at the U.S. level.

#### Table 1. Industry Statistics on NAICS Basis With Distribution Among 1987 SIC-Based Industries: 1997

[NAICS codes appear in bold type. For meaning of abbreviations and symbols, see introductory text. For explanation of terms, see appendixes]

NAICS			All	All employees		Pr	oduction work	ers				Total capital
or SIC code	Industry	Com- panies <sup>1</sup>	estab- lish- ments <sup>2</sup>	Number	Payroll (\$1,000)	Number	Hours (1,000)	Wages (\$1,000)	Value added by manufacture (\$1,000)	Cost of materials (\$1,000)	Value of shipments (\$1,000)	expendi- tures (\$1,000)
<b>337127</b> 253120	Institutional furniture mfg Public building & related	965	997	36 898	974 559	27 485	50 883	597 084	2 077 107	1 839 648	3 917 934	108 354
259910 395220 399975	furniture (pt)	N	257 726 9	14 035 22 347 187	356 860 603 615 5 901	10 582 16 474 141	18 716 31 286 234	228 287 360 104 2 443	814 736 1 236 614 9 048	769 854 1 049 998 8 111	1 579 497 2 293 392 16 749	49 722 57 668 244
399975	Manufacturing industries, n.e.c. (pt)	N	5	329	8 183	288	647	6 250	16 709	11 685	28 296	720

<sup>&</sup>lt;sup>1</sup>For the census, a company is defined as a business organization consisting of one establishment or more under common ownership or control. <sup>2</sup>Includes establishments with payroll at any time during the year.

#### Table 2. Industry Statistics for Selected States: 1997

[States that are disclosures or with less than 100 employees are not shown. For explanation of terms, see appendixes. For meaning of abbreviations and symbols, see introductory text]

States that are disclosures or with less t	IIaII	Too empi	oyees are	TIOU SHOWII. I C	or explanation (	1	ipperidixes. I t	or meaning or a	IDDIEVIALIONS AND S	symbols, see millo	uuciory textj	
	All establishments			All employees		Pr	oduction work	ers				
Industry and geographic area	E¹	Total	With 20 em- ploy- ees or more	Number	Payroll (\$1,000)	Number	Hours (1,000)	Wages (\$1,000)	Value added by manufacture (\$1,000)	Cost of materials (\$1,000)	Value of shipments (\$1,000)	Total capital expendi- tures (\$1,000)
337127, INSTITUTIONAL FURNITURE MFG												
United States	1	997	366	36 898	974 559	27 485	50 883	597 084	2 077 107	1 839 648	3 917 934	108 354
Alabama Arizona Arkansas California Colorado	3 - 1	21 11 22 123 18	11 3 11 43 8	581 231 2 569 4 451 872	13 969 6 959 55 757 121 117 25 929	458 177 2 121 3 339 665	817 369 3 077 6 365 1 184	9 222 4 312 43 352 72 680 14 244	30 231 17 363 130 788 257 542 36 614	35 759 6 241 137 761 182 327 47 334	66 519 23 165 264 603 435 327 84 221	2 757 2 140 5 582 6 433 2 832
Florida Idaho Illinois Indiana Iowa	2	64 6 58 27 11	15 3 19 8 5	1 765 111 1 647 852 259	49 876 2 172 44 754 20 534 5 273	1 197 90 1 262 656 203	2 247 144 2 393 1 233 387	26 322 1 384 25 935 13 683 3 476	93 823 3 702 105 061 50 535 10 893	102 139 2 303 81 936 30 844 10 217	194 851 6 023 186 912 80 650 20 896	7 620 83 3 885 1 566 538
Kansas Louisiana Maryland Massachusetts Michigan	5	16 5 10 20 48	8 2 5 10 19	540 224 247 1 110 2 534	17 985 3 070 6 513 34 804 83 482	397 171 190 781 1 898	928 176 349 1 491 3 737	10 919 1 924 3 729 20 416 51 906	38 515 5 821 13 281 73 416 203 947	25 580 4 935 7 942 47 844 144 254	64 311 10 758 21 024 121 059 347 010	2 583 357 519 4 847 8 217
Minnesota Missouri Nebraska New Jersey New York	1 3	20 20 4 34 61	12 18 2 14 15	1 547 1 449 156 785 1 065	50 778 39 210 3 657 23 229 24 677	1 051 1 050 141 623 816	1 950 2 063 325 1 239 1 496	27 961 23 042 3 329 14 007 15 560	105 286 92 942 3 960 45 626 53 661	68 251 80 500 8 543 31 370 38 630	172 538 172 935 12 453 77 381 92 035	7 167 5 328 191 1 244 1 732
North Carolina Oklahoma Oregon Pennsylvania South Carolina	1	42 7 11 43 12	13 1 3 19 4	1 009 137 190 1 927 497	21 285 3 318 5 040 61 620 12 434	741 104 144 1 248 288	1 311 167 279 2 506 548	13 948 1 324 3 121 32 128 7 112	40 382 5 438 9 742 125 726 30 952	43 824 4 226 5 096 136 743 60 811	84 385 9 679 14 979 263 498 93 219	1 646 87 279 4 509 929
Tennessee Texas Utah Virginia Washington Wisconsin	1 -	36 53 9 15 30 21	16 25 2 4 8 9	2 273 2 403 211 328 744 1 026	44 539 50 363 5 155 9 089 19 703 28 058	1 720 1 837 131 273 576 727	3 363 3 034 237 425 1 053 1 405	29 415 31 440 2 525 6 280 13 485 16 515	100 693 106 846 15 847 15 693 38 764 58 166	116 671 144 437 13 077 11 849 30 834 57 772	218 159 249 642 28 886 27 432 69 177 116 962	5 092 5 140 898 1 118 1 400 2 809

<sup>\*</sup> Hawaii has no incorporated places in the sense of functioning governmental units; however, in agreement with Hawaiian law, the Bureau of the Census reports data for census designated places (CDPs) which have been designated as place equivalents. Those CDPs, only for the state of Hawaii, with 2,500 or more population are recognized.

¹Some payroll and sales data for small single-establishment companies with up to 20 employees (cutoff varied by industry) were obtained from administrative records of other government agencies rather than from census report forms. These data were then used in conjunction with industry averages to estimate statistics for these small establishments. This technique was also used for a small number of other establishments whose reports were not received at the time data were tabulated. The following symbols are shown where estimated data based on administrative-record data account for 10 percent or more of the figures shown: 1–10 to 19 percent; 2–20 to 29 percent; 3–30 to 39 percent; 4–40 to 49 percent; 5–50 to 59 percent; 6–60 to 69 percent; 7–70 to 79 percent; 8–80 to 89 percent; 9–90 percent or more.

#### Table 3. Detailed Statistics by Industry: 1997

[For meaning of abbreviations and symbols, see introductory text. For explanation of terms, see appendixes]

Item	Value	Item	Value
337127, INSTITUTIONAL FURNITURE MFG		337127, INSTITUTIONAL FURNITURE MFG—Con.	
Companies <sup>1</sup> number	965	Value added	2 077 107
All establishments	997 631 280 86	Total inventories, beginning of year \$1,000. Finished goods inventories, beginning of year \$1,000. Work-in-process inventories, beginning of year \$1,000. Materials and supplies inventories, beginning of year \$1,000.	546 324 145 144 133 145 268 035
All employees         number           Total compensation <sup>2</sup> \$1,000           Annual payroll         \$1,000           Total fringe benefits         \$1,000	36 898 1 181 428 974 559 206 869	Total inventories, end of year \$1,000. Finished goods inventories, end of year \$1,000. Work-in-process inventories, end of year \$1,000. Materials and supplies inventories, end of year \$1,000.	575 968 130 932 146 178 298 858
Production workers, average for year number Production workers on March 12 number	27 485 26 869	Gross book value of total assets at beginning of year \$1,000.  Total capital expenditures (new and used) \$1,000.  Capital expenditures for buildings and other structures	890 012 108 354
Production workers on May 12number Production workers on August 12number Production workers on November 12number	27 218 27 908 27 945	Capital expenditures for buildings and other structures (new and used)\$1,000 Capital expenditures for machinery and equipment (new	20 418
Production-worker hours         1,000           Production-worker wages         \$1,000	50 883 597 084	and used) \$1,000 . Total retirements <sup>2</sup> \$1,000 . Gross book value of total assets at end of year \$1,000 .	87 936 27 824 970 542
Total cost of materials\$1,000.	1 839 648	Total depreciation during year <sup>2</sup>	71 310
Cost of materials, parts, containers, etc., consumed\$1,000 Cost of resales\$1,000 Cost of fuels\$1,000 Cost of purchased electricity\$1,000	1 456 031 272 248 16 209 32 411 62 749	Total rental payments <sup>2</sup> \$1,000.  Buildings and other structures rental payments <sup>2</sup> \$1,000.  Machinery and equipment rental payments <sup>2</sup> \$1,000.  Cost of purchased services for the repair of buildings and other	74 421 30 103 44 318
Cost of contract work\$1,000  Quantity of electricity purchased for heat and power1,000 kWh  Quantity of electricity generated less sold for heat and power1,000 kWh	497 157 -	structures <sup>3</sup> \$1,000.  Response coverage ratio <sup>4</sup> percent.  Cost of purchased services for the repair of machinery and	5 963 77
Total value of shipments\$1,000	3 917 934	equipment <sup>3</sup> \$1,000	12 204 77
Primary products value of shipments \$1,000 . Secondary products value of shipments \$1,000 . Total miscellaneous receipts \$1,000 .	3 184 011 345 942 387 981	Response coverage ratio <sup>4</sup> percent	9 815 77 4 004
Value of resales	338 164 7 663	Response coverage ratio <sup>4</sup> percent Cost of purchased accounting and bookkeeping services <sup>3</sup> \$1,000	77 4 748
Other miscellaneous receipts\$1,000.  Primary products specialization ratiopercent	42 154 90	Cost of purchased advertising services <sup>3</sup> \$1,000	77 24 123 77
Value of primary products shipments made in all industries\$1,000 Value of primary products shipments made in this industry\$1,000	3 541 878 3 184 011	Cost of purchased software and other data processing services <sup>3</sup> \$1,000	5 343
Value of primary products shipments made in other industries\$1,000.	357 867	Response coverage ratio <sup>4</sup> percent Cost of purchased refuse removal (including hazardous waste)	77
Coverage ratio percent	89	services <sup>3</sup> \$1,000 Response coverage ratio <sup>4</sup> percent	2 555 77

Note: The amounts shown for purchased services reflect only those services that establishments purchase from other companies.

