

Research on the Linkage Effect of Wage Ladders in the Low-paid Industries



澳門大學
UNIVERSIDADE DE MACAU
UNIVERSITY OF MACAU



澳門研究中心
Centro de Estudos de Macau
Centre for Macau Studies

Employer Questionnaire 2022

Dear Sir/MS:

Hello! The Center for Macau Studies of the University of Macau is currently conducting a study on the “Linkage Effect of Wage Ladders in the Low-paid Industries” to examine the effectiveness of the minimum wage laws implemented by the Macau SAR government, and to provide a scientific basis for future reviews of the minimum wage standards. As part of this research, a survey is conducted between February and June 2022 on enterprises with at least one low-paid employee.

Thank you so much for your willingness to participate in the survey! To facilitate this survey, we will send a helper to your site to assist you filling out the questionnaire. To express our sincere gratitude, a cash coupon (MOP50) will be presented upon your completion of this questionnaire. The information obtained from the survey and your valuable opinions will impact the revision of the minimum wage laws of the Macau SAR government. The usual confidentiality practice will apply.

Thanks again!

Center for Macau Studies
University of Macau

For enquiries, please contact the Center for Macau Studies:	
Phone: (853) 88222077	Email: cms.cp@um.edu.mo
Fax: (853) 88220009	Questionnaire download: https://cms.um.edu.mo/lowwagesresearch/

To be filled out by the Center for Macau Studies	
Enterprise no.:	Collection method:
Investigator:	Date:

Explanatory Note

This survey is only applicable to enterprises that have **at least one low-paid employee** (detailed in Question 3). Please fill in the information from February 2019 to January 2022.

All information related to monetary terms should be in MOP.

The information obtained from the survey is strictly **confidential** and is used for research purposes only.

Part 1: Basic information

1. Enterprise size

Paid employee

Refers to a person who works under the control and leadership of an enterprise through a contract and receives remuneration; including employees who are absent for a short period of time (for example, on maternity leave), but does not include employees who were absent from work for the entire month of the survey and provide no services.

***The “employees” involved in this questionnaire, unless otherwise specified, including both resident and non-resident employees of the enterprise.**

Paid full-time employee

Refers to employees who are hired on a continuous contract and work 35 hours or more per week.

Paid part-time employee

Refers to employees who are not paid as Paid full-time employees.

Part 1: Basic information

1. Enterprise size

Including all relevant employees who were employed on **January 31, 2020, January 31, 2021,** and **January 31, 2022,** respectively.

Employee types	Number of persons		
	January 31, 2020	January 31, 2021	January 31, 2022
Paid employee			
Paid <u>full-time employee</u>			
Paid <u>part-time employee</u>			

2. Employee occupation

Employee occupations are divided into five categories as shown below:

Managers, professionals, technicians & associate professionals

Managers: such as corporate chairperson, executive directors, general managers, and managers.

Professionals, technicians, and associate professionals: teachers; investment analysts; securities, foreign exchange, and other financial service traders; insurance industry practitioners; property brokers; travel technicians; lawyers; legal advisers, etc.

Clerk

teller, commercial cashier, hotel receptionist, restaurant receptionist, cargo delivery and collection clerk, insurance compensation assessor, financial institution counter clerk, travel agency consultant, radio communication operator and telephone operator, casino venue managers/waiters, casino monitors/tours, croupiers, chip changers, horse racing, greyhound racing and lottery ticket sellers/dispatchers, ticket attendants, etc.

Services & sales workers

store salesclerks, supermarket tally clerks, retail store clerks, ticket collectors, tour guides, chefs, restaurant waiters, floor managers, etc.

Craft & related trades workers, plants & machine operator, drivers & assemblers

Craft & related workers: such as mining and construction workers; metal industry, machinery workers; precision instruments, printing, handicrafts, food processing workers etc.

Plants & machine operator, drivers & assemblers: such as machine operators and vehicle drivers.

Elementary occupations

street vendors, cleaners, delivery workers, porters, concierges, stewards/valet parking workers, loading and unloading workers, building management/watchmen, garbage collectors, manufacturing labourers, packing workers, etc.

2. Employee occupation

The numbers of employees who were employed on **January 31, 2020**, **January 31, 2021**, and **January 31, 2022**, respectively.

