

## Directions

The Census of Commerce (hereafter referred to as the Census) represents a “designated statistical survey” (Designated Statistics No.23) based on the Statistics Law (Law No.18 of 1947), and is implemented according to the Regulations for the Census of Commerce (Ordinance No.60 of the Ministry of International Trade and Industry of 1952). The Census of Commerce has been implemented every five years since 1997, and simplified interim surveys have been also conducted (two years after the Census). This second simplified interim survey was conducted simultaneously with the “Establishment and Enterprise Census” and the “Survey on Service Industries” by the Ministry of Internal Affairs and Communications.

In this Report by Site Characteristics, the statistical tables represent a re-totaling of establishments engaged in retail trade as of June 1, 2004, and were obtained by marking characteristics based on the definitions of the classification of site characteristics (see Appendix 1) and re-totaling of retail establishments in large-scale retail stores in accordance with the Large-Scale Retail Store Location Law.

### **1. Classification and definitions of site characteristics and large-scale retail stores**

- 1) The classification and definitions of site characteristics are, in principle, established in accordance with the City Planning Law (Refer to Appendix “Classification of Site Characteristics and Definitions”).

Although the marking of characteristics utilizing the enumeration district unit was conducted until 1999, it was changed to the marking for an establishment unit.

- 2) Stores where the floor area (provided for retail trade) prescribed by the Large-Scale Retail Store Location Law exceeds 1000 m<sup>2</sup>, refer to large-scale retail stores.

### **2. Explanation of major terms**

#### **(1) Establishment (commercial establishments (retailers))**

Establishments that sell merchandise for individual consumption or home consumption in a fixed place.

The establishments include the following:

- 1) Establishments engaged in commodity sales to individuals (including unincorporated agricultural, forestry or fishery establishments) or to household consumers
- 2) Establishments engaged in sales of small quantities or sums of commodities to industrial users
- 3) Establishments engaged in sales of commodities and repair services of the same kind

Even in cases where the income from repair fees exceeds that of sales of the same kind, these establishments are classified as “retail trade” instead of “repair shops”. However, establishments engaged exclusively in repair are classified as “repair shops” (DIVISION Q-SERVICES, N.E.C.). In this case, replacement of parts for repair is not considered retail of products.

- 4) “Manufacturer-retailers” (establishments selling manufactured commodities to individuals or household consumers at outlets within the establishment premises, for example, confectioneries, bakeries, lunch providers, tofu stores, and pharmacies etc.)
- 5) Gasoline service stations
- 6) Establishments mainly engaged in sales of commodities without having sales space (including establishments with a base office that engages in sales activities necessary for door-to-door sales or mail

order and catalogue sales), and mainly selling to individuals or household consumers

7) Establishments managed separately

Shops that exist in premises of governmental offices, corporations, factories, organizations, amusement parks etc., and are managed by other establishments, will be classified as “retail trade” as individual establishments.

**(2) Single-unit establishment**

Establishments without any head office, branch, or sales office managed by the same entity in other places (1 enterprise with 1 establishment)

**(3) Head office**

Establishments that control all branches and sales offices managed by the same entity in other places In cases where each division of a head office is scattered over different places, the establishment to which a representative such as a president belongs is regarded as “head office”, and other offices as “branches”. Previously establishments with branches and sales offices as sales establishments were regarded as “head offices”, and those without them as “single-unit establishments”.

**(4) Branch**

Establishments subject to control from a head office in another place, including establishments with the name of “branch office”, as well as sales offices, stands, substations, and shops run by joint enterprise cooperatives mainly engaged in selling commodities. Intermediate local head offices controlling subordinate establishments while controlled by the head office at a higher level are also regarded as “branches”.

\*Relationship between head office and branch

- 1) The parent company and subsidiary are both independent companies and there is no head office-branch office relationship between them.
- 2) As for the establishments of a “certain chain shop” type, if the proprietor of such an establishment is different from the management of the headquarters as a franchise store, it is classified as a “single-unit establishment” or “head office.”
- 3) In the name of a joint enterprise cooperative based on the Law on the Cooperative Association of Small and Medium Size Enterprises, such as rice retailers, its headquarters are classified as “head offices” and individual cooperative members are classified as “branch offices.”

**(5) Year of opening**

Previously the time when the establishment started operation of business was regarded as the “year of opening”. However, in the 2004 Census, it is the time when that establishment opened, regardless of business content.

**(6) Employees and persons engaged**

Employees and persons engaged who are engaged in business of the establishment as of June 1, 2004.

The number of employees is the total of “sole proprietors”, “unpaid family workers”, “paid officers”, and

“regular employees”. The number of persons engaged is calculated by (1) adding the number of “temporary employees” and “workers dispatched from other companies” to employees, and then (2) deducting the number of “workers dispatched to other companies among employees and temporary employees” from (1).

