

## Notes on the Commerce Statistical Survey

### About Commerce Statistical Survey

#### 1. Purpose

The purpose of the Commerce Statistical Survey is to investigate the actual situation of the Japanese commerce industry.

#### 2. Authority

The Commerce Statistical Survey is a "designated statistical survey" (designated statistics No. 23) based on the Statistical Law (1947 law No. 18) and is conducted in accordance with the Commerce Statistical Survey Rules (1952 MITI ordinance No. 60).

As to the Commerce Statistical Survey rules and survey forms employed in the 1999 Commerce Statistical Survey (Simple Survey), please refer to the data at the back of this report.

#### 3. Survey date

The 1999 Commerce Statistical Survey was conducted on July 1, 1999.

After the 1997 Commerce Statistical Survey, it was decided to conduct the Commerce Statistical Survey every five years and simple surveys in between. This is the first such simple survey.

Year-by-year survey items are as follow.

Survey year	Survey date	Industry surveyed	Survey year	Survey date	Industry surveyed
1952 survey	Sep. 1	Wholesalers/retailers, Eating & drinking establishments	1976 survey	May. 1	Wholesalers/retailers, Eating & drinking establishments
1954 survey	Sep. 1	Wholesalers/retailers, Eating & drinking establishments	1979 survey	Jun. 1	Wholesalers/retailers, Eating & drinking establishments
1956 survey	Jul. 1	Wholesalers/retailers, Eating & drinking establishments	1982 survey	Jun. 1	Wholesalers/retailers, Eating & drinking establishments

1958 survey	Jul. 1	Wholesalers/retailers, Eating&drinking establishments	1985 survey	May. 1	Wholesalers/retailers
1960 survey	Jun. 1	Wholesalers/retailers, Eating&drinking establishments	1986 survey	Oct. 1	General eating & drinking establishments
1962 survey	Jul. 1	Wholesalers/retailers, Eating&drinking establishments	1988 survey	Jun. 1	Wholesalers/retailers
1964 survey	Jul. 1	Wholesalers/retailers, Eating&drinking establishments	1989 survey	Oct. 1	General eating & drinking establishments
1966 survey	Jul. 1	Wholesalers/retailers, Eating&drinking establishments	1991 survey	Jul. 1	Wholesalers/retailers
1968 survey	Jul. 1	Wholesalers/retailers, Eating&drinking establishments	1992 survey	Oct. 1	General eating&drinking establishments
1970 survey	Jun. 1	Wholesalers/retailers, Eating&drinking establishments	1994 survey	Jul. 1	Wholesalers/retailers
1972 survey	May. 1	Wholesalers/retailers, Eating&drinking establishments	1997 survey	Jun. 1	Wholesalers/retailers
1974 survey	May. 1	Wholesalers/retailers, Eating&drinking establishments	*1999 survey	Jul. 1	Wholesalers/retailers (Simple survey)

\*1999 is a simple survey (I)

#### 4. Scope of the survey

The survey covered establishments belonging to "Major groups: wholesalers/retailers, Eating & drinking establishments" of the Japan Standard Classification of Industries, excluding eating & drinking establishments.

The survey covered private establishments (other than those run by the state or local governments). For example, the survey covered those establishments (stands, etc.) that are on the premises of government offices, schools and corporations but are run

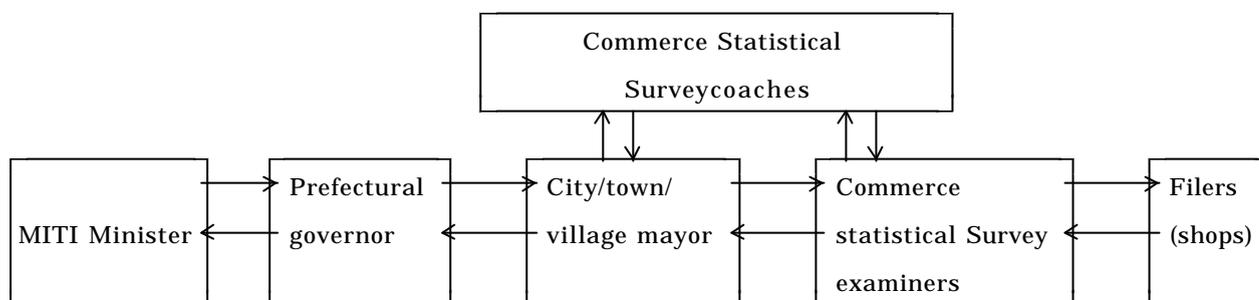
separately, and those establishments that sell merchandise without having stores, such as door-to-door sales and mail-order/catalog sales. However, the survey did not cover the following private-run establishments.