Occupation	January 31, 2020		January 31, 2021		January 31, 2022	
	Full-time (person)	Part-time (person)	Full-time (person)	Part-time (person)	Full-time (person)	Part-time (person)
Managers, professionals, technicians & associate professionals						
Clerks						
Services & sales workers						
Craft & related trades workers, plants & machine operator, drivers & assemblers						
Elementary occupations						

3. The total number of low-paid employees based on payment methods

In this study, **low-paid employees** are divided into four types, based on how their basic salaries (**excluding** overtime pay, extra pay for night work or shift work, double pay, or other similar benefits) are paid.

They are:

On a **monthly** basis, employees with basic salaries less than or equal to **MOP 10,000.**

On a **weekly** basis, employees with basic salaries less than or equal to **MOP 2,304.**

On a **daily** basis, employees with basic salaries less than or equal to **MOP 384.**

On an **hourly** basis, employees with basic salaries less than or equal to MOP **48.**

*These definitions will apply wherever the term “low-paid employees” appears in this questionnaire and will not be further explained.

Paid full-time low-paid employee

Refers to low-paid employees who are hired on a continuous contract and work 35 hours or more per week.

Paid part-time low-paid employee

Refers to low-paid employees who are not paid as Paid full-time low-paid employees.

3. Low-paid employee occupation

The numbers of low-paid employees who were employed on **January 31, 2020**, **January 31, 2021**, and **January 31, 2022**, respectively.

Occupation	January 31, 2020		January 31, 2021		January 31, 2022	
	Full-time (person)	Part-time (person)	Full-time (person)	Part-time (person)	Full-time (person)	Part-time (person)
Managers, professionals, technicians & associate professionals						
Clerks						
Services & sales workers						
Craft & related trades workers, plants & machine operator, drivers & assemblers						
Elementary occupations						

4. The low-paid employee occupation and their payments based on payment methods

On a monthly basis

Classify low-paid employees based on their monthly basic salaries (excluding overtime pay, extra pay for night work or shift work, double pay or other similar benefits) into the following six salary bands: (i) less than or equal to MOP 6,656, (ii) more than MOP 6,656 to MOP 7,322, (iii) more than MOP 7,322 to MOP 7,987, (iv) more than MOP 7,987 to MOP 8,653, (v) more than MOP 8,653 to MOP 9,318, and (vi) more than MOP 9,318 to MOP 10,000. Within each band, further classify low-paid employees into the five occupations. Calculate the total number of employees in each occupation and the total amount of salaries paid to them.

On a weekly basis

Classify low-paid employees based on their weekly basic salaries (excluding overtime pay, extra pay for night work or shift work, double pay or other similar benefits) into the following six salary bands: (i) less than or equal to MOP 1,536, (ii) more than MOP 1,536 to MOP 1,690, (iii) more than MOP 1,690 to MOP 1,843, (iv) more than MOP 1,843 to MOP 1,997, (v) more than MOP 1,997 to MOP 2,150, and (vi) more than MOP 2,150 to MOP 2,304. Within each band, further classify low-paid employees into the five occupations. Calculate the total number of employees in each occupation and the total amount of salaries paid to them.

On a daily basis

Classify low-paid employees based on their daily basic salaries (excluding overtime pay, extra pay for night work or shift work, double pay or other similar benefits) into the following (six) salary bands: (i) less than or equal to MOP 256, (ii) more than MOP 256 to MOP 282, (iii) more than MOP 282 to MOP 307, (iv) more than MOP 307 to MOP 333, (v) more than MOP 333 to MOP 358, and (vi) more than MOP 358 to MOP 384. Within each band, further classify low-paid employees into the five occupations. Calculate the total number of employees in each occupation and the total amount of salaries paid to them.

On an hourly basis

Classify low-paid employees based on their hourly basic salaries (excluding overtime pay, extra pay for night work or shift work, double pay or other similar benefits) into the following six salary bands: (i) less than or equal to MOP 32, (ii) more than MOP 32 to MOP 35, (iii) more than MOP 35 to MOP 38, (iv) more than MOP 38 to MOP 42, (v) more than MOP 42 to MOP 45, and (vi) more than MOP 45 to MOP 48. Within each band, further classify low-paid employees into the five occupations. Calculate the total number of employees in each occupation and the total amount of salaries paid to them.

*If your enterprise has different payment methods for different employees, please keep original payment methods for them and select the corresponding form to fill in.