<sup>&</sup>lt;sup>1</sup>For the census, a company is defined as a business organization consisting of one establishment or more under common ownership or control.

<sup>2</sup>These items are collected in the ASM and estimated for the remaining establishments; therefore, the levels of estimation are higher than for other items in the table.

<sup>3</sup>Based on ASM sample data.

<sup>4</sup>A response coverage ratio is derived for this item by calculating the ratio of the weighted employment (establishment data multiplied by sample weight) for those ASM establishments that reported to the weighted total employment for all ASM establishments classified in this industry.

#### Table 4. Industry Statistics by Employment Size: 1997

[For meaning of abbreviations and symbols, see introductory text. For explanation of terms, see appendixes]

			All shments	All em	ployees	Pr	oduction work	ers				
Employment size class	E <sup>1</sup>	Total	With 20 em- ploy- ees or more	Number	Payroll (\$1,000)	Number	Hours (1,000)	Wages (\$1,000)	Value added by manufacture (\$1,000)	Cost of materials (\$1,000)	Value of shipments (\$1,000)	Total capital expendi- tures (\$1,000)
337127, INSTITUTIONAL FURNITURE MFG												
All establishments	1	997	366	36 898	974 559	27 485	50 883	597 084	2 077 107	1 839 648	3 917 934	108 354
Establishments with 1 to 4 employees	8	313	-	663	14 247	534	823	9 142	27 464	25 916	53 469	1 416
employees	7	154	-	1 033	22 775	783	1 224	14 617	50 599	41 538	91 998	2 599
employees	4	164	-	2 283	54 980	1 731	2 987	35 703	107 976	89 329	198 134	4 535
employees	2	176	176	5 486	137 216	4 175	7 617	85 004	271 340	214 357	496 999	14 205
employees	1	104	104	7 153	174 308	5 427	10 140	108 366	371 272	318 377	686 509	17 309
employees	-	67	67	10 892	307 916	7 965	15 751	183 346	654 680	614 161	1 270 535	39 578
employees	-	13	13	4 440	130 475	2 995	5 863	68 027	296 354	269 446	563 188	18 121
employees	-	5	5	D	D	D	D	D	D	D	D	D
employees	-	1	1	D	D	D	D	D	D	D	D	D
or more	-	-	-	-	_	_	-	_	-	-	-	_
Administrative records <sup>2</sup>	9	304	_	1 346	24 763	1 072	1 462	16 576	46 339	53 544	100 289	2 947

¹Some payroll and sales data for small single-establishment companies with up to 20 employees (cutoff varied by industry) were obtained from administrative records of other government agencies rather than from census report forms. These data were then used in conjunction with industry averages to estimate statistics for these small establishments. This technique was also used for a small number of other establishments whose reports were not received at the time data were tabulated. The following symbols are shown where estimated data based on administrative-record data account for 10 percent or more of the figures shown: 1–10 to 19 percent; 2–20 to 29 percent; 3–30 to 39 percent; 4–40 to 49 percent; 5–50 to 59 percent; 6–60 to 69 percent; 7–70 to 79 percent; 8–80 to 89 percent; 9–90 percent or more.

²Some payroll and sales data for small single-establishment companies with up to 20 employees (cutoff varied by industry) were obtained from administrative records of other government agencies rather than from census report forms. These data were then used in conjunction with industry averages to estimate statistics for these small establishments. Data are also included in respective size classes shown.

#### Table 5. Industry Statistics by Industry and Primary Product Class Specialization: 1997

[For meaning of abbreviations and symbols, see introductory text. For explanation of terms, see appendixes]

NAICS		All	All employees		Production workers			Value added			Total capital
industry or product class code	Industry or primary product class	estab- lish- ments	Number	Payroll (\$1,000)	Number	Hours (1,000)	Wages (\$1,000)	by manufacture (\$1,000)	Cost of materials (\$1,000)	Value of shipments (\$1,000)	expendi- tures (\$1,000)
337127	Institutional furniture mfg .	997	36 898	974 559	27 485	50 883	597 084	2 077 107	1 839 648	3 917 934	108 354
3371271	School furniture, except stone and	49	0.404	450 705	4 000	0.000	100.010	357 389	354 051	700 040	20, 022
3371274	concrete, excluding library furniture. Public building furniture, except		6 484	159 725	4 922	8 096	106 216			709 018	26 633
3371277 337127A	school and restaurant furniture Furniture and fixtures, nec Other furniture, nec	101 162 132	6 899 11 073 7 667	184 193 310 872 221 962	5 162 8 166 5 607	9 971 16 162 10 795	113 573 187 746 125 099	436 400 660 908 452 102	372 839 627 396 311 884	805 535 1 289 169 757 329	20 869 32 211 18 552

#### Table 6a. Products Statistics: 1997 and 1992

[Includes quantity and value of products of this industry produced by (1) establishments classified in this industry (primary) and (2) establishments classified in other industries (secondary). Transfers of products of this industry from one establishment of a company to another establishment of the same company (interplant transfers) are also included. For meaning of abbreviations and symbols, see introductory text. For explanation of terms, see appendixes]

	. For explanation of terms, see appendixes]		19	997			19	992	
NAICS		Number of		Product	shipments	Number of		Product	shipments
product code	Product	companies with shipments of \$100,000 or more	Quantity of production for all purposes	Quantity	Value (\$1,000)	companies with shipments of \$100,000 or more	Quantity of production for all purposes	Quantity	Value (\$1,000)
337127	Institutional furniture	N	х	х	3 541 878	N	x	x	N
3371271	School furniture, except stone and concrete, excluding library furniture	N	Х	х	543 858	N	x	х	N
33712711	School single-pupil units and chairs, excluding library	N	X	x	218 346	N	x	X	N
3371271111	School single-pupil units, excluding library thousands	12	X	S	123 900	17	x	S	116 306
3371271121	School chairs, all-purpose (nonfolding), excluding library thousands	13	х	94 188.9	94 446	20	x	s	99 541
33712712	School storage units and furniture except single-pupil units and chairs (excluding library)	N	X	x	323 790	N	x	X	N
3371271211	School storage cabinets, excluding library	29	X	X	97 800	48	x	X	75 751
3371271221	Other school furniture (designed specifically for use in schools)	56	X	x	225 990	N N	x	X	N
3371271Y	School furniture, except stone and concrete (excluding library furniture),								
3371271YWV	nsk	N	Х	х	1 722	N	x	Х	N
	concrete (excluding library furniture), nsk	N	Х	x	1 722	N	x	Х	N
3371274	Public building furniture, except school and restaurant furniture	N	Х	x	849 643	N	×	Х	N
33712741	Public building furniture, including church and library furniture, except school and restaurant furniture	N	Х	x	849 643	N	x	х	N
3371274111	Library furniture, all types (including chairs, charging desks, study carrels,				56 963	21			28 346
3371274121 3371274131	reading tables, etc.) Church pews Church furniture, except pews (pulpits,	26 20	X	X	51 190	28	X	X	34 650
3371274141	alters, lecterns, etc.) Folding tables, including folding banquet tables, except school, restaurant, household, office, or	26	Х	X	16 884	24	×	Х	18 849
3371274151	library thousands  Fixed chairs and seats, including theater, auditorium, and institutional (except school, restaurant, household,	15	Х	S	67 808	18	X	S	70 104
3371274161	office, or library)	8	Х	91 795.7	172 258	9	X	S	53 709
3371274171	restaurant, household, office, or library)thousands Stacking chairs and seats, including theater, auditorium, and institutional (except school, restaurant, household,	8	X	P4 555.2	40 616	6	x	4 328.6	37 946
3371274175 3371274181	office, or library) thousands.  Beauty and barber chairs  Other chairs and seats, including freestanding, theater, auditorium, and institutional (except school, restaurant,	18 11	X X	P584.6 X	43 567 25 886	24 N	X	P1 569.0 X	79 212 N
3371274191	household, office, or library)	15	X	X	93 004	17	X	X	52 383
3371274195	including grandstands Other public building furniture, nec	14 43	X	X	147 750 133 717	18 39	XX	X	130 566 82 413
3371274Y	Public building furniture, except school and restaurant furniture, nsk	N	х	x	_	N	x	Х	N
3371274YWV	Public building furniture, except school and restaurant furniture, nsk	N	Х	х	_	N	x	Х	N
3371277	Furniture and fixtures, nec	N	Х	х	1 041 534	N	x	Х	904 272
33712771	Chairs, stools, booths, bars, and back bars for restaurants, cafeterias, and								
3371277111	bars	N	Х	Х	873 944	N	×	Х	N
3371277121	bowling centers, wood Nonupholstered chairs and stools for restaurants, cafeterias, bars, and	20	Х	X	148 546	46	X	Х	146 182
3371277131	bowling centers, wood	12	Х	X	36 700	20	x	X	28 663
3371277141	cafeterias, bars, and bowling centers	23	Х	X	89 126	26	X	Х	77 745
3371277191	bowling center furniture, nec	63 117	X X	X X	105 687 493 885	79 163	x x	X X	101 375 446 582
3371277Y	Restaurant, cafeteria, and bar furniture								
3371277YWV	and fixtures, nsk Restaurant, cafeteria, and bar furniture and fixtures, nsk	N N	X X	X X	167 590 167 590	N N	X X	X X	N 103 725

See footnotes at end of table.