Establishments located within the facilities to which one has to pay to enter, such as station wickets, theaters, sports stadiums and toll roads. However, those establishments in parks, amusement parks and theme parks that are run separately were covered.

Even if the establishment was on holiday or being liquidated on the survey date, or operated on a seasonal basis, such an establishment was covered as long as it had regular employees.

## 5. Survey process

The process of the Commerce Statistical Survey is as follows.



## 6. Survey items

Incorporated shops were asked to answer all of the following ~ survey items and unincorporated shops were asked to answer 8 of them, except item . Of the incorporated shops, “ legal entities other than companies, such as agricultural cooperatives ” and “ foreign companies ” were not asked to answer item .

Item was answered only by retailers.

Survey items	Survey items
Name of the establishment and telephone number	About the company (capital or amount of invested capital, number of full-time employees in the company as a whole)
Location of the establishment	Amount of annual sales, etc.
Management organization	Floor space for sales, etc. (floor space for sales, self-service, business hour)
Number of employees	Type of business
Head office or branch	

## 7. Publication

The result of the 1999 Commerce Statistical Survey will be published as the 1999 Census of Commerce "Volume 1: Report by Industry (Summary)," "Volume 2: Report by Industry (Prefectures)," "Volume 3: Report by Industry (Cities, towns and villages)," and as 1999 Census of Commerce "Processed Statistics."

The contents of each of the reports are as follows.

### (1) *Census of Commerce*

Volume 1: Report by Industry (Summary)

Mainly contains statistical tables by scale, such as by the number of employees, by annual sales, and by sales floor space, all in accordance with the industrial classification.

Volume 2: Report by Industry (Prefectures)

Mainly contains tables of industry-by-industry statistics by prefecture and by 13 major cities.

Volume 3: Report by Industry (Cities, towns and villages)

Contains tables of industry-by-industry statistics by city, town and village.

### (2) *Processed Statistics*

Part 1: Statistical tables by type of industries

Mainly contains statistical tables of retail shops by type of business and by prefecture.

Part 2: Statistical tables of large-scale retail stores

Contains statistical tables of retail shops with regard to large-scale retail stores by prefecture

Part 3: Statistical tables of location environment characteristics

Contains statistical tables of retail shops by prefectural location environment characteristics

## About the "Volume 1" ~ "Volume 3" of the 1999 Commerce Statistical Survey

### 1. About classification for the Commerce Statistical Survey

In principle, the classification for the Commerce Statistical Survey is based on the Japan Standard Classification of Industry (See "Classification Table of Industries" and "Classification Table of Merchandise" at the back of this report).

### 2. How to classify establishments

The ways to rank establishments are as follows.

Since the 1999 survey is a simple survey, merchandise are classified in 3-digit numbers instead of the conventional 5-digit numbers.

**(1) General method**

When an establishment handles only one item, the minor classification of the establishment will be decided with a 3-digit merchandise classification number.

When the establishment handles more than one item, the total of the wholesale items of 2-digit merchandise classification numbers (49~53) and the total of retail items of 2-digit merchandise classification numbers (54~59) are compared and whether the establishment is a wholesaler or a retailer is decided. Then, the sales amounts of items in the same first 2-digit items are added up, and the item with the largest sales amount determines the middle classification (first 2-digit numbers). In the same manner, the minor classification (first 3-digit numbers) and so forth are determined.