The average salary of the salary band

The average salary of a salary band is the total salary of each band divided by the number of persons employed in the band.

4.1 The **low-paid employee** occupation and their payments based on payment methods

Consider only the number of low-paid employees who were employed on **January 31, 2020**, and the corresponding total salary in **January 2020**.

(*Please fill in the total number of employees and the total basic salaries of the corresponding occupation in your enterprise in each salary interval)

4.1A On a monthly basis

Occupation	≤ 6,656	6,656 - 7,322	7,322 - 7,987	7,987 - 8,653	8,653 - 9,318	9,318 - 10,000
Managers, professionals, technicians & associate professionals	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Clerks	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Services & sales workers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Craft & related trades workers, plants & machine operator, drivers & assemblers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Elementary occupations	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Average salary	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____

4.1B On a weekly basis						
Occupation	≤ 1,536	1,536 - 1,690	1,690 - 1,843	1,843 - 1,997	1,997 - 2,150	2,150 - 2,304
Managers, professionals, technicians & associate professionals	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Clerks	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Services & sales workers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Craft & related trades workers, plants & machine operator, drivers & assemblers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Elementary occupations	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Average salary	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____

4.1C On a daily basis						
Occupation	≤256	256 - 282	282 - 307	307 - 333	333 - 358	358 - 384
Managers, professionals, technicians & associate professionals	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Clerks	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Services & sales workers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Craft & related trades workers, plants & machine operator, drivers & assemblers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Elementary occupations	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Average salary	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____

4.1D On an hourly basis						
Occupation	≤ 32	32 - 35	35 - 38	38 - 42	42 - 45	45 - 48
Managers, professionals, technicians & associate professionals	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____ _____	MOP _____ _____	MOP _____ _____	MOP _____ _____	MOP _____ _____	MOP _____ _____
Clerks	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____ _____	MOP _____ _____	MOP _____ _____	MOP _____ _____	MOP _____ _____	MOP _____ _____
Services & sales workers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____ _____	MOP _____ _____	MOP _____ _____	MOP _____ _____	MOP _____ _____	MOP _____ _____
Craft & related trades workers, plants & machine operator, drivers & assemblers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____ _____	MOP _____ _____	MOP _____ _____	MOP _____ _____	MOP _____ _____	MOP _____ _____
Elementary occupations	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____ _____	MOP _____ _____	MOP _____ _____	MOP _____ _____	MOP _____ _____	MOP _____ _____
Average salary	MOP _____ _____	MOP _____ _____	MOP _____ _____	MOP _____ _____	MOP _____ _____	MOP _____ _____

4.2 The **low-paid employee** occupation and their payments based on payment methods

Consider only the number of low-paid employees who were employed on **January 31, 2021**, and the corresponding total salary in **January 2021**.

(*Please fill in the total number of employees and the total basic salaries of the corresponding occupation in your enterprise in each salary interval)

4.2A On a monthly basis

Occupation	≤6,656	6,656 - 7,322	7,322 - 7,987	7,987 - 8,653	8,653 - 9,318	9,318 - 10,650
Managers, professionals, technicians & associate professionals	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____
Clerks	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____
Services & sales workers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____
Craft & related trades workers, plants & machine operator, drivers & assemblers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____
Elementary occupations	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____
Average salary	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____

4.2B On a weekly basis						
Occupation	≤ 1,536	1,536 - 1,690	1,690 - 1,843	1,843 - 1,997	1,997 - 2,150	2,150 - 2,458
Managers, professionals, technicians & associate professionals	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Clerks	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Services & sales workers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Craft & related trades workers, plants & machine operator, drivers & assemblers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Elementary occupations	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Average salary	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____

4.2C On a daily basis						
Occupation	≤256	256 - 282	282 - 307	307 - 333	333 - 358	358 - 410
Managers, professionals, technicians & associate professionals	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Clerks	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Services & sales workers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Craft & related trades workers, plants & machine operator, drivers & assemblers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Elementary occupations	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Average salary	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____

4.2D On an hourly basis						
Occupation	≤32	32 - 35	35 - 38	38 - 42	42 - 45	45 - 51
Managers, professionals, technicians & associate professionals	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Clerks	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Services & sales workers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Craft & related trades workers, plants & machine operator, drivers & assemblers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Elementary occupations	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Average salary	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____

4.3 The **low-paid employee** occupation and their payments based on payment methods

Consider only the number of low-paid employees who were employed on **January 31, 2022**, and the corresponding total salary in **January 2022**.