#### Table 6a. Products Statistics: 1997 and 1992—Con.

[Includes quantity and value of products of this industry produced by (1) establishments classified in this industry (primary) and (2) establishments classified in other industries (secondary). Transfers of products of this industry from one establishment of a company to another establishment of the same company (interplant transfers) are also included. For meaning of abbreviations and symbols, see introductory text. For explanation of terms, see appendixes]

			19	997		1992				
NAICS		Number of companies		Product	shipments	Number of companies		Product shipments		
product code	Product	with shipments of \$100,000 or more	Quantity of production for all purposes	Quantity	Value (\$1,000)	with shipments of \$100,000 or more	Quantity of production for all purposes	Quantity	Value (\$1,000)	
337127	Institutional furniture—Con.									
337127A	Other furniture, nec	N	Х	Х	766 699	N	Х	X	N	
337127A2 337127A211 337127A221	Other furniture, nec	N 44	X	X X	740 853 112 904	N 35	X X	X	N 62 649	
337127A231	metal	2	Х	Х	D	N	X	Х	N	
337127A241	wood  Drafting and drawing tables made of	3	Х	Х	1 744	N	Х	X	N	
337127A291	other materials	2	Х	Х	D	N	Х	Х	N	
	game cabinets, etc.)	137	Х	Х	607 381	134	Х	Х	292 962	
337127AY 337127AYWV	Other furniture and fixtures, nsk	N N	X X	X	25 846 25 846	N N	X X	X	N N	
337127W	Institutional furniture manufacturing, nsk, total	N	x	Х	340 144	N	X	х	N	
337127WY	Institutional furniture manufacturing, nsk,	N	X	X	340 144	N	X	X	N	
337127WYWW	total	IN IN	^	^	340 144	IN IN	^	^	IN	
337127WYWY	establishments.  Institutional furniture manufacturing, nsk, for administrative-record	N	Х	Х	244 818	N	Х	X	N	
	establishments	N	Х	Х	95 326	N	Х	X	N	

Note: For some establishments, data have been estimated from central unit values which are based on quantity-value relationships of reported data. The following symbols are used when percentage of each quantity figure estimated in this manner equals or exceeds 10 percent of published figure: P 10 to 19 percent estimated; q 20 to 29 percent estimated. If 30 percent or more is estimated, figure is replaced by S.

#### Table 6b. Product Class Shipments for Selected States: 1997 and 1992

[Product classes covered are those that are economically significant and whose production is geographically dispersed, provided dispersion is not approximated by data in Table 2. Also, product classes are not shown if they are miscellaneous or "not specified by kind" classes. Statistics for some states are withheld because they are either less than \$2 million in product class shipments or they disclose data for individual companies in 1997. For meaning of abbreviations and symbols, see introductory text. For explanations of terms, see appendixes]

NAICS product class	Product class and geographic area	Value of product shipments (\$1,000)				
code		1997	1992			
3371271	SCHOOL FURNITURE, EXCEPT STONE AND CONCRETE, EXCLUDING LIBRARY FURNITURE					
	United States	543 858	N			
	Illinois Indiana Michigan Pennsylvania Texas Utah Wisconsin	6 808 29 735 28 165 76 867 3 489	N N N N N N			
3371274	PUBLIC BUILDING FURNITURE, EXCEPT SCHOOL AND RESTAURANT FURNITURE					
	United States	849 643	N			
	Alabama California Illinois Indiana Iowa	45 492 42 322	N N N N			
	Kentucky Michigan Missouri New York North Carolina	165 133 27 279 30 618	N N N N			
	Pennsylvania Tennessee Texas Virginia Washington Wisconsin	10 239 103 196 2 559	N N N N N N N N N N N N N N N N N N N			

See footnotes at end of table.

<sup>#</sup> Additional information is available for this item; see Appendix F.

@ Additional data are available for these codes at the aggregate U.S. level in the Current Industrial Report (CIR) series; see Appendix F for the CIR survey number and title.

\$ This product is primary to more than one industry; see Appendix F for a listing of the related product codes.

#### Table 6b. Product Class Shipments for Selected States: 1997 and 1992—Con.

[Product classes covered are those that are economically significant and whose production is geographically dispersed, provided dispersion is not approximated by data in Table 2. Also, product classes are not shown if they are miscellaneous or "not specified by kind" classes. Statistics for some states are withheld because they are either less than \$2 million in product class shipments or they disclose data for individual companies in 1997. For meaning of abbreviations and symbols, see introductory text. For explanations of terms, see appendixes]

NAICS product class	Product class and geographic area	Value of product shipments (\$1,000)				
code		1997	1992			
3371277	FURNITURE AND FIXTURES, NEC					
	United States	1 041 534	904 272			
	Alabama         Arkansas         California         Colorado         Florida	7 547 48 424 147 376 26 537 66 695	9 597 36 205 98 292 28 704 41 328			
	Georgia	21 634 43 664 19 168 14 923 39 369	28 680 43 762 7 716 30 753 20 911			
	Michigan Minnesota Missouri New Jersey New York	61 532 52 250 81 130 26 170 19 721	30 405 38 653 85 125 33 463 17 687			
	North Carolina	25 332 8 936 32 703 35 735 130 526	39 757 24 803 11 884 21 382 111 989			
	Texas. Washington Wisconsin	10 409 11 227 41 908	19 927 6 924 38 457			
337127A	OTHER FURNITURE, NEC					
	United States	766 699	N			
	Alabama Arkansas California Florida	9 527 13 203 124 619 20 790 25 448	N N N N			
	Indiana Michigan Minesota Mississippi Missouri	55 487 64 034 21 131 14 544 16 073	N N N N N			
	New Jersey. New York North Carolina Ohio. Oregon	16 158 17 563 2 931 12 866 8 914	N N N N			
	Pennsylvania           Tennessee           Texas           Washington           Wisconsin	86 962 21 111 19 179 21 407 21 120	N N N N N			

#### Table 7. Materials Consumed by Kind: 1997 and 1992

[Includes quantity and cost of materials consumed or put into production by establishments classified only in this industry. For meaning of abbreviations and symbols, see introductory text. For explanation of terms, see appendixes]

NAICS		19	97	19	992
material code	Material consumed	Quantity	Delivered cost (\$1,000)	Quantity	Delivered cost (\$1,000)
337127	INSTITUTIONAL FURNITURE MFG				
332000AC 33200043 33210001 33100035 33120017	Metal stampings	x x x x x	24 926 18 320 2 206 13 882 138 853	x x x x x	2 2 2 2 2 2
33120083 33131501 33100055 33100077	All other steel shapes and forms (except castings, forgings, and fabricated metal products).  Aluminum and aluminum-base alloy sheet, plate, foil, and welded tubing.  All other aluminum and aluminum-base alloy shapes and forms (except castings, forgings, and fabricated metal products).  Other nonferrous shapes and forms (except castings, forgings, and	Х	61 972 18 553 36 780	x x x	N N
32100025	fabricated metal products) Hardwood lumber, rough and dressed	X X	3 796 117 886	X X	N N
32100031 00190097 32121105 32121101 32121201	Softwood lumber, rough and dressed Hardwood dimension and parts, including wood furniture frames Hardwood veneer Hardwood plywood Softwood plywood	X	7 539 26 054 11 970 34 286 9 635	X X X X	N N N N N N N N N N N N N N N N N N N

See footnotes at end of table.

<sup>#</sup> Additional information is available for this item; see Appendix F.

@ Additional data are available for these codes at the aggregate U.S. level in the Current Industrial Report (CIR) series; see Appendix F for the CIR survey number and title.

\$ This product is primary to more than one industry; see Appendix F for a listing of the related product codes.

#### Table 7. Materials Consumed by Kind: 1997 and 1992—Con.

[Includes quantity and cost of materials consumed or put into production by establishments classified only in this industry. For meaning of abbreviations and symbols, see introductory text. For explanation of terms, see appendixes]

NAICS		19	97	1992	
material code	Material consumed	Quantity	Delivered cost (\$1,000)	Quantity	Delivered cost (\$1,000)
337127	INSTITUTIONAL FURNITURE MFG—Con.				
32121903 32121907 32121909 32613001 32619909	Particleboard (wood) Medium density fiberboard (MDF) Hardboard Plastics laminated sheets Plastics furniture parts and components	X	30 636 8 244 8 019 52 402 67 394	X X X X	N N N N
32615000 31332007 31321019 32721101 32552001	Formed and slab stock for pillows, cushions, seating, etc. (urethane) Coated or laminated fabrics, including vinyl coated Uncoated broadwoven fabrics for upholstery Flat glass (plate, float, and sheet) Adhesives and sealants	X X X X X	20 809 22 044 18 820 2 376 8 825	X X X X X	N N N N
32551003 33251001 32221001 00970099 00971000	Paints, varnishes, lacquers, stains, shellacs, japans, enamels, and allied products.  Furniture and builders' hardware, including cabinet hardware, casters, glides, handles, hinges, locks, etc.  Paperboard containers, boxes, and corrugated paperboard  All other materials and components, parts, containers, and supplies  Materials, ingredients, containers, and supplies n.s.k.	X X	26 503 92 656 36 654 250 923 283 068	X X X X	N N N N N

<sup>#</sup> Additional information is available for this item; see Appendix F.

Note: For some establishments, data have been estimated from central unit values which are based on quantity-value relationships of reported data. The following symbols are used when percentage of each quantity figure estimated in this manner equals or exceeds 10 percent of published figure: p 10 to 19 percent estimated; q 20 to 29 percent estimated. If 30 percent or more is estimated, figure is replaced by S.

## Appendix A. Explanation of Terms

#### **BEGINNING- AND END-OF-YEAR INVENTORIES**

Respondents were asked to report their beginning-of-year and end-of-year inventories at cost or market. Effective with the 1982 Economic Census, this change to a uniform instruction for reporting inventories was introduced for all sector reports. Prior to 1982, respondents were permitted to value inventories using any generally accepted accounting method (FIFO, LIFO, market, to name a few). Beginning in 1982, LIFO users were asked to first report inventory values prior to the LIFO adjustment and then to report the LIFO reserve and the LIFO value after adjustment for the reserve.

#### **Inventory Data by Stage of Fabrication**

Total inventories and three detailed components (1) finished goods, (2) work-in-process, and (3) materials, supplies, fuels, etc., were collected.

When using inventory data by stage of fabrication for "all industries" and at the three-digit subsector level, it should be noted that an item treated as a finished product by an establishment in one industry may be reported as a raw material by an establishment in a different industry. For example, the finished-product inventories of a steel mill would be reported as raw materials by a stamping plant. Such differences are present in the inventory figures by stage of fabrication shown for all publication levels.

#### **COST OF MATERIALS**

This term refers to direct charges actually paid or payable for items consumed or put into production during the year, including freight charges and other direct charges incurred by the establishment in acquiring these materials. It includes the cost of materials or fuel consumed, whether purchased by the individual establishment from other companies, transferred to it from other establishments of the same company, or withdrawn from inventory during the year.

Included in this item are:

- Cost of parts, components, containers, etc.—Includes all raw materials, semifinished goods, parts, containers, scrap, and supplies put into production or used as operating supplies and for repair and maintenance during the year.
- Cost of products bought and sold in the same condition.