**(2) Special method**

As for "wholesalers of various merchandise and wholesalers of other various merchandise" and "agent & broker trade" in the wholesale industry, and "department stores and other general merchandise" and "general food retailers" in the retail industry, they are classified in the following ways.

Wholesale

.General merchandise

This refers to "establishments classified as trading companies" in the 1997 survey. They will be classified as "other general merchandise wholesalers" if the number of employees (excluding part-timers, temporary manpower/subcontractors dispatched) falls below 100. The establishments which were classified as trading companies in the 1997 survey refer to those incorporated establishments that sell all of the three goods (producer goods, capital goods and consumer goods) in Table 1 and whose sales amount of the respective goods comes to 10% or more of total sales, and that whose number of employees is 100 or more (excluding establishments whose head office engage in business other than commerce)

Table 1 Businesses by goods in the wholesale category

Producer goods		Capital goods		Consumer goods	
Merchandise classification	items	Merchandise classification	items	Merchandise classification	items
491	Textile product (excluding apparel, accessories & notions)	511	Building materials	492	Apparel, accessories & lotions
					Farm, livestock & aquatic products

512	Chemicals	521	Non-electric machinery	501	50A Rice, barley & wheat 50B Vegetables and fruits 50C Meat 50D Fresh seafood 50E Other farm, livestock & aquatic products
513	Minerals & metallic raw materials	522	Motor vehicles	502	Food & beverages
514	Recycled materials	523	Electric machinery	531	Furniture & fixtures
		529	Other machinery	532	Drugs & toiletries
				539	Miscellaneous

. Other general merchandise (those whose number of employees is constantly below 100)

a. Incorporated establishments or individually run establishments which sell all of the three goods in Table 1 and whose wholesale amount of the respective goods is less than 50% of the total and whose number of employees is less than 100.

b. The establishments that were classified as "other general merchandise wholesalers" in the 1997 survey remains as "other general merchandise wholesalers." But those whose number of employees has increased to 100 or more will be assigned new classification other than the middle group classification of "48."

c. The "establishments classified as trading companies" in the 1997 survey will be classified as "other general merchandise wholesalers" if the number of employees has fallen below 100.

. If the establishment handles only "514: recycled materials" among the producer goods or only "539: miscellaneous" among the consumer goods, it will be classified as a general wholesaler.

. Agent & broker trade

This refers to the establishments that are specialized in agency or brokerage businesses and that have no annual sales of merchandise, and it is the commercial establishments of the 1997 survey, and that were classified as "agent & broker trade" that are specialized in agency or brokerage businesses.

## Retail

### .Department stores

This refers to the establishments retailing clothing (middle group 55), foods (middle group 56) and housing (middle group 57~59) of Table 2 and whose sales amount of respective goods is 10% or more but less than 70% of the total retail amounts and whose number of regular employees is 50 or more.

### .Other general merchandise (those whose number of employees is constantly below 50)

a. This refers to the establishments retailing clothing (middle group 55), foods (middle group 56) and housing (middle group 57~59) of Table 2 and whose sales amount of respective goods is less than 50% whose number of employees is less than 50.

b. The establishments that were classified as "other general merchandise retailers" in the 1997 survey remains as "other general merchandise retailers." But those whose number of employees has increased to 50 or more will be classified as "department stores" if they fall under the category of "a" above, and if not, will be classified as general retailers in accordance with the merchandise sold.

Table 2 Items by clothing/foods/housing in the retail category

Clothing/foods/housing	Middle group	Items
Clothing	55	Dry goods, apparel & accessories
Foods	56	Food & beverage
Housing	57	Motor vehicles & bicycles
	58	Furniture, Fixtures, Household machines & tools
	59	Miscellaneous;

### .General foodstuff retailers

The establishments whose sales of the middle group "56: foods & beverage" are the largest and whose top five retail selling items include more than three of 562, 563, 564, 565, 566, 567, 568, 569 ((56A + 56B + 56C) and whose sales of the respective items is less than 50% of "the total sales of food and beverages."