(*Please fill in the total number of employees and the total basic salaries of the corresponding occupation in your enterprise in each salary interval)

4.3A On a monthly basis

Occupation	≤6,656	6,656 - 7,322	7,322 - 7,987	7,987 - 8,653	8,653 - 9,318	9,318 - 10,650
Managers, professionals, technicians & associate professionals	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____
Clerks	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____
Services & sales workers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____
Craft & related trades workers, plants & machine operator, drivers & assemblers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____
Elementary occupations	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____
Average salary	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____

4.3B On a weekly basis						
Occupation	≤ 1,536	1,536 - 1,690	1,690 - 1,843	1,843 - 1,997	1,997 - 2,150	2,150 - 2, 458
Managers, professionals, technicians & associate professionals	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Clerks	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Services & sales workers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Craft & related trades workers, plants & machine operator, drivers & assemblers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Elementary occupations	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Average salary	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____

4.3C On a daily basis						
Occupation	≤256	256 - 282	282 - 307	307 - 333	333 - 358	358 - 410
Managers, professionals, technicians & associate professionals	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Clerks	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Services & sales workers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Craft & related trades workers, plants & machine operator, drivers & assemblers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Elementary occupations	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Average salary	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____

4.3D On an hourly basis						
Occupation	≤32	32 - 35	35 - 38	38 - 42	42 - 45	45 - 51
Managers, professionals, technicians & associate professionals	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Clerks	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Services & sales workers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Craft & related trades workers, plants & machine operator, drivers & assemblers	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Elementary occupations	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)	_____ (person)
	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Average salary	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____

5. Salaries of all **low-paid employees** in your enterprise

Basic salaries (**excluding** overtime pay, extra pay for night work or shift work, double pay or other similar benefits)

Total salaries (**including** overtime pay, extra pay for night work or shift work, double pay or other similar benefits)

Confidential

5. Salaries of **all low-paid employees** in your enterprise (in MOP)

Calculate the basic and total salaries of **all low-paid employees** in each occupation in **January 2020, January 2021, and January 2022**, respectively.

January 2020

Occupation/salary	Basic salary	Total salary
Managers, professionals, technicians & associate professionals		
Clerks		
Services & sales workers		
Craft & related trades workers, plants & machine operator, drivers & assemblers		
Elementary occupations		
Total		

January 2021

Managers, professionals, technicians & associate professionals		
Clerks		
Services & sales workers		
Craft & related trades workers, plants & machine operator, drivers & assemblers		
Elementary occupations		
Total		

January 2022

Managers, professionals, technicians & associate professionals		
Clerks		
Services & sales workers		
Craft & related trades workers, plants & machine operator, drivers & assemblers		
Elementary occupations		
Total		

6. Total expenditure

Total expenditure (including **operating expenditure** and **compensation of employees**)

The total expenditure of goods and services provided by a third party to the venue. Including: self-use materials, rent of establishments and machinery and equipment, interest paid, utilities, salaries, commissions, non-labour insurance, maintenance and repairs, business service costs, marketing and promotion and other daily operating expenditure; but does not include provisions, losses, fines, write-offs, donations, depreciation, and taxes on the sale of fixed assets.

7. Total expenditure and total receipt in **three different periods**

Total expenditure

The same definition as in question 6 (page 23).

Total receipt

Refers to turnover and other receipts; the total amount of goods sold, and services provided, calculated at the net price after discounts, and includes commission income and rental income obtained from renting out places or parking spaces on-premises and other unspecified income.

6. Total expenditure (in MOP)	
(*If you cannot find relevant records, please try to estimate according to the definition given in the questionnaire)	
<u>January 2020</u>	
<u>January 2021</u>	
<u>January 2022</u>	

7. Total expenditure and total receipt (in MOP)	
(*If you cannot find relevant records, please try to estimate according to the definition given in the questionnaire)	
Total expenditure	
<u>February 2019 to January 2020</u>	
<u>February 2020 to January 2021</u>	
<u>February 2021 to January 2022</u>	
Total receipt	
<u>February 2019 to January 2020</u>	
<u>February 2020 to January 2021</u>	
<u>February 2021 to January 2022</u>	

Part 2: The impact of the COVID-19 epidemic

8. The impact of the epidemic on total expenditure

Compared **January 2021 with January 2020** and **January 2022 with January 2021**, did the epidemic impact the total expenditure of your enterprise? If yes, please estimate and fill in the extent of the impact of the epidemic on the enterprise's total expenditure.

