

Directions

I. The Census of Commerce

1. Purpose of the Census

The purpose of the Census of Commerce is to clarify the current status of commerce in Japan.

2. Legal framework

The Census of Commerce, “designated statistical survey (No. 23)” based on the Statistics Law (No. 18 enacted in 1947), is implemented according to the Regulations for the Census of Commerce (the ministerial ordinance No. 60 of MITI enacted in 1952).

As for the Regulations and the format of questionnaire for the Census of Commerce, which were applied to the Census of Commerce in 2004, refer to the end of this report.

3. Date of survey

The date of survey of the 2004 Census was June 1, 2004.

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.

Dates of surveys by year are as follows:

Year	Date of survey	Coverage
1952	Sept. 1	Wholesale and Retail Trade, Eating and Drinking Places
1954	Sept. 1	Wholesale and Retail Trade, Eating and Drinking Places
1956	Jul. 1	Wholesale and Retail Trade, Eating and Drinking Places
1958	Jul. 1	Wholesale and Retail Trade, Eating and Drinking Places
1960	Jun. 1	Wholesale and Retail Trade, Eating and Drinking Places
1962	Jul. 1	Wholesale and Retail Trade, Eating and Drinking Places
1964	Jul. 1	Wholesale and Retail Trade, Eating and Drinking Places
1966	Jul. 1	Wholesale and Retail Trade, Eating and Drinking Places
1968	Jul. 1	Wholesale and Retail Trade, Eating and Drinking Places
1970	Jun. 1	Wholesale and Retail Trade, Eating and Drinking Places
1972	May 1	Wholesale and Retail Trade, Eating and Drinking Places
1974	May 1	Wholesale and Retail Trade, Eating and Drinking Places
1976	May 1	Wholesale and Retail Trade, Eating and Drinking Places
1979	Jun. 1	Wholesale and Retail Trade, Eating and Drinking Places
1982	Jun. 1	Wholesale and Retail Trade, Eating and Drinking Places
1985	May 1	Wholesale and Retail Trade
1986	Oct. 1	General Eating and Drinking Places

Year	Date of survey	Coverage
1988	Jun. 1	Wholesale and Retail Trade
1989	Oct. 1	General Eating and Drinking Places
1991	Jul. 1	Wholesale and Retail Trade
1992	Oct. 1	General Eating and Drinking Places
1994	Jul. 1	Wholesale and Retail Trade
1997	Jun. 1	Wholesale and Retail Trade
1999	Jul. 1	Wholesale and Retail Trade (simplified interim survey)
2002	Jun. 1	Wholesale and Retail Trade
2004	Jun. 1	Wholesale and Retail Trade (simplified interim survey)

4. Scope of the Census

The scope of the Census of Commerce covers establishments belonging to “DIVISION J-WHOLESALE AND RETAIL TRADE” indicated in the Standard Industrial Classification for Japan (No. 139, announcement of the Ministry of Internal Affairs and Communications in 2002).

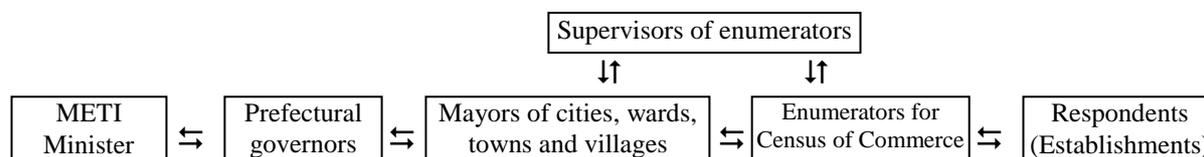
The simplified interim survey is intended for private (excluding national and local government) establishments. It also covers establishments managed separately, such as stores in companies, governmental offices, schools, and plants, as well as non-store retailers, such as door-to-door sales and mail order and catalogue sales. Among private establishments, ones inside facilities into which entry is charged, such as those inside a ticket gate in a station, a theater, a sports arena, or a toll road are not covered by the Census. However, establishments managed separately inside charged parks, amusement parks, and theme parks are included in the Census.

Establishments no longer in business, in liquidation, or in seasonal business are also included if there are full-time workers.

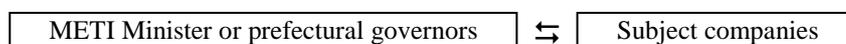
5. Routes of Survey

The routes of survey of the Census are as follows. The survey is conducted by the following two methods.