## 3. Explanation of main terms used in the Census of Commerce

### (1) Shop

The establishment that mainly deals in selling and buying of corporeal things. In other words, the establishment that engages in the business of wholesaling of merchandise, agency or broker for merchandise trade, or retailing at a fixed place.

### (2) Wholesale

Refer to establishments that mainly engage in the following businesses.

The establishment that sells merchandise to retailers or wholesalers

The establishment that sells merchandise to industrial users (such as factories, mines, construction, government offices and agencies, schools, hospitals, hotels) for business use.

The establishment run by a producer and selling products of the producer at a different location

"Agent & broker trade" refers to the establishment that conducts agency or intermediate businesses for wholesalers in return for commissions and other rewards, without having the ownership of the merchandise intended for sales, and regardless of whether or not the establishment directly manages the goods in question. The "agent & broker trade" is commonly called a broker or farm product collector.

### **(3) Retail**

Refer to establishments that mainly engage in the following businesses.

The establishment that buys and sells merchandise for individuals (including sales to self-employed farmers, woodcutters, and fishermen) or household consumers.

The establishment that retails merchandise and repairs the same kind of merchandise.

Even if income from repairing work is bigger, the establishment is classified as a retailer as long as it sells the same kind of merchandises. But the establishment that specializes in repair is classified as a repairer (major group : Services). In this case, The replacement of parts for repair is not considered as a merchandise sale.

Manufacture-retail establishment (retailing self-produced merchandise to individuals or household consumers at the same location)

For example, tailors, candy stores, bakeries, lunch vendors, tofu vendors, joiners, tatami-makers, pharmacists are all manufacture-retail establishments.

Gas station

The establishment that mainly engages in non-shop sales of merchandise to individuals or household consumers (the establishment that does not have a sales office but has offices to engage in merchandise sales activities, such as door-to-door selling or mail-order and catalog sales).

"Door-to-door sales" refers to a sale method in which a salesman visits consumers at home, explains about the merchandise by showing the actual merchandise or its catalog to sell the merchandise.

It is a method of selling merchandise by concluding a contract at a location other than the place (such as a permanent exhibition hall) the merchandise are being exhibited for a certain period by the seller.

"Mail-order and catalog sales" refers to a method of selling merchandise in which the seller advertises the merchandise to consumers by such means as television, radio, the Internet and catalogs and accepts orders by mail or other communication means (such as the telephone, facsimile, postal money order, payment into bank accounts).

#### **(4) Employees**

Those employees who belonged to the establishments as of July 1, 1999. The employees in the Commerce Statistical Survey refer to the total of "proprietors and unpaid family employees," "paid directors of companies or organizations," and "regular employees." They include "persons who are dispatched to establishments run separately, such as other companies, and persons who are working at establishments run separately as subcontractors."

"Paid directors" refer to directors earning income at a company or organization. Those executives or directors who concurrently work as a clerical employee or laborer and are in the same wage structure as other staff are classified as "regular employees."

"Regular employees" are "Full-time employees/staff", "Part-timers", those who fall into either one of the following categories;

- . Persons whose employment period is not fixed
- . Persons who are employed for a fixed period of more than one month
- . Of the employees other than . and ., those who were employed for 18 days or longer in May and June 1999 and who are still employed.

"Temporary workers" refer to those employees other than regular employees and who are employed with a fixed employment period of less than one month or on a daily basis.

"Dispatched workers/subcontractors" refers to those who are dispatched from establishments run separately, such as other companies, or those who are working as subcontractors dispatched from establishments run separately, such as other companies.

#### **(5) Single store**

The establishment that does not have a head office or branches run by the same person in other locations.

#### **(6) Head office**

The establishment that has branches run by the same person in other locations and that supervises all of them.

In the case where individual departments of the head office is spread to other places, the establishment where the representatives, such as the president, is located is classified as "head office" and the other establishments are classed as "branches."

