## Item 17. CONSUMPTION OF SELECTED MATERIALS DURING 1997

## INSTRUCTIONS

1. General - The materials, parts, and supplies listed below are those commonly consumed in the manufacture, processing, or assembly of the products listed in item 18B. Please review the entire list and report separately each item consumed. Leave blank if you do not consume the item. If you use materials, parts, and supplies which are not listed, describe and report them in the "Cost of all other materials . . . " line at the end of this section. If you consumed less than $\$ 25,000$ of a listed material, include the value with "Cost of all other materials . . .," Census material code 9700998.

Report materials, parts, and supplies purchased, transferred from other plants of your company, or withdrawn from inventory.

If quantities are requested, please use the unit of measure specified.
If the information as requested cannot be taken directly from your book records, REASONABLE ESTIMATES ARE ACCEPTABLE.
2. Valuation of Materials Consumed - The value of the materials, etc., consumed should be based on the delivered cost; i.e., the amount paid or payable after discounts and including freight and other direct charges incurred in acquiring the materials.

Materials received from other plants within your company should be reported at their full economic value (the value assigned by the shipping plant, plus the cost of freight and other handling charges).

If purchases or transfers do not differ significantly from the amounts actually put into production, you may report the cost of purchases or transfers. However, if consumption differs significantly from the amounts purchased or transferred, these amounts should be adjusted for changes in the materials and supplies inventories by adding the beginning inventory to the amount purchased or transferred and subtracting ending inventory.
3. Contract Work - Include as materials consumed those you purchased for use by others making products for you under contract. Amounts paid to the companies doing the contract work should be reported in item 10, line e, and should include freight in and out. On the other hand, materials owned by others but used at this establishment in making products for others under contract or on commission should be excluded.
4. Resales - Cost for products bought and sold or transferred from other establishments of your company and sold without further manufacture, processing, or assembly should be reported in item 10, line b, not in item 17 below. The value of these products shipped by this establishment should be reported in item 18B under Census product code 9998900 6, "Resales."


Item 17. CONSUMPTION OF SELECTED MATERIALS DURING 1997 - Continued


## If not shown, please enter your 11-digit Census File Number

 from the address label on page 1
## Item 18A.

## - Part I. TYPE OF BUSINESS AT THIS ESTABLISHMENT

Mark the ONE box which best describes the business or activity that accounted for the MAJOR portion of this establishment's value of shipments in 1997

|  | Type of business <br> (A) |  | Census code $\qquad$ <br> (B) | Mark (X) ONE box |
| :---: | :---: | :---: | :---: | :---: |
| 1 | MANUFACTURER (If you mark (X) for ONE of these items, complete lines 13-19 below) | Making computers and/or peripheral equipment from components that you manufactured at this location or obtained from other units of your company | 9019 | $1 \square$ |
| 2 |  | Assembling computers and/or peripheral equipment from components that you purchased (including final assembly and testing of computers) | 9027 | $1 \square$ |
| 3 |  | Other types of assembly/manufacturing operations, including providing extension, upgrades, expansions, printed circuit assembly manufacture, and similar operations - Describe in REMARKS section, page 11. | 9035 | $1 \square$ |
| 4 | SYSTEMS INTEGRATOR (Value added reseller or similar type operation) (If you mark (X) for ONE of these items, complete lines 13-19 below) | Developing or modifying software and the "bundling" of software with computer equipment and/or peripheral equipment for computers to create an integrated system | 9043 | $1 \square$ |
| 5 |  | Selling purchased computer hardware and software as an integrated system, including "in-house" or "in-company" systems integration sold to outside parties | 9050 | $1 \square$ |
| 6 |  | Other types of operations, including value added resellers, third party vendors, and other types of systems integrators (including noncomputer) - Describe nature of operation in REMARKS section, page 11. | 9068 | $1 \square$ |
| 7 | WHOLESALER OR DEALER | Buying and reselling products TO OTHER BUSINESSES AND GOVERNMENTS without arranging for further processing, including marketing of purchased computer software | 9076 | ${ }_{1} \square$ |
| 8 | RETAILER | Buying and reselling products primarily TO INDIVIDUALS FOR PERSONAL USE without arranging for further processing, including marketing of purchased computer software | 9084 | $1 \square$ |
| 9 | DESIGN AND ENGINEERING | Providing design and engineering services on contract or fee basis - Describe in REMARKS section, page 11. | 9092 | ${ }_{1} \square$ |
| 10 | RESEARCHANDDEVELOPMENT | Performing research and development for your own account, including "start up operations" | 9100 | ${ }_{1} \square$ |
| 11 |  | Performing research and development on a contract basis for others | 9118 | ${ }_{1} \square$ |
| 12 | $\begin{aligned} & \text { OTHER } \\ & \text { BUSINESSES } \end{aligned}$ | Other types of businesses, not listed above - Describe nature of operations in REMARKS section, page 11. | 9126 | $1 \square$ |

- Part II. KIND OF OPERATIONS PERFORMED AT THIS LOCATION

NOTE - Complete this item only if you marked lines 1-6 above

| - | Kind of operations <br> (A) | Census <br> code <br> 591 <br> (B) | Mark (X) appropriate boxes <br> (C) |
| :---: | :---: | :---: | :---: |
| 13 | Assembly and/or final testing of finished computers and/or peripheral equipment | 9217 | ${ }_{1} \square$ Yes $2 \square$ No |
| 14 | Manufacture of printed circuit boards or assemblies, semiconductor devices, and other electronic components (including integrated microcircuit packages, etc.) | 9225 | ${ }_{1} \square$ Yes ${ }_{2} \square$ No |
| 15 | Systems integration, value added reselling, third party vending, "in-house" or "in-company" system integration selling and other computer-related services | 9233 | ${ }_{1} \square$ Yes ${ }_{2} \square$ No |
| 16 | Custom computer programming | 9241 | ${ }_{1} \square$ Yes $2 \square$ No |
| 17 | Packaged computer software design | 9258 | ${ }_{1} \square$ Yes $2 \square$ No |
| 18 | Buying and selling products without arranging for further processing, EITHER TO OTHER BUSINESSES, GOVERNMENTS, OR TO INDIVIDUALS FOR PERSONAL USE | 9266 | ${ }_{1} \square$ Yes ${ }_{2} \square$ No |
|  | Other kinds of operations - Describe |  |  |
| 19 |  | 9274 | ${ }_{1} \square$ Yes ${ }_{2} \square$ No |