- Cost of fuels consumed for heat and power—Includes the cost of materials or fuel consumed, whether purchased by the individual establishment from other companies, transferred to it from other establishments of the same company, or withdrawn from inventory during the year.
- 4. Cost of purchased electricity—The cost of purchased electric energy represents the amount actually used during the year for heat and power. In addition, information was collected on the quantity of electric energy generated by the establishment and the quantity of electric energy sold or transferred to other plants of the same company.
- 5. Cost of contract work—This term applies to work done by others on materials furnished by the manufacturing establishment. The actual cost of the material is to be reported on the cost of materials, parts, and containers line of this item. The term "Contract Work" refers to the fee a company pays to another company to perform a service.

#### **Specific Materials Consumed**

In addition to the total cost of materials, which every establishment was required to report, information also was collected for most manufacturing industries on the consumption of major materials used in manufacturing. The inquiries were restricted to those materials which were important parts of the cost of production in a particular industry and for which cost information was available from manufacturers' records. If less than \$25,000 of a listed material was consumed by an establishment, the cost data could be reported in the "Cost of all other materials...," Census material code 00970099. Also, the cost of materials for small establishments for which administrative records or short forms were used was imputed into the "Materials not specified by kind," Census materials code 00971000.

## Duplication in Cost of Materials and Value of Shipment

The aggregate of the cost of materials and value of shipments figures for industry groups and for all manufacturing industries includes large amounts of duplication since the products of some industries are used as materials by others. This duplication results, in part, from the addition of related industries representing successive

1997 ECONOMIC CENSUS APPENDIX A A-1

stages in the production of a finished manufactured product. Examples are the addition of flour mills to bakeries in the food group and the addition of pulp mills to paper mills in the paper and allied products group of industries. Estimates of the overall extent of this duplication indicate that the value of manufactured products exclusive of such duplication (the value of finished manufactures) tends to approximate two-thirds of the total value of products reported in the survey.

Duplication of products within individual industries is significant within a number of industry groups, e.g., machinery and transportation industries. These industries frequently include complete machinery and their parts. In this case, the parts made for original equipment are materials consumed for assembly plants in the same industry.

Even when no significant amount of duplication is involved, value of shipments figures are deficient as measures of the relative economic importance of individual manufacturing industries or geographic areas because of the wide variation in ratio of materials, labor, and other processing costs of value of shipments, both among industries and within the same industry.

Before 1962, cost of materials and value of shipments were not published for some industries which included considerable duplication. Since then, these data have been published for all industries at the U.S. level and beginning in 1964, for all geographic levels.

#### **COST OF PURCHASED SERVICES**

Annual Survey of Manufactures (ASM) establishments were requested to provide information on the cost of purchased services for the repair of buildings and other structures, the repair of machinery, communication services, legal services, accounting and bookkeeping services, advertising, software and other data processing services, and refuse removal. Each of these items reflects the costs paid directly by the establishment and excludes salaries paid to employees of the establishment for these services.

Included in the cost of purchased services for the repair of buildings and machinery are payments made for all maintenance and repair work on buildings and equipment. Payments made to other establishments of the same company and for repair and maintenance of any leased property also are included. Extensive repairs or reconstruction that was capitalized is considered capital expenditures and is, therefore, excluded from this item. Repair and maintenance costs provided by an owner as part of a rental contract or incurred directly by an establishment in using its own work force also are excluded.

Included in the cost of purchased advertising services are payments for printing, media coverage, and other advertising services and materials.

Included in the cost of purchased software and other data processing services are all purchases by the establishment from other companies. Excluded are services provided by other establishments of the same company (such as by a separate data processing unit).

Included in the cost of purchased refuse removal services are all costs of refuse removal services paid by the establishment, including costs for hazardous waste removal or treatment. Excluded are all costs included in rental payments or as capital expenditures.

#### **Response Coverage Ratio**

A response coverage ratio is a measure of the extent to which respondents report for an item. The estimate is made by calculating the ratio value of the weighted total employment data for all the ASM establishments that report the item to the weighted total employment data for all ASM establishments classified in an industry (reporters and non-reporters).

#### **DEPRECIATION CHARGES FOR FIXED ASSETS**

This item includes depreciation and amortization charged during the year against assets. Depreciation charged against fixed assets acquired since the beginning of the year and against assets sold or retired during the year are components of this category. Respondents were requested to make certain that they did not report accumulated depreciation.

#### **EMPLOYEES**

This item includes all full-time and part-time employees on the payrolls of operating manufacturing establishments during any part of the pay period which included the 12th of the months specified on the report form. Included are all persons on paid sick leave, paid holidays, and paid vacations during these pay periods. Officers of corporations are included as employees; proprietors and partners of unincorporated firms are excluded. The "all employees" number is the average number of production workers plus the number of other employees in mid-March. The number of production workers is the average for the payroll periods including the 12th of March, May, August, and November.

#### **Production Workers**

This item includes workers (up through the line-supervisor level) engaged in fabricating, processing, assembling, inspecting, receiving, storing, handling, packing, warehousing, shipping (but not delivering), maintenance, repair, janitorial and guard services, product development, auxiliary production for plant's own use (e.g., power plant), recordkeeping, and other services closely associated with these production operations at the establishment covered by the report. Employees above the working-supervisor level are excluded from this item.

#### **All Other Employees**

This item covers nonproduction employees of the manufacturing establishment including those engaged in factory supervision above the line-supervisor level. It

includes sales (including driver-salespersons), sales delivery (highway truck drivers and their helpers), advertising, credit, collection, installation and servicing of own products, clerical and routine office functions, executive, purchasing, financing, legal, personnel (including cafeteria, medical, etc.), professional, and technical employees. Also included are employees on the payroll of the manufacturing establishment engaged in the construction of major additions or alterations utilized as a separate work force.

#### FRINGE BENEFITS

Fringe benefits are divided into legally required expenditures and payments for voluntary programs. The legally required portion consists primarily of Federal old age and survivors' insurance, unemployment compensation, and workers' compensation. Payments for voluntary programs include all programs not specifically required by legislation whether they were employer initiated or the result of collective bargaining. They include the employer portion of such plans as insurance premiums, premiums for supplemental accident and sickness insurance, pension plans, supplemental unemployment compensation, welfare plans, stock purchase plans on which the employer payment is not subject to withholding tax, and deferred profit-sharing plans. They exclude such items as companyoperated cafeterias, in-plant medical services, free parking lots, discounts on employee purchases, and uniforms and work clothing for employees.

## GROSS BOOK VALUE OF DEPRECIABLE ASSETS AT BEGINNING OF YEAR (BOY) AND END OF YEAR (EOY)

Total value of depreciable assets is collected on all census forms. It shows the value of depreciable assets for the beginning of year and end of year. The data encompass all fixed depreciable assets on the books of establishments. The values shown (book value) represent the actual cost of assets at the time they were acquired, including all costs incurred in making the assets usable (such as transportation and installation). Included are all buildings, structures, machinery, and equipment (production, office, and transportation equipment) for which depreciation reserves are maintained. Excluded are nondepreciable capital assets including inventories and intangible assets, such as timber and mineral rights.

The definition of fixed depreciable assets is consistent with the definition of capital expenditures. For example, expenditures include actual capital outlays during the year rather than the final value of equipment put in place and buildings completed during the year. Accordingly, the value of assets at the end of the year includes the value of construction in progress.

In addition, respondents were requested to make certain that assets at the beginning of the year plus capital expenditures, less retirements, equaled assets at the end of the year.

#### NUMBER OF ESTABLISHMENTS AND COMPANIES

A separate report was required for each manufacturing establishment (plant) with one employee or more. An establishment is defined as a single physical location where manufacturing is performed. A company, on the other hand, is defined as a business organization consisting of one establishment or more under common ownership or control.

If the company operated at different physical locations, even if the individual locations were producing the same line of goods, a separate report was requested for each location. If the company operated in two or more distinct lines of manufacturing at the same location, a separate report was requested for each activity.

An establishment not in operation for any portion of the year was requested to return the report form with the proper notation in the "Operational Status" section of the form. In addition, the establishment was requested to report data on any employees, capital expenditures, inventories, or shipments from inventories during the year.

#### **PAYROLL**

This item includes the gross earnings of all employees on the payrolls of operating manufacturing establishments paid in the calendar year. Respondents were told they could follow the definition of payrolls used for calculating the Federal withholding tax. It includes all forms of compensation, such as salaries, wages, commissions, dismissal pay, bonuses, vacation and sick leave pay, and compensation in kind, prior to such deductions as employees' social security contributions, withholding taxes, group insurance, union dues, and savings bonds. The total includes salaries of officers of corporations; it excludes payments to proprietors or partners of unincorporated concerns. Also excluded are payments to members of Armed Forces and pensioners carried on the active payrolls of manufacturing establishments.

The census definition of payrolls is identical to that recommended to all Federal statistical agencies by the Office of Management and Budget. It should be noted that this definition does not include employers' social security contributions or other nonpayroll labor costs, such as employees' pension plans, group insurance premiums, and workers' compensation.

The ASM provides estimates of employers' total supplemental labor costs (those required by Federal and state laws and those incurred voluntarily or as part of collective bargaining agreements).

#### PRODUCT CODES AND CLASSES OF PRODUCTS

NAICS United States industries are identified by a six-digit code, in contrast to the four-digit SIC code. The longer code accommodates the large number of sectors and allows more flexibility in designing subsectors. Each

product or service is assigned a ten-digit code. The product coding structure represents an extension by the Census Bureau of the six-digit industry classifications of the manufacturing and mining sectors. The classification system operates so that the industrial coverage is progressively narrower with the successive addition of digits. This is illustrated as follows:

NAICS level	NAICS code	Description
Industry	33461	Manufacturing and reproduction of magnetic and optical media
U.S. industry	334612	Reproduction of software
Product class	3346120	Prerecorded compact disc (except software), tape, and record repro- ducing
BLS link code	3346120X	_
Product code	3346120XXX	

As in previous censuses, data were collected for most industries on the quantity and value of individual products shipped. In the 1997 census program, information was collected on the output of almost 10,000 individual product items.

In the new system, there are about 1,500 product classes (seven-digit codes), about 6,000 census products (ten-digit codes), and an additional 3,700 CIR products (ten-digit codes). The ten-digit products are considered the primary products of the industry with the same first six digits.

The list of products for which separate information was collected was prepared after consultation with industry and government representatives. Comparability with previous figures was given considerable weight in the selection of product categories so that comparable 1992 information is presented for most products.

Typically, both quantity and value of shipments information were collected. However, if quantity was not significant or could not be reported by manufacturers, only value of shipments was collected.