#### **(7) Branches**

They refer to the establishments that are supervised by the head office located in another place and include those establishments called "eigyosho," "baiten," "shutchojo," or joint enterprise cooperatives' "hanbaijo" that all sell merchandise, as well as branches/branch offices. The establishments that supervise lower-ranked establishments, while being supervised by the head office are classified as "branches."

#### **(8) Relationship between head office and branches**

A parent company and subsidiary are both independent companies and there is no head office-branch office relationship between them.

As for the establishments of a "so-and-so chain shop" type, if the proprietor of such an establishment is different from the management of the headquarters, it is classified as a "single store" or as "head office."

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 is classified as a "head office" and individual cooperative members are classified as "branch offices."

**(9) Total sales of merchandised during the year**

Total sales during the year refer to the total of wholesale sales, retail sales, and food and drink sales. They are total sales of things during one year from April 1, 1998 to March 31, 1999, including consumption tax.

**(10) Other income**

This is the total of income other than those from merchandise sales, such as repair fees, commissions, amount of manufactured goods shipped, and servicing, and includes consumption tax.

"Amount of manufactured goods shipped" refers to the amount of shipments in case when manufactured goods are shipped, and "Amount of servicing income" refers to income earned from servicing, such as agency commissions for cleaning and DPE.

**(11) Sales floor area (only retail)**

This is the total floor space of shops (excluding eating and drinking establishments (restaurants and coffee shops) and outdoor exhibition areas (gardeners, stone dealers, etc.).

However, the survey was not conducted on milk dealers, motor vehicle (new and used) retailers, retailers of house fixtures/tatami/religious implements (excluding religious implements retailers), gas stations and newspaper retailers as well as on the establishments that do not have sales floors such as door-to-door sales and mail-order/catalog sales.

**(12) Self-service stores (only retail)**

Establishments adopting the self-service system in 50% or more of the sales floor.

The "self-service system" means that the establishment meets the following three conditions:

Merchandise are put on the shelf unwrapped or prepackaged (each good is prepackaged) with prices labeled on them.

Shopping baskets or shopping carts are provided for customers.

Customers pay for all of the purchases at the check-out counters.

**(13) Opening hours (only retail)**

As a rule, this refers to opening hours (regular business hours) on the day the survey was conducted and fractions of less than one hour are dropped.

The survey did not cover the opening hours of milk dealers and newspaper retailers.

#### 4. Symbols and explanatory note

(1) " " denotes that applicable figures are not available. "0" and "0.0" mean the figure was less than the number obtained after counting fractions of 0.5 and over as a whole number and disregarding the rest. " - " denotes minus numerical value. " " means figures concerning one or two establishments are concealed to protect the privacy of the filers. When figures concerning three or more establishments are likely to reveal the concealed figures from the context, such figures are also concealed.

(2) With regard to the figures of "total sales during the year" and "other income," they may not necessarily agree with those obtained by adding up actual figures due to the rounding off of fractions.

(3) (A) in the upper left of the statistical table denotes incorporated establishments and (B) denotes unincorporated establishments.

(4) "Not reported" means the item in question was not surveyed.

"Total sales during the year per square meter of sales floor" were calculated only for shops having sales floors. And "Total sales during the year per establishment" were calculated respectively only for shops having employees. (excluding only number of temporary employees, number of manpower/subcontractors dispatched)

#### Other things to note

1. When reproducing figures contained in the statistical tables, please refer that the figures are based on "1999 Census of Commerce compiled by the Research and Statistics Department, Minister's Secretariat, Ministry of International Trade and Industry."