- (1) Survey by enumerators in which questionnaires are filled in by subject establishments (self-recorded method)



- (2) A blanket survey method in which a company submits questionnaire, produced in a bloc for each establishment under the control of a head office to METI or local governments directly



6. Survey items

All of the following survey items (1–10) are for incorporated establishments. Item 8 is omitted for individuals. However, for foreign companies, incorporated establishments other than companies, and unincorporated organizations, item 8 is omitted.

Item 10 is a survey item for retailers only.

Survey items	
1. Name and telephone number of establishment	8. About company (capital amount, number of regular employees in entire company, kinds of major business in entire company)
2. Location of establishment	
3. Legal status	9. Annual sales of goods and other income (annual sales of goods, other income)
4. Head office or branch	
5. Opening year of establishment	10. Sales floor space and other (sales floor space, adoption of self-service system or not, business hours, etc.)
6. Number of employees of establishment	
7. Kinds of business of establishment	

7. Publication

The results of the Census of Commerce in 2004 were publicized as the “Report of the Census of Commerce” as shown below.

Type	Main contents
Vol.1 The Report by Industry (Total)	Mainly providing statistical charts by industrial classification, by number of employees, annual sales of goods, sales floor space, and others
Vol. 2 The Report by Industry (Prefecture)	Mainly providing statistical charts by industrial classification by prefecture, and by special ward of Tokyo and ordinance-designated city
Vol. 3 The Report by Industry (City, Town and Village)	Providing statistic charts by industrial classification by city, town and village

(Secondary elaboration)

Type	Main contents
The Report by Sales Form	For retail establishments, mainly providing statistical charts by industrial classification by sales form
The Report by Characteristics of Location	For retail establishments, providing statistical charts by characteristics of location by industrial classification, sales form, and prefecture, and on large-scale retail stores by characteristics

II. About the Reports (Vol.1-3) of the Census of Commerce in 2004

1. Classification for the Census of Commerce

The classification for the Census of Commerce complies with the Standard Industrial Classification for Japan in principle (see “industrial classification table” and “commodity classification table” at the end of this report).

2. How industrial classification of establishments is decided

Establishments are classified by industry according to the following procedure.

The 2004 Census was a simplified interim survey, adopting not the 5-digit industrial classification used in the full-scale census, but a simplified 3-digit industrial classification. Some industry groups are subdivided by adding a letter after the third digit.

(1) Common method

1) When an establishment deals with a single commodity, the industry is decided based on 3 digits of commodity classification number.

2) When an establishment deals with multiple numbers of commodities, the industry is decided by the following method.

a. Wholesaler or retailer

Whether the establishment is a wholesaler or retailer is decided by comparing sales amounts of wholesaling divisions and retailing divisions in annual sales of goods, and finally taking the one with larger amounts.

b. Industry major group (2-digit industrial classification)

After deciding whether it is a wholesaler or a retailer, the industry major group is decided by classifying and tallying up the first 2 digits of the commodity classification numbers of the top three items, and taking the largest proportion of sales amounts.

c. Industry group (3-digit industrial classification)

After deciding the industry major group, among commodities belonging to the industry major group, the industry group is decided by classifying and tallying up all 3 digits of commodity classification numbers, and taking the largest proportion of sales amounts.

(2) Specific method

“Wholesale trade, general merchandise”, “Miscellaneous wholesale trade, general merchandise”, “Agents and brokers” in wholesale trade, “Department stores and general merchandise supermarkets”, “Miscellaneous retail trade, general merchandise”, “Retail trade,

general merchandise”, “Convenience stores”, and “Tobacco and smoking article specialty stores” in retail trade, are classified as follows.

1) Wholesale trade

(a) 49A Wholesale trade, general merchandise (with 100 or more employees)

These are establishments selling commodities belonging to Table 1 (producer goods, capital goods, and consumer goods), with respective sales proportion of those three goods at or over 10% of total sales in wholesaling, and having 100 or more employees. The establishment classified as “4911 Wholesale trade, general merchandise (with 100 or more employees)” in the 2002 Census is regarded as “49A Wholesale trade, general merchandise (with 100 or more employees)”. However, in case of the number of employees dropping below 100, it is regarded as “49B Miscellaneous wholesale trade, general merchandise”.

(b) 49B Miscellaneous wholesale trade, general merchandise

These are establishments selling commodities belonging to Table 1 (producer goods, capital goods, and consumer goods), with respective sales proportion of each major group less than 50% of total sales in wholesaling, and having fewer than 100 employees. Establishments classified as “4912 Miscellaneous wholesale trade, general merchandise” in the 2002 Census are regarded as “49B Miscellaneous wholesale trade, general merchandise”. However, in cases where the number of employees is 100 or more, the common method to classify wholesalers is adopted.