Shipments include both commercial shipments and transfers of products to other plants of the same company. For industries in which a considerable portion of the total shipments is transferred to other plants of the same company, separate information on interplant transfers also was collected. Moreover, for products that are used to a large degree within the same establishment as materials or components in the fabrication of other products, total production and often consumption of the item within the plant (quantity produced and consumed) was collected. Typically, the information on production also was collected for products for which there are significant differences between total production and shipments in a given year because of wide fluctuations in finished goods inventories. Other measures of output of products with long production cycles were used as appropriate and feasible.

#### PRIMARY PRODUCT CLASS CODE

This file presents selected statistics for establishments according to their degree of specialization in products primary to their industry. This field contains either the six-digit North American Industrial Classification System (NAICS) industry code corresponding to all establishments in the industry, or the seven-digit NAICS product class code for all establishments within the industry that are specialized in a particular product class. Product class specialization is determined by evaluating the ratio of the largest primary product class shipments to total product shipments (primary plus secondary, excluding miscellaneous receipts) for the establishment.

#### PRODUCTION-WORKER HOURS

This item covers hours worked or paid for at the plant, including actual overtime hours (not straight-time equivalent hours). It excludes hours paid for vacations, holidays, or sick leave.

### QUANTITY OF ELECTRIC ENERGY CONSUMED FOR HEAT AND POWER

Data on the cost of purchased electric energy were collected on all census forms. However, data on the quantity of purchased electric energy were collected only on the Annual Survey of Manufactures (ASM) form. In addition, information is collected on the quantity of electric energy generated by the establishment and the quantity of electric energy sold or transferred to other plants of the same company.

#### RENTAL PAYMENTS

Total rental payments are collected on all census forms. However, the breakdown between rental payments for buildings and other structures and rental payments for machinery and equipment is collected only on the ASM forms. This item includes rental payments for the use of all items for which depreciation reserves would be maintained if they were owned by the establishment, e.g., structures and buildings, and production, office, and transportation equipment. Excluded are royalties and other payments for the use of intangibles and depletable assets and land rents where separable.

When an establishment of a multiestablishment company was charged rent by another part of the same company for the use of assets owned by the company, it was instructed to exclude that cost from rental payments. However, the book value (original cost) of these companyowned assets was to be reported as assets of the establishment at the end of the year.

If there were assets at an establishment rented from another company and the rents were paid centrally by the head office of the establishment, the company was instructed to report these rental payments as if they were paid directly by the establishment.

#### RETIREMENTS OF DEPRECIABLE ASSETS

Included in this item is the gross value of assets sold, retired, scrapped, destroyed, etc., during the calendar year. When a complete operation or establishment changed ownership, the respondent was instructed to report the value of the assets sold at the original cost as recorded in the books of the seller. The respondent also was requested to report retirements of equipment or structures owned by a parent company that the establishment was using as if it were a tenant.

#### TOTAL CAPITAL EXPENDITURES (NEW AND USED)

For establishments in operation and any known plants under construction, manufacturers were asked to report their new and used expenditures for (1) permanent additions and major alterations to manufacturing establishments and (2) machinery and equipment used for replacement and additions to plant capacity if they were of the type for which depreciation accounts were ordinarily maintained.

Totals for expenditures include the costs of assets leased from nonmanufacturing concerns through capital leases. New facilities owned by the Federal Government but operated under contract by private companies and plant and equipment furnished to the manufacturer by communities and nonprofit organizations are excluded. Also excluded are expenditures for land and cost of maintenance and repairs charged as current operating expenses.

For any equipment or structure transferred for the use of the reporting establishment by the parent company or one of its subsidiaries, the value at which it was transferred to the establishment was to be reported. If an establishment changed ownership during the year, the cost of the fixed assets (building and equipment) was to be reported.

#### **VALUE ADDED**

This measure of manufacturing activity is derived by subtracting the cost of materials, supplies, containers, fuel, purchased electricity, and contract work from the value of shipments (products manufactured plus receipts for services rendered). The result of this calculation is adjusted by the addition of value added by merchandising operations (i.e., the difference between the sales value and the cost of merchandise sold without further manufacture, processing, or assembly) plus the net change in finished goods and work-in-process between the beginning-and end-of-year inventories.

For those industries where value of production is collected instead of value of shipments, value added is adjusted only for the change in work-in-process inventories between the beginning and end of year. For those

industries where value of work done is collected, the value added does not include an adjustment for the change in finished goods or work-in-process inventories.

"Value added" avoids the duplication in the figure for value of shipments that results from the use of products of some establishments as materials by others. Value added is considered to be the best value measure available for comparing the relative economic importance of manufacturing among industries and geographic areas.

#### **VALUE OF SHIPMENTS**

This item covers the received or receivable net selling values, f.o.b. plant (exclusive of freight and taxes), of all products shipped, both primary and secondary, as well as all miscellaneous receipts, such as receipts for contract work performed for others, installation and repair, sales of scrap, and sales of products bought and sold without further processing. Included are all items made by or for the establishments from material owned by it, whether sold, transferred to other plants of the same company, or shipped on consignment. The net selling value of products made in one plant on a contract basis from materials owned by another was reported by the plant providing the materials.

In the case of multiunit companies, the manufacturer was requested to report the value of products transferred to other establishments of the same company at full economic or commercial value, including not only the direct cost of production but also a reasonable proportion of "all other costs" (including company overhead) and profit.

In addition to the value for NAICS defined products, aggregates of the following categories of miscellaneous receipts are reported as part of a total establishment's value of product shipments:

- 1. Reported contract work—Receipts for work or services that a plant performed for others on their materials.
- 2. Value of resales—Sales of products brought and sold without further manufacture, processing, or assembly.
- 3. Other miscellaneous receipts—Such as repair work, installation, sales of scrap, etc.

Industry primary product value of shipments represents one of the three components of value of shipments. These components are:

- 1. Primary products value of shipments.
- 2. Secondary product value of shipments.
- 3. Total miscellaneous receipts.

Primary product shipments is used in the calculations of industry specialization ratio and industry coverage ratio. The term "Value of primary products shipments made in this industry" is used in this publication and refers to the same data.

1997 ECONOMIC CENSUS APPENDIX A A-5

## Duplication in Cost of Materials and Value of Shipment

The aggregate of the cost of materials and value of shipments figures for industry groups and for all manufacturing industries includes large amounts of duplication since the products of some industries are used as materials by others. This duplication results, in part, from the addition of related industries representing successive stages in the production of a finished manufactured product. Examples are the addition of flour mills to bakeries in the food group and the addition of pulp mills to paper mills in the paper and allied products group of industries. Estimates of the overall extent of this duplication indicate that the value of manufactured products exclusive of such duplication (the value of finished manufactures) tends to approximate two-thirds of the total value of products reported in the annual survey.

Duplication of products within individual industries is significant within a number of industry groups, e.g., machinery and transportation industries. These industries frequently include complete machinery and their parts. In this case, the parts made for original equipment are materials consumed for assembly plants in the same industry.

Even when no significant amount of duplication is involved, value of shipments figures are deficient as measures of the relative economic importance of individual manufacturing industries or geographic areas because of the wide variation in ratio of materials, labor, and other processing costs of value of shipments, both among industries and within the same industry.

Before 1962, cost of materials and value of shipments were not published for some industries which included considerable duplication. Since then, these data have been published for all industries at the U.S. level and beginning in 1964, for all geographic levels.

#### **Specialization and Coverage Ratios**

These items are not collected on the report forms but are derived from the data shown in Table 3. An establishment is classified in a particular industry if its shipments of primary products of that industry exceed in value its shipments of the products of any other single industry.

An establishment's shipments include those products assigned to an industry (primary products), those considered primary to other industries (secondary products), and receipts for miscellaneous activities (merchandising, contract work, resales, etc.). Specialization and coverage ratios have been developed to measure the relationship of primary product shipments to the data on shipments for the industry shown in Tables 1a through 5 and data on product shipments shown in Tables 6a and 6b.

Specialization ratio represents the ratio of primary product shipments to total product shipments (primary and secondary, excluding miscellaneous receipts) for the establishments classified in the industry.

Coverage ratio represents the ratio of primary products shipped by the establishments classified in the industry to the total shipments of such products that are shipped by all manufacturing establishments wherever classified.

## Appendix B. NAICS Codes, Titles, and Descriptions

## 337127 INSTITUTIONAL FURNITURE MANUFACTURING

This U.S. industry comprises establishments primarily engaged in manufacturing institutional-type furniture (e.g., library, school, theater, and church furniture). The furniture may be made on a stock or custom basis and may be assembled or unassembled (i.e., knockdown).

The data published with NAICS code 337127 include the following SIC industries:

2531 Public building and related furniture (pt) 2599 Furniture and fixtures, n.e.c. (pt)

3952 Lead pencils and art goods (pt) 3999 Manufacturing industries, n.e.c. (pt)

This definition comes from the 1997 NAICS Manual. However, for this industry, the 1997 Economic Census – Manufacturing did not fully implement the conversion to NAICS. Data for NAICS industry 337127 do not include establishments primarily engaged in manufacturing wood or nonwood lunchroom tables and chairs. The NAICS definitions will be fully implemented with the 2002 Economic Census.

## Appendix C. Coverage and Methodology

#### MAIL/NONMAIL UNIVERSE

The manufacturing universe includes about 400,000 establishments. This number includes those industries in the North American Industry Classification System (NAICS) definition of manufacturing, but not those industries leaving the manufacturing sector in the classification change. The amounts of information requested from manufacturing establishments were dependent upon a number of factors. The more important considerations were the size of the company and whether it was included in the annual survey of manufactures (ASM). The methods of obtaining information for the various subsets of the universe to arrive at the aggregate figures shown in the publication are described below:

 Small single-establishment companies not sent a report form.

Approximately 40 percent of the manufacturing establishments were small single-establishment companies that were excused from filing a census report. Selection of these establishments was based on two factors: annual payroll and our ability to assign the correct six-digit NAICS industry classification to the establishment. For each four-digit Standard Industrial Classification (SIC) industry code, an annual payroll cutoff was determined. These cutoffs were derived so that the establishments with payroll less than the cutoff were expected to account for no more than 3 percent of the value of shipments for the industry. Generally, all single-establishment companies with less than 5 employees were excused, while all establishments with more than 20 employees were mailed forms. Establishments below the cutoff that could not be directly assigned a six-digit NAICS code were mailed a classification report which requested information for assigning NAICS industry codes. Establishments below the cutoff that could be directly assigned a six-digit NAICS code were excused from filing any report. For below cutoff establishments, information on the physical location, payroll, and receipts was obtained from the administrative records of other Federal agencies under special arrangements that safeguarded their confidentiality.