- 1) “Sole proprietors” are those proprietors who are actually engaged in the individual business.
- 2) “Unpaid family workers” are those family members who are regularly involved in the business without being paid.
- 3) “Paid officers” are executives of enterprises and organizations being paid regardless of whether they are full-time or part-time.
- 4) “Regular employees” are those usually called “full-timers” or “part-timers” who come under any of the following definitions:
  - a. Persons employed without a contract for an indefinite employment period
  - b. Persons employed for a period of one month or longer
  - c. Persons other than a. or b. above who were employed for 18 days or longer per month for both April and May 2004
- 5) “Temporary employees” are those workers other than regular employees employed for a period of less than one month or on a daily basis.
- 6) “Workers dispatched from other companies” are those workers dispatched from temping agencies or from establishments with different management.
- 7) “Workers dispatched to other companies among employees and temporary employees” are those workers dispatched to and engaged in business of other establishments managed separately, such as subcontractors for other companies, among employees and temporary employees.

#### **(7) Annual product sales**

Annual product sales mean the annual sales amount of tangible goods (consumption tax included) in that establishment for the period of April 1, 2003 to March 31, 2004.

#### **(8) Other income**

Other income is the total of income gained from business operations other than the sales of tangible goods, such as repair, commission, manufactured goods shipments, food and beverages, services and so on for the period of April 1, 2003 to March 31, 2004 (including consumption tax).

#### **(9) Self-service system**

The “self-service system” is a method of sales which fulfils the following three conditions:

- 1) Goods are unwrapped, or pre-packed with pricing.
- 2) The consumer individually carries the desired goods in shopping baskets or carts.
- 3) The consumer pays the total amount for the goods at the cashier.

Establishments that are considered to adopt the “self-service system” for the purposes of the census are those establishments that fulfill the above conditions in at least 50% of the total sales floor space of the establishment.

### **(10) Sales floor space**

The aggregate sales floor space actually used for retail sales by the establishment as of June 1, 2004. Dining rooms, tea lounges, exterior exhibition space (garden plants, rocks,) distribution centers, stairways, walkways, elevators, escalators, lobbies, lavatories, offices, warehouses, tenants and so on are excluded.

However, the Census is not implemented for establishments belonging to retailers of milk, automobiles, fixtures, tatami mats, newspapers, and gasoline service stations, as well as establishments without sales floor space, such as door-to-door sales, mail-order and catalogue sales.

### **(11) Business hours**

Business hours as of June 1, 2004, are rounded down to the nearest whole hour.

In cases where the date of the survey is different from usual cases due to holidays or special sales campaigns, etc., business hours of a usual working day closest to the date of the survey are used. However, the Census is not implemented for establishments belonging to retailers of milk and newspapers.

### **(12) City population scale**

In accordance with the "Table on National Population and Number of Households and Population Dynamics Based on Basic Residential Registers" published by the Local Administration Bureau of the Ministry of Public Management, Home Affairs, Posts and Telecommunications, municipalities nationwide are classified by scale.

## **3. Others**

- (1) The "-" figure in the table indicates that there is no relevant figure, "0" and "0.0" indicate that the figures are less than the minimum unit of description. "x" indicates that the figures gained for the item are for 1 or 2 establishments, and that the reporter determines that confidentiality may be compromised by the announcement of the figures, however, even when the figures are gained for more than 3 establishments, when it is apparent that confidentiality will be compromised by the announcement of the figures, they may be restricted.
- (2) Due to rounding, the totals may not necessarily agree with those obtained by adding up the actual figures.
- (3) "Not reported" in the tables means that no investigation was conducted.
- (4) For Table 4 and 5: Refer to Appendix 2 for the definitions of "Kind of Business Classification."
- (5) When utilizing the statistical tables in this booklet for other materials, be sure to specify that they were cited from the "Results by Site Characteristics (Retail Trade) of 2004 Census of Commerce compiled by the Research and Statistics Department of the Economic and Industrial Policy Bureau of the Ministry of Economy, Trade and Industry."

#### 4. Reference

Please contact the address below for any inquiries with respect to the Census:

Industrial Statistics Office,

Research and Statistics Department, Economic and Industrial Policy Bureau,

Ministry of Economy, Trade and Industry

1-3-1 Kasumigaseki, Chiyoda-Ku, Tokyo

〒100-8902

Telephone no. 03-3501-0386 (dial-in)

The major contents of this text may also be found at the homepage of the Ministry of Economy, Trade and Industry.