In the above-mentioned (a) and (b), even if the establishment handles commodities ranging from producer goods and capital goods to consumer goods, the common method to classify wholesalers is adopted in cases where the item of producer goods is only “524 RECYCLED MATERIAL”, or the item of consumer goods is only “549 OTHER PRODUCTS, N.E.C.”.

Table 1

By goods	Group	Industrial classification
Producer goods	501	TEXTILE PRODUCTS (EXCEPT APPAREL, APPAREL ACCESSORIES AND NOTIONS)
	522	CHEMICALS AND RELATED PRODUCTS
	523	MINERALS AND METALS
	524	RECYCLED MATERIAL
Capital goods	521	BUILDING MATERIALS
	531	GENERAL MACHINERY AND EQUIPMENT
	532	MOTOR VEHICLES
	533	ELECTRICAL MACHINERY, EQUIPMENT AND SUPPLIES
Consumer goods	539	MISCELLANEOUS MACHINERY AND EQUIPMENT
	502	APPAREL, APPAREL ACCESSORIES AND NOTIONS
	511	AGRICULTURAL, ANIMAL AND POULTRY FARM AND AQUATIC PRODUCTS
		51A Rice and grains
		51B Vegetables and fruits
		51C Meat and poultry
		51D Fresh fish, shellfish and seaweed
	51E Miscellaneous agricultural, animal and poultry farm and aquatic products	
	512	FOOD AND BEVERAGES
	541	FURNITURE, FIXTURES AND HOUSE FURNISHINGS
542	DRUGS AND TOILETRIES	
549	OTHER PRODUCTS, N.E.C.	

(c) “54A Agents and brokers”

After the 2002 Census, establishments earning substantial commission are classified under this heading, comparing annual sales of goods and other income. Establishments classified as “5497 Agents and brokers” in the 2002 Census are regarded as “54A Agents and brokers”.

2) Retail trade

(a) “551 DEPARTMENT STORES AND GENERAL MERCHANDISE SUPERMARKETS”

These are establishments retailing commodities ranging from clothing (major group 56), food products (major group 57), to housing (major group 58-60) in Table 2, with respective sales proportion of those three goods at or over 10% and less than 70% of total retail sales, and with 50 or more employees.

Establishments classified as “5511 Department stores and general merchandise supermarkets” in the 2002 Census are regarded as “551 DEPARTMENT STORES AND GENERAL MERCHANDISE SUPERMARKETS”. However, cases where the number of employees drops below 50, they are regarded as “559 MISCELLANEOUS RETAIL TRADE, GENERAL MERCHANDISE (WITH LESS THAN 50 EMPLOYEES)”.

(b) “559 MISCELLANEOUS RETAIL TRADE, GENERAL MERCHANDISE (WITH LESS THAN 50 EMPLOYEES)”

These are establishments retailing commodities ranging from clothing (major group 56), food products (major group 57), to housing (major group 58-60) in Table 2, with respective sales proportion of those three goods less than 50% of total retail sales, and with less than 50 employees.

Establishments classified as “5599 Miscellaneous retail trade, general merchandise (with less than 50 employees)” in the 2002 Census are regarded as “559 MISCELLANEOUS RETAIL TRADE, GENERAL MERCHANDISE (WITH LESS THAN 50 EMPLOYEES)”. However, in cases where the number of employees is 50 or more, the common method to classify retailers is adopted.

(c) “571 GROCERY STORES”

Among establishments classified as the major group “57 RETAIL TRADE (FOOD AND BEVERAGES)”, these are establishments retailing commodities belonging to three or more groups from 572 to 579, where any of those sales are less than 50% of retail sales of beverages and food products.

Establishments classified as “5711 Grocery stores” in the 2002 Census are regarded as “ 571 GROCERY STORES”.

(d) “57D Convenience stores, primarily for sale of staple food and beverages”

Among establishments classified as “57 RETAIL TRADE (FOOD AND BEVERAGES)”, these are establishments adopting self-service systems with sales floor space of 30 m² or more, but less than 250 m², and 14 business hours or over.

(e) “60P Tobacco and smoking article speciality stores”

These are establishments where sales of “60P Tobacco and smoking articles” are 90% or over in total retail sales.

Table 2

By clothing, food products, housing	Major group	Industrial classification
Clothing	56	DRY GOODS, APPAREL AND APPAREL ACCESSORIES
Food products	57	FOOD AND BEVERAGES
Housing	58	MOTOR VEHICLES AND BICYCLES
	59	FURNITURE, HOUSEHOLD UTENSIL AND HOUSEHOLD APPLIANCE
	60	MISCELLANEOUS RETAIL TRADE

3. Explanation of major terms

(1) Establishment (Commercial Establishments)

This is “an establishment purchasing and selling tangible commodities” occupying a certain place (a block), and generally called a wholesaler or retailer, in principle.

