



**RESERVE BANK OF INDIA**  
**Department of Statistics and Information Management**

**Quarterly Order Books, Inventories and Capacity Utilisation Survey**  
**(October-December 2021 quarter: Round 56)**

**Block 1: Company Profile**

101. Company Name: ----- CIN: -----

102. Company Address: -----

City/Town: -----

State: ----- Pin-code: -----

103. Name of Respondent: -----

104. Designation -----

105. Respondent's Corporate Email Address: -----

106. Telephone Number: STD -----Telephone Number -----

107. Fax Number: -----

108. Company E-mail Address: -----

109. Company web-site Address: -----

110. NIC Code for Industry: -----

111. Industry: -----

112. Status: Listed / Unlisted

113. Ownership: Government / Non-Government

114. Type of Company: Public Limited / Private Limited

115. Company Size: (As per MSME definition)

Micro ☐ A; Small ☐ B; Medium ☐ C; Large ☐ D

### Block 2: Balance sheet and other details\*

(₹ Lakh)

Item Code	Item	As on Quarter ending October-December 2021
201	Paid-up Capital	
202	Net Sales (during the quarter)	
203	Total Assets	
204	Total Inventories	
205	Of which, (i) Finished goods	
206	(ii) Work-in-Progress	
207	(iii) Raw Materials	
208	Backlog order value at the beginning of the quarter	
209	Value of the new order received during the quarter	
210	Of which, Export order	
211	Value of pending order books at the end of the quarter	
212	Number of workers (In Number)	

\* If data is 'Nil' or 'Zero' may be mentioned as '0'; if data is 'Not applicable', please write 'NA' and in case data is 'Not available', please write 'Not available'.

**Block 3: Product wise quarterly installed capacity, quantity produced, capacity utilised (%) and value of production**

[illegible]

## Block 4: Reasons for changes at Company level

### 401. Change in actual production compared to the previous quarter

If your company's production level has gone down in October-December 2021 quarter as compared to the previous quarter?

Yes		No	
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If Yes, please select the main reasons [Please tick (✓) the relevant column(s)]

Shortage of demand		Shortage of local labours	
Shortage of raw material		Supply chain disruption	
Sufficient availability of finished goods inventory		Current economic constraints/conditions	
Shortage of Working Capital Finance		Others (Please specify):	

### 402. Capacity augmentation during the quarter

Whether the company made an additional investment to increase the installed (production) capacity during October-December 2021 quarter?

Yes		No	
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### 403. Constraints for full utilisation of production capacity during the quarter

If your company is not able to utilise the full production capacity during October-December 2021, please give the main reasons/ constrains [Please tick (✓) the relevant column(s)] from the following list]

Insufficient demand	
Financial constraints	
Environmental restrictions/ related policy constraints	
Shortage of skilled labour	
Competitive Imports	
Shortage/cost of fuel or electricity to run machinery	
Others (Please specify):	

Note:

1. If the same product is produced at more than one location the combined data for all the locations should be reported.
2. Only the quantity produced (not sold) using the installed capacity of the company has to be reported. The production by outsourcing etc., need not be reported.
3. Unit of Installed capacity and quantity produced should be same.
4. In case of "Sugar" industry; recovery ratio and number of cane crushing days during the respective quarter/ year may be given as foot note.
5. In case of zero production for any product, please indicate reasons thereof.

Please send the quarterly data to:

Division of Enterprise Surveys  
Department of Statistics and Information Management  
Reserve Bank of India  
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Mumbai-400051  
Phone:022-26578235/279, E-Mail-[dsimobicus@rbi.org.in](mailto:dsimobicus@rbi.org.in)

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