9. The impact of the epidemic on total receipt

Compared **January 2021 with January 2020** and **January 2022 with January 2021**, did the epidemic have any impact on the total receipt of your enterprise? If yes, please estimate and fill in the extent of the impact of the epidemic on the enterprise's total receipt.

10. The impact of the epidemic on business hour

From **January 2020 to January 2021** and **January 2021 to January 2022**, has your enterprise suspended operations due to the impact of the epidemic? If yes, please fill in the number of months closed.

8. The impact of the epidemic on total expenditure (*Only the changes of your enterprise's total expenditure affected by the epidemic are calculated, and please do not include changes due to other reasons.)		
Any impact	<u>January 2021 compared to January 2020</u>	<u>January 2022 compared to January 2021</u>
<input type="checkbox"/> Total expenditure increased	About _____%	About _____%
<input type="checkbox"/> Total expenditure decreased	About _____%	About _____%
<input type="checkbox"/> No change		
<input type="checkbox"/> Unknown		

9. The impact of the epidemic on total receipt (*Only the changes of your enterprise's total receipt affected by the epidemic are calculated, and please do not include changes due to other reasons.)		
Any impact	<u>January 2021 compared to January 2020</u>	<u>January 2022 compared to January 2021</u>
<input type="checkbox"/> Total receipt increased	About _____%	About _____%
<input type="checkbox"/> Total receipt decreased	About _____%	About _____%
<input type="checkbox"/> No change		
<input type="checkbox"/> Unknown		

10. The impact of the epidemic on business hour (*Only the changes of your enterprise's business hours affected by the epidemic are calculated, and please do not include changes due to other reasons.)		
Any impact	<u>January 2020 to January 2021</u>	<u>January 2021 to January 2022</u>
<input type="checkbox"/> Yes	Number of month(s) _____closed	Number of month(s) _____closed
<input type="checkbox"/> No		
<input type="checkbox"/> Unknown		

11. The first, second, third and fourth rounds of government subsidies

Has the enterprise received any government subsidy? If yes, please fill in the amount(s) for the first, second, third and fourth rounds and the number of beneficiary employees in the second round.

First round: Announced on February 13, 2020: including (i) the launch of the "SME Bank Loan Interest Subsidy Program"; (ii) relaxation of the "SME Assistance Program" application conditions; (iii) water and electricity subsidies (water tariff subsidy up to MOP 3,000 per household per month and last for three months from the invoice in May, electricity tariff subsidy up to MOP 10,000 per household per month and last for three consecutive months from the invoice in March); (iv) tax relief (deduction of the 2019 income supplement tax up to MOP 300,000, reduction of 25% of property tax for commercial establishments, and exemption of 5% tourist tax for tourist service establishments from April for a period of six months) and other measures.

Second round: Announced on April 8, 2020: including enterprise subsidy (calculated based on the number of employees, a one-off assistance payment issued to eligible enterprises, ranging from MOP 15,000 to MOP 200,000).

Third round: Series of tax relief announced on March 15, 2021.

Fourth round: The SME epidemic support measures announced on October 11, 2021: eight measures including (i) subsidies for interest expenses on bank loans for SMEs, (ii) relaxing application conditions for interest-free loans for SMEs; (iii) adjusting interest-free loan repayments; (iv) encouraging banks to ease corporate loan repayments; (v) promoting preferential acquisition rates; (vi) exempting government property rents and return payments; (vii) encouraging rent reduction by landlords and (viii) support to operators and employed persons.

11. Government subsidies received during the epidemic	
<input type="checkbox"/> Received	
a) The amount from the <u>first round</u>	MOP _____
b) The amount and the number of beneficiary employees from the <u>second round</u>	MOP _____ with _____ person(s)
c) The amount from the <u>third round</u>	MOP _____
d) The amount from the <u>fourth round</u>	MOP _____
<input type="checkbox"/> Not received	
<input type="checkbox"/> Unknown	

12. The impact of the epidemic on the numbers of full-time and part-time employee(s)

From **January 2020 to January 2021** and **January 2021 to January 2022**, did the epidemic have any impact on the numbers of full-time and part-time employees? If yes, please fill in the increase/decrease of the numbers of full-time and part-time employees.