(2) Wholesale trade

This is an establishment mainly conducting the following business.

- 1) An establishment to sell commodities to retailers or other wholesalers
- 2) An establishment to sell large amounts and volumes of commodities to industrial users (construction, manufacturing, transport, eating and drinking places, accommodation, hospitals, schools, governmental offices, and others) for industrial use
- 3) An establishment to sell commodities for industrial use (machinery and furniture for offices, equipment for hospitals, beauty salons, restaurants, hotels, etc., industrial machinery (excluding agricultural machines and implements), and building materials (lumber, cement, sheet glass, tiles, etc.))
- 4) A wholesale establishment managed by a manufacturing company in a separate place for the company’s own products (excluding an establishment chiefly for administration)

For example, in a case where a branch or a sales office of a household electric appliances manufacturer sells its own products to wholesalers, it is regarded as a wholesale establishment.

- 5) An establishment to sell commodities by wholesale, and repair same kinds of commodities

Even if income from repair work is larger, the establishment selling the same kinds of commodities is regarded not as a repair shop but as a wholesaler.

- 6) An establishment to carry out or mediate purchase and sale of commodities for other establishments, mainly earning commission (agents and brokers)

“Agents and brokers” generally includes establishments called agents, brokers, and collectors of agricultural products.

(3) Retail trade

Establishments engaged in the following are classified as retail trade:

- 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.

(4) 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)

(5) 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”.

(6) 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”.

(7) Opening year

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

(8) Employees and persons engaged

Number of persons 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.

(9) Annual sales of goods

Annual sales of goods 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.

(10) 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).

(11) Self-service system (retailers only)

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.

(12) Sales floor space (retailers only)

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

(13) Business hours (retailers only)

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

In cases where the date of the survey is different from usual cases due to leaves or special sales etc., business hours of a usual working day close to the date of the survey are used.

4. Explanation and note on items in each statistics table

Common elements

(1) “Not reported”

“Not reported” at the top and side of a statistics table means that the census is not implemented on that item.

(a) As for “sales floor space”, 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.

(b) As for “business hours”, the census is not implemented for establishments belonging to retailers of milk and newspapers.

(2) As for figures by industrial classification for “annual sales of goods” and “other income”, the sum of the figures may not necessarily equal the total, due to the process of rounding the figures down to 100 thousand yen and indicating the monetary amount in millions.

Tables 1, 2, 4, 5, 12 and 13 of Vol.1, and Tables 1 and 3 of Vol. 2

“Individual” in tables includes “unincorporated organization”.

Table 3 of Vol. 1 and Table 4 of Vol. 2

Business organization “private establishment” in tables includes “unincorporated organization”.

Table 4 of Vol. 1

(1) “Annual sales of goods per 1m² of sales floor space” for sales efficiency in the table is calculated with establishments with sales floor space.

(2) Sales efficiency of “54A Agents and brokers” in the table is calculated with establishments with annual sales of goods.

5. Others

- (1) The “-” mark in the table indicates that there is no relevant figure, “0” and “0.0” that the figures are less than the minimum unit of description, and “-” indicates negative figures. “x” indicates that the figures gained for the item are for 1 or 2 establishments only and that the reporter determines that confidentiality may be compromised by the disclosure 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 disclosure of the figures, they may be restricted.
- (2) For the “composition rate” given in the text or tables, due to the process of rounding the figures, the sum of the figures may not necessarily equal the total.
- (3) The 1991 Census was not implemented for Shimabara city and Fukae village in Minami Takaki county of Nagasaki Prefecture due to the eruption of Mt. Unzen-Fugen. Therefore, the figures (number of establishments, number of employees, total sales during the year) of the 1991 Census do not include the figures for this area.
- (4) The 2002 Census was not implemented for Miyake village on an island included in the Tokyo metropolitan area due to volcanic activities. Therefore, the figures (number of establishments, number of employees, total sales during the year) of the 2002 Census do not include the figures for this area.
- (5) When reprinting the figures given in this Census, the source must be cited as “2004 Census of Commerce, Research and Statistics Department, Economic and Industrial Policy Bureau, Ministry of Economy, Trade and Industry”.

6. Inquiries

For any inquiries in respect of the Census, please contact:

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

Tel. 03-3501-9945
03-3501-0386 (direct line)

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

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