Estimates of data for these small establishments were developed using industry averages in conjunction with the administrative information. The value of shipments and cost of materials were not distributed among specific products and materials for these

establishments but were included in the product and material "not specified by kind" (nsk) categories.

The industry classification codes included in the administrative-record files were assigned on the basis of brief descriptions of the general activity of the establishment. As a result, an indeterminate number of establishments were erroneously coded to a four-digit SIC industry and then erroneously re-coded to a six-digit NAICS industry. This was especially true whenever there was a relatively fine line of demarcation between industries or between manufacturing and nonmanufacturing activity.

Sometimes the administrative-record cases had only two- or three-digit SIC group classification codes available in the files. For the 1997 Economic Census – Manufacturing, these establishments were sent a separate classification form, which requested information on the products and services of the establishment. This form was used to code many of these establishments to the appropriate six-digit NAICS level. Establishments that did not return the classification form were coded later to those six-digit NAICS industries identified as "All other" industries within the given subsector.

As a result of these situations, a number of small establishments may have been misclassified by industry. However, such possible misclassification has no significant effect on the statistics other than on the number of companies and establishments.

The total establishment count for individual industries should be viewed as an approximation rather than a precise measurement. The counts for establishments with 20 employees or more are far more reliable than the count of total number of establishments.

2. Establishments sent a report form.

The establishments covered in the mail canvass were divided into three groups:

a. ASM sample establishments.

This group accounts for approximately 15 percent of all manufacturing establishments. The ASM panel covers all the units of large manufacturing establishments as well as a sample of the medium and smaller establishments. The probability of selection was proportionate to size. For more information, see the Description of the ASM Survey Sample.

MANUFACTURING APPENDIX C C-1

In an economic census year, the ASM report form (MA-1000) replaces the first page of the regular census form for those establishments included in the ASM. In addition to information on employment, payroll, and other items normally requested on the regular census form, establishments in the ASM sample were requested to supply additional information on gross book value of assets and capital expenditures. ASM establishments were also requested to provide information on retirements, depreciation, rental payments, and supplemental labor costs. For establishments not included in the ASM, these additional items were estimated using relationships observed in the ASM establishment data. The census statistics for these variables are a sum of the ASM establishment data and the estimated data for non-ASM establishments. ASM establishments were also requested to provide information for selected purchased services. The census statistics for the purchased service items were derived solely from the ASM establishments. See Appendix A, Explanation of Terms for an explanation of these items. The census part of the report form is 1 of 220 versions containing product, material, and special inquiries. The diversity of manufacturing activities necessitated the use of this many forms to canvass the 480 manufacturing industries. Each form was developed for a group of related industries.

Appearing on each form was a list of products primary to the group of related industries as well as secondary products and miscellaneous services that establishments classified in these industries were likely to perform. Respondents were requested to identify the products, the value of each product, and, in many cases, the quantity of the product shipped during the survey year. Space also was provided for the respondent to describe products not specifically identified on the form.

The report form also contained a materials-consumed inquiry which varied from form to form depending on the industries being canvassed. The respondents were asked to review a list of materials generally used in their production processes. From this list, each establishment was requested to identify those materials consumed during the survey year, the cost of each, and, in certain cases, the quantity consumed. Once again, space was provided for the respondent to describe significant materials not identified on the form.

A wide variety of special inquiries was included to measure activities peculiar to a given industry, such as operations performed and equipment used.

b. Large and medium establishments (non-ASM).

Approximately 30 percent of all manufacturing establishments were included in this group. A variable cutoff, based on administrative-record payroll data and determined on an industry-by-industry basis, was used to select those establishments that were to receive 1 of the 220 economic census – manufacturing regular forms. The first page, requesting establishment data for items such as employment and payroll, was standard but did not contain the detailed statistics included on the ASM form. The product, material, and special inquiry sections supplied were based on the historical industry classification of the establishment.

c. Small single-establishment companies (non-ASM).

This group includes approximately 15 percent of all manufacturing establishments. For those industries where application of the variable cutoff for administrative-record cases resulted in a large number of small establishments being included in the mail canvass, an abbreviated or short form was used. These establishments received 1 of the 31 versions of the short form, which requested summary product and material data and totals but no details on employment, payroll, cost of materials, inventories, and capital expenditures.

Use of the short form has no adverse effect on published totals for the industry statistics because the same data were collected on the short form as on the long form. However, detailed information on products and materials consumed was not collected on the short form; thus, its use would increase the value of the nsk categories.

## INDUSTRY CLASSIFICATION OF ESTABLISHMENTS

Each of the establishments covered in the 1997 Economic Census – Manufacturing was classified in 1 of 480 industries (473 manufacturing industries and 7 former manufacturing industries) in accordance with the industry definitions in the 1997 NAICS Manual. This is the first edition of the NAICS Manual and it is a major change from the 1987 SIC Manual that was used previously. Appendix A of the 1997 NAICS Manual notes the comparability between the 1987 SIC and 1997 NAICS classification systems. When applicable, Appendix G of this report shows the product class and product comparability between the two systems for data in this report.

In the NAICS system, an industry is generally defined as a group of establishments that have similar production processes. To the extent practical, the system uses supply-based or production-oriented concepts in defining industries. The resulting group of establishments must be significant in terms of number, value added by manufacture, value of shipments, and number of employees.

C-2 APPENDIX C MANUFACTURING

The coding system works in such a way that the definitions progressively become narrower with successive additions of numerical digits. In the manufacturing sector for 1997, there are 21 subsectors (three-digit NAICS), 86 industry groups (four-digit NAICS), 184 NAICS industries (five-digit NAICS) that are comparable with Canadian and Mexican classification, and 473 U.S. industries (six-digit NAICS). This represents an expansion of the four-digit SICbased U.S. industries from 459 in 1987. Product classes and products of the manufacturing industries have been assigned codes based on the industry from which they originate. In the new system, there are about 1,500 product classes (seven-digit codes), about 6,000 census products, and an additional 3,700 CIR products (ten-digit codes). The ten-digit products are considered the primary products of the industry with the same first six digits. These counts do not include the seven former manufacturing industries that are included in the 1997 Economic Census - Manufacturing.

For the 1997 Economic Census – Manufacturing, all establishments were classified in particular industries based on the products they produced. If an establishment made products of more than one industry, it was classified in the industry with the largest product value. For 1997, there were no "resistance rules" or "frozen industries."

In ASM years, establishments included in the ASM sample with certainty weights are reclassified by industry only if the change in the primary activity from the prior year is significant or if the change has occurred for 2 successive years. This procedure prevents reclassification when there are minor shifts in product mix.

In ASM years, establishments included in the ASM sample with noncertainty weight are not shifted from one industry classification to another. They are retained in the industry where they were classified in the base census year. However, in the following census year, these ASM plants are allowed to shift from one industry to another.

The results of these rules covering the switching of plants from one industry classification to another are that some industries comprise different mixes of establishments in different survey years. Hence, comparisons between prior-year and current-year published totals, particularly at the six-digit NAICS level, should be viewed with caution. This is particularly true for the comparison between the data shown for a census year versus the data shown for the previous ASM year.

As previously noted, the small establishments that may have been misclassified by industry are usually administrative-record cases whose industry codes were assigned on the basis of incomplete descriptions of the general activity of the establishment. Such possible misclassifications have no significant effect on the statistics other than on the number of companies and establishments.

Establishments frequently make products classified both in their industry (primary products) and other industries (secondary products). Industry statistics (employment, payroll, value added by manufacture, value of shipments, etc.) reflect the activities of the establishments which may make both primary and secondary products. Product statistics, however, represent the output of all establishments without regard for the classification of the producing establishment. For this reason, when relating the industry statistics, especially the value of shipments, to the product statistics, the composition of the industry's output should be considered.

The extent to which industry and product statistics may be matched with each other is measured by the primary product specialization ratio and the coverage ratio. The primary product specialization ratio is the proportion of industry shipments accounted for by the primary products of establishments classified in the industry. The coverage ratio is the proportion of product shipments accounted for by establishments classified in the industry.

#### **ESTABLISHMENT BASIS OF REPORTING**

The economic census – manufacturing is conducted on an establishment basis. A company operating at more than one location is required to file a separate report for each location or establishment. The ASM also is conducted on an establishment basis, but separate reports are filed for just those establishments selected in the sample. Companies engaged in distinctly different lines of activity at one location are requested to submit separate reports if the plant records permit such a separation and if the activities are substantial in size.

In 1997, as in earlier years, a minimum size limit was set for inclusion of establishments in the census. All establishments employing one person or more at any time during the census year are included. The same size limitation has applied since 1947 in censuses and annual surveys of manufactures. In the 1939 and earlier censuses, establishments with less than \$5,000 value of products were excluded. The change in the minimum size limit in 1947 does not appreciably affect the historical comparability of the census figures except for data on number of establishments for a few industries.

The 1997 Economic Census – Manufacturing excludes data for central administrative offices (CAOs). These would include separately operated administrative offices, warehouses, garages, and other auxiliary units that service manufacturing establishments of the same company. These data are published in a separate report series.

#### **DESCRIPTION OF THE ASM SURVEY SAMPLE**

The annual survey of manufactures (ASM) sample is drawn for the second survey year after a census. The most recent sample was drawn for the 1994 survey year based on the 1992 Census of Manufactures. This sample will be in place through the 1998 ASM.

MANUFACTURING APPENDIX C C-3

In 1992, there were approximately 370,000 individual manufacturing establishments. For sample efficiency and cost considerations, the 1992 manufacturing population was partitioned into two components for developing estimates within the ASM; a mail stratum and a nonmail stratum.

Mail stratum. The mail stratum of the survey is comprised of larger single-location manufacturing companies and all manufacturing establishments of multiunit companies (companies that operate at more than one physical location). Approximately 230,000 of the 370,000 establishments in the 1992 census were assigned to the mail stratum. On an annual basis, the mail stratum is supplemented with larger, newly active single-location companies identified from a list provided by the Internal Revenue Service (IRS) and new manufacturing locations of multiunit companies identified from the Census Bureau's Company Organization Survey (COS).

