

## Schedule

This is the survey of M.Com dissertation on “Social Responsibility of Micro and Small Enterprises – A Case Study in Hailakandi Town”.

Your response to this schedule will serve as source of information to the research paper to be done for dissertation purpose. Your kind co-operation will be greatly appreciated. All information will be treated as strictly confidential and used only for research.

### A. General Information

Schedule No:

Date:

1. Name of Enterprise: \_\_\_\_\_
2. Year of Establishment: \_\_\_\_\_
3. Nature of Business:      Manufacturing ☐      Service ☐
4. Types of ownership:      Sole Trading ☐      Partnership ☐  
                                         Any other (please specify).....
5. Anticipation of enterprise :
  - a.    0 – 5 years      ☐
  - b.    5 – 10 years      ☐
  - c.    10 – 15 years      ☐
  - d.    15 – 20 years      ☐
  - e.    20 – 25 years      ☐
  - f.    Over 25 years      ☐
6. Investment in Plant and Machinery, Equipment :
  - a.    Below ₹50000      ☐
  - b.    ₹ 50000 – ₹ 100000      ☐
  - c.    ₹100000 – ₹ 150000      ☐
  - d.    ₹ 150000 – ₹ 200000      ☐
  - e.    ₹200000 – ₹ 250000      ☐
  - f.    ₹250000 – ₹300000      ☐
  - g.    ₹350000 – ₹400000      ☐
  - h.    Above ₹ 400000      ☐
7. Product or services you deal with.....

## B. Enterprise Attitudes and Beliefs

1. Are you aware of Social Responsibility of your Enterprise?  
Yes ☐ No ☐
2. How important is Social Responsibility issue for your enterprise?  
☐ ☐ ☐ ☐ ☐  
Very important   Important   Neither important   Unimportant   Don't know  
                                nor Unimportant                                 or No answer
3. Using 5 points liker's scale given below indicates the statement most closely reflects

| Statements                                           | Strongly Agree(SA) | Moderately Agree(MA) | Neither Agree Nor Disagree(NANDA) | Moderately Disagree(MDA) | Strongly Disagree(SDA) |
|------------------------------------------------------|--------------------|----------------------|-----------------------------------|--------------------------|------------------------|
| Profit is more important than Social Responsibility  | 5                  | 4                    | 3                                 | 2                        | 1                      |
| Profit is equally important to Social Responsibility | 5                  | 4                    | 3                                 | 2                        | 1                      |
| Profit is less important than social Responsibility  | 5                  | 4                    | 3                                 | 2                        | 1                      |

4. Using 5 points liker's scale given below indicates the statements most closely reflect the view of your business with regard to Social Responsibility.

| Statements                                                     | Strongly Agree(SA) | Moderately Agree(MA) | Neither Agree Nor Disagree(NANDA) | Moderately Disagree(MDA) | Strongly Disagree(SDA) |
|----------------------------------------------------------------|--------------------|----------------------|-----------------------------------|--------------------------|------------------------|
| Social Responsibility can create value for the business        | 5                  | 4                    | 3                                 | 2                        | 1                      |
| Social Responsibility is of marginal benefit to the b business | 5                  | 4                    | 3                                 | 2                        | 1                      |
| Social Responsibility is of no real benefit to the business    | 5                  | 4                    | 3                                 | 2                        | 1                      |

5. In which interest groups do you provide the Social Responsibility?

☐ Society
 ☐ Environment
 ☐ Customers
 ☐ Employees
 ☐ Government
 ☐ Suppliers  
☐ Investors
 ☐ Competitors
 ☐ All

6. Responsibility towards Society :

a. Provide help to the weaker and backward sections of the society Yes ☐ No ☐  
 b. Preserve and promote social and cultural values Yes ☐ No ☐  
 c. Generate employment Yes ☐ No ☐  
 d. Protect the environment Yes ☐ No ☐  
 e. Conserve natural resources and wildlife Yes ☐ No ☐  
 f. Promote sports and culture Yes ☐ No ☐  
 g. Provide assistance in the field of development on Education, Hospital, Technology, etc Yes ☐ No ☐  
 h. If others (please specify).....

7. Responsibility towards Environment:

a. Tree Plantation Yes ☐ No ☐  
 b. Reduce energy consumption Yes ☐ No ☐  
 c. Using less water Yes ☐ No ☐  
 d. Minimising plastic usage Yes ☐ No ☐  
 e. Reuse of products Yes ☐ No ☐  
 f. Awareness programme regarding the users of Alcohol/Drugs etc. Yes ☐ No ☐  
 g. If others (please specify).....

8. Responsibility towards Customers :

a. Provide regular supply of goods and services Yes ☐ No ☐  
 b. Provide quality goods and services Yes ☐ No ☐  
 c. Unfair like underweighting the product, Adulteration etc is avoided Yes ☐ No ☐  
 d. Provide after sale services Yes ☐ No ☐  
 e. Does your enterprise resolve complaints from customers Yes ☐ No ☐  
 f. If others (please specify).....

9. Responsibility towards Employees:

a. Provide timely and regular payment of wages and salaries Yes ☐ No ☐  
 b. Provide proper working conditions and welfare amenities Yes ☐ No ☐  
 c. Provide better living conditions like housing, transport, canteen Crèches, etc. Yes ☐ No ☐  
 d. If others (please specify).....

10. Responsibility towards Government :

a. Setting up of units as per guidelines of Government Yes ☐ No ☐  
 b. Payment of fees, duties and taxes regularly as well as honestly Yes ☐ No ☐

- c. Conforming to pollution control norms set by Government Yes ☐ No ☐
- d. If others (please specify).....
11. Responsibility towards Suppliers:
- a. Giving regular orders for purchase of goods Yes ☐ No ☐
- b. Dealing on fair terms and conditions Yes ☐ No ☐
- c. Timely payment of dues Yes ☐ No ☐
- d. If others (please specify).....
12. Responsibility towards investors:
- a. Ensuring safety of their investment Yes ☐ No ☐
- b. Regular payment of Interest Yes ☐ No ☐
- c. Timely payment of principal amount Yes ☐ No ☐
- d. If others (please specify).....
13. Responsibility towards Competitors:
- a. Offer to customer heavy discounts/free product in each sale Yes ☐ No ☐
- b. Defame competitors through false or ambiguous advertisements Yes ☐ No ☐
- c. Offer exceptionally high sales commission to distributors, agents etc Yes ☐ No ☐
- d. If others (please specify).....

Name of the Respondent

Signature of the Respondent

Signature of the Interviewer