Item 18B. PRODUCTS AND SERVICES OF THIS ESTABLISHMENT DURING 1997

## INSTRUCTIONS

1. General - The manufactured products and services listed below are generally made in your industry. If you make products that are not listed, describe and report them in the "All other products made in this establishment" section at the end of item 18B. PLEASE DO NOT COMBINE PRODUCT LINES
If quantities are requested, please use the unit of measure specified.
If the information as requested cannot be taken directly from your book records, REASONABLE ESTIMATES ARE ACCEPTABLE.
2. Valuation of Products - Report the value of the products shipped and services performed at the net selling value, f.o.b. plant to the customer; i.e., after discounts and allowances, and exclusive of freight charges and excise taxes.
If you transfer products to other establishments within your company, you should assign the full economic value to the transferred products; i.e., include all direct costs of production and a reasonable proportion of all other costs and profits.
3. Contract Work - Report PRODUCTS MADE BY OTHERS FOR YOU FROM YOUR MATERIALS on the specific lines as if they were made in this establishment. On the other hand, do not report on the specific product lines PRODUCTS THAT YOU MADE FROM MATERIALS OWNED BY OTHERS. Report only the amount that you received for "commission or contract receipts" under Census product code 93000008.
4. Resales - Do not report on the specific product lines those PRODUCTS BOUGHT AND SOLD OR TRANSFERRED FROM OTHER ESTABLISHMENTS OF YOUR COMPANY AND SOLD WITHOUT FURTHER MANUFACTURE. Report only a value under Census product code 9998900 6, "Resales."
5. Detailed Data Reported Elsewhere - Items denoted by an asterisk (*) require totals for groups of products covered in the more frequent Current Industrial Reports (CIR). If you report on the following CIR forms, the sum of the detailed CIR products should equal the total reported on this census form. For corresponding survey item codes, see paragraph 4 or 5 , "Comparability," of CIR instruction manuals for respective surveys as follows:
a. MA35R, Computers and Office and

Accounting Machines
b. MA36P, Communication Equipment
c. MA36Q, Semiconductors, Printed Circuit Boards, and Other Electronic Components
d. MA38B, Selected Instruments and Related Products

NOTE: Only CIR totals are requested; do not duplicate detail reported on the CIR.
6. Leased Machines - If any of these products are leased rather than sold when shipped, report the number and an estimated value of such machines produced. The estimated value should approximate the value of products sold outright and may be based on the valuation placed on these items for tax, insurance, or similar purposes.
7. Computer Processor Parts - Computer processor subassemblies and other boards for insertion in or use with a complete computer system should be classified as "loaded computer processor boards and board subassemblies for replacement, upgrade, further assembly, or installation in another computer system" on line 5. Generally these products are not encased in a housing when shipped and/or will require further assembly in order to function as a computer system.
8. Parts for Peripheral Equipment - (Lines 12-15) Report a component or subassembly in the parts category only if:
a. Your company fabricates or assembles the item at the reporting location; and
b. The item is not explicitly specified within the seven digit Standard Industrial Classification based product classifications below or the Current Industrial Reports (CIR) program.

Exclude: Loaded boards (report on line 5); electronic components, such as semiconductors (report on line 28); discrete components (report on line 51); power supplies (report on line 51); switches (report on line 51); printed circuit boards (report on line 4); peripherals (report on lines 6-11); drives and auxiliary memory (report on line 6); fasteners, metal stampings, and similar hardware (report on line 51); equipment enclosures (report on line 51); connecting devices (report on lines 35-39).

Also exclude any equipment transferred from another location and shipped without fabrication or substantive assembly.

Include: Other subassemblies, not specified elsewhere, that are specialized for use only in complete equipment you manufacture (Report on lines 12-15)
9. If you have any questions concerning proper reporting, please call us on 301-457-4821.


If not shown, please enter your 11-digit Census File Number from the address label on page 1

Census File Number

Item 18B. PRODUCTS AND SERVICES OF THIS ESTABLISHMENT DURING 1997 - Continued


Item 18B. PRODUCTS AND SERVICES OF THIS ESTABLISHMENT DURING 1997 - Continued


## INSTRUCTIONS

General - The purpose of this inquiry is to measure the effect of computers manufactured for own use on the statistics for the computer industry. These are complete computers manufactured by your own company and then used at this manufacturing location or transferred to other units of the company for internal company use and not for further assembly, upgrade, or sale.

Questions 1 and 2 - These questions refer to complete computers produced at this establishment for internal use
by this establishment and not for further assembly, modification, upgrade, or sale.
Questions 3 and 4 - These questions refer to any complete computer produced at this location for transfer to other units of the company for internal company use other than for sale or lease.
Questions 5 and 6 - These questions refer to complete computers transferred to this location from other units of your company for internal use at this location.


Items 20 and 21 - Not applicable to this report.
REMARKS - Please use this space for any explanations that may be essential in understanding your reported data.

Item 22. CERTIFICATION - This report is substantially accurate and has been prepared in accordance with instructions.