For the 1994 survey, a new sample of approximately 58,000 individual establishments was selected from the mail stratum assembled from the 1992 census. Supplemental samples representing both 1993 and 1994 births (newly active establishments that were not included in the 1992 census) were also selected. Establishments selected for the sample are mailed an ASM survey questionnaire for each year through 1998.

The 1994-98 ASM sample design is similar to the one used since 1984. Companies in the 1992 Census of Manufactures with manufacturing shipments of at least \$500 million were defined as company certainties. For these large companies, each manufacturing establishment is included in the mail sample. For the 1994-98 sample, there are approximately 650 certainty companies collectively accounting for over 18,000 establishments.

For the remaining portion of the mail component of the survey, the establishment was defined as the sample unit. All establishments with 250 employees or more were defined as employment certainties. In addition, all establishments producing products in SIC 3571 (Electronic Computers) were defined as certainties. Across these three arbitrary certainty classes, there were approximately 25,000 establishments included in the sample with certainty. Collectively, these certainty establishments accounted for approximately 80 percent of the total value of shipments in the 1992 Census of Manufactures.

Smaller establishments in the remaining portion of the mail stratum were sampled with probabilities ranging from .02 to 1.00. The initial probabilities of selection assigned to these establishments were proportionate to a measure-of-size determined for each establishment. The measure-of-size was a function of the establishment's 1992 industry classification, its 1992 product class data, and the historical variability of the year-to-year estimates of the product class estimates. For each product class (1,755) and four-digit industry (459), a desired reliability

constraint was specified. Using a technique developed by Dr. James R. Chromy of the Research Triangle Institute, the initial establishment probabilities were optimized such that the expected sample satisfied all industry and product class reliability constraints while the sample size was minimized. This technique reduces the likelihood of selecting nonrepresentative samples for individual product classes or industries.

This method of assigning probabilities based on product class shipments is motivated by our primary desire to produce reliable estimates of both product class and industry shipments. The high correlation between shipments and employment, value-added, and other general statistics assures that these variables will also be well represented by the sample. The actual sample selection procedure uses an independent chance of selection method (Poisson sampling) which permits us to prevent small establishments from being selected in consecutive samples without introducing a bias into the survey estimates.

**Nonmail component.** The initial nonmail component of the survey was comprised of approximately 140,000 small, single-establishment companies that were tabulated as administrative records in the 1992 Census of Manufactures. The nonmail stratum is also supplemented annually using the list of newly active single-location companies provided by the Internal Revenue Service (IRS) and payroll cutoffs. Companies with payroll below the payroll cutoff are added to the nonmail stratum. For this portion of the population, sampling is not used. The data for this group are estimated based on selected information obtained annually from the administrative records of the IRS and Social Security Administration (SSA). This administrative information, which includes payroll, total employment, industry classification, and physical location, is obtained under conditions which safeguard the confidentiality of both tax and census records.

### DESCRIPTION OF THE ASM ESTIMATING PROCEDURE

Most of the ASM estimates derived for the mail stratum are computed using a difference estimator. At the establishment level, there is a strong correlation between the current-year data values and the corresponding 1992 (base) data values. Therefore, within the mailed stratum, for each item at each level of aggregation, an estimate of the "difference" between the current year and the base year is computed from sample cases and added to the corresponding base-year values. For the 1993-1997 ASM estimates, the 1992 Census of Manufactures values serve as the base year. For the 1998 ASM, the base will be updated to be the 1997 Economic Census – Manufacturing.

Due to the positive year-to-year correlation, estimates derived using this methodology are generally more reliable than comparable estimates developed from the current sample data alone. Estimates for the capital expenditures variables are not generated using the difference

C-4 APPENDIX C MANUFACTURING

estimator because the year-to-year correlations are considerably weaker. The standard linear estimator is used for these variables.

For the nonmail stratum, estimates for payroll and employment are directly tabulated from the administrative-record data provided by IRS and SSA. Estimates of data other than payroll and employment are developed from industry averages. Although the nonmail stratum contains approximately 170,000 individual establishments in 1994, it accounts for less than 2 percent of the estimate for total value of shipments at the total manufacturing level.

Corresponding estimates for the mail and nonmail components are combined to produce the estimates included in this publication.

#### QUALIFICATIONS OF THE ASM DATA

The estimates developed from the sample are apt to differ somewhat from the results of a survey covering all companies in the sample lists but otherwise conducted under essentially the same conditions as the actual sample survey. The estimates of the magnitude of the sampling errors (the difference between the estimates obtained and the results theoretically obtained from a comparable, complete-coverage survey) are provided by the standard errors of estimates.

The particular sample selected for the ASM is one of many similar probability samples that, by chance, might have been selected under the same specifications. Each of the possible samples would yield somewhat different sets of results, and the standard errors are measures of the variation of all the possible sample estimates around the theoretically comparable, complete-coverage values.

Estimates of the standard errors have been computed from the sample data for selected ASM statistics in this report. They are represented in the form of relative standard errors (the standard errors divided by the estimated values to which they refer).

In conjunction with its associated estimate, the relative standard error may be used to define confidence intervals (ranges that would include the comparable, completecoverage value for specified percentages of all the possible samples).

The complete-coverage value would be included in the range:

From one standard error below to one standard error above the derived estimate for about two-thirds of all possible samples.

From two standard errors below to two standard errors above the derived estimate for about 19 out of 20 of all possible samples.

From three standard errors below to three standard errors above the derived estimate for nearly all samples.

An inference that the comparable, complete-survey result would be within the indicated ranges would be correct in approximately the relative frequencies shown. Those proportions, therefore, may be interpreted as defining the confidence that the estimates from a particular sample would differ from complete-coverage results by as much as one, two, or three standard errors, respectively.

For example, suppose an estimated total is shown at 50,000 with an associated relative standard error of 2 percent, that is, a standard error of 1,000 (2 percent of 50,000). There is approximately 67 percent confidence that the interval 49,000 to 51,000 includes the complete-coverage total, about 95 percent confidence that the interval 48,000 to 52,000 includes the complete-coverage total, and almost certain confidence that the interval 47,000 to 53,000 includes the complete-coverage total.

In addition to the sample errors, the estimates are subject to various response and operational errors: errors of collection, reporting, coding, transcription, imputation for nonresponse, etc. These operational errors also would occur if a complete canvass were to be conducted under the same conditions as the survey. Explicit measures of their effects generally are not available. However, it is believed that most of the important operational errors were detected and corrected during the Census Bureau's review of the data for reasonableness and consistency. The small operational errors usually remain. To some extent, they are compensating in the aggregated totals shown. When important operational errors were detected too late to correct the estimates, the data were suppressed or were specifically qualified in the tables.

As derived, the estimated standard errors included part of the effect of the operational errors. The total errors, which depend upon the joint effect of the sampling and operational errors, are usually of the order of size indicated by the standard error, or moderately higher. However, for particular estimates, the total error may considerably exceed the standard errors shown. Any figures shown in the tables in this publication having an associated standard error exceeding 15 percent may be combined with higher level totals, creating a broader aggregate, which then may be of acceptable reliability.

## DATA FROM THE CURRENT INDUSTRIAL REPORTS (CIR)

The CIR program provides product statistics for selected manufacturing industries at the U.S. level annually and, in some cases, monthly and/or quarterly. When detail product data are collected in the CIR, they are not also collected in the census. However, the annual CIR data are included in the census Product Summary report.

The CIR program uses a unified data collection, processing, and publication system. The Census Bureau updates the survey panels for most reports annually and reconciles the estimates to the results of the broader-based annual survey of manufactures and the economic

census – manufacturing. The economic census – manufacturing provides a complete list of all producers of the products covered by the CIR program and serves as the primary source for CIR sampling. Where a small number of producers exist, CIR surveys cover all known producers of a product. However, when the number of producers is large, cutoff and random sampling techniques are used. Surveys are continually reviewed and modified to provide the most up-to-date information on products produced. While the CIR program includes both mandatory and voluntary surveys, the annual data are mandatory.

## **DUPLICATION IN COST OF MATERIALS AND VALUE OF SHIPMENTS**

Data for cost of materials and value of shipments include varying amounts of duplication, especially at higher levels of aggregation. This is because the products of one establishment may be the materials of another. The value added statistics avoid this duplication and are, for most purposes, the best measure for comparing the relative economic importance of industries and geographic areas.

## VALUE OF INDUSTRY SHIPMENTS COMPARED WITH VALUE OF PRODUCT SHIPMENTS

The 1997 Economic Census – Manufacturing shows value of shipments data for industries and products. In the industry statistics tables and files, these data represent the total value of shipments of all establishments classified in a particular industry. The data include the shipments of the products classified in the industry (primary to the industry), products classified in other industries (secondary to the industry), and miscellaneous receipts (repair work, sale of scrap, research and development, installation receipts, and resales). Value of product shipments shown in the products statistics tables and files represent the total value of all products shipped that are classified as primary to an industry regardless of the classification of the producing establishment.

C-6 APPENDIX C MANUFACTURING

## Appendix D. Geographic Notes

Not applicable for this report.

1997 ECONOMIC CENSUS APPENDIX D D-1

## Appendix E. Metropolitan Areas

Not applicable for this report.

1997 ECONOMIC CENSUS APPENDIX E E-1

# Appendix F. Footnotes for Products Statistics and Materials Consumed by Kind

Not applicable for this report.