13. The impact of the epidemic on the working hours of **low-paid employee(s)**

From **January 2020 to January 2021** and **January 2021 to January 2022**, did the enterprise request any **low-paid employees** to work overtime or take a no-paid leave because of the epidemic? If yes, please estimate the percentage of these employees over the total number of low-paid employees.

12. The impact of the epidemic on the numbers of full-time and part-time employee(s)

(*Only the changes of employees in your enterprise affected by the epidemic are calculated, and please do not include changes due to other reasons.)

Number of employees	<u>January 2020 to January 2021</u>	<u>January 2021 to January 2022</u>
<u>Full-time employee</u>		
<input type="checkbox"/> a) increase	_____ person(s)	_____ person(s)
<input type="checkbox"/> b) decrease	_____ person(s)	_____ person(s)
<input type="checkbox"/> c) no effect		
<input type="checkbox"/> d) unknown		
<u>Part-time employee</u>		
<input type="checkbox"/> a) increase	_____ person(s)	_____ person(s)
<input type="checkbox"/> b) decrease	_____ person(s)	_____ person(s)
<input type="checkbox"/> c) no effect		
<input type="checkbox"/> d) unknown		

13. The impact of the epidemic on the working hours of **low-paid employee(s)**

(*Only the changes of working hours of low-paid employee(s) in your enterprise affected by the epidemic are calculated, and please do not include changes due to other reasons.)

Any change in working hour(s) of low-paid employee(s)		<u>January 2020 to January 2021</u>	<u>January 2021 to January 2022</u>
<input type="checkbox"/> Yes	<input type="checkbox"/> Increase	Percentage of the total low-paid employee(s) about _____%	Percentage of the total low-paid employee(s) about _____%
	<input type="checkbox"/> Decrease	Percentage of the total low-paid employee(s) about _____%	Percentage of the total low-paid employee(s) about _____%
<input type="checkbox"/> No			
<input type="checkbox"/> Unknown			

Part 3: The impact of implementation of minimum law

14. Price adjustment of goods/services due to the implementation of the minimum wage law

Compared January 2021 with January 2020 and January 2022 with January 2021, please assess whether the overall price of the enterprise's goods/services is affected by the implementation of the minimum wage law. If so, please estimate the percentage increase/decrease of the change.

15. Predict the possibility of price adjustments for the enterprise's goods/services in the next six months

If your answer to question 14 is no, please predict the possibility of price adjustments of the enterprise's goods/service in the next six months, and if yes, estimate the percentage increase/decrease of overall prices of goods/services.

16. Change in total expenditure due to the implementation of the minimum wage law

The total expenditure, same as the explanation of question 6 on page 23, includes both operating expenditure and compensation of employees. Compared January 2021 with January 2020 and January 2022 with January 2021, please assess whether the total expenditure has increased due to the implementation of the minimum wage law. If you agree or a little agree, please estimate the percentage increase of the total expenditure.

14. Have the overall price of goods/services of the enterprise been adjusted due to <u>the implementation of the minimum wage law</u> ? If yes, please estimate the percentage increase/decrease in the overall price of goods/services.		
	Compared <u>January 2021</u> with <u>January 2020</u>	Compared <u>January 2022</u> with <u>January 2021</u>
<input type="checkbox"/> Yes	Increase about _____%	Increase about _____%
	Decrease about _____%	Decrease about _____%
<input type="checkbox"/> No		

15. If the implementation of the minimum wage law currently does <u>not</u> cause the enterprise to adjust the overall price of goods/services, please predict the possibility and range of price adjustments in the next <u>six</u> months.	
<input type="checkbox"/> Yes	Increase about _____%
	Decrease about _____%
<input type="checkbox"/> No	
<input type="checkbox"/> Unknown	

16. The implementation of the minimum wage law has increased the total expenditure of your enterprise. Do you agree? If you choose yes/a little bit agree, please estimate the percentage increase in total expenditure due to <u>the implementation of the minimum wage law</u> .		
	Compared <u>January 2021</u> with <u>January 2020</u>	Compared <u>January 2022</u> with <u>January 2021</u>
<input type="checkbox"/> Agree	Increase about _____%	Increase about _____%
<input type="checkbox"/> A little bit agrees	Increase about _____%	Increase about _____%
<input type="checkbox"/> Neutral		
<input type="checkbox"/> A little bit disagrees		
<input type="checkbox"/> Disagree		

17. Changes in sales method due to **the implementation of the minimum wage law**

If the enterprise has sales activities, please estimate the percentage of goods/services sold through various channels in **January 2020, January 2021, and January 2022**; if the enterprise does not conduct any sales activities, please tick **No**.