**URL for access to statistics: <http://www.meti.go.jp/statistics/>**

## Appendix

### Classification of Site Characteristic and Definitions

Characteristic No. and Classification	Definitions
1. Commerce-integrated areas Sub-classification of commerce-integrated areas	<p>These are areas which constitute a shopping district in near-commercial areas or commercial areas of “use-defined land” under Article 8 of the City Planning Law.</p> <p>Roughly speaking, one shopping district is one commerce-integrated area. One shopping district refers to an area that has 30 or more retailing shops, restaurants and service industries. A shopping center or multi-purpose building (such as a station building or co-operative department store building) that falls under the definition of “one shopping district” is, as a general rule, considered as one commerce-integrated area.</p>
1 Around-station-type commerce-integrated areas	These are commerce-integrated areas located around JR or private railway stations. But, as a general rule, they do not include areas located around streetcar or subway stations.
2 City-area-type commerce-integrated areas	These are commerce-integrated areas located in a busy shopping or office building district in the center (except areas around a station) of a city.
3 Residential-background-type commerce-integrated areas	These are commerce-integrated areas having a residential or housing complex district as past of their background.
4 Roadside-type commerce-integrated areas	These are commerce-integrated areas (except those in the center of a city) located mainly along a national route or major road.
5 Other type of commerce-integrated areas	These are commerce-integrated areas that cannot be classified into any of the above four categories, such as shopping districts in tourist resorts and those around shrines and temples.
2. Office building areas	These are areas that do not come under the categories of near-commercial areas or commercial areas of “use-defined land” under Article 8 of the City Planning Law.
3. Residential areas	These are first-class or second-class low-rise residential building areas, first-class or second-class medium- or high-rise residential building areas, or first-class or second-class residential areas or quasi-residential areas of the “use-defined land” under Article 8 of the City Planning Law.
4. Industrial areas	Those are quasi-industrial areas, industrial areas or exclusive industrial areas of “use-defined land” under Article 8 of the City Planning Law.
5. Other areas	These are areas that do not come under any of the above four categories.

Notes: In some cases where the actual state of an area is different from that defined under the City Planning Law (such as a residential area where no housing has been built) or when an area or district is not defined under the City Planning Law, such areas are classified according to their usage.

## Kind of Business Classification

Classification	Self-service system	Commodity handled	Sales floor space	Business hours	Notes						
1. Department stores					<p>“1 Large-scale department stores” and “2 other department stores” are classified as “551 Department stores and general merchandise supermarkets” in the Industrial Classifications.</p> <p>“551 Department stores and general merchandise supermarkets” include stores that retail clothing, food and housing products, in which retail sales for each of these categories is over 10% but under 70%, and in which more than 50 people are indicated as employees.</p>						
<table border="1" style="width: 100%;"> <tr> <td style="width: 10%;">1</td> <td>Large-scale department stores</td> <td></td> <td>3000 m<sup>2</sup> or over (6000 m<sup>2</sup> or over in special wards of Tokyo and ordinance-designated cities)</td> </tr> <tr> <td>2</td> <td>Other department stores</td> <td style="text-align: center;">×</td> <td>3000 m<sup>2</sup> or over (6000 m<sup>2</sup> or over in special wards of Tokyo and ordinance-designated cities)</td> </tr> </table>	1	Large-scale department stores		3000 m <sup>2</sup> or over (6000 m <sup>2</sup> or over in special wards of Tokyo and ordinance-designated cities)		2	Other department stores	×	3000 m <sup>2</sup> or over (6000 m <sup>2</sup> or over in special wards of Tokyo and ordinance-designated cities)		
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2. Supermarket stores											
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3. Specialty supermarket stores											
1 Apparel	○	Apparel, 70% or more	250 m <sup>2</sup> or over								
2 Food		Food, 70% or more									
3 Housing		Housing, 70% or more									
Home center (DIY)		Of which, 59E+602 are under 70%									
4. Convenience stores		Deal with food and beverages	30 m <sup>2</sup> or over - under 250 m <sup>2</sup>	14 hours or more	Including other than “57D Convenience stores (limited to those mainly dealing with food and beverages)” in the Industrial Classification.						
24-hours operation	○			24-hour operation							
5. Drug stores	○	Industry 601; deal with 60G									

6. Other supermarkets	○				Adopting self service system other than “2.”, “3.”, “4.”, and “5.”
General merchandise					
7. Specialty stores					
1 Apparel	×	Any of 561,562,563,564, 569; 90% or over			
2 Food		Any of 572,573,574,575, 576,577,57C,57A, 57B; 90% or over			
3 Housing		Any of 58A,58D,58B,58C, 582,591,592, 599,601,602,603, 604,605,606,607, 60P,60D,60E,60F; 90% or over			
8. Semi-specialty stores					Excluding retailers which fall under “7.”
1 Apparel	×	Apparel; 50% or over			
2 Foods		Food; 50% or over			
3 Housing		Housing; 50% or over			
9. Other retail stores	×				Non-self service stores except “1.”, “7.”, and “8.”.
General merchandise					

Notes

- 1: Self-service stores mean that the establishment adopts a self-service system in 50% or more of the sales floor space.
- 2: Three-digit commodity classification numbers comply with the Standard Industrial Classification for Japan. Additionally, the Apparel/Food/Housing items in the Commodity handled column refer to the total of the first two digits of the commodity classification numbers, Apparel (56), Food (57), and Housing (58-60).
- 3: General merchandise is classified as “559 Miscellaneous Retail Trade, General Merchandise”, and it is not based on the definition of convenience stores. Also, in the Classification column, “6 other supermarkets” refers to establishments that adopt the self-service system, while “9 other retail stores” refers to establishments that do not adopt the self-service system.