### Appendix G. Comparability of Product Classes and Product Codes: 1997 to 1992

1997 published	1997 collected	1992 published	1997 published	1997 collected	1992 published	1997 published	1997 collected	1992 published
3371101	2434111	2434111 2434113	3371227411 3371227421 3371227431 3371227491 3371227YWV	2511541 2511561 2511598	2511533 2511541 2511561 2511598 2511500	3371277	25992	2599233 2599236
3371104121 3371104YWV	2434212 2434214 2434200	2434212 2434214 2434200	337122A 337122A111 337122A121		25116 2511611 2511621	3371277141 3371277191 3371277YWV 337127A pt	2599247 2599248 2599200 25994	2599248 2599200 25994
3371107 3371107111 3371107121 3371107YWV	2434316 2434318 2434300	2434316 2434318 2434300	337122A141	2511698	2511698 2511600 25117 2511725	337127A pt 337127A211 337127A221 337127A231 337127A241	39524 pt	3952413 pt 3952413 pt 3952413 pt
337110A 337110A111 337110A121 337110AYWV	2541211	2541200 pt 2541200 pt 2541200 pt	337122E121 337122E131 337122E141 337122E151 337122E161	2511748	2511748 2511763 2511765 2511767	337127A291 337127AYWV pt 337127AYWV pt 337127W pt	2599497 2599400 3952400 pt 25310 pt	2599497 2599400
337110E121 337110EYWV	2541213 2541214 2541200 pt	2541200 pt 2541200 pt 2541200 pt	337122E171 337122E181 337122E191 337122EYWV	2511777 2511781 2511783	2511779 pt 2511779 pt 2511779 pt	337127W pt 337127W pt 337127W pt	25990 pt	25990 pt 39520 pt
337110W pt	57121 pt	5712000 pt 24340			2511000	337127WYWW pt 337127WYWW pt 337127WYWW pt 337127WYWW pt	2531000 pt 2599000 pt 3952000 pt 3999000 pt	2531000 pt 2599000 pt 3952000 pt 3999000 pt
337110W pt 337110WYWW pt 337110WYWW pt 337110WYWW pt	57120 pt 2434000 2541000 pt	57120 pt 2434000 2541000 pt	337122WYWY pt	2511002 5712002 pt 25145	2511002 5712000 pt 25145	337127WYWY pt 337127WYWY pt 337127WYWY pt 337127WYWY pt	2531002 pt	2599002 pt 3952002 pt 3999002 pt
337110WYWY pt 337110WYWY pt 337110WYWY pt	2434002	2434002 2541002 pt 5712000 pt	3371241121 3371241131 3371241141 3371241151 3371241161	2514513	2514513 2514515 2514517 2514521	3371290 3371290111 3371290211 3371290221	25170	2517015 2517018 2517021 2517000
3371211111 3371211211 3371211311	57121 pt 2512012 2512041 2512045	2512012 2512041 2512045	3371241171 3371241YWV 3371244 3371244111	2514597	2514597	3371290YWY 3372111 3372111111 3372111121 3372111131	2517002	25210 pt 2521000 pt 2521000 pt
3371211511 3371211521 3371211531 pt 3371211531 pt	2512098 5712121	2512031 2512035 2512098 5712000 pt	3371244211 3371244221 3371244231 3371244241 3371244YWV	2514614 2514622 2514624	2514614 2514622 2514624	3372111141 3372111151 3372111161 3372111YWV	2521217 2521217 2521219 2521221 2521200	2521000 pt 2521000 pt 2521000 pt
3371211YWV pt	2512000 pt 5712100 pt 25155 2515500	5712000 pt 25155	3371247 3371247111 3371247121		25147 2514733 2514737	3372114 3372114111 3372114121 3372114YWV	25213	2521000 pt
337121W pt	25120 pt	25150 pt 57120 pt	3371247221 3371247231 3371247241 3371247291 pt 3371247291 pt	2514782	2514782 2514783 2514788 2514771	3372117 3372117111 3372117211 3372117311 3372117321	25214	2521000 pt 2521000 pt 2521000 pt
337121WYWY pt 337121WYWY pt	2515000 pt 5712000 pt 2512002 2515002 pt	2515000 pt 5712000 pt 2512002 2515002 pt	3371247YWV 337124W 337124WYWW 337124WYWY	2514700	2514700 25140 2514000	3372117331 3372117341 3372117351 3372117361 3372117YWV	2521419 2521425 2521427 2521429 2521400	2521000 pt 2521000 pt 2521000 pt 2521000 pt
3371221 pt	5712002 pt	5712000 pt 25112 57120 pt	3371250 3371250111 3371250211 3371250221	2519011	25190 2519011 2519033 2519035	337211A 337211A111 337211A121 337211A131	25217 2521711	25210 pt 2521000 pt 2521000 pt
3371221211 3371221221 3371221231 3371221241	2511241 2511219 2511251 2511271 2511281	2511219 2511251 2511271 2511281	3371250311 pt 3371250311 pt 3371250321 3371250YWW 3371250YWY	2519015 pt	2519023 2519025 2519098 2519000 2519002	337211A141	2521719	2521000 pt 2521000 pt 25210 pt
3371221321 3371221391 3371221395 pt	2511233 2511235 2511291 2511298 5712111	2511235 2511291 2511298	3371271 3371271111 3371271121 3371271211	25311 pt 2531131 2531136	25311 pt 2531131 2531136	337211WYWY 3372120 pt 3372120 pt	2521002	2521002 25410 pt
3371221YWV pt 3371221YWV pt 3371224 3371224111	2511200 5712100 pt 25113 2511311	2511200 5712000 pt 25113 2511311	3371271221 3371271YWV 3371274 pt	2531192	2531198 pt 2531100 pt 25312 pt	3372120 pt	25417 pt	2541111 pt 2541121 pt 2541131 pt
3371224211 3371224311 3371224321 3371224391	2511331 2511351 2511371	2511331 2511351 2511371 2511391	3371274 pt	2531271	2531241 2531251	3372120100 pt 3372120100 pt 3372120100 pt 3372120100 pt 3372120100 pt 3372120100 pt	2541700 pt	2541200 pt 2541332 2541333 2541334 2541338 pt 2541339 pt
3371227 3371227111 3371227121 3371227131	25115 2511511 2511513 2511515	25115 2511511 2511513 2511515	3371274161 3371274171 3371274175 3371274181 3371274191	2531257	2531257 3999911 pt 2531259 2531261	3372120100 pt 3372120100 pt 3372120100 pt 3372120100 pt	2541700 pt 2541700 pt 2541700 pt 2541700 pt	2541341 pt 2541361 pt 2541381 pt 2541397 pt
3371227141 3371227211 3371227311	2511521	2511521	3371274195 3371274YWV pt 3371274YWV pt	2531200 pt	2531297 2531200 pt 3999900 pt	3372120YWW pt 3372120YWW pt 3372120YWW pt	2541000 pt 2541700 pt 2541600 pt	2541100 pt

1997 published	1997 collected	1992 published	1997 published	1997 collected	1992 published	1997 published	1997 collected	1992 published
3372120YWY	2541002 pt	2541002 pt	3372154161	2541625	2541361 pt	337215W pt	34990 pt	34990 pt
			3372154171	2541629	2541381 pt	337215WYWW pt	2426000 pt	2426000 pt
3372141	25221	25221	3372154181	2541631	2541397 pt	337215WYWW pt	2541000 pt	2541000 pt
3372141111	2522111	2522100 pt	3372154YWV	2541600 pt		337215WYWW pt	2542000	2542000
3372141121	2522113	2522100 pt	00721041111	20+1000 pt	2041000 pt	337215WYWW pt	3499000 pt	3499000 pt
3372141211		2522100 pt	3372157	25421	25421	337215WYWY pt		2426002 pt
3372141221		2522100 pt	3372157111	2542113		337215WYWY pt	2541002 pt	2541002 pt
3372141231		2522100 pt	3372157121	2542117		337215WYWY pt	2542002	2542002
3372141241		2522100 pt	3372157131	2542119		337215WYWY pt	3499002 pt	3499002 pt
3372141YWV	2522100	2522100 pt	3372157YWV	2542100	2542100		3433002 pt	3433002 pt
			33721371 WV	2542100	2542100	3379101	25151	25151
3372144	25225	25225	337215A	25422	05.400	3379101100	2515100	2515100
3372144111	2522511	2522500 pt			25422			
3372144121		2522500 pt	337215A111	2542233	2542233	3379104	25152	25152
3372144YWV	2522500	2522500 pt	337215A211	2542237		3379104111		2515211
			337215A221	2542241		3379104121	2515215	
3372147		25226	337215A231	2542251		3379104131	2515247	2515247
3372147111	2522615	2522600 pt	337215AYWV	2542200	2542200	3379104141	2515265	2515265
3372147211	2522617	2522600 pt				3379104YWV	2515200	2515200
3372147311	2522619	2522600 pt	337215E	25423	25423	3379107	25153	25153
3372147411	2522611	2522600 pt	337215E111	2542341	2542341			
3372147421		2522600 pt	337215E121	2542343	2542343	3379107111		2515315
3372147431	2522625	2522600 pt	337215E131	2542345		3379107121		2515317
3372147441		2522600 pt	337215E141	2542347		3379107131		
3372147451		2522600 pt	337215E151	2542349	2542349	3379107YWV	2515300	2515300
3372147YWV		2522600 pt	337215EYWV	2542300	2542300	337910A	25156	25156
		•				337910A111		2515613
337214A		25227	337215H pt	25424	25424	337910A121		
337214A111	2522711	2522700 pt				337910AYWV	2515600	2515600
337214A211		2522700 pt	337215H pt	34998 pt	34998 pt			2313000
337214A221	2522715	2522700 pt	337215H111 pt	2542461 pt		337910W	25150 pt	25150 pt
337214A231		2522700 pt	337215H111 pt	2542461 pt		337910WYWW	2515000 pt	2515000 pt
337214AYWV	2522700	2522700 pt	337215H211 pt	2542464 pt		337910WYWY	2515002 pt	2515002 pt
			337215H211 pt	2542464 pt	2542467 pt			
337214W			337215H311	2542469		3379201	25913	25913
337214WYWW		2522000	337215H321	2542471		3379201111		2591311
337214WYWY	2522002	2522002	337215H331	2542499		3379201121		2591313
			337215H341	3499896		3379201131		
3372151		25411 pt	337215H351	3499897	3499899 pt	3379201YWV	2591300	2591300
3372151111	2541413	2541111 pt	337215H331	2542400		3379204	25914	25914
3372151121		2541121 pt	337215HYWV pt	3499800 pt	3499800 pt	3379204111		2591452
3372151131		2541131 pt	337213HTWV pt	3499600 pt	3499600 pt	3379204111		
3372151YWV	2541400	2541100 pt	0070451/	0.4000	0.4000	3379204311		2591471
			337215K	24266	24266	3379204311 3379204YWV		2591400
3372154	25416	25413 pt	337215K111	2426611		33/92041000	2091400	2091400
3372154111 pt		2541335	337215K121	2426613		3379207	25915	25915
3372154111 pt		2541338 pt	337215KYWV	2426600	2426600	3379207111	2591511	2591511
	2541613 pt		1			3379207121	2591517	2591517
3372154121 pt		2541338 pt	337215W pt	24260 pt	24260 pt	3379207YWV	2591500	2591500
3372154131 pt		2541337	1	•	-			
	2541615 pt		337215W pt	25410 pt	25410 pt	337920W	25910	25910
3372154141	2541621	2541339 pt		•	•	337920WYWW		2591000
3372154151	2541623	2541341 pt	337215W nt	25420	25420	337920WYWY	2591002	2591002