Sales methods are mainly divided into the following categories:

Store sales

Shop display for customers to come and buy.

Direct marketing

Salespersons sell directly to customers, including door-to-door sales, street sales and telephone sales.

Multilevel marketing

A multi-level sales system carried out through the word of mouth and acquaintances referrals.

Online marketing

Online sales: e-commerce, website/online shop plus logistics sales.

Other channels

Channels other than the above four methods.

17. The percentage of sales through different channels (%)				
Channels		<u>January 2020</u>	<u>January 2021</u>	<u>January 2022</u>
<input type="checkbox"/> Yes	Store sales	About _____%	About _____%	About _____%
	Direct marketing	About _____%	About _____%	About _____%
	Multilevel marketing	About _____%	About _____%	About _____%
	Online marketing	About _____%	About _____%	About _____%
	Other channels	About _____%	About _____%	About _____%
<input type="checkbox"/> No				

Part IV: Situational assumptions

In this part, we assume three different economic scenarios: optimistic, flat, and pessimistic. In questions 18 and 19, we impose two different assumptions, namely that production inputs can be flexibly adjusted, and that no employee will be dismissed.

18. Basic salaries adjustments of low-paid employees on **future** minimum wage changes under different economic scenarios and different proposed minimum wage levels (**Assuming that the inputs of production factors such as plant and machinery and the number of employees can be flexibly adjusted**)

Assuming that there are new changes to the minimum wage laws in 2022, the statutory minimum wage level may be maintained or adjusted. Please estimate the **expected average salary** of all employees in each salary band under different economic scenarios.

Expected average salary

Employees (in question 4.3) are classified in different salary bands based on how their' basic salaries (excluding overtime pay, extra pay for night work or shift work, double pay or other similar benefits) fall in different salary levels and payment methods (monthly/weekly/daily/hourly). The expected average salary is the average salary of employees who are in corresponding salary band in **January 2023**.

(*The expected average salary range for a specific average salary in **January 2022** does not need to be limited to the corresponding salary band. Please use your estimations to fill in the expected average salary for a specific average salary in the same column.)

Economic scenarios

Assuming that the epidemic no longer affects Macao, and the economic situation is expected to be **better** than 2021.

Assuming that the epidemic continues to affect Macao and the economy is expected to be **similar** to 2021.

Assuming that the epidemic continues to affect Macao and the economy is expected to be **worse** than 2021.

18. Under the condition of **flexibly adjusting the inputs of production factors**, suppose the minimum wage changes in the **future**, please estimate the expected average salary of each salary band in **January 2023** under different economic scenarios and different minimum wage levels.

(*Please enter the expected average salary for a specific average salary in January 2022 in the same column)

18.1 The expected average salary of low-paid employees on a **monthly** basis (in MOP)

Salary band	≤	6,656 -	7,322 -	7,987 -	8,653 -	9,318 -	9,984 -
/proposed	6,656	7,322	7,987	8,653	9,318	9,984	10,650
minimum							
wage levels							

Economic scenarios : **better** than 2021

6,656	MOP	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____	_____
To 6,864	MOP	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____	_____
To 7,072	MOP	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____	_____

Economic scenarios : **similar** to 2021

6,656	MOP	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____	_____
To 6,864	MOP	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____	_____
To 7,072	MOP	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____	_____

Economic scenarios : **worse** than 2021

6,656	MOP	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____	_____
To 6,864	MOP	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____	_____
To 7,072	MOP	MOP	MOP	MOP	MOP	MOP	MOP
	_____	_____	_____	_____	_____	_____	_____