2. For further inquiries, please call

(03) 3501-9945, or 9929 (dial-in)

〒100-8902 1-3-1 Kasumigaseki, Chiyoda-ku, Tokyo

Commercial and Industrial Statistics Division, Research and Statistics Department,  
Minister's Secretariat, Ministry of International Trade and Industry

*(Recycled paper is used for this Census)*

Classification Number	Industrial Classification
	<b>Total</b>
	<b>Wholesale total</b>
<b>48</b>	<b>General merchandise wholesale</b>
(481)	General merchandise wholesale
48A	General merchandise wholesale (with a constant number of employees of 100 or more)
48B	Miscellaneous merchandise wholesale
<b>49</b>	<b>Textile and apparel wholesale</b>
491	Textile goods wholesale (excluding apparel, accessories & lotions)
492	Apparel, accessories & lotions wholesale
<b>50</b>	<b>Drink &amp; food wholesale</b>
501	Farm, livestock & aquatic products wholesale
50A	Rice wholesale
50B	Vegetables and fruits wholesale;
50C	Meat wholesale
50D	Fresh fish and shellfish wholesale
50E	Other farm, livestock & aquatic products wholesale
502	Food & beverages wholesale
<b>51</b>	<b>Building materials, minerals &amp; metallic raw materials wholesale</b>
511	Building materials wholesale
512	Chemicals wholesale
513	Minerals & metallic raw materials wholesale
514	Recycled materials wholesale
<b>52</b>	<b>Machinery wholesale</b>
521	General machinery wholesale
522	Motor vehicles wholesale
523	Electrical machinery wholesale
529	Other machinery wholesale
<b>53</b>	<b>Other wholesale</b>
531	Furniture & fixture
532	Wholesale Drugs & toiletries wholesale
533	Agent & broker trade wholesale
539	Wholesale Not classified otherwise

		<b>Retailtotal</b>
<b>54</b>		<b>Generalmerchandise retail</b>
541	54A	Departmentstores
54B		Men's clothing and Western-styleapparel
54C		Ladies'andchildren'swearandWestern-styleapparel
54D		Other clothing
54E		Accessories
54F		Food&beverages
54G		Furniture
54H		Householdelectricalmachinery;
54J		Householdutensils
54K		Other merchandise
549		Restaurantsandcoffeeshops
		Other generalmerchandiseretail (withaconstantnumberofemployeesoflessthan50)
<b>55</b>		<b>Drygoods, apparel &amp; accessories</b>
551		Kimonofabrics,clothandbedclothesretail
552		Men'swearretail
553		Ladies'andchildren'swearretail
554		Shoesandfootwearretail
559		Otherdrygoods,apparel&accessoriesretail
<b>56</b>		<b>Food &amp; beveragesretail</b>
561		Generalfoodretail
562		Beer,wine&liquorretail
563		Meat retail
564		Freshfishretail
565		Groceriesretail
566		Vegetables and fruitsretail
567		Confectioneryandbreadretail
568		Riceretail
569		Otherfood&beveragesretail
56C		Milkretail
56A		Cookedfoodsretail
56B		Food&beveragesnotclassifiedotherwise
<b>57</b>		<b>Motorvehicles&amp;bicyclesretail</b>
571		Motorvehiclesretail
57A		Motorvehichesretail
57B		Motorvehiclepartsandaccessoriesretail
57C		Motorcyclestores

572	Bicycleretail
58	Furniture, fixtures and household machineryretail
581	Furniture, fixtures and tatami retail
58A	Furniture retail
58B	Fixtures, tatami and religious implements retail
582	Hardware retail
583	Ceramic ware and glass ware retail
584	Household machinery retail
58C	Household electrical machinery retail
58D	Household machinery retail (excluding household electrical machinery)
589	Other household utensils
59	Other retail
591	Drugs & toiletries retail
59F	Drugs retail
59G	Toiletries retail
592	Agricultural implements retail
593	Fuel retail
59H	Gas station
59J	Fuel retail (excluding gas stations)
594	Books and stationery retail
59K	Books, magazines, paper and stationery retail
59L	Newspaper retail
595	Sport goods, toys, amusement goods, and musical instruments retail
59A	Sport goods retail
59B	Toys and amusement goods retail
59C	Musical instruments retail
596	Photographs and photograph materials retail
597	Clocks, watches, glasses and optical instruments retail
598	Used articles retail (not classified otherwise)
599	Retail not classified otherwise
59D	Flowers and plants retail
59E	Other retail not classified otherwise