18.2 The expected average salary of low-paid employees on a <u>weekly</u> basis (in MOP)							
Salary band /proposed minimum wage levels	≤1,536	1,536 - 1,690	1,690 - 1,843	1,843 - 1,997	1,997 - 2,150	2,150 - 2,304	2,304 - 2,458
Economic scenarios : <u>better</u> than 2021							
1,536	MOP	MOP	MOP	MOP	MOP	MOP	MOP
To 1,584	MOP	MOP	MOP	MOP	MOP	MOP	MOP
To 1,632	MOP	MOP	MOP	MOP	MOP	MOP	MOP
Economic scenarios : <u>similar</u> to 2021							
1,536	MOP	MOP	MOP	MOP	MOP	MOP	MOP
To 1,584	MOP	MOP	MOP	MOP	MOP	MOP	MOP
To 1,632	MOP	MOP	MOP	MOP	MOP	MOP	MOP
Economic scenarios : <u>worse</u> than 2021							
1,536	MOP	MOP	MOP	MOP	MOP	MOP	MOP
To 1,584	MOP	MOP	MOP	MOP	MOP	MOP	MOP
To 1,632	MOP	MOP	MOP	MOP	MOP	MOP	MOP

18.3 The expected average salary of low-paid employees on a daily basis (in MOP)							
Salary band /proposed minimum wage levels	≤256	256 - 282	282 - 307	307 - 333	333 - 358	358 - 384	384 - 410
Economic scenarios : better than 2021							
256	MOP	MOP	MOP	MOP	MOP	MOP	MOP
To 264	MOP	MOP	MOP	MOP	MOP	MOP	MOP
To 272	MOP	MOP	MOP	MOP	MOP	MOP	MOP
Economic scenarios : similar to 2021							
256	MOP	MOP	MOP	MOP	MOP	MOP	MOP
To 264	MOP	MOP	MOP	MOP	MOP	MOP	MOP
To 272	MOP	MOP	MOP	MOP	MOP	MOP	MOP
Economic scenarios : worse than 2021							
256	MOP	MOP	MOP	MOP	MOP	MOP	MOP
To 264	MOP	MOP	MOP	MOP	MOP	MOP	MOP
To 272	MOP	MOP	MOP	MOP	MOP	MOP	MOP

18.4 The expected average salary of low-paid employees on an hourly basis (in MOP)							
Salary band /proposed minimum wage levels	≤32	32 - 35	35 - 38	38 - 42	42 - 45	45 - 48	48 - 51
Economic scenarios : better than 2021							
32	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
To 33	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
To 34	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Economic scenarios : similar to 2021							
32	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
To 33	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
To 34	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
Economic scenarios : worse than 2021							
32	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
To 33	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____
To 34	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____	MOP _____

19. Facing the review of the minimum wage legislation in 2022, under the condition of **not dismissing any employees**, what is the **highest** minimum wage level (calculated by the hour) that the enterprise is willing to accept with different economic scenarios?

Economic scenarios

Assuming that the epidemic no longer affects Macao, and the economic situation is expected to be **better** than 2021.

Assuming that the epidemic continues to affect Macao and the economy is expected to be **similar** to 2021.

Assuming that the epidemic continues to affect Macao and the economy is expected to be **worse** than 2021.

19. Under the condition of <u>not dismissing any employees</u> , what is the <u>highest</u> minimum wage level (calculated on an hourly basis) that the enterprise is willing to accept with different economic scenarios? Please choose <u>ONE</u> only.	
Economic scenario: <u>better than</u> 2021	<input type="checkbox"/> <32 mop
	<input type="checkbox"/> 32 mop
	<input type="checkbox"/> To 33 mop
	<input type="checkbox"/> To 34 mop
	<input type="checkbox"/> >34 mop
Economic scenario: <u>similar to</u> 2021	<input type="checkbox"/> <32 mop
	<input type="checkbox"/> 32 mop
	<input type="checkbox"/> To 33 mop
	<input type="checkbox"/> To 34 mop
	<input type="checkbox"/> >34 mop
Economic scenario: <u>worse than</u> 2021	<input type="checkbox"/> <32 mop
	<input type="checkbox"/> 32 mop
	<input type="checkbox"/> To 33 mop
	<input type="checkbox"/> To 34 mop
	<input type="checkbox"/> >34 mop

1. Enterprise name

2. Interviewee name

3. Contact number

4. Email address

5. Enterprise number (Please fill in the number provided on the questionnaire cover)

Personal Information Collection Statement:

*The contact information provided in this form will be used for the purpose of contact verification.

*The applicant agrees that the notified co-organizer is the recipient of the data

*The applicant has the right to request in writing the access, correction or updating of the above-mentioned data held by him/her in accordance with Article 11 of Law no. 8/2005 on the Protection of Personal Data.